

Stoneham Public Schools Special School Committee Meeting

March 12th, 2020

6:00 P.M.

Stoneham Central Middle School Media Center

Plan for Instructional Continuity In The Event of School Closure

Tomorrow, Friday, March 13, 2020

Students will be dismissed for a half day tomorrow

Dismissal Times

- PK (Morning PK, Full Day PK) released at 11:10AM
- PK (Afternoon) Cancelled
- Grades K-4 released at 12PM
- Grades 5-8 released at 11:45AM
- Grades 9-12 released at 12:15PM
- After school Care will run a normal schedule and close at 6:00 P.M.

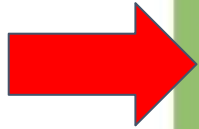
SCHOOL CLOSURE

- **School Closed for 2 Weeks starting March 16, 2020**

- Closed for Two Weeks: March 16-20, and March 23-27

1. **Priority One:** Clean the Building -- We will do a deep cleaning of all our buildings next week
2. **Priority Two:** If we can return to the buildings after the deep cleaning we hope to train staff around remote learning.
3. **Priority Three:** To begin remote learning as soon as feasible.

Flexible Plan for Instructional Continuity



Level 1

School is Open. Increased Absences.

How do we keep learning on track for absent students without overloading teachers with individual requests?

Level 2

School is Closed. Staff is in School. Students are working remotely. How do we support student well-being and academic development in the midst of a major disruption to our daily operations for an extended period of time?

Level 3

School is Closed. Teachers work remotely: How do we ensure instructional continuity and support one another and our students until we are back in school?

THE “LEVEL I” SCENARIO

- School is open and there are students and adults are absent more frequently
- There may be some students who have temporary medical accommodations for attendance in place.
- The essential questions are:
 - How do we keep learning on track for absent students without overloading teachers with a flurry of individual emails and requests for re-teaching?
 - How might we instead create a system for communicating daily work, keeping the learning moving forward, and supporting students who are trying to get back on track after an absence?
 - How to we help teachers prepare for teaching remotely?

Communication and Planning- Level 1

For All Students

- Remind all students and parents that students should **stay home** when they are sick, and reassure them that you will support them in keeping up with their work.
- **Engage in joint General Ed.Special Ed. conversations** to align potential co-teaching, co-planning opportunities in a remote learning model.
- **Test logins for online curricula** and student accounts, such as for EnVisions Math, InSpire Science, WTW, IXL Math, F&P Classroom, etc.
- Use **Common Planning Time to brainstorm activities** and materials that could be used in a remote learning model.

Communication and Planning - Level 1

Grades PK-2

- Remind parents to **check their email every day.**
- **Discuss “who could do what”** by grade level. For example, could one grade level teacher focus on ELA, one on Math, SS, Science, etc.?
- **Check in with parents** of students who are absent to provide information around classroom activities.

Communication and Planning - Level 1

Grades 3-4

- Remind students parents to **check Google Classroom every day.**
- **Discuss “who could do what”** by grade level. For example, could one grade level teacher focus on ELA, one on Math, SS, Science, etc.?
- Post **daily updates to Google Classroom**, including: the agenda of what you did in class; links to resources, notes, slide decks, and copies distributed to students who were present; expectations for homework.

Communication and Planning - Level 1

Grades 5-12

- Remind students and parents to **check Google Classroom every day**.
- Post **daily updates to Google Classroom**, including: the agenda of what you did in class; links to resources, notes, slide decks, and copies distributed to students who were present; expectations for homework.
- Remind students to **bring their devices** and chargers home daily.
- Set **expectations** with students so they know what to do when they are absent.

Flexible Plan for Instructional Continuity

Level 1

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Level 2

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Level 3

School is Closed. Teachers work remotely: How do we ensure instructional continuity and support one another and our students until we are back in school?

THE “LEVEL 2” SCENARIO

- School is closed; staff is in school; classes are held remotely
- The essential questions are:
 - How do we support student well-being and academic development in the midst of a major disruption to our daily operations for an extended period of time?
 - How do we continue to foster student learning without being able to meet our students in person?

Communication and Planning - Level 2

Grades PK-2

- Teachers generate a menu of activities for ELA and Math each day
- Work should be consistent across the grade level at each school
- Email should be sent to families by 9:00 am each day with information about the assignments
- The daily email will also include a lesson/activity provided to the classroom teacher by a specialist.

Communication and Planning - Level 2

Grades 3-4

- Teachers will provide a Google Classroom lesson in ELA (3 times a week), Math (3 times a week), and Science (2 times a week), and Social Studies (2 times a week)
- A lesson will also be provided by a specialist
- Teachers should be available by email from 10:00 am to 12:00 pm for questions.

Communication and Planning - Level 2

Elementary Specialists

- Teachers will create a lesson for each grade level for each week (twice a week for P.E.)
- Lessons should be emailed via the classroom teachers
- Google Classroom could be used with students in grades 3 and 4

Communication and Planning - Level 2

Grades 5-12

- Teachers are expected to be in their courses on Google Classroom every school day. They will post all instructions, assignments, and learning materials to Google Classroom
- Teachers should expect students to complete about 2-3 hours of class work per week maximum, including: time for reading/watching/listening, engaging with peers via discussion boards and docs, “homework”/learning tasks, etc.
- Advanced Placement courses may assign additional work or practice tests as needed.

Communication and Planning - Level 2

Grades 5-12

- Twice per week, a “virtual roll call” would be conducted
- This may be accomplished by syncing with students in classes to ensure they are following along with their studies and connected to the community
- Examples include asking students to reply to an update or discussion board, participation in a chat on a google doc, submission of an assignment, or email

Sample PK-4 Schedule

	Mon	Tue	Wed	Thurs	Fri
AM 8:30-9:00	Send Email/Post 2 Lessons	Send Email/Post 2 Lessons	Send Email/Post 2 Lessons	Send Email/Post 2 Lessons	Send Email/Post 2 Lessons
9:00-10:00	Planning	Planning	Planning	Planning	Planning
10:00-12:00	Office Hours Check-Ins	Office Hours Check-Ins	Office Hours Check-Ins	Office Hours Check-Ins	Office Hours Check-Ins
PM 12:30-2:50	Virtual Faculty Meetings	Planning	Planning <i>Attendance DUE</i>	Virtual Faculty Meetings	Planning <i>Attendance DUE</i>

Sample K-4 Specialist Schedule

	Mon	Tue	Wed	Thurs	Fri
Music	K and Special Ed Classes	Grade 1	Grade 2	Grade 3	Grade 4
Art	Grade 4	K and Special Ed Classes	Grade 1	Grade 2	Grade 3
P.E.	Grades 2 and 3	Grades 3 & 4	K and 4 and special education	K and 1	Grades 1 & 2 & Special Education Classes
Computer	Grade 1	Grade 2	Grade 3	Grade 4 and special ed.	K

Sample 5-12 Grade Schedule

	Mon	Tue	Wed	Thurs	Fri
AM 8:15-10:30	A/1 period	C/3 period	Virtual Faculty or Dept. Mtgs	E/5 period	G/7 period
10:30-12:00	Planning	Planning	Planning	Planning	Planning
PM 12:30-2:50	B/2 period	Office Hours Check-Ins (Teachers, Counselors)	D/4 period <i>Attendance DUE</i>	F/6 period	Office Hours Check-Ins (Teachers, Counselors) <i>Attendance DUE</i>

Flexible Plan for Instructional Continuity

Level 1

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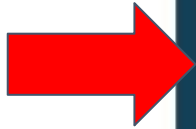
How do we keep learning on track for absent students without overloading teachers with individual requests?

Level 2

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Level 3

School is Closed. Teachers work remotely: How do we ensure instructional continuity and support one another and our students until we are back in school?



THE “LEVEL 3” SCENARIO

- School is closed; staff are at home; classes are held remotely
- Level three is similar to Level two except that teachers are now home.
- The essential questions are:
 - How do we continue to support student well-being and academic development in the midst of a continued major disruption to our daily operations for an extended period of time?
 - How do we continue to foster student learning without being able to meet our students in person?
 - How do we access instructional resources when we do not have the instructional resources in the school building?”

OTHER INFORMATION

- Free and Reduced Lunch
- Child Care
- Special Education
- Support Staff

THANK YOU

Stoneham Public Schools



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