

I BLOCK Handbook

Lexington High School

Lexington High School I Block Purpose Statement

In order to promote an environment that fully addresses and supports the overall well-being of the Lexington High School community, I Block will provide a systematic opportunity for students to access interventions and supports such as:

- Focused Extra Help/Skill Development
- Social Emotional Support
- Homework, Classwork and Make-up Work Completion
- Group Projects
- Peer Tutoring
- Enrichment Opportunities

While I Block may diminish the need for after school help, it may not eliminate the need for focused help with a teacher. This is particularly true for students who may need to make up work that requires specialized settings or equipment.

I Block Structure

The LHS block schedule includes:

- Monday: a 27-minute Homeroom / I Block Scheduling Period (9:23 - 9:50 AM)
- Tuesday, Wednesday, Thursday: a 46-minute I block (12:45 - 1:31 PM)

I Block Scheduling

Homeroom (Monday): Each week students will discuss individual options and needs with their Homeroom educator prior to scheduling how the I Block periods will be utilized for the week. Students and teachers will use a web-based program called *Enriching Students* to identify the intervention/support/activity they will participate in during each I Block.

***Note:** Homeroom will continue to serve the function of delivering announcements and other communication as well.

Scheduling Process

- Educators have the ability to pre-schedule a student to an I Block intervention (extra help, make up exam, etc.).
- Educators are strongly encouraged to include a comment in *Enriching Students* about the nature of the pre-scheduled request (make up lab, extra help, test review, etc).
- Prior to the homeroom scheduling block, students are encouraged to speak directly with their teacher to be pre-scheduled.
- Pre-scheduled requests by educators for support/intervention take priority over student requests for enrichment.
- Homeroom educators will confirm pre-scheduling requests with students.
Note: In *Enriching Students*, scheduled appointments can only be changed by the homeroom educator or the educator with whom the student is scheduled.
- If a student is absent on the day of homeroom, the homeroom educator will schedule the student for the week based on teacher pre-scheduled requests, student needs, and availability of current teachers.

***Note:** Grade level assemblies and events will be scheduled into the *Enriching Students* software as pre-scheduled locked appointments by an administrator.

I Block (Tuesday, Wednesday, Thursday): Each week students will be booked into a variety of supports or activities for I Block periods across various locations on campus. During the I Block period, students should be engaged in the activity and will be held accountable for an appropriate level of participation.

I Block Student Schedule: Students are responsible for knowing their I Block schedule by logging into their *Enriching Students* account.

No School on a Monday:

- Scheduled - the previous homeroom period will be used to schedule students for a two-week period.
- Unexpected school closings (i.e., a snow day) - students will be expected to attend homeroom on Tuesday *during I Block*. Students will remain in homeroom to book the remaining I Blocks for the week and to engage in guided learning.

Internet Failure

- In the unlikely event of internet failure during homeroom, educators and students will attend homeroom during I Block on the following day. The scheduling process will occur at that time.

I Block Expectations for Students

- ALL students, **including those with open campus**, will be required to attend Homeroom and I Block in their scheduled location for each day.
- Students are expected to attend and be engaged during I Block.
- Attendance will be taken and monitored. Students are expected to be on time and to remain in their booked I Block location after arriving.
- Educators will address student absences directly with the student and report repeated absences or concerning patterns of behavior to the student's Dean
- Students may only use electronic devices for educational purposes with approval from the educator.
- Students are expected to adhere to all school-wide behavioral expectations during I Block.

Note: Students absent from homeroom on Monday are expected to log into *Enriching Students* to find their I Block schedule for the week and are expected to attend those blocks assigned.

I Block Guidelines for Student Engagement

Focused Academic Help

While specific supports may vary by subject, course, or grade level, students may work with educators to:

- Clarify assignments given by a teacher.
- Understand concepts that have been presented in class.
- Comprehend assigned reading material.
- Practice fundamental skills necessary for success in a particular class.
- Practice fundamental skills necessary for social emotional growth.
- Develop research formats for projects.
- Work on major projects (individual or group).
- Receive assistance with incomplete homework assignments.
- Complete tests or other assessments.
- Confer with an educator to advance their studies.

Guided Learning

Students not needing direct interaction with a specific subject-area educator are expected to use I Block as time to:

- Work on long-term projects.
- Work on collaborative (group) projects.
- Complete homework and classwork (assignments).
- Complete extension or enrichment activities.

Physical Education

In order to provide ALL LHS students with the opportunity for physical activity, students have the opportunity to participate in physical activity through I Block. Phys Ed. teachers will engage

students in physical activity that is connected to the current curriculum. The gymnasium, field house, fitness room, and dance center are available for the following purposes:

- To make up classes missed due to excused absences.
- To review or refine skills addressed during regularly scheduled classes.
- To engage in physical activity that promotes good health and fun.

Students can choose to meet with their Phys. Ed. teacher or choose from a menu of Phys. Ed. specific options (Badminton, Volleyball, Basketball, Strength and Conditioning, Yoga, etc). Menu options can be viewed on Enriching Students and are likely to change periodically.

Phys. Ed. bookings will range between 50-100 per I Block depending on student need and available options. Priority will be given to students who need to make up classes due to excused absences. All use of the Phys. Ed. spaces will be overseen by a Phys. Ed. teacher.

Library

In order to provide ALL LHS students with the opportunity to consult with the Librarians, students have the opportunity to access the Library during I Block. The Library is available for the following purposes:

- To research, study, or to access computers to work on coursework.
- To access research tools and hard copy resources.
- To work on group projects.

Please note that use of the Library during I Block is strictly for Academic purposes. Librarians and Media Specialists have the option to limit access to students who do not use the Library appropriately during I Block.

Commons (Upper Class Guided Learning)

In order to provide upperclassmen (11th & 12th graders) with a more flexible learning space, consistent with the developmental progression put forth in the LHS Grade Level Goals and Assets, the Commons will be made available to upperclass students ranging between 50-100 per I Block. Students will be provided a fair amount of autonomy to structure their learning in an environment that fosters independence, so long as it does not interfere with the learning of those around them. An administrator will oversee this group learning space.

Seniors

LHS believes it is important to foster a culture of independence as Seniors near graduation and their transition into adulthood. To that end, Senior I block expectations may be adjusted at the discretion of the Principal during the days leading up to graduation, taking into consideration the senior classes' I block attendance, discipline, citizenship, as well as their overall leadership characteristics and contributions to the LHS community.

I Block Norms and Guidelines For Educators

In order to provide a systematic opportunity for students to access interventions and supports, all educators will:

- Help students prioritize I Block needs;
- Schedule students in a fair and equitable fashion by being mindful of the order in which they are scheduled;
- Be respectful of students and their colleagues by limiting extensive/continuous booking of particular students or groups of students;
- Email students their I Block schedules through the *Enriching Students* software at the conclusion of HR;
- Take attendance and note the level of student engagement in the *Enriching Students* software;
- Monitor and support students in Guided Learning blocks to ensure students are actively engaged.
- Address student absences directly with the student and report repeated absences or concerning patterns of behavior to the student's Dean

Pre-Scheduling

- In order for homeroom educators to confirm I Block locations, educators will pre-schedule/request students prior to Monday's homeroom.
- Members of the Student Support Team (Dean, Counselor, Social Worker, Liason, etc.) may pre-schedule/request a student with a classroom teacher as a proactive Tier 1 intervention. In such cases, the Student Support Team member will either leave a comment in *Enriching Students* or email the teacher directly prior to Monday's homeroom.

Homeroom Scheduling

- Homeroom educators will review and discuss pre-scheduled requests with students.
- In the absence of pre-scheduled requests, educators will consider the following flow when scheduling students into I Block locations :

