



Continuity of Education Plan

School District	Crawford Central School District
Superintendent	Thomas K. Washington
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Goal of Plan

The Crawford Central School District is committed to provide activities to students during the COVID-19 school closure. The District provided enrichment and review from March 30-April 24, 2020. The planned activities reinforced and extended prior knowledge taught in classes. Beginning April 27, 2020 until June 5, 2020, the District will provide Planned Instruction. The activities will include new concepts and skills.

Overview of Plan

The Continuity of Education Plan will support the district's mission and vision by focusing on continuing to prepare students to reach their academic and social potential and nurturing positive student, teacher and parent interaction. The District will provide activities through online learning management systems and prepared packet materials. The District continuity plan describes an overview of the expectations for staff and students, communication, professional responsibilities, access to materials, and support of special populations. The Continuity of Education Plan: March 30 – April 24, 2020 included Enrichment and Review activities for students in all classes. The Continuity of Education Plan: April 27 – June 5, 2020 includes Planned Instruction. There will be no Planned Instruction on May 25, 2020.

Expectations for Teaching and Learning

The Crawford Central School District will continue with a model of online instruction and paper, which is based on the high need of students who require technology devices and internet access. The District wants to maintain the safety and health of its families and

employees; it will limit the contact with any paper packets and materials. The Enrichment and Review activities were in effect from March 30, 2020 – April 24, 2020. During this time, teachers provided review activities for students through packets or online learning. Activities were developed in two-week increments for elementary and weekly for secondary. No assignments were graded until it had guidance from PDE. The district will begin Planned Instruction on April 27 – June 5, 2020. Teachers will introduce new concepts and skills. During this time, teachers will provide activities for students through packets or online learning. Students are expected to complete assignments. Assignments will be graded at the secondary level and checked for completeness at the elementary level. The activities will be provided for all students and all classes, including core and specials. Guidance and School Health Services will continue to support students and families. The district will provide technology support, including technology help desk, repair of devices and online communication to staff and students. A communication plan is developed for stakeholders. Information will continue to be updated. The District strives to put the health, safety and wellness of its staff and students as the priority while it provides learning opportunities for the students.

Communication Tools and Strategies

The communication to stakeholders is of importance. The District will continue to provide up-to-date information on the District website, Facebook and Twitter. Information about the school closure, instruction, athletics, activities, lunch program and technology help will be posted on these sites. The phone-call system and letters will be used, as needed. Administrators will continue to use Zoom, email and phone calls to communicate with staff, parents and community. At the building-level, teachers will communicate with parents and students using communications such as Zoom, email, ClassDojo, SeeSaw, Canvas, Google Classroom, Google Voice or phone. Teachers will establish office hours for student support.

Access (Devices, Platforms, Handouts)

The District will provide learning activities in online and packets. The District provides laptops to elementary gifted students and secondary students. The District will provide a packet to elementary students and secondary students without internet access. Online learning management systems will include Google Classroom and Canvas. Families without internet access may access hot spots at the secondary buildings. A technology survey was done to review and plan for district need for increased internet access. Printed copies will be provided to parents at the elementary schools on April 8, 22, and 29 and May 13, 2020 from 9:00-11:00 a.m. and 1:00 -3:00 p.m. Copies to secondary students will be provided, upon request, on April 24 and May 8 and 21, 2020. The assignments for elementary schools will be available to download and will be posted on the district website; assignments for secondary are available in Canvas or Google Classroom.

Staff General Expectations

Elementary teachers will develop materials in two-week increments. The windows for assignments are from April 6-17, April 20- May 1, May 4-15 and May 18-June5, 2020. Teachers will submit work to principals by April 6, 20, and 27 and May 11, 2020 at 12:00 p.m.

Secondary teachers will develop materials and post in Canvas or Google Classroom through June 5, 2020. Work will continue to be asynchronous. Printed material, as needed, should be submitted to building principals by April 22, May 6 and 19, 2020 at 12:00 p.m.

The guidelines for total review work per day is 1.5 hours for elementary and 2.5 hours for secondary. The average for secondary is 20 minutes per class daily. Elementary specials will limit to one activity/worksheet per grade per week. Encore in grades 7-8 are encouraged to provide one activity per grade per week. Secondary PE and Health will limit to one activity per day/week. Teachers will consider project-based activities or interactive activities instead of daily worksheets.

The elementary assignments will not be graded. Teachers will be expected to keep track of assignments though email, phone calls and online systems. The secondary assignments will be graded.

Teachers will provide office hours to support students.

Teachers will keep track of communication with students and parents.

Teachers will continue to provide accommodations for students receiving special education and gifted services. Teachers who have English Learners should also follow any accommodations provided by the EL teacher. Please contact the Director of Special Services, case manager, gifted teacher or EL teacher with any concerns.

Guidance Counselors will provide support and resources within their capability to students and families. They will be responsible for communicating information regarding transcripts, external testing, scholarships and other pertinent information to students. They will provide emails and office hours to students. Guidance counselors will keep track of communication with parents and students.

School Health Services will provide support and resources within their capability to students and families. They will provide emails and office hours to students. School Health Services will keep track of communication with parents and students.

Student Expectations

The Enrichment and Review activities started on March 30- April 24, 2020. Students were expected to attempt the Enrichment and Review activities during the two-week intervals (elementary) and weekly (secondary). The activities were not tracked for grading nor assessment. The Planned Instruction assignments from April 27-June 5, 2020. Students are expected to complete assignments. The lessons are developed for daily guidelines for 1.5 hours for elementary and 2.5 hours for secondary. Students will communicate with the teacher using the communication method defined by the teacher. Parents/Guardians are encouraged to develop a schedule of study, physical activity and play with their children. Students may also communicate with the guidance counselor for any support, college planning or career exploration. AP students who are participating in the exams must complete the exams online as required through AP College Board.

Students are expected to follow the District Acceptable Use Policy.

Students who need technology help should contact the teacher and then follow instructions on District website on the Technology Page.

Students who need computer repair should follow the instructions on the District website on the Technology Page.

District cyber students are expected to complete the cyber program assignments.

Attendance / Accountability

Students will be expected to complete assignments. The completion of assignments by online learning, or by communication with the teachers, will ensure the district with information of students attempting work and students who may need additional support. Elementary assignments will not be graded but will be for completeness. The final grade will be an average of the first through third marking period grades. There will be no incompletes. Secondary assignments will be graded. The final grade of the course will be an average of the first through fourth marking period grades. Final grades will be entered as a 60%, 85% or 100% for the fourth marking period. There will be no final exams. There will be no incompletes. Report cards will be mailed at the end of the fourth grading period.

Crawford Central cyber students are expected to continue with courses.

Good Faith Efforts for Access and Equity for All Students

The Crawford Central School District will make every effort to provide an accessible and equitable education for all students during the mandated closure.

The District will communicate the district's Continuity of Education Plan by posting up-to-date information on the district website, Facebook and Twitter. Phone calls using an all-call system will be used to provide information about the access of packets and online learning.

The district will develop a plan for providing support for students receiving special education, Ch. 504, gifted or EL services. The district will ensure that, to the greatest extent possible, each student with a disability can be provided the special education and related services identified in the student's Individualized Education Program (IEP) or Section 504 plan.

The District provides laptop computers to elementary students receiving GIEP services and to secondary students.

The District will provide packets to elementary students and secondary students without technology.

A list of online resources is published on the district website.

A technology survey was published on the district website to determine technology needs of families.

The district will apply for grants to provide increased internet access to areas with limited service.

Teachers will communicate with students and parents, as necessary, through phone call, email, Zoom, Google Voice, ClassDojo, SeeSaw or Canvas. Teachers will maintain office hours for student support.

Special Education Supports

When a school closes because of COVID-19 response efforts and subsequently provides educational services to the general student population, it must also ensure, to the greatest extent possible, that each student with a disability is provided the special education services identified in the student's IEP. Students receiving special education services must have access to the same educational opportunities as the general student population, including the provision of a free, appropriate public education (FAPE). Teachers will be responsible to uphold their obligation in following IEPs and providing accommodations, to the greatest extent possible, and to the best of their ability. The District has created continuity of education plans for providing educational services and ongoing instruction for students.

Case managers for students with an IEP or Ch 504 will work closely with any general education teachers to ensure necessary supports or adaptations are being provided.

Therapists of students who receive speech and language, occupational therapy, physical therapy, or vision or hearing support will contact parents to provide resources and optional activities.

Special education teachers who provide specially designed instruction (SDI) in the special education classroom will plan instructional activities that are aligned with each student's ability level and will use SDI to the greatest extent possible and appropriate under these circumstances.

Special education teachers who provide SDI in the regular education classroom will communicate with the regular education teacher to provide accommodations and modifications to meet the individual needs of the student.

It is not being proposed that IEP's are revised at this time. The District will continue to work with each student's current IEP and notice of recommended educational placement (NOREP) to deliver services to the greatest extent possible. The student's case manager may contact a parent if the annual IEP is due or a reevaluation becomes necessary.

Special education teachers will communicate with students and parents through phone call, email, or virtual communication.

EL Supports

EL support will be provided by the EL teacher. The teacher will develop activities for elementary K-5 through review packets. Grades 6-12 activities will be provided in Canvas online. The EL teacher will provide resources, as needed, to classroom teachers. The EL teacher will have scheduled office hours for students daily. The teacher will provide support for parents by bi-weekly phone calls. Online resources for EL are listed in Resources Links.

ESL Teacher: Sylke Rahman- sylke.rahman@craw.org

Gifted Education

The Elementary Gifted teacher will use OneNote to deliver enrichment activities to students. She will support parents by sending a support/instruction email once a week as well as a resource email once a week. She will also use ClassDojo to communicate progress. The teacher will provide support to students who are using Google Classroom in regular education classes. Students will be provided one task daily and a choice board on weekends. The teacher will build layered curriculum models to support independent project learning. The online resources used for Elementary Gifted are listed in Resources Links.

The Secondary Gifted teacher will use Google Classroom, Google Forms, email and Remind to support students and parents. She will continue to call those students who do not complete work online. She will provide Zoom meetings with students weekly. The teacher will have office hours two hours per day for those enrolled in GATE class. Students in GATE will continue to read novels, which were distributed before school closed, and short stories that are online. The teacher will support secondary teachers by helping with differentiation of regular education work. The online resources used for Secondary Gifted are listed in Resources Links.

Elementary Gifted Teacher: Rebecca Kelly- rebecca.kelly@craw.org

Secondary Gifted Teacher: Jill Hyatt- jill.hyatt@craw.org

Building/Grade Level Contacts

Central Office Administration

Superintendent: Thomas Washington- thomas.washington@crow.org

Director of K-12 Curriculum: Jennifer Galdon- jennifer.galdon@crow.org

Director of Special Services: Alisa Willey- alisa.willey@crow.org

Director of Educational Technology: Ann Noonan, Ph.D.- ann.noonan@crow.org

Director of Technology: Rebecca Gentile- rebecca.gentile@crow.org

Business Manager: Guy O'Neil- guy.oneil@crow.org

Director of Building, Grounds and Transportation: Matt Tarr- matthew.tarr@crow.org

Building Administration

Cochranton Elementary: Renee Keyser- renee.keyser@crow.org

First District Elementary: Jon Colinear- jon.colinear@crow.org

Neason Hill Elementary: Michael Ditzenberger- michael.ditzenberger@crow.org

Second District Elementary: Kurt Meader, Ed.D.- kurt.meader@crow.org

West End Elementary: Tamara Clark- tamara.clark@crow.org

Cochranton Jr. Sr. High School: Don Wigton- donald.wigton@crow.org

Meadville Area Middle School: Scott Lynch- scott.lynch@crow.org

Meadville Area Senior High School: John Higgins- john.higgins@crow.org

Resource Links

The District is collecting resources for students, parents and teachers. The links have been made available through:

- A Wakelet page available [here](#).
- The Ed Tech Update available [here](#).
- Teachers First put together resource collections by grade level and by subject.

English Language Arts (ELA)	Grades K-2	Grades 3-5	Grades 6-8
Math & Science	Grades K-2	Grades 3-5	Grades 6-8
Social Studies	Grades K-2	Grades 3-5	Grades 6-8
Additional Resources	K-12 Student Projects		
EL Websites	www.commonlit.org www.colorincolorado.org		
Elementary Gifted Websites	www.pronunciator.com www.duolingo.com www.code.org www.prodigygame.com www.tinkercad.com www.khanacademy.org		
Secondary Gifted Websites	https://www.nytimes.com/crosswords/game/mini https://www.tinkercad.com/ https://logic.puzzlebaron.com/ http://www.rinkworks.com/brainfood/ https://ordinary-equality.simplecast.com/ https://www.ted.com/ https://www.getunderlined.com/		

- In addition, the Director of Educational Technology is available to assist educators.