Southeast Delco School District
Virtual Learning Plan
Parental Guide

August 2020
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Mission Statement
The mission of the Southeast Delco School District is to nurture, educate, and challenge students.

Vision Statement
The Southeast Delco School District fosters a student-centered learning environment in which students are problem-solvers, informed decision-makers, as well as collaborative and cooperative learners. All students have access to powerful technological tools which enable them to make connections between knowledge and understanding. In this stimulating atmosphere, access to information and communication with others is unlimited. This nurturing environment provides a quality education by which all our students can achieve academic excellence.

Shared Values
Family and Community
We believe the family is the first teacher. We believe the community is the first classroom. We are committed to drawing upon the strength and input of families in making education work for the students and communities we serve.
SOUTHEAST DELCO BOARD OF DIRECTORS

Our Board of Education is elected by the community and is committed to a policy governance model. The seven members of the Board of Education are elected to five-year terms on a staggered basis. Each board member represents one of seven regional districts and is elected at-large.

Ms. Theresa Harris-Johnson
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Ms. Dawn Crawley
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Ms. Sheree Monroe
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Mrs. Racquel Irons
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Mr. Reyshon Fowler
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Mrs. Vernell Peter-Koyi
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Mrs. Chiwishi Abney
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Mr. Edward McBride
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Ms. Cynthia Woodfolk
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Southeast Delco Leadership

Brenda G. Wynder, Ed.D.
Superintendent of Schools

SUPERINTENDENT’S CABINET
The Superintendent has a team of advisors upon whom she relies to discuss and determine action on critical issues facing the district. Every area of the district is represented in the Superintendent’s Cabinet.

<table>
<thead>
<tr>
<th>Yasir Roundtree</th>
<th>Assistant Superintendent of Schools and Academic Programs</th>
</tr>
</thead>
<tbody>
<tr>
<td>Jeffrey Ryan, Ed.D.</td>
<td>Assistant Superintendent of Pupil Services</td>
</tr>
<tr>
<td>Craig Butler</td>
<td>Chief Operations and Financial Officer</td>
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<tr>
<td>Brian Wilson</td>
<td>Chief Human Resources and Talent Officer</td>
</tr>
<tr>
<td>Deborah Gibbs-Tapper</td>
<td>Director of Special Education</td>
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<tr>
<td>Shannon Reddick-Smack, Ed.D.</td>
<td>Principal on Assignment</td>
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<tr>
<td>Scott Ovington</td>
<td>Director of Facilities</td>
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<tr>
<td>Daniel Kitchen</td>
<td>Director of Technology</td>
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<tr>
<td>Nikeya Fisher</td>
<td>Director of Accounting and Finance</td>
</tr>
<tr>
<td>Dennis Kraus</td>
<td>Supervisor of Transportation</td>
</tr>
<tr>
<td>Patricia Rose</td>
<td>Assistant Supervisor of Transportation</td>
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Southeast Delco’s Virtual Learning Plan

OVERVIEW

In response to the public health threat of COVID-19, the Southeast Delco School District (SEDSD) has created the following virtual learning plan, which outlines our commitment to ensuring that each and every one of our students can remain engaged in learning via virtual methods, while our school buildings are closed. Families can learn more about Southeast Delco’s response to the COVID-19 health crisis, and find a variety of resources and supports, at www.sedelco.org.

We have been working diligently to develop the Southeast Delco Virtual Learning Framework including ensuring that children have access to nutritious meals. We also recognized that the shift to virtual learning is an adjustment for our school community. Last Spring, our staff members, students and families eased into virtual instruction utilizing simple, manageable assignments with a focus on practice, review and enrichment.

During the 2020-2021 school year, Southeast Delco teachers will continue to provide students with instruction that is designed to build upon the learning trajectory already established in the classroom. They will do so using the virtual learning options identified in this plan.

Depending on a teacher’s grade level/subject matter taught, instruction may look differently in a teacher-led hybrid instructional model which includes printed learning materials and online student learning opportunities (e.g., live classroom instruction with the student’s teacher and/or recorded instruction).

The goal of Southeast Delco’s virtual learning plan is to keep students engaged so they can learn and grow, while also affording them with meaningful opportunities for connection and community. Southeast Delco is committed to keeping our students, families, and staff connected to the Southeast Delco community during this challenging time by supporting continuous virtual instruction, providing each student with equitable access to virtual learning, ensuring students have continued access to mental health resources, and providing best practices and resources to our educators.

While Southeast Delco’s Virtual Learning Plan is how we are beginning the school year, it is our hope that we will provide face-to-face instruction for our students as soon as possible.
Southeast Delco’s Virtual Learning Plan

1. SUPPORT CONTINUOUS VIRTUAL INSTRUCTION

Southeast Delco will continue to support teaching and learning through a variety of digital and non-digital materials and instructional activities to maintain academic growth while schools are closed due to the current pandemic.

2. PROVIDE EACH STUDENT WITH EQUITABLE ACCESS TO VIRTUAL LEARNING

Southeast Delco is committed to providing students/families who need assistance in obtaining a technology device, and internet access to participate in virtual learning where possible through commercially viable means. Families still in need of virtual learning technology may contact the building administration to discuss technology needs or guidance with internet connectivity.

3. ENSURE STUDENTS HAVE CONTINUOUS ACCESS TO MENTAL HEALTH RESOURCES

School counselors, school social workers and school psychologists are available to provide consultative support to students experiencing social-emotional needs. Additionally, social workers and school psychologists are providing counseling services to students with regularly scheduled counseling as part of students’ IEPs or 504 plans after parent/guardian consent. Social-emotional learning resources are available the Pennsylvania Department of Education COVID-19 website at education.pa.gov/schools/safeschools/emergencyplanning/COVID-19/pages/default.aspx

Below are important community resources for families. In the event of a safety concern, a counselor or mental health provider will conduct a risk assessment virtually, contact the parent, and connect the family with community resources.

- Call 911 if there is an immediate threat to your child or others.
- In the event of a mental health emergency, please contact Delaware County Crisis Connection Team (mobile crisis): 855.889.7827.

4. PROVIDE BEST PRACTICES AND RESOURCES TO EDUCATORS

District leadership continues to collaborate with teachers to ensure that they have access to virtual learning resources and supports to assist them in creating virtual lesson plans. In addition, Southeast Delco is providing staff with access to professional development, and digital access to other helpful resources. The staff has received targeted professional development in regard to using core text digitally.
Southeast Delco’s Virtual Learning Plan

INTERPRETATION SERVICES FOR FAMILIES

Communication with families is critical. Family members who are not proficient in English will be provided, at a minimum, telephonic interpretation provided at no charge.

Please feel free to reach out to your child’s teacher(s) or building administrator in your preferred language via email.

STUDENT ATTENDANCE

Teachers will not be taking traditional attendance during the school closure, but will use the following methods to take attendance:

- Student must check in via Google Classroom/Dojo weekly per the teacher’s direction.
- Student check-in with their teacher.
- Student participation in a “live” (synchronous) or recorded (asynchronous) virtual class session.
- Student posts in digital platforms, engagement during teacher check-ins and other points of connection.
Southeast Delco’s Virtual Learning Plan

**Grading**
SEDS’s Virtual Learning Plan focuses on student learning and grades. We realize that some students, teachers and parents may struggle to engage in this type of learning as it is very different from our traditional approach to teaching and learning. Communication and feedback concerning assignments will provide understanding and growth for students. Students will receive a letter grade.

**First Marking Period**
The first marking period begins on September 8, 2020 and ends on November 13, 2020. Interim reports will be completed on October 9, 2020. It is essential that parent contact is made throughout the marking period to keep parents abreast of their child’s progress.

**Report Cards**
Report cards for grades 3-12 will be ready to view on Power School on November 20, 2020. For grades K-2, report cards will be sent to parents electronically on November 20, 2020. Parents may request a hard copy of their child’s report card from the Building Administration.
Southeast Delco’s Virtual Learning Plan

Advanced Placement
Students should be connecting with their teachers and school counselors to learn more about AP expectations. They should also log into their College Board account and Albert to access additional information.

Special Education Progress Updates/Benchmarks
Students who receive special education services will continue to receive quarterly Progress Updates, aligned with their IEP benchmarks. The First Marking Period Progress Updates will be sent on October 9, 2020 and November 20, 2020.

Graduation Requirements
Counselors will conduct credit audits and contact families via mail no later than September 30th. If a change of placement or program is necessary, the parents will be notified at this time.
Supporting Virtual Learning

**Special Education Guidance**

According to Federal guidance from the U.S. Department of Education and Pennsylvania Department of Education, if a district closes its schools to slow or stop the spread of COVID-19, and continues to provide educational opportunities to general education student populations, the schools must ensure that students with disabilities also have equal access to the same opportunities. Included in this requirement, schools must implement the IEP of a student with a disability to the greatest extent possible. It is essential that we do our leveled best.

Services and supports within the IEP are provided through direct instruction via virtual platform or tele-conference as well as indirect services such as emails, phone calls, material development and family support. School teams are collaborating with parents to schedule virtual IEP services designed to support student learning and maintain skills. Special education teachers and related service providers are using many of the same technology platforms to deliver services as general education teachers. IEP teams are facilitating virtual IEP team meetings and tele-conference. Additionally, school psychologists and related services staff are working to complete educational evaluations to the greatest extent possible. If an in-person assessment is needed, IEP teams are communicating with families about assessment needs and postponement of evaluation until in-person assessment is safe. Parents should direct questions about their child’s special education services to the case manager, related service provider(s), and then to the school principal. If questions still remain, the building administration will contact Mrs. Deborah Gibbs-Tapper for further guidance.

For related services such as therapies and counseling, the specialist staff from each school will be providing a combination of family education/consultation as well as direct services via teletherapy. For children who require counseling services or other specialized support, the specialist staff will be in contact with families to discuss needs and schedule support.
Southeast Delco’s Virtual Learning Plan

ENGLISH LANGUAGE DEVELOPMENT

According to the Pennsylvania Department of Education, schools must make every effort to provide support to English Language Learners to allow them to access academic content. English language development is a part of every course, and English Language Development (ELD) teachers will continue to work together with classroom and content teachers to support English Language Learners. Grade level content needs to be provided with adequate scaffolds and supports that English Language Learners need to access the grade level content being provided by online/virtual programming. ELD Teachers will connect with families to ensure students have access to content and English language development.

Southeast Delco is committed to equity, and this includes services and programs for English Language Learners. Southeast Delco will be providing additional information to its English Language Learner families through school and district communication. Communication will be available in a language parents can understand, and interpretation and/or translation of messages is provided for parents/guardians free of charge. For more information, families should contact their school.
Supporting Virtual Learning

VIRTUAL LEARNING EXPECTATIONS
The goal of SEDSD’s Virtual Learning Plan is to keep children engaged so they can learn and grow, while also affording them with meaningful opportunities for connection and community. SEDSD educators will provide opportunities for students to read, write, share ideas, explore, create, play, and move. Most importantly, SEDSD will continue to provide students with a sense of community and normalcy within their school day that continues the planned learning program. We are committed to providing our students with vigorous instruction and unlimited opportunities for success.

Student participation will be:
- Student task completion.
- Student check-in with the teacher.
- Student participation in a “live” or recorded virtual class session.
- Student posts in District-approved digital platforms, as directed by the teacher, engagement during teacher check-ins and other points of connection.
- Student participation in small group or individual sessions.
- Student completion of the learning packet.

Students are expected to be courteous and respectful online and adhere to SEDSD’s technology code of conduct. Students should take turns, contribute, and ask questions in class discussions.

Students should complete their assignments being mindful of taking brain breaks, which ideally includes physical activity and/or exercise. As always, staff members and administrators are available via email if you would like to schedule a conversation.

Students are expected to be courteous and respectful online and adhere to Southeast Delco’s technology expectations. Students should take turns, contribute, and ask questions during class discussions.
Supporting Virtual Learning

**Teacher-Led Virtual “Live” Learning (Synchronous)**
- This instruction takes place in “real-time.”
- Teachers may design the sequence of learning based on the scope and sequence of the curriculum and students need. This may take the form of a small group or whole group activity.
- Teachers will provide instructional resources and materials through virtual means utilizing Google Classroom, Class Dojo or other approved platforms.
- All sessions will be recorded.

**Teacher On-Demand Learning (Asynchronous)**
- A model of instruction that can occur at any time – students independently self-pace their learning once teachers share the resources. Families can help to determine the home schedule for daily learning time.
- Teachers may create and send pre-recorded videos to describe the lesson and learning outcomes.
- Teachers curate and provide materials digitally (e.g., videos, assignments from district materials or supplemental materials) which students work on independently and submit ok.
Southeast Delco’s Virtual Learning Plan

**Parent and Student Communication**
- Parent and student communication will primarily occur through email, Class Dojo, Remind other district-approved platforms, and/or by phone.
- Teachers will set office hours to connect with students and families to support their virtual learning.
- Parents are encouraged to use office hours as an opportunity to discuss their child’s progress with the staff.
- Parents should encourage their child to actively participate in the virtual learning.

**Laptop Distribution and Collection**
Each school will notify families of the schedule to return the laptops to the respective building. If laptops are not returned, families will be billed the cost of replacing the device.

A district all call will announce that parents may pick up 1 laptop if they have 1 to 3 school-age children and 2 if they have 4 school-age students. Kindergarten students will receive an iPad.
Supporting Virtual Learning

STUDENT EXPECTATIONS

- Giving their best effort and best class behavior.
- Attending online class sessions if available, watching any pre-recorded sessions, and completing materials and assignments from their teachers.
- Reminding their parent/guardian to notify their school or teacher via email if they will be unable to complete their assignments.
- Staying in contact with their teachers and counselors as they will be checking their email daily during the normally scheduled school day.

LEADERSHIP SUPPORT

Our Southeast Delco Administrators are an integral part of our virtual learning plan as they will be transitioning the positive school culture in their building to a virtual platform. Administrators will be:

- Supporting teachers in determining which virtual learning option is best for student learning.
- Supporting teachers to provide instructional resources and materials through virtual means such as Zoom, Class Dojo, Google Classroom and other district-approved technologies, and printed learning packets.
- Reviewing district-supplied virtual learning materials.
- Setting office hours to connect with parents to support virtual learning for students.
- Participating in professional learning and attending virtual learning sessions intended to support leading in a virtual environment.
- Ensuring that communication systems are created and implemented to keep families abreast of pertinent information and to respond to any questions that families may have.
Ways Families Can Support Student Virtual Learning

Families are asked to support student learning by:

**GENERAL FAMILY ROLES**
- Assuring that learning resources are available at home, whether digital or non-digital. (Please contact your building administration to discuss technology needs and internet connectivity).
- Monitoring Southeast Delco communication for up-to-date information regarding school closures and instructional continuation plans.
- Encouraging their child’s participation in virtual learning content.
- Understanding the responsible use of the internet and the Student Code of Conduct including guidelines for the use of a school- or district-provided technology device.

**TIPS FOR SUPPORTING ELEMENTARY & MIDDLE SCHOOL STUDENTS**
- Establishing routines and expectations for their child.
- Creating a comfortable, distraction-free place for their child to work and learn.
- Partnering with their child’s teachers and reaching out should any challenges arise.
- Emailing their child’s teacher with any questions about assignments or activities.
- Providing opportunities for their child to play and move outside, while practicing responsible social distancing.
- Keeping learning materials and technology devices in a common place inside the home (e.g., living room).

**TIPS FOR SUPPORTING HIGH SCHOOL STUDENTS**
- Helping students manage their online learning by encouraging them to engage in all classes and complete assignments.
- Creating a comfortable, distraction-free place for their child to work and attend online classes.
- Encouraging their child to incorporate physical activity and healthy breaks from classes during the day, while practicing responsible social distancing.
- Asking their child to use the usernames and passwords for instructional resources that are accessible via the district portal and/or website.
Additional Resources

RESOURCES FROM THE PENNSYLVANIA DEPARTMENT OF EDUCATION
education.pa.gov/pages/default.aspx

MENTAL HEALTH SUPPORT
For many of us, finding the right way to talk about Coronavirus has been challenging. Here are some resources that may be of assistance:

RESOURCES
- education.pa.gov/schools/safeschools/emergencyplanning/COVID-19/pages/default.aspx
- education.pa.gov/schools/safeschools/sap-pbis/PBIs/pages/default.aspx

Meal Distribution
Meal distribution will occur from 11:00am - 1:00 pm on Monday, Wednesday and Friday at Academy Park High School, Harris School, Darby Township School and Delcroft School starting September 14th. Due to Labor Day, meals will be distributed Tuesday, September 8, 2020 and Thursday, September 10, 2020 from 11:00 am – 1:00 pm.

Community Resources:

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<thead>
<tr>
<th>Community Resources</th>
<th>Phone Number</th>
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<tbody>
<tr>
<td>Crozier 24hr Crisis Center</td>
<td>610-447-7600</td>
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<tr>
<td>Delaware County Office of Behavioral Health</td>
<td>610-713-2365</td>
</tr>
<tr>
<td>PECO (Gas and Electric Emergency)</td>
<td>800-843-4141</td>
</tr>
<tr>
<td>Poison Control (at CHOP Philadelphia)</td>
<td>800-222-1222</td>
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<tr>
<td>Public Utility Commission (Termination)</td>
<td>800-692-7380</td>
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<tr>
<td>National Suicide Prevention</td>
<td>1-800-273-8255</td>
</tr>
<tr>
<td>PA Support &amp; Referral Helpline</td>
<td>1-855-284-2494</td>
</tr>
<tr>
<td>Safe2Say Something</td>
<td>1-844-723-2729</td>
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<tr>
<td>Childline (Child Abuse Reporting)</td>
<td>1-800-932-0313</td>
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<tr>
<td>Trevor Project Lifeline for LGBTQ</td>
<td>1-866-488-7386</td>
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