

BLT Agenda
November 4, 2020

Attendance:

Eligibility--What can we change right now? 10 minute conversation

- No participation grades--They are getting marked in attendance and making up time via Friday school and letters sent for truancy
- ???
 - System or Procedure around how and when to put in zeros.
 - Any participation grade should have a rubric--giving them the chance to make up the work.
 - Missing work report in Goedustar
 - Explore more about the no grade less than 50%.
 - Teach about report in Thur. Thoughts
 - Add to the team agenda next week for a discussion.

Dotstorming--<https://dotstorming.com/b/5f97141a1eab760546a73481> 45 minute conversation

- Write our Remote Plan
- Use what we have and go from there.

Basement Angels--8th and HS students 5 minute conversation

- Gift Cards vs. Presents
 - Notes on poster paper in the DO box. :)

Next meeting: December 9th in the WAR Room

Remote Plan

Day Zero

1. Phone tree if we are at home.
2. Mass Email from Addie
3. Text from Addie
4. Begin contact tracing and contact all people 1 person removed.
5. Messages will be sent out by the district to families/communities
 - a. Safety Team has the messages
 - b. Transition to Remote Learning

Day 1

If we work from school or home: Is there an option to work from home; daycare needs?

- Staff meeting (whoever is affected by remote learning)
- 1st contact with students
 - Needs--Chromebooks/cords
 - Schedule time to come in and pick them up in 20-30 minute time slots
 - JH at the JH--7th at the front, 8th at the back
 - HS through front of HS
 - Confirm internet need
 - Meals
 - Meal pickup at the school at specific time
 - How many meals for each house
 - SEL Check-in with the students
 - How are you feeling about being out of school?
 - What are you worried about?
 - What part of remote learning is going to be easy/challenging?
 - What are you up to today?
 - Is there anyone else you would like to reach out to you?
 - Anything else you would like to share with me?
- Meet with team 20 and set daily schedule for staff and students
 - Live interaction times and plan for the remainder of the day
 - Don't forget lunch and time to get up and move around (brain breaks)
 - HECTOR matrix for remote learning
 - Video to students about your schedule and expectations
 - High School
 - Lives on MW for Srs. and Jrs.
 - Lives on TTH for Soph. and Freshman
 - Follow the lesson plan we used last year.
 - Put lesson plans in the G. Classrooms
- Paras
 - help with meals
 - Contact IEP kids as Ms. Cumbie says.
- Impact Email to staff at end of day
- Dean of Students:
 - 1st Day of Quarantine
 - Call each teacher (if out of the building)
 - Check on students (high flyers)
- Counselor

- Send list of students and their “Person” from minute meetings so the staff know that they might need to reach out.

If we work from school:

- No contact with staff in the buildings
- All communication via phone or meets or hangouts
- Entering School Protocol
- Faculty bathrooms--assigned by hallway in the HS and Boys and Girls for the JH.
- Lounge use--schedule a time???

Day 2 and Beyond:

Daily Operations:

- Contract time-7:30-4:15
- Live sessions with students--Outline expectations of the day/week and also do some sort of activity.
- Attendance
 - Staff: Same procedure as always! No Subs! Prepare as you would with a sub.
 - Contact students to let them know you are "absent"
 - Students: Attendance Track and Elisha puts in attendance at the end of the week.
- Grades: They will be in goeustar!!!!!! They will be counted as given!!!!
 - Cut date for grades at the end of the semester
 - ???Semester tests
- Meetings--Still have committee meetings as planned.
 - MTSS--do the research and come up with a plan within 2 weeks if long term remote.
- Advisory--Minute meeting once a week and data day once a week (with conversation)
 - Having an Advisory day? One day a week--Only contact was an advisor! Minute meetings, data day?? Could be different for JH and HS.
- Safety Team--Alerts/Notifications to Susan

Specific Job Descriptions

- Dean of Students
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- Counselor
 - Check in with each student you meet with regularly weekly
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