



**Belle Valley School
Remote Learning
Student/Parent
Handbook
2020-2021**



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General Information

Material and Electronic Pick up* Schedule

Dates	Times	Grades
Thursday, August 20th	10 a.m. to 6 p.m	6, 7, and 8
Friday, August 21st	10 a.m. to 6 p.m.	3, 4, and 5
Monday, August 24th	10 a.m. to 6 p.m.	Early Childhood, Pre-K, K, 1, and 2

*Pick up in the circle drive

Welcome Back!! 😊

- ❖ Teachers will call or virtually meet with every parent/guardian of their homeroom class within the first week of school for a home to school connection.
- ❖ Please attend your teacher's virtual open classroom starting August 19 at 6:30 pm. These unique creative classrooms were developed especially for you and will be available on the school website at www.bv119.net

First Day of Remote Learning

- ❖ Tuesday, August 25, 2020
- ❖ Students will join all classes using Google classroom (Middle School)
- ❖ Students will join their homeroom class using Google classroom (Elementary)
- ❖ Students are expected to check in for attendance (Homeroom teachers will be sharing this process)



Daily Schedule

8:45-9:00	Check-in attendance with homeroom teacher
9:00-10:00	Academic Class/Instruction
10:00-10:15	Break
10:15-11:15	Academic Class/Instruction
11:15-12:00	Lunch Break
12:00-1:00	Academic Class/Instruction
1:00-1:15	Break
1:15-2:15	Academic Class/Instruction
2:15-3:20	Teacher-Parent communication

- ❖ Homeroom teachers will be communicating the week of August 17, 2020 with each student/parent and share their individual schedule. All schedules will include Math, Reading and Writing (ELA), Science, Social Studies, Specials, and special services for students who qualify. (i.e. special education, speech and language, OT, PT, Rtl, and social work)
- ❖ All students' schedules are available through TeacherEase.

Lunch Program

Parents/Guardians have the option to sign up for meal distribution for the duration of remote learning. Delivery will include breakfast and lunch. The cost for these meals will be the same as during regular school attendance. For example, if you order meals, you will receive **both** breakfast and lunch and be charged your normal payment rate. We will need the name of each enrolled student eating. "Visitor" meals can be ordered if you so choose. A form will be sent out each week so that you can make any changes needed.

Costs of meal packs

(Meal packs include both Breakfast and Lunch)

Reduced Rate Meal \$0.70

Full Pay Meal \$4.80.

Any child that qualifies through Belle Valley as a free lunch, will not be charged for their meal pack. A meal request form will be sent out weekly from Ms. Bowen. Please complete and return prior to the last day of the week.



Educational Services

Instruction and Learning Activities (Google classroom)

- ❖ Lessons and assignments will be posted by 8:30 a.m. on the first school day of the week.
- ❖ Some lessons will be provided through **synchronous learning (live teacher-led instruction)**. This includes discussions, demonstrations, and peer collaboration.
- ❖ Some lessons are provided through **asynchronous** learning. This occurs at different times, without real-time interaction. Students learn from instruction that is not being delivered live. Students must engage daily in direct work with academic content.
- ❖ Additional assistance will be provided per parent/student request.
- ❖ If you are having technical difficulties participating in the instruction, please notify your teacher.
- ❖ Google Classroom and email need to be checked daily.
- ❖ Teachers will offer virtual delivery of their instruction via Google Meet.

Student Expectations

- ❖ Students are required to login and encouraged to use their camera, if available, to their Google classroom daily according to their assigned times.
- ❖ Students are expected to adhere to all expectations as outlined in the handbook. Please refer to specifically to sections on:
 - Student Conduct
 - Technology Use - Appropriate behavior during online class time is expected. Inappropriate or disruptive behavior during online classes will be reported to the principal. Consequences will be determined after a parent/student, teacher/principal conference.
 - Academic Honesty
- ❖ Students are expected to participate in lessons and complete all assignments by the assigned due dates.
- ❖ Students without technology access (WiFi) must contact their homeroom teacher for alternative learning materials. Schedule material pick up through your homeroom teacher.
- ❖ Google classroom tutorials will be available on our website in the near future.
- ❖ Check comments on assignments and feedback on graded assignments.
- ❖ Students needing assistance will be provided additional learning instructional meetings or tutorials.
- ❖ Students that do not report to each class daily will be considered absent. Multiple absences will be reported to the attendance secretary and handled by the



administration and truancy coordinator. Excessive absences will be reported to the Regional Office of Education.

Parent/Guardian Expectations

- ❖ Ensure your child is online daily (with the camera on if available) during remote learning hours and review assignments with their child.
- ❖ Assignments will be given and counted towards your child’s final grade. Failure to complete assigned work **will** negatively impact your child(ren)’s final grade and future academic success.
- ❖ Please encourage your child to establish a daily routine which includes plenty of sleep each night.
- ❖ If additional learning assistance is needed, check with the homeroom teacher for daily digital (video/recorded) lessons.

Grading and Assessment

- ❖ **Grades -**
 - Teachers will assess students and post grades weekly in TeacherEase. Graded work and assignments will be counted toward the final grade. Daily participation during remote learning may be part of the final grade.
 - The BV grading scale will apply for remote learning.
 - Grading and due dates will be determined by the teacher and will follow the same late policy as in-person learning.
 - Grades will be recorded in TeacherEase for students and parents to access frequently.
 - Teachers will virtually meet with parents/guardians to address the instructional needs of their students.
- ❖ **Assessment -** Teachers will continue to utilize the current curriculum assessments; however, the delivery method may be adjusted and differentiated to meet the needs of the students. A variety of assessments will be used throughout the remote learning.



❖ **STANDARDS BASED GRADING (Grades K-2)**

- The standards-based report card (SBRC) is designed to show the student's progress toward grade level learning standards identified by the Illinois State Learning Standards. The report card shows the child's level of progress with the following indicators:

- 4 -- Mastered/Consistently
- 3 -- Evident/Often
- 2 -- Some Evidence/Sometimes
- 1-- Not Evident/Never

❖ **TRADITIONAL GRADING**

- The traditional report card shows the student's level of progress with the following indicators:

A	(90-100)	Superior
B	(80-89)	Good
C	(70-79)	Average
D	(60-69)	Below Average
F	59 or below	Failure

Report cards are issued approximately one week following the end of the grading period. Grades and report cards may be accessed at any time through TeacherEase.



Special Education

Individualized Education Plans (IEP)

- ❖ Evaluations, IEP meetings, and assessments will continue to be completed within the federal and state guidelines. During this unprecedented national emergency, Belle Valley will work with parents to reach mutually agreeable extensions of time, as appropriate. (e.g. special education referrals, assessments, and timelines).
- ❖ The IEP team meetings will be held in accordance with current community health standards either in person or through virtual meetings. School staff will participate in meetings in person unless there comes a point in time where staff members are not permitted on campus.
- ❖ In person meetings will occur in a location where social distancing can occur. Masks will be required in the meetings.
- ❖ Parents will be offered the option to attend meetings in person, virtually, or through a telephone conference. Only adults may attend the IEP meetings in person (i.e. parents will not be able to bring their children to the meeting).
- ❖ Academic and related services will be provided per each student's IEP. Modifications may need to be made to the IEP through an Individualized Remote Learning Plan.
- ❖ Individualized Remote Learning Plans will be completed for all students that have a current IEP or 504 plan. These will be completed with the collaboration of the parents, teachers, special education staff, and related service personnel. Case managers will contact parents to develop this plan.