

## Continuity of Education Plan

School District	Clarion-Limestone Area School District
Superintendent	Mrs. Amy J. Glasl
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Goal of Plan
<p>The Continuity of Education Plan provides several options to choose from to ensure that students continue to receive a quality education. Those options include planned instruction, enrichment and review, or a combination of both. The Clarion-Limestone Area School District has elected to provide learning activities, lessons, and resources to our students by utilizing the enrichment/review option for all students during school closure. We will meet the state’s mandate of providing a free and appropriate public education for all. A “pilot” planned instruction (PI) will occur from May 11-22. This will be piloted K-12 to discover the needs of our student population for full PI in the fall or at any other time it is necessary.</p>

Overview of Plan
<p>The district’s continuity of education plan focuses upon providing enrichment and review opportunities for students by providing materials, resources, and direction from teachers through both online resources and also physical paper folders for those who do not have electronic access. A “pilot” planned instruction will occur for two weeks in May. Teachers have put in time to develop and produce resources, materials, and to provide direction in relation to access for students during this time.</p>

Expectations for Teaching and Learning
<p>Teachers are expected to develop weekly lesson plans and encourage their students to take part. Teachers will communicate with students and parents on a weekly basis providing feedback and guidance. Staff is also required to communicate with administration by completing weekly logs outlining their progress for the week. Students are highly encouraged to be engaged in the enrichment activities to continue to make academic progress. Students will be learning through online documents and resources or printed packets.</p> <p>Teachers should communicate by grade level/dept during the April 23 professional development day to prepare a Post-COVID and Pre-COVID skill list that will be shared with the parents. Include links to online resources that a student or parent could access to learn more. One template per course will need to be shared via the Google Drive. The template that will be shared is the one that teachers MUST use when preparing this information. Make a copy of the template for each course that you teach, and name it [course skills] ex: mathgrade3skills -OR- geometryskills</p>

The skill list for each course must be submitted to Richard Cumpston at [rjcumpston@clasd.net](mailto:rjcumpston@clasd.net) NO LATER than noon on Monday, April 27th. For courses with multiple teachers, divide and conquer as only one template should be submitted per course. \*Please submit them as soon as they are finished!!\* The parent access to these materials will go Live on the website on Tuesday, April 28th. A K-12 planned instruction will be piloted for future emergency situations. Instruction will begin May 11 and run through May 22 Teachers will teach NEW skills as identified in Phase 4 as follows: - K-6 teachers will teach 2 new skills in ELA and 2 new skills in math - 7-12 teachers will teach 1 new skill per course each week. May 7th will be a teacher workday.

#### Communication Tools and Strategies

Students and parents may be contacted via email, School Messenger Calls, Google Classroom, Google Meet, Zoom, cell phones, Remind, etc. Our school website will be utilized to provide all important documents and additional information.

Teachers must personally provide instruction in some manner (i.e. Google Classroom, See Saw, podcast, video link, etc.) Please communicate with your parents and students that they should feel free to reach out to you if they are in need of more one-on-one assistance. Teachers feel free to tutor or respond to student requests regarding the new skills being taught.

#### Access (Devices, Platforms, Handouts)

Teachers will contact students and parents via email, phone and classroom apps. Handouts will be created and utilized by classroom teachers. Handouts will be content and grade specific. Some students have access to computers or devices in their homes. Students who do not have access to a device or Internet in the home are encouraged to use paper and pencil to write their answers down. Paper packets will be provided by the school if requested. These will be delivered by school buses during weekly food deliveries or at the school by permission.

If a student does not have access and has previously requested a paper packet, please make other arrangements to provide instruction as needed. This will likely be a phone call tutorial through the new content. (Again, we are trying to pilot this to identify strengths and areas of need.)

#### Staff General Expectations

Teachers will communicate with students and parents. Teachers will create or use existing resources to encourage review and enrichment based on student needs with new activities shared each Monday. For paper and pencil tasks, students can write their answers to worksheets on plain paper. Work will not be handed in nor graded. If necessary, packets of such activities will be provided to those who request them. Files are to be sent to the building principal for copying and distribution. Teachers are encouraged to offer hands-on and real life learning activities for review and enrichment such as: keep a journal, make multiplication cards for review, make a board game for a story you read, etc. Teachers will be available during established "office hours". Continual attempts will be made to engage students who are not participating in review or enrichment activities. Teachers will review grades for all students and contact all students who are in danger of failing (based on the first 3 quarters). Teachers will also contact the students and parents to inform them of the makeup work option - ONLY for students who would otherwise fail the course.

During the Phase Five two weeks (May 11-May 22) - weekly templates will be submitted as a record of your instructional plan and using your communication log, please document the students you taught and any students or families that you personally assisted during this phase. The week of May 25 - please do a final, personal check in with families and students and submit the parent communication log one last time. There will be no instruction the week of May 25. This time will be used to finalize grades and complete progress monitoring. Elementary Specials teachers, paraprofessionals, and secretaries will be assigned some specific tasks during the last three weeks of school.

#### Student Expectations

Students are to access the district website for recommended sites for enrichment and review or request materials if they do not have online access. Students are to communicate with their teacher(s) at least weekly. They are to review the work they completed through the year. They are being asked to READ for at least 20 minutes each day. After the teachers review grades for all students and contact all who are in danger of failing (based on the first 3 quarters) students and parents will make the decision to opt in or out of the makeup work option - ONLY for students who would otherwise fail the course.

#### Attendance / Accountability

During this unprecedented time, we acknowledge the challenges and difficulties that may keep you from engaging in continuing education, but we are here to support you the best that we can. We strongly encourage engagement with the teachers and the resources, but it is ultimately your decision. Students will not be penalized if they do not participate.

#### Good Faith Efforts for Access and Equity for All Students

In an effort to meet the needs of all the students in a fair and equitable manner, the district is implementing a plan to address the needs of all learners. The educational opportunities being provided to all the students is consistent with guidance issued by the U.S. Department of Education affording public schools "flexibility" in these unique circumstances. Students will continue to have the rights regarding a free appropriate public education provided to them under the federal law.

The Clarion-Limestone Area School District plans to initiate temporary, pandemic related changes to the educational program and placement of students. During this time, students will be provided virtual and/or paper-pencil activities to continue to receive access to their special education and related services. These changes are temporary and will not change or affect the programming specified in the current IEP. That programming will resume as outlined in the IEP once school reopens.

The district initiated a School Messenger Call alerting all parents in the district to an email which was sent out explaining the next phase of the enrichment/review program. If teachers were knowledgeable of any students who did not have access to the internet, the teachers will send their packets to the administration to be copied and delivered to the family

### Special Education Supports

In accordance with the Continuity of Education Plan at CL, students with disabilities enrolled at the Clarion-Limestone Area School District will have access to their case managers twice weekly. In addition, classroom paraprofessionals will reach out to students an additional time weekly in order to check on accommodations, support, or issues of access to the enrichment materials offered by case managers and/or inclusionary support. Students that require one on one assistance will have contact daily from support staff in order to ensure that a desire to participate in enrichment activities can be supported without delay. Students that require mental health services will have additional contacts by the School Psychologist, Guidance Counselor's, or School Social Worker in order to ensure mental health support even if they are not choosing to take advantage of the enrichment and review activities.

The district will continue to provide FAPE and related services necessary to ensure equitable participation in enrichment and review activities. Case managers, support staff and related service providers will keep a weekly log which will be submitted to the Director of Special Education for review. The log will include all contacts made with the student and or parent. The Director of Special Education will follow up with the parents regarding any concerns.

### EL Supports

The C-L School District does not currently have ESL students.

### Gifted Education

The Gifted Education Teacher will be supported by a high school and elementary support staff. Together, these three staff members will provide multiple contacts weekly to students with GIEP's in order to ensure that additional enrichment and review activities are provided where appropriate. The Gifted Education Teacher will have office hours to ensure smooth communication with parents and students. It is understood that many students who receive gifted services may take advantage and require differentiated enrichment opportunities. The two support staff will assist with determining what is desired by students and families of students within the gifted education program and collaborate with the Gifted Education Teacher to ensure that it is provided.

The Gifted Education Teacher, support staff and related service providers will keep a weekly log which will be submitted to the Director of Special Education for review. The log will include all contacts made with the student and or parent. The Director of Special Education will follow up with the parents regarding any concerns.

### Building/Grade Level Contacts

Amy Glasl: Superintendent

Mel Aaron: Principal, Clarion-Limestone Area High School Principal

Kristie Taylor: Principal, Clarion-Limestone Area Elementary School Principal

Jason Edmonds: Director of Special Education K-12

Max Lowrie: Technology Director for Clarion-Limestone Area School District

Dr. Alex Grey: School Psychologist

Rachel McConnell: Food Service Director

Resource Links

Elem - <https://sites.google.com/a/clasd.net/ehockenberry/parental-support>

HS - <https://sites.google.com/clasd.net/c-lhighschoolresources/home>

Staff-<https://sites.google.com/iu28.org/continuityofinstruction/teachers/self-paced-training?authuser=0>