

# Diocese of Gary Schools Continuous Learning Plan

School Saint Mary Catholic Community School

City Crown Point

Date October 7, 2020

Saint Mary catholic Community School will offer both in-person and remote learning experiences for all students. Parents will be allowed to select either option.

1. Describe how you will deliver continuous learning opportunities for all students, including special student populations.

### Evidence:

- Classroom teachers will publish assignments in Google Classroom or other digital classroom for remote learners by 9 am on a daily basis. Students will follow the instructions provided by the teacher to complete their daily lessons.
  - Each teacher has adapted the normal curriculum to an online format, while keeping the everyday schedule for subjects.
  - Teachers provide instructional videos of teaching lessons in a pre-recorded or live format using Screencastify and other recording methods.
  - Specials teachers provide assignments for classroom teachers to post in their Google Classroom.
  - The resource teacher follows a schedule to work with caseload students who have an IEP or 504 plan through Google Classroom and on Google Meet.
2. Describe how your district communicates expectations for continuous learning implementation to: 1.) students, 2.) families, and 3.) staff.

### Evidence:

#### Students

- Teachers provide daily assignments and instructions via Google Classroom, Remind, or other digital resource with their plan for completing at home work.
- Administration creates a daily video with a prayer and a lesson or a story.
- Teachers in grades Junior PreK through K provide packets of work for students to complete and then give daily instructions on the completion of these lessons.

### Families

- Administration provided instruction for Remote learning prior to the start of school.
- Administration communicates with parents and provides updates via email, One-Call, or text.
- Teachers communicate with parents via email, Remind, text, or phone call.

### Staff

- Administration provides frequent updates to staff.
- Assistant principal provides support to staff and offers resources for alternative methods of teaching / learning.
- Tech support is provided to staff by the Technology Director.

3. Describe student access to academic instruction, resources, and supports during continuous learning.

#### Evidence:

- Teachers provide instructional videos of teaching lessons, both pre-recorded and live.
- In addition to the services provided by Google Suite, resources are offered through multiple online vendors who have provided free access to their materials.
- The resource teacher is providing support to students with a 504 plan or IEP.
- Teachers are available to answer questions from students and their parents through email, Google Classroom, Remind, and other means.

4. What equipment and tools are available to staff and students to enable your continuous learning plan? Please list.

#### Evidence:

##### Students:

- St. Mary's School is a 1-1 school. All students in grades 1-8 have a personal Chromebook for use in completing their lessons. Kindergarten students who did not have access to a Chromebook were given a loaner device. Google Classroom is the primary source for delivering continuous learning opportunities to students and their families.

- School personnel have ensured that all families have access to a device and that they also have access to the Internet for continuous learning,
- Students in PreSchool and Kindergarten have been given packets to use for continuous learning and teachers provide instruction, and contact parents, through Google Classroom and Remind.
- Teachers provide learning packets for remote students as needed.
- All students were given textbooks prior to the start of the school year.
- Students who have an IEP or 504 plan are provided assistance by the Resource Teacher and/or the Title 1 Interventionist.

Staff:

- All faculty members have access to assigned school laptops and other necessary technology tools in order to provide continuous learning opportunities to their students.

Both:

- Students and teachers have access to standard instructional materials.
- Every staff member and student has access to the digital format for all current textbooks.
  - Savvas Online
  - Superkids Online Fun
  - Flourish - Benzinger Religion
  - Sadlier Vocabulary and Grammar
- Supporting instructional materials are offered through:
  - Google Classroom Suite
    - Drive products
    - Hangouts for virtual meeting opportunities
    - Screencastify
  - Study Island
  - Schoology
  - Discovery Education
  - Khan Academy
  - Virtual field trips and tours
  - Nearpod

- Spelling City
- BrainPop
- Flipgrid
- NWEA
- Prodigy
- YouTube
- Renaissance Learning
  - AR
  - Freckle
  - myON

5. Describe how educators and support staff are expected to connect with students and families on an ongoing basis.

Evidence:

Teachers are expected to have daily contact with students and provide lessons that will offer students the same continuity that they would experience in a traditional classroom. Teachers will offer office hours, provide feedback, and post grades through Google Classroom and PowerSchool. Teachers may use the following means to achieve this connection:

- Google Classroom
  - Daily Q and A sessions
  - Post messages and answer student questions
- Google Meet
- Screencastify
- Class Dojo
- Seesaw
- Remind
- Phone call
- email

6. Describe your method for providing timely and meaningful academic feedback to students.

Evidence:

- Teachers maintain office hours during regular school hours to provide support to students and answer their questions.
- Teachers grade and provide feedback on work and assignments that students submit.
- Grades are posted to FACTS.

- Teachers contact parents /or students to correct misconceptions and to ensure that work is being completed.
  - Teachers respond to every email within a reasonable time period.
  - Instant student feedback is provided by many of the websites that teachers utilize for practice and review activities.
  - Teachers facilitate Google Meet /or Zoom Q & A sessions with students.
7. Does your continuous learning plan provide an avenue for students to earn high school credits? If so, describe the approach.

Evidence:

- Students who participate in the Advanced Math program at Crown Point High School are expected to continue with their coursework to earn their credits as prescribed by Crown Point Community School Corporation and the IDOE.

8. Describe your attendance policy for continuous learning.

Evidence:

- Students are presumed to be in attendance and expected to participate in all remote classroom activities, just as they would during a typical “traditional” school day. Students who are not completing assignments are contacted via email or phone call for a teacher “check-in” and offered opportunities to participate in class and complete work utilizing other means.

9. Describe your long-term goals to address skill gaps for the remainder of the school year.

Evidence:

- Differentiated instruction/ assessment are provided as needed for students with a 504 plan or an IEP.
- Teachers provide instruction for new materials while reviewing concepts that have been taught previously.
- Teachers frequently assess standards and skills to identify areas of weakness and monitor student work for misconceptions so that problems can be immediately addressed and corrected.
- Teachers will utilize online materials to provide individualized instruction for students in specific areas of weakness.

10. Describe your professional development plan for continuous learning.

Evidence:

- Administration shares, provides access to, and encourages teachers and staff to participate in free webinars regarding remote learning opportunities through Google and other sources of instructional materials for Professional Development (PD).
- Teachers are provided access to digital resources and materials provided by Google, the publishers of adopted textbooks, and by sources of instructional digital materials.
- Administration seeks and shares Professional Development opportunities for staff to build knowledge of remote learning strategies.
- The school nurse shares healthy physical and mental/emotional wellness strategies and tips with staff.
- The diocese offers EAP (Employee Assistance through Perspectives) for all employees needing counseling and assistance with coping mechanisms.

Submitted by: L. Thomas Ruiz

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