

Pulaski County Public Schools

Instructional Plan for the Reopening of Schools

2020-2021



Presented to the Pulaski County School Board

On Tuesday, July 14, 2020

Table of Contents

Objectives & Plan Development.....Page 1

Instructional Plan for Phases III & II

Reopening Steps for Phase III & II.....Page 2

Student Schedules & Assignment of Teachers.....Page 4

Identification of Instructional Gaps (II & III).....Page 6

New Instruction (II & III).....Page 7

Special Education Services (II & III).....Page 8

Technology Plan.....Page 9

Identifying & Addressing Student Needs.....Page 10

Attendance & Participation Expectations.....Page 11

Phase I Guidelines for Intermittent Shutdowns.....Page 12

Support Services for Phases III & II

Transportation Plan.....Page 13

Cafeteria Services.....Page 13

Custodial Services.....Page 13

PCPS Contacts.....Page 14

**Pulaski County Public Schools
Instructional Plan for Reopening of Schools
2020-2021**

Plan Objective-

Develop an instructional plan for reopening under Phase III or Phase II that incorporates appropriate health & safety guidelines, transportation with social distancing, instructional programming, assessments, and additional support services for students.

Steps Taken to Develop the PCPS Reopening Plan

- 1. Formed a taskforce made up of teachers, parents, students, counselors, administrators, school board members, and school board office administrators to discuss various strategies for reopening schools. The 35-member taskforce met on five different occasions.**

- 2. Received input from Dr. Noelle Bissell, the Director of the New River Health District, on various mitigation & social distancing strategies that should be considered when developing the PCPS plan.**

- 3. Surveyed students (82), parents (1,250), faculty & staff (294)**

- 4. Established the Pulaski County Virtual Academy to provide full on-line instruction for students whose parents do not yet want a return to face-to-face instruction.**

Instructional Plans

Phase III Reopening Steps for Elementary & High Schools

- **Step 1-(September 8-11)- 25% of enrolled students attend each day of the week. Students will be assigned their day alphabetically by school. We will move to Step 2 if there are no confirmed COVID cases within a school during the first week of Step 1.**
- **Step 2 (Tentatively September 14-25) 50% of enrolled students will attend M-Tu and 50% will attend Th-F. (Wednesdays will be used for virtual learning & deep cleaning of school buildings.) After completion of two full weeks with no confirmed cases within our schools, we will move to Step 3.**
- **Step 3 (Tentatively September 28-?) 100% of enrolled students will attend M, Tu, Th, & F. (Wednesdays will be used for virtual learning & deep cleaning of schools.)**
- **Step 4- A full return to school five days per week. We are waiting for additional guidance from the VDOE & VDH before we can develop the parameters for Step 4.**

**- Elementary age children (PK-5) of PCPS employees will be allowed to attend each day that face-to-face instruction is offered during Steps 1 & 2.*

Phase III Reopening Steps for Pulaski County Middle School

Due to schedule delays caused by the COVID 19 outbreak at the PCMS construction site, the middle school will have an alternate plan for reopening:

- **PCMS students will be brought in for ½ of a day during the week of August 31-September 3 in order to be issued their Chromebooks and to have their scheduled courses set up in Virtual Virginia.**
- **PCMS students will participate in all virtual learning from September 8- September 18th.**

- **PCMS students will begin attending in person classes during the week of September 21st and instruction will be provided from that point forward on the same schedule as the other schools.**

Phase II-Reopening Steps

- **PK-3rd grade students will be assigned to attend M-Tu or Th-F of each week.**
- **Special Education Case Managers will develop the instructional schedule and determine the method of delivery for each Special Education student with input from the student's IEP team.**
- **ELL teachers will develop a service & attendance plan for each student designated to receive ELL services.**
- **All grades 4-12 General Education students will be issued a Chromebook and participate in full virtual instruction.**
- **Instruction will begin on Tuesday, September 8, 2020.**

Plan for Intermittent Shutdowns

- **Should PCPS have a confirmed case in any individual school, that school may revert to Phase I guidelines (all virtual) for a period time to allow for a deep cleaning, contact tracing, and reentry plan to be developed with guidance from the New River Health District (VDH).**
- **Should PCPS have confirmed cases in multiple schools at the same time, the entire division may revert to Phase 1 guidelines (all virtual) for a period of time to allow for deep cleaning, contact tracing, and a reentry plan to be developed with guidance from the New River Health District.**
- **Division or School specific shutdowns may result in a reentry plan that utilizes the phase 3 steps for reopening. (25% for one week, 50% for 2 weeks, & 100% thereafter.)**

Phase III- Student Schedules/Assignment of Teachers

Elementary Schools- Students will be assigned one teacher for all instruction in reading, math, science, & social studies. All other teachers will act as itinerant and move from classroom to classroom to provide instruction.

Middle School- Double blocked schedules so that 2 core subjects and an elective are provided on Mondays & Thursdays and the other 2 core subjects and an elective are provided on Tuesdays & Fridays. This will be achieved through the team concept and teachers will rotate into the classroom for core subjects when possible or use staggered transitions while wearing facemasks. Students will travel in staggered intervals and use facemasks while transitioning to their elective courses.

High School- Double blocked schedules so that students take their 1st & 2nd block courses on Mondays and Thursdays while 3rd & 4th block courses will be held on Tuesdays & Fridays. Students may travel in staggered intervals with the use of facemasks.

The elementary instructional day will be from 8:30-3:00 (Teacher hours are 8:00-3:30). The secondary instructional day will be from 9:15-2:15 (Teacher hours 8:30-4:00) with the expectation that one hour of virtual will take place after school each day. This will allow each bus to make 2 runs and ensure that older students are available to supervise younger siblings before and after school.

**** Additional Virtual Instruction for Secondary Students- Due to a decrease of face-to-face instructional hours for secondary schools, one hour of virtual instruction should be provided each afternoon following face-to-face instruction. (For example, the high school could have one hour of virtual for 1st block on Mondays, 3rd block on Tuesdays, 2nd block on Thursdays, and 4th block on Fridays.)***

Phase II- Student Schedules/Assignment of Teachers

Pre-K through Grades 3 will receive face-to-face instruction two days per week and remote learning activities on the other three days.

Special Education (SPED) and English Language Learners (ELL) of all grades may receive up to 4 days per week of face-to-face and at least one day of remote learning activities

All regular education students in grades 4-12 will participate in remote learning five days per week.

The instructional day for those attending face-to-face under Phase II will be from 8:30-3:00. (Teacher hours from 8:00-3:30.)

Identification of Instructional Gaps for Phases II & III

- **Each building principal will develop a plan and schedule for this year's teachers to collaborate with last year's teachers in order to identify the areas of English & math that were not covered. (*Looping at the elementary grades should be considered.*)**
- **Formative assessments will be conducted for all students in the areas of English & math. Instructional coordinators will work with principals and teachers to identify the types and frequency of assessments.**
- **The first 10-15 instructional days will be used by teachers to cover English & math content and concepts that were not covered last year as evidenced by the formative assessments and collaborative conversations between teachers.**
- **The date for beginning new instruction will be at the discretion of each teacher but should be communicated with each building principal.**
- **The school calendar will be adjusted from 990 hours in 160 days to 180 full days to allow for the extra time needed to address the deficits caused by the closure in March 2020.**
- **Instructional gaps in Social Studies, Science, elective, and CTE courses will be assessed in a similar manner and Principals will work with teachers to ensure that time is scheduled during the school year to cover the material that was missed due to the shutdown in March 2020. This will give the teachers of these subjects the flexibility to begin new instruction on the first day.**

New Instruction for Phases II & III

- **New instruction for English & math will begin once the classroom teacher is satisfied that a 2/3 majority of students are ready to move forward. (*A remediation plan will need to be developed & enacted for students who continue to struggle with concepts that were missed last year.*)**
- **New instruction for all other subjects should begin immediately.**
- **All students, who are not assigned to the Pulaski County Virtual Academy for full virtual instruction, will be instructed by the teachers listed on their schedules.**
- **Pacing guides will be evaluated & modified to ensure that the content most compatible with virtual learning is introduced at the beginning of the year.**
- **All instruction will be delivered with the use of the Virtual Virginia platform to allow for easier transitions to full virtual learning during the likely intermittent shutdowns.**
- **Wednesdays are the recommended day to schedule virtual assessments.**
- **Phase II Only- Elementary art, music, & P.E. teachers will provide remote instruction using the Virtual Virginia platform for students not permitted to attend under Phase II guidelines.**
- **Phase II Only- Reading specialists will conduct small group and individualized instruction virtually for students who are not permitted to attend under Phase II guidelines.**

Special Education Services for Phases II & III

- **Student learning gaps will be determined and addressed as described in the “Identification of Instructional Gaps” section of this plan unless an alternate plan is developed by the student’s IEP team.**
- **Case management services will be provided for all SPED students and case managers will make a minimum of one weekly contact with the family of each student during Phase III to monitor the student’s progress through the blended learning model.**
- **All SPED related time-lines for evaluations, eligibility determination, & educational planning will continue to be met as required.**
- **Special education teachers’ schedules will be developed in a way that reduces interaction with multiple classrooms of students.**

Technology Plan for Phase II & III

- **All students will be issued a Chromebook and assigned to all of their scheduled courses through the Virtual Virginia platform.**
- **All content teachers will develop their courses in Virtual Virginia or utilize course program that is already in place. Special education teachers will assist their co-teachers with adapting curricula for SPED students.**
- **Principals, classroom teachers, and ITRTs will work to identify students without sufficient internet service in their home to participate in distance learning through Virtual Virginia. The PCPS technology department will work with these families to identify options for increasing internet accessibility.**
- **All school parking lots will be hotspots available for students to access the internet whenever needed.**

Identifying & Addressing Student Needs for Phases II & III

- **A needs assessment form will be sent home to be completed by the parents of each student.**
- **School counselors and administrators will review these needs assessments and consider any previous services or interventions that were being utilized by a student to develop progress plans for students identified as needing additional support.**
- **Prevention strategies and available resources will be utilized to address the needs of each identified student. These include but are not limited to classroom guidance, small group counseling, individual counseling, SEL curriculum, community resources such as therapeutic day treatment, school based case management, family engagement activities, and parent nights (virtual or in person).**
- **Frequent communication with families will occur through newsletters, surveys, social media, and school websites.**
- **Teachers are expected to make a monthly individual connection with the parents of each of their students.**
- **Academic and career plans will continue to be developed and updated through the use of in-person and virtual meetings with school counselors.**
- **Individualized personal & career counseling will be provided through in-person and virtual counseling sessions.**
- **Title I Reading, Title I Math, and Gifted & Talented education will continue as in-person and virtual services.**

Attendance/Participation Expectations for Phases II & III

- **Students will be scheduled and expected to attend up to 4 days per week for face-to-face instruction and participate in distance learning activities as scheduled.**
- **Students who are screened out from attending face-to-face instruction through the health screening process by parents or school staff will be assigned virtual activities to complete during their absences. These absences will not be counted toward a loss of good standing status or truancy.**
- **Students who are not participating in their assigned attendance days and distance learning programs will be referred to the division's truancy team for additional action.**
- **A minimum expectation for attendance checks and interactions with educators and counselors will be communicated with families for students participating in full virtual instruction.**

Phase 1

Guidelines for Intermittent Shutdowns

- **All students will receive virtual instruction utilizing the Virtual Virginia platform.**
- **Teachers will be given the option to teach courses from home or from their classroom unless special education or ELL services need to be delivered in person.**
- **The expectation is that new material will be taught and work will be graded.**
- **Special education and ELL students may be brought in up to 2 days per week to receive services.**
- **Educational placements with outside agencies will continue as determined by IEP teams.**

Support Services for Phases III & II

Transportation

- **Transportation will be provided for all students utilizing generalized bus routes that are similar to those used during summer school for Phase III and regular bus routes for Phase II.**
- **Students will be seated one per seat beginning at the back of the bus and working their way forward and face coverings will be required for all students who ride a bus. (Students from the same household may be transported two per seat.)**
- **Buses will be sanitized each day.**
- **Parents will be encouraged to drop off & pick up students from school as frequently as possible.**

Cafeteria Services

- **All meals will be served using the “Grab and Go” model for Grades 3-12 & delivered to grades PK-2.**
- **All meals will be eaten in the students’ assigned classroom.**
- **Meals for Wednesday will be provided to students at the end of the day on Tuesday.**
- **In the event that common spaces are utilized for meals, social distancing of 6 feet must be maintained and the area will be sanitized between each group’s use.**

Custodial

- **Mitigation & sanitization materials such as masks, hand sanitizer, sneeze guards, sanitizing cleaner, will be readily available for use at each school.**
- **All touched surfaces in each classroom will be sanitized daily.**

- **Deep cleaning and sanitization will be performed on Wednesdays.**

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