

WICHITA PUBLIC SCHOOLS | CONTINUOUS LEARNING PLAN

PREK - SECONDARY, SPRING SEMESTER 2020

Pre-Phase/Phase 1

March 23 – April 6

Goal: Ensure students have access to paper and/or electronic resources

- Grades for this year have been frozen. At this point in time, the current attendance and grades posted to the 3rd quarter progress reports will be final for the 2019-2020 school year. High school staff will work collaboratively with peers to develop instructional plans that will be implemented during Phase 2. The plans will provide learning experiences for seniors to complete coursework needed for graduation and for other high school students to improve their current grade.
- Beginning March 30, students will have opportunities to engage in learning as outlined in Phase 1. Additional **optional** opportunities and support from classroom teachers will be available during Phase 2.
- **Optional** paper packets designed by Learning Services & Student Support Services will provide review activities for a daily, allocated amount of time as follows:
 - ❖ PreK – 30 min. for ELA & Math
 - ❖ K-1 – 45 min. for ELA & Math
 - ❖ 2-4 – 60 min. for ELA & Math
 - ❖ 5-8 – 90 min. for ELA & Math
 - ❖ High School – 90 min. for ELA & Math
 - ❖ Newcomer Packets will also be available for ELA & Math
 - ❖ Student Support Services added a link to district resources
- Packets will be available on a weekly basis at each of the following sites beginning Monday, March 30: Chisholm Trail, White, Isely, Mueller, All Middle Schools, & K-8 Schools & all High Schools. Families may also download packets online at www.usd259.org/wpslearn.
- **Optional** online programs are available to students as well. These are comprehensive reading and math programs currently used in USD259. Directions for accessing the following programs are available in the printed paper packets and posted to our website.
 - ❖ Lexia Core5 (Reading) - Elementary
 - ❖ Dreambox (Math) – Elementary
 - ❖ Lexia Plus/Reading Plus (Reading) – Middle School
 - ❖ iReady (Math) – Middle School
 - ❖ Xello (College/Career Prep) – High School
- March 30 – Phase 1 Officially Begins
 - Information regarding paper packets will be communicated through the following outlets:
 - Parent Link Email
 - Parent Link Phone Call
 - District & School Websites
 - Social Media

Support for Packets:

Continuous Learning Hotline

Phone #973-4443

11:00 AM - 1:00 PM

March 30-May 21, Monday – Friday

Hotline answered by Curriculum
Specialists, Student Support Services, &
MES Services
homework@usd259.net

Phase 1: Expectations for Building Staff

March 30 – April 6

Goal: Ensure students have access to paper and/or electronic resources

Certified Staff (Classroom Teachers, Special Education Teachers*, Related Services, MTSS Facilitators, Etc.)

All staff should be available for the following items Monday-Friday, 8:00 A.M.-3:30 P.M.

- Work with building administration to obtain computers/personal items from school
- Check email twice daily (AM and PM) during regular school hours
- Attend virtual professional learning sessions for Microsoft Teams
- Attend virtual building meetings as appropriate
- Attend virtual task force meetings as appropriate
- Be patient as plans are finalized and set in motion
- Building Leadership Teams will identify processes for staff to contact all students
 - ❖ Contact and check-in with all student families
 - ❖ Determine how students will access resources
- Collaborate with colleagues to determine how to best provide support during Phase 2
- Certified teachers working with Concurrent, Dual, or AP courses work with administration to communicate with families and develop plans to resume instruction
- Practice Self-Care

**Special Education Certified Staff, [please click here for your Staff Guidance document](#) and also [click here for your Services Guidance document](#).*

Paraprofessionals

All staff should be available for the following items Monday-Friday, 8:00 A.M.-3:30 P.M.

- Work with building administration to obtain computers (if necessary)/personal items from school
- Check email twice daily (AM and PM) during regular school hours
- Attend virtual professional learning sessions
- If using email is not possible, contact administration to establish how to initiate contact.
- Be patient as plans are finalized and set in motion
- Complete other duties as assigned by building administrators
- Practice Self-Care

**Special Education Paraprofessionals, [please click here for specific guidance on how to proceed](#).*

Phase 2

April 6 – May 21

Goal: Provide support for students as they access paper and/or electronic resources

- Beginning April 6, students may continue engaging in the learning experiences outlined in Phase 1. Students will also have access to additional **optional** opportunities and support from classroom teachers.
- The WPS District Continuous Learning website, developed by Learning Services, Student Support Services, the Marketing/Communications Department, & Teacher Leaders, will share **optional** resources for families including, but not limited to, the following topics:
 - Physical Education
 - Fine Arts
 - Social Emotional Videos, Lessons & Activities
 - Social Studies & Science
 - Exploratory Courses
 - World Languages
 - Growing up WPS
 - Reading with Dr. Thompson
 - Support for Exceptional Learners
 - Links to Free Educational Sites
- During Phase 2, students will have access to support from classroom teachers. Teachers will work with students in a variety of ways depending on the needs of the student. Examples of support include:
 - Contacting students to check on their well-being
 - Monitoring progress, providing support, and encouraging students engaged in our available online programs
 - Being available for students during designated times
 - Providing instruction as students engage in optional learning experiences
- A Continuous Learning Task Force will meet regularly to monitor the learning plan and develop plans for supporting secondary students as needed.

Phase 2: Expectations for Building Staff

April 6 – May 21

Goal: Provide support for students as they access paper and/or electronic resources

Certified Staff (Classroom Teachers, Special Education Teachers*, Related Services, MTSS Facilitators, Etc.)

All staff should be available Monday-Friday, 8:00 A.M.-3:30 P.M. During Phase 2, staff are expected to work approximately 20-25 hours/week as outlined below.

Office Hours: (Minimum of 2 hours per week)

- ❖ Schedule and communicate office hours each week
- ❖ Available to support students and families as needed
- ❖ Check email at least once in the AM and PM during regular school hours
- ❖ Documentation and Planning

Classroom Hours - Academic: (Elem: 2 hours per week)

- ❖ Monitor, support, and encourage students as they complete work in online programs
- ❖ Provide feedback and/or guidance

Classroom Hours - Academic: (Secondary: 30 minutes per week per class)

- ❖ Monitor, support, and encourage students as they complete work in online programs
- ❖ Provide learning experiences for high school students to earn credits towards graduation
- ❖ Provide feedback and/or guidance

Classroom Hours – Social Emotional: (Minimum of 2 hours per week)

- ❖ Check on the well-being of students on a regular basis, as directed by Building Leadership Teams

Professional Learning: (Up to 4 hours per week)

- ❖ Microsoft Teams Training
- ❖ Lexia Plus/Reading Plus, iReady, other (Secondary)
- ❖ Lexia Core5, Dreambox (Elementary)
- ❖ Science of Reading/Dyslexia Law required PD
- ❖ Standards-Referenced Grading
- ❖ Building-Based
- ❖ Self-Care

Collaborate: (As needed/directed)

- ❖ Purposefully Plan with colleagues
- ❖ Attend meetings (Team, staff, task force, etc.)

**Special Education Certified Staff, [please click here for your Staff Guidance document](#) and also [click here for your Services Guidance document](#).*

Paraprofessionals

All staff should be available Monday-Friday, 8:00 A.M.-3:30 P.M.

**Special Education Paraprofessionals, [please click here for specific guidance on how to proceed](#).*

FREQUENTLY ASKED QUESTIONS

How will ELL and Newcomer students get their packets?

ELL students will follow our district plans for Reading and Math support. Newcomers will have packets designed by level (Level 1 and Level 2). Packets will be available at the sites listed above and online. Migrant students will receive help through phone calls and virtual meetings.

Will students served in the categorical programs of Academic Life Skills and Mixed Abilities have packets?

In some cases, students will have access to additional packets. Student Support Services will communicate directly with those admin/teachers with specific details.

How will office hours be communicated to parents?

It is a recommendation that a building's office hours for all staff be shared with building administration so they can inform families through parent link. Additional reminders may be shared individually by staff.

How do you contact parents and keep your phone number private?

For those who wish to use their personal phone to make contacts but maintain privacy, dial *67 before dialing the phone number. Options to receive phone calls from parents & families are to create Team Meetings, Zoom meetings, or have parents leave messages on your classroom phone. Directions can be found [here](#).

How will staff participate in professional learning?

Professional learning will be held virtually through multiple modes of communication (i.e. Zoom, Microsoft Teams, webinars, videos, etc.) Information for these opportunities will be available soon.

Where will I find answers to questions regarding students with exceptionalities?

Student Support Services [has worked to organize questions and answers into this FAQ document.](#)

What might a typical week or day look like for a certified building staff member?

All staff should be available Monday-Friday, 8:00 A.M.-3:30 P.M.

Weekly Schedule **EXAMPLE** for Phase 2 (Approximately 20-25 hours/During the school day): **Certified Staff**

	Monday	Tuesday	Wednesday	Thursday	Friday
9:00 - 10:00	Classroom Hours	Office Hours	Professional Learning	Classroom Hours	Office Hours
10:00 - 11:00	Collaborate/ Team Plan	Collaborate or PL	Professional Learning	Collaborate or PL	Professional Learning
11:00 - 12:00	Collaborate/ Team Plan	Collaborate/ Staff Meeting	Professional Learning	Collaborate/ BLT Meeting	Collaborate/ Task Force
1:00 - 2:00	Office Hours	Classroom Hours	Office Hours	Classroom Hours	Office Hours

What do we do if we have additional questions?

Administrators are meeting on a regular basis with the Elementary and Secondary Office. Please share your questions with administration so answers can be shared consistently across the district.