

K-5 Sample Schedules in Distance Instructional Models

Distance Instructional Models

As schools in the U.S. imagine or plan for extended time out of school, we see three models emerging:

- 1. Digital Model** (more frequent in 1:1 device contexts or where online software is already in use; similar to online courses)
 - Instructional delivery takes place on a platform (can be whole group or small group)
 - Students log on virtually at a given time to participate in the lesson in live-time
 - Students complete follow-up work and submit assignments electronically
 - Teacher monitors student work through the platform
- 2. Analog Model** (more frequent in larger school systems with students in diverse contexts)
 - Hard copy textbooks or work packets
 - Teachers make group or individual calls (typically phone calls) to students to check in on work
 - Teachers maintain records of student completion of work independently at the end of the leave
- 3. Hybrid Model** (more frequent when at least half of the student population has internet access)
 - Some digital/video platform (i.e. Zoom, Skype, Google Hangouts) for a daily “class,” using the materials teachers are already planning to use
 - Students submit homework/classwork to their teachers through a variety of channels (i.e. texting pictures, uploading to Google Drive, OneNote, etc.)
 - Teachers track and record student completion and mastery (i.e. daily grade) through an electronic gradebook or student information system (so principals can monitoring delivery)
 - Teachers maintain an open electronic chat function with students (i.e. private Facebook group, Google Groups) throughout the day
 - Teachers check in one-on-one with a caseload of students or students who were not able to join the class through various channels (i.e. phone, FaceTime) to review their homework, talk through hard questions, prepare them for the next set of assignments, and ensure they are still progressing

In all of these models, the **goal is to leverage your existing Tier I instructional materials as much as possible** to ensure students continue to work with grade-level content.

K-5 Sample Structure - Analog Model	
ELA Daily Student Work (K-2: 1 hour 10 minutes daily; 3-5: 1 hour daily)	Math Daily Student Work (K-5: 50 minutes daily)
<p>K-2: Foundational Skills & Reading Fluency</p> <ul style="list-style-type: none"> • 30 minutes of foundational skills practice of previously learned skills through worksheets/workbook • 15 minutes of reading practice with decodable readers and/or fluency packets (grade 2) <p>3-5: Reading Fluency Practice</p> <ul style="list-style-type: none"> • 20 minutes of reading fluency practice with grade--level fluency packets <p>Core Reading</p> <ul style="list-style-type: none"> • K-2: 20-30 minutes of reading grade-level texts and discussing/writing responses to text-dependent questions with the support of an adult • 3-5: 40 minutes of reading grade-level texts and responding to text dependent questions provided. <p><i>For more specific guidance, please see the K-5 Analog Model content specific recommendations document.</i></p>	<p>K-5: Math Fluency Practice</p> <ul style="list-style-type: none"> • 10 minutes of math fluency practice with games, worksheets, and/or other materials <p>K-5: Warm Up</p> <ul style="list-style-type: none"> • 10 minutes of working through a warm-up problem provided via worksheet <p>K-5: Math Concept and Practice</p> <ul style="list-style-type: none"> • 30 minutes of content practice through worksheets/tasks <p><i>For more specific guidance, please see the K-5 Analog Model content specific recommendations document.</i></p>
Family Role	Teacher Role
<ul style="list-style-type: none"> • Provide your student with a space to engage in their work. • Create a schedule for your student that includes time for them to work on their assignments and take breaks throughout the day. • Support your students as needed with the assignments. <p><i>For K-2 Students...</i></p> <ul style="list-style-type: none"> • Most tasks will require adult support to engage in or complete. 	<ul style="list-style-type: none"> • Create packets, handouts, and physical assignments from your curriculum materials and consumables to distribute to students. • Ensure students have the materials they need to engage in learning. • Create guidance for families to help them support their student on the assignments. • Make group or individual phone calls to check in on student work and provide assistance.

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K-5 Sample Structure - Hybrid Model	
ELA Daily Student Work (K-2: 1 hour 10 minutes daily; 3-5: 1 hour daily)	Math Daily Student Work (K-5: 50 minutes daily)
<p>K-2: Foundational Skills & Reading Fluency</p> <ul style="list-style-type: none"> 30 minutes of foundational skills practice & new learning with videos of phonics instruction 15 minutes of reading practice with decodable readers (K/1) and/or fluency packets (2nd grade) Students record themselves reading and have to upload to a designated site <p>3-5: Reading Fluency Practice</p> <ul style="list-style-type: none"> 20 minutes of reading fluency practice with grade-level fluency packets Students record themselves reading and have to upload to a designated site <p>Core Reading</p> <ul style="list-style-type: none"> K-2: 20-30 minutes of reading grade-level texts and discussing/writing responses to text-dependent questions with the support of an adult Students submit their work digitally to a designated site 3-5: 40 minutes of reading grade-level texts and responding to text-dependent questions provided. Students submit their work digitally to a designated site 	<p>K-5: Math Fluency Practice</p> <ul style="list-style-type: none"> 10 minutes of math fluency practice with games, worksheets, and/or other materials <p>K-5: Warm Up</p> <ul style="list-style-type: none"> 10 minutes of working through a warm-up problem. Teachers record videos introducing the problems and how to work through them <p>K-5: Math Concept and Practice</p> <ul style="list-style-type: none"> 30 minutes of content practice through worksheets/tasks <ul style="list-style-type: none"> Teachers have narrated PowerPoint materials that introduces the day’s concept OR convene students in an online webinar to work through the problems together <p><i>For more specific guidance, please see the K-5 Hybrid Model content specific recommendations document.</i></p>

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Family Role	Teacher Role
<ul style="list-style-type: none"> • Provide your student with a space to engage in their work. • Create a schedule for your student that includes time for them to work on their assignments and take breaks throughout the day. • Support your students as needed with the assignments • Ensure your child has access to needed technology and support them with use. <p><i>For K-2 Students...</i></p> <ul style="list-style-type: none"> • Most tasks will require adult support to engage in or complete. 	<ul style="list-style-type: none"> • Create packets, handouts, and physical assignments from your curriculum materials and consumables to distribute to students. • Develop videos of instruction and/or other digital materials for students to engage in. • Monitor and review student work submitted and provide feedback to students. • Convene webinars/digital meetings with students to support them on their work. • Ensure students have the materials they need to engage in learning. • Create guidance for families to help them support their student through the assignments. • Make group or individual phone calls to check-in on student work and provide assistance.

K-5 Sample Structure - Digital Model <i>We do not recommend the use of a fully digital model for K-2 students unless there are specific software programs your students are already familiar with and have worked with in class. Otherwise, K-2 students should engage in either a hybrid or analog learning.</i>	
ELA Daily Student Work (K-2: 1 hour 10 minutes daily; 3-5: 1 hour daily)	Math Daily Student Work (K-5: 50 minutes daily)
3-5: Reading Fluency Practice <ul style="list-style-type: none"> • 20 minutes of reading fluency practice with grade-level fluency packets 	K-5: Math Fluency Practice <ul style="list-style-type: none"> • 10 minutes of math fluency practice with online software

<ul style="list-style-type: none"> Students record themselves reading and upload recording to a designated site <p>Core Reading</p> <ul style="list-style-type: none"> 3-5: Students engage in a digital lesson using Google Hangouts, Zoom, or some other system to convene students <p><i>For more specific guidance, please see the K-5 Digital Model content specific recommendations document.</i></p>	<p>K-5: Warm Up/Concept and Practice</p> <ul style="list-style-type: none"> 3-5: Students engage in a digital lesson using Google Hangouts, Zoom, or some other system to convene students <p><i>For more specific guidance, please see the K-5 Digital Model content specific recommendations document.</i></p>
Family Role	Teacher Role
<ul style="list-style-type: none"> Provide your child with a space to engage in their work Support your student with technology and ensure they are online at the appropriate time Support your students as needed with the assignments 	<ul style="list-style-type: none"> Prepare for instruction using your curriculum and make adaptations for a digital learning environment Develop the materials you need for your lesson, including setting up ways for students to respond to questions digitally Communicate with families about the specific schedule for classes Review student work for completion and feedback