

ACADEMIC CONTINUITY PLAN
March 31, 2020

Information for Students & Families
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INTRODUCTION

5 Critical Elements of an Academic Continuity Plan

1. **Equity** and availability to all students
2. **Designing** for the unique needs of all students
3. **Supporting** system orientation/preparation
4. **Accessibility** for all students
5. **Preparation** for short and long term closures

INSTRUCTION

To ensure the greatest of all 5 critical elements, all teachers have designed learning through “paper & pencil” packets for all grades and subjects, K-12. These CCS Supplemental Learning Packets will be **available to pick up on Thursday, April 2, 2020** at the Elementary School (K-6) and the Junior-Senior High School (7-12). All students will receive a CCS Supplemental Learning Packet, and these will constitute “instruction” for the period of extended school closure. To the extent possible learning packets will offer differentiation for students at different learning levels, abilities, and supports.

In addition, grade levels and academic departments have been encouraged to further supplement and enrich the Supplemental Learning Packets with online instruction, whenever possible. However, such online instruction has not been directed at this time. Teachers have been directed to follow particular guidelines when connecting with students remotely through online and electronic tools.

Noting equity, support, and accessibility to all students, teachers were charged with making plans with flexibility and student abilities in mind for both instruction and learning. High expectations are what we strive for, but we have guided our expectations through the lens of reality in this unprecedented situation.

ACADEMIC CONTINUITY PLAN

- Round II **Supplemental Learning Packets** for all grades will be available for pickup on **April 2, 2020 between the hours of 12:00 p.m. and 7:00 p.m.** Please arrange to pick them up at each school building on that day. If you need them to be delivered, please call your respective building to let us know

Junior-Senior High School 607-547-8181
Elementary School 607-547-9976

- **Be sure that when you come to pick up your student's Supplemental Learning Packet II, please also drop off the first learning packet.** This return of materials from the first learning packet (*provided on March 13 - Junior-Senior High School or March 16 - E-School*) will receive feedback from teachers at a later time
- It is important that all students and families work diligently through all materials in learning packets over the time period they've been assigned. All work, complete or incomplete, will need to be turned in at the appropriate time
- All instructional materials at the point of delivery (*Bus Circle of each building*) will be handled by school personnel in the safest manner (*using gloves and continuous disinfecting*)
- Be sure that any online tools your student is using to complete assignments and communicate with teachers are district-approved. District-approved tools and platforms for the purpose of learning during COVID-19 school closure are:
 - **Google Suite** platforms (meets all privacy requirements for EdLaw2D)
 - **Google Classroom**
 - ⊕ Assignments
 - ⊕ Embedded/linked asynchronous videos using YouTube
 - ⊕ Student discussion forums/comments, etc.
 - **Google Docs**
 - **Google Drive**
 - **Google Meet** (for student/faculty interface)
 - **Remind** (for parent/approved class/group student text communications)
- It's always a good idea to monitor your child's Internet use
- If multiple family members are using the same devices throughout the day, be sure to log out between different family members.
- If Elementary parents wish to borrow an iPad for student use, please contact Ann Meccariello at 547-9976 or ameccariello@cooperstowncs.org.

GRADING

Junior-Senior High School

- Instructional packets received on Friday, March 13, 2020 will not be graded, but teachers will be supplying written feedback at a later time. Please return the first instructional packets to the Junior/Senior high school on **April 2, 2020**
- There are many questions surrounding the grading of the fourth quarter. Answers will be forthcoming
- Regents examinations and AP examinations - we are awaiting further clarification and guidance by the College Board and New York State Education Department
- **Supplemental Learning Packets II** will be assigned and picked up on Thursday, April 14 *and beyond*, and will include learning activities and assignments through May 1, 2020. These instructional packets, at the discretion of the grade level or subject level or individual teacher, *may* also include instructions to access online components through Google Classroom
- Instructional packets are meant for all students to access learning. ***Online learning is supplemental at the discretion of the teacher and is subject to both the instructor's and student's ability to access the online platforms.*** Participation in online learning is encouraged and recommended, but is not directed, will not be graded, nor mandatory for participation when electronic access prohibits such participation

Elementary School

- Instructional packets received on Friday, March 16, 2020 will not be graded, but teachers will be supplying written feedback at a later time. **Parents/caregivers are asked to return completed or incomplete learning packets to the Elementary School on April 2nd when they pick up new instructional packets**
- **Supplemental Learning Packets II** will be assigned and picked up on Thursday, April 2, and will include learning activities and assignments through April 14, 2020 *and beyond*. These instructional packets, at the discretion of the grade level or subject level or individual teacher *may* also include instructions to access online components through Google Classroom
- Instructional packets are meant for all students to access learning. ***Online learning is supplemental at the discretion of the teacher and is subject to both the instructor's and student's ability to access the online platforms.*** Participation in online learning is encouraged and recommended, but is not directed, will not be graded, nor mandatory for participation when electronic access prohibits such participation

ANNOUNCEMENTS and GUIDANCE for STUDENTS and THEIR FAMILIES

Students and families, appropriate to grade level, need to check CCS email or personal email as regularly as possible. Students should “check in” to Google Classroom to communicate with teachers and fellow classmates regularly in order to engage in online learning – as much as this is appropriate and possible.

Please let our **Managed Information Technology Service (MITS)** know if you could use support through a computer, iPad, Chromebook by calling 607-766-3800. Your call will be directed to someone who will answer your question and get you the help you need.

Students should check CCS email regularly and daily - We have been asked by teachers for students to respond to their emails and correspondence when it is sent. We are appreciative for teachers’ outreach, but students should be responding when that happens.

- ACADEMIC and INSTRUCTIONAL Resources for Families
 - ⊕ Cooperstown Elementary School (CES) recommended apps and digital resources for families: <https://sites.google.com/cooperstowncs.org/elementarylibrary/recommended-learning-apps-links?authuser=0>
 - ⊕ Librarian Recommended Digital Learning Resources: <https://sites.google.com/cooperstowncs.org/elementarylibrary/technology-integration/digital-learning-tools-for-grades-k-6>
- SOCIAL and EMOTIONAL SUPPORTIVE Resources for Families
 - ⊕ Counselor Recommended Digital Learning Resources are on the front page of the District’s website

Please note: In the event of continued school closure, additional direction/guidance will be communicated to teachers, families, and students in the most conscientious and effective way possible. Thank you, in advance, for your understanding, patience, and focus on instruction and learning for the benefit of our students.