

Edwardsville CUSD 7

Guidelines for Successful Remote Learning

November 2020

Due to the rising COVID-positive numbers within our school communities, the District made the decision to pause in-person instruction for all students beginning on Monday, November 30 through Friday, December 18, 2020.

What Parents Can Expect

- General information for Remote Learning
<http://ecusd7.org/wp-content/uploads/2020/08/Remote-Learning-Plan-Bullet-Points-for-Parents-all-levels.pdf>

Best Practices for Remote Learning

- Check your internet connectivity, if it is weak, check the section of this document on where you may find free WiFi.
- Make sure your child has access to a reliable device such as a desktop computer or laptop. Cell phones are not effective in the remote learning format.
- Make sure your child has a quiet, consistent space with a solid surface to get work done and participate in class.
- Take care of any troubleshooting prior to your child's class time. Teachers cannot use instructional time to take care of these issues.
- Establish expectations with your child and make sure they are aware of and follow behavioral expectations.
- Communicate any changes in routine with your child that may impact their participation.
- Have your child use a planner to keep track of assignments, just as they would if they were in-person.
- Make sure your child gets plenty of rest and eats before class starts.
- Animals and other distractions should be kept at a minimum as much as possible.
- Students who wear headsets/headphones are more attentive and engaged.
- Keep your child on a schedule as if attending in-person (get up, get dressed, be prepared with supplies).
- Keep track of your child's usernames and passwords. Contact the school's office for help.
- Use Schoology to track student's scheduling requirements and individual assignment progress.

Please talk with your child about the expectations for remote learning. Partnership between parents and teachers is more important now than ever before. If there is a need to communicate with your child's teacher directly, email is best.

Best Practices for Students in Live ZOOM Lessons

1. **MICROPHONES OFF:** Mute microphone immediately upon joining the live lesson. Only unmute when asked to do so by the teacher.
2. **VOLUME UP:** Ensure that the volume of the student device is turned up loud enough to hear the teacher.
3. **JOINING LIVE LESSONS:** Do not attempt to re-join live lessons after the teacher has concluded the lesson.
4. **PUNCTUALITY:** Join lessons on time.
5. **RESPECT:** Respect fellow students and classmates; no inappropriate language or behavior is allowed.
6. **BE PREPARED:** Have necessary supplies at hand. Paper, pencil, books, etc.

Any behaviors not tolerated in-person should not be allowed during a Zoom lesson.

Middle School and High School students will continue in their normal courses as they would if they were in-person, receiving instruction from every teacher, every day.

District 7 Food Service

During remote learning, ALL FAMILIES in the district will still be able to access free breakfast and lunches every day Monday through Friday for their students.

The procedure for receiving meals is as follows:

- Meal pickup hours will take place from 7:30am until 1:30pm (Monday through Friday) at all school locations.
- We will offer a full week of Breakfast and Lunch meals in grab and go format.
- We will have curbside service at all locations so there will be no need to exit your vehicle.

To better plan for meal preparation required for the *first week* of service, a form will be sent home/emailed to all students. Please return the form with student(s) no later than **Tuesday, November 24, 2020** or email the completed form to Shira Patterson at spatterson@ecusd7.org.

Special Note: Meals are available for any person under 18 whether they are a District 7 student or not. (i.e. children 1-5 years old, children not enrolled, homeschooled, recently graduated but still 18).

Delivery Option:

For families who are unable to pick up, delivery will be an option. Please call or email Food Service at (618-655-6050 spatterson@ecusd7.org or bgordon@ecusd7.org) no later than Monday, November 23 at 3:30 p.m. for the November 30 delivery. Subsequent delivery deadlines: 12/7 (12/4 deadline), 12/14 (12/11 deadline), and 12/18 (12/17 deadline). Please have the requests in by noon of the deadline date. On 12/18, families will be given enough meals to cover Winter break until the students scheduled return/next pick up date 1/4/2021. When contacting the office, please submit the address and how many children need meals. Delivery will not continue when in person school resumes.

Distribution reminders:

- Please maintain social distancing when picking up meals.
- Parents, guardians, and students can pick up the meals.
- Anyone feeling ill or experiencing COVID-19 symptoms should not attend pickup.

Accessing Technology for Remote Learning – Schoology / Clever

General Link to ECUSD7 Digital Resources: <http://ecusd7.org/parents/digital-resources-asp/>

Students will be asked to utilize their **Schoology** account, as well as their **Clever** account as part of remote learning. Your student should have received their login and password information for these platforms earlier this school year. **If you do not have this information, please contact the school office.**

Accessing Schoology:

Student Login for Schoology (This is where students will need to check for and submit work.)

1. In a web browser, students will navigate to the District's unique *Schoology* website: <https://ecusd7.schoology.com>, or go to the District webpage, hover over students, and click on *Schoology* to be taken to the correct login screen.
2. Enter the unique username and password provided to your student.

Parent Accounts for Schoology: How to Register

(Please Note: *This is different from how your child will access Schoology.*)

This is an easy way for a parent to view multiple students under one login. No student work can be submitted from a parent account.

1. In your web browser, navigate to www.schoology.com
2. In the top right corner of the screen, hover over **Sign Up**.
3. Select **Parent** from the drop-down menu.
4. Enter the **School Parent Access Code** assigned to you below.
 - o *If you no longer have this information, please contact your child's school.*
5. Enter your name, email address, and password. Once you log in, you will be able to browse your child's activity by clicking the arrow to the right of your name and selecting your child's name from the top right drop-down menu.
6. You also have the option to associate additional children using Schoology with this account. To associate additional children, click the down-facing arrow in the top right of your Schoology account, select **Add Child**, and enter the Parent Access of your other child/children.

Once you have your parent account created, [here](#) are directions on how you can access the *Schoology Parent Orientation* course.

In addition, we will be offering office hours for parents regarding Schoology. These are not trainings or presentations, but rather an opportunity for parents to jump on to a Zoom call and get their questions answered.

Office Hours for Parent Support on Schoology:

Tuesday, December 1	2:00 p.m. – 3:00 p.m.
Thursday, December 3	3:30 p.m. – 4:30 p.m.
Tuesday, December 8	8:00 a.m. – 9:00 a.m. and 3:00 p.m. – 4:00 p.m.
Thursday, December 10	8:00 a.m. – 9:00 a.m. and 3:00 p.m. – 4:00 p.m.

Link: <https://ecusd7.zoom.us/j/4047633696?pwd=N2tpVDNqVVJPYkVSUmdnMIRBYTUvdz09>

Accessing *Clever*:

Logging into Clever

1. In a web browser, students will navigate to the District's unique Clever website:
<https://clever.com/in/ecusd7>
2. Choose **Login with Active Directory**
3. In the username field, enter **district** and then your child's username.
4. In the password field enter their unique password.

If your student has problems logging in to *Schoology* or *Clever*, please check these troubleshooting tips below before contacting the school for additional help:

- Clever: Page 13 of the [Accessing Digital Content Manual for Parents and Students](#)
- Schoology: Page 14 of the [Accessing Digital Content Manual for Parents and Students](#)

Accessing Internet for Remote Learning

During our period of remote learning, District 7 will have additional technology and internet access available for students at the following three schools:

- **Edwardsville High School** between the hours of 7:00 AM and 2:00 PM **Phone: (618) 656-7100**
- **Liberty Middle School** between the hours of 7:30 AM and 2:00 PM **Phone: (618) 655-6800**
- **Worden Elementary School** between the hours of 9:00 AM and 2:00 PM **Phone: (618) 692-7442**

Elementary and middle school students will need to be accompanied by a parent or guardian while accessing technology/internet at any District 7 school during the times listed above. **Please call ahead of time to ensure a device and space is available.**

In addition, District 7 has partnered with other community entities that are willing to provide free Wi-Fi access.

If access to the instruction is a concern, please call your child's school.

Free Wi-Fi Access in the District 7 Communities

In addition to accessing the internet at one of the schools listed above, parents may access free Wi-Fi in these locations. In order to get inside a facility (if they permit), please call ahead of time. Otherwise Wi-Fi can be accessed from the parking lot. We encourage use between the hours of 8:00 a.m. and noon. For the strongest signal, move as close to the building as possible.

Edwardsville

➤ Edwardsville Public Library

Address: 112 S Kansas St, Edwardsville, IL 62025

Phone: [\(618\) 692-7556](tel:(618)692-7556)

Wi-Fi is available from the street parking and the pavilion. No password necessary.

➤ SIUE- Outdoor Rec Plex Parking Lot (across from the Early Childhood Center)

Address: NW University Drive Edwardsville, IL 62025

Guests can connect to the “Welcome to SIUE” network

➤ Lewis and Clark Community College- N.O. Nelson Complex

Address: 600 Troy Rd. Edwardsville, IL 62025

User: lcguest

Password: Learn2015

➤ The Ink House

Address: 117 N 2nd St, Edwardsville, IL 62025

WiFi is available from the parking lot. Password: inkhouse1234

Glen Carbon

➤ Glen Carbon Centennial Library

Address: 198 S Main St, Glen Carbon, IL 62034

Phone: [\(618\) 288-1212](tel:(618)288-1212)

WiFi is available from the parking lot and the gazebo. No password necessary.

Hamel

➤ Hamel Community Building and Outdoor Pavilion

Address: 10 Park Place Avenue

Phone: (618) 633-2200

Worden

➤ Worden Public Library

Address: 111 East Wall St, Worden, IL 62097

Phone: (618) 459-7171

Hours: Subject to change with limited access. Please call first.

WiFi is available from the parking lot. No password necessary.

OTHER PROVIDERS:

Free Spectrum Wi-Fi Hotspots <https://www.spectrum.com/wifi-hotspots>

Free Xfinity WiFi Hotspots [xfinity.com/wifi](https://www.xfinity.com/wifi)

**Non-Xfinity Internet customers can connect by clicking the Accept and Connect button. Non-Xfinity customers will be able to renew their complimentary sessions every 12 hours.*