WHAT’S IN THIS GUIDE

• What students and families can expect during Blended Learning in Cincinnati Public Schools.

• Answers to common questions and who you can contact if you have more questions and concerns.

• Our plan to make sure you can accelerate your learning this year.

What is Accelerated Learning?

Accelerated Learning is making sure you have the chance to master this year’s work and be prepared for what comes next, whether it’s the next grade or the next phase after graduation.

Here’s how:

• Teachers will focus on new learning and new work for this year, while making connections in each lesson to any learning you may have missed last year.

• At the start of the school year, teachers will identify what you need to finish learning from last school year and teach it within the new work of the current grade.

• Teachers will personalize instruction for you by building the knowledge you need to engage in this year’s work.

  - English Language Arts (ELA) example - In our newly adopted ELA curriculum, artwork is used to help you connect your experiences with the background you need for reading and responding to a text.

  - Math example - In our newly adopted Math curriculum, digital “hands-on” tools and step-by-step video tutorials are provided.

  - All subjects will have built-in supports to help you do your job: learning and growing both socially and academically.

STAYING CONNECTED TO SCHOOL

- Devices
- Schoology and PowerSchool

UNDERSTANDING BLENDED LEARNING

- Sample Schedules for Elementary and High School
- Setting Up Routines that Support Learning

ATTENDANCE AND GRADING POLICIES

- Graduation Requirements

SUPPORTS FOR DIVERSE LEARNERS

- English Learners
- Students with Disabilities
- Gifted Students

APPENDIX

- Academic Calendar
- Teacher Training
- CPS Student, Family and Staff “Pacts” for Learning
Devices
Each CPS student in preschool to 12th grade will receive a device to ensure that schoolwork can be completed both in classrooms and at home. Students in preschool, kindergarten and first grade receive iPads. Students in grades 2–12 receive laptops.

Each school has a designated schedule for families to pick up their devices:
Pick-up dates for each school
bit.ly/CPSPickUP

Free Wi-Fi is available to the homes of all CPS students through the Connect our Students program, in partnership with Cincinnati Bell and the Greater Cincinnati Foundation. The free, limited internet service is to allow students to complete schoolwork.

Students and families may call (513) 566-3895 for information about the Connect Our Students program.

WHAT DO I TAKE BACK AND FORTH BETWEEN SCHOOL AND HOME?
- Device (laptop, iPad, etc.) and power cord
- Passwords
- Workbook pages for English Language Arts and Math
- Science and Social Studies printouts
- Musical instruments (when needed)
- Books, journals, notebooks (when needed)

Who do I contact with questions?

<table>
<thead>
<tr>
<th>Question/Concern</th>
<th>Contact</th>
</tr>
</thead>
<tbody>
<tr>
<td>Student Schedule Questions/Concerns</td>
<td>Your school counselor</td>
</tr>
<tr>
<td>Social-Emotional Support</td>
<td>School Counselor/Social Worker</td>
</tr>
<tr>
<td>Questions about your class</td>
<td>Your teacher</td>
</tr>
<tr>
<td>Graduation Requirements</td>
<td>Your counselor</td>
</tr>
<tr>
<td>Your grades/progress</td>
<td>Your teacher/PowerSchool</td>
</tr>
<tr>
<td>School COVID-19 updates</td>
<td><a href="http://www.cps-k12.org">www.cps-k12.org</a></td>
</tr>
<tr>
<td>School Athletics</td>
<td>Your school’s athletic director</td>
</tr>
<tr>
<td>Transportation</td>
<td>(513) 363-RIDE (7433)</td>
</tr>
<tr>
<td>Student Dining Services</td>
<td><a href="http://www.cps-k12.org/families-students/student-dining-services">www.cps-k12.org/families-students/student-dining-services</a></td>
</tr>
</tbody>
</table>
Using Schoology and PowerSchool

Using Schoology and PowerSchool
youtu.be/jY_zadCRTVo

Remember to keep your email, phone number, and address in PowerSchool up to date.

Schoology
bit.ly/CPSSchoology

Login every day to every course

PowerSchool
bit.ly/CPSPowerSchool

Login weekly

Attend virtual trainings as needed for technical support.

Where do I go as a student?

I want to find my access code, create my Schoology account and connect to my Schoology account.

I want to check my past and current grades, including all individual assignments and cumulative grades.

I want to check my courses, calendars, updates, groups and assignments, including grading feedback given on individual assignments in Schoology.

Log into your account in PowerSchool

Log into your account in Schoology

Check out the student and parent tutorials on CPS’ YouTube Channel
bit.ly/3kHwkp4

Reminders

• Read your teacher’s weekly updates on Schoology*.
• Be active on Schoology* daily - check for due dates, updates, activities and assessments
• Participate in discussion posts when you have questions or ideas during student-led independent work at home days
• Find videos, activities and much more on our remote learning site: Distancelearning.cps-k12.org

*Please note: Ethel M. Taylor Academy and Aiken High School will use Echo instead of Schoology.

What’s on Schoology*?

Schoology Courses are not just for turning in assignments and taking quizzes.

You’ll find:

• Important updates, due dates, and contact information for your Teacher
• Important Information for your Monday Distance Learning Schedule
  - Links to Google Meets
• Student-Led Activities
  - Activities that can be completed online and off.
  - Video Lessons and Tutorials
  - Discussion boards to ask questions and find solutions.
  - Texts and visuals to explore and analyze
  - Chats and Flipgrids to work with classmates

* Please note: Ethel M. Taylor Academy and Aiken High School will use Echo instead of Schoology.

Social Connections

You may not be in the same hallways and lunchrooms with your classmates every day, but there are many ways you can stay connected.

• Set up small-group online homework help sessions with your classmates.
• Study online with a partner
• Set up an online peer review with your classmates before submitting an assignment
• Volunteer for a local community organization, while following social distancing and other COVID-19 health and safety guidelines.
• Participate in online activism for a cause important to you
• Start a virtual book club with your classmates
• Join a virtual club for hobbies you are interested in.
• Find a penpal.
**UNDERSTANDING BLENDED LEARNING**

**What does Blended Learning mean?**

- Blended Learning means students will access on grade level, high-quality instruction with their teachers inside and outside of the physical classroom or school building.

---

### Preschool Routines and Schedules During Blended Learning

Under blended learning, preschool will be in session 4 days a week, Tuesdays through Fridays; Mondays are distance learning at home.

Starting the week of October 5, 2020, preschools will be phased in at 50 percent capacity, moving to 100 percent capacity the week of October 12.

- Schools will create instructional schedules that follow social-distancing – 6 feet apart - guidelines.
- Arrival and dismissal procedures will be coordinated at the schools, and be completed curbside and other places outside school buildings.
- Health assessments will be conducted when each student arrives. Staff will sign each student in and out.
- Students will wash their hands upon arrival and during the school day.
- Students are required to wear masks throughout the school day, except when eating or drinking, and during rest time.
- Students will eat breakfast, lunch and nutritious snacks in the classroom. Family-style meal service (hanging out food from one dish) has been suspended for 2020-21.
- Lessons on dental care will be taught by staff. Tooth brushing in the classrooms has been suspended for 2020-21.
- Home visits and conferences will be conducted with families online.
- Recess schedules will be created by schools for groups of children, with cleaning occurring after each group.

---

**Blended Learning: We’ve got this**

Login into Schoology every day to every course so you can access and turn in assignments.

<table>
<thead>
<tr>
<th>All Students</th>
<th>½ of total student body</th>
<th>Group A</th>
<th>½ of total student body</th>
<th>Group B</th>
<th>½ of total student body</th>
</tr>
</thead>
<tbody>
<tr>
<td>Monday</td>
<td>Distance learning for all students</td>
<td>In person</td>
<td>2 days</td>
<td>In person</td>
<td>2 days</td>
</tr>
<tr>
<td>Tuesday/Wednesday</td>
<td>Distance</td>
<td>Grades K-12</td>
<td>3 days</td>
<td>Grades K-12</td>
<td>3 days</td>
</tr>
<tr>
<td>Thursday/Friday</td>
<td>Distance</td>
<td>3 days of teacher-led instruction (2 in-person and 1 distance)</td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
Setting Routines and Schedules at Home

Continue the morning routines that you would follow if going to school:
• Get up, get dressed, eat breakfast, move to a quiet area to do your school work

Create a positive mindset for learning every morning. Tell yourself:
• Your school/teachers are here to help.
• You can succeed.
• Challenges and mistakes are okay. They are the only way our brains will grow (get smarter).

If you get frustrated, here are some tips that can help:
• Chunk classes that are more challenging into a few 10 minute time frames instead of a full 30 minutes.
• Reach out to a teacher, friend or family member for emotional support.
• Notice when you get frustrated, then set a timer and step away for 5-10 minutes.
  Try:
  - Drawing
  - Dancing
  - Listening to Music
  - Writing
  - Taking a walk
  - Playing with a pet

Reflect daily:
• Write out your daily to-do list.
• Journal at the end of each day.
  - What did I learn today?
  - What was the easiest thing I did today?
  - What was the most difficult thing I did today?
  - What questions do I have?

Recurring tasks:
• Check Schoology daily.
• Check PowerSchool weekly.
• Complete and upload assignments daily.
• Get help here: youtu.be/UBKhFDbna6E

Control distractions:
• Set up a work space for schoolwork, such as in a quiet corner of a room on a folding table.
• Reflect on what sights and sounds are distracting and talk to your family about ways to get space and remove distractions.
• Limit screen and phone apps that potentially distract from learning.

Develop consistency:
• Work with your family to set limits on family, work and social obligations during school time.
• Reflect on when you work best; consider time of day, length of activity and need for breaks.
• Create a sample schedule and refer back to it.
Outdoor Access
CPS Outside, a collaborative of over 40 outdoor and environmental education partners, is working closely with CPS to provide opportunities for ALL students to expand their classrooms into the outdoors, both on school campuses and in your neighborhoods.

- Working with teachers and administrators to identify spaces where learning can occur outdoors
- Providing after-school and school-break programming
- Encouraging students and families to explore their neighborhoods
- Finding opportunities for children to get outside and move around

Your family can jump right into supporting students' outdoor education by

Walking to a park or green space for a nature scavenger hunt
bit.ly/CPSNatureHunt

Planning a weekly meetup (socially distanced) for an outdoor game
bit.ly/CPSOutdoor

Participate in a daily dose of nature challenge
bit.ly/CPSNatureChallenge

Plan craft time that blends art with science using items found outdoors
bit.ly/CPSScience

Spend a rainy day indoors making your own fossils
bit.ly/CPSFossils

More great active, engaging activities to continue learning outdoors
bit.ly/CPSActive

Additional Student-Led Independent Activities You Complete!

- Notice and wonder when out walking and gardening, housecleaning, cooking, etc.

- Accessing Community Resources on our Distance Learning Site, such as:
  - CPS TV (Cable and Website)
  - Public Library of Cincinnati and Hamilton County
  - Cincinnati Zoo and Botanical Garden
  - National Underground Railroad Freedom Center
  - Civic Garden Center
  - And many more

The Public Library of Cincinnati and Hamilton County

Hamilton County libraries provide an array of resources for the Cincinnati community. Check out some of the resources available to you to support learning and connect you with the world of ideas and information.

- All students will have access to digital library cards.
- Facebook read-aloud sessions where families can click on a link and hear stories read by CPS employees and librarians.
- Parent Communication Letter to let parents and students know what virtual activities are going on at the library.
- Schoology training facilitated through channels of the library.
- Informative classes on how to load pertinent information on devices.
- Curbside service for book pick-up and drop-off.
- Education and Homework Support.
- Free Wi-Fi at all locations.

Go to www.cincinnatilibrary.org or contact your nearest branch.

Check Out Preschool – 8 Clever Crazes

- www.clevercrazes.com

- Content-specific games for all subjects, grades Preschool – 8
- Win prizes for yourself, your teachers and your school as you review content!
ATTENDANCE AND GRADING POLICIES

Attendance Policy
Students and families can check attendance and grades in PowerSchool.
Daily attendance will be required and reported hourly.
On Mondays and when scheduled to learn at home, attendance is comprised of:
• Logging into Schoology* courses daily.
• Submitting assignments communicated on Schoology by posted due date.
• Attending Google Meet sessions on Mondays when scheduled.
School Social Workers and Attendance Support Specialists will track student attendance during Blended Learning.
The Ohio Department of Education is requiring CPS’ policies about attendance and excessive absenteeism to be updated and aligned with blended- and distance-learning plans.
CPS is required to follow district policies concerning truancy (being absent from school too much).

Preschool Attendance and Assessment
• Assistant School Community Coordinators and Teachers will track attendance for preschool students during blended learning, for both in-person and at-home learning.
• Children must attend distance-learning and in-person learning activities to provide the best support to students and families.
• Federal Head Start programs and the Ohio Department of Education (ODE) require the completion of a variety of assessments so that all children are prepared for Kindergarten. If a child does not have consistent preschool attendance, teachers are unable to complete these requirements.

Grading Policy
In 2020-21, Cincinnati Public Schools will follow the Board-adopted grading policy (which was suspended in Spring 2020 due to the unexpected COVID-19 mandatory school closure). bit.ly/CPSGrading
Pass/Incomplete is no longer in affect.
Teachers will be grading the work they have assigned in Schoology*. They will clearly post due dates for all your work. They will communicate your learning goals and the performance standards you need to meet, the meaning of district assessment scores, and how grades are determined.
To access your most up-to-date grades, log into PowerSchool.

*Please note: Ethel M. Taylor Academy and Aiken High School will use Echo instead of Schoology.

Grading Scale K-6

<table>
<thead>
<tr>
<th>Mark for Grades 1-6</th>
<th>Grade Meaning</th>
</tr>
</thead>
<tbody>
<tr>
<td>A</td>
<td>Outstanding</td>
</tr>
<tr>
<td>B</td>
<td>Good</td>
</tr>
<tr>
<td>C</td>
<td>Average</td>
</tr>
<tr>
<td>D</td>
<td>Almost Failing</td>
</tr>
<tr>
<td>F</td>
<td>Failing</td>
</tr>
<tr>
<td>X</td>
<td>Failing w/ excessive absences</td>
</tr>
<tr>
<td>I</td>
<td>Incomplete</td>
</tr>
</tbody>
</table>

Grading Scale 7-12

<table>
<thead>
<tr>
<th>Grade</th>
<th>Value</th>
<th>Grade Meaning</th>
</tr>
</thead>
<tbody>
<tr>
<td>A</td>
<td>4.00</td>
<td>Outstanding</td>
</tr>
<tr>
<td>B</td>
<td>3.00</td>
<td>Good</td>
</tr>
<tr>
<td>C</td>
<td>2.00</td>
<td>Average</td>
</tr>
<tr>
<td>D</td>
<td>1.00</td>
<td>Almost Failing</td>
</tr>
<tr>
<td>F</td>
<td>0.00</td>
<td>Failing</td>
</tr>
<tr>
<td>X</td>
<td>0.00</td>
<td>Failing w/ excessive absences</td>
</tr>
<tr>
<td>I</td>
<td>0.00</td>
<td>Incomplete</td>
</tr>
</tbody>
</table>

Graduation Course Requirements
All students must earn a state minimum of 20 credits, distributed as follows:

<table>
<thead>
<tr>
<th>English Language Arts</th>
<th>4 credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>Health</td>
<td>½ credit</td>
</tr>
<tr>
<td>Mathematics</td>
<td>4 credits</td>
</tr>
<tr>
<td>Physical Education</td>
<td>½ credit</td>
</tr>
<tr>
<td>Science</td>
<td>3 credits</td>
</tr>
<tr>
<td>Social Studies</td>
<td>3 credits</td>
</tr>
<tr>
<td>Electives</td>
<td>5 credits</td>
</tr>
</tbody>
</table>

There are more graduation requirements; reach out to your school counselor for more information or if you need assistance.

Course Credits by Grade Level
To ensure you are on the path to graduation you should complete a certain amount of credits by the end of each school year.

<table>
<thead>
<tr>
<th>By the end of 9th grade</th>
<th>English 9, Algebra I, Physical Science, Modern World History, Elective</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>A minimum of 5 credits is required to achieve 10th grade status the following year.</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>By the end of 10th grade</th>
<th>English 10, Geometry, Biology, American History, Physical Education/Health, Elective</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>A minimum of 10 credits is required to achieve 11th grade status the following year.</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>By the end of 11th grade</th>
<th>English 11, Algebra II, Chemistry, American Government w/ Financial Literacy, Elective</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>A minimum of 15 credits is required to achieve 12th grade status the following year.</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>By the end of 12th grade</th>
<th>English 12, Pre-Calculus, Physics, American Government, Elective</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>A minimum of 20 credits is required to graduate. See additional graduation requirements from ODE.</td>
</tr>
</tbody>
</table>
### How Do I... Answer

#### Locate support when I don’t understand the blended learning assignment?
You will receive support from an Intervention Specialist during blended learning. They co-plan assignments with your teacher and the accommodations and modifications that are necessary. Additionally, your teachers will be available through Schoology messaging and email messaging, to offer support with blended learning assignments. Please reach out if you have any questions regarding Blended Learning. Do not hesitate.

#### How do I find support with blended learning tasks when I need a modified schedule?
Our team has worked hard to develop multiple sample schedules for you. If one of these schedules does not meet your academic and functional needs, your teachers and related-service providers can help you adapt a schedule to work for you.

#### Reach out if I have a question about my IEP.
Send a message to your intervention specialist or teacher. Contact information is available on Schoology Courses or by contacting your school.

### Resources for Students with Disabilities

<table>
<thead>
<tr>
<th>How Do I...</th>
<th>Answer</th>
</tr>
</thead>
<tbody>
<tr>
<td>Locate support when I don’t understand the blended learning assignment?</td>
<td>You will receive support from an Intervention Specialist during blended learning. They co-plan assignments with your teacher and the accommodations and modifications that are necessary. Additionally, your teachers will be available through Schoology messaging and email messaging, to offer support with blended learning assignments. Please reach out if you have any questions regarding Blended Learning. Do not hesitate.</td>
</tr>
<tr>
<td>How do I find support with blended learning tasks when I need a modified schedule?</td>
<td>Our team has worked hard to develop multiple sample schedules for you. If one of these schedules does not meet your academic and functional needs, your teachers and related-service providers can help you adapt a schedule to work for you.</td>
</tr>
<tr>
<td>Reach out if I have a question about my IEP.</td>
<td>Send a message to your intervention specialist or teacher. Contact information is available on Schoology Courses or by contacting your school.</td>
</tr>
</tbody>
</table>

### Resources for Gifted Students

<table>
<thead>
<tr>
<th>What Happens When...</th>
<th>Answer</th>
</tr>
</thead>
<tbody>
<tr>
<td>You seem to finish all the self-directed work assigned to in the first day of blended learning.</td>
<td>Check to see if there are enrichment options in the student folders or family resource folders in Schoology. If not, reach out to your teachers and they can collaborate on activities to keep you learning and engaged.</td>
</tr>
<tr>
<td>The assignments you are given seems like work you know how to do.</td>
<td>Enrichment plans can be developed to meet your varied needs. You can participate in different measurements of learning in the first weeks of school to help your teacher determine how to address your learning needs. Please reach out to your teacher if the work you are asked to do is not challenging.</td>
</tr>
<tr>
<td>You seem to be having a difficult time with transitions, schedules and managing the structure of this new environment.</td>
<td>Review the sample schedules and guide in this guide as a foundation for developing your blended learning schedule, consider adding in breaks, and additional check-ins and hard stop times for each subject, to help build a predictable routine. Reflect on the schedule weekly and share feedback with your teachers.</td>
</tr>
</tbody>
</table>

### Resources for English Learner Students

#### Frequently Asked Questions for Language Support

<table>
<thead>
<tr>
<th>How Do I...</th>
<th>Answer</th>
</tr>
</thead>
<tbody>
<tr>
<td>Access CPS website information in my home language?</td>
<td>At the top of the screen, you should see a colorful “G” and “select language.” You can choose, Spanish, Arabic, or French from the dropdown box.</td>
</tr>
<tr>
<td>Get general help from someone who speaks my language?</td>
<td>Call one of the CPS language hotlines and leave a voicemail with your question, name, child’s school, and phone number: Spanish: (513) 363-3251 or (513) 363-9827 Arabic: (513) 363-1467 French: (513) 363-1467 Nepali: (513) 363-3745 Other: (513) 363-3251</td>
</tr>
<tr>
<td>Learn how to use the technology resources?</td>
<td>Translated videos for parents can be found bit.ly/CPSVideo-ESL</td>
</tr>
<tr>
<td>Support my child’s distance learning tasks when I can’t understand the language?</td>
<td>Call, send an email, or other message to the teacher and/or ESL teacher to ask for help. You can also call one of the voicemail numbers above, and the staff member will help you contact the teacher.</td>
</tr>
<tr>
<td>Receive mailings and calls in my home language?</td>
<td>Make sure the school has your “home language” in Powerschool listed as the language in which you want to receive information. You can call the school or one of the voicemail numbers above to make sure the correct language list is listed for your family.</td>
</tr>
<tr>
<td>Ask for what I need in the school office if no one else speaks my language?</td>
<td>Write this phrase on paper or on your phone, and show it to the secretary: “Please use the telephonic interpreter service for me to communicate with you. I speak (write your language).”</td>
</tr>
<tr>
<td>Contact transportation?</td>
<td>Call (513) 363-RIDE. If you need an interpreter, please say to the person who answers: “I need an interpreter for this call. My language is ______.”</td>
</tr>
</tbody>
</table>
Academic Calendar

Use this link to find printable, one-page versions of Cincinnati Public Schools’ school year calendar, highlighting dates for such items as school holidays, winter and spring breaks, and end-of-quarter days. Available in English, Spanish, French and Arabic.

www.cps-k12.org/news/calendar/print-calendar-links

How We Support Our Teachers

Educators who work with you in Cincinnati Public Schools are lifelong learners. We want to make sure that your teachers are educated in the best teaching practices to ensure you are successful. Teachers receive ongoing support through Professional Development. Areas include, but are not limited to, Schoology and PowerSchool best practices, district-adopted curriculum training, our CPS Distinguished Educator Program and best practices to ensure the best learning outcomes for you.

We’ve added an additional support to meet the specific challenges of the 2020-2021 school year, while ensuring you receive the best instruction:

- Schoology Courses and Templates
- Created by blended-learning and digital-design experts from the University of Cincinnati and Bowling Green State University, in partnership with CPS’ Curriculum and Instruction Department
- All students will use these courses and content, regardless of teacher or school

Professional Development Dates

- August 17-21 Opening Week (No Students)
- Professional Release Days (No students)
  - September 28, 2020
  - January 11, 2021
  - March 8, 2021
- Ongoing, self-paced distance-led virtual trainings throughout the school year

CPS Pacts for Learning

Cincinnati Public Schools’ students, families and staff agree — Pacts are great for setting up the best learning possible for you to reach graduation ready for the 3E’s - Employed, Enlisted or Enrolled.

Pacts are formal agreements to work on learning goals and focus on building partnerships and relationships among students, teachers and families to accomplish goals together.

You can build the pact together with your teacher.

Student Pact for Learning

bit.ly/StudentPact

Family Pact for Learning

bit.ly/CPSFamilyPact

Staff Pact for Learning

bit.ly/CPSStaffPact
Cincinnati Public Schools
Curriculum and Instruction Department
P. O. Box 5381
Cincinnati, OH 45201-5381

PREPARING STUDENTS FOR LIFE
Through Academic Achievement
Personal Well-Being
Career Readiness

BACKPACKS ON
LAPTOPS OPEN
FUTURES BRIGHT!