

	<p align="center"><b>HYBRID LEARNING PLAN-12/14/20</b>  <b>In-Person Instruction from 7:50-11:50</b>  <b>Remote Instruction from 1:00-2:00</b></p>
<p align="center"><b>PROTECTIVE HEALTH MEASURES</b></p>	
<p>Protective Equipment</p>	<p>Students are expected to wear appropriate face coverings at all times, starting with when they get on the bus and/or enter the building up until they leave the building and/or get off of the bus. Staff members are expected to wear appropriate face coverings with the exception of when they are in their classroom with no other staff members or students present. 1800 masks were ordered (2 per student and staff, plus extras) and clear masks were ordered for primary teachers, speech therapists, and EL/SPED teachers (if needed). 80 face shields were ordered for staff members who want to use them in addition to appropriate face coverings. Quick disbursement disinfection sprayers have been purchased for use on the busses and in the building. The highest quality filters that will work in our HVAC system have been purchased and installed. We have also had conversations with specific staff members about what they may need and have agreed to purchase/reimburse staff for equipment that would work best for them.</p>
<p>Medical Equipment</p>	<p>30+ infrared thermometers for the busses and building were ordered and wall mounted units are located at five building entrance points for students and staff (doors 1, 2, 3, 6 and 7). These have been moved farther back from the entry doors and are providing a better reading with the colder temperatures.</p>

	<p>Temperature checks will be done at the bus stops and at the building entrances. Every student and staff member must take their temperature before entering the building, and if their temperature is over 100 degrees they can not enter the building and/or bus. We will continue to have staff use our daily attendance log, which has been updated to include their temperature and any symptoms they may have that morning.</p>
Cleaning Schedule	<p>The custodian/maintenance day crew will do ongoing cleanings of common touch-areas and buses; the night crew will focus on enhanced cleaning of surfaces. Sanitizer liquid, wipes and gloves will be ordered for every classroom.</p>
Disaster Protocol	<p>All disaster protocols will still be prepared for, but different than they were in previous years. Fire drills, tornado drills and code red protocols will be discussed and planned for by teachers with students, but we will not be conducting the actual drills during a hybrid day. A schedule will be designed that would allow each homeroom to practice the drills individually, similar to what we do with bus drills every year. In the case of an actual emergency, all precautions will be made to keep students in groups of less than 50, and to have them wear their masks throughout.</p>
<b>CLASSROOM CONSIDERATIONS</b>	
Classroom Setup	<p>Whenever possible, 6 feet of separation between students will be implemented in the classrooms. The ISBE guidance allows for a shorter distance than that, but our goal will be to create the greatest distance of separation in the classroom as the environment allows for that section of students. Larger sections</p>

	<p>will be moved to bigger rooms as available to better achieve the goal of creating the greatest possible distance of separation in classrooms. When students enter or leave the room (start/end of the school day, restroom breaks, etc), the door should be propped open so individuals can avoid touching the door handle. Mr. McConnell and the custodial crew have already aligned desks in each room to be 6 feet apart in preparation for the possible return, so we know how many students each room can hold.</p> <p>Should a student or staff member in a classroom develop a fever or other common COVID-19 symptoms during the school day, that individual will be removed from the classroom and the rest of the class will be relocated to a different pre-assigned open room. The original classroom will be cleaned and disinfected, and the earliest it could be used again would be the following day.</p>
Class Size	<p>Because we have four sections for the majority of our grade levels, we already have relatively small class sizes. However, our 8th grade is larger than other grade levels so those three sections will be housed in the biggest classrooms. There is also a 3rd grade Dual Language room with a larger class size that will need to be relocated. Recommended class lists for all grade levels were altered so that the numbers were consistent across the grade level as much as possible. Students who require pull-out services (Enrichment, ELL and IEP students) were each placed in the same classrooms so that there are not students being pulled from different classrooms for a small group. Class sizes may be impacted by parents optioning into remote learning, leading to some classes having fewer students in-person. K-1st grade rooms can hold up to 12 students, 2nd-6th grade rooms can hold up to 16 students and 7th-8th</p>

	grade rooms can hold between 16-20 students.
Schedules	<p>Hybrid schedules reflect in-person schedules. Schedules allow for both synchronous instruction and asynchronous learning activities for students. K-5th grade will all have science/social studies remotely. Other remote classes will vary by grade and could include PE, writing or math, depending on the grade level and the day. Both the writing and the math could be started in-person and continued remotely. K-5th grade classes will be 30 minutes long in-person, with Reading and Math having 90 minute blocks. 6th-8th grade classes will be 57 minutes long, leading to 4 in person classes per day and over 200 minutes for each subject every week.</p> <p>Middle School will have their specials remotely, and time will be included for Senior Chorus and/or Spanish World Language classes that would be challenging to conduct in person due to students from different sections needing to participate. We are planning to have one remote section for 6th and 7th grades, with the students being reorganized into different sections once we know who will be staying remote. 8th grade can not have a remote section due to the vast differences between AP and other instructional plans for the various sections.</p> <p>The plan would call for primary (PK-4th grades) to return to school one week before the 5th-8th grade students, who would remain on a remote schedule the first week. This would provide us an opportunity to implement our plan with fewer students on the bus, at entry sites and in the hallways. It also allows us to get our primary students back as soon as possible.</p>

<p>Class Materials</p>	<p>Desks and tables will be spread out to increase as much social distancing as possible. Non-essential furniture will be removed from classrooms. Common use items need to be avoided, but should they have to exist (i.e. a classroom pencil sharpener) the items have to be sanitized between uses. Students should not share materials, and a new supply list will be distributed to parents (it has already been posted to our website).</p>
<p>Student Interactions</p>	<p>Students will remain in their classrooms throughout the day except for scheduled restroom breaks, "brain" breaks, specials that can occur outside, and other outdoor activities. Hallway movement will be limited to staff, students who are being escorted during assigned bathroom breaks and students who are being escorted to small group pull-outs.</p> <p>In the afternoon, students will participate in live discussions through Zoom and collaborate on live documents through Google Classroom. Students may also be given opportunities to correspond asynchronously, such as commenting on one another's ideas through Padlet or a similar platform.</p>
<p>Hallways</p>	<p>No more than 50 students will be in a hallway at one time. Students will enter the building starting at 7:30 through 3 specific entry points that are closest to their classrooms but in groups of less than 50. They will head straight to their homerooms, which will be supervised by paid staff. Dismissal at the end of the day will be staggered, with announcements coming from the office as to when classrooms should leave. Students can be in the hallways during their scheduled restroom and "brain" breaks and in smaller pull-out groups as scheduled. There will be</p>

	<p>markers in the hallways outside the restrooms and outside the building that will tell students and staff where to stand when in line. Lockers will not be used.</p>
Bathrooms	<p>Times will be assigned to sections for a break in the morning. Grade levels will have text chains or can buzz the office to alert resource teachers and admin of an emergency bathroom or nurse situation. Drinking fountains will be disabled but fill stations will remain on so students can fill their water bottles during breaks. Custodians will frequently clean these areas. The middle urinal will be disabled in all boys bathrooms to create distance.</p>
Lunch & Recess	<p>When students leave at the end of the on-site day, they will be given their lunch and the next day's breakfast. The plan is for these to be placed inside the classroom and for students to pick them up when they leave.</p>
<b>TEACHER RESPONSIBILITIES</b>	
Workload	<p>Teacher instructional responsibilities will remain the same, with each teacher being assigned their regular sections, plans, team plans, lunch and one hour of remote instruction. Homeroom teachers will supervise their students during all specials except PE, which will take place in the gym. Plans will occur from 2:00-3:05. Teachers are expected to maintain regular communication with families and to continue to provide instruction that is aligned to the updated state standards. If the parent survey indicates that a specific grade level may have a large number of students who choose remote learning, one core teacher from that grade level will be assigned to provide</p>

	<p>remote instruction to those students. Those teachers have already been selected in grades K, 1, 2, and 4; we are waiting to see which section has the most students staying remote before selecting the remote teacher for grades 3 and 5 .</p>
<p>Planning Time</p>	<p>Planning time may occur remotely or in person, but will continue to take place at scheduled times. Staff will have one (1) personal plan per day and between three to five (3-5) team plans per week.</p>
<p>Special Education &amp; ELL Minutes</p>	<p>Students that receive special education instruction are placed within one common homeroom. This allows Special Ed staff to adequately meet the minutes required for inclusion support, as well as provide pull out services to students on their caseload. Remote Learning IEP's were created for all Special Education Students, and those plans will still be legal under a hybrid model. Students will be pulled to an alternate location when necessary to provide them with individualized services as outlined on an IEP. A modified schedule will exist for specific students who require cross-groupings. Specialists may choose to attend synchronous learning opportunities offered by classroom teachers or to offer additional or alternative live instruction to their students. If students with IEP or EL minutes continue to learn remotely, their minutes may be met virtually while classes are being held in-person.</p>
<p>Co-Teaching</p>	<p>With teachers moving around the building as scheduled/needed, all co-teaching will continue to exist. We will encourage more of a team teaching approach so that staff are in the front of the room and able to social distance from students, knowing that they may need to provide more direct and close assistance, with both parties wearing a mask and,</p>

	possibly, a shield.
Student Contact	When remote, teachers will continue to participate in live communication with students through Zoom, Class Dojo, Seesaw, phone calls, live messaging, and Google Meets. When in person, student contact will be in the classroom, with all students and staff wearing face masks. While there may be occasions for staff and students to be within 6 feet if a student needs assistance in the classroom, this will occur with both persons wearing masks. There may be situations in all grades where a student(s) will be remote on a given day and the homeroom teacher will have to utilize zoom to provide instruction to that student.
Specials Classes	Specials will occur "remotely" with the staff conducting the lessons via Zoom with the exception of PE, which will be in person for K-5 but will continue to take place with just their homerooms and with activities that allow for social distancing. Specials teachers have their own Google classroom and will host learning opportunities both synchronously and asynchronously through Seesaw, Zoom or Google Classroom.
P.E.	K-5th grade classes can occur outside if the weather allows it and in gym spaces that will be assigned to each teacher to use throughout the day. If classes are in the gym there will always be less than 50 people in the same space at the same time and the spaces/equipment that are used will be cleaned in between classes. 6th-8th grade PE classes will take place remotely in the afternoons.
Assessment & Grades	Students will be assessed and held accountable for learning. Students will earn grades for their learning and efforts, with K-2nd



	<p>grade students earning Standards Based grades and 3rd-8th receiving letter grades. NWEA and AIMSweb testing will take place in-person if we return before the end of February. If not, we will hold the NWEA test remotely, which we have already done in December with 7th and 8th grade students.</p>
Translation/Phone Calls	<p>Translations and phone calls will be done by staff who are qualified to provide translations. All parent communication will be available in English, Spanish and Polish.</p>
<b>STUDENT CONSIDERATIONS</b>	
Instructional Plan	<p>The students' on-site day will be from 7:50am to 11:50am. Busses would drop off students starting at 7:30. After being cleaned/disinfected, busses would head to River Grove 85.5 for their morning routes and would do the same in the afternoon after completing our student drop off in Melrose Park. From 1:00-2:00, students will have remote learning at home.</p> <p>Parents will have to inform the district if they plan to have their child learn remotely or in the hybrid model once a hybrid plan is approved and a date is set. Those parents that choose remote learning will be committed to that model through the end of the quarter.</p>
Attendance	<p>Attendance will be taken each morning at school and a second time for remote learning in the afternoon. Attendance will reflect students physically in the building as well as those logged into virtual classrooms. Students kept out of school because of a confirmed COVID-19 infection or a suspected case, or students who came in "close contact" with someone confirmed or</p>

	<p>suspected to have COVID-19, will be provided the opportunity to log in to Google Meets or Zoom to participate in the lessons their classmates are receiving in the classroom.</p>
Accountability	<p>Students would be accountable to do the assigned work and participate in live and remote class sessions as scheduled.</p>
Discipline	<p>The Rhodes Respect Matrix clearly defines behavior expectations for both in-person and remote learning. Students will be required to follow all safety procedures while in school, including wearing their masks. The discipline handbook will serve as a guide when students are in-person. Teachers may mute students during remote participation and may remove them if they are exhibiting substantially disruptive behaviors. Teachers will report discipline on Teacherease as usual and contact administrators directly in cases of extreme behavior. Administration will continue to meet with students and families in cases of repeated or extreme misbehavior. Before and after school detentions will not be assigned. Go Guardian is being used as a way for staff to monitor student learning.</p>
Extracurriculars	<p>All after school events, including music groups, Clubs, Title One, etc. will occur at home after remote learning is complete. Our Leyden-Norridge Area Conference (LNAC) has postponed extracurriculars for 1st semester. A decision for 2nd semester will be made at a later date.</p>
Zero Hour classes	<p>This will occur remotely after school from 2:15-3:00.</p>
<b>STAFF CONSIDERATIONS</b>	

<p>Paraprofessionals</p>	<p>Paraprofessionals will work with teachers and participate in small and large group sessions with students from the same classrooms. Safety measures and protective equipment provided for teachers will be available for paraprofessionals as they are traveling to various classrooms.</p>
<p>Bus Drivers</p>	<p>All 11 regular busses can be used for the 6 regular route bus drivers so we reduce the number of busses needed to be cleaned (and the required time) between the Rhodes and River Grove routes. Time is being allotted for drivers to become familiar with the different busses that they may switch to in between the bus routes. Face shields will be available as an option in addition to face coverings.</p> <p>We are planning to drop off K-2nd grade students on the blacktop playground in the A.M. so they can enter closer to or directly into their classrooms. Pk and 3rd-8th grade students would be dropped off in the alley in the A.M. All students will be picked up in the alley at 11:50, with K-2nd grade bus students being walked by a teacher in front of the building.</p>
<p>Cafeteria Workers</p>	<p>Cafeteria workers will work with custodians to deliver boxed meals, containing lunch and breakfast (for the following day), to the classrooms by the end of the school day so that students can take them home.</p>
<p>Maintenance Staff</p>	<p>The custodial staff will clean and disinfect all common touch surfaces throughout the day and during the night time cleaning. These areas include but are not limited to entrance ways, door handles, water refill stations, and restrooms. Electrostatic</p>

	<p>sprayers were ordered to assist in this cleaning; they allow for increased disinfection coverage area in less time and with less chemicals. To help with the cleaning at night, students and teachers will ensure that desks are clear of materials so the surfaces can be cleaned and disinfected properly. The custodial staff will work with teachers on any specific needs that may arise for a classroom.</p>
Substitute Teachers	<p>Substitute teachers will be notified of the information shared with teachers, and teachers will provide them with plans to follow. There is currently a concern with how many substitute teachers would be available in person once we return.</p>
Stipends/Extra Duties	<p>Title I Reading and Math and Student Clubs will exist remotely. Extra duties will resume with staff working on A.M. buses, at various entry points in the building, in the hallways in the morning, and in the classrooms from 7:30-7:50 supervising students.</p>
<b>FAMILY OUTREACH</b>	
Meals	<p>At the end of each on-site school day, students will take home a boxed lunch for that day and a boxed breakfast for the following morning.</p>
Parent Tech Information	<p>Administration emailed parents information regarding discounted internet plans and how remote learning would look for them and their children. Grade levels shared videos with parents that outlined how to utilize SeeSaw, Zoom and Google Classroom remotely.</p>

	<p>BPAC meetings and PK parent meetings will be offered via Zoom on a monthly basis. We are looking into designing Parent Educationals that will be held remotely as well and could be led by our social workers, administration, etc.</p>
Transportation	<p>Bus pick up times will be communicated to the parents before the hybrid plan begins. Bus stops will be by location and not the past practice of lower grade level and upper grade level buses. Siblings will be required to sit together and/or in close proximity on their bus.</p>
Parent Volunteers	<p>Invite parents to read a story or participate with an activity virtually.</p>
Mental Health / SEL	<p>Continue to share resources with families that support the mental health of our students. We are continuing with our SEL program by scheduling weekly SEL lessons in every grade level in the month of September and scheduling SEL Family events remotely.</p>