

# Continuity of Education Plan: Pandemic 2020

Troy Area School District: April 1, 2020

School District	Troy Area School District
Superintendent	Dr. Amy Martell (through April 30, 2020) Mr. Steven Gobble (beginning May 1, 2020)
Address	68 Fenner Ave. Troy, PA 16947
Email/Phone	<a href="mailto:superintendent@troyareasd.org">superintendent@troyareasd.org</a> 570.297.1613
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## Goal of Plan

***The goal of the continuity of education plan is to provide enrichment and review for all students. Planned instruction will be first offered for students enrolled in the Troy Virtual Academy. The district plans to expand planned instruction for subject specific courses in the next few weeks.***

## Overview of Plan

The Troy Area School District believes that educational excellence is an investment in our future. The district will prepare all students with the skills essential to become responsible, productive citizens, and lifelong learners in a rapidly changing global society. Due to the pandemic of 2020, our community and families are faced with the realities of the rapidly changing global society. In order to maintain educational partnerships with the family and community, the Troy Area School district will engage in the continuity of education with the enrichment and review activity options. If the school closure continues through the end of the school year the district may revise this plan to include planned instruction. At this time, the district plans to provide continuity of education with enrichment and review activities. The Troy ASD will begin offering planned instruction for students in the Troy Virtual Academy and will plan to increase offering of planned instruction for subject specific courses in the next few weeks.

### Enrichment and Review Activity Options

Enrichment and Review- consists of informal activities that reinforce or extend students prior learning.

\*These activities help students maintain or extend current academic skills.

\*These activities reinforce and allow students to practice skills but are ***not mandatory for students to complete and not counted towards credit or official academic performance.*** Enrichment and Review: Enrichment and Review consists of informal activities that reinforce or extend students' prior learning. New standards and skills are not addressed through Enrichment and Review.

## Expectations for Teaching and Learning

TASD Informal Education Instructional Plan

1. Monday, March 30, 2020 - Friday April 3, 2020: TASD Staff preparation days.
2. Monday April 6, 2020: Informal instruction formally begins for TASD students.

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## Elementary Education Plan

### Schedule

1. Beginning April 6<sup>th</sup>, 2020: all teachers and administrators will be available via email during regular school hours Monday – Friday for students or guardians who have questions.
2. If questions are specific to the individual lesson, students and guardians are encouraged to email the teacher directly.
3. Teacher should have activities available for students by 8:00 AM Monday mornings. No new teaching will occur at this time. Activities must focus on content that you have already covered this school year.

### Grade-level plans

1. KINDERGARTEN  
Teachers will be posting short videos through class Dojo of some of the lessons we do in the classroom every day. All students will be receiving packets in the mail to work on.
2. FIRST GRADE  
Teachers will be using online websites, as well as, zoom meetings for students to interact with their teachers. They will also be using activity packets for students to work on if they are unable to access the websites or zoom meetings.
3. SECOND GRADE  
Teachers will be using multiple forms of instruction. Online instruction will be done using DOJO. Packets will be sent to those that do not have internet access or a device to use. Zoom will be utilized as an asynchronous/synchronous model with some face-to-face and videotaping occurring. You will be able to communicate with your teachers directly through your DOJO accounts.
4. THIRD GRADE  
Teachers will be using ClassDojo as one of their platforms. Please have your child sign up with the link/QR code your teacher sent you through messages on Dojo. There will also be a packet available as a separate option for this first week. We plan to post assignments weekly. Families may choose activities for the day, as you will be receiving science, social studies, ELA and Math assignments weekly.
5. FOURTH GRADE  
Instruction is self-paced and can be reviewed by the teachers through Dojo or email but it will not be graded for Mastery Connect. We will be offering a weekly calendar on Dojo and it is included in the packet as a checklist, but please know it is ONLY a guide to help structure your day if you are looking for guidance. Additional resources that include a variety of activities sorted by content areas are being provided with enrichment options. We encourage you to work with your children as you see fit!
6. FIFTH GRADE  
Teachers will be posting activities on ClassDojo. Students will use portfolios and messaging features in ClassDojo to communicate back and forth with their teacher. Packets will be provided regularly to families for offline participation.
7. SIXTH GRADE  
Students will have access to online work or packet work. Packet activities may differ slightly from online assignments, but the content will be similar. Students can choose to do online or packet work depending on availability of internet. We will communicate using ClassDojo, email, and Zoom.

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## 8. INTEGRATED ARTS

Parents/Guardians and students can access their Integrated Arts courses online at any time using our website: <https://integratedspecials.weebly.com/> The websites can be accessed on the TASD Troy Intermediate page on the left side menu, listed as "Integrated Arts." This website will have updated information and activities for Integrated Arts classes. The K-2 Unified Arts team will be using the following links to give instruction in Technology, Library, Music, Art, and Physical Education.

TECHNOLOGY [k2technology.weebly.com](https://k2technology.weebly.com)

MUSIC [warriner.weebly.com](https://warriner.weebly.com)

LIBRARY [mrsimbtslibrary.weebly.com](https://mrsimbtslibrary.weebly.com)

ART [troyartchamberlain.weebly.com](https://troyartchamberlain.weebly.com)

PHYSICALEDUCATION [czakotroype.weebly.com](https://czakotroype.weebly.com)

## Secondary Education Plan

### Schedule

1. Beginning April 6<sup>th</sup> teachers and administrators will be available Monday – Friday via email from 8:00 – 3:15 for students or guardians who have questions.
2. Content will be made available on specific days based upon subject area. See the next section below for the schedule.
3. On the day that teacher content is made available, teachers should be available for Zoom "office hours" for at least two hours. The Zoom meeting link should be provided to the students via e-mail and recorded on the zoom meeting log prior to the meeting occurring. Teachers should let the principal or assistant principal know on days that they will be unavailable for this commitment.
4. For questions regarding specific content, families are encouraged to email the teacher directly.
5. Teachers should have activities available in Canvas, via e-mail, or through other means for students by 8:00am on the day their content is made available.
  - Please note, no teaching of new content may occur at this time. Activities must focus on content that has already been covered this school year.

### Content Days

**Content will be presented, and students are to focus on subject area work based on the following schedule:**

1. Beginning April 6<sup>th</sup> teachers and administrators will be available Monday – Friday via email from 8:00 – 3:15 for students or guardians who have questions.
2. Content will be made available on specific days based upon subject area. See the next section below for the schedule.
3. On the day that teacher content is made available, teachers should be available for Zoom "office hours" for at least two hours. The Zoom meeting link should be provided to the students via e-mail and recorded on the zoom meeting log prior to the meeting occurring. Teachers should let the principal or assistant principal know on days that they will be unavailable for this commitment.
4. For questions regarding specific content, families are encouraged to email the teacher directly.
5. Teachers should have activities available in Canvas, via e-mail, or through other means for students by 8:00am on the day their content is made available.
  - Please note, no teaching of new content may occur at this time. Activities must focus on content that has already been covered this school year.

### Content Days

Content will be presented, and students are to focus on subject area work based on the following schedule:

- Monday – Mathematics / Business

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- Tuesday - English Language Arts / Spanish
- Wednesday – Science
- Thursday – History
- Friday – Unified Arts

Troy Virtual Academy Instruction Plan:

Students in the Troy Virtual Academy will resume their coursework as normal beginning on Monday, April 6<sup>th</sup>, 2020. Students who have learning support services will receive assistance through their special education teachers.

## Communication Tools and Strategies

Communication will be through posts on the school website, all call system, and mailed letters. The district uses social media through posts to the website and then on social media platforms including Facebook, Twitter, and Instagram.

## Access (Devices, Platforms, Handouts)

Teachers will send handouts via mail to students.

All content will be accessible on the internet through Canvas, Classdojo, and email.

## Staff General Expectations

### Teacher contacts

- Teachers will be encouraged to try to contact parents through email, Classdojo, telephone, and other means.
- Teachers will be encouraged to keep a log of contacts to families.
- Monitor who is engaging in the material and reach out to those students who are not interacting with the enrichment/ review.
- Make three attempts to contact students and parents. Two of these contacts can be via e-mail and one should be by phone.
- Keep a log of attempts to contact the students and families.

## Student Expectations

### Grading

- There will be no formal grades during enrichment and review
- No child will be penalized for not completing work under this premise

### Elementary Education Plan

- Students are welcome to log into Canvas using their school issued login credentials.
- Once in the classroom students can explore activities.

### High School Education Plan

- Check e-mail daily for correspondence from teachers.
- Complete activities daily provided by teachers.
- Regularly ask teachers questions.
- E-mail peers with questions about content.
- Some teachers may choose to provide content via Canvas. Students are encouraged to log into Canvas or any other platforms as recommended by teachers.

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## Information for Seniors:

For the purpose of continuity of education, seniors initially will receive enrichment and review as all other students. As the school year progresses, we may move into an instructional phase for seniors.

## Information for AP & Dual Enrollment Students:

For the purpose of continuity of education, seniors initially will receive enrichment and review as all other students. As the school year progresses, we may move into an instructional phase for students in AP and Dual Enrollment courses.

## Attendance / Accountability

### Attendance

There will be no formal attendance. The District will be reaching out to students who are not logging in and interacting with the available content.

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

The Troy Area School District will be providing continuity of education during this time of closure. Beginning on March 31, 2020 the following steps will be taken and may be revised based on further information received from Governor Tom wolf, PA Department of Education, US Department of Education, and the Board of Education.

## Special Education Supports

Special Education services / programming:

- Individualized Education Programs (IEPs)
  - As of March 31, 2020, IEPs will be completed in accordance with due dates. Each child's case manager will contact the parent / guardian to arrange a phone conference.
  - Those IEPs that were due to be reviewed during the initial school closure will be completed in a timely manner. Each child's case manager will be reaching out to parents to review individual IEPs.
  - If parents or guardians would like to meet as an IEP team upon the return to school, arrangements will be made. Please let the case manager know of this request.
- Re-evaluation Reports (RRs)
  - RRs not in need of additional data will be completed in accordance with due dates.
  - RRs in need of additional data will include the recommendation that additional data is needed with a Permission to Re-evaluate (PTR) to be issued upon the end of the mandated closure.
  - RRs that included a PTR, will be completed with the recommendation that additional data is needed with an additional PTR to be issued upon the end of the mandated closure.
  - Your child's case manager will contact a parent / guardian to arrange a phone conference.
  - Those RRs that were due to be reviewed during the initial school closure will be completed in a timely manner.
- Initial Evaluation Reports (ERs)
  - ERs that have gathered sufficient data to assist in determining a student's eligibility for special education programming / services under IDEA will be completed with the appropriate recommendation.
  - ERs that do not have sufficient data will remain open. Data collection will resume upon the end of the mandated closure.
- Related Services:

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- The Speech and Language Support Teacher will contact a parent/ guardian to arrange programming exercises/ activities to assist in maintenance of skills. This can be done virtually during the school closure.
- If a parent/ guardian does not agree to virtual SLP services, the TASD will offer the accumulation of the SLP related service hours during Extended School Year.
- The accumulation of Occupational, Physical, Hearing, Vision and O&M, related service hours will all be provided during Extended School Year and/or when the school closure ends.

Chapter 15 Section 504 Service Agreements:

- Accommodations will continue to be provided as outlined in current 504 Service Agreements.
- Service Agreement revisions will continue in accordance with timelines. The director of student services or principal will contact the parent/ guardian to arrange a phone conference.
- For parental requests please contact the office of student services: 570.297.2730.

## EL Supports

English Language Development (EDL)/ English Language (EL) Services:

- The EL Instructor will contact a parent/ guardian to arrange virtual and / or materials to continue to assist in English acquisition and development.
- Parents denying ELD services will need to sign the “English Language Development Parental Waiver Form.”

## Gifted Education

Individualized Education Programs (IEPs) - Gifted Education Programs (GIEPs)

- As of March 31, 2020, GIEPs will be completed in accordance with due dates. The child's case manager will contact a parent/ guardian to arrange a phone conference.
- The GIEPs that were due to be reviewed during the initial school closure will be completed in a timely manner. Each child's case manager will be reaching out to parents to review the GIEPs.
- If parents would like to meet as an GIEP team upon the return, the district can certainly do so. Please let the case manager know of this request.

## Building/Grade Level Contacts

Elementary K-6 Principal: [wrcprincipal@troyareasd.org](mailto:wrcprincipal@troyareasd.org)  
JRSR High School 7-12 Principal: [thsprincipal@troyareasd.org](mailto:thsprincipal@troyareasd.org)  
Student Services Director: [specialeducation@troyareasd.org](mailto:specialeducation@troyareasd.org)  
Technology Director: [rschrader@troyareasd.org](mailto:rschrader@troyareasd.org)  
School Counselor K-6: [tisguidance@troyareasd.org](mailto:tisguidance@troyareasd.org)  
School Counselor 7-12: [thsguidance@troyareasd.org](mailto:thsguidance@troyareasd.org)  
Food Service: [foodservice@troyareasd.org](mailto:foodservice@troyareasd.org)  
Superintendent: [superintendent@troyareasd.org](mailto:superintendent@troyareasd.org)  
Office of Student Services: 570.297.2730

## Resource Links

Digital Course Platform:

Beginning March 31, schools interested in establishing new course offerings or supplementing existing continuity of education programs can subscribe to the online learning platform [Odysseyware](#) and [Edgenuity](#). These online learning platforms provide access to coursework in English Language Arts, math, and many other subjects for

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students in kindergarten through grade 12. This voluntary resource is available to schools and districts without a current system in place, or, for schools and districts looking to supplement their current systems.

### Non-Digital Course Platform:

Public television reaches over 12.4 million Pennsylvanians serving large, diverse, rural, and underserved audiences. PDE has partnered with Pennsylvania's public television stations to provide instructional programming to students through the seven individual Public Broadcasting System (PBS) member stations across the state.

These free resources are available to families and educators. Access station information, programming, and other associated resources by selecting the link: <https://learningathomepa.org/>

### State-Funded Equity Grants:

PDE has allocated up to \$5 million dollars in state funding for equity grants for schools to purchase computer equipment, such as laptops, tablets, and internet hot spots, or to use towards providing instructional materials, such as paper lessons and coursework. PDE will also allocate new federal monies to these grants as the federal appropriations become available. Schools with the highest percentages of students lacking access to resources will be given priority in receiving these grants. Grant applications will be available on April 6 and must be submitted through PDE's eGrants system by April 10.

