

Lowell Public Schools Robinson Middle
School

Family Orientation

Remote Learning

September 2020





Rationale for Our Remote Plan

With parent feedback about the emergency closure, we developed this plan to:

- Eliminate the need for families to provide instruction;
- Provide all students with the materials they need to do the work (devices, supplies);
- Ensure that parents can observe their children in remote learning and easily see their children's progress and completion of assignments;
- Implement district policies for attendance, assessment and grading

Our first virtual teacher





Family Responsibilities for Remote Learning

What will I as a parent need to do?

- Maintain typical routines for school days, such as wake up early enough to be on time to log in
- Pick up student breakfasts and lunches at distribution sites if you are using our food service program
- Charge or plug in devices--use LPS devices just for school
- Help log into the Learning Management System if needed
- If your child has difficulty attending to the schedule, someone may need to redirect.
- Eliminate distractions like televisions, music, and game consoles during school hours and have your child use headphones if helpful.
- Keep all school supplies organized and safe.



Procedures, Contact Information, Attendance, Expectations

- School Hours remain the same: 7:20-2:10. Students should be completing their work DURING the day with the support of our school staff.
- Expectation is that students “attend” their scheduled sessions with their teachers, participate in both live sessions and independent work time, and complete assignments.
 - Homeroom teacher is their assigned classroom
 - Special Education Teacher and Providers, as well as ELL teachers will also be taking groups during students ELA and Math blocks through break out ZOOM/Google Meet sessions.
- Unfinished work is NOT homework.
- Technical support will be available for help with devices by entering a ticket at [www.http://helpdesk.lowell.k12.ma.us/](http://helpdesk.lowell.k12.ma.us/)
- NO Visitors are allowed into the building, due to COVID, unless scheduled. NO field trips or in person Open House



Resources, Student Access, & Platforms

- Grade levels will be using the same electronic platforms for learning: PreK-2 will be using Seesaw, Grades 3-12 will use Google Classroom
- Students will login through CLEVER. Younger students will have a QR scan card, others will login with their LASID and DOB
- Teachers will ALL communicate through the Dojo app, their email and by phone.
- Devices and supplies will all be provided to your child
 - Parents will have to come to the school to sign out device and pick up the materials
 - Passwords for platforms will be provided at that time
 - Students submit work electronically, unless writing in a journal



Resources, Student Access, & Platforms, continued...

Online supports:

- Learning Management System (LMS):
Buzz LMS
- LEXIA
- [STMath](#)
- Raz-Kids
- Epic! (Unlimited during school hours
& 2 hours free outside of school hours)
- Tumblebooks
- District online tutorials
- School website

WE ARE HERE TO SUPPORT YOU!



Attendance

- Student attendance will be taken daily and entered into our database system by our school clerk.
- If students are sick, parents should still CALL the school at 978-937-8974 for record keeping and doctor's notes should be emailed or faxed to the school to excuse absences
- Student must attend each session to be marked present (unless exception in IEP or 504 plan)
- Attendance will be monitored carefully by teachers and administrators. We will reach out when we see many absences or a pattern of absences to create an attendance plan.
- School-based attendance teams will track "daily or weekly meaningful interactions" and follow the LPS district attendance intervention plan.



Daily Schedule of Synchronous (Live) & Asynchronous (Independent work) Sessions

Sample Schedule & Expectations

Grade 5 A/B Day Schedule

7:20-7:35 Homeroom

7:35-8:12 Social Emotional Learning (Second Step, Restorative Justice, class advisory)

8:12-8:57 AA (PE, Art, Music, Tech)/break

8:57-9:42 Readers Workshop/Eureka Math

9:42-10:27 Writer's Workshop/Math Intervention/Acceleration

10:27-10:42 Break

10:42-11:27 RW/Eureka M

11:27-12:12 WW/Math Int

12:12-12:42 Lunch/ Break

12:42-1:27 Science/Social Studies

1:27-2:10 ELA IXL Intervention/ break



Grading

Progress Reports & Report Cards

- Using our usual progress report and report card schedule
- Report card criteria is based on the the curriculum maps for the year
- There will be standards-based report cards for PreK-4 students and course grade report cards for Grades 5-12.
- There will be no pass/fail grades like the emergency closure.



Assessments

- Students will take diagnostic assessments on the computer.
- It is very important that students do this work independently so that we know what your child knows and what we need to teach.
- Some assessments may be done during one-to-one conferences.



Supports Available for Families

Please let us know if you need help accessing any of these supports:

- Social Worker- Ms. Costello, Ms. Barash
- Food Service Sites
- Bilingual Parent Liaisons
- Catie's Closet

Information will be sent to you by:

- Class Dojo (must connect with password)
- Phone Calls (need accurate number)
- Emails (need accurate email address)
- Smore Newsletters
- FB or Instagram (must follow)
- School Website



Device & Materials Distribution Plan

School Specific Information

September 14 and September 15

8:00-10:00 am Grade 5

10:00-12:00-Grade 6

12:00-2:00- Grades 7 and 8

September 16

10:00-12:00 Any grade level that has not been able to attend the other two days

If your children are in multiple grades, each family only needs to come once and we will give all devices.

Families will need to wear a mask, have an ID and have their student's lunch ID.

If a student did not return their device from the spring/summer, they will not receive a new device at this time.



Next Steps

- Device Distribution:
 - Week of 9-14-2020
- Recommended Supplies
 - Ear buds
 - 1 three ring binder for organization of notes
 - 1-3 durable folders
 - 1 subject notebook for each course
 - Cloth zipper pencil/pen case
 - Pens
 - Pencils
 - Ruler
- Passwords
- In-Person Family Orientation to learn about school safety and procedures

**Robinson
Hub- Will be
posted in
Google
Classroom
for all
students/
families to
access**

https://docs.google.com/presentation/d/1Bz6APOkSNr0BiM8omKYGOiL9t7aIzAlvJlQVOGd_N0I/edit#slide=id.p