

March 31, 2020

Dear Parents, Students, Staff, School Districts and Transportation teams of Innovations Academy Students:

As you are well aware, Innovations Academy is closed in accordance with our Governor's effort to respond to concerns related to COVID-19 and the need to protect families and communities from exposure to the virus. Governor Pritzker just extended the "Shelter-in-place" mandate through April 30, 2020. At this point, Innovations Academy will remain closed through Thursday, April 30, 2020. We will keep you posted on upcoming changes.

During the school closure period, students will receive access to OdysseyWare, our online educational platform, so that they continue to receive education during the school closure period via Remote Learning. Innovations Academy uses OdysseyWare for credit recovery and as an alternative to traditional classroom learning and recently became our E-Learning/ Remote Learning platform. Your child's work will be monitored by his or her classroom teacher during the period of school closure. Instructions for accessing the OdysseyWare platform can be found in our **Remote Learning Plan During School Closure due to COVID-19** below and on our website. Please feel free to call your child's teacher if you have difficulty accessing the OdysseyWare platform. We are also asking that you encourage your child to actively engage in his or her OdysseyWare coursework during this remote learning period. At this point, our plan is to resume school on May 1, 2020. We will be in touch in the event that our plan changes.

Thank you for entrusting us with your students' educational experiences. Please feel free to call me at (630) 540-3900 ext. 2774 if you have any questions or concerns.

Sincerely,



Dr. Ariel Correa

Remote Learning Plan During School Closure due to COVID-19

Purpose

Due to the unprecedented shutdown of all Illinois Public Schools due to COVID-19, districts are now providing learning opportunities at home for our students, which we are referring to as E-Learning/Remote Learning Plan. Fortunately, the implementation of OdysseyWare (OW) throughout this year at Innovations Academy will help build the capacity of all stakeholders in our school to successfully implement this program more efficiently. We know that this is new to everyone, and our plan is to implement regular check-ins with our stakeholders to determine if and how we can improve this process. We encourage all members of the community, including our staff, to be lifelong learners. This is a great opportunity for us to be models for our students.

Innovations Academy will be following all IEP plans and will document all the best efforts being made under the current emergency conditions. We will structure student engagement in learning according to age appropriate thresholds, align to standards, and be relevant and appropriate for each student.

Timing

We have been following our E-Learning Plan during the initial shutdown of our school that the state has referred to as “Act of God” days. Our new E-Learning/Remote Learning Plan will be very similar, and will be going into effect on March 31, 2020.

Communication/Availability

We expect teachers to be available to be in communication with students throughout any Remote Learning Plan Day. Minimal teacher expectations are to monitor their email and/or OdysseyWare from 8:30am - 4:00pm. Our Remote Learning Plan Days are purposely set up as an asynchronous experience to provide flexibility for both the students and the staff.

If students are experiencing difficulties or frustrations with their academic work on OdysseyWare, then they should communicate those concerns through their OdysseyWare message system.

If a student is experiencing social and emotional or mental health concerns, they should contact their therapist via phone. **Please note staff does not have access to their phone voicemail box or emails outside of the school hours 8:30 am – 4:00 pm. Outside of these hours in case of an emergency, please contact your local emergency services or dial 911.**

Gregory Kabat – (630) 540-3905
Carla Pate – (630) 540-2758
Lindsey Redmon – (630) 540-3930

In case that you are unable to reach your therapist and need to speak with someone during school hours, please contact our Clinical Coordinator, Amy Ashland at (630) 540-2772.

Attendance

Teachers will not be taking attendance online or from the students’ completed assignments. While attendance is not being taken, we still emphasize and encourage daily interaction with instructors to maintain a continuity of learning and instruction. As a result, students who are conducting their Remote Learning online through OdysseyWare should try to check in by 9:00 a.m. on the Remote Learning Days.

Instruction

Remote learning can be real-time or flexibility timed, and it may or may not involve technology. It is fully acceptable for any teacher to utilize a blend of real-time, flexibility timed, technological and non-technological options. Our staff has been asked to prioritize the state learning standards, and focus on the standards that are pertinent to moving forward in the future when we are allowed to utilize face to face instruction, or what will best benefit our students that will be moving on to another building, perhaps in transition to their home school, post-secondary instruction, or a career next year.

Research Based Instruction

In general, student work on a Remote Learning Day will be based upon Research Based Instruction that is primarily derived from OdysseyWare, our online platform. Some examples of Research Based Instruction appropriate for Remote Learning include but are not limited to:

1. Setting Objectives
2. Reinforcing Effort/Providing Recognition
3. Cues, Questions & Advance Organizers
4. Nonlinguistic Representations (Graphic Organizers)
5. Summarizing & Note Taking
6. Identifying Similarities and Differences
7. Generating & Testing Hypotheses
8. Homework for later grades with minimal parental involvement with a clear purpose
9. Scaffolding Instruction
10. Student practice
11. Individualized Instruction

12. Inquiry-Based Teaching
13. Concept Mapping
14. Reciprocal Teaching
15. Promoting student metacognition
16. Teacher clarity -learning goals, expectations, content delivery, and assessment results, etc.
17. Setting goals
18. Higher-level questioning
19. Learning feedback that is detailed and specific
20. The Directed Reading-Thinking Activity
21. Question-Answer Relationship
22. Response Notebooks
23. Student Reflection

Instructional Time Expectations

Grade Level	Total Minutes per day	Recommended Length of Sustained Attention
3-5	60 - 120 minutes/day	10-15 minutes
6-8	Class: 15-30 minutes/day Total: 90 - 180 minutes/day	1 subject area or class
9-12	Class: 20 - 25 minutes/day Total: 120 - 180 minutes/day	1 subject area or class

Students will have the opportunity to redo, make up, try again to complete, show progress, or attempt to complete work assigned. Also, we encourage parents to try some of these brain break activities, and toolbox items that your student already utilizes at school and is familiar with during their break times.

Suggestions for Additional Activities During Non-Academic Times
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Mind	Body	Emotional	Environment	Family
<ul style="list-style-type: none"> ● Reading, e.g., independent reading, listening to someone else read, audiobooks ● Puzzles, Word Searches ● Write a story or in a journal ● Count money ● Draw a map of your neighborhood 	<ul style="list-style-type: none"> Take a walk ● Dance ● Exercise ● Fine/gross motor activities ● Stretch or do yoga ● Play a sport 	<ul style="list-style-type: none"> Listen to music or sing ● Playing (inside or outside) ● Creative arts ● Coloring or drawing ● Imaginative play ● Meditate ● Do something you've been avoiding 	<ul style="list-style-type: none"> ● Clean up your room ● Do age appropriate chores ● Gardening ● Fix something broken ● Take care of pets or plants ● Cook or bake 	<ul style="list-style-type: none"> ● Write a letter to someone ● Play board games with a family member ● Tell jokes or riddles ● Build a fort and tell stories in it ● Offer to help someone

<ul style="list-style-type: none"> ● Building with blocks or Legos ● Listen to a podcast ● Watch a documentary 				
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Additional engagement is especially important for primary grades, where it is not developmentally appropriate to expect a student to attend to academic tasks for a long period of time. Instead, students and families should be supported in having access to varied enrichment opportunities. In addition, students and families are encouraged to support academic skills and social-emotional health through activities that extend beyond assigned remote learning work.

Remote Learning Planning Days

We will be encouraging and facilitating cross-curricular collaboration amongst staff through the use of Remote Learning Planning Days. These days will be announced as far in advance as possible so that staff, students and families can prepare accordingly.

Common Platform

ISBE recommends a common platform for communication and instruction. Therefore, we will be using OdysseyWare, emails, phone contacts and our website via www.innovationsacademy.net to maintain continuity and consistency during this period.

Our dedicated web access to OdysseyWare is as follows:

innovationsacademy.owschools.com/

Please note that this address above goes in the URL in the bar at the top of the Google browser without www. Your student’s login is :

(firstname.lastname)

For example: john.doe

Students are aware of passwords and please contact their teachers for further support.

Grading

As determined by ISBE during school closures, student work during the suspension of in-person instruction will not negatively impact a student’s grades or otherwise impact a student’s academic standing. The aim, emphasis, and focus for schoolwork assigned, reviewed, and completed during remote learning is on learning.

What is our definition of learning, evidence of learning and mastery of learning? Evidence of learning is:

- Meaningful feedback
- Assessment of learning (summative)
- Assessment as learning (self-assessment)
- Assessment for learning (formative)
- Student/teacher partnership (home)
- Criteria for work and expectations (exemplars)
- Confidential
- A dialogue
- Part of the learning process

- Reflective
- Coaching
- Purposeful
- Supportive

- Focused on student growth
- Individual
- Differentiated

General Expectations

One of the best pieces of advice offered from other states is to not overwhelm students with work on these days. Student work will be relevant, meaningful, and manageable for them. Should a circumstance, such as a power outage, not allow a student to complete the assignment, that student will be given adequate time to make up the assignment *without penalty*.

If a student does not have access to the internet or required technology to complete the work, a non-electronic method of completing the work can be provided to the student. There are free internet access opportunities from AT&T, Spectrum, and Comcast. ISBE has listed these opportunities at www.isbe.net/keeplearning.

Support

Should students encounter any technical issues on E-Learning or Remote Learning Day, please contact their case manager and/or therapist via email.

Two-Way Communication

As you all know, we are in uncharted waters without a compass. We are proceeding in a manner that we believe is in the best interest of our students, our families, and our community. However, we know that there is a good chance that our program will change in the near future as we implement different instructional techniques that our staff might not have ever tried before. As a result, we are going to be communicating weekly with our families.

We will also be surveying families, staff and students for feedback. Please take the time to fill out our surveys. We rely on those responses to evaluate our effectiveness.

Transition Back to Traditional On-Site Instruction

This will be an important aspect when we are able to return to face to face instruction. However right now, our focus is to provide the best learning opportunity for our students as possible in the immediate future.