

# *Frankfort Community Unit School District 168*

## *Remote Learning Plan* *In Response to the COVID-19 Pandemic*

**Spring 2020**



**Denning Elementary School**  
**Frankfort Intermediate School**  
**Central Junior High School**  
**Frankfort Community High School**

# **Remote Learning Plan**

## **Introduction**

In the uncharted territory that all of us have been in since Executive Order 2020-05 from the Governor of the State of Illinois to close schools on March 15, 2020, we thank everyone for their understanding as we try to navigate a path to assist our students and their families. We began our meal distribution program on Wednesday, March 18, 2020, at eight locations across the District. We thank everyone for their work and cooperation in making this program run smoothly.

On Friday, March 27, 2020, the Governor of the State of Illinois issued Executive Order 2020-15 authorizing for “Remote Learning Days” using rules developed by the Illinois State Board of Education (ISBE). In accordance with this Executive Order, Frankfort CUSD #168 utilized Tuesday, March 31 through Thursday, April 2, 2020, as “Remote Learning Planning Days.” The District then took its scheduled Spring Break from Friday, April 3 through Friday, April 10, 2020. The District took a fourth “Remote Learning Planning Day” on Monday, April 13, 2020.

## **Specifics**

Remote Learning Instruction began for students in Frankfort CUSD #168 on Tuesday, April 14, 2020. In accordance with directions from the ISBE, the District made the following arrangements to meet the stipulations of ISBE and provide instruction to all students to reflect state standards:

- How will students confer with educators?
  - All Faculty will have “Office Hours” availability for three (3) consecutive hours each day at some time between 8 a.m. and 5 p.m. each. Faculty will post those hours with their instructional packets and on their individual school’s webpage, along with the relevant way to contact them, be it by electronic means (email, Class Dojo, Instant Messaging, etc.) or by phone.
- How will the District address the needs of students with disabilities, English Learners, students experiencing homelessness or displacement, and other vulnerable students?
  - Staff from the Office of Special Education, along with teachers of special education, will be contacting all of the families of students who receive services to review plans. They will follow up in a regular manner during the course of the “Remote Learning Days.” Meanwhile, the District’s McKinney-Vento liaison and its social workers and counselors remain available by phone or email at their schools and offices to answer questions and meet the needs of students who find themselves in a vulnerable position.
- How will students transition back to on-site learning?
  - The Faculty will be able to assess its students’ understanding of concepts by monitoring students’ work during the remote learning days. This will help in smoothing the transition to on-site learning and determine what concepts will need to be reviewed or re-taught when school resumes in a regular manner.
- How will students get the materials to do their “Remote Learning Instruction?”
  - Students will be able to access information either on their individual school building’s website or from a hard copy / paper and pencil form from one of the District’s four schools or from the other five meal buses scattered around the community. Posting will begin on the evening of Monday, April 13 with paper packets available on Tuesday, April 14. The packets will be for two weeks of work. The District will repeat this process every two weeks.
- How will students return their packets to school?
  - Students can scan their packet information from each class and send them electronically to your teachers **or** they can return them to any of the four schools or any of the daily meal buses.

- What is the grading policy?
  - Assignments on the packets should be completed as correctly as possible to the best of each student's ability.
  
- How Will Grades Count for This Completed Material?
  - All Students Received a Third Quarter Grade before the closure.
  - If students successfully complete all of their assignment packets, over the next 6 weeks, they will receive a "P" for Pass.
  - Students who receive a "P" will have a chance to move their 3rd Quarter Grade up one letter grade for their final Semester Grade.
  - Students who do not complete their work will receive their 3rd Quarter Grade as their Semester Grade.
  - Students in dual-credit classes will have arrangements made with their institute of higher learning in regards to meeting requirements.
  - Students in classes that only meet during the Fourth Quarter will be determined on a class specific determination.
  
- The District joins with members of its five bargaining units represented by American Federation of Teachers Local #817 and West Frankfort Aides Council, Local #6124 AFT/IFT, AFL-CIO; along with Teamsters, Automotive, Petroleum, and Allied Trades Local Union No. 50 representing Cooks, Custodians, and Secretaries.
  
- Communication
  - The District will post daily updates on its webpage during the Remote Learning Days and Food Distribution Period. If there are any questions, the school offices and the Administrative Service Center does have staff monitoring the phones for messages.