



District or Charter School Name

Knox Community School Corporation
7525

Section One: Delivery of Learning

1. Describe how you will deliver continuous learning opportunities for all students, including special student populations.

Continuous learning opportunities for all students will be delivered during eLearning Days scheduled for Monday, Wednesday, and Friday through May 18. These learning opportunities will be delivered digitally via the learning management system, Canvas. All students have active Canvas accounts.

Classroom teachers will provide interactive lessons, assignments, assessments, and resources to engage students throughout the learning process. Learning objectives will be posted for each day. Teachers will be available via telephone, email, or other digital resources; i.e. Google Hangouts, Zoom, on eLearning Days from 9:00 a.m. to 3:00 p.m. for instructional support and to communicate with students and parents. These resources allow teachers to provide both direct instruction and remediation to the whole group, small group, or individual students.

In addition, teachers of our special student populations will provide direct assistance with their students on eLearning Days via email or telephone to assist with assignments. This includes our special needs students, English language learners, at-risk students, or students with a 504 plan. Also, representatives from our contracted mental health centers are available to provide emotional support for students, as needed.

For our students enrolled in Career and Technical Education

classes, Knox Schools will follow the guidelines established by the Governor's Workforce Cabinet. Instructors of CTE classes will continue to provide assignments via remote learning for the remainder of the school year. The Cabinet, the Office of CTE, and the colleges providing dual credit courses are committed to providing each student with the opportunity to complete their CTE dual credit courses and programs that require hands-on, in-person activities, or clinical training hours. Knox Schools will follow the future guidance of these entities to ensure course completion. This section will be updated once decisions are finalized at the state level.

2. Describe how your district communicates expectations for continuous learning implementation to 1.) students, 2.) families, and 3.) staff.

KCSC communicates expectations for continuous learning implementation to students, parents, and staff via the software, School Messenger. The district also communicates these expectations through school email, the district website, and the district and school Facebook pages. In addition, all eLearning assignments are posted in Canvas; all students and parents have access to Canvas.

The Remind app, Canvas, and Apex message systems help with the direct communication with students at the classroom level. Students and parents can see completed grades in PowerSchool. Teachers and administrators also contact students and families via telephone and email.

3. Describe student access to academic instruction, resources, and supports during continuous learning.

Student access to academic instruction, resources, and supports is available via the learning management system, Canvas. Students are familiar with this digital platform, available to them and universally used in classrooms since SY 2017-18. Students in alternative education have access to Apex, a standards-based online curriculum. Students in Grades 5-12 have school-issued Chromebooks which they use regularly for instruction. In addition, the district issued Chromebooks to any families of students in Grades K-4 who needed a device for access at home. Families who do not have internet at home receive paper copies of assignments.

Many teachers use video conferencing with students and call to ensure contact is frequent and ongoing. Email and assignments are monitored for student success. Students in our special populations, as well as general education students who struggle with assignments, receive an extra level of support from our special needs staff who call the student each class day for direct assistance. Administrators also provide assistance to these students. Guidance staff, teachers, and administrators are working with our current online learners to ensure they have the support necessary during eLearning Days.

4. What equipment and tools are available to staff and students to enable your continuous learning plan? Please list.

Every teacher and administrator has an assigned MacBook that is used for daily instruction and communication with the students. Students in Grades 5-12 have assigned Chromebooks. In addition, the district issued Chromebooks to any families of students in Grades K-4 who needed a device for access at home. Families who do not have internet at home receive paper copies of assignments. Students in alternative education and at the high school have access to Apex, an online curriculum.

Software that now has free trials has been open to teachers to include in their eLearning lessons. Other tools and software currently available to our students include Canvas, Apex, Google Hangouts, Zoom, Raz Kids, Scholastic News Online, Mentimeter,

Generation Genius, Nearpod, Edmentum, and Gimkit.

5. Describe how educators and support staff are expected to connect with students and families on an ongoing basis.

Educators and support staff are expected to connect with students and families through email, by phone, via the Canvas or Apex message system, or via other online formats for questions and help on eLearning Days. Technology help is available with Help Desk requests to our Technology Department from 9:00 a.m.-3:00 p.m.

Students who do not complete assignments will be called by the classroom teacher. If this does not resolve the issue, another level of support will be given by the special needs staff. All second-level support referrals will be tracked on Google Sheets that will be available to staff members.

6. Describe your method for providing timely and meaningful academic feedback to students.

All teachers are monitoring student progress on assignments and assessments. They provide regular feedback to their students via email or Canvas/Apex messaging. The follow-up communication assists with learning benchmarks. Teachers are also using features in Canvas that identify students' strengths and weaknesses with academic skills. They then use this information for reteaching purposes. In addition, teachers are using data from classroom assessments. From these data points, they have scheduled "virtual class time" using Google Hangouts for reteaching purposes.

Teachers have been directed to prioritize entry of all assignments into PowerSchool, the district student information system. This allows students, parents, and staff to see progress. Grades and

Canvas assignments are reviewed by administrators to ensure academic standards are being taught with rigor and adequate pacing of material during this unprecedented time.

Section Two: Achievement and Attendance

7. Does your continuous learning plan provide an avenue for students to earn high school credits? If so, describe the approach.

The KCSC Continuous Learning Plan does provide an avenue for students to earn high school credits. Knox High School administration and staff plan to average Quarter 3 and Quarter 4 grades to allow students to progress to the next level. Students who struggle will have targeted assistance to complete the work.

Vocational students will have additional time to complete certification work after the pandemic is completed. Prior to that time, instructors of CTE classes will continue to provide assignments via remote learning for the remainder of the school year. Dual Credit partners are in contact with KHS on those programs that directly impact our students. Plans are in place for students to earn these credits.

Online learning platforms, Canvas and APEX, allow KHS students to earn credits upon completion of work. KHS teachers have well-developed Canvas platforms that are consistently used as support systems for in-class learning and, in previous times, have been used for eLearning Days during school closures due to inclement weather.

APEX, through its design as an online teaching, learning, and assessment platform authorized by The College Board, provides an avenue to support and ensure student learning occurs. KHS staff and administrators also support its implementation with monitoring and oversight to ensure students are progressing through the course materials at an appropriate pace.

Both of these platforms will continue to be used to provide appropriate activities as an avenue for Knox High School students to earn credits during this time.

8. Describe your attendance policy for continuous learning.

Student attendance will be primarily based upon completion of assignments. Attendance will also be monitored through student log-in into Canvas or parent contact with teachers through email, telephone, or the Remind app. Contact will also be made to student homes using leveled support systems to ensure all students are participating in remote learning. Administration will track attendance via a Google accountability sheet.

9. Describe your long-term goals to address skill gaps for the remainder of the school year.

Teachers and administrators currently meet in weekly PLC or departmental virtual meetings to adjust current curriculum maps in order to realign academic standards and skills, and to address the skill gaps that will occur due to the closure of school buildings. Teachers are currently targeting the essential skills that students need to be successful. They have streamlined instruction to target student needs.

The Knox district plans to provide staff members professional development days prior to the beginning of SY 2020-2021 to allow for vertical re-alignment of curriculum maps. This re-alignment will be necessary to address the skill gaps caused during the pandemic.

Section Three: Staff Development

10. Describe your professional development plan for continuous learning.

KCSC teachers and administrators are meeting weekly in grade level, team level, or departmental PLCs using Google Hangouts or via daily Facebook sharing. Screen recordings of Canvas are distributed to teachers to assist with use of this platform.

Administrators are sharing resources and are checking in daily with all teachers to help with student and instructional issues.

In addition, teachers and administrators are being provided with vendor support for free software resources. This includes online webinars and Zoom to help implement these resources.

Continual Help Desk support is provided to all staff through Canvas and Apex platforms.

Teachers of dual credit and vocational programs receive professional development from IVY Tech, Vincennes University, and our local vocational cooperative leaders to assist with completion of online programs. This PD is in the form of email contact and online webinars.

Once you have completed this document, please complete this [Jotform](#) to share some additional data points and submit your Continuous Learning Plan link. Submission is required by April 17.