

Parents/Students, Faculty/Staff and School Board Members,
Attached is the school administration's proposal for a hybrid educational plan (four days in person, one day virtual) as well as alternative options to be considered at the next school board meeting on Monday, October 5, 2020 at 7:00p.m.



9/25/2020

Proposed Adjustment to Plan A to a Hybrid approach Going from 5 days in person to 4 days (Mon – Thurs) in person and 1 day (Fri) virtual

At the beginning of the year our virtual numbers seemed to be manageable, this was based on what we were told about the virtual program. However, the virtual program was not built with enough rigor, and the part of the program that was rigorous was the end of the year material. Many of the specialty courses did not have any material. With that the teachers had to increase the amount of material that needed to be uploaded. This along with the increased communication with the virtual students has increased the amount of time needed by the teachers.

Teachers have stated that they work until 7 pm every night, work all weekend and still are behind when Monday comes. We just need more time to work with the program and our kids.

In the Elementary school three of our classrooms are split, increasing the amount of time needed to plan, work with the two aids assigned to each classroom in 1st and 2nd, and upload material into the virtual program.

The administration would like to alter Plan A and go to more of a Hybrid approach with Monday – Thursday in school, and Friday being a virtual day for students. This would allow teachers the time that is needed to plan, upload material into the virtual program, and have the necessary communication with their students.

The administration would like this to begin on Friday October 9, 2020.

Highland High School

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Highland High School Recommendation for Calendar Adjustment 2020-2021

- The 20-21 school year has started with the in-person and virtual instructional platforms. Teachers have managed the extra demands of these two instructional platforms, however it is not sustainable for an extended period of time.
- Teachers are spending countless hours each evening and weekend to prepare content for these two instructional platforms along with increased time demands for grading assignments, technology integration, and communication.
- The communication time and demands have increased with virtual students requiring additional emails, phone calls and instructional support that would typically be handled within the classroom.
- The content that we received from Virtual Virginia has needed significant enhancement and several courses had no content available or misaligned content. Teachers have needed to upload a significant portion of their own content to enhance each of their courses which takes a significant amount of time.
- With virtual learning, additional professional development and departmental planning is needed for instructional technology, curriculum alignment and data analysis.
- Since the school closure in March 2020, a larger group of students (both in-person and virtual) need additional remediation support and additional planning time and data analysis is needed to support these students.
- HHS began the school year with 23 virtual students (24.5%) and now have 29 virtual students (30.9%) with several of the high school course sections reaching over 50% virtual students.

➤ As of 9/21/2020

MS	22 in-person	9 virtual
HS	43 in-person	20 virtual

Totals : 65 (69.1%) in person, 29 (30.9%) virtual

- Highland High School recommends a weekly calendar change to four days of in-person instruction (Monday – Thursday) and one day of virtual learning (Friday). Teachers will report to school on Friday (8 AM – 3 PM) to plan, collaborate and support the items listed above.

HIGHLAND ELEMENTARY SCHOOL

TERESA K. BLUM, PRINCIPAL

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HES Instructional Program for 2020-2021:

- Students were given the choice of coming to school daily for in-person instruction or staying home and participating in virtual instruction. Currently (September 23, 2020) 71 students are coming to school and 21 are participating virtually.
- Temperatures are monitored when students arrive and again at lunch. Students with a temperature of 100 or higher are sent home. Students are required to wear a face mask at all time on the bus, in the hallways and in the classroom until everyone is seated and the teacher indicates they may remove them.
- Teachers participated in three weeks of preschool training, in-services, instructional planning, and preparing their classroom for students' arrival. Three classroom teachers had to prepare two classrooms due to the CDC's six feet distancing requirement.
 - Teachers are working well into the evening and weekends to meet the increased demands of maintaining two classrooms and getting to know two new paraprofessionals.
 - The first and second grade teachers are adjusting to working with two new paraprofessionals.
- Teachers are working hard to teach students how to use Virtual Virginia (Highland On-line) to prepare students in the event schools are forced to close again. In addition, they are administering the Student Growth Assessments in reading and math, PALS (K-3), and Kindergarten participates in the state required VKRP. Teachers may also choose to obtain additional data by using HMH (reading series) screening tests and Person (math series) screening tests.
- Teachers must gather the data from the fall tests, meet with the Title I staff and Ms. Blum to determine which students need Title I services or other remediation.
- Due to schools closing in March the number of students needing remediation will likely be increased from last year.
- Teachers are thankful to have Mrs. Neil as the teacher for virtual students. However, they are still supplying additional materials to supplement Highland On-line. This requires additional time.

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Recommendation:

- Highland Elementary School recommends we change from a five-day week to a four-day week for in-person instruction. We recommend Monday – Thursday, 8:15 – 3:30 for students participating in in-person instruction. Teachers would report to school on Fridays from 8:00 – 3:00 and participate in training, continue to learn about Highland On-line, create lesson plans, communicate with Mrs. Neil, make parent contact as needed, collaborate with colleagues, and prepare remediation/enrichment.

Number of Virtual vs In school 9/24/2020

On 9/8/2020		in person	in Person %	Virtual	Virtual %	Homeschool	Homeschool %	Total Number students
Elem		71	77.17%	21	22.83%	20		92
MS		22		9		3		
HS		49		14				
Total HHS		71	75.50%	23	24.50%	3		94
On 9/21/2020								
Elem		71	77.17%	21	22.83%	20		92
MS		22		9		3		
HS		43		20				
Total HHS		65	69.10%	29	30.90%	3		94

Additional Ideas for School Days

Idea	Pro's	Con's
Have an early release at 2pm 5 days a week	Students at school all 5 days	Speech schedule
	Teachers have time to collaborate with colleagues	Hard to get all the specials in at the elementary level
	Students needing remediation can stay after school for help	Teachers tired at the end of the day
		IEP timelines
		No time for any 2 hour delays 5.5 hrs. * 180 =990 if we have more than 10 delays we will need to add additional time
If we go to the 4 day plan and have students ride in on buses on Friday for remediation	Students receive remediation	What to do with all the students when finish remediation
		Feeding the students
		supervision of students
		does not allow teachers the time needed
		How long are students at school
		Feeding the students
Have a 1pm dismissal on M/W/F	Teachers have time to collaborate with colleagues	Speech schedule
	Students needing remediation can stay after school for help	Hard to get all the specials in at the elementary level
	Students at school all 5 days	No time for any 2 hour delay 4.5 hrs. * 3+14 * 36 = 990 if we have more than 10 delays we will need to add additional time
Going to 1 day virtual	Special Education students may come in to receive help	Parents have to figure out child care, the administration has talked to the Children's House
	Students may make arrangements with teachers for extra help (in person or virtual)	Parents of elementary students will have to assist their children with the virtual assignment before Monday morning
	Additional time for teachers to plan, work on Highland online, communication with students, communication with other teachers to plan remediation	
	Time for classroom teachers to meet with instructional aides	
	Technology training for teachers and aides	
	Students will use Highland On-line and be prepared in case of a COVID shut down	
	Additional time for cleaning of the building	