

Pana CUSD #8

Remote Learning Plan



Introduction

Pana CUSD #8 acknowledges that during these unprecedented times (during a global pandemic), parents may seek an alternative to in person learning for their children. The Illinois State Board of Education defines remote learning as “learning that happens outside of the traditional classroom because the student and teacher are separated by distance and/or time.” Learning conducted in a remote fashion can be conducted by an instructor during real time, by viewing a recorded lesson, or by some other electronic means. Technology may or may not be used, but is an important part of delivering meaningful educational content during remote learning.

This past spring public schools in Illinois were forced to transition to remote learning per an executive order by the Governor. For those contemplating remote learning, it should be noted that remote learning will look drastically different when school resumes than what it did last spring. Some of the changes include the following:

- 1) Instructors will teach new material and be focusing on essential learning standards.
- 2) Student attendance will be taken and participation in learning will be required.
- 3) Students will be required to complete and turn in homework.
- 4) Teachers will take grades on homework and students will need to adhere to submission guidelines as defined by each individual instructor.
- 5) Students will be expected to participate in remote learning activities daily, which may include livestreamed or recorded instruction; interactive videos and activities; small, teacher-guided group work via Google Meets, Zoom, or other platform; independent/flexible student work time; and virtual teacher-student check-ins. (5 hours per day per the Illinois State Board of Education)

Remote Learning 2020-2021

Remote learning has a couple of different components for the upcoming school year. First, there will be some students participating in remote learning while other students will be learning in-person and physically attending school. Second, there is a possibility that at all students may be transitioned to remote learning due to an Executive Order, a local outbreak, or due to some other unforeseen reason. This plan will attempt to clarify the roles and responsibilities for parents, teachers, staff, and students for the upcoming school year.

Students Opting For Remote Learning for 2020-2021

Parents who register students for remote learning to begin the 2020-2021 school year should keep in mind the following:

- Students must have access to a reliable Internet connection at home.
- Devices (Chromebooks) will be utilized to deliver instructional content and materials. Junior high and high school students will continue to participate in the District’s 1:1 program. Elementary students may check out a device from their respective schools if they don’t have one available at home. Students and families are responsible for the care of all loaned devices and may be assessed replacement and repair costs for lost or damaged devices.

- Students are expected to check in with teachers daily and are encouraged to ask questions and have regular dialogue about what they are learning.
- Students are to follow the rules of the school when participating in remote learning activities, such as when participating in a Google Hangout, etc. All handbook rules apply whether attending in-person or remotely.
- Students who sign up for remote learning are committing to a 9-week period. There will be no shifting back and forth between in-person and remote learning until the end of a quarter.
- Students who choose remote learning will be expected to complete classwork in the same manner as those students attending in-person.
- Students participating in remote learning will not be eligible to participate in extracurricular activities (sports included).
- Students with underlying health conditions or those that have been quarantined and that are not capable of taking part in class may take part in remote instruction. Students may be permitted to return to in-class learning once permitted by health officials.

Delivery of Instruction

- Teachers will deliver instructional content in a variety of formats, including live stream, recorded lessons, or provide content by some other electronic means.
- Elementary students (K-5) may be provided with paper packets to reinforce math facts, grammar, spelling, and handwriting skills.
- Students and families should familiarize themselves with each individual classroom teacher's expectations as they pertain to remote learning. Teachers will communicate with students on learning expectations and times of when instructional materials will be made available.
- Instruction will be sequenced and focus on essential learning standards as identified by the Illinois State Board of Education.
- Elementary students (K-5) may be provided with learning kits of materials to incorporate classroom learning standards.
- Students may be exposed to authentic learning experiences that focus on differentiated instructional strategies.
- Teachers will be available daily from 2:30 to 3:30 p.m. to answer questions and to communicate with remote learning students.
- Teachers will communicate remote learning plans and expectations for student work.
- Teachers will pace instruction to build upon existing skills and knowledge, as well as add new content to progress through learning standards.

Roles and Responsibilities

District Responsibilities

- Develop thoughtful, accessible remote learning planning days when possible using stakeholder input.
- Support schools in the planning and implementing of remote learning plans.
- Help schools identify resources that are needed in the community to meet academic, health, social, and emotional needs.
- Determine the needs of educators and provide on-going support and professional development.
- Take into consideration the social-emotional well-being of each child.

School Responsibilities

- Structure and implement remote learning days.
- Communicate regularly with parents/guardians and stakeholder groups.
- Provide support to teachers in the planning and implementing of remote learning plans.
- Assist families in developing the necessary skills to support remote learning and to resources in the community to assist with academic, health, and social needs.
- Have a plan to check on the well-being of students.

Teacher Responsibilities

- Plan appropriately for remote learning instruction.
- Engage students with brief instructional videos and/or audio related to the essential learning standards.
- Schedule and communicate a time of availability to answer student and parent questions.
- Provide meaningful and timely feedback on homework submitted by students.
- Engage students in differentiated learning opportunities that will meet the needs of a diverse learning community.
- Provide support and regular feedback to students on the progress of learning activities and assignments.
- Continue to fulfill duties as a mandated reporter.

Non-Teaching Faculty

- Check in regularly via phone, email, or Google Hangout when possible with disengaged students.
- Assist in the delivery of instructional materials, learning supplies, and digital devices to students and families who lack adequate transportation.
- Provide academic and emotional support to help families during and after remote learning sessions.
- Assist classroom teachers with educational duties (attendance, organization, small/group discussion).
- Participate in virtual/remote classrooms to assist students.
- Collaborate with teachers on content and the delivery of instructional content.

Student Responsibilities

- Follow the rules of the classroom teacher and all rules of the school.
- Be respectful to yourself, teachers, and peers.
- Review work that is assigned regularly.

- Complete and turn in assignments on time.
- Ask questions when you need help or don't understand something.
- Comply with new health and safety policies.
- Take care to get enough rest and commit to taking care of yourself.

Parent/Caregiver/Family Responsibilities

- Encourage students to follow school behavioral expectations while engaging in remote learning.
- Review syllabi, remote learning expectations, deadlines, etc.
- Reserve a time and space for students to complete remote learning assignments.
- Encourage students to get enough sleep and establish consistent bedtimes and wake up times.
- Set time limits for technology use and time spent watching television.
- Set a schedule to help students establish and follow regular daily routines.
- Request assistance with technology support as needed.
- Ensure that there is a reliable Internet connection at the home.
- When in doubt, contact someone at the school for assistance.

Grading

Remote learning grading practices have been updated from the original ISBE guidance in that students will now be held accountable for their classwork. Classroom assignments and assessments will be graded and recorded in teacher gradebooks. Students must turn work in on time and should become familiar with each individual teacher's grading system. It is important that students still receive meaningful feedback on learning activities in a timely fashion from teachers. The goal of providing timely feedback is to improve student learning. Students who choose remote learning will be expected to complete classwork in a manner and time frame similar to those that are attending in-person instruction.

Communication

Remote learning undoubtedly is a new concept for families, students, teachers, and staff. There are likely to be some growing pains along the way, but it is important that all stakeholders work together in order to provide a meaningful educational experience for students. The key to having success is to have clear and consistent communication between the school and home. Parents/Guardians and teachers are encouraged to have regular dialogue throughout the school year.

All Students on Remote Learning

In the event that all students from a building or the District are placed on remote learning, teachers will be available from 8:15 a.m. to 1:15 p.m. each day for assistance on learning modules and learning activities. Teachers will also be able to provide oversight and support as needed during this time.

ISBE Educational Guidelines

ISBE has made general recommendations available to teachers via the Fall 2020 Learning Recommendations document. Building administrators have made teachers aware of instructional best practices as mentioned in the document. For more information, please visit:

<https://www.isbe.net/Documents/Fall-2020-Learning-Rec.pdf>