



ROE 53 Regional Safe School and Academy Programs

110 Fandel Rd. * Germantown Hills* Illinois * 61548

Phone: 309-383-3002

RSSP & Academy Remote Learning Plan

Daily Attendance

- Students must email Mrs. Lisa Richmond (secretary) at lrichmond@roe53.net every morning (on normal school days) by 10:00 a.m. to have their attendance verified.
- If a student is unable to work on a particular day, their parent must email Mrs. Lisa by 10:00 a.m. to let her know.

Daily Classwork

- All students will be required to complete regular assignments with varying due dates. This will be determined by each teacher for each class as outlined in their Google Classroom.
- Each student is required to complete PE coursework and assignments as given.

Grading

- Teachers will continue to provide grades on assignments and assessments.
- Currently, the overall grading weights have been adjusted to a cumulative grade for the semester. Any grade received for a semester course will be based on 90% assignments and assessments and the semester exam will be worth 10% of the semester grade. This is subject to change depending on future decisions regarding the length of Remote Learning time frames.
- Our primary concern is providing students with continual learning opportunities and supporting them in any way possible. We want students to be successful and will provide support as necessary. Just like in a normal class day, our expectation is students fully participate and engage in learning activities giving the best effort possible.

Edgenuity

- Mrs. Short will email each student to remind them of their log in and daily required percent.
- Each student is required to achieve their minimum daily percentage in Edgenuity; however, students may work ahead during the open time frame.
- Edgenuity will be available for students to access from 8:30 a.m. until 2:30 p.m. on normal school days. The password to log in daily will be: virus
- **NOTE*** Students will only be able to access Edgenuity during the 8:30-2:30 window on normal school days.
- A teacher will be available to assist with questions and reset assignments, quizzes, tests etc. each day from 9:15 a.m. until 2:30 p.m. on normal school days. Any requests made outside of this time frame will be addressed the following business day.
- Students will be allowed to take tests and exams at home during this school shut down period between the hours of 8:30 a.m. and 2:30 p.m. on normal school days. A student needs to send a request to either Mrs. Short or Mrs. Lennington to have the test unlocked. Please see the communication section for possible contact methods.

Communication

1. Email

- a. Students and parents may email any staff as necessary. Below is our list of email addresses:

<u>Staff</u>	<u>Email</u>
Mrs. Grant	jgrant@roe53.net
Mrs. Lisa Richmond (Secretary)	lrichmond@roe53.net
Mrs. Lennington (Academy, PE)	jlennington@roe53.net
Mrs. Short (Edgenuity)	mshort@roe53.net
Ms. Smith (English)	jsmith@roe53.net
Mrs. Swanson (Math)	vswanson@roe53.net
Mrs. Webb (Social Studies)	awebb@roe53.net

b. Student email

- i. All students have a gmail account similar to staff
- ii. Email can be accessed at gmail.com
 1. Log in: first initial last name @roe53.net (what you use to log into chromebooks at school)
 2. Password: Password01 or whatever student has changed it to

2. Google Classroom

- a. Mrs. Lennington, Ms. Smith, Mrs. Swanson, and Mrs. Webb are using Google Classroom. Students need to check their emails and access the invitations to the classrooms that were sent to them.
- b. Students will receive and submit assignments, watch videos, and participate in discussions through this platform.
- c. Each student will need to access google classroom daily for each of their traditional classes (for example: PE, English, History, Geometry).

3. Edgenuity

- a. There is an option to email the teacher through Edgenuity if a student needs something unlocked or reset; however, gmail or hangouts may be a faster way to communicate with the teacher.

4. Hangouts

- a. Google Hangouts is an app and google extension that can be downloaded.
- b. Students use their school email to set up an account. They can then request to chat with a staff member using their email and vice versa.
- c. *NOTE: Staff will only respond to Hangout messages between the hours of 8:00 am to 3:00 p.m. on normal school days.

5. Zoom

- a. Teachers may utilize a teleconferencing website to meet “face to face” with students as necessary.

Transition to Classroom

- Staff will review student progress prior to the reintegration of on-sight learning.