

Northwestern Jr/Sr High School Return to Learn 20-21 In-Person / ELearning / Remote Learning for Grades 7-12

The 2020-21 School Year will open with in-person learning on August 20th, 2020 with families having the option to choose in-person or ELearning / Remote Learning.**

This current plan is evolving and very fluid based on changing state and local guidelines. We will do our best throughout the school year to keep everyone informed of updates to our plan.

- This plan is a supplement to the Northwestern CUSD #2 2020-2021 Plan for Re-Opening to provide specific guidelines as they pertain to Northwestern Jr/Sr High School.
- NW Jr/Sr HS will reopen with both in-person and remote learning.
- Teachers of grades 7-12 will be utilizing **G-Suite** (Google Classroom, Google Meets [we will no longer use ZOOM], Google Hangout, Google Doc/Sheets/Forms, etc and TeacherEase, in order to simplify communication with students and parents.
- The District will provide tutorials located on the district website at www.northwestern.k12.il.us and/or Northwestern Facebook page.
- We will have class from 8:10am to 2:00 pm Monday through Friday.
- In order to reduce potential exposure and simplify contact tracing, if necessary, Northwestern Jr/Sr High School will utilize a block schedule for 2020-2021 school year. (A block schedule means students will have four classes every day. Each class will be 80 minutes with the exception of 1st hour being 40 minutes and meeting everyday).
- Block schedule means we will be rotating A Day and B Day classes.
- Use of lockers will be limited.
- Students may carry book bags with their school items including approved school water bottles.

- Daily temperature checks will be required.
- Masks are required to be worn over mouth and nose per CDC guidelines.
- Students will not be able to congregate in hallways. Passing periods between classes will remain at 3 minutes.

Cafeteria:

- Students' temperatures will be taken upon entering the building
- Students will report directly to their designated area for breakfast.
- 3 Lunch periods have been built into the schedule to keep the number of students below 50 at all times in the cafeteria.
- Students may be assigned an alternative area to sit which follows social distancing guidelines. (This also applies to those who bring cold lunch.)

Dismissal/Transportation:

- Afternoon bus riders will be released to load buses in a manner that allows for social distancing prior to loading the bus.
- Students will be assigned to a bus and may not deviate from this assignment due to our need to be able to properly identify possible exposures and contact tracing.
- All busses will have assigned seating for the purpose of contact tracing.

Second semester information will be released at a later date.

High School Blocked Schedule 20-21

	A Day		B Day
1	8:10 - 8:50	1	8:10 - 8:50
A2	8:53 - 10:13	B2	8:53 - 10:13
3 (SH)	10:16 - 10:41	3 (SH)	10:16 - 10:41
A4*	10:44 - 12:37	B4*	10:44 - 12:37
A5	12:40 - 2:00	B5	12:40 - 2:00

*A4 & *B4 & High School Lunches

HS 1	10:44- 11:14	11:17 - 12:37	
	Lunch	A4 & B4	
HS 2	10:44 - 12:04	12:07- 12:37	
	A4 & B4	Lunch	

Junior High School Blocked Schedule 20-21

	A Day		B Day
1	8:10 - 8:50	1	8:10 - 8:50
A2	8:53 - 10:13	B2	8:53 - 10:13
3	10:16 - 10:41	3	10:16 - 10:41
A4	10:44 - 11:24	B4	10:44 - 11:24
Lunch	11:24 - 11:54	Lunch	11:24 - 11:54
A4 (cont.)	11:57 - 12:37	B4 (cont.)	11:57 - 12:37
A5	12:40 - 2:00	B5	12:40 - 2:00

First hour = 40 minutes. You see those classes EVERY DAY.

Common study hall (3rd period) = 25 minutes. EVERY day.

Last three classes = 80 minutes each.

Draft: 8/5/20 –Rachel

E-Learning/Remote Learning **Deadline for Remote Learning registration is **Monday, August 10, 2020**

E-Learning/Remote Learning Student Expectations:

Students who elect to E-Learn will participate following the same time frame as students who are in-person. Students on E-Learning/Remote Learning will be **required** to follow their class schedule and “remote” into each class throughout the day for attendance purposes each period and participate (listen to lectures and complete assigned work to be submitted electronically). Individual teachers will outline their expectations for each class. Teachers may choose to record their instruction while teaching students for students on E-Learning/Remote Learning.

- All jr/sr high school teachers for grades 7-12 will post assignments and lectures Monday through Friday, using Google Classroom and other resources.
- E-Learning/Remote Learning Teacher Office Hours daily from 2:00 - 3:10 Monday through Friday.
- Families opting for E-Learning/Remote Learning must commit for the quarter. Families may not opt back and forth (day to day or week by week) between in-person and remote learning.

Families must communicate whether they plan to return to in-person instruction or continue remotely for Quarter 2.

Students engaged in E-Learning/Remote Learning will be expected to **check in daily through Google Classroom during the first 20 minutes of each class** for the purpose of attendance and access to daily classwork/instruction in such a manner as determined by their teacher.

Communication:

All students will communicate using their Northwestern email with their teachers when there are questions. If a student fails to complete an assignment and there was no communication, then the student shall earn a failing grade for the assignment. If technology is the issue, then students or parents must call the school as soon as they know about the technology issue to inform staff, and at that time, a new deadline can be determined.

Class Participation:

1. You are expected to read all of the material provided.
2. You are expected to use the links provided in order to complete items that are assigned.
3. It is very important to understand that online work is just as important as in-person work.
4. Students should utilize links set up by teachers to ask questions during Google Meets (we will no longer use ZOOM).
5. Log in each day during in-person class hours to check for assignments, items posted to the stream, or to interact with peers.
6. It is expected that students keep interactions online positive and constructive.

Grading:***Grading and Assessment of Student Work***

- The ISBE encourages districts to return to regular grading practices.
- Grading practices prior to last year's school closure will resume in 2020-21 and continue in the event there is a resurgence of the virus and our school is required to move to E-Learning/Remote Learning.
- Grades will be recorded and will impact students' cumulative grade (positively or negatively) depending on the grade.
- Please note some assessments may be given with specific time parameters.

- The NW Jr/Sr HS Grades and Grading practices as outlined in the 2020-21 NW Jr/Sr HS Student Handbook will be applied and implemented for Remote Learning.

Please see the graduation requirements section of the NW Jr/Sr HS Student and Parent Handbook on our website.

- In each 9-week window, Progress Reports will be issued after 4 weeks. Online assignments and material are given the same weight as they would during your face-to-face instruction. Often, you will see that homework and reading will be assigned during your online time. That reading will be utilized during your in-school instruction, therefore it is very important to complete all assignments/reading in your online classes.

Students caught cheating (for example, submitting the same assignment as another student will earn a zero for that assignment, or partial credit as determined by the teacher (both/all students involved.)

Students caught plagiarizing materials will earn a zero, or partial credit as determined by the teacher for those assignments.

All work must be completed and grades will be counted.

Teachers will return to regular grading practices.

Testing and Exams:

Online Testing : Teachers may choose to give students tests online. They may also use Google Forms to do online testing which has an option to block outside sites to open while taking the test. Teachers have taken into consideration that you will have resources available during a test, and will create tests and quizzes that will continue to challenge you.

Ensure that you have ample time to complete your test when you start online, you may not be able to start over once you have begun a test. Read

all of the directions as you would a regular test, so you understand what you are being asked to do.

If there are technical difficulties take a screenshot of the problem (make sure you know how to do this on your particular computer before starting so you can notify the teacher immediately.

Double-check that you have completed ALL of the items before submitting, as you may only be able to submit once.

Exams : Exams will continue to be face-to-face. It is important for teachers to be able to assess your knowledge in a more formal manner at the end of each semester, and students will be scheduled to take their exams in school.

*If in the event a student is unable to complete an exam in the school setting, the school will need to be notified in advance in order to make accommodations (for example: students with medical reasons).

Students with Individualized Educational Plans or 504 Plans will continue to receive academic support.

The following is an excerpt from the Fall 2020 Learning Recommendations from ISBE regarding responsibilities of all educational stakeholders, starting on page 90.

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

Student responsibilities

Academic

- Commit to and engage in this reimagined educational environment. Approach it with a willingness to develop new habits and techniques for studying material.
- Maintain the quality of work that is expected and produced in traditional classroom settings.
- Complete assignments and assessments in a timely fashion.
- Complete assignments with integrity and academic honesty.

Behavioral

- Be on time and mentally present for live remote sessions. Do not leave class early or engage in non-academic activities while in class.
- Interact with instructors and peers appropriately, as if you are in school.
- Continue taking safety measures to protect the health of fellow students and staff.
- Upperclassmen can support and encourage new students who may be struggling to adjust to the school community while not being in a physical school setting.

Social-Emotional

- Be flexible and understanding as instructors navigate this new territory. Practice this understanding with your peers as well and recognize struggles they may be facing during this time.
- Understand that your voice is valuable in this process and that you should share your feedback. Reach out to instructors with questions or concerns.

- Monitor your personal screen time, exercise and eating habits, and sleep schedule to maintain your physical health.

Caregiver Responsibilities

Academic

- Keep open communication with instructors and students.
- Encourage or expect your student to engage with instructors and the school daily.
- Check in with your student daily for school updates.
- Develop a routine and expectations for your student regarding sleep habits, work space, and work time.

Social-Emotional

- Encourage your student to advocate for himself/herself.
- Stay aware of your student's workload, participation, and academic responsibilities. Be mindful of your student's mental, physical, and emotional wellness, and share concerns with the school/instructor.
- Monitor your student's job/work hours and encourage healthy working habits and balance.

****Due to the ever-changing uncertainty of guidelines being set forth by the CDC, ISBE, and IDPH, please note the afore-mentioned information is subject to change. We will inform you of any changes in a timely manner. Thank you for your understanding as we navigate these uncharted waters together in a concerted effort to bring about the most effective educational experience for your student.**