



District or Charter School Name

Covington Community School Corporation

Section One: Delivery of Learning

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

Continuous learning opportunities are being provided as follows:

- Via Distance Learning Curriculum, under the guidance of licensed instructors:
 - Elementary School – Accelerate Education
 - Middle School – APEX
 - High School - APEX
- Via E – Learning;
 - 1:1 Technology Devices
 - Learning Management System (Canvas/Google Classroom)
- Via Document Packets;
- Via Individual Phone Calls;
- Via Video Conferencing;
- Via Video Messages;
- Via Remote Learning, Computer-Based instruction and/or Online Learning; and
- Via Other Means that May Be Necessary to Meet the Needs of the Child.

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

This is communicated as follows:

- Via Distance Learning Curriculum
 - Elementary School – Accelerate Education
 - Middle School – APEX
 - High School - APEX

- Via Posting E – Learning Guidelines and FAQ’s on the Corporation Web Site;
- Via Learning Management System (Canvas, Google Classroom);
- Via Instructor Messaging;
- Via Video Messaging;
- Via Audio Messaging (School Messenger);
- Via Administrative Messaging (Memos);
- Via Frequently Asked Questions (FAQ’s) Posted on the Corporation Web Site;
- Via Phone Discussions;
- Via Case Conference Committee meetings and IEP Development.

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

Students have access to academic instruction through a diverse set of means including:

- Via Distance Learning Curriculum
 - Elementary School – Accelerate Education
 - Middle School – APEX
 - High School - APEX
- Via 1:1 Technology Devices K – 12;
- Where Connectivity is a Concern, Students have Access to Instructional Resources Via Paper (Lesson) Packets, Cell Phones, Etc...;
- Via Telephone Connection with Instructor and Aide (When Applicable);
- Via Textbooks;
- Via Video Conferencing;
- Via Telephone Conferencing;
- Via Tele-practice;
- Via Direct Request for Resource Assistance (Books, Worksheets, Etc...);
- Via Home Delivery (From the School Corporation);
- Via Remote Learning, Computer-Based Instruction and/or Online Learning platforms;
- Via Learning Management Systems (Canvas/Google Classroom)
- Via Skill-based, computer software; and
- Via Virtual Lessons.

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

The following equipment, tools, and resources are available to staff and students:

- Via 1:1 Devices (K-12);
- Via Assistive Technology as identified in Individualized Educational Plans;
- Via Paper Lesson Packets;
- Via approved Curriculum and Software Programming;
 - Elementary School – Accelerate Education
 - Middle School – APEX
 - High School - APEX
- Via Professional Development;
- Via Learning Management System (Google Classroom/Canvas);
- Via Video Conferencing (Google Hangouts, Zoom, Skype);
- Via Phone Conferencing;
- Via Collaborative Video Conferencing for Instructional Staff (Scheduled April 17, 2020 to Share “Best Practices” and “Lessons Learned”);
- Via Coaching (Building and District Leadership with Instructional Staff);
- Via Coordinated General Education, Special Education, and Related Service Provider Collaborative Sessions; and
- Via Customer Service Support (Technology Coordination, Including Device Repair).

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

For Distance Learners, instructional staff is available during regular school hours, 8:00 a.m. – 3:00 p.m.

Instructional staff introduces daily lesson plans by 9 a.m. of the respective continuous learning day. Staff is available until 11:00 a.m. for direct lesson instruction; and available for the remainder of the day to address student questions.

Instructional staff utilizes the Canvas Learning Management System for the middle and high school, with Google Classroom being utilized by the elementary school.

Video and Phone Conferencing are Being Utilized as Instructors Deem Appropriate.

Case Conference Meetings are being utilized for the Development of IEP's.

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

Instructional staff provides real – time feedback through:

- Via Learning Management Systems (Google Classroom, Canvass);
- Via Video and Phone Conferencing;
- Via Instructor Messaging;
- Via Administrator Messaging;
- Via E-Mail;
- Via Remind;
- Via Case Conference Committee meetings and IEP Development; and
- Via Quarterly Progress Monitoring of IEP goals.

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.**

Distance Learning students will adhere to the respective curriculum guidelines, with certified instructors guiding the students. Grading will follow the CCSC policies, as will attendance and behavioral expectations.

Yes. Students are to submit completed assignments as directed by the respective instructor. The respective instructor will grade the student assignment, submitting and recording the identified grade for the work.

Student grades will accumulate up to the modified last day of school in the respective semester. Students must have a passing grade A – D- to earn a credit for the respective high school course.

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

Distance Learners will be required to attend daily, via the respective digital curriculum. This will be monitored by a certified instructor.

For E – Learning days...

High school and middle school students are to check in with their respective course instructors on a daily basis through the Canvas learning management system or via phone contact.

Elementary school students are required to log into Google Classroom before midnight of the day of the lesson instruction in order to record their attendance to class.

In all schools, when a child has not checked in phone calls are made to parents in order to address the attendance gaps. This is being done in a timely manner.

- 9. Describe your long-term goals to address skill gaps for the remainder of the school year.**
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Opportunities for Remediation will be addressed through:

1. Assignment of students into 2021 summer school (Subject to the status of the COVID – 19 Pandemic Impact to facility closures).
2. During the first quarter and semester of the 2020 – 2021 school year differentiated learning opportunities will be identified and administered during a child’s homeroom and target time learning period.
3. On – Line remediation courses for credit recovery will be utilized as deemed appropriate.
4. Instructional Aides are available to tutor students during the time of continuous learning.
5. Staff collaboration will occur prior to the launch of the 2020 – 2021 school year in order to ensure the respective student’s learning status is taken into account while planning differentiated learning opportunities.
6. Additional opportunities, such as one – on – one instruction will be developed via data collection and the development of specifically designed instruction.
 - a. Case conference committee assessment and information will be utilized during the data collection, as will the monitoring of IEP goals.

Section Three: Staff Development

10. Describe your professional development plan for continuous learning.

For our distance learning programming, training has been conducted by the two companies, Accelerate Education and APEX. This training involved the certified staff, responsible for overseeing the programs.

For the spring of 2020...

Covington Community School Corporation Utilized Waiver Days for the Period of March 16 and 17, with an E – Learning Day utilized on March 13 (County Health Department Directed a neighboring school to close while a student was tested for possible COVID – 19 --- CCSC students share career and technical education classes with the neighboring school, thus the potential of student exposure existed) with professional development for an extended period of continuous learning occurring. During this time the building leaders coordinated multiple collaboration meetings allowing instructors to share their best practices for the use of technology, as well as other alternative instruction strategies, during an extended period of continuous learning.

Building principals are conducting one – on – one training sessions to assist instructors with the use of continuous learning tools, such as Canvas, Google Classroom, Zoom, and other similar resources.

Sharing of “Best Practices” are occurring through email and social media on an on – going basis.

Periodic Staff Video Conferences are to be Conducted to allow Instructional Staff Members to Collaborate on “Lessons Learned” and “Best Practices”. The Video Conferences are Scheduled as Follows:

Covington Middle – High School Staff – Friday, April 17, 2020, 9:00 a.m.
Covington Elementary School Staff – Friday, April 17, 2020, 10:15 a.m.

Covington Middle – High School Staff – Friday, May 1, 2020, 9:00 a.m.
Covington Elementary School Staff – Friday, May 1, 2020, 10:30 a.m.

Covington Corporation Staff Members – Friday, May 15, 2020, 9:00 a.m.

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.