

Why plan for remote learning?

As leaders plan for fall 2020, they will need to have strong plans in place for remote learning. Schools that implement fully in-person or hybrid models will need to have a backup plan in the event that students or staff are exposed to COVID-19 or if there is an increase in community spread. School systems must also be prepared to offer fully-remote learning to families who opt out of in-person school due to health concerns.

The following slides illustrate potential remote schedule structures for elementary, middle, and high school. For more in-depth school models, see ERS' [COVID Comeback Models](#).

Model	Key Features
<i>Elementary School</i>	
Homeroom structure	<ul style="list-style-type: none"> 90-minute core periods Office Hours block immediately following core ELA & math blocks
Departmentalized structure	<ul style="list-style-type: none"> 80-minute core periods (ELA, Math, Science) 45-minute specials
Departmentalized structure	<ul style="list-style-type: none"> 90-minutes of ELA & math 30-minutes of science Includes Push-in Support
<i>Middle School</i>	
3x3 Block Schedule	<ul style="list-style-type: none"> 3 90-minute periods daily Students take 6 courses over 2 days 45 minutes of Office Hours daily
4 period schedule	<ul style="list-style-type: none"> 4 75-minute periods daily Students take 4 courses / quarter (Science/social studies and art/PE rotate quarters) 35 minutes of Office Hours daily
<i>High School</i>	
3x3 Block Schedule	<ul style="list-style-type: none"> 3 90-minute periods daily Students take 6 courses over 2 days 65 minutes of Office Hours daily
8 period schedule	<ul style="list-style-type: none"> 45-minute periods with semester-based courses taught in 90-minute double periods

Guiding principles for remote schedules

- **Make it predictable** - Consistent blocks of time from day to day establish helpful routines for students.
- **Simplify for families** - Ensure learning is not dependent on an adult at home to facilitate activities. Streamline the number of separate log-ins per day.
- **Create connection** - Students have at least one consistent adult they connect with each day. Schedules include dedicated time for social-emotional support.
- **Ensure daily synchronous instruction** - Prioritize time for face-to-face instruction with a teacher in whole group and small group settings, particularly in math, ELA, and science.

Elementary homeroom schedule with twice daily Office Hours

Mins	Grade 1 Student	Grade 1 Teacher
30	Community Circle	Community Circle
90	ELA Block	ELA Block
30	Science / Social Studies	Science / Social Studies
30	Office Hours	Office Hours
30	Lunch	Lunch
90	Math Block	Math Block
30	Office Hours	Office Hours
30	Enrichment Activity / Independent work	1:1 student check-ins
60		Planning Time

- Students have the same schedule Monday - Friday. Each day includes a Community Circle, 90 minute ELA and math blocks, a 30 minute science or social studies block.
- Each 90 minute instructional block can include a mix of whole group and small group instruction, and independent practice. However, all students log in at the beginning of the period.
 - ELA blocks include time for independent reading and responding to text and phonics practice.
 - Math blocks include time for fluency practice and independent problem solving.
- Teachers hold Office Hours after each morning and afternoon core block so that students have the opportunity to ask questions or get individual support on the content they just learned.
- Each afternoon, students can complete an optional enrichment activity provided by their teacher or continue other asynchronous learning. Teachers use this time to reach out to students for 1:1 check-ins.

Elementary Departmentalized Schedule

Mins	4A 33 students	4th Grade Math Teacher	4th Grade ELA Teacher	4th Grade Science Teacher	4/5th Grade Specials Teacher
20	Community Circle	Community Circle	Community Circle	Community Circle	Community Circle
40	Specials	Individual Plan	4C	4B	4A
40	Math	4A		Individual Plan	4B
40			Individual Plan	4B	4C
20	Break	Break			
40	ELA	4B	4A	4C	5A
40					5B
40	Lunch	Duty-Free Lunch	Duty-Free Lunch	Lunch Duty	Lunch Duty
40	Independent Work	Lunch Duty	Lunch Duty	Duty-Free Lunch	Duty-Free Lunch
40	Science	4C	4B	4A	Individual Plan
40					5C
35		Shared-Student Team Meeting			

** Orange highlighting shows when student is with teacher **

- Students have the same schedule Monday - Friday. Each day includes a Community Circle, a 40 minute specials block, and three 80 minute blocks of core instruction (ELA, math, and science).
- Each 80 minute instructional block can include a mix of whole group and small group instruction, and independent practice. However, all students log in at the beginning of the period.
 - ELA blocks include time for independent reading and responding to text and phonics practice.
 - Math blocks include time for fluency practice and independent problem solving.
- The specials teacher rotates across all 4th and 5th grade sections, creating an independent planning period for teachers. During their planning periods, teachers review student work and prepare feedback, and identify checks for understanding to incorporate into upcoming lessons.
- Teachers have a shared-student team meeting 2x per week to identify students who may be struggling socially or emotionally and coordinate support.

Elementary Departmentalized Schedule with Push-in Support

Mins	Grade K Student	ELA Teacher	Math Teacher	English Language Teacher
30	Community Circle	Community Circle	Community Circle	Community Circle
90	ELA Block	Grade K ELA	Grade 1 Math	Support Grade 2 ELA Support Grade K ELA
30	English Language Development	Grade K Office Hours	Grade 1 Office Hours	English Language Small Group
30	Lunch	Lunch Duty	Care Team Check-ins	Lunch Duty
30			Duty-Free Lunch	
30	Optional Enrichment Activity	Duty-Free Lunch	Care Team Check-ins	English Language Small Group
90	Math Block	Grade 1 ELA	Grade K Math	Duty-Free Lunch Support Grade 1 ELA
30	Science / Social Studies	Grade 1 Science	Grade K Science	
30	Independent Work Time	Grade 1 Office Hours	Grade K Office Hours	English Language Small Group
30		Shared-Student Team Meeting		
** Orange highlighting shows when student is with teacher **				

- Students begin remote days with a 30 minute **Community Circle**
- **Core ELA and Math blocks:** The student day is divided into two 90-minute synchronous learning blocks for math and ELA. Students also have a daily 30-minute synchronous period for science.
- **Students learning English and students with IEPs** receive additional small group instruction with an English Language Teacher and/or a Special Education Teacher.
 - In this example, an English Language Teacher joins the remote ELA blocks for grades K-2 and provides additional scaffolds so that students learning English can access grade level content.
 - The English Language Teacher leads additional 30 minute small groups focused on building language proficiency.
- In this example, the Math Teacher is a member of the Care Team, and has dedicated time for 1:1 check-ins with students who may be struggling socially or emotionally.
- At the end of each day, teachers and support staff at each grade band meet for a 30 minute **shared student team meeting** to identify students who may be struggling socially or emotionally and coordinate support.

Middle School 3x3 Period Block Schedule

	Student: Cohort 1		Remote Teacher: Periods 1-3
Mins	Periods 1-3	Periods 4-6	Science
20	Advisory		Cohort 1
90	Science	Elective 2	Cohort 1
90	Social Studies	Math	Cohort 2
45	Office Hours		Office Hours
45	Lunch		Duty Free Lunch
90	Elective 1	ELA	Planning
30			1:1 student check-ins
40			Shared-Student Team
<i>** Orange highlighting shows when student is with teacher **</i>			

- Students start their day with a 45 minute advisory block.
- Students have three 90 minute periods each day, with 6 courses spread out over two days. Teachers teach 5 of 6 periods in the block schedule and have a 90 minute planning period every other day.
- Each 90 minute instructional block can include a mix of whole group and small group instruction, and independent practice. However, all students log in at the beginning of the period.
- Teachers hold 45 minutes of Office Hours each day so that students have the opportunity to ask questions or get individual support.
- Teachers have a shared-student team meeting 2x per week to identify students who may be struggling socially or emotionally and coordinate support.

Middle School 4 period schedule with Flex Time

Mins	6th Grade Student	6th Grade Math Teacher
30		Shared Student Team
30	Advisory	Advisory
70	Math	Cohort 1
70	Science	Cohort 2
35	Lunch	<i>Duty Free Lunch</i>
35	Office Hours	Office Hours
70	ELA	Cohort 3
70	Art	Planning

- Students start their day with a 30 minute advisory block.
- Students have four 70 minute periods each day. They take ELA and Math year round, and rotate between science / social studies and art / PE every 6 weeks (unit by unit).
- Teachers teach 3 of 4 periods have a 70 minute planning period every other day.
- Each 90 minute instructional block can include a mix of whole group and small group instruction, and independent practice. However, all students log in at the beginning of the period.
- Teachers hold 35 minutes of Office Hours each day so that students have the opportunity to ask questions or get individual support.
- Teachers have a shared-student team meeting 2x per week to identify students who may be struggling socially or emotionally and coordinate support.

High School 3x3 Block Schedule with twice daily Office Hours

Mins	Cohort 1		10th Grade Remote Teacher Schedule: Periods 1-3					
	Periods 1-3	Periods 4-6	Math	ELA	Science	Social Studies	Elective A	Elective B
35			Shared-Student Team Time / Faculty Meeting					
35	Advisory		Cohort 1	Cohort 2	Teacher Planning	Cohort 3	Cohort 4	Cohort 5
30	Office Hours		Flex	Flex		Flex	Flex	Flex
90	Math	Elective A	Cohort 1	Cohort 2	Cohort 3	Planning	Cohort 4	Cohort 5
90	Science	ELA	Cohort 2	Cohort 3	Cohort 1	Cohort 5	Planning	Cohort 4
45	Lunch and Flex Time		Lunch	Flex Time	Lunch	Flex Time	Lunch	Cohort 3
45			Flex Time	Lunch	Flex Time	Lunch	Flex Time	Flex Time
90	Social Studies	Elective B	Cohort 3	Cohort 4	Planning	Cohort 1	Cohort 5	Cohort 2

** Orange highlighting shows when student is with teacher **

- Students start their day with a 45 minute advisory block.
- Students have three 90 minute periods each day, with 6 courses spread out over two days.
- Each 90 minute instructional block can include a mix of whole group and small group instruction, and independent practice. However, all students log in at the beginning of the period.
- Teachers hold Office Hours each morning and afternoon so that students have the opportunity to ask questions or get individual support.
- One teacher leader per subject area serves as content leader and has 65 min of release time to create lesson plans to share with other teachers in their content area.
- Teachers have a shared-student team meeting 2x per week to identify students who may be struggling socially or emotionally and coordinate support.

High School 8 period schedule with semester-based courses

- Students start their day with a 30 minute advisory block.
- The school day is organized into eight 45-minute instructional periods. Year-long courses are taught in single periods (ELA and Math in this example), and semester-long courses are taught in double periods (Science and World Language in this example).
- Teachers teach all 8 periods and have planning time after the student day.
- Each 90 minute instructional block can include a mix of whole group and small group instruction, and independent practice. However, all students log in at the beginning of the period.
- Teachers hold 45 minutes of Office Hours each day so that students have the opportunity to ask questions or get individual support. Students can choose to use this time to work independently.

Per	Mins	9th Grade Student Schedule
A	30	Advisory
1	45	Math
2	45	ELA
3	45	Science
4	45	
5	45	Lunch
6	45	Office Hours
7	45	World Language
8	45	
** Courses highlighted in blue are year-long **		
** Courses highlighted in green are semester-long **		