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| **District or Charter School Name** | Providence Cristo Rey High School |

**Section One:**  Delivery of Learning

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| 1. **Describe how you will deliver continuous learning opportunities for all students, including special student populations.** |
| 1. General expectations and scheduling    1. Students will attend their scheduled 1st, 2nd 3rd and 4th period classes on Mondays and Wednesdays using Microsoft Teams online.    2. Students will attend their scheduled 5th, 6th, 7th and 8th period classes on Tuesdays and Thursdays using Microsoft Teams online.    3. Students will be able sign up for individual or small group support with teachers by appointment through e-mail or google forms for any other hours during the regular school day 8 am to 4 p.m. Monday through Friday.  |  |  | | --- | --- | | Schedule for Monday and Wednesday e- learning | | | 9:00-10:20 | 1st period class | | 10:25 - 11:25 | 2nd period class | | 11:30 - 12:30 | 3rd period class | | 1:30 - 2:30 | 4th period class | | Schedule for Tuesday and Thursday e- learning | | | 9:00-10:20 | 5th period class | | 10:25 - 11:25 | 6th period class | | 11:30 - 12:30 | 7th period class | | 1:30 - 2:30 | 8th period class |   1.1. Friday and other 1:1 or small group supports times:   1. teachers will be available in their Microsoft Teams chat “rooms” during the times on the Friday schedule below. Students can log in to the chat room for support 2. Students will need to communicate with their teacher BEFORE Friday in order to complete a corrective or re-test during this time. 3. Each teacher will explain and post how students can sign up for other times (outside of this schedule) to get additional support or to work on correctives and re-tests during non-core class times.  |  |  | | --- | --- | | Friday Study Hall Schedule | | | 8:00- 9:00 | Social Studies/Mrs. Hammerle | | 9:05-10:05 | Math | | 10:10 - 11:10 | English | | 12:15-1:15 | Science | | 1:20-2:20 | Theology | | 2:25-3:25 | Spanish/Health |  1. Morning announcements and prayer will take place each day during the first class of the day, as a result this class is scheduled for an additional 15 minutes. 2. Attendance will be taken in each class period. Students must be present for all 4 classes each day. 3. Students will be NOT be required to attend the following classes online this semester:    1. P.E.    2. Choir    3. Music    4. Art    5. Theater    6. Study Hall – note that your study hall teacher will invite you to a Microsoft Teams meeting and will be available to provide supports to you during this time, but attendance is not required.    7. Advisory – all students will complete a CWS capstone project independently. Instructions on this project will be sent out to students by e-mail from our CWS staff. 4. If a student is currently enrolled in any of the electives for credit listed in #4 their current grade in the class will become their final grade. Students may choose to do an additional independent assignment to make up an Incomplete or failing grade in any of these classes. 5. Supports for students with IEPs    1. Our Special education teacher will schedule regular check ins with all students who have an IEP according to their plan.    2. Our Special education teacher will work with classroom teachers to support delivery of appropriate modifications and accommodation in all classes on a weekly basis.    3. Our Special education teacher will coordinate with classroom teachers to provide accommodated testing including alternate, extended time and read-aloud for students with these accommodations. 6. Supports for students with ILPs    1. A member of the student support team will schedule regular check ins with all students who have an ILP according to their plan.    2. A member of the student support team will work with classroom teachers to support delivery of appropriate modifications and accommodation in all classes on a weekly basis.    3. A member of the student support team will coordinate with classroom teachers to provide accommodated testing including alternate, extended time and read-aloud for students with these accommodations. |
| 1. **Describe how your district communicates expectations for continuous learning implementation to 1. ) students, 2.) families, and 3.) staff.** |
| Providence Cristo Rey communicates expectations for continuous learning implementation in the following ways:  Students:   1. General all school expectations will be    1. Explained during the first class of the day during morning announcements    2. Sent to all students’ school e-mail    3. Posted on the website    4. Posted on the school Face Book page    5. Explained in a robo call sent out to the number on file in Power School 2. Expectations for specific classes    1. Explained in class by the teacher    2. Posted in the class page on Unified Classroom    3. Provided by e-mail if requested   Parents:   1. General all school expectations will be    1. Sent to all parent e-mails on file in Power School    2. Posted on the website    3. Posted on the school Face Book page    4. Explained in a robo call sent out to the number on file in Power School 2. Expectations for specific classes    1. Posted in the class page on Unified Classroom    2. Provided by e-mail if requested   Staff:  1. All expectations will be discussed with staff during weekly PLC meetings and weekly all staff meetings **before** they are communicated to students and parents.  2. Teachers will set their own classroom expectations according to the guidelines provided by administration and submit those by e-mail to administration, then post them on Unified Classroom and explain them to students in class.  3. Staff are included in all robo calls and e-mails sent out to families. |
| 1. **Describe student access to academic instruction, resources, and supports during continuous learning.** |
| 1. Student access:   1. Students will be able to take home their school assigned laptop for use during remote learning. 2. All classes will take place in Microsoft Teams which is downloaded on all student computers and is part of the Microsoft suite provided by the school. 3. Students can access the Microsoft Suite from any device with internet access. 4. Student work and assessments will be posted on Unified Classroom. 5. Student work will be submitted through Unified Classroom or through e-mail to the appropriate teacher. 6. Students may take pictures of work such as showing work in math, handwritten essays etc. and e-mail those to teachers for any assignment or test.   2. Teacher Availability:   1. Teachers will be available to provide support to students during the class time scheduled twice per week. 2. Teachers will be available an additional hour per day to provide small group or 1:1 student supports. Students sign up for/request additional support time from the teacher during class or by e-mail. 3. Teachers have official study hall/office hours every Friday when students can log into that teacher’s Microsoft Team and ask questions.   3. Resources:   1. Resources for each class are posted online in Unified classroom. 2. Counselors are available on a flexible schedule to allow for students to receive academic, SEL or college readiness support at times outside of the school day. Students can schedule an appointment to meet with a counselor through the school website, by sending an e-mail, or by calling or texting the counsellors Google voice number. 3. A COVID-19 resource page has been added to our School Website with resources for food, supplies, counseling, free internet, and many other supports. 4. A Counseling page had been added to our web site with additional resources for students and families.   4. Staff availability   1. Administration and other staff will be available by e-mail, Google Voice Number or Cell phone number during normal school hours.   5. Tutors   1. Tutors will provide 1:1 tutoring during non-school hours including evenings and weekends. 2. Title 1 tutors will be available during these hours to provide support in Math and English for eligible students. 3. Volunteer tutors will be available to provide supports to all students. |

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| 1. **What equipment and tools are available to staff and students to enable your continuous learning plan? Please list.** |
| Laptops and chargers with needed software and capability for video and voice conferencing  Microsoft Suite provided through our Microsoft 365 subscription – can be accessed on any device with internet access  Unified Classroom  EdPuzzle  Google forms  Google Hangouts  Google Voice numbers  APEX – online credit recovery  Achieve 3000 English Language and Reading development Software  Textbooks online  Math XL – online math practice through our e textbook subscription  Any educational software available for free |
| 1. **Describe how educators and support staff are expected to connect with students and families on an ongoing basis.** |
| Family support and communication:   1. Teachers will connect with students each day in class 2. The Front Office Manager will make phone calls home to families of students who are absent for a whole school day. 3. Teachers will report a list of students who did not turn in work and/or attend class for the week to the student support team on Friday. 4. Student Support Staff will contact families of students who are missing class/not turning in work to assess barriers and help with a support plan. 5. Staff will connect with families during the weekly grab and go bag day. 6. Senior mentors will meet with their mentee one time per week. |
| 1. **Describe your method for providing timely and meaningful academic feedback to students.** |
| 1. Grades will be updated on a weekly basis with a minimum of 1 grade per class.  2. The Academic support team will be notified of students who are struggling to turn in work and will reach out to that student and their family to assess barriers and develop a support plan. |

**Section Two:**  Achievement and Attendance

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| 1. **Does your continuous learning plan provide an avenue for students to earn high school credits? If so, describe the approach.** |
| Yes.  Providence Cristo Rey is a Standards Bases school that assigns grades on a proficiency scale. A student must demonstrate a proficiency of a minimum level 2 or 70% on all standards required for the class in order to receive credit for that class.  Each teacher has adjusted the course requirements to account for the difficulties of remote learning.  Students may continue to work on demonstrating proficiency on the standards identified and required for a given class until the end of the school year on June 5th.  Students may attend summer school in June in order to continue to work on any standard on which they have not yet shown proficiency.  If a student has not demonstrated proficiency by the end of summer school on June 25th, they will not receive credit for the course. |
| 1. **Describe your attendance policy for continuous learning.** |
| Students are expected to attend all credit bearing courses as scheduled for continuous learning, up to four classes per day by logging in to the class Microsoft Team at the scheduled time.  Teachers will take attendance by one of the following methods:  1. having students complete a survey  2. verifying which students have signed into the team by e-mail  3. collecting work  Teachers will then enter attendance into Power School for each class.  Students are expected to attend 4 classes per day.  Students are allowed to make special arrangements to watch recorded videos of lessons at alternate times if needed by communicating with the teacher, student support services or administration. In this case attendance will be taken by when the student turns in the exit ticket for that class. |
| 1. **Describe your long-term goals to address skill gaps for the remainder of the school year.** |
| Providence Cristo Rey will continue to provide a high level of support for our students’ academic success through the following ongoing efforts:   1. Small group and individual support available for all students during study hall on Fridays, and after classes each week day by appointment with the teacher. 2. 1:1 and small group tutoring 3. Academic success groups supported by our academic counselor 4. At home access to Achieve 3000 so support continued development in reading and language. 5. Proficiency based grading: all students have the opportunity to re-take assessments after completing a corrective such as 1:1 study with a teacher, an online lesson (such as Achieve 3000, or Kahn Academy etc.) thus allowing students to learn at an individualized pace. 6. All students will demonstrate proficiency in the standards required for each course, as determined by the course teacher, in order to receive credit. Any student who is unable to complete the course during the school year will be allowed to continue to work on the course through summer school. Extenuating circumstances related to COVID-19 will be taken into account and additional supports may be necessary on a case by case basis. |

**Section Three:**  Staff Development

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| 1. **Describe your professional development plan for continuous learning.** |
| Teachers and staff will continue to receive professional development as planned but in a virtual setting in the following ways:   * + - 1. All teachers will attend a weekly PLC focused on best practices, what is working, what isn’t in online learning.       2. Teachers will be able to sign up for weekly virtual coaching sessions with our outside consultant through Tools for Success.       3. Teaching teams will schedule monthly meetings with Tools for Success coaches to plan and prepare.       4. The academic team (all teachers, counselors and staff) will meet once per week virtually with the rotation of general meeting, data talk, PD. |

**Once you have completed this document, please complete this** [**Jotform**](http://form.jotform.com/200924428833961) **to share some additional data points and submit your Continuous Learning Plan link. Submission is required by April 17.**