



## Continuity of Education Plan

School District	Jacquelyn Y. Kelley Discovery Charter School
Superintendent/CEO	Tonia Elmore
Address	4700 Parkside Avenue
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Website	<a href="https://www.jykdiscoverycharterschool.com/">https://www.jykdiscoverycharterschool.com/</a>

Goal of Plan
To ensure that all students continue to be fairly and equitably educated during the COVID 19 shutdown

Overview of Plan
<p><b>Week One</b></p> <p>All staff members have and will continue to meet weekly on Wednesdays 1pm with the CEO, Principal, Academic Director and SPED Director. During the first week of shutdown teachers were directed to place academic enrichment in all subjects on each teacher's website. This included assignments that were not finished and enrichment that could be printed and worked on by students. Students were also given KHAN Academy assignments as well as assignments from Zearn.</p> <p>In week two teachers and support staff called every family in their perspective homerooms to survey whether or not students had internet access and devices. For those who were having internet issues they were directed to Comcast who is facilitating two months of internet free. We also had one parent come to the school and get an internet device because she was having a problem with Comcast.</p> <p>Once this survey was completed in week two.....week three started zoom classrooms Monday through Friday 9am to 1pm...( this includes specialty classes i.e. art music, multimedia, character development and health) in addition to being on zoom for the 1<sup>st</sup> part of the day all teachers are mandated to be available until 3pm daily for question and/or clarification.</p> <p><b>Teachers</b> must keep their websites current and provide printable or internet assigned enrichment weekly in addition to zoom classes.</p> <p><b>Para educators</b> were assigned a small group to support collectively and individually.....</p> <p><b>Climate control personnel</b> will attend zoom sessions and monitor security of the internet as well as side conversations that students are having, they have also been assigned to the school on alternate days to complete behavior reports and audit out student information system for accuracy and reporting</p> <p><b>Counselors and Social workers</b> continue to work with their caseload and contact families to access student or family needs</p>



**Building maintenance workers** continues to provide upkeep to the building by sanitizing, painting stripping waxing floors and deep cleaning the building to ensure that the building is ready for summer enrichment or student return whichever comes first

**Office support personnel** responsible for mailing out notices, placing critical information on school website, sending out informational phone blast, as well as organizing enrollment intent to return forms for the next school year

**Food Service workers** are working with a community partner to provide family meals one to two days a week. It is our hope that this will start by April 27, 2020.

**Administrative personnel** will visit zoom classrooms and check websites daily to ensure that the academic plan is being followed by all.

**CEO** continues to report to the building to collect mail pay bills and ensure that maintenance staff has everything needed to facilitate building needs.

**Finance department** reports twice a week Monday and Friday and is available on call Monday through Friday 9am to 4pm

#### Expectations for Teaching and Learning

The teachers are expected to follow the common core curriculum according to grade level giving generous time for communication as well clarifying information and questions

#### Communication Tools and Strategies

Zoom Email, Telephone, phone blast, USPS.... We are contacting families by any means necessary to assure that students receive equitable education during these unprecedented times.

#### Access (Devices, Platforms, Handouts)

For parents who do not have devices teachers are communicating with them and have loaned out old I-pads until the shipment of Chromebooks come from the school district...We have limited Chromebooks and do not have one for every student...so we are giving the devices to only families who communicate a serious need.

#### Staff General Expectations

Teacher work hours and teacher accessibility have been predetermined. Non-certified staff will work according to communicated schedule and responsibilities (clerical, food service, paraprofessionals, custodial, etc.) Teachers are expected to abide by professional guidance presented in weekly meetings as well as adhere to schedule and curriculum guidelines. Offline Support - Teachers will provide alternatives for any student without internet access at home. Work Continuity - Lesson will cover content that would have been addressed if school were in session in a traditional setting. Learning Targets - All students will be informed of their learning targets for the week. Lesson design should include an instructional component, practice, application, and a demonstration of learning. Training Plans - A professional development plan is submitted by Principal and CEO weekly to provide staff adequate training for eLearning implementation. Ensure students are aware of eLearning day's structure and expectations. Support staff expectations are listed in the overview of Plan. Internet Access - The school is able to demonstrate that a majority of students and all teachers have access to digital learning away from school.



#### Student Expectations

Students are expected to attend zoom class sessions and complete all class assignment by given deadlines. Parents and students are expected to communicate internet or device issues so that the school is able to assist

#### Attendance / Accountability

Teachers have noted which students are attending zoom sessions and students who have participated in enrichment however starting April 27, 2020 teachers will be taking official attendance and begin grading official common core aligned assignments

#### Good Faith Efforts for Access and Equity for All Students

All JYK Discovery Charter School families were contacted to inquire about internet accessibility. Resources were shared with parents regarding free internet access for those who needed it. Families who reached out to the school to inquire about technology needs, including a special education student, were afforded refurbished iPads. The school is currently waiting to obtain approximately 100 laptops from the SDP to distribute to families, giving priority to IEP students.

#### Special Education Supports

All special education teachers are continuing to provide inclusive and alternative support. Special education teachers follow the schedule of their IEP students and provide times for alternative groups and one on one sessions to support students with completion of modified and accommodated work. Related services in student IEPs are offered via Zoom sessions for speech/language therapy, occupational therapy, hearing therapy, counseling, and physical therapy. The occupational therapist and the speech/language therapist are now providing one on one services for students via these sessions. IEP and 504 meetings are continuing to be held. Multiple attempts are made to contact each parent to ensure compliance deadlines for such meetings are being met with a good faith effort.

#### EL Supports

N/A

#### Gifted Education

The JYK Discovery Charter School currently only has one gifted student. The upcoming project plan goal and agenda items for completion were shared with the student's parents.

#### Building/Grade Level Contacts

Building -Bilal Bey Building Climate and Security Director ([bbey@dcsschool.com](mailto:bbey@dcsschool.com))  
Academic - Maria Snipe Principal ([msnipe@dcsschool.com](mailto:msnipe@dcsschool.com))  
Special education -Ashley Philipps ([aphilipps@dcsschol.com](mailto:aphilipps@dcsschol.com))  
Building operations/academic/finance/Staff concerns- Tonia Elmore ([telmore@dcsschool.com](mailto:telmore@dcsschool.com))



student or family concerns Denise Wells/Sudeena Blake ([dwells@dcsschool.com](mailto:dwells@dcsschool.com))  
([sblake@dcsschool.com](mailto:sblake@dcsschool.com))

#### Resource Links

<https://gm.greatminds.org/en-us/knowledge-for-all> (resources for Wit and Wisdom which is our ELA and Math Curriculum)  
<https://www.khanacademy.org> (Khan Academy all subjects)  
<https://www.zoom.com> (Zoom is used for weekly staff meetings)  
<https://www.zearn.org> (Zearn Math) Teachers/parents must sign students up who are not already signed up.  
<https://www.ixl.com> (All subjects IXL)  
<https://kahoot.com> (Game based learning all subjects)  
<https://mysteryscience.com> (Hands-on and digital science lessons)  
<https://classroommagazines.scholastic.com/support/learnathome.html> (Scholastic Magazine - Free videos, articles, and activities)  
<https://why.pbslearningmedia.org> (Educational tools and videos)  
<https://www.turtlediary.com> Free website usage  
<https://www.readworks.org> (-Reading comprehension practice)  
<https://www.storylineonline.net> Story read-alouds  
<https://www.philasd.org/curriculum/home/supplemental-resources> Phila School District resources  
<https://www.learnincolor.com> Various learning resources

**Sixth/Seventh/Eighth Grade Zoom Rotation Schedule On The Next Two Following Pages**



## Sixth grade Zoom Rotation Schedule

Time	ELA	Math	Science	History
9-9:50	601	602	603	604
9:55-10:45	602	603	604	601
10:50-11:40	603	604	601	602
11:45-12:30	Specials	Specials	Specials	Specials
12:35 - 1:25	604	601	602	603

Day	Monday	Tuesday	Wednesday	Thursday	Friday
Specialty	601-MM 604-Music 603-Phys. Ed 602-Art	602-MM 601-CD 604-Phys. Ed 603-Art	603-MM 602-CD 601-Music 603-Art	604-MM 603-CD 602-Music 601-Phys. Ed	604-CD 603-Music 602-Phys. Ed 601-Art



## Seventh/Eighth Grade Zoom Rotation Schedule

Time	Science	History	ELA	Math	Math Enrich
9-9:45	801	802	803	701	702
9:50-10:35	802	803	701	702	801
10:40-11:25	803	701	702	801	802
11:25-11:35	Break	Break	Break	Break	Break
11:35-12:20	701	702	801	802	803
12:25-1:10	702	801	802	803	701
1:15-2:00	Specialty	Specialty	Specialty	Specialty	Specialty
Day	Monday	Tuesday	Wednesday	Thursday	Friday
Specials	701-MM 803-CD 802-Music 801-Phys. Ed 702-Art	702-MM 701-CD 803-Music 802-Phys. Ed 801-Art	801-MM 702-CD 701-Music 803-Phys. Ed 802-Art	802-MM 801-CD 702-Music 701-Phys. Ed 703-Art	803-MM 802-CD 801-Music 702-Phys. Ed 701-Art