

WN _____ 5/27/20
5-27-2020

Montebello Unified School District
Elementary School Distance Learning Summer Classes and Extended School Year 2020

Objectives

General Education

To pre-teach the 2020-2021 school year grade and review 2019-2020 grade level content for English and mathematics (Spanish in Dual Immersion Academy).

Special Education

The Individualized Education Program (IEP) goals determine the Extended School Year (ESY) program objective.

Curriculum

General Education and Special Education (Mild/Moderate)

- English Language Arts – Benchmark Advance & Steps to Advance (SDC)
- English and Spanish Language Arts – Wonders and Maravillas
- English and Mandarin Language Arts – Benchmark and Better Chinese
- Mathematics – Eureka Math
- Teachers can access curriculum through Clever
- iReady English and Mathematics (supplemental as needed)

Special Education (Moderate/Severe)

- Attainment

Assessments

General Education and Special Education (Mild/Moderate)

- Use iReady pre/post assessments
- Benchmark Advance
- Eureka Math
- Steps to Advance (SDC)

Special Education (Moderate/Severe)

- Attainment

Grades

- Completion of summer classes form with comments.
- Completion of work equates to completion of summer classes.
- Quantity of work (academic).
- Quality of work (effort).
- Student attendance (days present, days absent).

Technology

- Google Apps: Classroom, Meet for live sessions, Chat, and Voice (if needed).
- Chromebooks ordered for K-3 students, tentative arrival in late June, 2020.
- Hotspots for students (if needed).
- Hotspots for teachers or a cost offset of \$25. Hotspots will be returned to the District.

Days of Instruction

- July 6-31, 2020 (20 days)

Schedule

General Education

8:30 a.m. – 9:15 a.m. – Live Session Entering grade English or Mathematics

9:15 a.m. – 9:25 a.m. – Water/Stretch Break

9:25 a.m. – 10:10 a.m. – Live Session Entering grade English or Mathematics

10:10 a.m. – 11:00 a.m. – Student Work Time and Teacher Office Hours

Preparation time: 1 hour per day

Total Compensation: 3.5 hours per day

Special Education - Extended School Year

8:30 a.m. – 9:15 a.m. - Live Session English

9:15 a.m. – 9:25 a.m. – Water/Stretch Break

9:25 a.m. – 10:10 a.m. - Live Session Mathematics

10:10 a.m. – 11:00 a.m. – Student Work Time and Teacher Office Hours

Preparation time: 1 hour per day

Extended School Year (ESY) Service Log: 0.5 hour per day

Total Compensation: 4 hours per day

Service Providers

8:00 a.m. – 9:00 a.m. – Provider Office Hours / Paradigm documentation

9:00 a.m. – 10:00 a.m. and 11:00 a.m. – 12:00 p.m. – High School Services

10:00 a.m. – 10:10 a.m. – Water/Stretch Break

10:10 a.m. – 12:00 p.m. – Elementary and Intermediate Schools Services

Extended School Year (ESY) Service Log: 0.5 hour per day

Total Compensation: 4.5 hours per day

Compensation

- \$50.00 per hour. (See “Total Compensation” per day pertaining to each schedule.)

Class Size

General Education

- Maximum of 24 students in each class.
- Possible attrition during session.

Special Education

- Maximum of 15 students in Mild/Moderate settings.
- Maximum of 10 students in Moderate/Severe settings.
- Possible attrition during session.

Instructional Supplies

- Access to classroom and school instructional supplies prior to July 6.
 - District technology and furniture (other than Chromebooks/accessories) must be logged at the front office prior to removal from school.
- \$50 Instructional Supply Reimbursement for Bargaining Unit workers assigned in July.
 - Bargaining Unit members will complete the District Reimbursement Form for consumable instructional supplies purchased.
 - Bargaining Unit members will complete the District Reimbursement Form including the Asset Tracking Section for equipment purchased. Any equipment reimbursed by the District is property of the District, and joint ownership does not apply.
 - The total reimbursement for supplies and/or equipment will not exceed the \$50.
 - The District Reimbursement Form must be sent (e.g., U.S.P.S. or electronically) including all receipts to Finance at the District office for payment and proper asset tracking. The reimbursement form is available on the District website on the Finance page. Reimbursement forms may be turned in until January 31, 2021. The reimbursement will be processed in a timely manner.

Finance@Montebello.k12.ca.us

or

MUSD Finance

123 S. Montebello Blvd.

Montebello, CA 90640

Attendance

- Teachers take attendance daily by 9:00 a.m.
- Students will not be dropped if they have inconsistent attendance.
- Attendance will not impact academic grades.

Distance Learning Documentation

General Education

- Submit Employee Time Report form to school secretary weekly.
 - Sign with pen, scan/take a picture, and email
 - Sign digitally (Kami, typed) and email

Special Education

- Submit Employee Time Report form along with the Extended School Year (ESY) Service Log to the Special Education Office weekly.
 - Sign with pen, scan/take a picture, and email
 - Sign digitally (Kami, typed) and email
- Submit Extended School Year (ESY) Distance Learning Plan to the Special Education Office by Friday, July 10, 2020 (fill out only once during ESY). Address one goal in each area of each student's IEP.

Administration Virtual Visits

- Administrators may visit Google Classrooms and Meets.
- Administrators will give teachers one-day prior notice.