



ICHABOD CRANE

CENTRAL SCHOOL DISTRICT

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Remote Learning Plan

This document outlines District plans for remote learning under three different scenarios. The first plan titled “Fully Remote Model” will be implemented if the District must close down one or more of our schools. The second plan titled “Remote Instruction for Grades 6-12 During Hybrid Mode” outlines the current plan for reopening in the fall under the hybrid model for grade 6-12. Finally, the last plan titled “Remote Instruction for Parents/Guardians who Opt out of the District Hybrid Plan” outlines the plan for students who choose not to return to school in-person in any capacity and have requested full remote instruction.

Please note that for special education students the following framework remains in effect regardless of the remote learning scenario:

- Students with disabilities will have access to remote learning to ensure equal access to learning opportunities provided to general education students.
- Each student with a disability will be provided the special education services identified in the student’s Individualized Education Plan (IEP) to the greatest extent possible.
- Regardless of the model (in-person, hybrid, fully remote), parents can expect their child’s special education teachers and related service providers to be in contact with them and their students via phone, email, google classroom, or other virtual connections.
- Teachers and related service providers will be providing a variety of resources, materials, and activities that will be designed to continue to allow them to increase academic skills and progress in the New York State Learning Standards and their IEP goals.

1. Fully Remote Model: Utilized in the Event of a District or School Building Closure

In the event that we must provide instruction in a “full remote model,” whether that is due to the State Education Department or the Department of Health mandate, we are prepared to quickly

and effectively transition our instructional approach.

Grades K - 3

If the situation arises in which all students are not able to attend school, the following will be the plan for full online instruction:

- Students in K-3 will remain with their assigned class/teacher for full reopening.
- Students in K-3 will maintain a full school day schedule which would include live Google Meets with the teacher in both ELA and Math groups, daily.
- Students in K-3 will continue viewing teacher guided instructional videos via Seesaw and are responsible to complete follow up activities as assigned by the teacher.
- Students will be expected to follow a structured school day schedule from 7:40 am - 2:40 pm each day as indicated below.

Mon.	Tues.	Wed.	Thurs.	Fri.
7:40 - 8:00 am Morning Announcement from Principal	7:40 - 8:00 am Morning Announcement from Principal	7:40 - 8:00 am Morning Announcement from Principal	7:40 - 8:00 am Morning Announcement from Principal	7:40 - 8:00 am Morning Announcement from Principal
8:00 - 9:30 am ELA Video and activity *RS/Phonics and comprehension skill (Frontloading from RS pacing guide)	8:00 - 9:30 am ELA Video and activity *Guided Reading Groups *Google Meet (30 minutes per groupX2)	8:00 - 9:30am ELA Video and activity *Guided Reading Groups *Google Meet (30 minutes per groupX2)	8:00 - 9:30 am ELA Video and activity *Guided Reading Groups *Google Meet (30 minutes per groupX2)	8:00 - 9:30 am ELA Video and activity *Google Meet/RTI (30 minutes per groupX2)
9:45 - 10:15 am Daily Writing	9:45 - 10:15 am Daily Writing	9:45 - 10:15 am Daily Writing	9:45 - 10:15 am Daily Writing	*Fun Friday Activities (Social/emotional activities)
10:15 - 10:45 am Independent Reading	10:15 - 10:45 am Independent Reading	10:15 - 10:45 am Independent Reading	10:15 - 10:45 am Independent Reading	9:45 - 10:15 am Daily Writing
11:00 - 12:30 pm Math Video and activity Google Meet (30 min.per group x 2)	11:00 - 12:30 pm Math Video and activity Google Meet (30 min.per group x 2)	11:00 - 12:30 pm Math Video and activity Google Meet (30 min.per group x 2)	11:00 - 12:30 pm Math Video and activity Google Meet (30 min.per group x 2)	10:15 - 10:45 am Independent Reading
12:30 - 1:00 pm Lunch	12:30 - 1:00 pm Lunch	12:30 - 1:00 pm Lunch	12:30 - 1:00 pm Lunch	11:00 - 12:30 pm Math Google Meet/RTI (30 min. per group x 2)

1:00 - 1:30 pm Support Services Google Meet 1:00 - 1:45 pm Teacher Open Office Time 1:45 - 2:25 pm Special 2:30 - 2:40 pm Closing Announcements	1:00 - 1:30 pm Support Services Google Meet 1:00 - 1:45 pm Teacher Open Office Time 1:45 - 2:25 pm Special 2:30 - 2:40 pm Closing Announcements	1:00 - 1:30 pm Support Services Google Meet 1:00 - 1:45 pm Teacher Open Office Time 1:45 - 2:25 pm Special 2:30 - 2:40 pm Closing Announcements	1:00 - 1:30 pm Support Services Google Meet 1:00 - 1:45 pm Teacher Open Office Time 1:45 - 2:25 pm Special 2:30 - 2:40 pm Closing Announcements	12:30 - 1:00 pm Lunch 1:00 - 1:30 pm Support Services Google Meet 1:00 - 1:45 pm Teacher Open Office Time 1:45 - 2:25 pm Special 2:30 - 2:30 pm Closing Announcements
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Grades 4 - 8

- Students will maintain their A and B groups for grades 6-8. Students in grades 4 and 5 will also be placed into A and B groups. This is designed to limit the class size for online learning.
- Students will either attend virtual classes in the morning or the afternoon via Google Meets. The smaller group sizes makes instructional time online more beneficial to the students. For example, on Monday Group A will have periods 1-4 in the morning and Group B will have periods 1-4 in the afternoon.
- Similar to in-school instruction for grades 6-8, the A/B schedule will run on Monday/Tuesday and Thursday/Friday. Wednesday will be reserved for a period 1-9 schedule, allowing teachers to meet with all students or pull out small groups of students for extra help.
- Additionally, splitting the students into 2 groups prevents students from sitting in front of a computer for 6-7 hours per day.
- Instruction will be provided through a variety of formats including large and small group instruction in Google Meet, Google Classroom, online videos, and additional learning applications.
- During the half day when students are not participating in live instruction, students will be working on independent assignments.

Grades 9-12

- A Full Remote Plan is being finalized that will provide students with a structured schedule that allows students and staff consistency.
- Students and teachers will follow a modified version of their Day 1 / Day 2 schedules and will attend virtual classes. The modified schedule will allow for short breaks from screens during each block. Students will be expected to attend class virtually following a specific

time schedule.

- All students would attend their Day 1 classes on Monday/Thursday and their Day 2 classes on Tuesday/Friday
- This will make it easier to transition between the Hybrid and Remote schedules in the event that we are placed on Remote Instruction by the Department of Health for various amounts of time.
- Instruction will be provided through a variety of formats including large and small group instruction in Google Meet, Google Classroom, online videos, and additional learning applications.
- Students will turn in assignments via Google Classroom at designated times.
- Wednesday Remote Learning:
 - Wednesday mornings are designated for opportunities for small group instruction, additional support for students in need, extra help sessions, enrichment activities, virtual field trips, etc.
 - *[Current Plan]* Students will follow a half day schedule and attend their Day 1 classes on the Wednesday of Week 1, they will attend Day 2 classes on the Wednesday of Week 2, and will continue with alternating Wednesdays.
 - By following a half day schedule we will avoid overlapping schedules and conflicts.
 - For the second half of the day, students can work on homework, projects, etc.

Potential Full Remote Schedule:

	<i>Monday Day 1</i>	<i>Tuesday Day 2</i>	<i>Wednesday Day 1</i>	<i>Thursday Day 1</i>	<i>Friday Day 2</i>
Block 1	Per. 1 7:45-8:25	Per. 1 7:45-8:25	<i>A.M.:</i> - Student follow a Half Day Schedule in the morning - Students follow Day 1 schedule Week 1, Day 2 Schedule Week 2, etc.	Per. 1 7:45-8:25	Per. 1 7:45-8:25
	{Screen Break}	{Screen Break}		{Screen Break}	{Screen Break}
	Per. 2 8:35 - 9:15	Per. 2 8:35 - 9:15		Per. 2 8:35 - 9:15	Per. 2 8:35 - 9:15
Block 2	Per. 3 9:25 - 10:05	Per. 3 9:25 - 10:05		Per. 3 9:25 - 10:05	Per. 3 9:25 - 10:05
	{Screen Break}	{Screen Break}		{Screen Break}	{Screen Break}
	Per. 4 10:15 - 10:55	Per. 4 10:15 - 10:55		Per. 4 10:15 - 10:55	Per. 4 10:15 - 10:55
Block 3	Per. 5/6 11:05 - 11:45	Per. 5/6 11:05 - 11:45	<i>P.M.:</i> - Staff will participate in:	Per. 5/6 11:05 - 11:45	Per. 5/6 11:05 - 11:45
	<i>Lunch</i>	<i>Lunch</i>		<i>Lunch</i>	<i>Lunch</i>

	Per. 8/9 12:15 - 12:55	Per. 8/9 12:15 - 12:55	- Professional Development. - Team Meetings - Dept. Meetings - Collaboration - Parent Communication	Per. 8/9 12:15 - 12:55	Per. 8/9 12:15 - 12:55
Block 4	Per. 10 1:05 - 1:45	Per. 10 1:05 - 1:45		Per. 10 1:05 - 1:45	Per. 10 1:05 - 1:45
	<i>{Screen Break}</i>	<i>{Screen Break}</i>		<i>{Screen Break}</i>	<i>{Screen Break}</i>
	Per. 11 1:55 - 2:25	Per. 11 1:55 - 2:25		Per. 11 1:55 - 2:25	Per. 11 1:55 - 2:25

2. Remote Instruction for Grades 6-12 During Hybrid Model

Remote Instruction:

Group A:

- Students will participate in remote learning on Wednesdays, Thursdays, and Fridays.
- On Thursdays students will follow their Day 1 schedule and on Fridays students will follow their Day 2 schedule.
- Students will log in to Google Classroom to complete lessons, activities, projects, videos, etc. that teachers have provided for them.
- Students will turn in assignments via Google Classroom at designated times.

Group B:

- Students will participate in remote learning on Mondays, Tuesdays, and Wednesdays.
- On Mondays students will follow their Day 1 schedule and on Tuesdays students will follow their Day 2 schedule.
- Students will log in to Google Classroom to complete lessons, activities, projects, videos, etc. that teachers have provided for them.
- Students will turn in assignments via Google Classroom at designated times.

Wednesday Remote Learning (All Students):

- Wednesday mornings are designated for opportunities for small group instruction, additional support for students in need, extra help sessions, enrichment activities, virtual field trips, etc.
- *[Current Plan]* Students will follow a half day schedule and attend their Day 1 classes on the Wednesday of Week 1, they will attend Day 2 classes on the Wednesday of Week 2, and will continue with alternating Wednesdays.
- By following a half day schedule we will avoid overlapping schedules and conflicts.

- For the second half of the day, students can work on homework, projects, etc.

In-Person Instruction:

Group A:

- Students will attend school in-person and follow their Day 1 schedule on Monday and Day 2 schedule on Tuesday.
- Students will attend their Block 1, 2, 3, and 4 classes each day.

Group B:

- Students will attend school in-person and follow their Day 1 schedule on Thursday and Day 2 schedule on Friday.
- Students will attend their Block 1, 2, 3, and 4 classes each day.

Hybrid Model:

6-12 Hybrid Model				
Monday	Tuesday	Wednesday	Thursday	Friday
Group A Students in school for in-person instruction	Group A Students in school for in-person instruction	No 6-12 students in buildings. A.M.: Students will be participating in online learning: <ul style="list-style-type: none">- Small group instruction- Additional support for students in need	Group A Students at home on remote instruction	Group A Students at home on remote instruction
Group B Students at home on remote instruction	Group B Students at home on remote instruction	P.M.: Staff <ul style="list-style-type: none">- Professional Dev.- Team Meetings- Dept. Meetings- Collaboration- Communication with parents	Group B Students in school for in-person instruction	Group B Students in school for in-person instruction

3. Remote Instruction for Parent/Guardians who Opt Out of the District Hybrid Plan

The Fully Remote Model will be available for individual students who opt not to return in-person, and for all students in the event of future classroom or school closures due to Covid-19 infections, safety related staffing shortages, or weather related safety issues. It is anticipated that the district will have the ability to have all full remote learning students taught by Ichabod Crane faculty.

High School

Ichabod Crane teachers will be providing instruction to our High School students in the full remote learning model. This will happen in a variety of ways and will be unique to each teacher and their professional judgement. Some of the options include teachers broadcasting their

lesson via Google Meet in “real time,” a station rotation of “real-time” instruction and independent activities, and/or recorded lessons, materials, and independent activities combined with teacher virtual office hours. Your student’s teachers will be communicating the instructional method and details with your child(ren).

Students are expected to follow the normal class schedule each day. Block 1 will start at 7:45am each school day and your child should be logged into that teacher’s Google Classroom at that time. Students need to log into Google Classroom each block and complete the assignments. The school day continues until 2:10pm each day and students are expected to be online participating in remote learning during that entire time.

As required by the New York State Education Department, attendance will be taken for students participating in full remote learning. Students will be marked as “present” in one of two ways: the record of their log-on to Google Classroom or the completion of an activity that is submitted to the teacher via Google Classroom. Students and parents/guardians will be contacted if students are not regularly attending during the above mentioned school hours.

The district is providing all students in grades 9-12 with a device (either a Chromebook or a laptop). Device pick up will take place at the High School.

Middle School

The Middle School’s model is based on its 9 period day split over 2 days. Half of the students will participate in live instruction in the AM and half will participate in the PM. This will be based on the assigned groups (A or B). There are three major benefits, all in response to the survey results from the parents, students and staff:

- The students need structure throughout the day. This schedule will allow for specific times students will be virtually meeting with their teachers. If they miss a session, this will count as an absence from the class.
- Students will only be in front of a screen for roughly half of the day in order to prevent long periods of time students are on their computers and chromebooks.
- Larger groups on Google Meets inhibit interaction between students and teachers. The smaller group size will allow for more discussion and individual attention.

The district is providing all students in grades 4-8 with a device (either a Chromebook or a laptop). Device pick up will take place at the High School on the following dates/times:

Fully Online Model Middle School - Grades 4-8

Times	Monday	Tuesday	Wednesday	Thursday	Friday
7:35am - 8:15am	Team/Dept. Collaboration Time				
35 Minute Periods	Group A (Day 1)	Group A (Day 1)	Both Groups Extra Help	Group A (Day 2)	Group A (Day 2)
8:15 - 8:50	Period 2	Period 7	8:00 - 8:20 - Per 1 8:25 - 8:45 - Per 2 8:50 - 9:10 - Per 3 9:15 - 9:35 - Per 4 9:40 - 10:00 - Per 5 10:05 - 10:25 - Per 6 10:30 - 10:50 - Per 7 10:55 - 11:15 - Per 8 11:20 - 11:40 Per 9	Period 2	Period 7
8:55 - 9:30	Period 3	Period 8		Period 3	Period 8
9:35 - 10:10	Period 4	Period 9		Period 4	Period 9
10:15 - 10:50	Period 5	Period 6		Period 5	Period 6
10:55 - 11:30	Period 1 (Group A)	Period 1 (Group B)		Period 1 (Group A)	Period 1 (Group B)
11:30 - 12:00	Lunch	Lunch	Lunch	Lunch	Lunch
	Group B (Day 1)	Group B (Day 1)	PD/Online Curriculum Preparation	Group B (Day 2)	Group B (Day 2)
12:00 - 12:35	Period 2	Period 7		Period 2	Period 7
12:40 - 1:15	Period 3	Period 8		Period 3	Period 8
1:20 - 1:55	Period 4	Period 9		Period 4	Period 9
2:00 - 2:35	Period 5	Period 6		Period 5	Period 6

Primary School

Ichabod Crane Primary School has provided families an opportunity to participate in a full remote option, in lieu of in-person instruction. The following items represent the Remote Learning program:

- School day will be Monday through Friday, beginning at 7:40 am until 2:40 pm.
- There will be one section per grade level, K-3.
- Each section will be taught by a certified Ichabod Crane teacher.

- Students in K-3 will maintain a full school day schedule with instruction in core subject areas on a daily basis.
- Instruction will include a combination of live Google Meets with the classroom teacher and viewing teacher guided instructional videos via Seesaw. Follow up activities will be assigned by the teacher.
- Students will continue to receive instruction in special areas each week which will include Music, Library, Art and Physical Education following a regular school day schedule.
- Students will have a scheduled lunch break, along with screen time breaks.
- Attendance will be mandatory and monitored.
- Any student in need of a device to access remote learning will be provided one from the district.