

Alexander Local Schools

REMOTE Learning Plan 2020-21

The Alexander Local School Blended Learning Plan was created to ensure the continuation of student learning while maintaining equity for all students. In order to ensure that every student had equal learning opportunities, we will use a mix of online curriculum, Edison Learning, google classroom, Zoom, paper packets, brick and mortar, and a variety of ways to meet the student's educational needs whether they are here in class or from home. Teacher Expectations

- Every teacher will develop and prepare lessons for every student who is enrolled in their class. The lessons should be based on the Ohio Learning Standards and reinforce important skills for that subject or grade level. Teachers are to create the lessons with the understanding that students do not have access to the same resources and supports at home as they would if they were in school.
- Teacher of record and counselors will monitor student progress and assess attendance and completion of work.
- Grades will be given on all work, and students in grades 9-12 will work towards earning their high school credits for graduation.
- Teachers are expected to maintain communication with students and their families to support learning. This can be via phone, email, mail, and/or virtual meetings. Teachers are directed to maintain contact with students and their families.
- Students who were previously completing their academic requirements online will continue to do so. The school will continue to provide the same supports established prior to the school closure, however, in person support may be modified.
- Students who were credit deficient and completing credit recovery courses online will be required to still complete those credits for graduation requirements.
- Special education services will continue to be provided. Intervention specialists will ensure students with disabilities continue to be provided educational opportunities that are at the appropriate level, and meet the student's needs. Mandatory meetings such as IEP and ETR will continue to be held using conference call technology. If families are unable to access a telephone or computer alternative arrangements may be made.
- Teachers will be provided opportunities for professional development concerning teaching remotely.
- Students will receive materials, text books, and chrome book/ tablet to access online programs available through the Alexander Local School District.
- Project Based Learning, Paper- pencil, Edison Learning, Google Classroom, Accelerated Reader, DIBELS, Study Island, Zoom, etc. are options that also may be used.

CRITERION ONE

A description of how student instructional needs will be determined and documented

COMMENTS

This element of the remote learning plan requires the district to consider two things—how will instructional needs be determined and how will instructional needs be documented.

Student instruction, whether remote or in person, shall be provided in accordance with teacher lesson plans and curriculum standards. Each classroom teacher shall develop written lesson plans for each course taught by that teacher that can be conveyed in person or remotely, as needed. Teacher shall make every effort to ensure that students are provided with comparable learning opportunities, whether instruction occurs remotely or in person.

Lessons for instruction of all students, whether remote or in person, shall be designed with the age and needs of the students in mind. Regular education teachers shall work with special education teachers on the design of lesson plans for special needs students.

To inform lesson plans, teachers shall regularly assess individual student instructional needs, documenting the assessment in writing, and shall differentiate instruction as needed to take account of varying student instructional needs, including for students with special needs or her are gifted learners. Regular assessment will include an initial formative/diagnostic assessment establishing a student’s readiness to perform grade level or course learning standards. After the formative/diagnostic assessment occur, a plan including progress monitoring shall be developed in accordance with district expectations to address any gaps in knowledge and skills which may prevent the student from being successful.

Teachers shall designate the order in which the lessons are to be provided to students in teacher’s class and will update or replace such lessons as necessary throughout the school years based on the assessed instructional progress of students.

CRITERION TWO

The method to be used for determining competency, granting credit and promoting student to a higher grade level

Teachers shall be responsible for determining student competency and grading student assignments, whether learning takes place remotely or in person. The administration, with input from teachers, shall determine granting of credit and student progression to the next grade level.

If the student does not complete the lesson within the required time period, the student will receive an incomplete or failing grade unless a reason sufficient to the teacher is provided.

The administration, with input from teachers, shall develop additional guidelines as needed for student grading and assessment in a remote learning environment (e.g., adjusting the time frame for submission of an assignment or accounting for the requirements of a student's IEP).

The requirements for promotion of students to a higher grade shall not be altered due to a remote learning environment for some or all of the year.

CRITERION THREE

The school's attendance requirements, including how the school will document participation in learning opportunities

Teachers will be responsible for reporting student attendance in accordance with state requirements and ODE guidelines, whether instruction is provided remotely or in person. The administration, with input from teachers, shall develop guidelines for tracking attendance in a remote learning environment.

Teachers will also be responsible for assigning and documenting student completion of work in a remote learning environment and/or participation in online classes, and for following up with the student's parent/guardian as appropriate when it appears that a student is not participating in learning opportunities.

CRITERION FOUR

A statement describing how student progress will be monitored

Teachers will be responsible for assessing, documenting and communicating student progress, whether students are physically in class or learning remotely. Progress towards learning will be communicated through feedback/grades on assignments, conferences, midterm reports and report cards.

CRITERION FIVE

A statement as to how equitable access to quality instruction will be ensured

When remote learning is being provided online, the District will facilitate access by students who do not have computers and/or Internet at home. Provision of access may include some or all of the following: teacher preparation and distribution of paper copies of lessons, distribution of Chromebooks, distribution of personal hot spots, and provision of downloadable instruction. Building principals shall encourage teachers to use their best efforts to develop lesson plans that can also be conveyed remotely.

Lessons for instruction of all students, whether in person or remote, shall be designed with the age and needs of the students in mind. Regular classroom teachers shall work with special education teachers and intervention specialists to facilitate access to remote learning opportunities by special needs students.

Communication between the school and families is critical to providing access and opportunity to our students. Teachers will reach out too families to determine the most feasible mode of communication.

CRITERION SIX

A description of the professional development activities that will be offered to teachers.

The District will offer professional development to assist teacher to develop effective lesson plans and teaching strategies for a remote learning environment.

Attendance/ Participation for Remote Learning

The Alexander Local School District is committed to providing the best education possible for our students whether they are in our building or learning from another location. Remote learning will present new challenges for tracking student attendance in our school district. Attendance for remote learning will be based on completion of student assignments. Attendance will be calculated under the assumption that all students are participating full-time and then deductions in hours will be made if students are not participating in their academics.

Grades 6 -12 attendance will be based on work completion and tracked by teachers.

Alexander Local School District Reopening Plan Overview

2020-2021

General Operating Principles

- Alexander Local School District will implement safety protocols for the district, as recommended by the Athens County Health Department and Ohio Department of Health.
- Alexander Local School District will work closely with the Athens City-County Health Department through this year.
- Alexander Local School District will keep community informed throughout the year by All Call systems and our Alexander Local School District website. The district recognizes that there is some level of risk as we reopen our buildings to students and community.
- Alexander Local School District will strive to educate all students through in person classroom learning and remote learning models.
- The approved school calendar may be adjusted to meet the needs of the district. All days not in session will be remote learning days.

Learning Options

The district will operate on the following plan. The superintendent, along with guidance from the Athens County Health Department, will determine and reevaluate the operating plan every 9 weeks. If Athens County is elevated to the COVID level purple, the district will close for a set amount of days, to be determined by the Athens County Health Department and superintendent.

Option 1 – School Based Learning

Plan A - 5 days a week; all staff and students will report. Parents will perform wellness checks.

Plan B - 4 days a week; students will be on campus Monday, Tuesday, Thursday, Friday. Wednesday will be a remote learning day; staff will report all 5 days.

Plan C - Blended; students will be in the classroom 2 days a week. Remote learning will take place on the remaining three days that students are not in class. Remote learning days will be facilitated through tools such as Google classroom, Zoom, the use of general assignments, and other items listed in the remote learning plan. Students will attend either Monday/Tuesday (Cohort Red) or Thursday/Friday (Cohort Black). Home room class assignments and schedules will be posted by August 14, 2020. The district will place families in the same cohort.

Plan D - Remote learning all 5 days; staff reports all 5 days.

Option 2 – Home Based Learning

Students may choose to learn from home and continue with an *Alexander teacher*.

Alexander Local Schools

Restart Plan and Safety Considerations

2020-2021

The Alexander Local School District's blended learning plan was created to ensure the continuation of student learning while maintaining safety and equity for all students. In order to ensure that every student has equal learning opportunities, teachers will use a mix of online curriculum and instruction (i.e. Google classroom, Zoom), paper packets, and brick and mortar. Teachers will utilize a variety of strategies to meet the educational needs of our students, whether they are in classroom or at home.

Teacher Expectations

- Teachers will develop and prepare lessons and learning opportunities for every student who is enrolled in their class. The lessons should be based on the Ohio Learning Standards and reinforce important skills for that subject or grade level. Teachers are to create lessons with the understanding that students do not have access to the same resources and supports at home as they would if they were in school.
- Teacher of record and/or school counselors will monitor student progress and assess attendance and completion of work.
- Counselors and/or administration will be available to meet with students and parents to establish an individual learning plan for the school year as needed.
- Grades will be given on all work, and students in grades 9-12 will work towards earning their high school credits for graduation.
- Teachers are expected to maintain communication with students and their families to support learning. This can be via phone, email, mail, and/or virtual meetings. Teachers are directed to maintain contact with students and their families.
- Students who were previously completing their academic requirements online will continue to do so. The school will continue to provide the same supports established prior to the school closure; however, in person support may be modified.
- Students who were credit deficient and completing credit recovery courses online will be required to complete those credits in order to meet graduation requirements.
- Summer school will be offered to credit deficient students during summer break.
- Special education services will continue to be provided. Intervention specialists will ensure students with disabilities continue to be provided educational opportunities that are at the appropriate level and meet the individual student's needs. All mandatory meetings, such as IEP and ETR, will continue to be held using conference call technology **or otherwise determined by Special Ed director.**
- Teachers will be provided opportunities for professional development to better prepare for and facilitate remote instruction and learning.
- All students in grades K-12 will receive materials, textbooks, and a Chromebook or tablet to access online programs available through the Alexander Local School District.
- Project Based Learning, paper- pencil assignments, Edison Learning, Google classroom, and Zoom (in addition to other avenues of blended or remote learning) are options that may be used.

School Operations Guidelines

Food Service: The decision to eat in the cafeteria or classroom will be made on a building level by the principal and local health department. The cafeteria will be cleaned and sanitized between lunches and at the end of the day. The district will defer to the Athens-City-County Health Department as needed.

The district will offer lunch and breakfast. Logistics will be determined by the district, in compliance with the health department. We will utilize 50% of the area of the cafeteria per building and maintain social distancing.

There will be no self-service this year.

Recess: We will make every effort to maintain consistency with safety protocols. We will schedule recess differently this year. Recess will be broken into small groups. Recess time may include walking time on the walking path, hikes, and activities in the practice field areas.

Field Trips: Field trips will be canceled at this time.

Classrooms: All classrooms will be labeled with occupancy numbers. Students will be spaced 6 ft apart to maintain social distancing. Transitions will be minimized as much as possible. The junior high and high school will utilize time blocking strategies to decrease travel in the buildings. The junior high and high school will remain in their building and not travel to the elementary. Students in PK through grade 5 will stay in their building and not come to the 6-12 unit. The library will visit classrooms in the elementary throughout the week.

Grading: We will follow the current grading policy adopted by the Board of Education.

Locker Rooms: Lockers will only be used if needed. Occupancy will be limited.

Visitors: Visitors will be limited. Visitors will be temperature checked, required to wear a mask, and signed in at the office. Ohio University placements will be limited to professional interns and teaching fellows only. No student observers will be permitted.

Transportation: The district will allow

- 1 student per seat; families may sit together as needed when operating on plan B or C.
- Seating Charts are recommended for contact tracing.
- Face masks are required for all staff and students on the bus.
- PPE supplies will be stored on each bus.
- Two staff members will ride the bus if we are operating on plan B or C. Under plan A, parents will complete student wellness check. **Plan C – staff will conduct wellness checks.**

- There will be 2 morning drop off points for parents: elementary and high school. If another drop off point is needed, we will open the junior high drop off point, located behind the complex, near the cafeteria.

Restrooms: The maximum capacity for each restroom will be posted outside the area. If capacity is reached, students must wait outside the restroom until someone exits. Every other stall will be available; others will be closed. Hand washing signs will be posted. Restrooms will be wiped down frequently by custodial staff. Documentation will be kept by custodial staff as cleaning is completed.

Cleaning and Maintenance:

- All rooms and facilities will be cleaned daily after school.
- Rooms will be disinfected and cleaned. Janitors will assist staff with requests.
- Janitors will keep daily logs.
- CDC protocol will be followed. State cleaning guidelines will be followed.
- Common areas will be cleaned frequently by janitorial staff. Interior doors may be propped open, and wiped down more frequently.
- Additional janitorial staff will be added to the day while school is in session.

Student and Staff Safety Routines and PPE

Social Distancing is an effective way to prevent potential infection. Alexander Local School employees, students, parents, and visitors should practice social distancing and stay approximately 6 feet away from others, while eliminating unnecessary contact with others.

- Hallway markings to encourage social distancing will be utilized.
- Transitions will be staggered and minimized to allow for fewer people in the hallways.
- Ad-hoc Interactions/Gatherings – Non-essential/informal meetings and visiting should be avoided.

Face Coverings/masks Policy: All staff members and students in grades 3-12 will be required to wear a face covering/mask. Students in grades PK-2 are required to wear a face covering/mask on the bus and during transitions. For grades PK-2, appropriate mask wearing will be modeled and strongly encouraged. Staff and students will be provided a face covering/mask as needed.

Face Shields: Staff members may utilize face shields when conducting classroom activities at a distance or in instances where it is educationally necessary. Face shields do not replace the use of a mask when activities require less than 6ft distance.

In addition to using PPE, staff and students will be frequently reminded to:

- Wash your hands often with soap and water for at least 20 seconds. Use hand sanitizer with at least 60% alcohol if soap and water are not available
- Avoid touching your eyes, nose, and mouth.
- Cover your mouth and nose with a tissue when you cough or sneeze or use the inside of your elbow.

PPE Availability: All PPE items will be made available throughout each building.

Students who show signs of COVID-19: If a child becomes ill with symptoms of COVID, the child will be taken to the quarantine room. Parents will be called, and transportation will be arranged to take the child home.

Daily Staff Screening: To help prevent the spread of COVID-19, and reduce the potential risk of exposure to our employees and students, employees and students will be required to complete a self-screening, which includes a temperature reading and answering a set of questions related to COVID-19 symptoms including:

- Cough, shortness of breath or difficulty breathing, chills, repeated shaking with chills, muscle pain, headache, sore throat, loss of taste or smell, diarrhea, feeling feverish or a measured temperature greater than or equal to 100.0 degrees Fahrenheit, known close contact with a person who is lab confirmed to have COVID-19

All screening information will be kept confidential.

Health Protocols

- If an employee/student becomes ill at school, or is exhibiting symptoms of COVID-19 at school, they may be asked to leave work and go home or to the nearest health center.
- Employees returning to work from an approved medical leave should contact their building administrator and the superintendent's office. You may be asked to submit a healthcare provider's note before returning to work.
- Staff and students with a fever of 100.0 degrees Fahrenheit or higher should stay home until they are fever-free without the use of fever reducing medication for 24 hours.

If you have been diagnosed with COVID-19, you may return to work when all 3 criteria are met:

1. At least 3 days (72 hours) have passed since recovery (no fever without the use of fever-reducing medications); and
2. You have improved in respiratory symptoms (cough, shortness of breath, etc.); and
3. At least 7 days have passed since symptoms first occurred

You will receive documentation from your doctor and the Health Department. Holzer on campus is a current COVID testing site.

Nurses Clinic

Staff and students should stay home when displaying symptoms of COVID, such as: cough, shortness of breath or difficulty breathing, extreme fatigue, unusual muscle or body aches, headache, new loss of taste or smell, sore throat, congestion or runny nose, nausea or vomiting, or diarrhea.

Staff and students who become sick at school will be isolated until they can be safely removed from the school environment. In the event that a student displays symptom while at school, the nurse's clinic staff will care for the student and take the appropriate actions. Parents will need to pick the child up from school or transportation will be provided.

Sick students whose families cannot be reached will remain in isolation until a parent arrives. The sick student will not be sent home on a bus. *****

We will continue to follow the most recent updated guidelines from the CDC, Athens County Health Department, and Ohio Department of Education.