

**FACE-TO-FACE**

Attendance Process

(M/W or T/R  
& assigned Fridays)

- Attendance will be taken each day on-campus (M/W or T/R and assigned Fridays – depending on the days the student is assigned to Face-to-Face learning) or through an approved off-campus program placement (co-op, internship, work-based experience) in accordance with the attendance laws of the State of Ohio.

**DISTANCE  
LEARNING**

Attendance Process

(M/W or T/R  
& assigned Fridays)

- Attendance will be taken each week (M/W or T/R and assigned Fridays – depending on the days the student is assigned Distance Learning)
- All teachers will assign **at least** one grade per week (per M/W or T/R).
  - This may be equivalent to one assignment
  - More than one assignment may be given
  - This may be a checkpoint within a larger unit, project, or lab experience
- Teachers will assess and record attendance by the following Friday based on the process outlined below and will make necessary changes to the attendance in the system.
- Teachers will post assignments for the week each Monday morning.
- All assignments are due by 11:59pm the following Sunday for attendance consideration.  
**Please note: although assignment completion affects attendance, assignment quality/correctness is assessed separately for a grade.**
- Teachers will assess the following when recording attendance for Distance Learning:
  - ❖ Full completion of work = 100% attendance for the course for that week  
Please note: although assignment completion affects attendance, assignment quality/correctness is assessed separately for a grade.
  - ❖ Partial completion of work + engagement in two-way communication between the student and the instructor = 100% attendance for the course for that week
  - ❖ Partial completion of work + engagement in distance learning sessions online = 100% attendance for the course for that week
  - ❖ Zero completion of work + engagement in two-way communication OR in distance learning sessions = 100% attendance for that week.  
Please note: although engagement can affect attendance, assignment completion and quality/correctness is assessed separately for a grade.
  - ❖ Zero completion of work + zero engagement in two-way communication OR in distance learning sessions = 0% attendance for that course for that week

**FRIDAY**

Attendance Process

Teacher-Driven  
5th Day Experience

(Fridays only)

**Fridays are a personalized/teacher-directed Fifth Day Experience (during semester 1)**  
**They are required days of school attendance and can be one of the following:**

- Complete virtual/distance learning for academic and/or lab assignments online
- On-site/in-person at the student's regularly assigned campus by appointment
- An approved site for work-based learning experience  
Students will be assigned/approved for their Friday location one week in advance, based on: academic needs, lab needs and industry opportunities \*Fridays are personalized based on need, preference and availability of offerings

# TIER 2 HYBRID MODEL

## ATTENDANCE PROCESS IMPORTANT TERMS & DEFINITIONS

<p><b>FACE-TO-FACE</b> Is defined as</p>	<ul style="list-style-type: none"> <li>The attendance recorded for courses taken on the student's assigned Face-to-Face days (M/W or T/R and assigned Fridays) on campus or during program placement off-campus (co-op, internship, work-based experience. These days/hours count toward the attendance laws of the State of Ohio.</li> </ul>
<p><b>DISTANCE LEARNING</b> Is defined as</p>	<ul style="list-style-type: none"> <li>The attendance recorded for courses taken on the student's assigned Distance Learning days (M/W or T/R and assigned Fridays) online while not on campus. These days/hours count toward the attendance laws of the State of Ohio.</li> </ul>
<p><b>ASSIGNMENT</b> Is defined as</p>	<ul style="list-style-type: none"> <li>A defined task or piece of work that is counted for a grade. This can include a checkpoint within a larger unit, project, or lab experience.</li> </ul>
<p><b>COMPLETION OF WORK</b> Is defined as</p>	<ul style="list-style-type: none"> <li>Student shows evidence of solid effort to complete the assignment</li> <li>Assessment of full completion is at the discretion of the teacher</li> </ul>
<p><b>ENGAGEMENT IN TWO-WAY COMMUNICATION</b> Is defined as</p>	<ul style="list-style-type: none"> <li>A student initiates or responds to email communication (or Schoology) with their instructor to communicate successes and struggles they are having around the specific assignment, standards or other academic concerns</li> <li>A student and teacher connect face-to-face during days on-campus to communicate around specific assignment, standards or other academic concerns</li> <li>A phone call exchange between the teacher and student to communicate around specific assignment, standards or other academic concerns</li> </ul>
<p><b>ENGAGEMENT IN DISTANCE LEARNING SESSIONS</b> Is defined as</p>	<ul style="list-style-type: none"> <li>Distance Learning sessions via Zoom or other online platforms for the entire class of students that includes online teaching and learning.</li> <li>Small Group Distance Learning sessions via Zoom or other online platforms for targeted instruction</li> <li>1:1 Distance Learning sessions via Zoom or other online platforms for individual academic support</li> </ul> <p style="text-align: center;"><b>Distance Learning session attendance is not required and will not count as a grade. However, Butler Tech strongly recommends students make arrangements to attend these scheduled sessions.</b></p>

Transforming lives by making our students career-ready and college-prepared.





Butler Tech is committed to supporting a competency-based education that allows students to advance through a series of levels based on their ability to master skills and demonstrate competency. The Butler Tech Competency Levels chart honors a student's process of mastery regardless of their pace or environment.

### Guiding Principles for Butler Tech Competency Levels

- **Choice:**

Teachers should provide choice or variation to students (when possible) in order to demonstrate mastery of competencies. Students are encouraged to propose alternative methods of mastery to their teachers for consideration.

- **Letter Grades:**

Teachers must assign a final letter grade upon completion of any assignment, test, project or end of the quarter/semester.

- **Competency Based Feedback:**

Teachers should provide qualitative feedback during instruction and activities, using the competency based language as often as possible.

- **Opportunity for all Students to Demonstrate Competency:**

Any student may retake/redo/resubmit any assignment to earn a minimal level of **"COMPETENT"** on the Butler Tech Competency Level chart.

- **"COMPETENT"** is the recommended minimal level.
- If the original assignment was late, a penalty may be assigned to the final letter grade, which is different from the competency level.
- Teachers should use Friday's, Small Groups, and 1:1 Zoom sessions to support students.

- **Opportunity for all Students to Earn a Higher Level:**

- Any student may retake/redo/resubmit any assignment to strive for the level of **"ADVANCED"** or **"INDUSTRY/BUSINESS READY"**

- **Late Work:**

- During the Tier 2 Hybrid Learning Model, students should have some control over time, path, and pace. Therefore, late penalties may not apply to all assignments based on teacher expectations and parameters.
- For assignments with late work penalties, the policy below will apply across all Butler Tech classrooms:
  - o Teachers may reduce any assignment by no more than 20 points, 20% or 2 letter grades.
  - o **Example:** If a student earns the competency level, **"BUSINESS/INDUSTRY READY"** which equals a "B" (80-89%) the final score may be reduced by no more than 20%. If a student earns an 85%, their grade would be reduced to a 65%.

# COMPETENCY LEVELS CHART

<h2>A</h2>	<b>ADVANCED</b>	<b>TEACHER</b> <ul style="list-style-type: none"> <li>You have completely mastered the skill.</li> <li>You have demonstrated exemplary work.</li> <li>You have hit the target.</li> <li>Your work exceeds average understanding and goes well beyond the basics.</li> </ul>	<b>STUDENT</b> <ul style="list-style-type: none"> <li>I completely understand this skill.</li> <li>I can describe this in my own words.</li> </ul>
<h2>B</h2>	<b>INDUSTRY/ BUSINESS READY</b>	<b>TEACHER</b> <ul style="list-style-type: none"> <li>You show understanding in your work.</li> <li>You have a grasp of the basics of this content/skill.</li> <li>You are on target for this standard.</li> </ul>	<b>STUDENT</b> <ul style="list-style-type: none"> <li>I can do this on my own.</li> <li>I understand the basic ideas about the content /skill.</li> </ul>
<h2>C</h2>	<b>COMPETENT</b>	<b>TEACHER</b> <ul style="list-style-type: none"> <li>You have demonstrated a minimal understanding.</li> <li>It would be helpful for you to practice this skill.</li> <li>Your work meets minimum expectations for course requirements.</li> </ul>	<b>STUDENT</b> <ul style="list-style-type: none"> <li>I can do some of this on my own, but I still need a little help.</li> <li>I get the big idea but I still have questions or trouble with the details.</li> </ul>
<h2>D</h2>	<b>RELEARNING NEEDED</b>	<b>TEACHER</b> <ul style="list-style-type: none"> <li>You need to practice the skills and show understanding.</li> <li>You need to reassess.</li> <li>Your work fails to meet minimum expectations in understanding.</li> </ul>	<b>STUDENT</b> <ul style="list-style-type: none"> <li>I don't understand how to show you my understanding.</li> <li>I just don't get it.</li> <li>Oops, I didn't follow the directions.</li> </ul>
<h2>F</h2>	<b>INSUFFICIENT EVIDENCE</b>	<b>TEACHER</b> <ul style="list-style-type: none"> <li>Your assignment is missing or incomplete.</li> </ul>	<b>STUDENT</b> <ul style="list-style-type: none"> <li>I have not completed the assignment.</li> </ul>

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# Butler Tech Schools

## Remote Learning Plan 2020-21 SY

### Frequently Asked Questions

#### What does Tier 2 Hybrid Mean?

Teaching and learning will be a combination of traditional methods and distance learning with the incorporation of online tools such as Schoology, Zoom, etc.

The basis of each plan is as follows:

- 50% of the students will receive face-to-face instruction on campus either Monday/Wednesday or Tuesday/Thursday
- 50% of the students will learn online on the days they are not assigned to attend campus
- \*Fridays – personalized/teacher-directed Fifth Day Experience (during semester 1) are required days of school attendance and can be one of the following:
  - Complete virtual/distance learning for academic lab assignments online
  - On-site/in-person at the student's regularly assigned campus by appointment
  - An approved site for the work-based learning experience

#### Where can I watch a recording of the district's plan for Tier 2 Remote Learning?

<https://www.youtube.com/watch?v=ZKSZyS7GFIU>

#### How is Butler Tech making decisions for schools impacted by Covid-19?

Butler Tech has 3 major guiding principles:

- Butler Tech will continue to prioritize transforming lives by making our students career-ready and college-prepared.
- Butler Tech will be ready to operate in the various tiers of our Butler Tech plan and will prepare our students for all three options.

- Butler Tech will make decisions based on science and data provided by the Center for Disease Control, guidelines from the Ohio Department of Health, and mandates initiated by Governor DeWine.

### **What health and safety protocols will Butler Tech students and staff be required to follow?**

- All students and staff will be required to wear a cloth face covering that fully covers the mouth and nose. This includes homemade masks, bandanas, or other cloth face coverings. All face coverings must be school appropriate as outlined in the mask policy.
- All students and staff will conduct a self-wellness check including temperature prior to coming to school. Individuals with a temperature above 100.4 degrees must stay home.
- All students and staff who are ill must be fever free for 24 hours without the use of fever-reducing medications before returning to school.
- If a student or staff member becomes aware of a confirmed positive COVID-19 case in their home, they must follow the COVID-19 Response Plan protocol.

### **What is the protocol is a student or staff member tests positive for Covid-19?**

- Positive cases of COVID-19 may return to school after 10 days from the onset of symptoms and at least 24 hours have passed without the use of fever-reducing medication and other symptoms have improved.
- Contacts of a positive case may not return to school until 14 days after their exposure to the positive case **EVEN IF THEY HAVE RECEIVED A NEGATIVE TEST RESULT**. The entire 14 days from the exposure must be spent in quarantine at home.
- Confirmed case -> Assess Risk -> contact trace in consultation with local health officials
- A student who exhibits symptoms at school must be immediately separated from others; staff must be immediately relieved of duties and sent home
- Each campus has designated isolation area for students who exhibit symptoms to wait for parent/guardian transportation

### **What health and safety protocols has Butler Tech implemented to protect students and staff on campus locations?**

- All students and staff members will receive a washable cloth Butler Tech mask.
- Proper handwashing will be required throughout the school day.
- Hand sanitizer has been placed in every classroom, common space, and meeting room. Personal hand sanitizer is permitted.
- Additional cleaning staff will ensure that deep cleaning and sanitizing will occur daily using sanitizing agents that are rated to eliminate COVID 19. This will include all tables and countertops, chair backs, door handles, computer keyboards and mice, shared tools, tool lockers, and many more areas and items.
- Restrooms will be cleaned and sanitized once every class period.
- Air circulation and filtering has been increased in all buildings, both in volume and in duration. As well as an upgrade to medical-grade air filters to provide the highest level of filtration.
- Social distancing of 3-6 feet will be implemented in classrooms, labs, and the cafeteria/eating spaces. Transitions will be staggered to allow for social distancing in common areas.
- Social distancing during arrival and dismissal will be maximized through the addition of multiple access points and students will move directly to their assigned classroom/lab.
- Staff will assist in monitoring social distancing and ensure students are wearing their masks as they enter the buildings and move to their classrooms/labs.
- Breakfast and lunch options will be available in a grab-n-go style with options for students to eat in various locations inside and outside of the buildings. Capacity limits will be set to allow for social distancing. Water fountains will be closed for use. Students are encouraged to bring a water bottle to use at the water bottle filling stations that will be cleaned multiple times per day.

### **Is transportation provided to Butler Tech students during Remote Learning?**

Yes, transportation will be provided by the home schools to and from Butler Tech regardless of the individual district schedule or plan for the school year. They will provide

transportation five days a week as needed. Please contact your home school for schedule and location information.

**Does the student need to purchase a parking pass if they drive?**

No, not at this time. Due to the unique circumstances of this year and COVID19, student drivers will be issued a temporary parking pass during the first week of school. Decisions on permanent parking passes and costs will be made and communicated in the coming months.

**Does the student need to pay school fees?**

Due to the unique circumstances of this year and COVID19, additional information regarding school fees will be shared at the beginning of September 2020.

**When and how do I receive my schedule?**

Because each student, program, and campus is unique, you will receive your daily/weekly schedule directly from your campus prior to the start of the school year. Please look for additional information from your campus principal for details.

**When do I find my school supply list for tools and other materials?**

<https://www.butlertech.org/teen-education/future-students-parents/supplylists/>

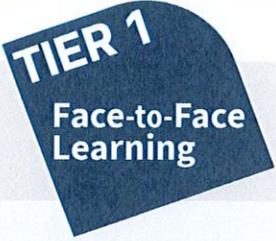
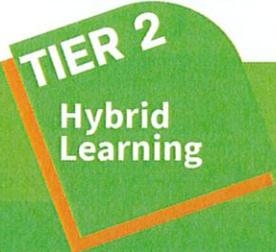
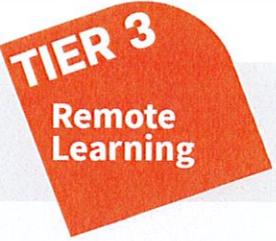
**Where and How do I complete required forms to start the school year?**

Visit the [Sign School Forms Online](#) page on our website. You will receive your Student ID number (999 number) from your campus principal by email prior to the first day of school.

## Fall 2020 Student Education Plan

The circumstances resulting from the world-wide pandemic have forever changed the way we teach and learn. Butler Tech will implement a three-tier education model to ensure that we are prepared to provide our students the best learning opportunities, ensuring or adhering to the guidelines and precautions set forth by the state of Ohio and CDC.

**Butler Tech will return to school following TIER 2 on Tuesday, August 11, 2020, until further notice.**

3-TIER PLAN	 <b>TIER 1</b> <b>Face-to-Face Learning</b>	 <b>TIER 2</b> <b>Hybrid Learning</b>	 <b>TIER 3</b> <b>Remote Learning</b>
<b>SCHEDULE</b>	<b>All students, all staff, 5 days per work, regular school hours.</b>	<b>Hybrid of face-to-face &amp; distance learning. Students follow an A/B schedule.</b>	<b>Campuses closed. All students, all staff, learning/working online from home.</b>
<b>TEACHING &amp; LEARNING</b>	Teaching and learning will occur utilizing traditional methods on campus and will include rehearsal of distance learning methods should they become necessary.	Teaching and learning will be a combination of traditional methods and distance learning with the incorporation of online tools such as Schoology, Zoom, etc.  <i>*Additional details will be shared on July 22.</i>	Teaching and learning will occur 100% online through distance learning techniques and the incorporation of online tools such as Schoology, Zoom, etc.  <i>*Should Tier 3 become necessary – additional details will be shared.</i>
<b>HEALTH &amp; SAFETY</b>	Face-to-Face Learning may include some/all the guidelines recommended such as: social distancing, personal protective equipment, handwashing/hygiene practices, cleaning protocols, and consistent health monitoring to ensure the safety of students and staff.	Hybrid Learning may include some/all the guidelines outlined in Tier 1 for on-campus instruction. Students are encouraged to practice handwashing/hygiene practices while at home and on campus.	Consideration for full closure of campuses will be based on the health and safety of all students and staff and may be based on recommendations made by the state of Ohio and CDC.
<b>ADDITIONAL DETAILS</b>	<ul style="list-style-type: none"> <li>• Transportation will be provided as normal by home schools.</li> <li>• Food service will be available during Tier 1 and 2 for students learning on campus. Alternative spaces to eat and socialize to minimize risk of large groups will be established.</li> <li>• All IEP and 504 accommodations will be met as they relate to the learning model being utilized in all three tiers of instruction.</li> <li>• All students will use their Butler Tech issued laptop. Butler Tech Technology Department will be available to help support tech needs and issues.</li> </ul>		

Butler Tech is making decisions based on science and data provided by the Center for Disease Control, guidelines from the Ohio Department of Health, the Butler County Health Department and mandates initiated by Governor DeWine. This is a fluid situation and we are continually monitoring and adjusting our plans to meet current health and safety recommendations and to ensure the wellbeing of our students and staff.

Visit our website at: [ButlerTech.org](http://ButlerTech.org) for the most recent updates.

## TIER 2

### Hybrid Learning



## TIER 2: Hybrid of Face-to-Face & Distance Learning

Butler Tech is prepared to begin the 2020-2021 school year on our campuses following the Tier 2 model, which will include a hybrid of face-to-face and distance learning. Students will be assigned to a Monday/Wednesday or Tuesday/Thursday cohort with Friday's to be assigned based on the individual student's needs online or on-campus or teacher-directed Fifth Day Experience.

### GUIDING PRINCIPLES

- Butler Tech will continue to prioritize transforming lives by making our students career-ready and college-prepared.
- Butler Tech will be ready to operate in the various tiers of our Butler Tech plan and will prepare our students for all three options.
- Butler Tech will make decisions based on science and data provided by the Center for Disease Control, guidelines from the Ohio Department of Health and mandates initiated by Governor DeWine.

### STUDENTS/ STAFF HEALTH REQUIREMENTS

- All students and staff will be required to wear a cloth face covering that fully covers the mouth and nose. This includes homemade masks, bandanas, or other cloth face coverings. All face coverings must be school appropriate as outlined in the mask policy.
- All students and staff will conduct a self-wellness check including temperature prior to coming to school. Individuals with a temperature above 100° must stay home.
- All students and staff who are ill must be fever free for 72 hours without the use of fever reducing medications before returning to school.
- If a student or staff member becomes aware of a confirmed positive COVID-19 case in their home, they must follow the COVID-19 Response Plan protocol.

### COVID POSITIVE PROTOCOL

- Positive Cases of COVID-19 may not return to the school until they are at least 10 days from onset of symptoms AND over 72 hours with no respiratory/fever symptoms and no use of fever reducing medication.
- Contacts of a positive case may not return to school until 14 days after their exposure to the positive case EVEN IF THEY HAVE RECEIVED A NEGATIVE TEST RESULT. The entire 14 days from the exposure must be spent in quarantine at home.
- Confirmed case --> Assess Risk --> Short (potential 2-5 day) building closure to clean, disinfect, and contact trace in consultation with local health officials
  - A student who exhibits symptoms at school must be immediately separated from others; staff must be immediately relieved of duties and sent home
  - Each campus has designated isolation area for students who exhibit symptoms to wait for parent/guardian transportation

Visit our website at: [ButlerTech.org](https://www.ButlerTech.org) for the most recent updates.

## TIER 2: Hybrid of Face-to-Face & Distance Learning

### HEALTH & SAFETY PROTOCOL

- All students and staff members will receive a washable cloth Butler Tech mask.
- Proper hand washing will be required throughout the school day.
- Hand sanitizer has been placed in every classroom, common space and meeting room. Personal hand sanitizer is permitted.
- Additional cleaning staff will ensure that deep cleaning and sanitizing will occur daily using sanitizing agents that are rated to eliminate COVID 19. This will include all tables and counter tops, chair backs, door handles, computer keyboards and mice, shared tools, tool lockers, and many more areas and items.
- Restrooms will be cleaned and sanitized once every class period.
- Air circulation and filtering has been increased in all buildings, both in volume and in duration. As well as an upgrade to medical grade air filters to provide the highest level of filtration.
- Social distancing of 3-6 feet will be implemented in classrooms, labs, and the cafeteria/eating spaces. Transitions will be staggered to allow for social distancing in common areas.
- Social distancing during arrival and dismissal will be maximized through the addition of multiple access points and students will move directly to their assigned classroom/lab.
- Staff will assist in monitoring social distancing and ensure students are wearing their masks as they enter the buildings and move to their classrooms/labs.
- Breakfast and lunch options will be available in a grab-n-go style with options for students to eat in various locations inside and outside of the buildings. Capacity limits will be set to allow for social distancing. Water fountains will be closed for use. Students are encouraged to bring a water bottle to use at the water bottle filling stations that will be cleaned multiple times per day.

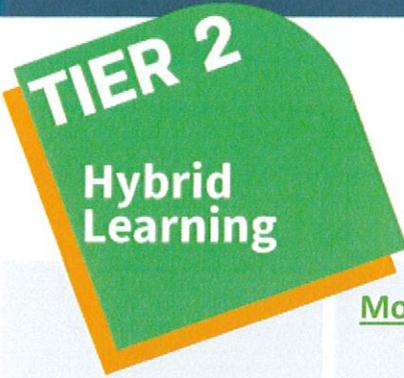
### SCHOOL/LAB EQUIPMENT

- Each classroom will be equipped with cleaning supplies to sanitize work areas throughout the day as needed.
- At this time, there will be no class/program field trips permitted.
- Additional outdoor areas will be provided for social distancing that can be utilized for labs and breaks as needed.

Butler Tech is making decisions based on science and data provided by the Center for Disease Control, guidelines from the Ohio Department of Health, the Butler County Health Department and mandates initiated by Governor DeWine. This is a fluid situation and we are continually monitoring and adjusting our plans to meet current health and safety recommendations and to ensure the wellbeing of our students and staff.

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# Fall 2020 TIER 2 Student On-Campus Academic Plan for Hybrid Learning

## STUDENT DAY

7:15 – 7:55

7:55 – 10:40

10:20 – 12:10

10:40 – 1:40

### Breaks

### Off-Campus Days & Fridays

#### Monday/Wednesday

- All seniors
- Assigned juniors

Students will review Outlook schedules during orientation

*\*if unable to attend, instructional video will be available*

#### **Student arrival**

- Students will follow course schedule in Outlook
- First two weeks seniors or staff will be available in commons space to assist juniors
- Attendance taken first class (any late arrivals check in, in the office)

#### **CTE Lab/Academic rotation**

- Career Technical Education (CTE) Lab cohorts @50% of students
- Cohort 1 = CTE Lab AM
- Cohort 2 = academic class rotations

*\*senior schedules may differ pending CCP and capstone courses*

#### **Lunch**

- Students will rotate from classes to lunch
- 75% of students will eat in classrooms, 25% will be in commons area (student lunch location depends on which class they are in)

#### **Lab/Academic rotation**

- CTE Lab cohorts @50% of students
- Cohort 2 = CTE Lab PM
- Cohort 1 = academic class rotations

*\*senior schedules may differ pending CCP and capstone courses*

- Breaks taken in classes on a rotating schedule.
- Breaks also taken on individual basis as needed
- Student spaces outside available for fresh air and mask breaks (with social distancing)

#### **Academics/CTE Lab**

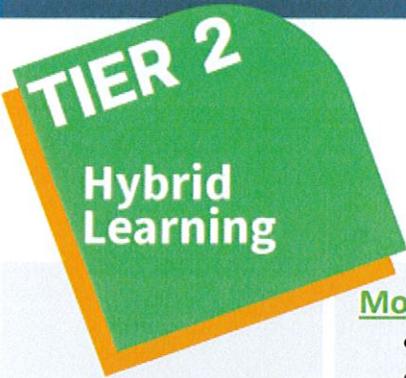
- Attend scheduled office hours (virtual) as needed
- Complete virtual/distance learning for academic and lab assignments online
- **\*Fridays – personalized/teacher-directed Fifth Day Experience** (during semester 1) are required days of school attendance and can be one of the following:
  - Complete virtual/distance learning for academic lab assignments online
  - On-site/in-person at the student's regularly assigned campus by appointment
  - An approved site for work-based learning experience
  - Students will be assigned/approved for their Friday location one week in advance, based on: academic needs, lab needs and industry opportunities

*\*Fridays are personalized based on need, preference and availability of offerings*

#### Tuesday/Thursday

- All juniors





# Fall 2020 TIER 2 Student On-Campus Academic Plan for Hybrid Learning

## STUDENT DAY

7:15 – 7:40

7:40 – 8:25

(Seniors/Juniors)

7:40 - 11:30

(Sophomore)

8:30-1:20

10:20 – 12:10

1:25 – 2:05

(Seniors/Juniors)

12:00 – 2:05

(Sophomore)

## Breaks

## Off-Campus Days & Fridays

### Monday/Wednesday

- All seniors
- Assigned sophomores

*\*schedules will be sent directly to students*

#### Student arrival

- Students will report to their Career Technical Education (CTE) lab classroom
- Attendance taken first class (any late arrivals check in, in the office)

#### CTE Lab/Academic rotation

- Seniors/Juniors = academic class
- Seniors/Juniors = lab AM
- Sophomore = divided academic/lab

*\*schedules may differ pending CCP courses*

#### CTE Lab

- Seniors/Juniors in lab

#### Lunch

- Four lunches organized by lab

#### Lab/Academic rotation

- Seniors/Juniors = academic class
- Seniors/Juniors = lab PM
- Sophomore = divided academic/lab

*\*schedules may differ pending CCP courses*

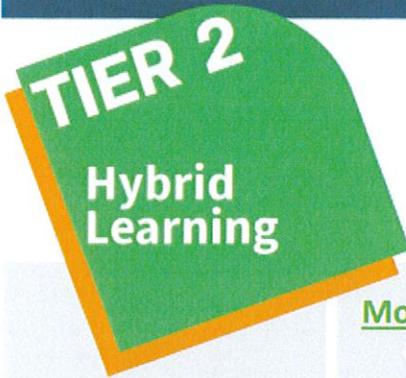
- Breaks taken in classes on a rotating schedule.
- Breaks also taken on individual basis as needed
- Student spaces outside available for fresh air and mask breaks (with social distancing)

#### Academics/CTE Lab

- Attend scheduled office hours (virtual) as needed
- Complete virtual/distance learning for academic and lab assignments online
- **\*Fridays – personalized/teacher-directed Fifth Day Experience** (during semester 1) are required days of school attendance and can be one of the following:
  - Complete virtual/distance learning for academic lab assignments online
  - On-site/in-person at the student’s regularly assigned campus by appointment
  - An approved site for work-based learning experience
  - Students will be assigned/approved for their Friday location one week in advance, based on: academic needs, lab needs and industry opportunities

*\*Fridays are personalized based on need, preference and availability of offerings*





# Fall 2020 TIER 2 Student On-Campus Academic Plan for Hybrid Learning

## STUDENT DAY

7:15 – 7:45

7:45 – 8:00

8:00 – 10:30

10:30 – 11:30

11:30 – 1:45

Breaks

Off-Campus Days & Fridays

### Monday/Wednesday

- ½ Juniors
- ½ Seniors

### Tuesday/Thursday

- ½ Juniors
- ½ Seniors

*\*Student schedules will be mailed in the next few weeks*

#### Student arrival

- Students report to school as assigned per above program schedule
- Once on campus, enter assigned homeroom
- Bus riders enter front doors | Drivers enter back doors – all doors propped open
- If applicable, go to Mr. Spoerl’s room (room #1) for breakfast

#### Homeroom

- Attendance taken. Students who arrive after 7:45 must sign in and email the attendance secretary: keithd@butlertech.org
- Email/schedule check, announcements, notifications
- Get mind and attitude set and ready for school
- If a student arrives after 8:00 am they will check in at the office

#### CTE Lab

- Career Technical Education (CTE) Lab course work
- Follow email/schedule plan for academic course work
- Attend scheduled office hours (in-person) if needed
- Take breaks as needed

#### Lunch

Day	Time	Students	Per Room
M/W	10:30-11:00	60	5 Rooms/12 assigned students
M/W	11:00-11:30	40	4 Rooms/10 assigned students
T/H	10:30-11:00	60	5 Rooms/12 assigned students
T/H	11:00-11:30	30	3 Rooms/10 assigned students

#### CTE Lab

- Same as above

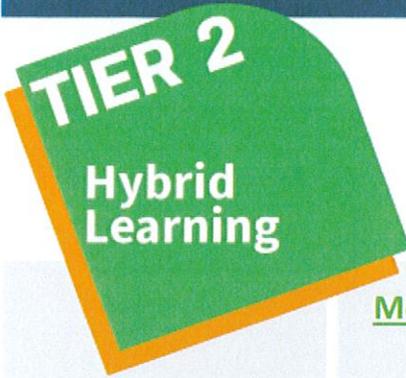
As needed, except during direct instruction unless it is an emergency - Breaks can be taken outside at any point during the day. Students may remove their masks but must maintain social distancing. Students must wear a mask at all times when inside any building. During a break - please do not disrupt any other classes.

#### Academics/CTE Lab

- Attend scheduled office hours (virtual) as needed
- Complete virtual/distance learning for academic and lab assignments online
- **\*Fridays - personalized/teacher-directed Fifth Day Experience** (during semester 1) are required days of school attendance and can be one of the following:
  - Complete virtual/distance learning for academic lab assignments online
  - On-site/in-person at the student’s regularly assigned campus by appointment
  - An approved site for work-based learning experience
  - Students will be assigned/approved for their Friday location one week in advance, based on: academic needs, lab needs and industry opportunities

*\*Fridays are personalized based on need, preference and availability of offerings*





# Fall 2020 TIER 2 Student On-Campus Academic Plan for Hybrid Learning

## STUDENT DAY

### Monday/Wednesday

- Theatre
- Dance Level 1
- Senior Instrumental
- Visual Arts Juniors

### Tuesday/Thursday

- Vocal
- Dance Level 2 & 3
- Junior Instrumental
- Visual Arts Seniors

7:15 – 7:40

#### Student arrival

- Students report to their Career Technical Education (CTE) classroom
- Students who arrive after 7:40 sign in at the office

7:40 – 7:50

#### Announcements

- Check email for academic appointments

7:50 – 11:20

#### CTE Lab

- CTE class time. Students may also receive academic help during this time by request or at the request of the academic teacher

11:20 – 11:50

#### Lunch – student will be assigned a location for their lunch as follows:

Multi-Purpose Room	46 students	Mrs. Fulz/Social Studies	12 students
Mrs. Powers/Math	14 students	Mrs. Cross/Science	12 students
Mrs. DeYoung/English	12 students		

11:50 – 2:03

#### CTE Lab

CTE class time. Same as above

2:03-2:05

#### Dismissal

Begin dismissal process of students to busses by schools (upper loop to lower loop)

## Breaks

As needed, except during direct instruction unless it is an emergency - Breaks can be taken outside at any point during the day. Students may remove their masks but must maintain social distancing. Students must wear a mask at all times when inside any building. During a break - please do not disrupt any other classes.

## Note

Outdoor instruction is encouraged when possible. Students will be provided mask breaks as needed. This model follows the typical FLEX DAY procedure used at SOA with some modifications. Priority is given to the lab teachers. Depending on the academic needs of each student, they may receive more academic help as necessary.

## Off-Campus Days & Fridays

#### Academics/CTE Lab

- Attend scheduled office hours (Virtual) if needed
- Complete virtual/distance learning for academic and lab assignments online
- \*Fridays – personalized/teacher-directed Fifth Day Experience (during semester 1) are required days of school attendance and can be one of the following:
  - Complete virtual/distance learning for academic lab assignments online
  - On-site/in-person at the student’s regularly assigned campus by appointment
  - An approved site for work-based learning experience
  - Students will be assigned/approved for their Friday location one week in advance, based on: academic needs, lab needs and industry opportunities

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