

# Continuity of Learning Plan

Catholic Academy/Parish School: St. Helen Catholic Academy

December 10, 2020

Please send a revised copy of this plan to your District Superintendent. Please be specific in the explanation of processes and plans to be put in place...

How will communication with families take place, to ensure access to all instructional plans are being provided? Please describe the communication plan.

- Expanded use of the school website to facilitate communication between parents and school
- Option C (Online parent portal)
- E-mail
- Google Classroom
- Zoom
- Newsletters highlighting all goals
- Posting on academy/school social media
- Principal notification highlighting events to ensure communication is open
- SHCA principal meetings with all stakeholders

Have teachers created a communication schedule of access, to provide instructional support? Please describe the plan.

- Teachers have communication forums such as Google Meets or Zoom meetings
- Parent support groups via google meets
- Emails
- All communication conforms to one source that is used by all teachers in school Google Classroom
- Advisory Team of teachers on grade bands and specials meet with Principal bi-weekly and teacher leaders disseminate information to the team
- Class Parent: consistent contact with the teacher and principal
- Homeroom Page: teachers utilize Google homepages used as communication hubs

Do all parents/guardians know when and how to communicate with their child's teacher(s)? What plan will be implemented?

- Survey parents to determine their access to computers/e-mails, phones or newsletters.
- Posting of school activities and programs on school website, through teacher e-mail, e-notes in newsletters and phone calls.

- Expanded use of the school website to facilitate communication between parents and school.
- Virtual parent teacher conferences at the end of each trimester to inform parents of student progress.
- School and teacher websites are updated to keep community informed and current.
- Encourage more parents to volunteer in the school by surveying parent interest.
- Creation of Home School Executive Board.
- Home School Community meeting opportunities to receive information.

What specific grade-level tools/devices/apps will be available for students, and how will these resources be shared with families and caregivers?

- Google Classroom
- GSuite for Education
- Option C
- Sadlier
- EdPuzzle
- Pearson Realize
- Khan Academy
- Readworks
- Flipgrid
- Kahoot
- Zoom and Google Meets
- BrainPOP
- Explore Learning
- Peardeck
- Learn 360
- Mathletics
- NewsELA
- Education City
- ABCYA
- Starfall

What digital content resources will teachers use in the development of their instructional plans?

- Freckle for ELA
- Freckle for Math
- Khan Academy
- Readworks
- Epic!
- iReady
- CTN Religion Resources

How much time will students be engaged in learning activities daily, to ensure continuous learning?

- **For the Early Childhood levels;** students will be engaged for at least 45 minutes to 60 minutes per day. It is recommended that this time be broken up into 10-15-minute intervals. Students in Kindergarten should be expected to read independently for approximately 30 minutes a day, perhaps partnering with a family member, or possibly an older sibling for pair-share reading.
- **For Grades 1-2,** students will be engaged for at least 90 minutes per day. It is recommended that this time be broken up into 20-30-minute intervals. Students in First and Second should be expected to read independently for approximately 30 minutes a day.
- **For Grades 3-4,** students will be engaged for 120 minutes per day. It is recommended that this time be broken up into 30-minute intervals. Students in Grades 3 and 4 should read independently a minimum of 45 minutes a day.
- **For Grades 5-8,** students will be engaged for approximately 3 - 4 hours daily. This will allow for 45-minute time blocks for the five major subjects, (ELA, SS Math, Science and Religion). Time can also be devoted to Phys Ed and other specials, if available. Students in Grade 5 should read independently a minimum of 45 minutes a day, and students in grades 6 through 8 should be reading at least 60 minutes a day independently.

What strategies have been put into place to provide students with regular opportunities to receive teacher feedback?

St. Helen Catholic Academy will:

- Create and communicate a schedule or calendar that identifies student expectations such as, assignments, due dates, meeting times, etc.
- Give regular feedback to students and families on student learning progress through progress reports, phone calls, emails, and report cards.
- Maintain open lines of communication among all stakeholders.

St. Helen Catholic Academy will be utilizing frequent and varied formative assessment methods:

Ways to Implement

- Critical thinking will be used in questions to monitor student understanding and application of knowledge.
- Multiple platforms and apps will be utilized to provide varying assessments. For example: Google platform: sheets, forms, slides, docs. Other examples which will be used includes: ThinkCentral/HRW, NewsELA, Quizzizz, Peardeck, Kahoot, BrainPOP, DiscoveryED, Pearson Realize, and other apps to create assignments and assessments for students.
- Formative assessment will be done during synchronous instruction via the chat feature in Zoom, Google Meet, Google Form etc.

How will students on-line, or off-line be able to demonstrate mastery in a subject area?

Students will be required to submit work on Google Classroom. If a student does not have a device, he or she will receive one. All student work will be graded, and students will be given feedback. The feedback will allow students to be able to determine whether or not they have demonstrated master in a subject area. If a student is not demonstrating mastery, the teacher will work with the student in a small group setting via Google Meet.

How will principals maintain open lines of daily communication with their faculty and staff?

- Emails
- Virtual meetings via Google Meet
- Weekly newsletters
- Weekly grade level meetings via Google Meet
- Principal will have access to all Google Classrooms and Google Meets
- Principal will highlight events to ensure communication is open