Amundsen Remote Learning Plan: For Families

During the school closure, Chicago Public Schools’ goal is to provide students with remote learning opportunities to help minimize instructional loss, provide students with routines and structures to help stay engaged and connected, and ensure that students are healthy. Amundsen High school will meet these goals by implementing the plan below.

This document summarizes our plan by telling you:
1) The minimum amount of time your student should spend in structured academic activity.
2) How we will communicate with you and when learning materials will be posted.
3) What key learning platforms your student will use.
4) How your student can access their teacher, and when they should expect feedback on work submitted.
5) How your student can access learning materials if you don’t have easy access to a computer.
6) How we will communicate with you about how your student can get support during the school day if they are stuck on an assignment.

DEFINITIONS OF TERMS USED IN THIS DOCUMENT:

**Daily Connection**

Learning will take place daily Monday - Friday in each content area for a total of 270 (4.5hrs) per student per day. For each class, teachers will post some type of independent or group assignments on Google Classroom. Once weekly they will connect with students by conducting “live activities,” such as streaming live or pre-recorded mini-lessons, digital discussions, and lectures. There will be no scheduled “live activities” on Fridays to allow students to finish all outstanding work.

Below is the schedule in which teachers will provide “live activities” during their daily connection. If a student cannot meet at the assigned time, they can access recordings and their assignments on Google Classroom.

- **Monday:** PE and Computer Science
- **Tuesday:** Fine Arts and Social Studies
- **Wednesday:** Math and World Language
- **Thursday:** Science and English
- *See student newsletter for updates on live activities for Post-Secondary Planning and Senior Seminar*

**Office Hours**
Teachers will have “virtual office hours,” by being available to students virtually by email or Google Meet to answer questions, engage in discussion, provide targeted academic support to students and provide weekly feedback on work submitted. If you are not available during a teacher’s designated office hours, please send them an email. Teachers will be checking their emails on a regular basis and will be available to connect at other times.

**Social and Emotional Learning (SEL)**
It is important to continue to provide students the opportunity for SEL skill building and practice, especially for students who may feel distress, anxiety, fear, etc. During this time, counselors will provide strategies to help students attend to their social and emotional needs. During a traditional school model, these activities would be implemented in Advisory.
## Amundsen Remote Learning Plan: For Families

<table>
<thead>
<tr>
<th>All Students</th>
<th>Daily Connection (Digital/Live and Non-Digital)</th>
<th>Office Hours (Google Meet, Email, Google Chat)</th>
<th>Learning Platforms</th>
<th>Daily Minutes Goal 270 (4.5 hrs) per student</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>7:45-8:00am</strong></td>
<td>Social Emotional Learning (SEL)</td>
<td>See Support Service chart below</td>
<td>Google Classroom Google Meet Email Google Chat Google Stream</td>
<td>Reading Projects Enrichment Activities Digital Discussions/Lectures Skill Practice Non-Digital learning packets Physical Activity</td>
</tr>
</tbody>
</table>
| **8:00-9:00am** | Fine Arts/PE  
Live Activity Day (PE): Monday  
Live Activity Day (Fine Arts): Tuesday | Social Studies | | |
| **9:00-10:00am** | Social Studies  
Live Activity Day: Tuesday | Fine Arts/PE | | |
| **10:00-11:00am** | Math  
Live Activity Day: Wednesday | World Language/Computer Science | | |
| **11:00-12:00pm** | World Language/Computer Science  
Live Activity Day (Comp Sci): Monday  
Live Activity Day (Wrld Lang): Wednesday | Math | | |
| **12:00-1:00pm** | Science  
Live Activity Day: Thursday | English/Senior Seminar | | |
| **1:00-2:00pm** | English  
Live Activity Day: Thursday | Science | | |
| **2:00-3:00pm** | Post-Secondary Planning /Senior Seminar  
See weekly student newsletter for updates of schedule below of live activity days. | Post-Secondary - Obtain support on tasks required for college applications, jobs, internships, and military. | | |
# Amundsen Remote Learning Plan: For Families

<table>
<thead>
<tr>
<th></th>
<th>Monday</th>
<th>Tuesday</th>
<th>Wednesday</th>
<th>Thursday</th>
<th>Friday</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td><strong>Post-Secondary Spotlight</strong></td>
<td><strong>College &amp; Career Drop In</strong></td>
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<td><strong>College &amp; Career Drop In</strong></td>
<td><strong>Naviance</strong></td>
</tr>
<tr>
<td>April 13</td>
<td>Enrichment Opportunities</td>
<td>Meet with the Counselors</td>
<td>Learn, Plan, Succeed: Quick Review</td>
<td>Meet with the Counselors</td>
<td>What are ILP's</td>
</tr>
<tr>
<td>April 20</td>
<td>TBD</td>
<td>Meet with the Counselors</td>
<td>TBD</td>
<td>Meet with the Counselors</td>
<td>TBD</td>
</tr>
<tr>
<td>April 27</td>
<td>TBD</td>
<td>Meet with the Counselors</td>
<td>TBD</td>
<td>Meet with the Counselors</td>
<td>TBD</td>
</tr>
</tbody>
</table>

## Support Services

<table>
<thead>
<tr>
<th>Provider Name</th>
<th>Students They Serve</th>
<th>Office Hours and Contact Info</th>
<th>Services</th>
</tr>
</thead>
<tbody>
<tr>
<td>Counselor</td>
<td>Sophia Darugar</td>
<td><a href="mailto:sfdarugar@cps.edu">sfdarugar@cps.edu</a> (4 hr- TBD)</td>
<td>If you find that your student is struggling socially or emotionally (i.e. anxiety, depression, etc.), contact any of these staff members and they can refer you to appropriate resources.</td>
</tr>
<tr>
<td>Counselor</td>
<td>Marinda Kennedy</td>
<td><a href="mailto:mckennedy1@cps.edu">mckennedy1@cps.edu</a> (4 hr- TBD)</td>
<td>Counselors: SEL, Post-Secondary, Small Focus Groups, Scheduling, Academic Counseling</td>
</tr>
<tr>
<td>Counselor</td>
<td>Elvia Lopez</td>
<td><a href="mailto:eloxpath@cps.edu">eloxpath@cps.edu</a> (4 hr- TBD)</td>
<td>Social Worker: Social and Emotional Counseling</td>
</tr>
<tr>
<td>Counselor</td>
<td>Lydia Maldonado</td>
<td><a href="mailto:imaldonado@cps.edu">imaldonado@cps.edu</a> (4 hr- TBD)</td>
<td>Erie Telehealth: Available to do telehealth with Amundsen students with video or phone, depending on preference.</td>
</tr>
<tr>
<td>Counselor</td>
<td>David Tucker</td>
<td><a href="mailto:dwtucker@cps.edu">dwtucker@cps.edu</a> (4 hr- TBD)</td>
<td>Social Worker: Social and Emotional Counseling</td>
</tr>
<tr>
<td>Case Manager</td>
<td>Sara Mizener</td>
<td><a href="mailto:sgmizener@cps.edu">sgmizener@cps.edu</a> (Schedule by email due to IEP meetings)</td>
<td>Erie Telehealth: Available to do telehealth with Amundsen students with video or phone, depending on preference.</td>
</tr>
<tr>
<td>Social Worker</td>
<td>Eric Cochran</td>
<td><a href="mailto:ejcochran@cps.edu">ejcochran@cps.edu</a> (4 hr- TBD)</td>
<td>Nurses: Health referrals</td>
</tr>
<tr>
<td>Social Worker</td>
<td>Karen Klauss</td>
<td><a href="mailto:keclauss@cps.edu">keclauss@cps.edu</a> (4 hr- TBD)</td>
<td></td>
</tr>
<tr>
<td>Social Worker</td>
<td>Anna Lyman</td>
<td>All students</td>
<td>Google Voice: 872-529-2038 - Leave voicemail</td>
</tr>
<tr>
<td>Erie Health Center</td>
<td>Joan Lipschutz</td>
<td><a href="mailto:jelipschutz@cps.edu">jelipschutz@cps.edu</a></td>
<td></td>
</tr>
<tr>
<td>Nurses</td>
<td>Deborah Allswang</td>
<td><a href="mailto:dsallswang@cps.edu">dsallswang@cps.edu</a></td>
<td></td>
</tr>
</tbody>
</table>
## Non-Digital Remote Learning Plan

Upon request, non-digital learning packets are available to support student learning while schools are closed. The packets include a range of activities that students can work on independently or with help from an adult. Students may work through these resources over multiple days and in any order.

## School Communication Plan

**School Website:** Our School website [https://www.amundsenhs.org](https://www.amundsenhs.org) contains updates, links, resources and contact information for all staff.

**Bi-Weekly Parent Newsletter:** Contains important updates regarding school closures, as well as responses to frequently asked questions.

**Weekly Student Newsletter:** Contains post-secondary updates and instructional highlights.

**School Phone Number** *(773)-534-2320:* Calls will be monitored and voicemail checked daily.

## School Day Student Support Plan

**By 8am on Monday mornings, teachers will provide:**

- An overview document of the week’s activities into Google Classroom and on their website page.
- This document will include an overview of date, tasks, due date, learning objective, and academic outcome.
- It will also include ways they will provide feedback to students.

**Assessment and Grading:** Student grades will not be harmed as a result of Remote Learning. Assessments will be used to inform teacher feedback and student to teacher interaction, but can only be entered into Aspen if improving a student’s grade (with the exception of Dual Credit per email from coordinators).

**Attendance:** Daily “attendance” will not be taken, however, teachers will monitor and track student engagement on a daily basis. Amundsen has created an outreach plan to ensure we are connecting with any student who is not engaging with their teacher. We appreciate our parents as partners.

**Diverse Learners and English Learners:** Teachers will continue to support their students with diverse learning needs and English Learners. Students will continue to receive special consideration and accommodations/modifications that are in line as possible with the support that they received during traditional classroom instruction. IEP/504 meetings will continue to be scheduled and take place.

**Staff Virtual Office Hours:** Students or parents can reach out to staff members during their designated virtual office hours to ask any questions they have and get academic support. If you are not available during a teacher’s designated office hours, please send them an email. Teachers will be checking their emails on a regular basis and will be available to connect at other times. If your student's teacher is required to virtually "attend" an IEP meeting, you will be notified in advance of their alternate availability.