

Methacton School District

INSTRUCTIONAL DELIVERY PROPOSAL

PHASE 3 PANDEMIC RESPONSE

SPECIAL ACTION MEETING

BOARD OF SCHOOL DIRECTORS

JANUARY 19, 2021

AGENDA

- Opening Comments
- Process
- Instructional Model - Phase 3
- Student Supports
- Staffing and Substitutes
- Health and Safety Plan
- Instructional Plan - Level Specific
- Student Services
- Parent Survey
- Closing Remarks/Questions

OPENING COMMENTS



PROCESS

- Input Meetings
 - Education committee January 5, 2021 feedback
 - Principal/Teacher feedback
 - Town Hall Meetings January 14, 2021 Q & A
 - Posted Responses/Summary Plan - Original & Follow-up Responses
- Solution Meetings
 - Directors and Principals
- Recommendation
 - Authorize the Administration to proceed with the implementation of Blended Learning Model for grades K-6 beginning February 8, 2021.
- Decision

PHASE 3 – FOCUS AND PURPOSE

Focus

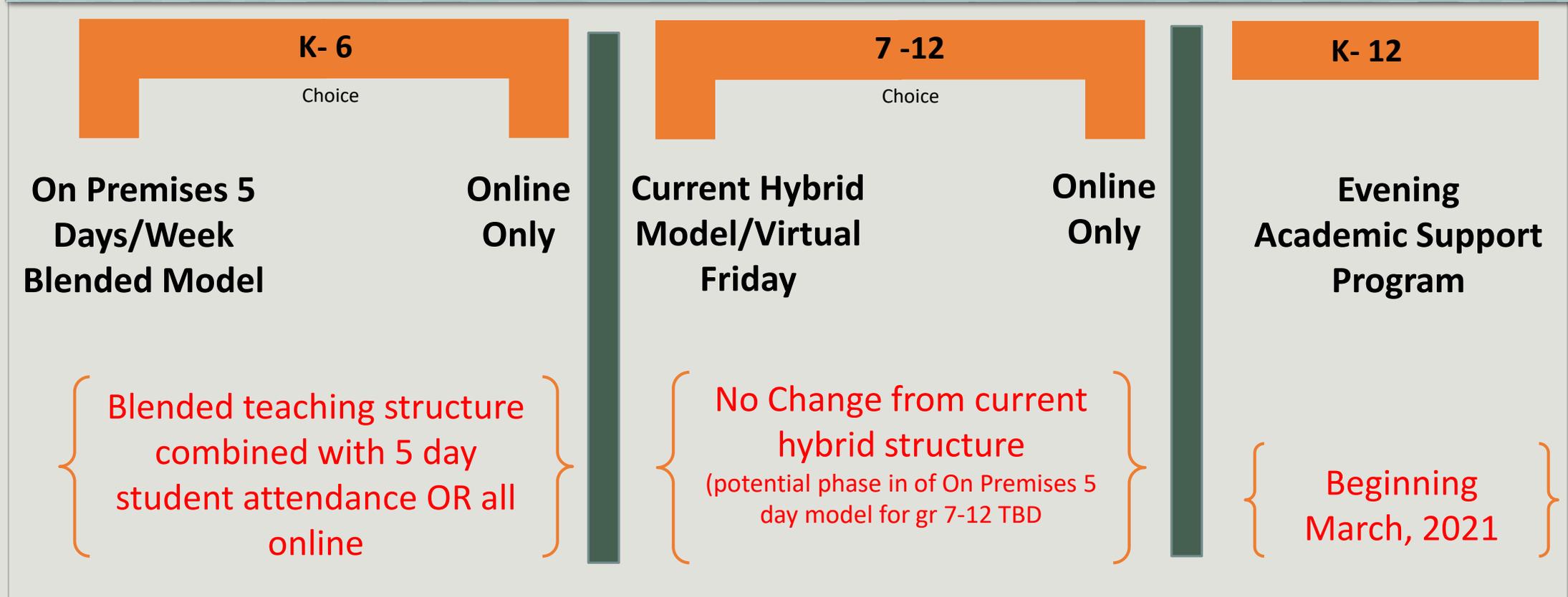
- Anticipate this as final change for K-6 which will take us through end of school year
- Target staffing resources to elementary levels where we can most likely provide consistent and predictable results
- Implementation beginning in February 2021
- A plan of academic supports shall be made available to all students (evening programming by appointments) starting March 2021
- A plan for targeted interventions will be made available for the Summer 2021

Purpose for In Person Instruction

- More structure during school day
- Stronger routines and procedures
- Increased collaborative opportunities
- Increased use of hands-on manipulatives and resources
- Real time guidance and support as needed

PHASE 3

Instructional Delivery



ON PREMISES 5 DAYS/WEEK BLENDED MODEL K-6

Students

- Students stay with their current teacher for remainder of SY
- Some schedule/section modifications may be required
- Final commitment required with an adjustment period will be offered in April
- No changing to on premises mode once final determination made with exception of adjustment period in April
- Students that need to be quarantined will be able to participate virtually

Staff

- No change in teacher responsibilities from current model
- Removes challenges with student, resource, and continuity of instruction
- Does not require teacher building moves

Secondary Students and Staff (Grades 7-12)

- Potential phase in grades 7-12 (dependent on 70%/30% split) to 5 day per week Blended model, to be determined
- Achieve Student Group continues 5 day on premises instruction
- Will continue to leverage large group areas as needed

DESCRIPTION OF CHANGE FOR K-6

Students/Parents in grades K-6 choose to attend on premises 5 days per week or go all online beginning February 8, 2021.

Following parent determination of choice (on premises 5 days/wk or all online), the administration will review choices on a section by section basis to compare the requests for on premises 5 days/wk vs. the maximum available seating per classroom given the approved health and safety plan where distancing is at 6'.

Given the average seating capacity of an elementary classroom with distancing of 6' is 20 (some are as low as 17) and given the elementary sections average 25 students, the plan is as follows if more students request on premises than there are seats:

- Principal will determine if there is another section in same grade/building that can accommodate the section overflow request and will communicate with those parents/teachers if a section balancing recommendation is appropriate.
- When section balancing is not appropriate, the section may be grouped as part of a 4 day per week on premises with rotating group student cohorts. (basically a class of 25 students that want to be on premises will be organized into 5 sub groups of students where all students in the section will attend 4 days per week and where each sub group would be online one day out of the week)

Teachers will be required to continue using their Google Classrooms and be prepared in the instance that a section/school/district would need to close.

Teachers, based on the student/parent selection may continue to have students at a distance (online as well as students in front of them).

DESCRIPTION OF CHANGE 7-12

Students/Parents in 7-12 will choose to attend Hybrid every other day model or go all online for second semester. The determination survey will be available at same time as the K-6 survey; selection window will be January 20-25, 2021.

Following parent determination of choice (hybrid or all online), the administration will review choices to determine the best fit.

There will be a communication to confirm the final schedule by February 4th prior to the implementation. Busing has already been scheduled and organized.

The administration is evaluating the 5 day/wk on premises model along with staffing to determine fit at the 7-12 level.

GRADE 7-12 – ARCOLA AND METHACTON HS

Leveraging technology

Survey numbers and hybrid consideration of increase of days

Cameras and engagement

Communication

Second semester events

Activities and clubs; Athletics

Allow Juniors to drive/park on campus

Intervention/Support- academic, SES, attendance

STUDENT SUPPORTS

K-12

K-4 WHAT IS HAPPENING NOW?

<p><u>Grade Level Meetings</u></p> <ul style="list-style-type: none">• Weekly grade level meetings to plan instruction and assessment• Monthly data meetings facilitated by the principals to discuss student concerns	<p><u>Counselor Support</u></p> <ul style="list-style-type: none">• Meet with students individually and in small groups• Communicate with parents• Continually support students through teacher feedback• Communicate frequently with principals on student progress• Participate in monthly grade level meetings
<p><u>Benchmark Meetings</u></p> <ul style="list-style-type: none">• Review benchmark data and plan for interventions• Review curriculum-based assessments and student evidence of learning• Truancy Elimination Plan meetings (as needed)• Reconvene IEP meetings for special education students if concerns	<p><u>Intervention Meetings</u></p> <ul style="list-style-type: none">• SAP Meetings, Child Study Meetings, Student Specific Meetings• Data and evidence of student progress reviewed• Support, interventions, and goals set for students• Follow-up meetings planned to monitor success of intervention goals

K-4 Instruction

The instruction for elementary students involves the collection evidence of student progress daily through:

- formative assessments
- independent work
- homework
- teacher observation throughout instruction
- summative assessments

Elementary teachers communicate with families via email, phone, Zoom, Google Classroom, and conferences to share student progress. The frequency of communication is dependent upon the individual needs of each student.

There is also support available for students throughout the day via the use of the “Help Button” within Google Classroom.

Parents and Guardians may contact their child’s teacher at anytime with questions or concerns regarding their child.

K-4 Student Support Plan

Student Supports (Mar-June)	Targeted Interventions (Summer 2021)
•Offered to all students	•Offered to students with identified needs
•Social and emotional support available	•Targeted invitations to students based on benchmark and other data results.
•Academic support focusing on homework help and lesson review	•To be developed as data prescribes
•After school by scheduled appointment	
•Virtual and In-person options	

GRADE 5-6 WHAT IS HAPPENING NOW?

<p><u>Team Meetings</u></p> <ul style="list-style-type: none">• Team meetings to plan instruction and assessment• Department meetings for additional planning support• Meetings to discuss student concerns	<p><u>Counselor Support</u></p> <ul style="list-style-type: none">• Meet with students individually and in small groups• Communicate with parents/guardians• Continually support students through teacher feedback• Communicate frequently with principals on student progress• Meet with teachers regarding individual students• Weekly Communication form “What’s up?” Wednesdays
<p><u>Intervention Meetings</u></p> <ul style="list-style-type: none">• SAP (Student Assistance Program) Meetings• IST (Intervention Supports Team) Meetings• Student Concerns Meetings• Student Focused data meetings-review benchmark data and plan for interventions• Review curriculum-based assessments and student evidence of learning• Truancy Elimination Plan meetings (as needed)• Reconvene IEP meetings for special education students if concerns	<p><u>Communication</u></p> <ul style="list-style-type: none">• Parent Portal• Email, phone, Zoom,• Google Classroom• Parent/Guardian Conferences• Parent/Guardian Meetings• Parents and guardians may contact their child’s teacher at anytime with questions or concerns regarding their child.

GRADES 7-8 WHAT IS HAPPENING NOW?

<p><u>Team Meetings</u></p> <ul style="list-style-type: none">• Department (PLC) meetings to plan instruction and assessment (3x cycle)• Team meetings to discuss student concerns (3x cycle)	<p><u>Counselor Support</u></p> <ul style="list-style-type: none">• Meet with students individually and in small groups• Communicate with parents• Continually support students through teacher feedback• Communicate frequently with principals on student progress• Meet with teachers regarding individual students• Review of data and grade reports
<p><u>Intervention Meetings</u></p> <ul style="list-style-type: none">• SAP Meetings• Team meeting led by AP to discuss student concerns (1x week cycle)• Core team meetings led by Principal to discuss student concerns (weekly)• Review curriculum-based assessments and student evidence of learning• Truancy Elimination Plan meetings (as needed)• Reconvene IEP/504 meetings students to address concerns	<p><u>Communication</u></p> <ul style="list-style-type: none">• Parent Portal• Email, phone, Zoom• Google Classroom• Parent Conferences• Parent Meetings• Parents and guardians may contact their child's teacher at anytime with questions or concerns regarding their child.

GRADES 9-12 WHAT IS HAPPENING NOW?

<p><u>Team Meetings</u></p> <ul style="list-style-type: none">• Department meetings to plan instruction and assessment (3x month)• Review curriculum-based assessments and student evidence of learning	<p><u>Counselor Support</u></p> <ul style="list-style-type: none">• Meet with students individually and in small groups• Communicate with parents• Continually support students through teacher/guardian feedback• Communicate frequently with principals on student progress• Meet with teachers regarding individual students
<p><u>Intervention Meetings</u></p> <ul style="list-style-type: none">• SAP Meetings• Child Study Team Meeting to discuss student concerns (1x week)• Individual student support meetings resulting from CST (as needed)• Truancy Elimination Plan meetings (as needed)• Reconvene IEP meetings for special education students if concerns	<p><u>Communication</u></p> <ul style="list-style-type: none">• Parent Portal• Email, phone, Zoom,• Google Classroom• Parent/Guardian Conferences• Parent/Guardian Meetings• Parents and guardians may contact their child's teacher at anytime with questions or concerns regarding their child.

GRADES 5-12 SUPPORT PLAN

Mid-term progress report in PowerSchool for all students :

Mid-term notices sent for students with midterm grade of D or lower :

After school support as outlined below

Student Supports (Mar-June)	Targeted Interventions (Summer 2021)
Offered to all students	Offered to students with identified needs
Social and emotional support available	Target students based on benchmark/data
Academic support focusing on homework help and lesson review	To be developed as data prescribes
After school by scheduled appointment	
Virtual and In-person options	

STAFFING AND SUBSTITUTES

- Substitutes
 - Day-to-day substitutes
 - Substitutes that can work with in-person students when a teacher requests a sick day/personal day or must be quarantined
 - Building based substitutes
 - Trained blended learning substitutes that can fill voids and keep the continuity of instruction
 - Long-term substitutes
 - Trained blended learning substitutes that are used to replace teachers that request an extended leave

HEALTH AND SAFETY PLAN

- Metrics
- Face Coverings
- Social Distancing
- Healthcare Response
- Travel Exclusion
- Food Services
- Transportation
- Safety and Security
- Athletics and Activities
- Cleaning/Sanitation/Disinfection
- Implementation Timeline
- Communications
- Professional Development
- Pandemic Team



INSTRUCTIONAL PLAN

Reopening Guide for Students and Families



PARENT OPTIONS AND PARENT GUIDE

On Premises (5 days in-school – Blended Model)

Regular School Hours

Transportation provided

Methacton Teacher instructing both in-person and online students

Lunch (Recess at elementary level)

Reading, ELD, Gifted, Special Education-related services provided

Use of district device in Google Classroom

Social distancing and mask protocols in place

Follows regular school day schedule (M-F at Elem.; 6 day at SV, Arcola, and MHS)

Methacton Online (all online, 5 days per week)



A DAY IN THE LIFE METHACTON HIGH SCHOOL

- Morning Arrival 7:15 AM - 7:30 AM: Masks worn to enter building
 - Car Riders
 - East Wing loop and East Wing Main Entrance
 - Students wait in the Cafeteria; masks and distancing
 - Bus Riders
 - West Wing loop and West Wing Main Entrance
 - Students wait in the Main Gym; masks and distancing
 - Senior Drivers
 - Park in the Senior lot; permitted and registered vehicles only
 - Students wait in the Auditorium; masks and distancing

ROUTINES AT MHS

- Masks worn at all times by students and staff
- Social distancing in classrooms
- Hand sanitizer used when entering and exiting classrooms
- Use of SmartPass contactless electronic hall pass system
- No changing for physical education classes; locker rooms used for storage of personal belongings with staggered use of the locker room
- Use of Chromebook in most periods; charge it the night before and always bring it to school

CLASS PERIOD TRANSITIONS AT MHS

- 6 minutes of “passing time” between instructional periods and 3 minutes to lunch
- Dismissal at the ringing of the bell for those students moving to the opposite wing of the building for the next class period
- Dismissal three minutes into the transition period for those students remaining in the same wing of the building for the next class period
- Dismissal at same time for classes moving to lunch as this is a reduced number of students overall

LUNCH AT MHS

- Four lunch periods of 30 minutes in duration
 - X Lunch: 10:22 AM - 10:52 AM
 - A Lunch: 11:14 AM - 11:44 AM
 - B Lunch: 12:06 PM - 12:36 PM
 - C Lunch: 12:58 PM - 1:28 PM
- Social distanced in both the main cafeteria and commons areas
- Seating charts will be created again at the start of the second semester
- Assigned seating follows after initial student choice
- Staff will speak with students to finalize the seating chart
- Modifications to food service procedures as per Aramark
- Supervision in these areas by staff

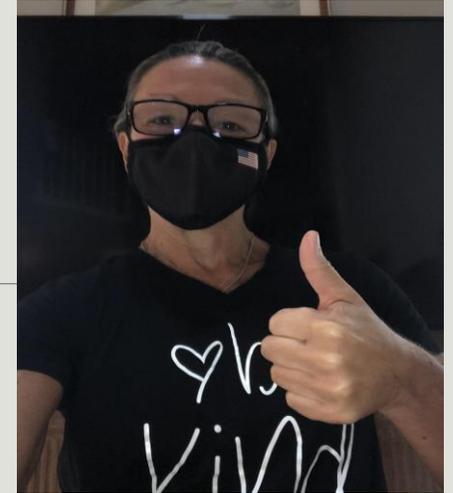
DISMISSAL AT MHS

- 2:15 Senior drivers and car riders dismissed first from seventh period
- 2:20 Bus riders and athletes remaining on campus dismissed
- Seniors with 7th period study hall may request early departure at either 1:28 PM or at 12:03 PM if they have last lunch followed by study hall

A DAY IN THE LIFE

ARCOLA INTERMEDIATE SCHOOL

- 8:00 AM Students arrive by bus out back or car in front of Arcola/Skyview campus~
- Gear-up and be ready!
 - Mask, backpack, water, food, Chromebook fully charged
- Enter the building and report to your period 1 class
- Follow directional arrows and signage throughout the building
- Use hand sanitizer pump upon entering/exiting classrooms
- Assigned seats on bus, in all class periods and for lunch
- Dismissal from each period, by grade will be staggered to allow for travel to next class
- 3:00 PM Student dismissal

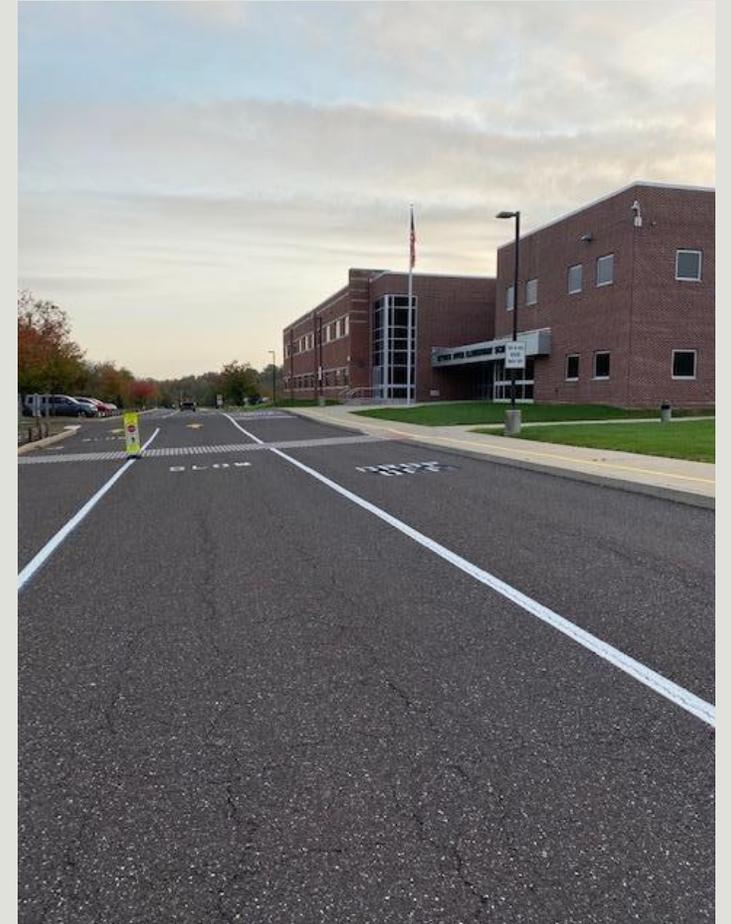


PHOTOS- ENTRANCES FRONT, BACK, CLASSROOMS- READY!



A DAY IN THE LIFE SKYVIEW UPPER ELEMENTARY SCHOOL

- A new look for arrival
- Time - doors open 8 a.m. (HR bell at 8:15)
- Traffic pattern
- Finding our way to class - adult assistance



A DAY IN THE LIFE

SKYVIEW UPPER ELEMENTARY SCHOOL

- Classes and Transitions
- Standard Room Configuration - assigned seats (6x5)
- Teachers travel to homerooms
 - Teacher space front of room
 - Technology access
- Students travel to...
 - PE
 - Challenge, Special Education, Support Classes
- Chromebooks and Supplies
 - Charged
 - Supply list



A DAY IN THE LIFE

SKYVIEW UPPER ELEMENTARY SCHOOL

- General Procedures
- Masks and Hand Sanitizer
- Bathroom - sign out maintained and collected daily
- No lockers
- Lunch
- Assigned areas and seats - seating charts maintained
- Cafeteria, music room, band room and main lobby
- Lunch line
- Cleaning Protocols
- Navigating Dismissal
- Staging and adult assistance
- First bell (3 p.m.); Second Bell (3:05 p.m.)
- Car Riders (3:10 p.m.)

ELEMENTARY STUDENT DAY

Kindergarten Morning Session

- 8:55 A.M. Doors open,
- 9:05 A.M. Class Begins
- 11:55 A.M. Dismissal

Kindergarten Afternoon Session

- 12:45 P.M. Doors open
- 12:55 P.M. Class begins
- 3:35 P.M. Dismissal

Grades 1-4

- 8:55 A.M. Doors Open
- 9:05 A.M. Class Begins
- 3:35 P.M. Dismissal

ELEMENTARY ARRIVAL/DISMISSAL

- Students will either enter from the bus loop or the car line doors.
- Staff members will be in both locations so when doors open, students are taken directly to their classrooms.
- Assigned seats on the bus
- A staff member will board each bus to explain how to exit.
- Staff Members will walk students to classrooms, avoiding any potential gathering.
- Teachers will have desks clearly labeled and will direct students to their assigned seat.
- Students will dismiss in a safe way as outlined by each individual school.

ELEMENTARY ARRIVAL & DISMISSAL



ELEMENTARY FOCUS ON PROCEDURES

- Teachers will spend time teaching procedures, health and safety rules, and classroom routines to ensure students understand the expectations in both settings.
- Topics include:
 - Washing of Hands/ Hand Sanitizer
 - Wearing Your Mask
 - Scheduling Changes
 - Walking in Hallways
 - Bathroom Use
 - Classroom Procedures
 - Lunch, Recess, Specials, Dismissal

ROUTINES AT THE ELEMENTARY LEVEL

- Masks worn at all times by both students and staff.
- Social distancing practiced in all areas.
- Hand washing/sanitizer when entering and exiting classrooms.
- Transitioning for Team Time, Special Education related services, and other district services.
- Special Areas option to teach inside the classroom.
- Remember to charge your device each night.

ELEMENTARY ROOM DETAILS

- All seating maintains 6X5 spacing of students.
- Teacher workspace to allow for access to projector/whiteboard area and ports.
- Teacher desk in every room.
- Hand sanitizer available in all rooms (students can bring their own).
- Students will sit in assigned seats.
- Kindergarten rooms are sanitized in the middle and end of day.
- If relocating to another classroom for small group instruction, the same safety procedures, including spacing, will be followed.

ELEMENTARY ROOM CONFIGURATION



ELEMENTARY LUNCH/RECESS

- All students can pack or choose bagged lunch/breakfast option.
- Students will eat in the cafeteria and will be assigned seats 6 feet apart.
- Students will wash hands before and after lunch and recess.
- Recess will be staggered, allowing time for equipment to be cleaned in between.
- Each class will have their own area while at recess. Areas will rotate.
- Students will wear masks at recess.

ELEMENTARY CAFETERIAS



SPECIAL EDUCATION

As required by law, students who have an IEP will receive a free appropriate public education whether they are attending in-person or virtually, including but not limited to:

Students who are placed in low incidence programs (Achieve Group) will have the option to attend school in-person 5-days/week or attend all online. The delivery of related services will be available both in-person or virtually via tele-therapy.

Grades K-6: Student who are eligible for special education services will have the option to attend school in-person 5 days/week or they may attend all online. The delivery of related services will be available both in-person or virtually via tele-therapy.

Grades 7-12: Students who are eligible for special education services will have the option to attend school in-person 2 days OR 4 days/week if they elect to participate in the hybrid option or they may attend all online. Related services will be provided as follows:

Hybrid: the delivery of related services will be available both in-person or virtually via tele-therapy.

All Online: related services will be delivered virtually or in accordance with IEP team determination.

GIFTED EDUCATION

Students who are eligible for gifted education services will continue to receive the programming outlined in their GIEPs whether they attend school in-person or all online.

Grades K-6: Student who are eligible for gifted education services will have the option to attend school in-person 5 days/week or they may attend all online.

Grades 7-12: Students who are eligible for special education services will have the option to attend school in-person 2 days/week if they elect to participate in the hybrid option or they may attend all online.

504 SERVICE AGREEMENTS

Students in regular education who qualify under Section 504 for a service agreement will continue to receive their identified accommodations to enable access to the regular education program whether they attend school in-person or all online.

Parents/guardians of students who they believe are at a higher risk for COVID-19 should contact the school nurse to discuss their child's health concerns and discuss the need for an individual health plan and/or a 504 service agreement.

ENGLISH LANGUAGE DEVELOPMENT (ELD)

English learners will continue to receive programming and supports through our ELD program whether they attend school in-person or all online.

Students moving into the district will be evaluated for ELD services based on their responses to the Home Language Survey that is completed as part of the registration process.

PUPIL SERVICES

Methacton School District will continue to provide support services for our students.

Interventions such as reading and math support, counseling services, mental health and behavioral supports, and the Student Assistance Program (SAP) will be available for students. In addition, nursing services will be available in all of our schools.

At the elementary level, we will continue to implement RtII, also referred to as Team Time.

Evaluations/Reevaluations:

The district will continue to conduct multi-disciplinary evaluations to determine eligibility for special education and/or gifted education services, as well as 504 Service Agreements.

Triennial reevaluations for the continuation of special education services will also be conducted.

PARENT SURVEY

On January 20th all Methacton Families will receive a survey through the PowerSchool Portal.

- Deadline to complete the survey is January 25, 2021 at noon
- Will be delivered in families' designated home language
- Families will be presented with two important questions:
 1. Grades K-6: Choice of option: Blended or Methacton Online

Grades 7-12: Choice of option: Hybrid or Methacton Online

Note: Students in grades 7-12 who are eligible for special education services will have the option to attend school in-person 2 days or 4 days/week if they elect to participate in the hybrid option or they may attend all online. Students in the Achieve Group will have the option to attend school in-person 5 days/week or all online.

2. How will your child be transported to and from school the majority of days?

It will be imperative that all our families promptly respond to this short survey in order to allow for the final planning to take place as we move towards reopening our schools.

Time Line

- Jan 5 Education Committee
- Jan 11 Community Update on Phase 3 Proposal (register for town hall)
- Jan 14 Superintendent Town Hall for Parents and Community
- Jan 19 Special Meeting – Vote on 5 Day per week K-6 blended learning model
Work Session – Propose Supports and Interventions Programming
- Jan 20 Parent/Student Selection Opens
- Jan 25 Parent/Student Selection Closes
- Jan 26 Voting Meeting – Finalize Supports and Interventions Program
- Feb 8 Grades K-6 five day per week blended model begins
- TBD Potential Grades 7-12 five day per week blended model begins
- Mar 1 Academic Supports Program begins

CLOSING

- In an effort to:
 - Provide greater access to in person instruction at elementary levels
 - Preserve student schedule
 - Preserve teacher/student relationships
 - Maintain flexibility for instructional mode transitions as needed
 - Considering staffing challenges
 - Maintain structure and rigor
 - Do not reinvent the wheel
- I recommend for the Boards consideration this evening that they Authorize the Administration to proceed with the implementation of Blended Learning Model for grades K-6 beginning February 8, 2021.