

Reynolds School District Continuity of Education Plan

The Reynolds School District has been given the flexibility from the Pennsylvania Department of Education (PDE) to provide remote, online instruction and services, beginning **Monday, March 30**. It is important that students have the opportunity to maintain and develop skills while away from the customary school environment. This can be done through Planned Instruction or Enrichment and Review.

The District Webpage will be the central location for information on the COVID-19 Closure. The District's teachers and administrators are taking the necessary steps to be prepared for launch of Online Continuity of Instruction. The District's instructional plan will continue to be informed by guidance from the Pennsylvania Department of Health (DOH), PDE, and the U.S. Department of Education. (Updated guidance is available online at: www.education.pa.gov/Schools/safeschools/emergencyplanning/COVID-19/Pages/AnswersToFAQs.aspx)

Teacher's Classrooms are set-up to provide on-line instruction and/or paper and pencil instruction. If you have questions or concerns about your child's instructional plan, please contact your child's teacher(s) through our school district email which can be found on the district web page.

<https://www.reynolds.k12.pa.us/>

click on the **STAFF** link - teacher emails are listed alphabetically

As of today - the current guidance is for school buildings and grounds to remain closed until further notification. The Reynolds School District's calendar calls for vacation days on Friday, April 10, and Monday April 13, in observance of spring break. The District will honor those vacation days, as planned.

Communications

REMINDER — Mandatory Online Instruction to Begin on Monday, March 30

*Dear Friends and Families of Reynolds School District,
This message is a reminder that, because Reynolds School District has been given the flexibility from the Pennsylvania Department of Education (PDE) to provide remote, online instruction and services, our District will begin Online Continuity of Instruction (OCI) on **Monday, March 30**.*

Teacher's Classrooms are set-up to provide on-line instruction and/or paper and pencil instruction. If you have questions or concerns about your child's instructional plan, please contact your child's teacher(s) through our school district email which can be found on the district web page.

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The District's implementation of Online Continuity of Instruction (OCI) requires the following:

Beginning Monday, March 30, the District will implement Online Continuity of Instruction (OCI). The District has received the needed guidance and flexibility to be able to provide equitable instruction to all of our students. Our teachers and administrators are taking the necessary steps to be prepared for launch on **Monday, March 30.**

The Reynolds School District will be conducting a pickup distribution of student instructional materials on Friday, March 20, 2020, from 7:00 AM to 6:00 PM.

Reynolds Junior-Senior High School: If your child is in grades 7-12, we ask that the student pick up the materials. Upon arrival, we ask that the student enter through Door A. No parents will be permitted to enter the building. Students in grades 7-12 should go to their school locker & gym locker to remove all materials. Students in grades 7- 12 will go to each of their individual classrooms to pick up their materials.

Reynolds Elementary School: If your child is in grades K-6, we ask that one parent pick up the materials. Upon arrival, we ask that one parent enter through Door F and proceed to the large gymnasium. No students will be permitted to enter the building.

School Level Plans

Reynolds Junior-Senior High School Plan -- Remote learning will take place through Google classrooms for many classes. Teachers will communicate assignments through Google classroom. A student needs to have access to a device to connect to google classroom. Staff will be available to students throughout each day by email or other means such as Google Hangouts, Google Meet, Zoom, or YouTube teacher pages. If a student does not have access to a device/internet or if the class is not offered on-line the class instruction will be provided through paper and pencil instruction. Staff will be available to students each day by email or other means such as Remind, Teacher Dojo, or individual phone calls. Teachers at the JSHS will continue to follow their individual 178-day documents of 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 adjust instruction based upon student progress. In order to receive grade and credit, students must attend regularly and complete the course requirements.

Parents and students are advised to contact individual teachers directly through the district email that can be found on the district webpage at

<https://www.reynolds.k12.pa.us/> under the STAFF tab.

Reynolds Elementary School Plan - Remote learning will take place in paper/pencil form for students in grades Kindergarten through Fifth grade. Remote learning for students in Sixth grade will take place using google classrooms. For the first few weeks of the instruction, reviewing and enriching the curriculum will take place. Students will be given assignments for the week. These paper/pencil and google classroom assignments will be turned into the teachers by the students. Teacher feedback will be given to students. Then teachers will follow their individual 178-day documents of Planned Instruction. Students will be given weekly plans which list the lessons. Teachers will also post assignment reminders each day, using email, text, Class Dojo or Remind. Instruction will be delivered through Class Dojo, Remind, Google Classrooms, Email, Text, and Phone when appropriate links to videos and websites will also be posted. Assessments will consist of paper/pencil and informal assessments such as phone conferences with the students. Students will turn in paper/pencil assignments by taking pictures of completed work and sending it to their teacher. Students in sixth grade will turn in assignments through google classroom. Teachers will then assess turned in work and send comments back to students. Staff will be available to students throughout each day by email, text, phone, Class Dojo, Remind or other means such as Zoom meetings.

Attendance:

Reynolds Junior-Senior High School - All students in grades 7-12 must sign-in daily through Google Classroom or email. Daily Attendance will be reported by teachers through CSIU student information system.

Reynolds Elementary School – All students will check in with their teacher daily to let them know they are working on materials given to them by their teachers. They will use class dojo, remind app, google classroom, email, text, and phone to contact their teachers daily for attendance. Daily attendance will be emailed to the Elementary Head Teacher daily. The Head Teacher will be responsible for updating the CSIU student information system.

The District is making every effort to ensure student connectivity during the closure. If you are in need of Internet service or you know someone in need of access, the following providers are advertising reduced rates during the pandemic.

AT&T – AT&T’s Access program provides \$10/month home-based Internet to limited income households. Also offering two months of free service to new Access customers who order by April 30, 2020 (\$10/month thereafter) and waiving all home internet data overage fees.
<https://digitalyou.att.com/low-cost-internet/>

Consolidated Communications - Offering two (2) months of FREE Internet Service to student households. To take advantage of this offer, call (855) 399-3084 and mention the Offer Code, “Two Months Free.”

Armstrong Cable

<https://armstrongonewire.com/COVID19-DataAllowances>

Armstrong is relaxing data limits. Click on the Armstrong link above for the press release.

Comcast

<https://corporate.comcast.com/covid-19>

Comcast Internet service is free for 60 days. Please click the Comcast link above for more details.

Spectrum – Offering free internet service. Call (844) 488-8398

<https://corporate.charter.com/newsroom/charter-to-offer-free-access-to-spectrum-broadband-and-wifi-for-60-days-for-new-K12-and-college-student-households-and-more>

Spectrum Internet service is free for 60 days. Please click on the Spectrum link above for more details.

Special Education, 504 and GIEP students

For any student with an IEP, 504 or a GIEP, accommodations, modifications and/or specially designed instruction will be provided, to the maximum extent possible, to the student as outlined in their document to best meet their educational needs. Case managers, instructional aids, related service personnel, and regular education teachers are working together to ensure students are receiving planned instruction and FAPE.

Students may be working in a variety of mediums to ensure access to curriculum. Teachers will provide support and/or instruction by various means, including but not limited to, live or pre-programmed lessons. A web-based platform will be used, if available to student, as well as other appropriate instructional modalities. Other modalities may include instructional individualized learning packets and activities in line with the student's IEP goals. Related service personnel will also work with students through appropriate and available resources to ensure students' needs be met to the best extent possible under the circumstances. What will not be applicable during this interim period will be special transportation, nursing services which cannot be addressed remotely, and any specially designed instruction or programming that cannot be provided outside the physical school building. An interim Notice of Recommended Educational Placement will also be sent to parents of all students detailing the delivery of current instruction. This NOREP provides for "emergency" services but will be considered null and void once regular (brick and mortar) school reconvenes. Special education teachers will have daily office hours and check their email continuously throughout the day. They will contact parents as agreed upon. Progress monitoring on IEP goals will continue.

Any questions regarding Special Education, parents can call the IEP case manager or Lisa Hixenbaugh at 814-720-0002. Messages will be checked multiple times a day when school is in session.

Special Education and Gifted IEP meetings will be held. IEP Meetings will continue and held as scheduled. These meetings will be held online with the IEP team participating. Parents will be contacted prior to the meeting and provided with information to access the meeting. The meeting will include all necessary IEP team members, i.e. special education teacher(s), regular education teacher, school psychologist, special education coordinator, related services providers, and/or other appropriate participants. IEP, ER and RR documents will be sent to parents prior to the meeting and the relevant signature pages will be mailed after the meeting. Parents will be instructed to sign and return documents in a self-addressed stamped envelope.

The Pennsylvania Bureau of Special Education has NOT waived Special Education Timelines. Therefore, parents of those students who are scheduled for a comprehensive evaluation, which includes face-to-face meetings for administration of assessments, will be notified via regular mail regarding continuation of those evaluations after the resumption of normal school. The district is proposing a 1:1 ratio extension – for every calendar day Reynolds School District is closed due to the COVID-19, the evaluation timeline will be extended the same number of calendar days. The guidelines from the Office of Special Education and Rehabilitation Services (OSERS) indicate parents and education agencies may mutually agree to extend timelines due to school closures. This is only being proposed due to the mandated

school closure in response to declaration of global pandemic. An appropriate NOREP will also be mailed via regular mail to parents with said notification.

The Pennsylvania Department of Education (PDE) has cancelled all PSSA and Keystone Exams. PDE has announced the cancellation of all PSSA testing and Keystone Exams for the remainder of the 2019-2020 School Year as a result of coronavirus (COVID-19). The District will share more information regarding the impact, if any, that the cancellation of the Keystone Exams will have on the State of Pennsylvania's graduation requirements, when that information becomes available.

Food services will continue for all students

Any child 18 years or younger will be permitted to pick up lunch & next day breakfast Monday through Friday between the hours of 11:00 AM and 1:00 PM at the following locations:

Reynolds Elementary School

Frank Fay Terrace, One Maple Drive, Greenville

Christian Missionary Alliance Church, 63 Conneaut Lake Road, Greenville

Fredonia Presbyterian Church, 24 Water Street, Fredonia

Reynolds West Estates, 325 12th Street, Greenville

Scenic Mobile Home Park, 156 Shenango Park Road, Transfer

West Salem Fire Department, 625 Vernon Road, Greenville

Zion Church, 23 Church Street, Transfer

On Fridays, students will have Weekend Backpack available for pick up at the lunch location closest to their homes. Students must be present to pick up meals. Please check the Reynolds School District website & Reynolds Facebook page daily for any updates or changes to times and locations.

Again, I would like to thank our teachers, administrators, and essential personnel for their ongoing dedication to bring meaningful instruction to the children of Reynolds School District. Also, I thank you, our parents/guardians, for your understanding and flexibility during these difficult times. If you have specific questions, please do not hesitate to contact your child's teacher or building principal.

Sincerely,

John Sibeto – jsibeto@reynolds.k12.pa.us
Superintendent

Scott Shearer – sshearer@reynolds.k12.pa.us
JSHS Principal

Amy Leczner – aleczner@reynolds.k12.pa.us
Elementary Principal

Lisa Hixenbaugh – lhixenbaugh@reynolds.k12.pa.us
School Psychologist/Special Education Coordinator