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# Prince George County Public Schools

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*A Commitment To Quality Education*

## **Continuity of Instruction Plans During the Extended School Closure of 2020**

Revised 04/03/2020

With the extended closure of schools through the end of the 2019-20 school year, division and school staff have been working to develop plans to ensure that students receive instruction that will prepare them for the next steps in their future academic pursuits and/or entry into the workforce. The plans we have developed are in alignment with guidance from the Virginia Department of Education, and are designed to provide students with the greatest opportunities for future success.

It is important for all students and families to know that our buildings are closed but our schools are still in session. Our teachers and instructional staff are creating and providing new content – content that was not covered prior to March 13<sup>th</sup> – and we will be working to ensure all students have the supports they need to successfully complete assignments.

Please find plans below that are specific to the grade level and course enrollment of students.

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### **Information for Secondary Students and Families**

#### **Prince George High School and Prince George Education Center Seniors**

School counselors and administrators have reviewed transcripts, and they have communicated necessary requirements to teachers of seniors. Seniors have been contacted by their teachers and administrators about necessary next steps and expectations to earn a diploma and to be prepared for college, the military, and/or the workforce.

#### **Students in Grades 6-11**

As of March 13, 2020, approximately 75% of the 3<sup>rd</sup> nine-weeks grading period was completed; however, some students' activities, projects, and assessments may have been incomplete. If not for the closure, teachers would have given assignments in the last two weeks of the 3<sup>rd</sup> nine-weeks grading period that may have helped improve students' grades. **Teachers will score and post the current 3<sup>rd</sup> nine-weeks' grades for all work that had been submitted by March 13<sup>th</sup> by April 15<sup>th</sup>.**

**If a student would like to improve their 3<sup>rd</sup> nine-weeks grades, they will have an optional opportunity to work with their teachers to improve their 3<sup>rd</sup> nine-weeks grades between April 20- May 1.**

**To summarize:**

- Updated 3<sup>rd</sup> nine-weeks grades will be posted in Tyler SIS by **April 15**. (These grades will reflect the work that had been completed and submitted by March 13<sup>th</sup>.)
- For students who opt to improve their 3<sup>rd</sup> nine weeks' grade, teachers will work with the students to provide assignments (for grading) from April 20-May 1.
- Assignments should be turned in electronically by May 1. Accommodations for submitting work by safe, alternative means for those who are not able to submit electronically will be made by the teachers in collaboration with the building Principal.
- The assignments given April 20-May 1 will not negatively impact the current 3<sup>rd</sup> nine-weeks grade. Grades will only be improved by successful completion/accuracy of the given assignments. (Your student's grade can only go up. It cannot be lowered by attempting the additional optional assignments.)
- Final 3<sup>rd</sup> nine-weeks grades will be posted on **May 15**.
- Final grades for the year will be posted on **June 12**. Each of the three nine-weeks grades will count for 33 and 1/3 percent of the final grade.

For the content from the 4<sup>th</sup> nine weeks, learning activities will continue through the end of school in June. Students should expect approximately 30 minutes of work per day per subject area. All students are encouraged to continue the learning activities provided by teachers during the closure. The information/material/skills are necessary for success at the next grade level. Monitoring student growth and progress during the closure will allow us to provide appropriate instruction to our students upon their return to school in the fall.

**Seniors (Class of 2020)**

We know the closure of schools is very disappointing to our seniors and their families. The staff of PGHS, PGEC, and the entire PGPCS' family understand and share that disappointment. While the information above is focused on instructional requirements, please know that we will continue to plan for ways to celebrate **together** the Class of 2020. We have not given up on a graduation ceremony, we just do not know if bans for large gatherings will be lifted by June. We also have a team looking at ways to celebrate other milestones for our seniors – even if we have to celebrate digitally. More information will be provided as details are finalized.

The following graduation requirements that may be waived (for students who were on track to graduate as of the closure) based on authority granted to the Superintendent of Public Instruction include:

- Students currently enrolled in a course for which they need a standard or verified credit in order to graduate;

- Students who have successfully completed a course required for graduation, but have not earned the associated verified credit;
- Students who have not completed the student-selected test;
- Students who are currently enrolled in or have previously completed a course leading to a CTE credential necessary for a Standard Diploma but have not yet earned the credential;
- Students who have not completed a United States and Virginia history course\*;
- Students who have not completed a fine or performing arts or career and technical education course\*;
- Students in the second of sequential courses\*;
- Students who have not completed an economics and personal finance course\*.

\*Some credit-based graduation requirements are still provided for in the *Code of Virginia*. While these cannot be waived outright, these can be addressed by providing new instruction and pursuing alternate pathways to the 140-clock-hour requirement based on revised Board of Education guidelines. These revised guidelines will be provided to school divisions in the coming days.

The following graduation requirements will require action by the General Assembly in order to be waived:

- Students who have not completed training in emergency first aid, cardiopulmonary resuscitation, and the use of automated external defibrillators, including hands-on practice of the skills necessary to perform cardiopulmonary resuscitation; and
- Students who have not completed a virtual course.

Students enrolled in cosmetology or master barber courses will be eligible to take the licensure examination if their instructor submits a Training Verification form certifying the student completed the VDOE-required training, regardless of the hour amount.

***For students who require additional assistance to meet non-waived graduation requirements, we will work to develop an academic plan to help those students graduate.***

## **Dual Enrollment**

Dual Enrollment is a partnership between the school division and local community colleges. PGCPs is working closely with Richard Bland College and John Tyler Community College to determine potential solutions for a variety of scenarios for dual enrollment classes based on who is teaching the course (school division teacher or community college faculty), the length of the course, the amount of course content and seat time completed, among other factors. More information will be provided in the near future.

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## **Students Enrolled in High School Credit-Bearing Courses Graduating in 2021 or After**

In order for our school division to award a standard credit for high school credit-bearing courses, we must ensure that students have successfully completed a majority of required standards that are essential for success in subsequent coursework. This process must be based on revised guidelines provided by the Board of Education (to be provided by the VDOE soon) on the alternatives to the 140-clock-hour requirement.

PGCPS' teachers and staff will identify content that had not been taught prior to the closure on March 13<sup>th</sup> and will develop learning modules to focus on content essential to success in future courses. These learning modules will be delivered virtually, through electronic assignments and through paper packets that will be submitted to teachers electronically.

For students with disabilities and English Learners, additional supports will be provided by school staff members in an effort to meet instructional needs and continue student growth.

Once students successfully complete their current high school credit-bearing courses, they will receive locally awarded verified credits and will not be required to take the related end-of-course Standards of Learning (SOL) test. This waiver is only available for the 2019-20 school year.

### **Good News about Internet Access:**

Thanks to a grant from the John Randolph Foundation, Prince George High School student parking lot and the parking lot directly in front of N.B. Clements are now set up as high-speed internet hotspots for Prince George students. The wi-fi can be accessed by clicking on **pgcps\_guest**. An acceptance page will appear and the guest only needs to click on Accept to begin access. Additionally, the parking lots of all other Prince George County Public Schools are in the process of being configured for this access. We anticipate all lots will be open for access no later than April 24<sup>th</sup>.

A survey by student related to access to internet and devices for those students taking high school credit-bearing courses was administered on April 2<sup>nd</sup>. This information will be used to determine how to prioritize supporting students with access. If you are the parent of a student in Grades 8-12 and have not yet taken the survey, it can be found on the division and school's website.

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## Information for Elementary Students

### 3rd Nine-Weeks

#### Grades for K

For the 3<sup>rd</sup> nine-weeks, students will receive an “S” (Satisfactory) on the report card or an “N” (Needs Improvement) based on their progress as of March 13, 2020.

#### Grades 1-5

For the 3<sup>rd</sup> nine-weeks, students will receive an “S” (Satisfactory) or an “N” (Needs Improvement) in the four content areas of Math, Language Arts, Social Studies, and Science. Students who currently have an average of 70 or above as of March 13, 2020, will receive an “S” for the 3<sup>rd</sup> nine-weeks. Students who currently have an average below 70 will receive an “N” for the 3<sup>rd</sup> nine-weeks.

#### Optional Opportunity to Improve Grades for 3<sup>rd</sup> Nine-Weeks

As of March 13, 2020, approximately 75% of the 3<sup>rd</sup> nine-weeks grading period was completed; however, some students’ activities, projects, and assessments may have been incomplete. If not for the closure, teachers would have given assignments in the last two weeks of the 3<sup>rd</sup> nine-weeks grading period that may have helped improve students’ grades. Teachers will score and post the current 3<sup>rd</sup> nine-weeks’ grades for all work that had been submitted through March 13<sup>th</sup> by April 15<sup>th</sup>.

If a student with an N (average below 70) would like to work to improve their 3<sup>rd</sup> nine-weeks grade, they will have an **optional** opportunity to work with their teacher to improve their grades between April 20<sup>th</sup> - May 1<sup>st</sup>. Grades will only be improved by successful completion/accuracy of the given assignments.

#### To summarize:

- Updated 3<sup>rd</sup> nine-weeks grades of “S” or “N” will be posted in Tyler SIS by **April 15**. (These grades will reflect the work that had been completed and submitted by March 13<sup>th</sup>.)
- For students with an “N” who opt to improve their 3<sup>rd</sup> nine-weeks’ grade, teachers will work with the students to provide assignments (for grading) from April 20<sup>th</sup> -May 1<sup>st</sup>.
- Assignments should be turned in electronically by May 1<sup>st</sup>. Accommodations for submitting work by safe, alternative means for those who are not able to submit electronically will be made by the teachers in collaboration with the building Principal.
- The assignments given April 20<sup>th</sup> - May 1<sup>st</sup> will not negatively impact the current 3<sup>rd</sup> nine-weeks grade. Grades can only be improved by the successful completion/accuracy of the given assignments. (Your student’s grade can only go up. It cannot be lowered by attempting the additional optional assignments.)
- Final 3<sup>rd</sup> nine-weeks grades will be posted on **May 15**.

### **Instruction for the Remainder of the School Year**

Teachers have worked to develop online digital lessons as well as printable packets that will explore the content for the 4th nine-weeks. This information is located on the Prince George County Public Schools Website and the individual schools' websites. Based on the guidance from the Virginia Department of Education, we will not be grading activities completed during the school closure except for those who choose to complete the optional activities to improve their 3<sup>rd</sup> nine-weeks grade. This means students will not receive a numerical grade for these assignments. Teachers can provide feedback to students on their work. Students will not be penalized for not being able to complete the assignments. Monitoring student growth and progress will allow us to provide appropriate instruction for our students upon their return to school for the 2020-2021 school year.

### **Promotion**

In general, students will be moving up to the next grade level. If grade-level retention was being considered for the student before March 13, 2020, and the school team and parents were in agreement, a continuation of that discussion will proceed. The school team will work closely with parents about the appropriateness of the proposed placement for the 2020-2021 school year. The early closure of school for the 2019-2020 school year will not be a factor in the retention considerations.

### **Social and Emotional Wellness**

The division recognizes these are very stressful times for our families. We know that parents cannot duplicate the school day for their children. We have provided recommended instructional times below. Please adjust these based on your child's learning needs. We will continue to update and work with our families during this closure to support the students and continue to provide valuable learning experiences for all of the children of Prince George.

- **Recommended Instructional Time**

For Grades K-2, the recommended time to spend working on instruction is approximately 30 minutes a day for reading/writing and 30 minutes per day for math. Social Studies and Science may be 15-30 minutes with Social Studies and Science alternating every other day. Please remember that the students may need to have this time broken up into segments as their ability to attend is on average approximately three minutes times their age before they need a stretch or a break.

For Grades 3-5, the recommended time to spend working on instruction is approximately 30-45 minutes per day for reading/writing and 30 minutes per day for math. Social Studies and Science may be 30-45 minutes with Social Studies and Science alternating every other day. Please remember that the students may need to have this time broken up into segments as their ability to attend is on average approximately three minutes times their age before they need a stretch or a break.

**Sample Schedule to Help Parents Build a Routine for Home**

9:00 or before	Wake Up	Eat Breakfast, Make your bed, get dressed, brush your teeth
9:00-10:00	Morning Walk	Family walk, walk the dog, or fitness routine
10:00-11:00 (Build in Breaks Between Activities)	Academic Time: Reading/Language Arts	Lessons/websites from School, read a book, journal writing, IXL, Reading Eggs
11:00-12:00	Creative Time	-Legos, draw, craft, play, listen to music, cook or bake
12:00 – 12:30	Lunch	
12:30-1:15 (Build in Breaks Between Activities)	Academic Time: Math	Lessons/websites from School, IXL, Facts Practice
1:15-1:45	Chore Time	Clean room, help to wipe down door handles, kitchen table, etc.
1:45-2:15	Quiet Time	Reading, puzzles, etc
2:15-3:15 (Build in Breaks Between Activities)	Academic Time: Science and/or Social Studies	Lessons/websites from School, IXL, Brain Pop, Projects, Virtual Museums/Field Trip Tours

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