Collinsville Middle School
Remote Learning 2.0
2020-2021 Student Schedule & Handbook

	MONDAY	**TUESDAY**	**WEDNESDAY**	**THURSDAY**	**FRIDAY**
8:00-8:30	Get organized for your week. Check your email.	Check email, watch any videos, email teacher, have questions ready for Google Meet sessions.	Check email, watch any videos, email teacher, have questions ready for Google Meet sessions.	Check email, watch any videos, email teacher, have questions ready for Google Meet sessions.	Check email, watch any videos, email teacher, have questions ready for Google Meet sessions.
8:30-9:00	**1st-6th Hour** Watch any recorded lessons. *Write* down questions for teachers. Meet with teachers who have requested you to meet in a small group or 1:1.	**1st Hour** Google meet live lesson or other method of online "real time" videoconferencing or chatting.	**4th Hour** Google meet live lesson or other method of online "real time" videoconferencing or chatting.	**1st Hour** Google meet live lesson or other method of online "real time" videoconferencing or chatting.	**4th Hour** Google meet live lesson or other method of online "real time" videoconferencing or chatting.
9:15-9:45	**1st-6th Hour** Watch any recorded lessons. *Write* down questions for teachers. Meet with teachers who have requested you to meet in a small group or 1:1.	**2nd Hour** Google meet live lesson or other method of online "real time" videoconferencing or chatting.	**5th Hour** Google meet live lesson or other method of online "real time" videoconferencing or chatting.	**2nd Hour** Google meet live lesson or other method of online "real time" videoconferencing or chatting.	**5th Hour** Google meet live lesson or other method of online "real time" videoconferencing or chatting.
10:00-10:30	**1st-6th Hour** Watch any recorded lessons. *Write* down questions for teachers. Meet with teachers who have requested you to meet in a small group or 1:1.	**3rd Hour** Google meet live lesson or other method of online "real time" videoconferencing or chatting.	**6th Hour** Google meet live lesson or other method of online "real time" videoconferencing or chatting.	**3rd Hour** Google meet live lesson or other method of online "real time" videoconferencing or chatting.	**6th Hour** Google meet live lesson or other method of online "real time" videoconferencing or chatting.
10:30-1:00	**1st-6th Hour** Watch any recorded lessons. *Write* down questions for teachers. Meet with teachers who have requested you to meet in a small group or 1:1.	Remote lessons for 4th-6th hours (recorded instruction, project based learning, group assignments with teacher support, etc.)	Remote lessons for 1st-3rd hours (recorded instruction, project based learning, group assignments with teacher support, etc.)	Remote lessons for 4th-6th hours (recorded instruction, project based learning, group assignments with teacher support, etc.)	Remote lessons for 1st-3rd hours (recorded instruction, project based learning, group assignments with teacher support, etc.)

*Teachers will be available and teach lessons between the hours of 8:00 a.m. and 1:00 p.m. Questions will be responded to individually or in a mass communication using district approved electronic resources. Teachers will use various means to stay connected with students, including: webpage updates, Google Classroom updates, ClassDojo, emails, phone calls, Remind updates, etc., to help the instructor connect with, reassure, and provide students with feedback and encouragement.

Teacher's Possible Practices for Remote Learning

a. Send weekly announcements to students via email or Google Classroom
b. Send weekly announcements and updates to parents
c. Utilize a flipped classroom or post other instructional videos
d. Use Google Classroom to post recorded or live lessons daily and engage with students
e. Have one on one digital tutorials with students who need extra support
f. Special Education teachers check in regularly with the students on your caseload, collaborate with your general education colleagues and related service providers, and continue to document all contacts home in the contact section of Skyward.
g. Encourage students to have group discussions via Google Meet. Assign group activities to encourage student engagement

Instruction

Classroom instruction during remote learning will emphasize quality over quantity, be data-driven and based on the student's individual needs and abilities. Teachers will use instructional strategies to differentiate and address students needs through small group instruction and course placements. Technology integration will be consistent in every classroom to provide resources to meet those needs.

Quality over Quantity

- Which standards were missed or partially covered?
- What are the essential standards at the current grade level?
- What are the skills required to master the missed or partially covered standards?
- Will the standard stand alone in instruction or can it be layered in the current grade-level standard?

Student responsibilities

- Review assigned work.
- Complete your assigned work by the due date.
- Ask clarifying questions when you need help or don't understand.
- Be respectful to yourself, teachers and peers.

Parent/Caregiver/ Family Responsibilities

- Review work assigned to the student.
- Reserve a space for students to complete remote learning work.
- Encourage students to get enough sleep.
- Set sensible time limits for technology use.
- Talk to students about their work every day.
- Help students establish and follow regular daily routines.

Student Attendance

During Remote Learning, attendance will be taken daily and entered into Skyward. The preferred method of collecting attendance is always a one-to-one daily connection between the teacher and the student. **Students are required to be available from 8AM-1PM Tuesday-Friday** (see above schedule). Any meetings outside of this time will be scheduled on a case-by-case basis. We encourage and suggest several ideas for how classroom teachers can collect and count a student as present when the one-to-one daily connection is not practical:

- Video conference "check-ins"
- Wellness checks coupled with a question on student engagement/participation in lessons
- Phone calls coupled with a question on student engagement/participation in lessons
- Text messages or email communications coupled with a question on student engagement/participation in lessons
- Packet collections by school personnel

Grading

Collinsville School District will use the district's traditional grading policy for both remote and blended learning. Students will be expected to complete all assignments, assessments, and projects in a timely manner. All assignments will be graded when appropriate and students will be provided with feedback on each graded assignment. The district will provide teachers and students with the appropriate resources to complete assignments. Students will receive a midterm grade and follow the district's grading calendar.

Student Wellbeing

Many students and families may be feeling overwhelmed during remote and alternative learning that resulted from the COVID-19 pandemic. Below is a link that includes mental health resources, emergency support resources, and community resources such as housing and food assistance. In addition, CUSD 10 will continue their free of charge Mobile Food Markets for families in need. These drive thru events are hosted monthly at CMS.

https://www.kahoks.org/2020-21-learning/unity-support-recommsources/