



Dear 2020-21 BACC Students and Parents:

Hello from Bloomington Area Career Center (BACC)—as with all schools, we have been planning for the 2020-21 school year. Here are several items we would like to share with you regarding our programs for the upcoming school year. Please know that these plans are fluid and could change as changes come forth from the Illinois State Board of Education and our member districts. Satellite campus sites (Heartland Community College, Normal West High School, Laborers' Training Facility-Stanford, Hairmaster's Cosmetology and Barbering School, and Tri-Valley High School) may have additional or different guidelines per each individual site.

Our mission is to provide a safe environment for students and staff in order to develop skills for student growth and to provide a pathway to career and college readiness.

Please review all of the information throughout the entire document.

We look forward to working with our students and families this year!

Sincerely,

Tom Frazier, Director

**Safety** Measures Being Taken at BACC programs on the Bloomington High School campus:

- Facemasks will be required of all students and staff. Facemasks will need to be worn covering mouth and nose. Masks will be available for students and provided to staff. Research shows that cloth face coverings reduce the spray of droplets when worn over the nose and mouth.
- Efforts will be made to social distance of 6 feet. Not all labs/classrooms have space to allow for 6 feet of distancing.
- Parents/families will be required to self-certify temperature checks and wellness checks before attending BACC each day per their home school policy. BACC may also take temperature checks at the door, specifically if students are starting their school day at BACC.
- Outside visitors will have limited access to BACC.
- Hand sanitizing stations will be added throughout the BACC.
- District 87 is implementing additional sanitation and cleaning measures daily.
- Each classroom will have additional cleaning and sanitizing supplies.
- BACC will have directional hallways with signs directing students. Staff will also assist in entry and exit from classrooms and the building, as well as exit/entry into member school busses.
- Field trips during first semester will be limited to virtual field trips.
- Guest speakers will be limited to Zoom presentations/discussions.

**BACC Schedule:**

- BACC will be open for student in-person instruction on Monday, Tuesday, Thursday and Friday each week. Students will be assigned to attend two days per week, based on the home high school they attend. Our class section times will remain the same as in past years.

<b>Schedule for School Attendance</b>	
Monday and Tuesday (Remote Learning Wednesday, Thursday and Friday)	Bloomington Calvary Clinton El Paso-Gridley Fieldcrest Le Roy Lexington Ridgeview Tri-Valley U-High
Wednesday (all)	No in-person instruction. Remote instruction only.
Thursday and Friday (Remote Learning Monday, Tuesday, and Wednesday)	Blue Ridge Central Catholic Heyworth Normal Community Normal West Olympia

- BACC will NOT have in-person learning on Wednesday of each week. Wednesday will be a remote learning day. In addition, teachers will have office hours for personal or group assistance, additional communications, and support services.
- Schools have changed their schedules in numerous ways. BACC works with sixteen different high schools. With this combination, we realize that some students will not be able to attend daily, or be in attendance for the full time period of our class. BACC teachers and staff are preparing for this challenge.

### **Blended/Hybrid Learning and Instruction:**

- Students and families also may have health and safety concerns for a variety of reasons, and may not want to participate with “in-class” instruction. BACC students will be able to make a decision for the first semester to learn remotely (online) only, or come in person (see next section).
- Students choosing remote learning may have limited opportunities due to lack of accessibility to labs, equipment and skill development instruction. **These limitations may include not being able to earn dual credit or certifications offered.**
- Teachers will be attempting to live stream classroom instruction and discussion where and when possible to assist remote learners and varying school schedules. This will allow instructors to interact with students in the classroom, as well as those engaged in remote learning. The live streaming of instruction **MAY** be recorded by BACC. Every effort will be made to **ONLY** show the instructor during the live streaming instruction. Recording of any live streaming instruction is prohibited for all students/participants. Teachers may record lab demonstrations **and/or lectures** while providing instruction, showing only the skill being demonstrated. Teachers may post these recordings on their Google Classroom or similar page to be accessible for students.
- BACC is attempting to maintain dual credit and certification opportunities for students. These opportunities are of high value—but much of this work requires accessibility to some of our labs, equipment, and clinical sites. Dual credit and certification opportunities could change or be limited based on Covid-19 restrictions. In addition, with dual credit, we need to ensure that we are meeting the standards and outcomes expected by our community college partners.
- Each BACC student on the BHS campus will be issued a @district87.org google account to engage in blended or remote learning. Google classroom applications will be used.
- On days students are in attendance at BACC, instructors will focus on skill and lab components of the program. Remote days, or days students are not in session will focus more on theory concepts of learning.
- Grading will occur as indicated in program syllabi. Teachers will share grading expectations with students.
- Attendance in-person and/or remotely will be instrumental for student success. Students learning remotely will need to check in with instructors for attendance recording, or will be marked absent.

## Students Needing Remote Learning:

As a result of the COVID-19 pandemic, Bloomington Area Career Center (“BACC”) recognizes that there are some students and families who, for various reasons, choose or be assigned to remote learning for the upcoming school year. Please be aware that, during the 2020-2021 school year, all school and learning plans are subject to change with limited or no notice due to the fluidity of the situation during the pandemic.

Teachers will live-stream classroom instruction and discussion when possible, which may allow instructors to interact with students present in the classroom and those engaged in remote learning from time-to-time. **These live classroom sessions MAY be recorded by BACC, and MAY be accessible or viewable after contemporaneous transmission, at the discretion of District officials and classroom teachers as ongoing conditions may warrant.** Parents whose children are in remote learning shall bear responsibility for assuring their children are timely and available for remote learning video. Families choosing remote learning must be aware that opportunities for student participation may be limited due to lack of accessibility to labs, equipment and skill development instruction.

Teachers may record lab demonstrations while providing instruction, but will only show the skill that is being demonstrated. These recordings may be posted on Google Classroom, or a similar interface that is accessible for students learning remotely. Each BACC student shall be issued a @district87.org Google account to engage in remote learning. Any student who opts for remote learning will receive further instructions and information prior to the student’s first day of instruction by remote transmission.

I elect to enroll \_\_\_\_\_ (STUDENT NAME) in remote learning for the first semester of the 2020-2021 school year at BACC. By submitting this form, I understand all of the following are true:

- By electing remote learning, I understand I will be opting out of in-person learning for my student for the entirety of the first semester of the 2020-2021 school year.
- By electing remote learning, I understand I do not waive any of my student’s rights with respect to education. Students participating in remote learning continue to have certain rights as set forth in the Family Educational Rights to Privacy Act (FERPA), Illinois School Student Records Act (ISSRA), 504 of the Rehabilitation Act, Americans with Disabilities Act, and under the Individuals with Disabilities in Education Act. Election of remote learning option during the 2020-2021 school year will not operate to deprive my child of rights otherwise afforded in-person students under the law.
- I understand my student, by electing to participate in remote learning, may have limited opportunities due to limited accessibility to labs, equipment and instruction for skill development.
- By selecting remote learning, I understand my student is still required to attend classes and that failure to do so will result in the student being ‘absent’ for purposes of Illinois School Law.
- By selecting remote learning, I understand all disciplinary rules remain in effect and that my student is subject to discipline for disrupting the remote learning environment in the same extent that discipline would be imposed for disruption of a traditional classroom.
- I understand that classes are not to be recorded by me or my child, and that recording a class session may violate the Illinois Eavesdropping Act, and distributing or publishing in-class content may subject the person who recorded the class to civil or criminal liability.
- I understand that my election of remote learning for the semester is a commitment for the whole semester, and that I may not revoke or return my student to in-person instruction during the first semester of the 2020-2021 school year.

Families will need to complete the form on the BACC website to request Remote Learning Only. The option to choose remote learning can be found on our website, [www.district87.org/bacc](http://www.district87.org/bacc). This form needs to be completed by August 14<sup>th</sup>.

### **Communications:**

- BACC will use the following communication tools:
  - Skyward Message Center
  - Remind Communication App
  - Google Classroom
  - Email
  - [www.district87.org/bacc](http://www.district87.org/bacc)
  - Phone Calls
  - SchoolMessenger recorded calls
  - Zoom video calls
  - Bloomington Area Career Center social media sites

### **Program Specific Information:**

Each program may have specific guidelines or procedures due to Covid 19. Please watch for further information for program specific information.

### **Questions:**

We anticipate you have questions after reading this document. Please email us your questions at [contactbacc@district87.org](mailto:contactbacc@district87.org). We will post questions and answers on our website.