



District or Charter School Name

Maconaquah School Corporation

Section One: Delivery of Learning

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

Maconaquah School Corporation is a 1:1 school with over 85% of our population having internet at home. We have been delivering eLearning lessons for over five years for both weather related days and pre-planned days. In response to the Governor's executive order for the Covid 19 virus, our district has elected to provide eLearning to our students each week on Tuesday, Wednesday and Thursday. Material will be delivered each of these days via Google Classroom. Teachers are preparing and delivering pre recorded lessons, live lessons, as well as self guided activities that align with our 4th quarter curriculum maps. We also provide our students with packets that include learning activities. Students can interact with their teachers through live office hours (zoom and/or google meet), email and telephone. Teachers are available each eLearning day from 8:30 AM to 3 PM.

Completed work will be graded in a timely manner to give students feedback on what they have turned in. Student work will vary greatly depending on the course and the student grade level. Group projects, self-guided review, as well as assessments will all be used to help determine student learning and to guide our teachers' instruction.

Since we have been using eLearning for several years, all of our special needs students have accommodations in their IEP (individualized educational plan) to help them with eLearning. All special needs students are given an opportunity to reach out to

their TOR (teacher of record) daily to get extra help. Likewise, teachers of record correspond daily with each student to see what help they may need. Teachers and or Instructional Assistants make certain that contact is made daily.

On Mondays and Fridays, teachers will not be presenting new material to students through eLearning. This time will be used for staff development activities and planning. Some teachers will be participating in virtual book study groups while others will collaborate with their peers to develop engaging eLearning material. As the need arises, teachers will have the opportunity to participate in virtual PD for software or other programs that they are struggling to use or understand.

2. Describe how your district communicates expectations for continuous learning implementation to 1.) students, 2.) families, and 3.) staff.

Students are the easiest group to communicate our learning expectations with because they are accustomed to getting information via google classroom in a digital format. Teachers use learning objectives and post them on Google Classroom daily when we meet face-to-face. This procedure will not change with eLearning.

In this time of prolonged virtual education, some families are apprehensive about their child's learning. We have tried to ease that through open communication on our websites, Facebook page, and through our district call system. Furthermore, we have created an eLearning website page for families to reference that has all the materials they may need to answer a variety of questions they might have.

In order to reach families that do not have internet access, we are sending frequent school messenger phone calls to all Maconaquah families relaying necessary information. We also offer flash drives with the students required work, and provide learning logs that include learning activities for students at different levels.

We have been working with staff for several years about eLearning expectations. Usually, we prepare to teach via eLearning for a few days, but now that has changed. To address learning expectations for this prolonged period of time, building principals have hosted, and will continue to host, google meets with the teaching and support staff to convey building expectations. Furthermore, FAQ's as well as shared docs have been developed for teachers to reference.

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

Material will be delivered to students on Tuesdays, Wednesdays, and Thursdays via Google Classroom. Teachers will prepare and deliver pre recorded lessons, live lessons, as well as self guided activities that align with our 4th quarter curriculum maps. Students can interact with their teachers through live office hours (zoom and/or google meet), email and telephone. Teachers will be available each eLearning day from 8:30 AM to 3 PM. Teachers will be required to contact students individually via phone call, email, BLOOMZ, and Zoom to discuss new skills, assignments, and offer feedback on completed work. Student work will be graded in a timely manner to give feedback on what they have turned in.

Additionally, our technology department will be available on eLearning days from 9 AM to 3 PM as a resource for any questions or problems the students might have with their devices or online activities.

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

Each student and staff member has a laptop computer and/or Ipad. At the elementary level, students have several online programs they can access from home for practice of skills and knowledge. Some of these programs allow the teacher to progressively monitor what the student is accomplishing, while others are used for individual student practice before an assessment.

Teachers have a variety of equipment and tools aside from their laptops. Maconaquah is a Google Suite school which allows for access to many tools and add-ons through google. Several of the Maconaquah teachers are certified Google Educators level I and level II, and are available as resources to help answer questions or give virtual tutorials to other staff who might need assistance. Teachers also have equipment and software that ranges from hovercams to Smart Software.

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

The expectation that Maconaquah has established is that teachers and support staff will be available via phone and email from 8:30 AM to 3 PM on the days of eLearning. In addition, some buildings will also require at least one hour of live (google meet or zoom) office hours each week. From past data we have collected on eLearning, the majority of connections between the teacher and families occurs through google classroom and email.

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

Google classroom has helped Maconaquah staff members with organization and delivery of academic material as well as providing feedback to our students. Through this program, students are able to get feedback on assessment through graded assignments on google forms, email (in mass or individually), group chats and google meets. In addition to using the many tools within Google Suite, teachers will also use the telephone to provide feedback to students.

Section Two: Achievement and Attendance

- 7. Does your continuous learning plan provide an avenue for students to earn high school credits? If so, describe the approach.**

Students currently enrolled in High School credit classes both at the High School and the Middle School will continue working on those courses' academic standards through eLearning for the fourth quarter. Students will complete classwork and assessments Tuesdays, Wednesdays, and Thursdays to help teachers gauge student learning. The courses will be graded based on the students academic progress through the student's eLearning work.

- 8. Describe your attendance policy for continuous learning.**

Teachers track student attendance through the completion of each student's work as well as through interaction via email, phone and other forms of virtual communication.

- 9. Describe your long-term goals to address skill gaps for the remainder of the school year.**
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Maconaquah teachers will continue to teach students via eLearning based on fourth quarter curriculum maps. We hope that this will lessen the impact of students not being present for the remainder of the school year. At the start of the 2020-21 school year, teachers will assess skills and address any gaps through remediation. Maconaquah Schools follow a balanced calendar schedule, so we are already equipped with the knowledge and how-to of filling any educational gaps through remediation as we currently offer this help during the first week of our fall break and spring break. If we see skill gaps in a large percentage of our students, this remediation program could be expanded.

Section Three: Staff Development

10. Describe your professional development plan for continuous learning.

In our current eLearning plan, we do not hold virtual classes on Monday or Friday. These days will be used to provide professional development to our teachers and support staff. These sessions will be conducted virtually via google meet, and pre-recorded sessions.

Once you have completed this document, please complete this [Jotform](#) to share some additional data points and submit your Continuous Learning Plan link. Submission is required by April 17.