

April 20, 2020

Dear CS Parents/Guardians,

On behalf of all of us here at the Jr./Sr High School we hope that you and your family are safe and healthy! This letter is intended to begin communicating our educational plan that has been developed for our students to complete our school year remotely. We have been working collaboratively as a staff since the Governor's Executive Order to develop a remote learning plan. We have been meeting/collaborating to create a plan that focuses on the emotional, psychological and educational well-being of all our students.

We appreciate your understanding in moving forward that there will certainly be instances or situations that we could not plan for or foresee. If that does happen, we hope you realize this was not done intentionally but came about because of a process that has never been planned or implemented. So, we again ask for your patience, understanding and support in its implementation. As always, if you have questions or concerns please call or email me. This plan and other important information can be found at our web site below.

www.csschool.net and click on the *Parent/Student* link and then *Covid-19 link*.

Mr. Brent Cole CS Jr./Sr. High Principal 269-746-2301 bcole@csschools.net

CS Jr./Sr. High Remote Learning Plan

GRADING

Grades will be reflected as a C=Credit or NC= No Credit on student transcripts for 2nd semester. To earn a C=Credit a student needs to achieve a cumulative grade reflecting a 60% or higher for 2nd semester.

**GPA-Grades for the second semester of 2019-2020 will NOT be calculated into the cumulative GPA of students as recommended by Michigan Association of Secondary School Principals and Michigan Association of Intermediate School Administrators in their guidance documents.

With the intent of not penalizing any of our students, we have developed the following grading process. In addition, we will **NOT** be having semester final exams.

Student grades have been frozen as of March 13th. Only work prior to March 13th, will comprise a student's current grade(s). This will mean that any work that was sent home and completed after the 13th cannot be added to your student's grade. We understand that this may be frustrating, but hopefully parents/students can realize that even though work cannot be graded it was educationally beneficial.

To encourage student engagement and provide opportunities for student's to improve upon their grade at the time of the closure, we are going to proceed on a 70%/30% grading system to finish out the year. All grades/assignments up to March 13th, will count as 70% of the semester grade and any work attempted and turned in between now, and the end of the year will count as 30% of a student's semester grade. We understand the challenges of remote learning and will grade any work assigned based upon a 50/50 grading rubric. This will result in 50% being earned through participation and 50% being determined through quality of work. To further limit negative impacts upon students, any grades recorded on March 13th, cannot decrease If a student decides or is unable to complete work between now and the end of the year.

**Teachers will be making every effort to reach and engage any student that was not passing as of March 13th, to provide every opportunity for that student to engage in work to earn a 60% or higher, which is needed to earn credit.

A few examples:

- 1. A student has a 74% on March 13th and chooses to not complete anything through remote learning. He/she will earn a 74% = Credit for the semester.
- 2. A student has a 74% on March 13th and chooses to engage and complete work through remote learning and improves their grade to an 82%= Credit for the semester.
- 3. A student has a 54% on March 13th and chooses to not engage or complete anything through remote learning. He/she will earn a 54%=No Credit for the semester.
- 4. A student has a 54% on March 13th and engages and completes work through remote learning and improves their grade to a 60%=Credit for the semester.

MODE OF INSTRUCTION

As you should be aware, we have been making every effort to provide students with the devices necessary to learn remotely. We will be providing instruction primarily through the Google Classroom platform. Google Classroom is an online resource that allows teachers to create virtual classrooms for students to visit and interact with materials provided within those classrooms. All our teachers have created Google Classrooms which students can access online. Every student has a school email that teachers will use to send invites for each of his/her classes.

Through surveys and other information gathering, we are aware that all students will not be able to access our online classes. Therefore, we will be providing paper/packet materials for those students who cannot access our Google Classrooms. Due to health concerns and social distancing we are trying to limit paper/packet distribution as much as possible, we hope you understand.

STUDENT SUPPORTS

We understand that this will be a learning curve for all involved, especially for our students. To help with this transition our teachers have set up office hours for students to connect with their teachers for support. The office hours for each teacher is displayed below. Each student will receive a meeting link that he/she can accept to join a Zoom meeting with his/her teacher. A Zoom meeting allows for students and teachers to meet in a virtual room. In the room teachers and students can just talk and hang out or have questions answered. Teachers will also be available through email and should be responsive to any parent/student concerns. Due to remote learning constraints we will not be offering the following classes remotely: Robotics & Intervention classes.

TECH SUPPORT

We understand that students may have difficulties with their device or logging into their classes. Please reach out to your teacher first for assistance. If it is still not resolved you can email Mr. Gerber who is our Technology Director ngerber@csschools.net . Below are some tips to help navigate remote learning.

- 1. Student log-in to Chromebook.
- 2. Google Classroom can be accessed through the application icon. Just click on the app titles "Classroom".
- 3. Homepage will show up with all the classrooms they have been assigned. If a class does not show up, please email your teacher.
- 4. After accepting their teacher's invitation. Click on the class to check assignments. Once in a class you will be taken to the "Stream", this is all the communication from the teacher in a chronological order. Students can access assignments, materials, messages, questions, quizzes, and tests from the teacher from this page.
- 5. To access an assignment student, click on the assignment, the assignment is opened for them. When they click on the assignment they have access to all the components of the assignment, google docs, google forms, YouTube videos, internet links, and computer files. Students can view all resources and complete the assignment online. It is not necessary to print an assignment they are completed and turned in on the computer. Teachers correct and give feedback on assignments in Google Classroom.

TEACHER ONLINE OFFICE HOURS

Student(s) will receive an invite to join these online meetings from their teacher. This is an opportunity for students to ask questions or get clarification on assignments.

Teacher	Day	Hours	Class
Mr. Behrends	Monday	10:00-11:00	6 th Grade Math
	Thursday	10:00-11:00	7 th Grade Math
Mr. Bell	Tuesday	11:00-11:30	Biology
	Tuesday	11:30-12:00	Anatomy/Physiology
	Thursday	11:00-11:30	Integrated Science
	Thursday	11:30-12:00	Active Science
Ms. Evans	Monday	11:00-12:00	6 th ,7 th ,8 th Band, & 6 th M.A.
	Wednesday	12:00-1:00	HS Band, Jazz & Choir
Mr. Fryling	Tuesday	9:00-10:00	Chemistry & Geometry
	Wednesday	9:00-10:00	8 th Grade Math
Mr. Groll	Tuesday	10:00-11:00	6 th -7 th Social Studies
	Wednesday	10:00-11:00	8 th Soc Studies & Sociology
Ms. Hawley	Tuesday	9:00-10:00	Spanish I
	Thursday	9:00-10:00	7 th Soc Studies & Nutrition
Mr. Himebauch	Wednesday	10:00-11:00	Physics
	Wednesday	11:45-12:30	8 th Grade Science
	Thursday	12:00-12:45	7 th Grade Science
Mr. Lewis	Tuesday	10:00-12:00	All Students on Caseload
Ms. Madison	Monday	10:00-12:00	Accounting & BMA
	Wednesday	1:00-2:00	Marketing & BMA Marketing & Pre Employm
Mr. Millin	Monday	9:00-10:00	MS PE
	Wednesday	10:00-11:00	9 th Grade PE & Health
Mrs. Missler	•	12:00-1:00	6 th Grade Art
	Tuesday		
	Tuesday	2:00-3:00	7 th Grade Art
	Thursday	4:00-5:00	8 th Grade Art
	Thursday	6:00-7:00	Art I,II,III
Mrs. Murphy	Tuesday	12:30-1:15	U.S. History
	Wednesday	1:00-1:45	World History
	Thursday	1:30-2:15	Economics
Mr. Robinson	Tuesday	1:00-2:00	Alg I & Alg A
	Thursday	1:00-2:00	Alg II, Trig & Calculus
Mrs. Rork	Monday	1:00-1:45	6 th Grade English
	Monday	3:00-3:45	7 th Grade English
	Wednesday	1:00-1:45	6 th Grade English
	Wednesday	1:00-1:45	7 th Grade English
Ms. Tuinstra	Monday	11:00-12:00	Guidance Office/Counselor
	Tuesday	12:00-1:00	Guidance Office/Counselor
	Wednesday	6:00-7:00	Guidance Office/Counselor
Mr. Vick	Tuesday	12:00-1:00	9 th & 11 th Grade English
	Thursday	2:00-3:00	Eng 12, AP Lit & Yearbook
Mr. Vallier	Tuesday	10:00-12:00	Caseload
Mrs. Wright	Wednesday	3:00-4:00	8 th Grade English
	Thursday	12:00-1:00	10 th Grade English
	Thursday	2:00-3:00	Creative Writing