

Transition Plan Fall GES 2020

Teacher/Parapro Work Times

Due to the current situation and with permission from the Unions, IW is going to move the contracted times of staff to accommodate transportation and maximize instructional time at GES. Therefore, the start time for Paraprofessionals will be 7:30am and teachers will be 7:40am. The end of the day for teachers will be 3:30pm. The end of the day for non-certified staff will depend upon their contracted hours.

Social Distancing at GES

GES will be following all ISBE/CDC guidelines regarding social distancing. GES will be taking the following measures to maintain social distancing throughout the school day.

- Students will stay in homeroom classrooms, unless traveling to a Special Education, ESL, or Speech room. Students should maintain social distancing whenever possible while traveling from place to place.
- There will be clear marked and designated spots in the hallway where students will stand to maintain social distancing.
- GES will continue to utilize flexible seating in classrooms. Seating options will be placed strategically throughout the classroom to maintain proper social distancing.
- There will be no full class restroom breaks. Students will be allowed to go to the restroom as needed throughout the day. Each class will only send one student at a time.
- Special Education and 1st Grade should use the restrooms that are in their classrooms.

Masks

Masks are mandatory per ISBE/CDC guidelines. All students and staff are required to wear masks when in the building. Masks can be taken off if students and staff are outside and 6 ft. or more apart. Masks will be available in every building for students who are in need of one due to unforeseen circumstances.

Water Bottles

Students and staff need to bring a water bottle to school everyday. It is encouraged that they fill it up before coming to school. An adult will have to fill their water bottle up if a student is in need of more water. The district will provide a limited amount of water bottles for each school so that if a student forgets one they will have a water bottle to utilize for that day. These water bottles will be returned at the end of the day to be run through the school dishwasher.

Arrival Procedures

The following staff members will be posted at the following locations for student arrival in the gym.

East Entrance Bus Drop off and Pick-up (5th Grade Bus Students)	Front Entrance	Sped Hallway Supervision (4th Grade Bus Students)	Gym (Supervision) (Middle School Students)	Cafe Supervision (8:00 AM)
*G. Zachgo	*D. Fager	*Program Assistant	L. Vadbunker	* C. Martinez
*A. Flowers	*M. Perzee			T. Miller
*T. Hamilton	*Program Assistant			
*C. Martinez				

Room 106 Supervision (Pre-K Students)	Room 107 Supervision (K - Students)	Room 108 Supervision	1st - 3rd Grade Classrooms	Directing Traffic	Cooling Room Supervision
K. Tammen	D. Goben	P. Goudreau	Homeroom Teachers	*J. Harkins	L. McMillan
				*L. McMillan	C. Basham
				*C. Basham	L. Darsham
				* L. Darsham	Available Staff

*Staff members that are assigned to certain doors will be temperature checking.

Bus Hub Responsibilities

As elementary / high school students enter the building, they will be required to have their temperature checked. **Per state guidelines, the student temperatures do not have to be logged.** Once a student is scanned, they are to go to their designated room or location. Elementary students will go directly to their homeroom.

If it is determined that a student has a temperature above **100.4**, they will need to go to the **"chill room"** (Computer Lab) and wait to have temperature scanned again. If the temperature

scan consistently determines a temperature above 100.4, students will need to stay in the chill room until a parent can be called

7:40-8:30 AM (GES Students)

Students will report directly to their homeroom upon arrival to school. During this time students and teachers can use Second Step and engage students in Social / Emotional learning, catch up on work missed, assess students, utilize enrichment, and AR. Small group instruction with social distancing may be utilized as well.

Breakfast

For breakfast, GES school students will be called starting at 8:00 AM to go to the cafe to get their breakfast. They will eat their breakfast in the cafe, and be socially distanced. After eating they will return to their homeroom. A faculty member will be in the hallways to ensure students social-distance to the cafe from the classroom.

Lunch for those who wish to participate

Lunch count shall be conducted as normal with the following additions. Students will be charged for this meal according to each individual situation. Teacher or designee will mark what student ordered a lunch and the kind of milk they would like.

Classroom

Please keep students as focused and on task as much as possible. Due to the shortened schedule, cut out all items that are not essential. We want to use this time to maximize our student learning.

Instruction Changes

- Excess furniture and materials will be removed to allow for social distancing.
- There should not be shared supplies or materials.
- Any puzzles, books, manipulatives used by an individual student will be sanitized prior to being put away for reuse.

Taking a Class Outside

Staff will have the option of taking a class outside for a mask break. If a staff member takes a class outside they will abide by the following guidelines.

1. Staff will let either Mrs. Darsham or Mr. Harkins know the class is not in the building.
2. The playground equipment will not be used at this time.
3. Staff will take their cell phone or a walkie talkie out in order to be able to communicate with the office if a safety issue were to arise.
4. Staff ensure that students stay socially distanced since masks are allowed to be off.

Social Work

Mrs. Watts, Mrs. Ballard, and Mrs. Barnett will continue to offer social work support to students. Any issue, in regards to the social / emotional well being of a student should be reported to the assigned social worker. Social workers will be allowed to pull students whenever a child's schedule allows for such intervention.

Speech

Mrs. Benner will be pulling students as she needs to during the morning to her office. Please be flexible as she has many students to see in a limited amount of time. In addition, she will be scheduling times to meet with students in the afternoon. Parent will need to provide transport to and from school.

Rtl/Extra Support

In order to continue with remediation, selected students will continually receive Rtl help from teachers/support staff who have been tasked with providing Rtl.

PE

Under this plan, we cannot have traditional PE. Students will be assigned a time to go outside and unmask and some sort of physical exercise with Mr. Fager. P.E. will only be conducted for 15 to 20 minutes each day.

Music at GES

Music will meet 1 time a week at this time for 30 minutes.

Dismissal - 12:00 PM for GES

First Bus Students:

Danforth Students will line up in the Sped hallway facing the north and go out the back doors.
(Gary Johnson's Bus) will line up in the east/west main hallway.
(Bob Dietz's Bus) will line up in the gym

Rural Route Students:

Rural route students will sit in the 1st Grade Hallway and Sped hallway until their busses arrive. There will be designated spots for them to sit (See Tami Hamilton for Specifics)

Town Pickups:

2nd and 3rd grade students will report to the Gym
1st will report to the 3rd Grade Hallway

Remote Learning Plan

Schedule

Currently, in adherence to the district plan, the Gilman Elementary will conduct remote learning from 2:00pm - 3:30pm for **ALL** students. Students participating in the full remote learning option will have additional learning times and check-ins scheduled throughout the school day.

Combination In Person/ Remote Learning

Students will attend in person daily 8:30-12:00. Teachers will instruct remotely in the afternoon from 2:00-3:00 PM. This will include scheduling small group lessons using Google Meets whenever possible. Teachers may be posting videos of mini lessons daily in Class DoJo/Google Classroom. These videos and the corresponding activities will be able to be done at the convenience of the family. Student work will need to be returned to school the following day as it will be evidence for student PM attendance.

Remote Learning (Full Remote Choice)

These students will not attend in person. A packet of materials will be provided by the classroom teachers. This will include the weekly content being covered in the classroom. These remote learners are responsible for completing the work that was done in the classroom. Certified support staff will schedule times to meet with students either individually or in a small group using whatever technology is available by the parent. This could include phone calls or Google Meets. Student work will need to be turned in every Friday, and the packet for the following weeks work will be picked up at that time. Packets will also be available online and can be submitted to the classroom teacher through email.

Parent/guardian will need to email/dojo teacher each morning by 8:30 AM for attendance purposes.

Academic Expectations for Remote Learning

District Administrators

- Communicate clear and consistent expectations for all teachers, parents, and students.
- Provide the necessary supports and resources to ensure high quality learning in a remote setting.
- Encourage and open lines of communications between staff, caregivers, and students, using this feedback to continue to review and enhance current policies and practices.

Educators

- Develop remote lessons and learning activities weekly that are consistent with the in person learning taking place.
- Maintain open lines of communication and opportunities for engagement for all caregivers and their students.
- Provide timely feedback on student work and progress.
- Determine student availability and online capabilities in order to schedule live remote instruction opportunities.
- Monitor student attendance daily.

Caregivers

- Communicate regularly with educators and administrators regarding student progress and any questions you may have.
- Establish a daily routine and provide an appropriate space to support student learning free from distractions.
- Review the assignments and/or lessons each day and assist students as needed.
- Check in daily using Class DoJo documenting student attendance.
- Return completed work weekly and pick up the following week's packet.

Students

- Always do your best.
- Ask questions when you don't understand.
- When on a live session with your teacher, be on your best behavior and be a good listener.