

Cedar Grove School District Virtual Learning Plan

NE & SE Schools Grades PK - 4

Teachers will send parents a “Daily Agenda Email” **each morning** by 9:00 a.m. with the agenda for the day, including any links and/or attachment for assignments. We will use a parent email listed in Genesis for this daily communication.

Students will be following our delayed opening schedule. This schedule can be found on our website <https://www.cgschools.org/ne-se-bell-schedules/>

Parents will be asked to respond to the Daily Agenda Email with the students’ name and the word “Present” by 10 am, as this will be considered confirmation of receipt of the email and, in turn, will facilitate student attendance. School secretaries will gather attendance information and the school nurse will follow up with any student’s parents who have not responded to the email to state their child is present.

Assignments will be provided through the Daily Agenda Email to inform students and parents about where school work will be posted. Teachers will utilize Class Dojo, G-mail, Google Classroom, Google Hangout, and our Homework platforms (Google Sites) to communicate daily lessons/information to parents and students;

Chrome books will be issued to students who do not have their own devices to use at home. Students are expected to complete assignments as assigned and comply with all policies regarding technology usage in the classroom as stipulated in signed acceptable use guidelines signed in September 2019.

Student assignments will include a variety of materials and resources including but not limited to: District-adopted curriculum materials (Good Habits Great Readers, Grade Level Novel Studies, Words Their Way, Handwriting Without Tears, Zaner Bloser Handwriting, GoMath!, Inspire Science, and our Social Studies text); digital platforms such as: Reading A to Z/RAZ Kids, Vocabulary A to Z, Moby Max, Think Central, Inspire Science, Lexia, and other District-approved applications, as well as teacher created materials. Writing lessons will be assigned and posted through Google Docs for immediate teacher feedback in Grades 2 - 4.

Teachers will utilize Class Dojo, G-mail, Google Classroom, Google Hangout, and our Homework platforms (Google Sites) to communicate daily lessons/information to parents and students;

Teachers will be available throughout the school day via email, Class Dojo messaging, and/or phone calls when necessary for students and parents to check in with questions or concerns regarding schoolwork.

Preschool Virtual Learning Plan NE & SE

Teachers will send home a packet in advance reviewing essential kindergarten readiness skills that we have introduced throughout the year. We will utilize Class Dojo to submit a daily message. The parents will be required to comment in response to the post that they are present for attendance purposes. The teachers will be available on Class Dojo and via email throughout the day for open communication with the families. There will be general, detailed instructions for how the distance learning will run in preschool throughout the duration of the school closure. These instructions will include things that they will incorporate into their day and work on throughout their time at home. For example, websites, work packets, stories and ideas for making their daily interactions meaningful and educational. In addition, there will also be a daily post including activities and links for the parents for online resources. Below is a sample daily message to the students:

“Good Morning Preschool Friends,

Today is Marvelous Monday! Here are some fun activities that we are going to work on today. You can start off with the Calendar on starfall.com. This is just like our group meeting in school so you can teach your family how to do it!

<https://www.starfall.com/h/holiday/calendar/?sn=main>

In addition to working on your Spring packet, listen to Mouse’s First Spring.

<https://www.youtube.com/watch?v=u1DLPxa4d4>

When you are done, go outside for a nature walk! Talk to your family about what you observe and the signs of Spring that you notice. Did you find anything that was the same as a mouse? Take some pictures and/or draw a picture and have your parents send it to us!”

Memorial Middle School Grades 5 - 8

Students will be following our delayed opening schedule. This schedule can be found on our website:

<https://www.cgschools.org/wp-content/uploads/2018/10/Bell-Schedule-2018-2019.docx.pdf>

Homeroom teachers will be taking attendance via Google Classroom. Students will be invited and required to check in each day by 10 am. The homeroom teachers will then enter attendance in Genesis for our front office staff to record and generate a report.

Our middle school students are 1:1 which allows the opportunity to work remotely. Assignments will be provided through virtual mechanisms such as Google sites, Google documents, Ed

puzzles, Kami annotation application platform, CommonLit, Duo Lingo, YouTube resource videos, Standards aligned online textbooks, Moby Max, FlipGrid, BrainPop, etc... All lessons will be implemented and monitored via Google Classroom.

Our special education inclusion teachers will be planning to reflect the general education teachers' plans. Individualized modifications will be provided directly through Google Classroom to each student on the special education teacher's roster.

Our replacement and LLD population teachers will be utilizing the same instructional and planning practices as above, while implementing individualized modifications according to student needs.

Teachers will be required to share lesson planning daily with the Principal and Vice Principal for monitoring. Teachers will also be required to be available during school hours to respond to emails and or monitor Google Classroom.

MMS Guidance Counselor will be available via email to consult with individual students. Students and parents can reach out via email to arrange specific counseling times and support services based on their individual needs. Nurses will be available via email for any medical questions or concerns that students are having. Please see the following email addresses:

Erica Slota School Counselor- Slota.eric@cgschools.org

Julia Lindt School Nurse- Lindt.julia@cgschools.org

Cedar Grove High School Grades 9 - 12

CGHS will be following our delayed opening schedule:

https://docs.google.com/document/d/1y2Mu4PGi28Z7P3GRhVTII4oz3PvR_j7KGrif1XPs7I4/e/dit?usp=sharing

All classes will meet during the preexisting rotating drop-block schedule:

<https://docs.google.com/document/d/1ImubIQIADNbh4iyfMohj5fi04n3G4T3waDl3zy-Dohk/e/dit?usp=sharing>

CGHS teachers will be taking attendance during the first block of our rotating schedule. All students must log into their first block Google Classroom and email or message the teacher that they are present no later than 10:10AM. All teachers will update attendance in Genesis by no later than 10:30AM. School secretaries will gather attendance information via Genesis and will follow up with any student's parents who have not posted that they are present. If a student is marked as absent it will count as a full day absence in accordance with Cedar Grove School District Attendance Policy. Parents will be responsible for emailing Cedar Grove High School in case their son/daughter is absent from online school email: kotys.larissa@cgschools.org

We are a 1:1 high school which allows our students to access remotely from home. Assignments will be provided on a daily basis with teachers utilizing a host Google applications with google classroom as our main platform. Students will be responsible to comply with all policies regarding technology usage in the classroom as stipulated in signed acceptable use guidelines signed in September 2019.

Our special education inclusion teachers will be planning to reflect the general education teachers' plans. Individualized modifications will be provided directly through Google Classroom to each student on the special education teacher's roster.

Our replacement and Life Skills population teachers will be utilizing the same instructional and planning practices as above, while implementing individualized modifications according to student needs.

CGHS Guidance Counselors and CGHS Students Assistance Counselor will be available via email to consult with their individual students. Students can reach out via email to arrange specific counseling times and support services based on their individual needs. Nurses will be available via email for any medical questions or concerns that students are having. Parents can email the following at:

Donna Defabiis, SAC- defabiis.donna@cgschools.org

Alexa Rubino, CGHS Counselor Rubino- Rubino.alex@cgschools.org (Students with last names A-L)

Meridith Denman, CGHS Counselor-Denman.meridith@cgschools.org (Students with last names M-Z)

Robyn Cali, CGHS School Nurse- Cali.Robyn@cgschools.org

Mark Grgas, CGHS CST- Grgas.mark@cgschools.org

Eric Pace, CGHS CST- pace.eric@cgschools.org

Special Services PK-12:

Case Manager Plan:

Case managers will conduct Annual Reviews and other meetings utilizing Google Hangout through Google Calendar. Invitations via Google Hangouts will be sent in conjunction with the invitation letter through IEP Direct to both teachers and parents. Drafts of the IEP will be sent to the parents prior to the meeting so they will be able to look at the document while the meeting is going on. Documentation of that parent communication will be kept on a Google shared document with the Director of Special Services.

Occupational Therapy:

Therapists will develop activities and email them home via parent email. Parents will respond to email on the day received. Activities will be based on the student's IEP goals and objectives. These will be activities that can incorporate items found in the home such as;

stringing pasta, tweezer/cotton ball task, playdoh, shaving cream, pencils, crayons, coloring books as well as board games and puzzles. Calendars will be sent out with daily activities that are appropriate to developmental skill level. We will provide a list of websites that the parents can visit to print worksheets. It will be individualized through each student's skill needs and assigned activities will reflect these needs. Documentation of that parent communication will be kept on a Google shared document with the Director of Special Services.

Speech:

Grades PK-4

Therapists will set up an email template for our parents. Each parent will receive a bcc email with a calendar of daily activities. This includes language, articulation, and apps/websites. Different calendars will be sent out according to specific grades and student needs: prek-1 and 2-4. Items needed to complete activities may be found throughout the house and media resources. Parents will be asked to respond to their emails stating that they received the information and specify which activities were completed. Documentation of that parent communication will be kept on a Google shared document with the Director of Special Services.

Grades 5-8

An email will be sent out to all parents outlining daily activities each student should complete. The activities include articulation and language packets, websites, reading, comprehension and interactive activities. Materials needed to complete the activities are found around the home. Parents will respond to the email indicating they received the emails. Documentation of that parent communication will be kept on a Google shared document with the Director of Special Services.

Physical Therapy:

Therapist will set up an email template for parents. Each parent will receive a bcc'd email with a calendar of daily activities. Daily activities will span 20 minutes in duration. Different calendars will be sent out according to specific grades and/or student needs. Activity suggestions will be based on skill deficits/IEP goals and will be based on developmental appropriateness for a given age grouping. Suggested activity programs will include common household items (e.g. stairs, step stool, soft/matted surface). A list of websites and YouTube videos will also be provided as an additional supplementation. Documentation of that parent communication will be kept on a Google shared document with the Director of Special Services.

ABA Instruction:

ABA Therapist will create a master list of programs individually tailored to each student, create an email template for parent(s) and/or guardian(s), provide a program description and/or Task Analysis for each program, send home materials necessary to run programs, provide a list of relevant websites for supplemental instruction, and provide teleconferencing support and instruction via Google hangout or Facetime. Documentation of that parent communication will be kept on a Google shared document with the Director of Special Services.

Counseling:

Counseling will be able to be initiated by the adolescent child or the elementary parent when needed through an email to the guidance counselor, LSW, school psychologist or the RISE LCSW. Any scheduled counseling per IEP, 504 or RISE will have the counselor reach out to the parent to set up a Google Hangout phone conference. Documentation of that parent communication will be kept on a Google shared document with the Director of Special Services.

A link to a resource site has been created to give parents resources regarding the emotional impact of the Corona Virus on our students. The link includes various articles and websites that give families vital information to support their children. There are sections that discuss coping strategies such as positive thinking, exercise, art therapy, and journaling. It also provides information regarding mindfulness so that students can practice staying in the “here and now.” The final section discusses the signs of anxiety and ways to calm the anxiety that children might feel. Counselor e-mail information can be found on this website in the event that we need to be reached.

The link is [Counseling Resources Site](https://sites.google.com/cgschools.org/counselingresources/home)

<https://sites.google.com/cgschools.org/counselingresources/home>

Intervention Services K-2:

Each intervention group will be assigned a lesson that they are presently working on. A daily email will be sent to each group as a BCC explaining what assignments are due. Parents' names and information will not be shared in the email. Each lesson will differ by using lessons from Spire, Handwriting Without Tears, Readworks, Raz-Kids, MobyMax, Lexia and GoMath. Additional resources will be used from interventionist and email as PDF if necessary.

Gifted and Talented Services (ACE):

ACE Students Grades 1-8 receive one weekly ACE lesson. Grades 9-12 receive one lesson every other week. Grades 1-4 have 45 minute lessons. Grades 5-8 have 42 minute periods. Grades 9-12 have double half hour learning labs. Every day different students are seen so plans will be done as needed for each group that would have had class that day.

Elementary School

Materials for all students 1-4 are left in the school principal's office. The night before these documents will be sent home and the students will look on Mrs. Hill's ACE Google site under their respective schools for the assignment for that day. Students will use various platforms to complete assignments as necessary using any of the following: google sites, google hangouts, email, or youtube.

Middle School & High School

Students in Grades 5-12 will use Google Classroom to view their assignment and lesson if we are not in school for their ACE day. Mrs. Hill will use google classroom, google sites, google hangout, email or youtube as necessary for each group's lesson that day.

Lesson Plans

Elementary Lesson

(Tuesday, Thursday, Friday)

Students will log onto Mrs. Hill's homework website where assignment is posted. Students will complete page/pages _____ in their packets. Please take a picture or PDF the completed assignment and have parent or student email it to Mrs. Hill by _____.

Middle School Lesson

(M/T/W/R/F)

Upon logging into Google Classroom, students will complete assignments attached; logic problems, matrices, discrete math, permutation, etc. At the completion of the assignment students will take a picture or PDF and submit them online by _____.

High School Lesson

Day 1

Upon logging into Google Classroom, students will watch TED talk on Anxiety (Link will be provided) At the completion of the video students will answer questions posted on Google Classroom and submit them online by _____.

ESL Services

Students receiving ESL services meet with their instructors twice a week. Grades 1-4 have two 45 minute lessons. Grades 5-8 have two 42 minute periods.

Elementary School

Students and/or their parents can access weekly assignments on Ms. Moran's GoogleClassroom Page. Assignments will also be emailed to students and/or their parents each week. Each week, students will complete a guided reading assignment or complete two pages in their workbook.

Middle School and High School

Students will be able to access their weekly assignments on Ms. Karabetsos' Google Classroom Page.