



July 30, 2020

Dear CCSD21 Parent or Guardian,

On July 16, 2020, the Board of Education approved the CCSD21 School Reopening Plan subject to change based on current conditions. We have continued to closely monitor developments in the COVID-19 Global Pandemic both locally and nationwide.

Our greatest responsibility is to provide a quality education in conditions that are safe and healthy for students and their families and for district employees and their families. Our School Reopening Plan was designed to maximize our ability to offer that safe and healthy environment to all. However, much of our ability to deliver on those commitments are impacted by external factors that are not in our control.

We continue to see evidence of increased rates of community spread of COVID-19 across the nation and infection rates in Illinois are increasing. The Suburban Cook County region (Region 10) has experienced 7 days of increased positive testing with a rate of 5.4% on July 25th; up from 4.5% on July 14th.

The science related to childhood infection rates, severity, and transmission continues to evolve and while there is some indication that children under 10 may not be infected or transmit the virus to the level adults do, there is growing evidence that children 10 and over may. Public Health officials have reiterated that the science is far from conclusive at this time. There is inconsistency in guidance and data for which to make a solid determination on the safest course of action at this time.

The Board of Education, administration and the entire faculty and staff of CCSD21 long to welcome our students back into our classrooms. However, we must do so at a time when we are most confident in the health and safety of the learning environment. Unfortunately at this time, we do not have that confidence.

Therefore, CCSD21 will begin the 2020-2021 school year on August 20, 2020 with full-time distance learning hope to welcome students back for in-person instruction beginning **Monday, October 5, 2020**. A final decision on the resumption of in-person instruction will be made no later than **Friday, September 25, 2020**.

***An open enrollment full time distance learning program will continue to be offered for the entirety of the 2020-2021 school year.***

We know this decision will come as a disappointment to many and that families may experience challenges with childcare during this time of continued distance learning. In each decision we have made, we have grounded ourselves in our ability and willingness to follow the science, be agile, flexible, and ready to deal with the unknown. This was a very difficult decision, but one that is based on doing what we feel is right for the health and safety of all.

The district will offer daily on site supervision for children in grades K-6 to those families who establish a clear need during this period of extended distance learning. Capacity is limited, therefore we ask that only those families who are unable to provide for alternate supervision of their children during this time submit an application for the program. Parents will be notified of their child's enrollment status in the supervision program at least one week before school begins on August 20, 2020.

Children participating in the supervision program will have their temperature taken prior to entering a school. In addition, parents must complete a daily certification of health. Children attending the supervision program will engage in their daily distance learning classes and will have multiple opportunities for breaks, restroom use, etc. Daily breakfast and lunch will be available.

Additional information may be obtained by contacting Micheal DeBartolo, Assistant Superintendent for Finance and Operations at [micheal.debartolo@ccsd21.org](mailto:micheal.debartolo@ccsd21.org) OR (847) 520-2707.

**Application for Supervision of Children Grades K-6**  
[English](#) | [Español](#) | [Polski](#) | [Русский](#)

## Structure of the Distance Learning School Day

CCSD21 administration, faculty, and support staff will be reporting to their assigned schools each work day and teachers will be conducting their remote instruction from their classrooms so that they may access and provide the full range of learning resources necessary to provide daily rigorous instruction.

Times for daily instruction will align with the regular school day schedule:

### Pre-K Programming

- AM Session - 9:00 AM to 11:30 AM
- PM Session - 1:00 PM to 3:30 PM

Elementary School - 9:00 AM to 3:30 PM

Middle School - 8:00 AM to 3:00 PM

<b>What will Distance Learning Look Like?</b> Distance Learning this year will look different than last March through June. <ul style="list-style-type: none"><li>● Guidance from the Illinois State Board of Education has changed since that time allowing for increased instructional time, rigor and a focus on new learning</li><li>● Teachers will engage in live “synchronous” instruction <i>daily for each core class</i></li><li>● Additional instructional and assessment platforms have been acquired to support learning and measurement of student growth</li><li>● NWEA has developed protocols for administering standardized assessments remotely. This includes MAP Growth and MAP Reading Fluency</li><li>● In addition to online resources, families will be asked to pick-up instructional materials appropriate to their child’s grade to be used by the student during instruction and learning time. This will include reading materials, math books and, depending on the grade, manipulatives for math or materials for science activities.</li></ul>	
<b>Synchronous Instruction</b> <ul style="list-style-type: none"><li>● Teacher delivers live lesson face-to face through Google Meets daily for each core content area: Language Arts, Math, Science and Social Studies</li><li>● Real-time small group instruction through Google Meets</li><li>● Real-time class discussions</li></ul>	<b>Asynchronous Instruction</b> <ul style="list-style-type: none"><li>● Lesson is pre-recorded, or pre-assigned</li><li>● Pre-assigned collaborative group work (monitored by teacher)</li><li>● Discussion Boards – Teacher prompt/student posts</li><li>● Self-paced and self-guided modules</li></ul>
<b>Total Learning Time = 5 hours of engagement with learning</b>	

## Special Education and Related Services

CCSD21 is committed to ensuring that our students with Individual Education Plans (IEPs) and 504 Plans are provided their educational services in compliance with all state and federal safety guidelines related to the COVID-19 Global Pandemic. We are committed to providing a free and appropriate public education (FAPE) pursuant to your child’s IEP, regardless of how school looks during the various state phases.

While in a Distance Learning format schools will ensure:

- That any schedule modifications, necessary to comply with Illinois State Board of Education and Illinois Department of Public Health guidelines, will not negatively impact the delivery of special education services to our students with IEPs.

Examples of modifications:

- Provide specific instruction and mini-deadlines/benchmarks for assignments, especially those with multiple-tasks.

- Give students various ways to access information because students are more likely to remember information that is presented in various formats.
- Allow for flexibility and extended time for students to process and respond to content.
- Maintaining the proportionate percentage of students with IEPs in the general education classroom and approved age range when considering any class modifications.
- A clinic model of speech language therapy, occupational therapy, physical therapy, and social work will be provided to families interested in this option. In this model, students will have access to their related services in a small group setting of no more than 1 - 2 students at a time.
  - Contingencies are in place so that in the event that a teacher or related service provider must quarantine, IEP services will still be delivered by appropriately licensed providers.

District 21 is working on alternatives for our most severe students and understand that some students have been disproportionately impacted by remote learning. Scheduling for Educational Life Skills, Structured Teaching, and Social Emotional programs will continue to be designed according to each student's IEP goals.

Additional information may be obtained by contacting Kim Cline, Assistant Superintendent for Support Services and School Safety at [kim.cline@ccsd21.org](mailto:kim.cline@ccsd21.org) OR (847) 520-2717.

## Bilingual, ESL and Dual Language Programs

Students who qualify for language services through the district's Bilingual and English as a Second Language Programs will continue to receive instruction from appropriately licensed teachers in accordance with ISBE Rules and Regulations, whether instruction is provided through distance or in-person learning environments.

Students enrolled in the Dual Language Programs at Frost, Whitman and Holmes (6th grade) will receive dual language instruction following program guidelines, whether instruction is provided through distance or in-person learning environment.

## Technology Support

### **Chromebooks and Student Devices**

All returning students in grades K-8 kept their Chromebooks over the summer for a variety of reasons to remain flexible during this time. All students that currently have a Chromebook for the summer will keep that same device for the start of the 2020-2021 school year. Incoming

Pre-K students, K students, and new students in grades 1-8 will be receiving new Chromebooks in upcoming technology pickups that will be made available. More details on these pickup options such as location, date, and time will be forthcoming. Items that will be included in these technology pick-ups will include the following:

- Chromebooks for incoming Pre-K, K, and new students in grades 1-8
- Chromebook cases for students in grades 1-3, or any student currently without a case.
- Headphones with built-in mic for all students
- Internet hotspots - Only for families currently without Internet access

### **Internet Connectivity**

Families that currently do not have home Internet access, can be assisted by CCSD21 to ensure Internet access is available for ALL students and families at all times. Internet connectivity will be VERY important moving forward, and we are extremely dedicated to ensure proper access for all students. If you do not currently have Internet access available at home, please reach out to Ami Kawanaga with the Information Services Department via phone at 847-520-2740 or by email at [ami.kawanaga@ccsd21.org](mailto:ami.kawanaga@ccsd21.org) for assistance.

### **Technology Tools, Resources, and Support**

Students will utilize a variety of tools and platforms including and not limited to Seesaw, Screencastify, Pear Deck, Kami, Schoology, Google Meet, and Google Classroom. Opportunities will be provided for parents to learn more about these tools via video tutorials, live and recorded webinars, school curriculum nights, and more. Much more information on these tools and learning opportunities will be provided as we approach the start of school.

Chromebook support will be made available to all students remotely by classroom teachers, and also through the Information Services team by email ([cbhelp@ccsd21.org](mailto:cbhelp@ccsd21.org)) and help desk. Onsite troubleshooting and device swaps will be made available for devices that cannot be resolved remotely, or are in need of a device replacement. Further details such as location and time for onsite troubleshooting or replacement will be forthcoming.

To get a start on familiarizing yourself with CCSD21's technology tools, resources, and support protocols, please view the overview document below:

- [CCSD21 Online Learning Tools for Students and Families](#)

### **Daily Breakfast/Lunch Services**

Meal distribution will continue daily under the rules and regulations of the Illinois State Board of Education and the United States Department of Agriculture. Based upon the current rules and regulations, the community sites established for the period from March through August 14th will no longer be allowed to serve as pick up locations for daily meal distribution. Instead, meals will need to be picked up at each school. Only students at schools meeting the CEP requirements,

students who have applied for and received free and reduced-price lunch status, and students directly certified with the Illinois State Board of Education are eligible to receive meals.

More information will be provided on meal options, pick up times and other items relating to meal eligibility as details become available.

Additional information may be obtained by contacting Cindy Kile, the individual responsible for District food service delivery coordination with Organic Life, at [cindy.kile@ccsd21.org](mailto:cindy.kile@ccsd21.org) OR (847) 520-2706.

## Transition back to In-Person Instruction

Based on local conditions, the district hopes to transition back to in-person instruction on Monday, October 5, 2020. A final decision on the resumption of in-person instruction will be made no later than Friday, September 25, 2020. All health and safety requirements as outlined in the district's [School Reopening Plan](#) will be in full force and effect, including requirements for social distancing and wearing of face coverings at all times except while eating lunch or while outside and appropriately socially distanced.

The district will continue to provide a full time distance learning option for those parents wishing to enroll their child(ren) for the 2020-2021 school year. The deadline for enrolling in the full-time distance learning option for the start of the 2020-2021 school year is August 2nd at 11:59 PM. ([English](#) | [Español](#) | [Polski](#) | [Русский](#)).

## Assessment of Students and Assignment of Teachers

All CCSD21 students will be assessed at the start of the 2020-2021 school year using appropriate assessments completed remotely to understand each student's individualized learning needs and to support teachers and parents in structuring a learning environment that ensures we close gaps in learning, address learning loss from the disruption of schooling, and master critical learning skills.

## Team and Classroom Assignments

All CCSD21 elementary classroom assignments and middle school team assignments should be considered temporary until the district has completed its reassessment of all students. Based on the learning needs of students, individual classroom or team assignments may change.

Principals will communicate directly with families with information related to virtual start-of-the-school-year events planned in each school.