

# **REVISED August 5, 2020**

## **Scales Mound CUSD #211**

### **Transition to In-person Learning and Remote/Blended Learning Plan For School Year 2021**

---

#### **Purpose:**

The purpose of the **REVISED** transition plan is in response to further guidance from ISBE/IDPH concerning the return to in-person, blended remote, or full remote learning. This Plan is primarily designed to prepare for the return to in-person learning for SY 2021 while also guiding any caregiver who would request remote learning opportunities for their child. The **REVISED** plan includes the procedures to follow for in-person learning along with remote or blended remote learning to be utilized by the district during SY 2021.

Since this is a very fluid, evolving, and uncertain time due to the pandemic, flexibility, agility, and understanding are key components to keeping our students, staff, and any visitors to our building healthy and safe during the current health crisis. The logistics of the plan are rooted in these key components. **Caregivers, students, and staff should be aware that this plan can change at any time due to recommendations and/or imposed requirements from the Jo Daviess Health Department, Illinois Department of Public Health, Illinois State Board of Education, or the Governor.**

#### **Definitions:**

- In-Person Learning: This is the traditional classroom model with all students on campus. We will conduct in-person learning following the guidance provided by the Illinois Department of Public Health (IDPH) and the Illinois Board of Education (ISBE).
- Blended Remote Learning: This is a situation in which some students may be learning in the classroom and some may be learning remotely at the same time. This would be utilized for students with specific health concerns, must quarantine due to COVID-19 issues, or have a caregiver who has requested remote learning.
- Remote learning: This is when all students are not physically present on campus while learning.

#### **Daily Schedule for Each Plan:**

- In-Person Learning: Based on the guidelines from ISBE, students shall receive at least five clock hours of instruction per day in any learning environment.
- Blended Remote Learning: The State Superintendent has determined that Remote and Blended Remote Learning Plans must ensure at least five clock hours per day of a combination of instruction and school work for each student who would normally receive a full day of instruction any time remote or blended remote learning days occur. A minimum of this should be at least 2.5 hours of synchronous or real-time learning.
- Remote Learning: The State Superintendent has determined that Remote and Blended Remote Learning Plans must ensure at least five clock hours per day of a combination of instruction and school work for each student who would normally receive a full day of instruction any time remote or blended remote learning days occur. A minimum of this should be at least 2.5 hours of synchronous or real-time learning.

**Scales Mound CUSD #211 in-person school hours will be from 8:00 AM to 2:15 PM. This allows staff time to work and plan specifically with students in remote learning locations.**

***From the top of Illinois, we are preparing today's learners for tomorrow's world by empowering all to reach their full potential.***

# **REVISED August 5, 2020**

## **Scales Mound CUSD #211**

### **Transition to In-person Learning and Remote/Blended Learning Plan For School Year 2021**

---

#### **In-Person Learning Plan:**

The Plan includes a plan for the entire district to return to in-person learning on August 19, 2020. The plan is broken down into the specific grade level bands as identified above. The Transition Teams used the following documents to prepare this **REVISED** document:

- Fall 2020 Learning Recommendations, published by ISBE on July 23, 2020,
- “Starting the 2020-21 School Year, Part 3 Joint Transition Guidance”, published by ISBE on June 23, 2020
- Review by Jo Daviess County Public Health Department

#### **Student and Staff Daily Health Certification:**

Maintaining the health and safety of all of our students, staff, families, and visitors to our building is of the utmost importance. To that effect, we will be taking a proactive approach to monitoring our students’ and staff’s health each day. All students and staff will be required to conduct symptom screenings and temperature checks daily to self-certify that they are free of symptoms. This self-certification is located in the quick links section of our District Webpage. A second temperature check will occur for all students, staff, and visitors entering the building. **Parents will not be allowed to walk their children to a classroom during SY 2021 to mitigate exposure to students and staff.**

If a student or staff member has any of the following known COVID-19 symptoms, they must stay home until they meet the criteria to return to school. These symptoms include:

- |   |                         |                              |
|---|-------------------------|------------------------------|
| • Fever (over 100.4 degrees)                  | • Chills                | • New loss of taste or smell |
| • Cough                                       | • Fatigue               | • Congestion or runny nose   |
| • Shortness of breath or difficulty breathing | • Muscle and body aches | • Nausea                     |
|   | • Headache              | • Vomiting                   |
|   | • Sore throat           | • Diarrhea                   |

***Students or staff members who exhibit any of these symptoms must stay home for a minimum of 10 days and 24 hours must elapse from the resolution of the fever without fever-reducing medication, or have certification to return to school from a medical professional.***

If a student or staff member comes in close contact with someone who has tested positive for COVID-19, they must self-quarantine and check for symptoms for a minimum of 14 days. Close contact is defined as being within six feet of the person who tested positive, for more than 15 minutes.

All students and staff returning from illness or quarantine will be required to be checked in by the school nurse before returning to class or work and may be asked to provide a physician’s certification to return to school.

#### **Instruction and Curriculum:**

Scales Mound staff and students will follow all instructional practices, curriculum, and state learning standards as we would normally follow during any school year. Students will be assessed soon after returning to in-person learning to determine any learning loss due to the abrupt ending of in-person learning in March of 2020.

***From the top of Illinois, we are preparing today’s learners for tomorrow’s world by empowering all to reach their full potential.***

# REVISED August 5, 2020

## Scales Mound CUSD #211

### Transition to In-person Learning and Remote/Blended Learning Plan For School Year 2021

---

#### **School-Wide Plans:**

The following is guidance for students, staff, and visitors to the building:

- **Face Coverings:** According to IDPH/ISBE guidelines, “All individuals in school buildings that serve students in prekindergarten through grade 12, **must** wear face coverings at all times unless they are younger than 2 years old, have trouble breathing, or are unconscious, incapacitated, or otherwise unable to remove the cover without assistance. Face coverings must be worn at all times in school buildings even when social distancing is maintained.” Any student or staff member who requests not to wear a face-covering must have a physician’s note to waive this requirement. IDPH/ISBE guidelines do not support face shields as an alternative from wearing a face covering. Reusable face-coverings should be washed each day. A dirty mask may increase a person’s chances of getting sick.
- **Social Distancing:** The district will do as much as possible to provide appropriate physical distances throughout the school building. Our goal is to have at least three to six feet of physical distance between each desk. No area inside the building may have groups of over 50 individuals. While in areas outside of the building, face coverings are not required if the social distance is maintained (if individuals remain 6 feet apart from each other). There can be no more than 50 individuals in one group with at least 30 feet between groups.
- **Handwashing:** Students and staff must wash their hands frequently using proper technique. We will take the time to provide staff and students with information on proper handwashing. All washrooms will have adequate materials for students and staff to accomplish this goal. Additionally, there will be multiple hand sanitizer dispensers located throughout the building for students and staff to use. It is important to know that the use of hand sanitizer is not an appropriate replacement for proper handwashing.
- **Transportation:** No more than 50 individuals will be allowed on a bus at any one time. All individuals must wear face-covering and social distancing must be maintained as much as possible. If a student boards a school bus, it is the expectation that each student has completed the self-certification check before boarding that bus each morning. All students will be assigned a seat on the bus with families sitting together as much as possible. These procedures are subject to change at any time during the pandemic. Each bus will be sanitized before and after each route.
- **Cafeteria:** Since face coverings are not worn during meals, six (6) foot distances must be maintained during breakfast and lunchtime. All items must be placed on the students’ trays as they move through the lunch line. The cafeteria will have limited occupancy to maintain appropriate social distance and will be cleaned and sanitized before and after each meal. Priority will be given to elementary students for breakfast and lunch in the cafeteria. Elementary students will be allowed to eat breakfast in assigned available seats and must leave immediately when finished with the meal. Junior high and high school students that eat breakfast will need to do so in their first-period classroom. Students will not be able to eat in the hallway at any time. Hand hygiene must be performed before and after eating a meal or consuming food items. Following ISBE and IDPH guidelines, there will not be milk breaks until further notice.

*From the top of Illinois, we are preparing today’s learners for tomorrow’s world by empowering all to reach their full potential.*

# REVISED August 5, 2020

## Scales Mound CUSD #211

### Transition to In-person Learning and Remote/Blended Learning Plan For School Year 2021

---

- **Drinking Fountains:** Students and staff are strongly encouraged to bring a reusable water bottle to fill at the drinking fountains. Drinking from the fountain directly is discouraged. To avoid a spill that would be difficult for the custodians to clean, water bottles must only be used for water. Fountains will be cleaned and sanitized regularly.
- **Halls:** In the halls, face coverings must be worn at all times, and individuals in the halls must follow any floor markings or directional signage to maintain appropriate social distancing.
- **Restrooms:** Face coverings and social distancing must be maintained when using the restrooms. Individual classes may develop a scheduled restroom break throughout the school day. Proper hand hygiene procedures must be adhered to at all times. Restrooms will be cleaned and sanitized throughout the school day.
- **Student supplies:** Sharing student supplies is strongly discouraged. All students should bring their supplies to be with them throughout the day. If the sharing of supplies is required, they will be cleaned before and after each use.
- **Library: In-Person Learning Library Plan:** *Students can visit the library.*
  - ❑ Masks will be required for anyone entering the library and for the entire time they are in there.
  - ❑ The library staff will frequently use hand sanitizer as well as wash our hands often.
  - ❑ Hand sanitizer will be available for students to use.
  - ❑ All tables in the library will be spaced six feet apart. There will be no more than four chairs at any given table and those chairs will be spaced appropriately.
  - ❑ Marks will be placed on the floor to socially distance the students who are waiting to check out.
  - ❑ If a student takes a book off of the shelf and changes his/her mind, he/she will place it on the reshelving carts for quarantine and reshelving.
  - ❑ Materials returned by students will be quarantined for a minimum of 48 hours on a cart before reshelving.
  - ❑ The library doors will be propped open to minimize touching of the door handles.
  - ❑ The tables, chairs, and countertops will be disinfected after each class leaves and before the next class comes in.
  - ❑ Students will use their own Chromebook/MacBook to look up books on the Destiny Library Catalog and take Accelerated Reader tests.

### **PreK-2 In-person Learning Plans:**

These plans are specifically designed for students in PreK-2 classrooms. Guidance from ISBE and IDPH strongly encourages in-person learning for students under 13 years of age.

- **Classrooms:** To the best extent possible, there will be a three (3) to six (6) foot distance between all seats in each classroom assigned by the teacher. All seats should be facing the same direction.
- **Breaks:** Breaks will be scheduled by the individual teacher based on natural breaks in the schedule. One class will be allowed to use the restroom at a time.

*From the top of Illinois, we are preparing today's learners for tomorrow's world by empowering all to reach their full potential.*

# **REVISED August 5, 2020**

## **Scales Mound CUSD #211**

### **Transition to In-person Learning and Remote/Blended Learning Plan For School Year 2021**

---

- Lunch: Grades K-1 will eat lunch in the cafeteria starting at 11:35 and Grade 2 will be at recess. Second grade will eat lunch after K-1 finishes. Students cannot share food and if bringing their lunch, should have items they can open by themselves.
- Recess/Playtime: Recess will be held every day with students going outside as much as possible. Please dress appropriately based on the weather. Supervisors will keep students separated as much possible so that they do not have to wear face-covering during recess. Groups will need to put on face-coverings when they return to the building and do proper hand-washing. Playtime will be determined by the individual classroom teacher.

#### **Grades 3-8 In-person Learning Plans:**

These plans are specifically designed for students in grades 3-8 classrooms.

- Classrooms: To the best extent possible, there will be a three (3) to six (6) foot distance between all seats in each classroom assigned by the teacher.
- Bathroom Usage: To the extent possible the bathroom usage will be monitored and limited by the classroom teachers.
- JH Lockers: Students will not use their lockers and will carry their backpacks to the greatest extent possible.
- Changing Classes: When changing classes, face coverings must be worn at all times, and individuals in the halls must follow any floor markings or directional signage to maintain appropriate social distancing. Students may be asked to clean their desks when entering the classroom. Appropriate materials will be provided to keep students safe from excessive exposure to potential pathogens and cleaning materials.
- Lunch: Junior high students will eat in their classrooms and exit out the back doors for “recess” Grades 3-5 will rotate between eating in the cafeteria and classroom weekly.
- Recess: All students in grades 3-8 will exit and return to the classroom through their emergency door to attend recess.
- Locker rooms: Locker rooms will not be made available during the traditional school day and students will only change their shoes for physical education.

#### **Grades 9-12 In-person Learning Plans:**

These plans are specifically designed for students in grades 9-12 classrooms.

- Classrooms: To the best extent possible, there will be a three (3) to six (6) foot distance between all seats in each classroom assigned by the teacher.
- Bathroom Usage: To the extent possible the bathroom usage will be monitored and limited by the classroom teacher.
- Lockers: Students will not use their lockers and will carry their backpacks to the greatest extent possible.
- Changing Classes: When changing classes, face coverings must be worn at all times, and individuals in the halls must follow any floor markings or directional signage to maintain appropriate social distancing. Students may be asked to clean their desks when entering the classroom. Appropriate materials will be provided to keep students safe from excessive exposure to potential pathogens and cleaning materials.
- Lunch: High school students not utilizing the open campus option will eat lunch in their KSL classroom or the cafeteria if the room is available. Students who bring lunch from home may utilize the picnic area set up in the front of the school as long as proper social distancing is maintained.

***From the top of Illinois, we are preparing today's learners for tomorrow's world by empowering all to reach their full potential.***

# **REVISED August 5, 2020**

## **Scales Mound CUSD #211**

### **Transition to In-person Learning and Remote/Blended Learning Plan For School Year 2021**

---

- Locker rooms: Locker rooms will not be made available during the traditional school day and students will only change their shoes for physical education.

### **Remote Learning/Blended Remote Learning Plan:**

The Scales Mound CUSD #211 Plan is utilized to keep our students cognitively engaged while not physically present on campus. The plan is individualized to each particular grade level, content area, or student's learning needs. No two classes, subject areas, or grade levels may be the same due to this differentiation. Scales Mound staff and students will follow all instructional practices, curriculum, and state learning standards as we would normally follow during any school year.

Per the Illinois State Superintendent of Schools, school districts must provide remote learning services to any student upon request by their parent/guardian (or by the student's request if they are 18 or older or emancipated). Scales Mound will also provide remote learning to any medically fragile student, have a recommendation from a health care provider, or is quarantined due to exposure to the COVID-19 virus. ***Students who caregivers request remote learning outside of a medical reason, will be required to complete an in-person waiver form and be in remote learning for the remainder of the quarter. Medically fragile and quarantined students will be handled based on communication with the family and health care professionals.***

### **Student Availability and Attendance:**

It is the expectation of Scales Mound CUSD #211 that our students will be engaged in the work that is provided by their teachers and instructors. ***Students will only be counted as present if they are engaged with the teachers each day as described in each grade level plan.*** Students are expected to be available during the normal instructional day to allow them to participate in class meetings, student-student group meetings, or other virtual classroom activities.

We understand that they may need to take "Brain Breaks" however students must complete their work by the time and date assigned by the teacher. It is important to provide time for students to be cognitively engaged and physically engaged throughout the day. A good rule of thumb is for every 20 - 30 minutes of instructional work, take 20 minutes to play, or be active. We ask that students check and respond to their emails at the frequency recommended by their teacher but at a minimum daily.

### **Teacher/Counselor availability:**

Teachers/Counselors are available through email, the use of online platforms, and video conferencing through Zoom, Google Meet, or other virtual platforms during regular school hours. Individual videoconferencing must be set up through email contact with teachers/counselors.

### **Grading:**

Scales Mound CUSD #211 will focus on the continuation of learning, providing all students with appropriate educational materials, and time to complete assignments successfully. ***Students' grades will be lowered as a result of learning***

***From the top of Illinois, we are preparing today's learners for tomorrow's world by empowering all to reach their full potential.***

# **REVISED August 5, 2020**

## **Scales Mound CUSD #211**

### **Transition to In-person Learning and Remote/Blended Learning Plan For School Year 2021**

---

***remotely or in a blended remote learning environment if they do not make an effort to engage with the work provided by their teachers. Instructors cannot provide feedback if they do not have students' engagement.***

During remote learning, staff will follow the curriculum of in-person learning and grading to every extent possible. Students will complete all assignments and be graded the same as if receiving in-person instruction. This curriculum will be appropriate for the student's grade level and ability level. The staff intends to move through the curriculum by mastering grade-level skills along with the skills necessary for each child. This may include reinforcement of skills potentially missed last school year.

***Completed work is defined as all work collected electronically or otherwise, and participation in virtual class meetings and assignments. At the elementary level, work completion is defined as active participation and engagement with written, electronic, and other material provided by the teacher and demonstration of involvement through completed work.***

Staff will document every effort to engage students in learning activities. In the event students are unable to engage in learning activities or access learning material, the student may be allowed to make up work through remote learning or possibly other forms of engagement designed by the teacher.

#### **Grade Level Plans:**

Developing consistency for remote learning or blended remote learning, on which students can rely is key. To that, Scales Mound CUSD #211 has provided instructors flexibility on how to approach learning based on their knowledge of the students in their classroom. Not all learning activities and instructional material will be the same from grade to grade. Instructors have the opportunity to differentiate for their students based on their individual needs.

It is critical that remote learning or blended remote learning must work in a multitude of family and home contexts which vary. Understanding that adults in the home are working and being care-givers is paramount to our planning of instructional activities. While the State has provided recommended engagement times, we understand that families may not be fully engaged and will need time to "walk away" from learning activities at times. Grade level and content level instructors are planning activities that allow for this during the remote learning/blended remote learning period.

#### **Special Education and Related Services:**

According to ISBE and IDPH Guidelines published on June 23, 2020, "Districts remain responsible for ensuring that special education students receive a free appropriate public education. They are required to address the individual needs of students eligible for special education services." Blended remote learning plans along with remote learning plans must address the unique needs of students eligible for special education services. The successful implementation of blended or remote learning begins with a positive mindset that effective, ongoing communication and collaboration with families, as well as collaboration with colleagues on innovative approaches, make it possible to provide remote learning to all students, regardless of their disability. Remote learning for special education purposes will include activities that support student progress toward achievement of their annual goals and objectives, all while taking into consideration the health, safety, and well-being of students and staff.

***From the top of Illinois, we are preparing today's learners for tomorrow's world by empowering all to reach their full potential.***

# **REVISED August 5, 2020**

## **Scales Mound CUSD #211**

### **Transition to In-person Learning and Remote/Blended Learning Plan For School Year 2021**

---

To that end, Scales Mound CUSD #211 Special education teachers are available to students and will provide instruction as noted above in Teacher Availability. If modifications or accommodations are needed for assignments, the special education teachers will work with the general education teachers and students to make the necessary changes. Special Education meetings and timelines will be met utilizing in-person meetings following all health and safety guidance, video conferencing, or phone conferencing.

Special education-related service providers (i.e., occupational therapist, physical therapist, school psychologist, social worker, speech/language pathologist, itinerant hearing, and vision teachers) will:

- Support students, parents, and staff through consistent and on-going communication based on their caseload and the student's IEP minutes.
- Chunk activities and collaborate with general education teachers to ensure IEP services, accommodations, and modifications are provided to meet the learning goals of each student.
- Provide resources, activities, and instructional material that are developmentally appropriate for the students.
- When possible, related service providers will check-in with students via phone calls, video conferencing, or other avenues available to them and their students.
- Consult with teachers and support instructional planning.
- Support school staff in the implementation of blending and remote learning
- Conduct evaluations and hold meetings in a timely manner, while at the same time maintaining safety for all.

It is important to note that the related services providers working with students from Scales Mound CUSD #211 are also working with other school districts. We request patience as they develop plans and activities appropriate for our students and their unique learning needs.

As always, progress and safety are our priority, and school staff or parents may request an IEP meeting at any time.

#### **Blended Remote Learning Library Plan:**

*Students are unable to visit the library.*

- Mrs. Wiegel will visit the classroom during the scheduled library time.
- Mrs. Wiegel will instruct the students on how to put books on hold in Destiny. These books will be delivered to the classrooms either during the lesson or throughout the school day. If allowed, students can come to the library to pick up their books.
- Mrs. Wiegel will bring a cart of books for the students to choose from and check the books out to the students.
- eRead Illinois will be set up for all students in grades 6-12 to allow for online checkouts of eBooks and audiobooks.

#### **Remote Learning Library Plan:**

*From the top of Illinois, we are preparing today's learners for tomorrow's world by empowering all to reach their full potential.*



# **REVISED August 5, 2020**

## **Scales Mound CUSD #211**

### **Transition to In-person Learning and Remote/Blended Learning Plan For School Year 2021**

---

*Students are not in the building.*

- “Curbside Pick-Up” system will be implemented. Students can choose their books online and Mrs. Wiegel will have them ready for parents to pick up from the school. (A plan can also be made if parents are unable to pick books up from the school.)
- Online Read Alouds
- Encourage use of eRead Illinois.
- Support teachers with online materials.
- Help parents log into various electronic platforms.

Remote or blended learning has become a reality for students due to the COVID-19 pandemic. Since March 2020, we have learned that successful remote learning needs to be rooted in flexibility and individualized for each grade level or classroom. As we enter into the SY 2021, we need to look at the combination of face-to-face instruction and remote instruction which is the root of blended learning. Again, remote and blended learning allows for individualization, flexibility, and a greater chance for student success.

### **Successful Remote/Blended Learning at the PK-2 Level:**

*Daily Participation:*

At Scales Mound Elementary School, PK-2 teachers have developed three levels of learning to be prepared for any event presented due to the current health emergency. Daily participation for remote learning will include:

#### ***Blended Remote Learning***

Blended remote learning days are a hybrid of in-person and remote instruction as a result of a health concern, quarantines due to the COVID-19 Virus, or a caregivers’ request. At the PK-2 level, this model would include the use of online platforms such as Seesaw, DOJO, Zoom, or Google Classroom.

#### ***Remote Learning***

The remote learning model is similar to the model used at the end of the 2020 school year. However, if this model of instruction is implemented during the SY 2021, Scales Mound Elementary school will utilize the following steps to record attendance and grade students.

In any of the plans to educate our students, there may be an exchange of learning materials between school and home regularly. Students may be expected to complete any necessary work and return it to school to assess attendance, participation, and grading.

*Attendance:*

***In the case of blended remote learning or remote learning, students will only be counted as present if they are engaged with the teachers or with the daily assignments during the time set up by that student’s teacher.***

*Grading:*

***From the top of Illinois, we are preparing today’s learners for tomorrow’s world by empowering all to reach their full potential.***

# **REVISED August 5, 2020**

## **Scales Mound CUSD #211**

### **Transition to In-person Learning and Remote/Blended Learning Plan For School Year 2021**

---

At the elementary level, work completion is defined as active participation in virtual class meetings and engagement with written, electronic, and other material provided by the teacher and demonstration of involvement through completed work or checklists. While we appreciate the assistance of parents and other family members in daily learning activities, to appropriately assess our students, we need students to work independently on most assignments.

#### ***Social Interaction:***

Children will have opportunities for socialization and group activities with modifications. For instance, children will have outdoor activities, individual learning/play materials, and social distance group activities to promote healthy play. "Remote learning buddies" may be developed by classroom teachers to encourage students to interact with each other during school hours and outside of school hours. These "buddies" would be continued for classroom activities if in-person learning were to resume.

#### **Successful Remote/Blended Learning Strategies (Grades 6-12):**

If we have to resume remote learning or have a student in blended remote learning, it is important to understand some basic strategies and etiquette to be successful. Please become familiar with the information. If you have any questions ask your teachers/counselor.

#### ***Daily participation:***

- READ email and check Google Classroom posts daily and respond as needed. This will be the primary source of communication and interaction between students and staff.
- Check in to individual classes daily or at the frequency recommended by the classroom teacher
- Individual teachers may use a Google Form to document attendance
- Use your scalesmound.net email address when participating in remote learning activities (checking in, Google Classroom, video conferencing, etc.)

#### ***Grading:***

- Assigned classwork will be graded and must be submitted by due dates provided by a teacher
- During remote learning, staff will follow the curriculum of in-person learning and grading. Students will complete all assignments and be graded the same as if receiving in-person instruction. This curriculum will be appropriate for the student's grade level and ability level. The staff intends to move through the curriculum by mastering grade-level skills along with the skills necessary for each child. This may include reinforcement of skills potentially missed last school year.level

#### ***Schedule:***

The schedule allows teachers to hold class meetings through video conferencing, discussions through Google Classroom, or other types of virtual meeting applications. The high school will follow the normal class schedule. According to the State Guidelines, In-person, remote, and blended remote learning must ensure that at least five (5) clock hours of a combination of instruction and school work for each student. ***While classroom meetings may not occur every day, you should always be prepared to meet with your class during the assigned times as directed by the teacher.***

#### ***Guidelines for virtual classroom meetings:***

***From the top of Illinois, we are preparing today's learners for tomorrow's world by empowering all to reach their full potential.***

# **REVISED August 5, 2020**

## **Scales Mound CUSD #211**

### **Transition to In-person Learning and Remote/Blended Learning Plan For School Year 2021**

---

1. Class meetings must not be recorded except by the instructor.
2. Class meetings may not happen every day. Staff will notify students when there is a class meeting scheduled.
3. No image may be captured in any form.
4. Parents/guardians may not interact in classroom activities or instruction.

#### **Guidelines and etiquette when video conferencing:**

- Sign in to video conferencing with scalesmound.net email
- Appropriate classroom behavior is expected
- Dress for video conferencing must be school appropriate
- Make sure your camera and microphone are on before joining meeting (found in System Preferences)
- Think about your actions, everyone can see you
- Have the necessary materials needed for class (assignments, books, paper, pen/pencil)
- The chatbox is reserved for class questions.
- Video meetings cannot be recorded or photographed by students

### **Successful Remote/Blended Learning at the Grades 3-8 Level:**

#### **Daily Participation:**

Daily participation will include:

#### **Blended Remote Learning**

Blended remote learning days are a hybrid of in-person and remote instruction as a result of a health concern or quarantines due to the COVID-19 Virus. At the grades 3-8 level, this model would primarily include the use of Google Classroom with other means or remote learning as directed by the teacher.

#### **Remote Learning**

The remote learning model is similar to the model used at the end of the 2020 school year. However, if this model of instruction is implemented during the SY 2021, Scales Mound school will utilize the following steps to record attendance and grade students.

There may be an exchange of learning materials between school and home regularly. Students may be expected to complete any necessary work and return it to school to assess attendance, participation, and grading.

#### **Attendance:**

***In the case of blended remote learning or remote learning, students will only be counted as present if they are engaged with the teachers or with the daily assignments during the time set up by that student's teacher. Students who are in a remote learning environment may be allowed to participate in extracurricular activities if they are not quarantined or otherwise unable to participate due to a health concern.***

#### **Grading:**

***From the top of Illinois, we are preparing today's learners for tomorrow's world by empowering all to reach their full potential.***

# **REVISED August 5, 2020**

## **Scales Mound CUSD #211**

### **Transition to In-person Learning and Remote/Blended Learning Plan For School Year 2021**

---

At the 3-8 grade level, work completion is defined as active participation in virtual class meetings and engagement with written, electronic, and other material provided by the teacher and demonstration of involvement through completed work or checklists. While we appreciate the assistance of parents and other family members in daily learning activities, to appropriately assess our students, we need students to work independently on most assignments.

During remote learning, staff will follow the curriculum of in-person learning and grading. Students will complete all assignments and be graded the same as if receiving in-person instruction. This curriculum will be appropriate for the student's grade level and ability level. The staff intends to move through the curriculum by mastering grade-level skills along with the skills necessary for each child. This may include reinforcement of skills potentially missed last school year.

#### **Successful Remote/Blended Learning at the High School Level:**

##### *Daily Participation:*

Daily participation will include:

##### **Blended Remote Learning**

Blended remote learning days are a hybrid of in-person and remote instruction as a result of a health concern or quarantines due to the COVID-19 Virus. At the high school level, this model would primarily include the use of Google Classroom with other means or remote learning as directed by the teacher.

##### **Remote Learning**

The remote learning model is similar to the model used at the end of the 2020 school year. However, if this model of instruction is implemented during the SY 2021, Scales Mound school will utilize the following steps to record attendance and grade students.

There may be an exchange of learning materials between school and home regularly. Students may be expected to complete any necessary work and return it to school to assess attendance, participation, and grading.

##### *Attendance:*

***In the case of blended remote learning or remote learning, students will only be counted as present if they are engaged with the teachers or with the daily assignments during the time set up by that student's teacher. Students who are in a remote learning environment may be allowed to participate in extracurricular activities if they are not quarantined or otherwise unable to participate due to a health concern.***

##### *Grading:*

At the high school level, work completion is defined as active participation in virtual class meetings and engagement with written, electronic, and other material provided by the teacher and demonstration of involvement through completed work or checklists. While we appreciate the assistance of parents and other family members in daily learning activities, to appropriately assess our students, we need students to work independently on most assignments.

During remote learning, staff will follow the curriculum of in-person learning and grading. Students will complete all assignments and be graded the same as if receiving in-person instruction. This curriculum will be appropriate for the

***From the top of Illinois, we are preparing today's learners for tomorrow's world by empowering all to reach their full potential.***

***REVISED August 5, 2020***

***Scales Mound CUSD #211***

***Transition to In-person Learning and Remote/Blended Learning Plan For School Year 2021***

---

student's grade level and ability level. The staff intends to move through the curriculum by mastering grade-level skills along with the skills necessary for each child. This may include reinforcement of skills potentially missed last school year.

***From the top of Illinois, we are preparing today's learners for tomorrow's world by empowering all to reach their full potential.***