



e-Learning/Remote Learning Plan 2020SY

Our overarching focus during this closure is to foster meaningful remote learning opportunities so student learning continues and we reduce gaps in knowledge as much as possible, so our students are as prepared as they can be for the 2020-21 school year.

Illinois State Board of Education (ISBE) Guidance

ISBE is announcing that remote learning will occur for the duration of the suspension of in-person instruction. Districts must develop instructional remote learning to allow for student engagement and continuity of instruction. School districts will not be expected to extend their school year calendar. All Act of God days, remote planning days, and remote learning days will count as actual days of pupil attendance. For more information please visit: <https://www.isbe.net/covid19>

Plan Summary: Many of the details, due to this unprecedented time, will be adapted as needed.

BACS may implement Remote Learning Days in the event school must be cancelled. An e-learning/Remote Learning Day may be issued in place of an emergency day, as defined by the Illinois State Board of Education. In most cases, an e-learning/Remote Learning Day would likely be used in the case of closing school due to poor weather conditions but could be used for other emergency situations (loss of power, water, mandated closures, or other need to close one or all school buildings). This document summarizes the school's plan for implementing an e-learning/Remote Learning environment. e-Learning refers to students who are online, either with personal devices or school-issued devices. Remote Learning refers to students who are non-online and are utilizing print learning materials. The goal of this plan is to:

- Ensure access for all students
- Ensure that the academic and social emotional needs of all students are met, including special education students and English learners
- Ensure that all mandates are still met using the e-Learning/Remote Learning program adopted.

Issuing an e-Learning/Remote Learning Day:

In the event conditions are such that school must be cancelled, administration will do its best to make that determination by 6:00am. Sometimes this is not possible, as conditions can change rather quickly, but the goal will be to make the determination by 6:00am. Once the decision is made, students, staff, and parents will be notified:

- Through our District call system (school messenger)
- Through the main page of our Facebook website and ClassDojo
- Through local tv stations and news outlets



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If an e-Learning/Remote Learning Day is implemented, all stakeholders will be notified in the same manner as when school is cancelled. Students will be expected to utilize the day to work on their required assignments/activities as described below in the Student Assignments/Activities section.

Student Assignments/Activities:

Our teachers have worked diligently to create remote learning plans for our students (see links below). For elementary, plans will be posted for weekly and available no later than Sundays at 8PM. For middle school, plans will be updated on a weekly basis and will be available no later than 8PM on Sunday. This structure will continue through the completion of the 2019-20 school year.

Expectations for student assignments/activities are going to vary greatly based on grade levels and subject matter. Learning materials will be designed for engagement time per day as follows:

<i>Grades</i>	<i>Time Allotment</i>
Kindergarten through 2 nd	90 minutes daily
3 rd through 5 th	120 minutes daily
6 th through 8 th	180 minutes daily
<i>Subject</i>	<i>Time Allotment</i>
ELA w/Writing	45-90 minutes daily
Mathematics	45-90 minutes daily
Science	30-60 minutes daily
Social Studies	30-60 minutes daily

However, it is important to remember that activities, especially at the primary grade levels where students, should be about reinforcement and review of already learned material. In the event of a long-term closure, materials will build upon already learned material and introduce new concepts. Learning materials will be offered in a variety of ways either to be returned to the teacher or materials to be signed off by a parent, guardian or caregiver (digital assignments, projects, print material, sign-off Choice Boards of activities, etc.). It is also important to realize that many students may have other responsibilities (shoveling snow, watching siblings, etc.) or be in a different environment (at a grandparent's house, in daycare, at work with a parent, etc.). For those students with multiple classes, remember that they will have work from each teacher.



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- ***KDG – 5th Grade:***
 - Teachers will provide students with an announcement on ClassDojo and/or Google Classroom or other class communication programs announcing their assignment(s) by 9:00am on the morning the e-Learning/Remote Learning Day is initiated. For example: students will be asked to log on to IXL or freckle to complete specified activities as well as read with a family member for 20-30 minutes. This might help with upper grades where teachers may want to add more timely, relevant assignments, understanding that not all students will have access to. The school will make every attempt to provide learning materials prior to an e-Learning/Remote Learning Day but may use a variety of delivery methods if e-Learning/Remote Learning Days are issued in an emergency.
- ***6th – 8th Grade:***
 - Teachers will provide students with an announcement on ClassDojo and/or Google Classroom or other class communication programs announcing their assignment(s) by 9:00am on the morning the e-Learning/Remote Learning Day is initiated. For students who may not have access to the internet, it is recommended that teachers have “alternative” assignments/activities that students may work on that are not dependent on technology. These alternative assignments/activities should be communicated to students/parents prior to the possibility of an e-Learning/Remote Learning Day...sending a packet home with the student(s) that is kept at home and ready to be completed if an e-Learning/Remote Learning Day is initiated. The district will make every attempt to provide learning materials prior to an e-Learning/Remote Learning Day but may use a variety of delivery methods if e-Learning/Remote Learning Days are issued in an emergency.
- ***Diverse Learners/Special Education and Related Services:***
 - According to Federal guidance from the Office of Special Education and the Office for Civil Rights, if a district closes its schools to slow or stop the spread of COVID-19, and continues to provide educational opportunities to general education student populations, the schools must ensure that students with disabilities also have equal access to the same opportunities. Included in this requirement, schools must implement the IEP of a student with a disability to the greatest extent possible. This means every attempt possible has been tried and documented to ensure equitable access for students with a disability.
 - BACS is committed to Equity, and this includes services and programs for students with disabilities.
 - DL/SPED education personnel will be available to students through electronic sources as applicable, based on student need, IEP goals, and 504 Plan details. Modifications and adaptations will also be included in all assignments, based on the needs of the student and IEP/504 Plan. Individual goals and objectives will be addressed through assignments and activities provided by case managers. Diverse learner teachers will meet with students weekly to offer additional



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support to the co-taught classrooms as well as be available for video conferencing (ie Google Meets).

Student Accountability:

Students will be accountable for completing the assigned tasks either online or by printed materials in the same manner as any other school day. Students will only receive a “present” for attendance once work is completed. Incomplete work will be considered incomplete. Teachers are encouraged to hold students accountable for completing work as they would with any missing assignments. During an e-Learning/Remote Learning Day, student work can only positively impact a student’s academic standing.

Teacher Accountability/Availability:

BACS expects educators to plan for virtual instruction or remote learning. Educators should have evidence of their planning in a format that works for them, which could include existing lesson plan formats or templates provided by BACS administration. Weekly lesson plans are submitted on the Sunday prior to the week of instruction. Minimally, 5 hours of instruction and meeting times are expected and aggressively monitored by school administration. Additionally, teachers will provide weekly reports on student progress and student engagement. BACS has created a form for administrators to progress monitor and provide more intense support for students and families.

Teachers are expected to be available to students/parents from **9:00am to 1:00pm** by ClassDojo, email, and Google Meets. For many teachers, other systems may work better than email (ClassDojo, Google Hangouts, Google Classroom, etc.) and staff are encouraged to utilize these other communication tools as the situation dictates. However, all teachers will check their email at least once per hour and provide feedback and guidance to students/parents on an as needed basis. The school understands that many teachers have their own responsibilities that may arise with these days (supervising their own children, shoveling snow, etc.). BACS also understands that there will be time spent in follow up activities after the e-Learning/Remote Learning Day (reviewing completed assignments, providing support for students without internet access, encouraging students to complete assignments, etc.). Staff will respond to all communication requests in a timely manner (within 24 hours). Teachers may communicate outside of office hours as needed.

Live Video Conferencing Sessions:

Google Meets will be one of the primary video conferencing tools used to host live class sessions in communication with students during e-Learning Days for online learners. If your child is unable to attend a live session, the classroom teachers may provide either notes or a recorded version of the session. To avoid conflicts with other classes/multiple children in a home, staff will use the times below when scheduling sessions.



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Grade	Suggested Conference Time
Kindergarten through 2 nd	9:00 - 10:00am
3 rd through 5 th Grade	10:15 - 11:15am
6 th through 8 th Grade	11:30 - 12:30pm

• ***May be adjusted to meet the needs of our diverse student population.***

BACS is committed to providing a device and internet access to all households of our students (K-8) and is working closely with community partners to meet this goal.

Internet Filtering at Home:

To help protect students against harmful and inappropriate online material, as well as to keep a “scholarly” focus when learning online, Bronzeville Academy Charter School actively monitors our devices and blocks inappropriate websites.

Parents play an important role in supervising their child's internet access and usage. Parents are encouraged to discuss rules for appropriate internet usage and reinforce lessons of digital citizenship and safety.

Resources to support e-learning/Remote learning:

- Should BACS families need paper copies of their student’s remote learning experiences, each teacher will have copies available at the front door of the building.
- Distribution of school Chromebooks’ have taken place for families in need of computer hardware.
 - Additional tutorials and a “help desk” have been created to assist families in troubleshooting several technical difficulties.

Additional Components to the BACS e-learning/Remote learning:

- Teachers will participate in weekly group professional learning and attending virtual learning sessions intended to support remote learning.

Leaders will continue prepare and support e-learning/Remote learning by:

- Providing socio-emotional support and an overall positive remote school culture.
- Supporting teachers in determining which remote learning option is best for them.



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- Supporting teachers to provide instructional resources and materials through remote means such as Google Classroom and Google Meet.
- Reviewing school-supplied remote learning materials.
- Setting office hours to connect with parents to support remote learning for students.
- Participating in leader professional learning and attending virtual learning sessions intended to support leading in a remote environment.
- Ensuring that they are monitoring school communication for up-to-date information regarding school closures and remote learning plans to then ensure communication systems are created and implemented for families.

Student/Parent Technical Support:

In the event of an issue with a student's school issued device, please email techsupport@bacsk8.org (24 hours, allow at least 24 hours to respond) or call **708-620-4549** (9am to 4pm).

School leaders are working to ensure all teachers have the resources, support, and flexibility needed to promote student learning to the best of their ability.

Points to consider:

- The last day of school (in-person) was March 16, 2020. Teachers began remote learning immediately and BACS has revised the plan in the coming weeks to include all of the above information. Support to students and families around passwords and logins as well as platforms of foci have been in place since March 16, 2020.
- Communication to teachers, families and students has been on-going via email, phone, Facebook, the BACS website, class dojo and Google Classroom/Google Meets.
- As of May 8, 2020 our family and student engagement is 92% in e-learning/Remote Learning.
- Remote learning packets, electronic devices, and meals services are available for pick from the school and delivery if needed.
- Example of Teacher Plans ([Gaston](#) and [Boyd](#))
- Teacher planning days for Summer Enrichment and the 2020-21 school year will take as needed academic and social emotional needs.
- Bronzeville Academy Charter School is an At-will employer. At this time we do not have any collective bargaining unit agreement with any employees.



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State Guidance Accountability Tracker for BACS

- 1. Ensure access for all students; ensure that the specific needs of all students are met, including special education students and English learners; ensure that all mandates are still met using the e-Learning program adopted.**

Address in the above plan

- 2. Ensure and verify at least 5 clock hours of instruction or school work, as required under Section 10-19.05, for each student participating in an e-learning day**

Address in the above plan

- 3. Ensure access from home or other appropriate remote facility for all students participating, including computers, the Internet, and other forms of electronic communication that must be utilized in the proposed program**

Address in the above plan

- 4. Ensure that non-electronic materials are made available for students participating in the program who do not have access to the required technology or to participating teachers or students who are prevented from accessing the required technology**

Address in the above plan

- 5. Ensure appropriate learning opportunities for students with special needs**

Address in the above plan

- 6. Monitor and verify each student's electronic participation**

Address in the above plan

- 7. Address the extent to which student participation is within the student's control as to the time, pace, and means of learning**

Address in the above plan

- 8. Provide effective notice to students and their parents or guardians of the use of particular days for e-learning**

Address in the above plan

- 9. Provide staff and students with adequate training for e-learning days' participation**



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Address in the above plan

- 10. Ensure that all teachers and staff who may be involved in the provisions of e-learning have access to any and all hardware and software that may be required for the program**

Address in the above plan

- 11. Ensure an opportunity for any collective bargaining negotiations with representatives of the school district's employees that would be legally required, and including all classifications of school district employees who are represented by collective bargaining agreements and who would be affected in the event of an e-learning day**

Address in the above plan

- 12. Review and revise the program as implemented to address difficulties confronted**

Address in the above plan

- 13. Ensure that the protocol regarding general expectations and responsibilities of the program is communicated to teachers, staff, and students at least 30 days prior to utilizing an e-learning day**

Address in the above plan