

**Payson CUSD#1**  
**Remote Learning Plan**  
**April 1, 2020**

Payson CUSD#1 has established a Remote Learning Plan to be used during the COVID-19 Pandemic. Students will have opportunities for continued learning that focus on critical learning standards. Learning activities will complement the activities that would occur on a regular attendance day. While it is impossible to replace the face-to-face instruction with a teacher, the assignments/activities will serve as a way to continue academic progress during this unique time. School reach messages and the district website will be the main forms of district wide communication. This plan could change based on additional updates and guidelines from ISBE (Illinois State Board of Education).

**Student Expectations**

Students are expected to complete the work assigned. We expect students to be engaged with their teacher and learning opportunities each weekday. Student engagement time will fall within the range recommended by the Illinois State Board of Education.

Payson is working with families to ensure manageable expectations for school work while students are learning from home. We appreciate your continued patience with us as we seek to find the balance. If your child is consistently in excess of the time given below, please contact your child's teacher to discuss this.

Grade Level	Instruction/Assignment/Activity Recommended Time per Day	Recommended Length of Sustained Attention*
PreK	20 - 60 minutes	3-5 minutes
Kindergarten	30 - 90 minutes	3-5 minutes
Grades 1 - 2	45 - 90 minutes	5-10 minutes
Grades 3 - 5	60 - 120 minutes	10-15 minutes
Grades 6 - 8	90 - 180 minutes	48 minutes
Grades 9 - 12	120 - 270 minutes	48 minutes

\*Taken from Illinois State Board of Education's Remote Learning Recommendations.

Recommended time for children to sit and work on one activity before needing a break/change in activity.

## **CONTENT**

Instructional activities will support skills that have already been introduced this year and will be aligned to key learning standards. Instruction will be designed to meet the suggested time frames for student engagements based on age and development level. New content may be introduced at the discretion of the classroom teacher. However, the intent is not to master any new content.

## **VIRTUAL OFFICE HOURS**

Grade school teachers will communicate with the student and/or parents regarding how teachers will communicate with students/parents with multiple modes of communication (Class Dojo, Google Classroom, Google Meeting, Remind app, emails, phone calls, etc.) and the best time to reach the students/parents. Teachers will make weekly contact with students/parents with a biweekly phone contact. Teachers will respond to questions by both students and parents in a timely manner. Teachers will make every effort to complete a weekly verbal contact.

Junior high and high school teachers are available during designated time periods. Some junior high and high school teachers might alter the designated time listed in order to accommodate student schedules. Teachers will make weekly contact with students/parents with a biweekly phone contact. Teachers will respond to questions by both students and parents in a timely manner. Teachers will make every effort to complete a weekly verbal contact.

## **ASSIGNMENTS/LESSONS/PACKETS**

Completion for work will be determined by the classroom teachers. Upon returning to school, the students will have five school days to turn in any incomplete lesson/activities/projects. (Aka- don't procrastinate! This is a lot of work to try and make up in five days.)

**Packet Pickup/Drop-off-** For families without reliable internet access or necessary technology access packets will be made available for pick up at the school during designated times. A School Reach message will be sent out to families letting them know of the dates and times. Complete student work can also be dropped off during these times.

The district website provides links to both the grade school and junior high /high school learning activities. The link can be found on the left hand side of the main webpage ([www.cusd1.org](http://www.cusd1.org)) under At Home Learning or it can be accessed directly at <https://sites.google.com/cusd1.org/athomelearning/home>

## **GRADING/ASSESSMENT/FEEDBACK**

Teachers will provide feedback to students, assess student progress and learning, and communicate educational progress to students and parents. There should be no educational harm to any child during remote learning. A student's grade cannot go down from where it was when remote learning was initiated; it can only remain the same or go up. All activities and assignments are subject to a pass/incomplete grading scale. All material assigned will be accounted for by the teacher.

There will not be any remote learning on Thursday, April 9 through Monday, April 13 due to our scheduled spring break. Remote learning will resume on Tuesday, April 14, 2020.

No finals will be given during the Spring of 2020 for the second semester.

### **STUDENTS WITH AN IEP/504**

The case manager/teacher will be contacting parents/guardians of students who have Individualized Education Plans or 504 Plans. During these times of exceptional circumstances, the teachers will work to focus on appropriate goals for the current circumstances. Some modifications may be needed due to the lack of face-to-face instruction.

### **SOCIAL EMOTIONAL**

Teachers/staff will be reaching out to students on a regular basis via Google Meet, phone, etc. Our goal is to provide support to those that need it. If you are a parent concerned about your student, please reach out to us so we can support you. the school counselor, Miss. Wilson, can be reached at [rwilson@cusd1.org](mailto:rwilson@cusd1.org) or 217-656-3355.

### **TRANSITION**

When it becomes possible to return to learning at school, students will be assessed. The transition plan will be extended once we know the full impact of the closing.

### **DISTRICT PHONE NUMBER**

Grade School 217-656-3439

JH/High School 217-656-3355

District Office 217-656-3323