

# Bruno M. Ponterio Ridge Street School

## K-5 Core Program

- Each K-5 child will experience a two and a half hour block of synchronous (live) instruction with their classroom teacher. This mirrors the current in-school Hybrid Model.
- Each K-4 child will have daily live instruction in ELA (reading, writing, word study, etc.) and mathematics. This instruction may be delivered in a whole group or small group setting. Handwriting should be incorporated into the live lesson time for those grades who explicitly teach formation of letters both print and cursive.
- Each K-4 child will experience a minimum of one live science or one live social studies lesson a week taught by his/her classroom teacher. This instruction may be delivered in a whole group or small group setting.
- Each child in the 5th grade will experience a minimum of two live lessons a day in either ELA, math, science, or social studies.
- A minimum of three “Read Alouds” a week will be read by the child’s classroom teacher, either live or pre-recorded. A “Read Aloud” will be connected to an assignment, instructional support, or as community builder.
- Due dates will be provided for all assignments. Students will be held accountable to complete work by the due date. Clear expectations of what assignments will be assessed/graded will be communicated to students and families. Clear expectations of how much assistance an adult can provide to the child will be communicated by the teacher to students and families.
- Each child will join a Google Classroom with the ability to communicate with his/her teacher and peers.
  - Links for live lessons will be posted on the Google Classroom.
  - Lessons and assignments in other subjects not provided during live lessons will be posted on the Google Classroom. For example, if math is taught as a live lesson that day for all students then recorded lessons, assignments, and activities in the areas of reading, writing, word study, science and/or social studies will be posted to the Google Classroom.
- Each child will be able to see his/her daily schedule on Google Classroom.
- Attendance will be taken by the classroom teacher during each live lesson. If a child has not attended a live lesson, the teacher will reach out to the family that day to check-in.

## Specials Classes (Art, Music, Physical Education, STEAM, Technology, K-4 Library, Grade 5 Health), K-4 Mindfulness, Grades 4-5 Instrumental Band

- The students will attend their assigned Specials class(es) each day. They will follow a six (6) day A-F schedule. For example, a Kindergarten class will “attend” Art on Monday, Music and PE on Tuesday, STEAM and Library on Wednesday, PE on Thursday, and Technology on Friday.
- The Specials classes will alternate between synchronous (live) and asynchronous (recorded) instruction each six-day cycle.
- Students’ work/activities will be assessed on a regular basis each week. A minimum of one assignment must be provided over a two week period. Due dates must be provided for all assignments. Students will be held accountable to complete work by the due date.

- Students will be a part of each Specials' Google Classroom or Google Site where they can communicate with their Specials teacher and collaborate with their peers.
- Instrumental Band lessons in Grade 4 and 5 will provide synchronous instruction to band students at a designated time throughout the week.
- Attendance will be taken by the classroom teacher during each live lesson. If a child has not attended a live lesson, the teacher will reach out to the family that day to check-in.

#### AIS Classes and Enrichment Classes

- AIS and Enrichment teachers will provide synchronous (live) instruction to their students at designated times throughout the week.
- AIS and Enrichment teachers will monitor students' progress on a consistent basis.
- Due dates will be provided for all assignments. Students will be held accountable to complete work by the due date.
- Students in the AIS or Enrichment Program will be part of either an AIS or Enrichment Google Classroom or Google Site where they will be able to access materials and activities, communicate with their teachers, and collaborate with their peers.
- Attendance will be taken by the classroom teacher during each live lesson. If a child has not attended a live lesson, the teacher will reach out to the family that day to check-in.

#### Special Education Teachers, ENL Teachers, Special Education Support Staff (OT, Speech, Psychologists, etc.), and Guidance Counselors

- All mandated service providers and teachers will provide services for their students as per their assigned student's IEP, 504 Accommodation Plan, or identified ENL needs.
- These services shall be provided remotely using remote video conferencing technology to the extent possible.
- Special Education Teachers and Support Staff providing services may use various times throughout the day to schedule services with students.
- Attendance will be taken by the classroom teacher during each live lesson. If a child has not attended a live lesson, the teacher will reach out to the family that day to check-in.

#### Schedules

##### *Requirements:*

- A schedule which fosters daily, live interaction between teachers and students and provides opportunities for both large-group, small-group, and individual instruction.
- A schedule that provides specific times for Specials classes, special education services, support services, and building level services.
- A schedule that provides common planning time for grade level and department teams.
- A strong focus on social emotional learning via connections between and amongst students and faculty.
- An emphasis on collaboration and discussion between students.
- Timely feedback on assignments and assessments.

- Assess student progress through online tools which include, but are not limited to Google Platform, Pearson Realize, EnVision Math, writing journals, Fountas and Pinnell, STAR Early Literacy, STAR Reading, STAR Math, G.U.M., Foundations, Wordly Wise, etc.
- A balance between “screen time”, hands-on learning, and paper and pencil assignments.
- Consistent communication with parents via multiple modalities (i.e.: email, phone, newsletter, conference, etc.)
  - Teachers will be emailing and calling parents as issues arise.
  - Teachers will respond to parents via phone or email within a 24-hour period (District policy).
  - A Weekly Newsletter or Weekly Recap will be sent to all families.
  - If a teacher has not heard or seen a child that day, the teacher will reach out to the family on that day (via email or phone) to check-in. If the teacher has not heard back from the parents via email, the teacher will call the family.
- Use of Google Classroom as a common K-5 learning platform.
  - In addition to links to the live lessons each day, teachers will post any additional recorded lessons, websites, activities, or other assignments to the Google Classroom. This will clearly communicate to all children and families the subjects that are taught each day.
- Use of various technology programs, applications, and devices to support and enhance learning

| K-5 REMOTE LEARNING SCHEDULE - AM COHORT |                     |   |   |   |   |   |
|--|---------------------|---|---|---|---|---|
|  | A                   | B | C | D | E | F |
| 8:30-8:40                                | Daily Announcements |   |   |   |   |   |
|  | AM COHORT ONLY      |   |   |   |   |   |

|               |  |
|---------------|--|
| 8:40-11:00    | <p>Small/Whole Group Instruction - Zoom with Classroom Teacher</p> <p>Children should plan to be available on Zoom from 8:40 am - 11:00 am. The teacher will accommodate for breaks during this learning period. Zoom links and any additional materials will be posted on your child's Google Classroom.</p> <p>Library (as per classroom schedule)</p> |
| 11:00 - 12:40 | Lunch and Recess   |
| 12:40 - 3:10  | <p>Specials Class (Please check your child's own classroom schedule on Google Classroom)</p> <p>Independent Work (Assigned by Classroom Teacher)</p> <p>PBL Activities</p> <p>AIS or Enrichment (If enrolled in either program)</p> <p>Special Ed Services (If receiving services)</p>   |

| K-5 REMOTE LEARNING SCHEDULE - PM COHORT |  |   |   |   |   |   |
|--|--|---|---|---|---|---|
|  | A  | B | C | D | E | F |
| 8:30-11:00                               | <p>Specials Class (Please check your child's own classroom schedule on Google Classroom)</p> <p>Independent Work (Assigned by Classroom Teacher)</p> <p>PBL Activities</p> <p>AIS or Enrichment (If enrolled in either program)</p> <p>Special Ed Services (If receiving services)</p> |   |   |   |   |   |
| 11:00 - 12:40                            | Lunch and Recess   |   |   |   |   |   |
| 12:40 - 12:50                            | Daily Announcements  |   |   |   |   |   |
| 12:50 - 3:10                             | <p>PM COHORT ONLY</p> <p>Small/Whole Group Instruction - Zoom with Classroom Teacher</p> <p>Children should plan to be available on Zoom from 12:50 pm-3:10 pm.</p>  |   |   |   |   |   |

The teacher will accommodate for breaks during this learning period.  
Zoom links and any additional materials will be posted on your child's Google Classroom.

Library (as per classroom schedule)

## BMPRSS Expectations

### *Student Expectations*

- Students will attend all regularly scheduled classes per the letter day schedule.
- Students should log on to Zoom/Google Meet five (5) minutes prior to the start time of the live lesson to ensure they are logged in and ready when class begins.
- Students are expected to log on using their first and last name and appear on camera as directed by the teacher.
- Students will be appropriately dressed (no pajamas) and in a setting that is conducive to learning.
- Students will utilize Zoom per teachers' directions and become familiar with breakout room features for one-to-one instruction and small group discussion/interaction.
- Students will learn to utilize such features that assist in classroom management including the "mute" and "raise your hand" functions.
- Students are prohibited from recording the live sessions in any media application.
- Students will comply with teacher requests to attend extra help sessions or individual teacher-student conferences.
- Students will work with guidance counselors and/or support staff when requested.

### *Teacher Expectations*

- Teachers will design lessons of whole-class instruction or discussion (via Zoom or other online learning platform), independent or small group work, and some form of formative assessment.
- Teachers will post the link for the Zoom on their Google Classroom pages.
- Teachers will post assignments and deadlines on Google Classroom. To maintain consistency, this will be done at the time each class is scheduled to meet.
- Teachers will be on camera.
- Teachers will take attendance and note absences as required by State law in our student management system.
- Teachers will notify parents as soon as possible should there be a pattern of inattendance, lack of work completion, or other concerns.
- Teachers will maintain open communication with students, parents, guidance counselors, mental health staff, and grade level team members to monitor student progress.

### *Parent Expectations*

- Parents will notify the school of any restrictions that students may experience with regard to access to technology, Internet connectivity, and appropriate learning environments.

- Parents will ensure that students adhere to the daily schedule and attend all live lessons as indicated. It is recommended that students log on five minutes prior to the start time of each class.
- Parents will notify school if students are unable to attend school due to illness or other excusable absences by emailing the teacher and our school nurse.
- If there are any technological issues the parent will email the teacher for guidance.
- Parents will arrange for the pick-up of school-issued materials when such days are scheduled.
- Parents will utilize school-issued resources (ie. tutorials, workshops) in order to become familiar with how to monitor student progress and work completion, utilize video communication platforms (Zoom or other online learning platforms), and provide general assistance to students.
- Parents will notify teachers with any questions or concerns that may arise.
- Parents will honor classroom confidentiality and counseling session norms and privacy laws by not participating in the classroom learning.
- Parents are prohibited from recording the live sessions in any media application.