



Continuity of Education Plan

School District	School District of the City of Erie
Superintendent	Mr. Brian Polito
Address	148 West 21 st Street Erie, PA 16502
Email/Phone	bpolito@eriesd.org 814-874-6080
Website	www.eriesd.org

Goal of Plan
As stated in our Strategic Plan, Erie’s Public Schools champion high levels of student engagement and personalized pathways to educational excellence for every student, without exception. The goals of this plan allow us to continue our mission – providing the best possible education resulting in all of our learners graduating high school with diplomas in hand.

Overview of Plan
<p>In the initial stages of the Covid-19 school closure, Erie’s Public Schools provided students with enrichment and review opportunities through teacher webpages and printed packets for students who were not able to access the internet. Throughout the first weeks of closure, the district researched platforms and capabilities to provide planned instruction to all students. As the research evolved, Erie’s Public Schools developed a timeline to begin the planned instruction stage on April 20, 2020.</p> <p>April 1, 2020-Ongoing:</p> <ul style="list-style-type: none"> • Teacher training on Google Classroom • Principals lead building Instructional Leadership Team and grade level/department meetings to establish essential skills for planned units of study. <p>April 6, 2020-April 17, 2020</p> <ul style="list-style-type: none"> • Teachers continue to provide enrichment and review activities through teacher

webpages and printed packets.

- Teachers plan units of study/projects to utilize during the planned instruction phase.

April 20, 2020-June 4, 2020

- Students begin units of study/projects as presented through Google classroom or other district approved learning management system with guidance from teachers and support staff.

June 5, 2020-June 11, 2020

- Students return to the enrichment and review phase of instruction. Teachers will review the essential skills covered in the planned instruction phase and provide review/enrichment opportunities to bridge students into the summer and in preparation for the return to the classroom for the 20-21 school year.

While shifting to a remote learning platform, the goals of our Strategic Plan will remain in place. As a district, this plan refocuses our efforts to:

*ensure every learner develops the foundational skills that will lead to reading proficiency by grade three.

*enable every child to take ownership of his/her own learning and become a critical thinker, problem solver, and advocate for social justice.

*provide equitable opportunities for success and meet or exceed proficiency standards.

*graduate high school students equipped with the knowledge, skills and disposition to execute their post-high school future plans.

Expectations for Teaching and Learning

Using the Pennsylvania Core Standards as a guide, grade level/department teams will prioritize content needed to be addressed during the last quarter of the school year. Teachers will create units of study paying specific attention to those skills they deem **critical** for a successful transition to the next grade level.

Teaching and learning will be asynchronous with teacher feedback and guidance throughout the planned instruction phase. This will ensure the needs of our learners are being met in a differentiated manner with support from teachers, paraprofessionals, and support staff. The structure of this framework will allow consistency and flexibility to teachers, students, and parents/guardians.

Student learning will be assessed through feedback and completion of tasks throughout the planned instruction phase. Students will earn a complete-satisfactory or an incomplete rather than a percentage grade for the fourth quarter. Students who receive an incomplete or do not complete the unit of study satisfactorily may be required to attend summer school and/or may be considered for retention based on the overview of *all progress* during the 19-20 school year.

Communication Tools and Strategies

External

- www.eriesd.org Covid-19 Planned Instruction Communication Portal
- Printed letters mailed to families (also available electronically on Communication Portal)
- One Call System
- Administrator/Teacher/Student/Parent email
- Teacher websites
- Phone calls
- District/School Social Media Accounts
 - Individual schools and the LEA will post directly to their Facebook accounts. This method of communication will assist us in providing families with the latest information regarding instruction and support. (Both the Facebook platform and EPS websites allow non-English families to translate documents and information into their native languages with a click of the mouse.)
- District Call Center
- Google Classroom Learning Management System

Internal

- Email
- Phone
- Zoom (District Leadership Team Meetings; Building Instructional Team Meetings; Department meetings; Grade level meetings; etc.)

Access (Devices, Platforms, Handouts)

The district will distribute Chromebooks to students who do not have access to a device for online learning. The district will also assist families with obtaining internet access to connect to Google Classroom. In order to meet the needs of all students, paper handouts will be distributed on a case by case basis.

Staff General Expectations

To expand upon the timeline stated in the plan overview, the following are expectations of staff:

- Access all training provided on Google Classroom. Additional opportunities for training are available through IU5.
- Continue to provide enrichment and review opportunities through April 17, 2020.
- Transition to planned instruction beginning April 20, 2020. Teachers will deliver instruction through Google Classroom in an asynchronous format. Instruction will be designed around essential skills and standards in an attempt to bridge where direct instruction left off on March 13, 2020 to best prepare students for return to the physical classroom for the 2020-2021 school year. Teachers will utilize their curricular resources in a virtual format.

- Teachers, support staff, and administrators will be available daily for student questions and/or concerns. Teachers will have office hours that will be posted in their Google Classroom. Teacher and student communication can happen within Google Classroom or through district email.
- Human Resources, along with input from Special Education and Title I departments, will create weekly professional development tasks for all teachers, administrators, and paraprofessionals. Assigned on Monday, all professional development coursework must be completed by Friday of that particular week.

Student Expectations

It is the hope of Erie’s Public Schools that all students will take full advantage of the educational opportunities made available to them. Since a significant percentage of our students lack technology at home, parents may contact the Instructional Technology department to secure one Chromebook per household.

Students will be expected to access Google Classroom beginning April 20, 2020. It will be in this format students will access units of study provided by their teachers. Students will be responsible for completing assigned tasks to ensure the unit of study is completed satisfactorily. Students are encouraged to take advantage of all resources provided by the teacher and contact him/her for assistance and/or support.

For the fourth quarter, students will be awarded a mark of “complete-satisfactory” or “incomplete” based upon the completion of the unit of study or project. Throughout the quarter, teachers and school counselors will make every effort to reach out to parents if students are not completing the tasks.

Teachers will have scheduled ‘office hours’ to assist students who are experiencing difficulty. Special education, Title I, and English Language Learning teachers will provide additional support. Additionally, students and parents may email teachers at any time with questions and concerns. Responses will be delivered between the hours of 8:00 am – 3:00 pm.

Students who do not complete the assignments, despite our best efforts to support them, will receive a mark of “incomplete”. If permissible, students may be enrolled in summer school. In cases where the student was failing for the year, retention will be discussed with parents, teachers and building administrators.

Attendance / Accountability

Attendance and accountability will be monitored through task/unit of study completion on the Google Classroom Learning Management System. Administrators/counselors/teachers and support staff will reach out to students and families who appear to fall behind or are not engaged in the virtual classroom.

Good Faith Efforts for Access and Equity for All Students

As the District provides educational services to the general student population, our District will also ensure that, to the greatest extent possible, each student with a disability can be provided the services and supports identified in the student's IEP or section 504 plans.

Special Education Supports

Since the school closure Special Education students have been receiving targeted and individualized support in the way of enrichment activities provided by regular and special education teachers via teacher web pages, paper packets, and consultation with students and parents. Evaluation/Reevaluation and IEP team meetings have continued either telephonically or via internet via Zoom or Microsoft Teams. Effective April 20th, the majority of students with IEPs will be able to receive services through Google Classroom using a co-teach model. Special Education teachers will provide accommodations and differentiated content, process, and/or product to students on their caseloads. Students who require more extensive modifications to general education offerings will be provided with concrete materials and more intensive consultation with parents regarding appropriate learning activities. Related Services i.e. PT/OT/Speech etc. will be provided via teletherapy direct service to students and/or phone or online consultation with parents. All compliance mandates under IDEA will continue to the greatest extent possible via any and all means available under the current circumstances. Once school resumes, IEP teams will be convened to analyze the impact of district-wide closure and determine whether compensatory education is necessary.

Questions related to the provision of Special Education services and supports may contact EPSSpecEd@eriesd.org

504 Plans and students receiving SAP supports– Supports for students with 504 plans and students receiving SAP services will be ensured to the greatest extent possible via communication and consultation between parents, students, regular education and district support staff and community providers (School Psychologists, MH Specialists, Guidance Counselors, Behavior Specialists, Nurses) via telephone, email, or online contact.

Students in Alternate Programs and Placements – Students in Partial Hospitalization programs, residential and Approved Private School placements will continue to receive educational services through their current provider.

EL Supports

English Learners will be provided the same planned online instruction through Google Classroom as their English speaking peers. Elementary and middle school EL teachers will collaboratively work with classroom teachers to provide modifications and accommodations to assignments and assessments based on English language proficiency levels. The Pennsylvania Common Core State Standards, as well as the English Language Proficiency Standards provide the framework for instruction. Teachers will continue to use WIDA Can-Do descriptors to help guide their teaching as well as their assessments. In addition to working with classroom teachers on differentiating assignments, EL teachers will provide additional opportunities through free educational links and web based programs such as Moby Math, System 44 or Read 180. EL teachers will contact parents weekly through email, phone calls, talking-points or an interpreter.

Middle and high school EL teachers who are working with novice English speakers will provide planned online instruction through content based shelter instruction courses through Google Classroom as well as provide access to web based programs such as System 44 or Read 180 and hyperlinks to free online educational resources. EL teachers will contact parents weekly through email, phone calls, Zoom meetings, talking-points or interpreters.

Parents who prefer not to use the computer will be offered an alternative way to still engage their child while home. EL teachers will work with these families through weekly phone calls to encourage language and conversation. Examples are: At home Bingo using everyday household items, Show and Tell using a favorite book, favorite toy, favorite person in the house with the EL teacher asking simple questions: "What color is it?" or "What is her name?" The EL teacher will also provide paper/pencil assignments to address the core academic subjects that can be emailed to the families. The District is working with The Northwest Tri County Intermediate Unit, the local resettlement agency and refugee social providers to ensure that families have the technology and understanding necessary to access online instruction.

The bi-lingual Parent Involvement Facilitator and Student Liaisons will continue to interpret and translate for families.

Gifted Education

Gifted Support will continue to provide enrichment activities via Google Classroom and the gifted education teacher will consult with the regular education teacher, students, and parents regarding enrichment and advancement opportunities. During online learning, content and grade level teachers will provide students with differentiated instruction, enrichment opportunities and acceleration based on the goals in a student's GIEP and the necessary learning objectives. The gifted facilitator will contact families weekly through phone calls or email to address any parent concerns or questions.

Building/Grade Level Contacts

Superintendent: Brian Polito bpolito@eriesd.org
Assistant Superintendent: Bea Habursky bhabursky@eriesd.org
Executive Director of Operations: Neal Brokman nbrokman@eriesd.org
Executive Director of Human Resources: Teresa Szumigala tszumigala@eriesd.org
Director of Pupil Services: Angela Kownacki akownacki@eriesd.org
Director of Teaching and Learning: Karin Ryan kryan@eriesd.org
Director of Career and Technical Education: Pam Mackowski pmackowski@eriesd.org
Director of Curriculum and Instruction: Nora Dolak ndolak@eriesd.org
Director of Information/Instructional Technology: Rick Vitale rvitale@eriesd.org
Director of Non-Instructional Support Services: Randy Pruchnicki rpruchnicki@eriesd.org
Coordinator of Public Relations and Strategic Communications: Erica Erwin eerwin@eriesd.org
Assessment Coordinator: Paulette Zagorski pzagorski@eriesd.org
Coordinator of Alternative Programming: Chandra Slocum cslocum@eriesd.org
Coordinator of Diversity, Equity, and Inclusion: Ken Nickson knickson@eriesd.org
Child Accounting Facilitator/PIMS Administrator: Lisa Berlin lberlin@eriesd.org
Mental Health Clinical Team Leader: Patti Palotas ppalotas@eriesd.org

Building Principals:

Erie High: Donald Orlando dorlando@eriesd.org
Northwest Pennsylvania Collegiate Academy: James Vieira jvieira@eriesd.org
Patrick J. DiPaolo Student Success Center at Emerson Gridley: Jill Crable jcrable@eriesd.org
East Middle: Scherry Prater sprater@eriesd.org
Strong Vincent Middle: Andrea Gloystein agloystein@eriesd.org
Wilson Middle: Richard Schneider rschneider@eriesd.org
Diehl Elementary: Tim Sabol tsabol@eriesd.org
Edison Elementary: Diane Sutton dsutton@eriesd.org
Grover Cleveland Elementary: Michelle Fiorelli mifiorelli@eriesd.org
Harding Elementary K-2: Kevin Harper kharper@eriesd.org
Harding Elementary 3-5: Kathleen Farnham kfarnham@eriesd.org
Jefferson Elementary: Jeff Boam jboam@eriesd.org
Joanna Connell Elementary: Jesse Williams jwilliams@eriesd.org
Lincoln Elementary: Carla Johnson cjohnson@eriesd.org
McKinley Elementary: Dana Suppa dsuppa@eriesd.org
Perry Elementary: Dave Eubank deubank@eriesd.org
Pfeiffer-Burleigh Elementary: Jason Burgert jburgert@eriesd.org

Resource Links

www.eriesd.org
www.classroom.google.com
[www.facebook/eriespublicschools.com](https://www.facebook.com/eriespublicschools.com)

