


Virtual



Continuity of Education Plan

School District (School)	Universal Creighton Charter School
Superintendent	Dr. Penny Nixon
Address	5401 Tabor Avenue Philadelphia, PA 19120
Email/Phone	pnixon@universalcompanies.org
Website	https://www.universalfamilyofschools.org/universal-creighton/

Goal of Plan

The goal of this plan is to provide all students with the opportunity to maintain and develop new educational skills while away from the customary school environment due to the extended school closure. This will be done through Planned Instruction, Enrichment and Review. 

Overview of Plan

The Universal Education mission is to provide an unparalleled rich and high quality education for every scholar and to prepare them for college...and sustainable careers in the 21st century; and to build altruistic alumni who contribute to the transformation of their communities as future leaders and positive members of society. In accordance with our vision and mission, teachers will continue to implement high quality instruction that is aligned to the scope and sequence, standards, and instructional best practices for our planned instruction. In addition, teachers will also continue to teach to maintain previously learned skills, and provide enhanced instruction both grade level and advanced learners through Enrichment and Review.

Expectations for Teaching and Learning

All grades (K-8) at Universal Creighton will receive planned instruction, enrichment and review.

Enrichment and review will be comprised of online reading and math programs for K-8: Lexia for reading and IXL for Math. Teachers will also work with students in guided groups to provide students with opportunities to practice both old and new reading and math skills.

Planned instruction in all K-8 grades will be a continuation of the brick and mortar curriculum:
Reading: Journeys (K-5); Elements of Literature (6-8); Math: Eureka (K – 8)

The rationale for planned instruction, enrichment and review is to ensure that learning continues in spite of school closures and to mitigate student regression due to long term school closure.

Communication Tools and Strategies

We will utilize the below tools and strategies to communicate information and expectations to all of our stakeholders:

Parents - School Website, Class Dojo, Automated Calls, 1:1 Phone Calls, Zoom, Google Hangout, Google Classroom

Students - Zoom, Google Hangout, Google Classroom, Email

Staff – Zoom, Emails, Weekly Updates, 1:1 Phone Calls, Text Messages

The School Website is updated weekly. Information is posted on Class Dojo daily or as needed. Automated calls are sent weekly. 1:1 parent phone calls are daily and/or as needed. Zoom, Google Hangout, and Google Classroom are used daily. Staff receive weekly updates and staff meetings on an ongoing basis.

In addition, to better meet the needs of our non-English speaking parents/students. Zoom meetings will be available to them by appointment with translators for all of our languages: Spanish, Chinese, Vietnamese. We also have a call-in support number for parents and/or students for Spanish, Chinese, and Vietnamese. In addition, we will translate documents in Spanish, Chinese, and Vietnamese.

Access (Devices, Platforms, Handouts)

All scholars will be able to access enrichment and review opportunities by utilizing our online interventions for reading and math: Lexia and IXL. Both of these programs deliver instruction based on student performance levels. Teachers will also assign specific lessons for students to work on based on identified strengths and/or deficits. Students will also meet with teachers daily to review work and have questions answered to address any misconceptions or misunderstandings.

Planned instruction will be delivered daily via Zoom, Google Hangout, and Google Classroom. All teachers, including special education and ELL teachers, along with classroom assistants, have daily instructional schedules to continue instruction by presenting new information that is aligned to the Common Core State Standards, scope and sequence and curriculum.

Upon review of a school survey, Chromebooks were distributed to all students to be able to access instruction. Per outside sources, Comcast is offering free internet access and installing additional hotspots throughout the City of Philadelphia to remove the internet access barrier. Our school counselor is also working with our parents to support them with acquiring the services.

Staff General Expectations

All staff members are required to work during the normal school day hours: 8:00am – 3:45pm
The platforms used to communicate information and deliver remote instruction include: Zoom, Google

Hangout, Google Classroom, Class Dojo, 1:1 phone calls, and emails. Specific daily staff expectations for remote instruction include, but are not limited to:

Principal and Assistant Principal:

Ensure fidelity of the Continuity of Education plan, Monitor remote instruction, Schedule and attend staff meetings, Provide daily office hours for staff, Provide daily office hours for parents, Meet with students as needed

Special Education Liaison:

Ensure compliance of all Special Education guidelines, review IEP's, monitor remote special education instruction, oversee day-to-day work of special ed teachers, provide daily office hours for parents, make daily/weekly phone calls to parents, meet with students as needed

ELL Lead Teacher:

Ensure compliance of all ELL program, monitor remote ELL instruction, oversee day-to-day work of ELL teachers, provide daily office hours for parents, make daily/weekly phone calls to parents, meet with students as needed

Counselor:

Provide small group and 1:1 counseling for students, Connect parents with resources for support, Provide daily office hours for parents, Monitor student attendance, Make daily/weekly phone calls to parents

General Education /Teacher:

Provide planned instruction, enrichment and review each day, Provide 30-minutes of video reading and Math lessons four days a week, Provide science and social studies instruction each day, provide guided reading and small group instruction four days a week, establish parent office hours each day (30-60 minutes), establish student office hours each day(30-60 minutes)

Special Education/ELL Teacher:

Special Ed:Provide differentiated instruction based on IEP goals, provide reading and math interventions, meet with students daily to unpack general education curriculum, conduct small group, guided reading and/or guided math instruction in accordance with the IEP, establish parent office hours each day (30-60 minutes), establish student office hours each day (30-60 minutes)

ELL: Provide differentiated instruction based on student Access levels, meet with students daily to unpack general education curriculum, conduct small group, guided reading instruction in accordance with Access levels, establish parent office hours each day (30-60 minutes), establish student office hours each day (30-60 minutes).

Classroom Assistant:

Provide guided reading and small group math instruction four days a week

Climate: Check-in with teachers daily to identify who is in attendance, making following up phone calls to parents and students for students who are absent

Student Expectations

All students (K-8) are expected to login daily to view/review instructional video clips planned

instruction, enrichment and review through Zoom and/or Google Hangout and Google Classroom for reading/math/science/social studies Monday – Friday, 8:30am – 3:00 pm. All students are expected to attend and participate in their guided group teacher sessions for planned instruction, enrichment, and review Monday – Friday, 8:30 am – 3:00 pm. All students are expected to complete all daily assignments posted in Google Classroom and assessments for planned instruction, enrichment, and review Monday – Friday 8:30 am – 3:00 pm. All students are expected to complete 30-minutes of online reading and math enrichment and review each day utilizing the Lexia website for reading and the IXL website for math. All students are expected to meet with teachers daily as needed during student office hours Monday – Friday to ask questions and receive additional support if they are experiencing any trouble with understanding the lessons or mastering the content.

Attendance / Accountability

Attendance will be taken daily as students' login and complete lessons.
Identified staff will make phone calls home daily for students who are not in attendance.

Good Faith Efforts for Access and Equity for All Students

Universal Creighton is making a good faith effort to provide access and equity for all students by providing the following supports:

- Free laptops
- Help with getting internet access
- Help with downloading and configuring laptops to access our online platforms
- Small group instruction
- Videoed lessons to allow students to review as needed
- Reading and math interventions
- Office hours for additional help
- Translation services students/parents for non-English speakers
- Counseling services

Special Education Supports

Learning Support:

Special Education Teachers will continue to provide instruction/support to all students on their caseload. In addition, they will also support students who may not be on their caseload but function on the same levels of students on their case. Teachers will provide small group instruction for reading and math intervention daily and consult with the general education teachers to modify the general education curriculum.

- Learning Support Teachers will create a Google classroom to support their intervention groups.

- For Reading Intervention, students will be assigned 30 minutes daily Lexia usage that will be monitored as well as a recorded direct instruction lesson and assignment that the student will complete independently.
- For Math Intervention groups, students will be assigned 30 minutes per day of IXL usage that will be monitored. The teacher will create a video recording of the direct instruction, and create an assignment for students based on the topic.
- Learning Support teacher will check in 2-3 times per week during their office hours in a live chat to answer questions, clarify assignments and provide additional instruction.

Self-Contained Classes:

- Teachers will set up a Google Classroom that will guide students and parents.
- Students will be assigned 30 minutes per day of Lexia and 30 minutes per day of IXL.
- Teachers will create leveled assignments based on the needs of the students that work on the students IEP goals.
- The teacher will set up scheduled times to meet with the student / family to provide direct instruction to the students as well as consult with the family.
- The classroom assistant will have scheduled times to work individually with students / families.

All Special Education Teachers will be available for Office Hours to speak to students / parents.

EL Supports

All ESOL instruction will be delivered based on student Access levels. ESOL teachers will set up Google Classrooms for their ESOL classes. National Geographic's Reach and Inside Curriculum, used for Pull-Out students during the school year, will also be used for remote learning as all books and materials are online. Teachers will create accounts and passwords for Reach/Inside for their ELLs who were being taught with this curriculum.

ESOL teachers will then meet with students at designated times via Zoom, and post materials/assignments on Google Classroom and Nat Geo Online. Teachers will also have office hours

to provide additional ESOL support to ELLs.

ESOL teachers may also collaborate with classroom teachers to post videos or materials to help make assignments more accessible.

Students will be able to access all learning materials and instructions through Google Classroom, including links to Zoom and Nat Geo Online. Student friendly video tutorials have been created to walk ELLs through the process of logging in and using these websites.

Parents can utilize Class Dojo for translated updates and information. Parents may also contact our schools Translator/Interpreters via phone call during specified times.

Exit Monitoring for exited ELLs will be adjusted. Classroom and ESOL teachers will be asked to complete one final survey to assess if students should remain exited or be re-entered into ESOL. They will be asked to provide a few sentences explaining their survey. These documents, completed electronically, will be printed and added to existing Exit Monitoring forms once schools re-open.

Gifted Education

We did not offer gifted education during the normal school year. We will continue with this model during school closing.

Building/Grade Level Contacts

Principal – Wendy Baldwin
Assistant Principal – Stacie Beverly, Ronald Creighton, Michelle Handis
Special Education Liaison – Megan D’Alessandro
ELL Lead Teacher – Stetson Bostice
School Counselor – Nichola Thompson

Resource Links

EDUCATIONAL

ELL Scholars: <https://www.myngconnect.com/login/teacher/login.spr>

<https://pbskids.org/>

<https://www.abcya.com/>

<https://www.khanacademy.org/>

<https://www.123homeschool4me.com/home-school-free-printables/>

<https://www.msn.com/en-us/travel/travel-trivia/stuck-at-home-these-12-famous-museums-offer-virtual->

tours-you-can-take-on-your-couch-video/ar-BB119nm6?li=BBnbfL&fbclid=IwAR0_OBJH71SyTN3ug_MsOeFnNgB1orTa9OBgilKJ7dhnwIVvHEsptuKkjlc

<https://academy4sc.org/>

<https://www.abcmouse.com/>

<https://www.allkidsnetwork.com/>

<https://newsela.com/>

https://stories.audible.com/start-listen?mi_cmp=21b6d7d8b2f846dc&mi_ecmp=486622220&mi_sc=t&mi_u=amzn1.account.AGPJSX5XER3GMGLZ4CCXDELME2JQ

Drawing channel for kids- <https://m.youtube.com/user/HooplaKidzDoodle>

Drawing 101 for middle school- <https://m.youtube.com/watch?v=CqeuQF1qpVQ>

Daily Drawing videos by children's book author and cartoonist Mo Williams- <https://m.youtube.com/watch?v=RmzjCPQv3y8>

Links to Virtual Field trips to Museums, zoos, aquariums, and world travels- <https://adventuresinfamilyhood.com/20-virtual-field-trips-to-take-with-your-kids.html?fbclid=IwAR2P6CHtnb8Fe2cjFb5inPCUhlmhbvcOYErWvdxSIVOnPLNtED0IOgiU>

Live webcam of the Georgia Aquarium Animals- <https://www.georgiaaquarium.org/webcam/ocean-voyager/>

PARENT RESOURCES

<https://www.internetessentials.com/covid19>

Free meals and safe spaces for students:

<https://www.phila.gov/2020-03-14-find-free-meals-and-safe-spaces-for-students-while-schools-are-closed/>

Philadelphia Department of Health: <https://www.phila.gov/programs/coronavirus-disease-2019-covid-19/>

Philadelphia Coronavirus Helpline. 1800-722-7112

Food security: Philabundance: <https://www.philabundance.org/find-food/>

Free and Reduce Costs Services: <https://www.auntbertha.com/>

Low cost computer services:

<https://www.internetessentials.com/low-cost-computer>

Help paying utility bills: <https://www.phila.gov/services/property-lots-housing/get-help-paying-your-utility-bills/>

<https://www.phila.gov/services/water-gas-utilities/pay-o>

[dispute-a-water-bill/water-bill-customer-assistance/](https://www.phila.gov/services/water-gas-utilities/pay-o-dispute-a-water-bill/water-bill-customer-assistance/)

Mental Health Resources:

<https://www.crisistextline.org/>

https://www.hemot.eu/wp-content/uploads/2020/02/Pamphlet_HEMOT_english.pdf

Ways you can help: <https://thephiladelphiacitizen.org/ways-to-help-during-coronavirus/>

Comcast Offering Free Internet Services

Internet services from Comcast - 2 free months, then \$9.99 New customers will be sent a free self-install kit that includes a cable modem with a WiFi router. There will be no term contract or credit check and no shipping fee, the company said. To sign up for the service, visit the Internet Essentials website or call 1-855-846-8376 for English speakers and 1-855-765-6995 for Spanish.