

PENNCREST School District, Crawford County, PA

Continuity of Education Plan: March 30, 2020

School District	PENNCREST
Superintendent	Dr. Timothy S. Glasspool
Address	18741 State Highway 198, Saegertown, Pa 16433
Email/Phone	tglasspool@penncrest.org 814-337-1600
Website	www.penncrest.org

Goal of Plan

To provide Planned Instruction, activities, assignments, enrichment activities, grades and support for all students by covering the most pertinent course content standards to complete courses for the 2019-2020 school year by June 9, 2020.

Overview of Plan

This plan has been created to support the diverse family situations that span our school district which geographically covers over 400 square miles with limited internet access. Providing continuity of education for students supports our mission to provide resources and opportunities that challenge students, assess their educational progress, provide a system of support and empower all to become confident lifelong learners.

Expectations for Teaching and Learning

Key concepts needed for future course work will be the priority of enrichment and review. Planned instruction will focus on course content standards which are necessary for progression to future course work.

Communication Tools and Strategies

Each building Principal will put out at least one phone message per week to families, at a time designated by principals. The district and building websites are being updated frequently with information and resources related to PENNCREST's closure www.penncrest.org. The district student information portal, PowerSchool, is also being utilized for grading and communication with students and families. Google classroom is the primary online instructional platform being used by teachers. The building offices will be staffed with 2 -3 socially distancing essential staff, as well, to answer phones in the offices and to compile and make available for pickup hardcopy resources for students without any internet access.

Access (Devices, Platforms, Handouts)

Each PENNCREST student grades 3 – 12 will be given/have access to an iPad. Each PENNCREST teacher will develop weekly instruction, activities, assessments and grades for students to continue current courses. For families with no internet access, hardcopy copy packets will be created and printed out in the buildings for pickup by families. Work will be graded by teachers and grades will be available for students in the future.

Staff General Expectations

- ★ **Communication:** Send out a communication to all parents of your students. State the following: **“On March 30th, the PENNCREST School District opted for continuation of educational services through online/distance instruction during the national COVID-19 pandemic. As your child’s teacher, it is my responsibility to ensure that your child receives the necessary support and access to education during distance/online learning. Since this is an unprecedented event, I am asking for understanding, flexibility, and an open mind. I am certain we can work together and the necessary instruction and support can be provided to best meet the needs of your child during this time. Additionally, the district has moved to a pass/fail grading system which our teachers will work hard to ensure that your child has everything they need to pass. At any time, please reach out to me with questions, concerns, or issues you may have. I will be available to assist in anyway I can.”**

What is the teacher’s role in online/distance Planned Instruction?

- ★ First and foremost, be available for your students and parents
 - Set up a system which you can communicate with your students
 - Set up a system which you can communicate with your special ed teachers
- ★ If you teach pull out/PCA classes: provide instruction through Google Classroom and other digital platforms or through hardcopy as needed
- ★ Skill Work: provide instruction through Google Classroom and other digital platforms or through hardcopy as needed (not busy work)
- ★ Specially Designed Instruction/Accommodations: communicate with the special education teachers, be available, set up platforms to read tests etc...
- ★ Behavior Plan Students: set up some type of tracking system or reward system: extra free time, fun video to watch, student can send you a video, work out a fun reward with the parent, etc.
- ★ Must supply a minimum of 2 COVID 19 grades per class weekly in PowerSchool Grades will be Pass (100%), Fail (60%), Incomplete (I)
- ★ Communicate at least daily (to the best of your ability) with students/parents through PowerSchool, email, Google Classroom, DoJo or other appropriate available media (save a copy or log of communications in case documentation is needed).
- ★ All use of video must include accurate captioning or embedded sign language, as appropriate for your students.
- ★ All lessons/materials must be made available for students/families in hard copy for pick-up at the building.
- ★ Teachers will communicate their office hours to all their students.

Other Important Duties as a Regular Education Teacher

- ★ Follow-up as needed by April 3, 2020 to contact students to ensure internet and/or distance learning materials access
- ★ Communicate with your special education teacher daily
- ★ Plan with your special education teachers if needed
- ★ **IEP/504 Meetings**
 - Virtual Meetings will begin March 30th
 - Teachers need to attend virtual IEP meetings for your students, as appropriate.

Student Expectations

- Students are expected to complete assignments to the best of their ability and request support through the digital platforms that teachers are using. Students with NO internet access are to call their school's office between the hours of 8:30 – 2:30 Monday through Friday to request assistance and support, as long as we are able to staff the phones.
- Students will be expected to respond to teacher prepared lessons that approximate the experience that would otherwise be occurring in person

Attendance / Accountability

- This plan will utilize asynchronous participation to account for meaningful participation through student completion of assignments and interactions with teachers. As students complete weekly assignments (digitally or hardcopy for those with NO internet) attendance/participation credit will be given. Due to extreme nature of the current pandemic, opportunities to make-up weekly work will be permitted without points being taken off just for being late.
- Assigned work for planned instruction will be graded by teachers.
- Grades will be Pass (100%), Fail (60%), Incomplete (I)
- The last day of the third marking period will be April 17.
- A revised report card timeline is being developed and will be communicated by the building administration accordingly.

Good Faith Efforts for Access and Equity for All Students

Our goal is to provide appropriate and reasonable instruction through a good faith effort to make learning as equitable as possible for all our learners regardless of the situation. Parents and students are encouraged to reach out to teachers and the building offices with any concerns or struggles that arise.

Special Education Supports

In an attempt to make a good faith effort, PENNCREST School District will do their best to contact, serve and teach all students with an IEP. Staff will provide to the best of their abilities, given the current situation, services and instruction to meet all student needs.

- ★ Special education teachers will deliver core instruction similar to the general education teachers.
- ★ Special education teachers will provide activities as they would for each individual based on goals outlined in a student's IEP.
- ★ Special education case managers will work closely with students and families on components of the student's IEP.
- ★ First and foremost, be available for your students and parents
- ★ Teachers with pull out classes will provide instruction through Google Classroom and other digital platforms as well as paper packets
- ★ Skill Work: provide instruction through Google Classroom and other digital platforms and paper packets
- ★ Special Programs such as Wilson, LLI, READ 180, LEXIA etc will be delivered do the best we can by providing resources, videos, and activities that are available
- ★ Specially Designed Instruction/Accommodations: Teachers will communicate with the general education teachers, be available, set up platforms to read tests,
- ★ OT/PT/Speech: Will provide services that are outlined in the IEP. Send home videos, provide links, send home packets, and contact parents.
- ★ Behavior interventions: Teachers will set up some type of tracking system or reward system: extra free time, fun video to watch, student can send a video, work out a fun reward with the parent, etc.
- ★ Social Skills: Teachers will provide resources, send out videos, provide activities, virtual lessons.
- ★ Assessment: students can take pictures of themselves and send them back, students can video themselves and send them back, Teachers can set up chats to chat one on one, nonverbal: similar ideas/will need to use their device at home
- ★ Teachers will supply a minimum of 2 COVID 19 grades per class weekly in PowerSchool
- ★ Teachers will communicate at least daily with students/parents through PowerSchool, email, DoJo or telephone for support. (document all contact/support).
- ★ All use of video must include accurate captioning or embedded sign language when necessary.
- ★ All lessons/materials must be made available for students/families in hard copy for pick-up at the building.

Other Important Duties as a Case manager

- ★ Contact each student to ensure internet access- if no internet access, establish other means for support (phone call/chat, Dojo, etc...)
- ★ Provide a pathway for your general education teachers to update with students who are struggling: Modify, adjust, Modify again
- ★ Plan with general ed teachers if needed
- ★ Communicate the platform you will be using to instruct/communicate: Google Classroom, email, etc.

IEP/504 Meetings

- ★ Virtual Meetings will begin March 30th
- ★ Copy of a rough draft IEP is to be sent home via email at least the day prior: make sure you work with OT, PT, AT, Speech, and gen ed teachers for input
- ★ In your email provide the following statement: ***At this time, your child's annual IEP is due. Due to the school shutdown, a formal face to face meeting is canceled. However, to meet the timeline requirements attached is a rough draft of your child's annual IEP. The team will meet virtually through Google Meets tomorrow at (insert date and time here). Principal, XXX will be sending you information on how to join the team meeting. We look forward to (insert student name) team meeting.***
- ★ The day/night prior to the IEP, the Principal will email all of the team members, including the parents with the link and phone number to join the meeting.
- ★ As of now, meeting times will stick the same unless a parent requests otherwise.
- ★ At the end of each meeting, the Principal will notify the parents that the paperwork will be mailed home. If the parents request a face to face meeting once we return, they will be given that opportunity.
- ★ PLEASE hold IEPs/504s by the DUE DATE! (not meeting date). If we need to reopen and hold additional meetings, we will.
- ★ Signature Pages: record participated via phone next to each person's name.

Progress Reports/Progress Monitoring

- ★ Wrap up 3rd quarter progress reports in IEPWriter
 - Sending home: Email or mail if no access
- ★ Get creative/Be flexible
- ★ Accuracy/Fluency: send passage out: students videotape themselves and send back or you can have them read it while on the phone/Google meet and do a running record
- ★ Site words: send list out, students video themselves and send back
- ★ Writing: send prompt out and have return finished product
- ★ Comprehension: ask questions based on passage you provide (could be done over the phone if needed)

Parents and care givers should direct all questions about Special Education services to the case manager and the building principal.

Maplewood High School, Principal Mr. Wolfarth; kwolfarth@penncrest.org; 814 – 337 – 1673

Maplewood Elementary School, Principal Ms. Fonzo; efonzo@penncrest.org; 814 – 337 – 1659

Saegertown High School, Principal Mr. Baker, tbaker@penncrest.org; 814 – 763 – 2615

Saegertown Elementary School, Principal Mr. Caro; mcaro@penncrest.org; 814 – 763 – 2314

Cambridge Springs High School, Principal, Mr. Nuhfer, dnuhfer@penncrest.org, 814–398 – 4631

Cambridge Springs Elementary, Principal Ms. Stevens; jstevens@penncrest.org; 814 - 398 – 4636

EL Supports

- ★ The students requiring ELL supports and service will have access to the PENNCREST ESL teacher. He will make a good faith effort of supporting the language proficiency needs of English learners to the best of his abilities in given the current circumstances.
 - ★ He will make contacts with students, parents and classroom teachers to continue to support the individual needs of these learners. Support can be provided via phone, internet, email, or packets.
 - ★ Parents with questions or concerns can reach out to the building principal or the ESL teacher.
 - ★ Principal contacts:
Maplewood High School, Principal Mr. Wolfarth; kwolfarth@penncrest.org; 814 – 337 – 1673
Maplewood Elementary School, Principal Ms. Fonzo; efonzo@penncrest.org; 814 – 337 – 1659
Saegertown High School, Principal Mr. Baker, tbaker@penncrest.org; 814 – 763 – 2615
Saegertown Elementary School, Principal Mr. Caro; mcaro@penncrest.org; 814 – 763 – 2314
Cambridge Springs High School, Principal, Mr. Nuhfer, dnuhfer@penncrest.org, 814–398 – 4631
Cambridge Springs Elementary, Principal Ms. Stevens; jstevens@penncrest.org; 814 - 398 – 4636
- PENNCREST ESL Teacher: Justin Hayes at jhayes@penncrest.org

Gifted Education

- ★ PENNCREST Plans to continue to offer and service students who require Gifted programming in a reasonable and appropriate manner. The district will put forth a good faith effort to provide supports and services to the students by having the Gifted teachers contact students, parents and teachers to offer consultation. The teacher will offer activities and opportunities for students to enhance and extend their learning opportunities through phone, internet, and packet options.
- ★ Gifted staff will coordinate with classroom teachers to help extend core content options as well as be available to students via multiple modalities (phone, internet, email, paper packets).
- ★ Parents with questions or concerns should start by contacting the teacher of the Gifted.
Cambridge Springs Elementary School, Kelly Astor: kastor@penncrest.org
Cambridge Springs High School, Larry Nicolazzo: lnicolazzo@penncrest.org
Maplewood Elementary School, Jennifer Higgins: jhiggins@penncrest.org
Maplewood High School, Larry Nicolazzo: lnicolazzo@penncrest.org
Saegertown Elementary School, Tara Karotko: tkarotko@penncrest.org
Saegertown High School, Larry Nicolazzo: lnicolazzo@penncrest.org

Building/Grade Level Contacts

Maplewood High School, Principal Mr. Wolfarth; kwolfarth@penncrest.org; 814 – 337 – 1673
Maplewood Elementary School, Principal Ms. Fonzo; efonzo@penncrest.org; 814 – 337 – 1659
Saegertown High School, Principal Mr. Baker, tbaker@penncrest.org; 814 – 763 – 2615
Saegertown Elementary School, Principal Mr. Caro; mcaro@penncrest.org; 814 – 763 – 2314
Cambridge Springs High School, Principal, Mr. Nuhfer, dnuhfer@penncrest.org, 814 – 398 – 4631
Cambridge Springs Elementary, Principal Ms. Stevens; jstevens@penncrest.org; 814 - 398 – 4636

Resource Links

★ **CORONAVIRUS RESOURCES (Share w/ Parents)**

- [https://www.nasponline.org/resources-and-publications/resources-and-podcasts/school-climate-safety-and-crisis/health-crisis-resources/talking-to-children-about-covid-19-\(coronavirus\)-a-parent-resource](https://www.nasponline.org/resources-and-publications/resources-and-podcasts/school-climate-safety-and-crisis/health-crisis-resources/talking-to-children-about-covid-19-(coronavirus)-a-parent-resource)
- <https://pealcenter.org/peals-covid-19-resource-page/>
- <https://www.brainpop.com/health/diseasesinjuriesandconditions/coronavirus/>
- <https://childmind.org/article/talking-to-kids-about-the-coronavirus/>

★ **CLASSROOM RESOURCES:**

- PowerSchool : https://accounts.powerschool.com/as/authorization.oauth2?redirect_uri=https%3A%2F%2Fclassroom.powerschool.com%2Fcallback&scope=openid%20profile&client_id=commonportal&response_type=code
- <https://www.khanacademy.org/>
- <https://www.scholastic.com/teachers/teaching-tools/articles/resources/scholastic-learn-at-home--free-resources-for-school-closures.html#>
- <https://classroommagazines.scholastic.com/support/learnathome.html>
- <https://www.weareteachers.com/free-online-learning-resources/#elementary>
- <https://www.weareteachers.com/free-online-learning-resources/#secondary>
- <https://www.weareteachers.com/free-online-learning-resources/#k12>
- <https://www.weareteachers.com/free-online-learning-resources/#platforms>
- <https://schoolchoiceweek.com/37-free-online-resources-for-schools-shifting-online-during-coronavirus/#section5> (Math)
- <https://schoolchoiceweek.com/37-free-online-resources-for-schools-shifting-online-during-coronavirus/#section3> (ELA)
- <https://www.livescience.com/coronavirus-kids-activities.html>
- <https://www.controlaltachieve.com/2016/10/special-needs-extensions.html?m=1>
- <https://www.storylineonline.net> - reading adventures
- <https://www.n2y.com/>

- Go to News-2-You
 - Choose current issues, breaking news, activities, holidays, joey's locker(games)
 - Read newspaper-Go page by page- with arrows and it will read it to the student using the speech blue bubble icon on the bottom
 - Story and comprehension questions
- <https://www.abcmouse.com> - free for 1 month : use code SCHOOL7771 (all capitals)
- https://howtoaba.com/resources-for-children-with-autism-during-covid-19/?fbclid=IwAR3GJWksFg_AQN7yqYTc3gRDPgJ0jJW72OrnLUpsohQ7bY2_577iWVZdYHs
- <https://pbskids.org> – games and activities
- <https://littlepuddins.ie> – social stories that includes one on COVID-19
- <https://teachercenter.withgoogle.com/first-day-trainings/welcome-to-classroom> - Google Classroom
- http://links.calacademy.org/a/1018/preview/11071/1509022/87d5d01d373315b6c3dbab789d378d297c5c3e72?message_id=ljcyZTk0NmYwLTRiNDctMDEzOC1iOGY0LTQyMDEwYTgwMGZkOUByYWxhY2FkZW15Lm9yZyl=&mpweb=1018-11071-1509022
California academy of Sciences. **Learning Resources for Students @ Home** While you can [search through our K-12 Educator resources](#) at any time, we've curated a few options for each grade.
- INFORMATION FOR PARENTS/GUARDIANS
 - <https://papromiseforchildren.com/help-them-learn>
 - <https://www.pnc.com/en/about-pnc/corporate-responsibility/grow-up-great/everyday-learning-tips.html?lnksrc=topnav>
 - <https://www.pnc.com/en/about-pnc/corporate-responsibility/grow-up-great/sesame-street-learning-resources.html>

Advanced Placement courses from AP :

<https://apstudents.collegeboard.org/coronavirus-updates>

Beginning on Wednesday, March 25, students can attend free, live AP review courses, delivered by AP teachers from across the country. These courses:

- ★ Are optional, mobile-friendly, and can be used alongside any work your teacher may give you.
- ★ Will be available on-demand, so you can access them any time.
- ★ Will focus on reviewing the skills and concepts from the first 75% of the course. There will also be some supplementary lessons including topics from the final 25% of the course.
- ★ To access the live classes and recordings, visit the [AP YouTube channel](#) or find your course schedule below. We'll be adding more courses soon.

[Download the daily schedule for 32 courses](#) (.pdf/151 KB).

Here's how the AP Program is supporting you and your school:

- ★ We're providing live and on-demand AP courses for free.
- ★ We're developing a new at-home testing option.

For each AP subject, there will be two different testing dates. The full exam schedule, specific free-response question types that will be on each AP Exam, and additional testing information will be available by April 3.

Taking the Exam

Free resources will be available through exam day to help you get ready. While we encourage you to wait until closer to the test to decide, any student registered for an exam can cancel at no charge.

For the 2019-20 exam administration only:

- ★ We're developing secure 45-minute online free-response exams for each course.
- ★ The exam content will focus on what most schools were able to complete by early March.
- ★ You'll be able to take your exams on any device you have access to—computer, tablet, or smartphone. You'll also have the option to write your responses by hand and submit a photo.
- ★ Colleges support this solution and are committed to ensuring that AP students receive the credit they have worked to earn. For decades, colleges have accepted a shortened AP Exam for college credit when groups of students have experienced emergencies.
- ★ We know that not all students have access to the internet or a device. We're working on solutions to help students get what they need to show their best work. If you need mobile tools or connectivity or know someone who does, you can [reach us directly](#) to let us know.

The exams will be secure. We're using a variety of digital security tools, including plagiarism detection software.