

Continuity of Education Plan

School District	LEA – 21 st Century Cyber Charter School
Superintendent	CEO – Dr. Matthew Flannery
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Goal of Plan

21st Century Cyber Charter School is committed to providing a student-focused cyber education in an encouraging, flexible and innovative environment where students and families are engaged in a community with caring and dedicated educators. Our school can provide the Continuity of Education through planned instruction via our virtual offices (Vos).

Overview of Plan

21st Century Cyber Charter School is committed to providing a student-focused cyber education in an encouraging, flexible and innovative environment where students and families are engaged in a community with caring and dedicated educators.

21st Century Cyber Charter school will continue to provide the Continuity of Education through planned instruction. This includes continued access to our virtual offices (VO's) including the evening VO. Tutoring, live labs, Moodle classes, and work sessions will resume as a continuity of education.

Expectations for Teaching and Learning

Moodle Courses – Students have access to all content and assignments in their Moodle courses.

Virtual Office/Tutoring - Continuity of Education will be provided in VOs, work sessions, and tutoring.

- Teachers are available by phone, email, and virtual offices Monday through Friday.
- There are Virtual Office links provided through our Learning Management System so students may also enter the Virtual Office space for tutoring at any of these times.
- Our technology team provides support via telephone or Virtual Office as well.

Live Lab - Continuity of Education will be provided in Live Labs.

- Live labs are held weekly for each course. In this real-time setting, our teachers can provide direct instruction, review instructional materials, and demonstrate how to solve problems. Students interact through a chat room or built-in microphone. They can ask and answer questions and participate in group discussions. The live labs are recorded, so students who cannot attend the live event can view it at their convenience.

Academic Advising – Continuity of Education will be provided through academic advising.

- The academic advisor acts as a mentor, tracking academic performance and communicating regularly to ensure that the student receives guidance and instruction when needed. The relationship between the academic advisor and the student is very important and significantly impacts a student’s success here at 21CCCS.

Communication Tools and Strategies

- All student and parent communications are shared via email, audio via School Messenger, and posted on our Moodle site. We will communicate on a weekly basis, or as needed, when necessary, with students/parents/guardians/and staff. We also have been sharing updates via social media.
- 21st Century Cyber Charter school is providing the Continuity of Education through planned instruction. This includes continued access to our virtual offices (VO’s) including the evening VO. Tutoring, live labs, Moodle classes, and work sessions will resume as a continuity of education.

Access (Devices, Platforms, Handouts)

- Students can access all course content and assignment via their learning management system – Moodle
- Planned instruction/Review/Enrichment will occur during live labs, tutoring, and virtual offices.
- Students will have access to materials/content/assignments on their computer and/or iPads issued by our school.

Staff General Expectations

Planned Instruction: Planned Instruction is formal teaching and learning similar to that which occurs in a classroom setting. Within this process, teachers use planned courses of instruction of new concepts/skills aligned to grade level standards. Teachers assess the learning of their students and make adjustments to instruction based upon student progress. In order to receive grade and credit, students must attend regularly and complete the course requirements.

21st CCCS will adhere to all federal and state mandated requirements for school personnel.

Student Expectations

Students are expected to participate in the Continuity of Education for Planned Instruction. If a student and or family member is impacted by COVID-19, they will work with our school nurse and grade level principal to process excused absences. For student absenteeism which is not impacted by COVID-19, school attendance will be processed per Board Policy and PA school code.

Attendance / Accountability

- Students are expected to complete asynchronous assignments on a weekly basis.
- Live labs are held on a weekly basis for all classes. Live labs are recorded and available for students to access if they need to revisit a lesson.
- Virtual Offices are available for students to seek additional support from their teacher or support staff. Students may be assigned to virtual offices
- Tutoring is available for students. Students may be assigned to tutoring

Good Faith Efforts for Access and Equity for All Students

All of our students coming to our school are provided with a laptop, iPad, and all necessary course materials to be successful. In instances where students have limited internet access a hot spot is provided.

Special Education Supports

All IEP's will continue to be implemented. IEP Team meetings, including all other school meetings, will continue to occur virtually during this time.

Students receiving face-to-face related services will begin to receive their services virtually via Zoom or Blackboard

- All 21CCCS students have access to Blackboard
- Any student in need of access to Zoom will be given access by tech
- Revisions and NOREP's will be completed for any student whose IEP states 'in-person'
- If parents disagree with these "virtually related services" the IEP team will reconvene and determine if services can be made up when things resume to normal or another solution.
- Active Initial Evaluations (PTE has been signed)
 - Initial Permission to Evaluate- If the team was unable to conclusively determine whether the student has a disability or a need for special education, a NOREP will be issued to notify the parents. The "other considerations" section of that NOREP will indicate "Upon resumption of school following the current closure, as well as the resumption of face-to-face testing, a new evaluation will be proposed and, if parent consent is provided, will be completed to conclusively determine the issue of special education eligibility."
 - For example, if the restrictions extend through or are close to the 60th day timeline for these PTEs, then the Evaluation Report will be completed stating the following: Due to current events regarding COVID-19 and the mandates by the Governor's Office and various national and international health organizations requesting social distancing and avoidance of all, non-essential, social contact, 21st Century Cyber Charter School did not complete the

following assessment measures (name what tests weren't completed). 21st Century Cyber Charter School will continue to monitor the guidance of the COVID-19 situation and recommendations of government authorities, and national/international health organizations regarding when it is appropriate to issue a new Permission to Evaluate for outstanding data requested by the MDE (Multi-Disciplinary) Team. At this time, a disability category and a need for special education services cannot be determined.

- We then follow the normal procedures for a completed Evaluation Report where the student's placement remains the same.
 - If restrictions extend or are close to the 60 day period, a NOREP will be issued accordingly with language related to why the evaluation could not be completed which would include language regarding the current health pandemic and government mandated restrictions precluding the completion of the evaluation process.
 - For all instances regarding the evaluation process, regardless of the example followed, 21st Century Cyber Charter School will meet virtually with parents and provide notice (via an interim or other NOREP) of what steps will be followed during the mandated "closure" prohibiting in-person assessment for completion of the evaluation and determination of eligibility.
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- Active Reevaluations (PTRE has been signed)
 - Notification of temporary discontinuation of active evaluation procedures will be issued (via a NOREP)
 - NOREP requests permission for the RR to be completed as a record review and includes all available current input (Teacher, parent, and student input, grades, diagnostic information, etc.)
 - If that review results in a recommendation to conduct testing and assessments, acknowledge that fact in the RR
 - For example, if the restrictions extend through or are close to the 60th day timeline for certain PTRs when a determination cannot be made due to incomplete data, then the Reevaluation Report will be completed stating the following: Due to current events regarding COVID-19 and the mandates by the Governor's Office and various national and international health organizations requesting social distancing and avoidance of all, non-essential, social contact, 21st Century Cyber Charter School did not complete the following assessment measures (name what tests weren't completed), 21st Century Cyber Charter School will continue to monitor the guidance of the COVID-19 situation and recommendations of government authorities, and national/international health organizations regarding when it is appropriate to issue a new Permission to

Reevaluate for outstanding data requested by the MDE (Multi-Disciplinary) Team. At this time, student's disability category will remain the same.

- For reevaluations that have yet to be assigned, such as when the PTRE has been signed but no evaluator has accepted the assignment or when testing has not yet begun, the PTRE will be completed as noted above.
- If restrictions extend or are close to the 60 day period, a NOREP will be issued accordingly with language related to why the re-evaluation could not be completed, including language regarding the current health pandemic and government mandated restrictions precluding the re-evaluation process

** Going forward, until there is no longer a government mandate for social distancing and avoidance of all, non-essential, social contact, PTRE's will be issued with language explaining the review of records process as well as how to obtain the results of any assessments that can be conducted without meeting face-to-face, such as for Related Service Providers and rating scales by teachers, parents, and students.

- IEP Development and Revisions
 - All IEP Team meetings that were canceled due to school closure will be rescheduled. All meetings will be conducted via Blackboard, within a reasonable time frame, given issues related to the health pandemic.
 - Any IEP Team meeting that was scheduled as a result of an initial evaluation will take precedence, within a reasonable time, given issues related to the health pandemic.

EL Supports

- Our School may not have access to complete student records due to the Covid-19 outbreak and subsequent closure of schools throughout the state or country. In the absence of complete records, our school
 - may not be able to screen any English Language Learner who is new to the school, since we cannot get records and can't screen face to face.
 - may not have access to any ACCESS scores of new English Language Learners who enroll at the present time
- Upon schools reopening we will secure and screen students. This will be communicated to families via email/phone/virtual meeting.
- Our School will provide reasonable and appropriate supports to demonstrate a good faith effort to support all English Language Learners to develop proficiency by:
 - Team will meet to discuss IXL results and appropriate placement for each student
 - Team will identify success criteria for ELs
 - An EL teacher will push in with an EL student or small group of EL students in a specific class.

- Lessons will be modified to meet the needs of the specific students at the student’s current grade level.
 - An EL teacher will work one-on-one or in small groups with similarly proficient and grade level students in a pullout program.
 - Lessons will be modified to meet the needs of the specific students at the student’s current grade level.
 - EL teachers will work collaboratively with subject area teachers to maintain course content in a comprehensible manner for the student.
 - EL teachers will utilize scaffolds to assure all EL students are receiving reasonable and appropriate supports.
- All information will be sent via email to parents in home language, if that is their preferred means of communication.

Gifted Education
<ul style="list-style-type: none"> ● Gifted education will resume under the Continuity of Education. ● Gifted IEP meetings will be done virtually. ● Progress Monitoring will continue to occur under the Continuity of Education. ● The gifted seminar will continue to occur under the Continuity of Education.

Building/Grade Level Contacts
Dr. Matthew Flannery – CEO – mflannery@21cccs.org Mr. Brian Cote – Director of Curriculum, Instruction, and Assessment – bcote@21cccs.org Dr. Nancy Giagnacova – Director of Special Education – ngiagnacova@21cccs.org Mrs. Monica Frank – High School Principal – mfrank@21cccs.org Mrs. Erika Laidlaw – Middle School Principal – elaidlaw@21cccs.org

Resource Links
Moodle – https://school.21cccs.org/ BrainPop – https://www.brainpop.com/ IXL – https://www.ixl.com/ Khan Academy – https://www.khanacademy.org/