



Horizon Science Springfield K-8
IRN: 000825
Remote Learning Plan
2020-21 SCHOOL YEAR

The impact of the COVID-19 pandemic on our community in general, and our school in particular, is ever-changing. As a result, we have purposefully designed a fluid plan that allows the school to continually adapt as to best serve our students and parents.

Please see the details of the plan, below:

I. DESCRIPTION OF HOW STUDENT INSTRUCTIONAL NEEDS WILL BE DETERMINED AND DOCUMENTED

Details:

Primary Method of Instruction

Horizon Science Academy Springfield will rely upon current pandemic community spread data – most specifically, the county-by-county alert system instituted under Governor Dewine – in determining the format of instruction.

Our plan will be as follows:

Level 4	Instruction will be provided fully remotely
Level 3	Instruction will be provided fully remotely

Level 2	<p>Instruction will be provided using a hybrid attendance model</p> <p>*Parents will still have the option to select fully online instruction as necessitated by their comfort level and/or specific family needs.</p>
Level 1	<p>Instruction will be provided using a hybrid attendance model</p> <p>*Parents will still have the option to select fully online instruction as necessitated by their comfort level and/or specific family needs.</p> <p><i>The school board will evaluate the feasibility of return to full attendance</i></p>

**To maximize continuity for students and parents, the school will only move from fully online to hybrid instruction at the end of a grading quarter. If community spread increases during a quarter in which instruction is being provided in a hybrid fashion, the school may move to fully-remote as necessary.*

All decisions regarding method of instruction provision be informed by updated guidance from the Ohio Department of Health and the office of the governor.

When hybrid instruction is provided, students will follow the physical attendance plan outlined below:

Grades K-3	<p>All students will attend school 4 days a week (M, Tu, Th, F). Students will learn remotely on Wednesday as the school is sanitized.</p> <p><i>*Students of parents who have elected fully-online instruction will learn online all days. *Accommodations will be made for parents who only wish for their students to attend school physically 2 days a week, as long as the parent commits to supporting online instruction the other 3 days.</i></p>
Grades 4-8	<p>Students will be divided into two groups.</p> <p>Each group will attend school two days a week and complete online instruction the other three days.</p> <p>Group A: Attends Monday and Tuesday Group B: Attends Thursday and Friday</p> <p><i>*Students of parents who have elected fully-online instruction will learn online all days.</i></p>

Diagnostic Testing

Horizon Science Academy Springfield will use diagnostic pre-assessment at the start of the academic year to assess retention of learning and establish what students may have learned in previous learning opportunities.

The resulting data from these assessments will allow teachers to determine the length and depth of lessons going forward based on student prior knowledge.

Horizon Science Academy Springfield will use NWEA Map testing as a diagnostic at the start of the academic year. In the event that these diagnostics are administered remotely, the staff will pre-train parents and students to maximize assessment fidelity and, as a result, reliability.

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Specialized Learning Needs

Specific needs of students who have a special designation (such as IEP, 504 or EL) will be determined by the staff assigned to instruct and support said students. The assistant principal of academics will work in concert with these staff members to make determinations as to how best support these learners.

Decisions regarding compensatory services will only be made when the school is in full session or when it is necessitated by the Office of Exceptional Children.

Instruction Provision

To mitigate risks of virus transmission, all lessons (whether fully online or hybrid) will be provided via an online Learning Management System (LMS).

All Teachers would post daily lessons via the appropriate LMS by no later than 8am each academic day. The LMS will vary by gradeband, as outlined below:

Grades K-2	Seesaw
Grades 3-8	Google Classroom

Due to the differing needs of our families, all instruction will be provided asynchronously. Teachers will record direct instructional videos, which they will upload the the LMS, enabling students to access the content whenever and wherever they need.

To provide live support for students and parents, teachers in all subjects and grades will hold office hours daily. Parents and students will be invited to schedule times with their teachers as often as they wish.

II. METHOD TO DETERMINE COMPETENCY, GRANT CREDIT, AND PROMOTE STUDENTS TO A HIGHER LEVEL

Details:

Determining Competency

Horizon Science Academy Springfield will use two primary methods to determine and monitor competency.

Please see details, below:

Benchmarking Assessments	Students will take a minimum of two benchmarking assessments during the course of the 20-21 academic year. These vendor assessments will be used to: (1) Determine students current levels as is necessary to plan tailored instruction (2) Determine growth over the course of the academic year.
Standards-Based Assessments	Teachers will provide standards-based assessments using vendor assessments and/or state test release questions throughout the year to measure students' mastery of grade and subject appropriate standards. Teachers will use the results of these standards-based assessments to determine when re-teaching is necessary to support standards mastery.

Credit Granting

As a K-8 school, Horizon Science Academy Springfield does not directly provide "credits" as would be common in a high school. As a result, this element does not apply.

Determining Promotion

Regardless of the method of instructional provision, Horizon Science Academy Springfield will follow the grading policy as outlined in the student handbook.

As a result, all promotion decisions will be made in alignment with this already-board-approved method of determining promotion.

All relevant policies, as provided in the student handbook, are below:

RETENTION POLICY

Students who are retained in alignment with the school's promotion policy may take summer school and advance to the next grade in certain instances in their home districts. Any student who fails more than two core courses, however, will not be considered for promotion or placement regardless of summer school credit.

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PROMOTION POLICY

Based on high expectations at Horizon Science Academy Springfield, promotion from one grade to another shall be based on the following criteria:

ELEMENTARY (K-1) PROMOTION

Academic Performance: Report card grades are standards-based skills that students need to show sufficient mastery of the specific skill to be promoted.

Attendance Record: Please see attendance policy

Standardized Assessments: Student must show sufficient grade level proficiency on school administered standardized assessments.

Promoting students to the next grade level will be based on a team decision. The team members are formed of school administrators, classroom teachers and support teachers, if applicable.

MIDDLE GRADES (2-8) PROMOTION

Academic Performance: Students must earn a final cumulative average grade of D (1.00) or above for the year in all four core subjects. The core subjects include: language arts, mathematics, social studies and science. Grading is based on a 4-point scale with point values as indicated below: Exceptions may be considered in instances where a student fails no more than one (1) core subject if the student has earned a proficient or above score on all tested subjects of the state standardized tests and/or made sufficient progress on other measures of aptitude.

Attendance Record: Please see attendance policy

For 3rd grade only: A 3rd grader student must pass the English Language Arts portion of the Ohio AIR Assessment during the Fall or Spring administration of the test to be promoted to the next grade. Students have the opportunity for promotion by passing the NWEA or STAR assessment as an alternative vendor assessment.

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III. ATTENDANCE REQUIREMENTS AND DOCUMENTATION OF LEARNING OPPORTUNITIES

Details:

Attendance Monitoring

Attendance will be consistently monitored; however, the method of monitoring will differ depending on whether students physically report to the building.

Please see attendance monitoring procedures, below:

Fully Remote	To be counted as present for the day, all students will need to log-in to the Concept Schools Students Information System (CSSIS) by no later than 3pm. After 3pm, the attendance secretary will record the official attendance for the day and call all absent students, either directly or via an automated call.
Hybrid Instruction	Students in Physical Attendance – Students in physical attendance will be marked as either present or absent by their homeroom teachers. No later than 1 hour after the start of the school day, the attendance secretary will update the official attendance record and call all absent students, either directly or via an automated call. Students Learning Remotely – The attendance of students learning remotely either for the day or as a parental choice will be monitored via the above discussed method used for all students when instruction is being provided fully remotely.

** Student truancy/non-attendance will be addressed in accordance with Ohio Law and/or any additional directives from the Ohio Department of Education and local county juvenile court officials.*

Documentation of Learning Opportunities

All learning opportunities will be provided via the already discussed LMS. These learning opportunities will continue to live on the LMS indefinitely following their provision to students.

Any parent, student or stakeholder can access all learning opportunities as needed. School administration will work directly with instructional staff to ensure that appropriate learning opportunities are offered to students in all grades.

IV. STUDENT PROGRESS MONITORING

Details:

Methods of Monitoring

Student progress will be monitored through several different methods to ensure that teachers and parents have an accurate picture of student ability levels.

These methods will include:

Benchmark Assessments	As previously discussed, students will complete benchmark assessment no fewer than 2 times per academic year.
Standards-Based Assessments	As previously discussed, teachers will administrator vendor-provided standards-based assessments to measure student mastery of standards.
Classroom Assignment Grades	Teachers will grade all classroom assignments no more than 3 days following completion. These grades will provide valuable information both on student ability level as well as attendance to provided academic learning opportunities
State Testing	If provided this year, students will complete state testing as prescribed by the Ohio Department of Education. The results of these tests will inform instruction in the following academic year.

Communication of Progress

Communication of a student's progress will be shared with parents and guardians consistently and in a variety of ways.

These methods are outline, below:

<p>Students Information System Update</p>	<p>Parents have 24-hour access to updated student information via the Concept Schools Student Information System (CSIS). Teachers will update grades in this system no later than 3 days after the completion of an assignment.</p>
<p>Teacher & Administrator Outreach</p>	<p>Teachers and administrators will directly reach out to parents or guardians to express academic or behavioral concerns.</p>
<p>Midterm Progress Reports</p>	<p>Midterm reports will be mailed home mid-quarter to inform parents or guardians of students' current academic progress.</p>
<p>Quarterly Grade Cards</p>	<p>Quarterly grade cards will be mailed home at the conclusion of each academic quarter. *In the event that a student is at risk of retention, the parent will be notified in writing no later than the conclusion of the second quarter.</p>
<p>Parent Teacher Conferences</p>	<p>Horizon Science Academy Springfield will offer online parent teacher conferences this academic year on a set schedule. Additionally, parents may request a conference at any time to discuss concerns pertaining to their student's academics and or behavioral progress.</p>

V. ASSURANCE OF EQUITABLE ACCESS

Details:

Because Horizon Science Academy Springfield serves a 100% economically disadvantaged population, equitability of access is a particularly concern. To mitigate the issues created by inequities, Horizon Science Academy Springfield will do the following:

1:1 Chromebook Policy

HSA Springfield students generally do not have reliable access to devices. As a result, the school has implemented a 1:1 Chromebook policy. Students in all grades will be provided a Chromebook for use during the 20-21 school year.

The school technology coordinator will provide real-time support to parents and students, assisting in training them to use these devices and providing support when devices need repaired or replaced.

Internet Access Support

Horizon Science Academy Springfield will work directly with families to help them obtain and maintain the reliable internet service necessary to access our instructional materials.

The school will accomplish this goal in two primary ways:

- 1) Connect parents to internet service providers (ISPs) who are providing free internet access to economically disadvantaged families.
- 2) Directly pay for internet access for students, as allowed under state and federal grants.

Asynchronous instruction

As previously mentioned, all instruction will be provided asynchronously. The use of this method – instead of a synchronous model – is absolutely critical in supporting our students and their parents.

The success of instruction, whether fully remote or hybrid, depends heavily on parent facilitation. And it is unreasonable to expect that parents can necessarily facilitate learning during the traditional school day.

Through the use of an asynchronous model, we allow parents and students to access content when and where it works for them, ensuring that **all** students have the ability to benefit from **all** offered learning experiences.

VI. DESCRIPTION OF TEACHER PROFESSIONAL DEVELOPMENT

Details:

Professional Development Goals

Horizon Science Academy Springfield is committed to supporting the continued growth of our teachers. By providing tailored professional development opportunities, the school will ensure that all teachers can provide the best instructional support to their students.

The Horizon Science Academy Springfield 20-21 Professional development program was designed to:

- (1) Bolster teachers' technology skills
- (2) Acquaint teachers with programs to which they were previously unfamiliar
- (3) Provide teachers methods and techniques to support students' social-emotional growth remotely
- (4) Comply with all state and federal training guidelines

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Professional Development Training Program

The professional development program may include any and all of the following

- State-federally mandated trainings
- Vendor-provided trainings on e-textbook modules
- Other necessary vendor assessments
- Seesaw LMS trainings
- Google Classroom LMS training
- Screencastify training
- Social-Emotional Learning in a remote learning environment
- COVID-19 awareness, safety practices, mental health issues, and impact on staff and students.
- Training provided by the school sponsor, Educational Service Center of Lake Erie West (ESCLEW)
- Trauma Training
- Concept School Academic Department (CSAD) Head content specific trainings
- Exceptional Child courses offered via SafeSchools

Date of Board Approval: 8-19-2020_____

Authorizing Signature for the Board: William C Brown

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