Southampton County Public School Division

COVID-19 Pandemic
Continuity of Learning Plan

Parent Manual

MISSION:

The mission of Southampton County Public Schools through the combined efforts of staff, students, families, and the community is to ensure a quality education in a safe environment that will prepare students to be successful learners and productive citizens in an ever-changing society.

VISION:

The vision of Southampton County Public Schools is that all students will be successful, productive, lifelong learners in an ever-changing world.

GOALS DURING THE COVID-19 PANDEMIC:

Continuity of Health and Wellness
Continuity of Learning
Continuity of Feeding
Continuity of Pay

MESSAGE FROM DIVISION SUPERINTENDENT

Dear Southampton County Public School Division Families and Staff:

During this unprecedented time, Southampton County School Division has developed a Continuity of Learning Guide for teachers, staff, administrators, students, and parents providing equitable educational opportunities for all students while prioritizing their health and well-being. The Continuity of Learning Guide is intended to communicate Southampton County Public School Division's goal and process to deliver ongoing and high quality academic and social emotional support for students and families throughout the school closure.

We acknowledge that distance learning cannot substitute for daily in-person instructional programs. Remote learning requires adjustments to the existing Scope and Sequence of our curriculum and adjustments to how instruction is provided and received. The Standards of Learning and Competencies were evaluated by teachers who determined which Standards and Competencies had been taught, not taught, and in need of review. Updated pacing guides and calendars were then created to ensure continuity of coverage through the end of the school. These documents, along with a host of other information regarding the continuity of learning, are included and detailed in the guide.

As we continue to provide quality resources and instruction during this pandemic, communication is key. Open dialogue is vital to the success of students, teachers, families, and communities during this time. If you have any questions or concerns, please contact any member of the Southampton Administrative Team. Work and cellular numbers are provided for your convenience. Please take care of yourself and your loved ones during this time, and stay healthy.

Sincerely,

Gwendolyn Shannon, Ph.D.
Division Superintendent

Constant Contact

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"Keeping the Lines of Communication Open"

Southampton County Public Schools
www.southampton.k12.va.us

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"Keeping the Lines of Communication Open"

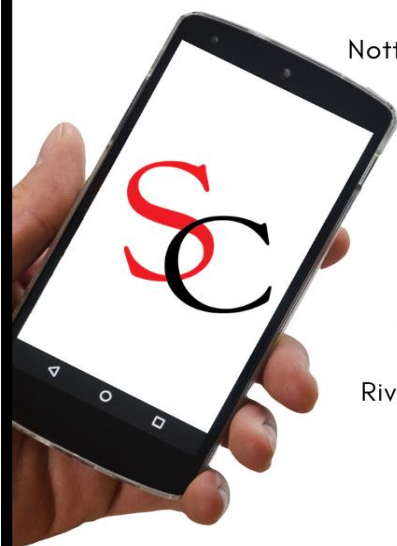# Southampton County Public Schools
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SOUTHAMPTON COUNTY PUBLIC SCHOOLS

COVID-19 Continuity of Learning for Academic Year 2019-2020

Overview

As a school division, the health, safety, and efforts of instruction for our students remains our utmost priority. The work of Southampton County Public School Division (SCPS) will continue through the mandated COVID-19 pandemic closure. For the remainder of the 2019-2020 school year, Southampton County Public School Division staff will utilize alternative instructional methods to minimize academic disruptions during this uncertain time.

On Monday, March 23, 2020, Governor Ralph Northam issued an executive order for schools in Virginia to remain closed for students for the duration of the 2019-2020 school year. Sustaining equitable educational practices for our students requires collaboration, flexibility, and the dedication of all educational stakeholders including teachers, administrators, students, and parents.

Essential Employees

In alignment with Governor Northam's mandate and in an effort to continue providing educational excellence for our students, Southampton County Public School Division will provide a blended learning environment for students. To that end, we will continue to strive to deliver excellence in all we do. In accordance with Governor Northam and the Virginia Department of Education, essential employees are identified below:

Essential Employees According to VDOE:
- Providers of healthcare including, but not limited to, workers at clinics, hospitals, Federally Qualified Health Centers (FQHCs), nursing homes, long-term care and post-acute care facilities, respite houses, designated agencies and emergency medical services;
- Essential government employees including public health employees and employees who oversee or support all the other functions included in this list;
- Criminal justice personnel including those in law enforcement, courts, and correctional services;
- Police, firefighters, and military;
- Employees who operate shelters or other essential services for adults, children and families;
- Employees who ensure continuity of basic services such as electricity/gas, water, internet, plumbing, sanitation and garbage removal;
- Employees who ensure essential transportation including public transportation, trucking and health care-related transportation;
- Employees who ensure essential food, pharmaceutical and supplies access (e.g., grocery, food bank, feeding programs, drug store, hardware store); and
- Staff and providers of child care and education services (including custodial and kitchen staff and other support staff) for children of other essential personnel

Instructional Continuation and Facilitation

Southampton High School teachers will facilitate online instruction through Schoology. Southampton Middle School is currently utilizing a pick up/drop off of instructional packets, but will transition to online instruction in the coming weeks. Students that are unable to access information using the online format will be able to pick up packets of the work. Elementary school teachers will prepare packets for students until the transition to a blended model is incorporated. Packets will be available for pick-up or may be delivered. Packets will also be placed on the school division's website for download.

Lessons and resources must be purposeful and aligned with the Virginia Department of Education Curriculum Framework. Teachers using Schoology may continue to teach through this online platform. Students without online access will need instructional packets.

Teachers are currently working from home and have the opportunity to be in their schools, if needed. Teachers will collaborate with colleagues and participate in staff meetings daily with their administrator, and engage in division professional development, as we transition to the division's alternative learning plan during the mandated COVID-19 school closure. These meetings will occur on Zoom (a video conferencing platform).

The school board offices are open and essential staff are working. Identified essential staff will follow the CDC recommendations for maintaining a safe and healthy work environment. Custodians will continue to conduct a deep environmental cleaning of all district buildings.

Schoology Online Learning Management System

The division completed a survey that went out to all families, teachers, and paraprofessionals to identify needs related to device access and internet access. There were gaps within the survey data; therefore, teachers will conduct an accessibility check-in with all students in their homeroom class. Phone calls to parents during the week of March 30, 2020 will focus on accessibility for those who did not complete the survey. They will focus on the following questions: Do they have a device? Do they need free WIFI? Do they need basic school supplies?

Southampton County Public Schools teachers will receive training to use Schoology, our online learning management system, to instruct students. Teachers may come to a school or video conference for the Schoology training. We are offering Virtual Parent Schoology Training for any parent who wants to know more about the platform and how to use it. Days and times for the Schoology will begin April 6, 2020. SCPS has purchased a Zoom license for all teachers, administrators, paraprofessionals, and parents to participate in training sessions and meetings. SCPS is working to ensure all teachers and students have a device for teachings and learning and reliable internet. If teachers and paraprofessionals do not have reliable internet, they may use the schools' internet, which is accessible from the parking lots or inside the school buildings.

Online Continuity of Learning

SCPS has decision-making authority regarding curriculum and instruction. Schools must show that they can provide adequate infrastructure in three areas: technology, instruction, and student engagement. Those factors were considered in developing the Southampton County Public School Division's learning continuation plan. Several options were considered in order to provide remote learning for all students within the school division..

April 20, 2020, teachers will begin teaching objectives that had not been covered on the pacing guide before the school closure on March 13, 2020. Pacing guides have been updated to reflect untaught objectives for the remainder of the school year. Teachers will write lesson plans as normal and also write a student friendly plan to go home for parents.

April 20, 2020, teachers at Southampton High School and Southampton Middle School will provide virtual learning instructional lessons. Students who do not have internet will be given grade level and/or content instructional lessons and resources to complete. Assignments will be posted each Wednesday. Staff will be available during online teaching hours to check email and respond to questions. Teachers will provide their email address to parents and students. Teachers may also provide their phone number via google voice. Teachers will use a Google form to log phone calls with students and parents. Teacher logs will include when the call began and ended and a summary of each conversation. Teacher work hours are 8:00 a.m. - 3:00 p.m. Staff will sign in into the google form by 8:00 am. Teachers will use the Google form provided by their building administrator to log virtual lessons including objectives taught, materials used, and a summary of lessons taught. Principals will be checking in with all teachers daily. This will provide oversight and the ability to measure the quality of the online environment.

Best Practices for Remote Learning
(www.globalonlineacademy.org)
Key points that should be addressed:
- Online learning requires connecting with others and fostering relationships with students and colleagues. Whether a program is designed for students or adults, relationships are essential to the learning outcomes. Create strong, healthy communities online through connectivity, visibility, and consistency. This is exceedingly important as some students and teachers may feel or become isolated or disconnected using a virtual platform.
- Content may be different from the on-campus environment in several aspects, especially considering the abruptness of our school closure and the reason for our extended closure due to the COVID-19 pandemic. Nonetheless, this alternative mode of education is an exciting opportunity to continue meeting the needs of our students in a manner that provides access and support through a blended supportive environment.
- Online learning is not a replication of what was done on-campus. Instead, this is an opportunity to reimagine learning in alternative spaces. SCPS educators will be supported in learning how to use Schoology to assist in their delivery of distance learning.

- Assessments may look differently online. Students may be assessed using formal or informal quizzes, there may be time limits or untimed assessments. In addition, it should be anticipated that students will use academic resources and tools to strengthen their answers.
- Students will also be able to demonstrate their learning in a manner that requires real application of the material. Teachers are expected to create ways to effectively use summative assessments of students learning. This could be achieved through project based learning, peer-to-peer feedback, teacher feedback, and/or culminating activities to name a few.
- Balance is fundamental to keeping online learning communities healthy. Teachers need to balance synchronous and asynchronous connections and collaboration, and students need to do some of this on their own.

Southampton County Public Schools Distance Learning Expectations
Our goal is to educate and graduate the students of SCPS through the end of the academic year while maintaining the health and safety of students, staff, and community. It is the expectation that we will work collaboratively as a school division to facilitate a quality learning experience for all our students. This requires the continued cooperation and support of parents, students, teachers, staff, and administrators. It is the expectation that teachers and administrators will be available for student instruction and work to minimize further disruptions, to the best of our abilities. It is also the expectation that students and parents will work together with the SCPS school division to ensure their availability for instruction, use of supports, and maintenance of communication.

Equitable Opportunities
SCPS serves over 2,800 students and an equitable education delivery system requires us to provide necessary support and resources for all students to be successful. SCPS defines equity as providing access, opportunities, and support needed to help students, families, and staff reach their full potential by removing barriers to success.

For the purposes of this guidance, distance learning includes virtual, online, alternate locations, and instructional telephone calls. More specific subject-matter will be provided through content download (e.g., using laptops and smartphones) and communication by phone (e.g., conference calls and one-on-one calls). Depending on grade level, materials used may include books, textbooks, workbooks, worksheets, email, and Internet content (e.g., websites, games, etc.).

As a support to parents and guardians, our school division will focus on providing guidance on organizing a student's daily schedule and on instructional activities that will assist in continuing thinking, learning, and inquiry of all students.

We are also mindful of federal and state requirements, as well as legal requirements related to supporting Individualized Education Programs for students receiving special education services. The individual needs of children who receive special education services continue to be part of all discussions related to continuity of learning. As long as the health risk remains low, the district may conduct small group instructional support sessions for students that receive services for special education, English Language Learner, 504, Title I, or qualify for core interventions.

Developing a Quality Distance Learning Plan

Division leadership, administrators, and teachers role:

- Expose students to standards-based skills and content.
- Provide full continuity of the regular school experience, in which students will be able to access grade-level and age-appropriate subject-matter content.
- Monitor students academic progress including adapting adequate progress monitoring and provisions for instructional support, which includes assessment and evaluation of work.
- Develop a mechanism in place for assessing students and assigning grades in continuation of your school district's grading policies.

Communication Plan

Stakeholder Communication:

- SCPS will communicate weekly or more frequently, if needed, through the district website and social media.

Parent and Student Communication:

- SCPS will utilize synchronous (e.g., Zoom, Google Hangout, etc.) and asynchronous (e.g., Schoology, Remind, etc.) communications to keep our families informed about important information.

Staff Communication:

- SCPS will have daily communication between division leadership, administration, and teachers.

Instructional Methods

- **Asynchronous** online learning with capability for remote communication and assessment (e.g., email or learning management systems that deliver, track, and manage classes or projects).

- **Synchronous** online learning (e.g., chat, streaming, video, instant messaging, web conferences).

Continuity of Instruction

Students will be able to access grade-level and subject-matter content. Instructional support is provided, including assessment and evaluation of work. Measurable student progress is expected. Materials and instructional methods used might include all those listed above.

SCPS will make every effort to ensure all students are provided with a device, high-speed internet, and have access to our distance learning program. Southampton High School, Southampton Middle School, and all Southampton Elementary Schools will include a combination of synchronous and asynchronous online learning for all students in grades PreK-12.

Synchronous activities will include phone calls with all students that will occur, at minimum, once per week. These activities may include whole group instruction and small group instruction. Zoom meetings will be used to keep track of attendance and gather feedback on our distance learning program from students and parents.

Depending on the health and safety status of the pandemic, we may at times provide instruction in

face-to-face formats for children with special needs. These students may be provided a combination of onsite learning and online learning.

Asynchronous online learning will include Schoology and Remind for grades PreK-12. These learning events will occur throughout the week and teachers will be available via Zoom at recurring times for instruction.

Professional Development
Southampton County Public Schools has scheduled professional development and training to ensure our staff is prepared to fully support our students. Beginning April 6, 2020, staff will be provided with detailed information on professional learning to ensure they are prepared for an instructional model where instructional delivery and student support would occur remotely.

Technology
Access to proper technology is at the heart of a distance learning strategy. We are taking inventory of, and collecting all available devices currently in our buildings that could be issued to students, as well as assessing the need for additional devices.

The division has developed a process for staff and families to evaluate technology available at home and assess needs. The digital tools required for long-term distance learning rely heavily on digital multimedia and online engagement. The school division has ordered a limited number of hotspot devices, recognizing that not all families and staff have access to the internet at home.

A parent/student online learning survey and a teacher/staff online technology survey was conducted to determine which students, teachers and staff have cell phones, devices, and reliable internet service. Families without a device may request one to borrow from the division by following this link: https://forms.gle/EqA9Pe3B1AXn9dwd9. Forms were created to check out devices.

Families can borrow a division MiFi if available. Families can access the Internet from each school's parking lot. A list of community areas offering free internet access can be found on our division's website. A technology service personnel will be available for support during school hours.

Remediation and Extra Support
Reading specialists and the math coach will deliver lessons, support and interventions to identified students virtually through Zoom and through phone calls. Parents and students will be contacted a minimum of once per week. Students will continue to receive support for reading and math. Reading specialists and the math coach will work closely with classroom teachers to coordinate support and meet with students via Zoom at scheduled times for 20 minutes a day, once a week.

Special Education - Individualized Educational Plans (IEPs) and 504s:
Special education teachers will be responsible for their individual caseloads and will establish Zoom meetings, conference calls, and small group face-to-face meetings (as long as the health risk remains low). Paraprofessionals will assist special education teachers in providing support to students.

All educational decisions for students with IEPs must be made on an individual basis and be consistent with the Individuals with Disabilities Education Act (IDEA) and the Virginia Department of Education Special Education guidelines. The following services will be provided:

1. SCPS will provide services to students based on the needs outlined in each child's IEP. Educational services and accommodation decisions shall comply with guidance from VDOE.
2. The format chosen will be the one that best supports the goals. These may include: (a) Zoom meeting, (b) additional supports provided remotely (phone and email), or (c) individual or small group instruction on school property, following guidance by local health officials. If the safety of the student or educator is compromised, supports will move to an online platform.
3. Teachers will coordinate services (related services, school psychologist, etc.) to reduce confusion and scheduling issues for families. Teachers will work to support the varying needs of our division's special education caseload. Special education staff will ensure all students are contacted continually throughout the week to ensure their needs are being met. They will also be receiving follow up from their classroom teachers through their regular education.
4. PreK special education teachers will conduct a weekly check-in and these will include online activities, early numeracy and literacy activities. Communication will be conducted on Zoom, phone conferencing, etc. PreK special education services will encompass a combination of activities for home completion sent weekly to parents with weekly virtual face-to-face sessions scheduled to ensure parents have activities needed and to complete time toward IEP goals.

IEP Meetings

Special education teachers will conduct IEP meetings via Zoom or on a conference call and if needed face-to-face within small groups of less than ten (10). Special education teachers will connect with all parents to update them on the transition to the online learning format.

Related Services

1. Speech services will be in accordance with service times written in the IEP or adjustments may be made depending on the needs of the students. Additionally, coordinated activities will be sent home for students to practice speech goals.
2. Occupational therapy will be coordinated according to student needs. Any services that are missed will be offered as compensatory services once school is back in session.
3. Physical Therapy will be coordinated according to student needs. Any services that are missed will be offered as compensatory services once school is back in session.

English Language Learners

Our English Language Learner teacher will develop a schedule to work with all students with an Individual Language Plan. The coordinator will communicate with each ELL student's family to address individual supports necessary. In addition, translation services shall be provided to ELL families, as needed.

School Counseling Services

Schools will continue to provide school counseling services. School counselors should also work collaboratively with all stakeholders to ensure equity, access, and success of all students, whether virtual school counseling is offered synchronously or asynchronously. Counselors will continue to contact students who have received or need to receive counseling services during the 2019-2020 school year by phone call. Guidance Counselors have scheduled office hours for parents and students.

Students and parents can set up individual meetings either using Zoom or by phone call. These meetings will be set up by corresponding through email or phone call to decide on a time that works for both parties. Counselors will provide pertinent videos or links on a weekly basis on the distance learning page to help all students during this time.

State Requirements

The Virginia Department of Education (VDOE) has provided guidance to school division moving forward. According to VDOE:

Some of the common and most critical issues for school divisions are the instructional and logistical barriers to meeting graduation requirements, awarding of credits, and continuity of learning.

The goal is to provide school divisions information and solutions around graduation requirements, promotion, new instruction, and ease of process. The intent is not to over burden or restrict school divisions, but to provide hope, engagement, and a measure of normalcy during this period of unprecedented uncertainty.

School divisions are not being asked to replicate the existing school day or year, but provide opportunities for students to make academic progress and continue to learn and grow.

The state requirements for seat time, SOL testing, accreditation, and other assessments will be addressed in separate communications once state and federal waiver processes have been completed.

School divisions are encouraged to track and collect data on the expenses related to COVID-19 that are projected to be incurred above and beyond anticipated expenditures. This data could be used to support funding, which will be detailed at a later date.

Graduation Requirements, Awarding of Credits, and Continuity of Learning (2019-2020):

The Superintendent of Public Instruction will provide as much flexibility as is prudent and allowable by the *Virginia Administrative Code (VAC)* for those students graduating with their 2019-2020 cohort. Flexibility provisions will need to consider students who may be facing the following barriers to graduation.

Graduation Requirements and Waivers:
Based on authority granted to the Superintendent of Public Instruction per Executive Order Fifty-One (2020):

- Students currently enrolled in a course for which they need a standard or verified credit in order to graduate;
- Students who have successfully completed a course required for graduation, but have not earned the associated verified credit;
- Students who have not completed the student-selected test;
- Students who are currently enrolled in or have previously completed a course leading to a CTE credential necessary for a Standard Diploma but have not yet earned the credential;
- Students who have not completed a United States and Virginia history course;*
- Students who have not completed a fine or performing arts or career and technical education course;*
- Students in the second of sequential courses;*
- Students who have not completed an economics and personal finance course.*

*Some credit-based graduation requirements are still addressed in the Virginia Administrative Code (VAC). While these cannot be waived outright, these can be addressed by providing new instruction and pursuing alternate pathways to the 140-clock-hour requirement based on revised Board of Education guidelines.

Graduation Requirements <u>Requiring</u> Action by the General Assembly:

- Students who have not completed a virtual course.
- Students who have not completed training in emergency first aid, cardiopulmonary resuscitation, and the use of automated external defibrillators, including hands-on practice of the skills necessary to perform cardiopulmonary resuscitation;
- Students enrolled in cosmetology or master barber courses will be eligible to take the licensure examination if their instructor submits a Training Verification form certifying the student completed the VDOE-required training, regardless of the hour amount.

High School Credit-Bearing Courses Graduating in 2021 or After:

- School divisions must award standard credit for high school credit-bearing courses by ensuring that students have completed a majority of required standards, competencies, and objectives, including those that are essential for success in subsequent coursework.
- This process must be based on revised guidelines provided by the Board of Education on the alternatives to the 140-clock-hour requirement.

School Division's Focus:
- Identifying the specific required content that had not been taught as of Friday, March 13, 2020;
- Developing learning modules to address the missing content necessary for awarding standard credit with a particular focus on content that is essential for success in subsequent coursework.
    -

- Learning modules could be delivered to students through various instructional models, including face-to-face, blended, or self-paced under teacher supervision.
- Learning modules should provide equitable access to all learners, including students with disabilities, English Language Learners, students lacking access to high-speed internet, devices to access the internet, and students who are economically disadvantaged, among others.

Required Instructional Delivery Necessary to Award Standard Credits May Include a Variety of Options Including:

- Providing instruction during the extended closure:
  - Provision of instruction should be done with careful consideration of providing equitable access and support for a variety of students.
  - Accessible technology may afford students, including students with disabilities, an opportunity to have access to high-quality instruction.
  - After the extended closure, divisions are responsible for reviewing how the closure impacted the delivery of services to students with disabilities and English learners. **OR**
- School divisions may elect to offer instruction to students during the summer of 2020 for those who were not able to access instruction during the closure; **OR**
  - Provide instruction by adjusting the 2019-2020 or 2020-2021 calendars; **OR**
  - Incorporate learning modules into the courses students take during the 2020-2021 school year schedule.

Suggestions for providing new or additional instruction is not meant to require that schools use the above methods to meet the 180-day/990-hour minimum teaching time requirement.

Schools will still be eligible for a length of school term waiver for teaching time lost due to the mandatory school closures.

Standard Credit: Awarded upon successful completion of course requirements

Verified Credit: Verified credits can be awarded in accordance with Virginia *Administrative Code* with 8VAC20-131-110 in the Board of Education's *Regulations Establishing Standards for the Accreditation of Public Schools (also known as Standards of Accreditation, SOA)*. A student currently enrolled in a high school credit-bearing course eligible for a verified credit during the 2019-2020 school year and who has received the standard unit of credit may be awarded a locally-awarded verified credit.

For these classes only, the requirement to attempt the associated SOL end-of-course test twice and score within the 375-399 scaled score range in order to earn the locally awarded verified credits will be waived. This flexibility applies to students seeking either a Standard or Advanced Diploma. The locally-awarded verified credits awarded to students affected by the 2019-2020 extended school closures **will not count toward the cap on locally-awarded verified credits** and thus, the cap is waived from the SOA per Executive Order 51.

Students eligible for a special permission credit accommodation should continue to use the IEP/504 process. For students who elect to earn a verified credit by taking the associated SOL end-of-course assessment, the spring 2020 testing window will be extended.

The Division may use summer time, performance, portfolio assessments to give locally awarded credit.

Grading
Student work, regardless of classification, will be graded. Guidance from the Virginia Association of School Superintendents (VASS) was issued on Friday, March 27, 2020. The information will be presented to the school board at our next school board meeting and a decision will be made at that time.

Additional Support for Grades PreK-12
Upon completion of the 2019-2020 school year, a continuum of instruction may include a variety of additional options for select students, if deemed necessary, such as:

- Students requiring additional instruction after the closure, may be offered instruction during the summer of 2020; **OR**
- Incorporating learning modules into the existing 2020-2021 school year schedule.

The work of Southampton County Public School Division continues through this mandated COVID-19 pandemic closure. As a school division, the health, safety, and efforts for delivering excellence in the instruction of our students remains our utmost priority.

ADVISEMENT

Information within this document is current as of the moment published. Southampton County Public School Division leadership continues to monitor and adjust with ever-changing information, mandates, and updates on all levels. Instructional practices while provided in this comprehensive document, will continue to be reviewed and addressed based on the most current information available, and as it affects the unique needs of Southampton County Public Schools. The continued support of each faculty, staff, parent, and student in the division is greatly appreciated.

SOUTHAMPTON COUNTY PUBLIC SCHOOL DIVISION
INSTRUCTIONAL CALENDAR

Monday	Tuesday	Wednesday	Thursday	Friday
March 30 **Revise Curriculum & Pacing Guide** **Begin Lesson Plans for Teachers and Separate Plans for Students** **Meal Distribution**	**March 31** **Create or Select Materials for Instructional Packets**	**April 1** **Copy and Label Instructional Packets** **Upload Assignments in Schoology for the Following Week**	**2** **Meal & Instructional Packet Distribution (pickup)** **Deliver leftover Packets**	**3** **Family Fun**
6 **Staff Schoology Training** **8:00 - 10:00 Introduction to Schoology** **10:30 - 12:30 Introduction to Schoology** **1:00 - 3:00 Intermediate Schoology Users**	**7** **Staff Schoology Training** **8:00 - 10:00 Introduction to Schoology** **10:30 - 12:30 Introduction to Schoology** **1:00 - 3:00 Intermediate Schoology Users**	**8** **Parent Schoology Training** **10:00 am -11:00 am** **7:00 pm - 8:00 pm** **Copy and Label Instructional Packets** **Upload Assignments in Schoology for the Following Week**	**9** **Meal & Instructional Packet Distribution (pickup)** **Deliver leftover Packets**	**10** **Good Friday**
13 Spring Break	**14 Spring Break**	**15 Spring Break**	**16 Spring Break**	**17 Spring Break**
20 **Meal Distribution**	**21**	**22** **Copy and Label Instructional Packets** **Upload Assignments in Schoology for the Following Week**	**23** **Meal & Instructional Packet Distribution (pickup)** **Deliver leftover Packets**	**24** **Family Fun**
27 **Meal Distribution**	**28**	**29** **Copy and Label Instructional Packets** **Upload Assignments in Schoology for the Following Week**	**30** **Meal & Instructional Packet Distribution (pickup)** **Deliver leftover Packets**	**May 1** **Family Fun**
4 **Meal Distribution**	**5**	**6** **Copy and Label Instructional Packets** **Upload Assignments in Schoology for the Following Week**	**7** **Meal & Instructional Packet Distribution (pickup)** **Deliver leftover Packets**	**8** **Family Fun**

11 **Meal Distribution**	**12** **Interim Reports Distributed**	**13** **Copy and Label Instructional Packets** **Upload Assignments in Schoology for the Following Week**	**14** **Meal & Instructional Packet Distribution (pickup)** **Deliver leftover Packets**	**15** **Family Fun**
18 **Meal Distribution**	**19**	**20** **Copy and Label Instructional Packets** **Upload Assignments in Schoology for the Following Week**	**21** **Meal & Instructional Packet Distribution (pickup)** **Deliver leftover Packets**	**22** **Family Fun**
25 **Memorial Day** **Meal Distribution**	**26**	**27** **Copy and Label Instructional Packets** **Upload Assignments in Schoology for the Following Week**	**28** **Meal & Instructional Packet Distribution (pickup)** **Deliver leftover Packets**	**29** **Family Fun**
June 1 **Meal Distribution**	**2**	**3** **Label Instructional Packets** **Upload Assignments in Schoology for the Following Week**	**4** **Meal & Instructional Packet Distribution (pickup)** **Deliver leftover Packets**	**5** **Family Fun**
8 **Meal Distribution**	**9**	**10**	**11** **Meal Distribution** **All Packets Returned**	**12** **Report Cards Distributed**

Social Media Policy and Guidelines-Staff

Scope

This social media policy applies to all SCPS employees, teachers, students, Board Members and auxiliary personnel. This policy covers all social media and media platforms, social networks, blogs, photo sharing, wikis, online forums and video sharing.

Faculty and Staff Guidelines

Blogs, Wikis, Podcasts, Digital Images & Video

Personal Responsibility

- Southampton County Public Schools employees are personally responsible for the hosted content they publish online. Be mindful that what you publish on social media channels will be public for a long time—protect your privacy.
- When posting online, please remember that you are an employee of the Southampton County Public Schools and representative of your colleagues, students, parents and the school community.
- Your online behavior should reflect the same standards of honesty, respect and consideration that you use face-to-face.
- Do not insult others online or use questionable language. Whether it is your boss, co-worker, a student's parent or your next-door neighbor, do not use your social media sites to vent about specific people. The use of ethnic slurs, obscenities, innuendos, inappropriate content or other questionable language could find its way to the very audience you would least want to see it.
- While every employee is entitled to their First Amendment rights, you should still carefully consider the ramifications of every post, comment, status update or email. When in doubt, leave it out.
- Blogs, wikis, and podcasts are an extension of your classroom and considered *official content*. What is inappropriate in the traditional brick and mortar classroom, it should be deemed inappropriate online.
- Do not post photos or movies of fellow employees without their permission. Do not use photos or movies taken at school without permission. Do not post photos or movies that contain students without parental consent.
- There are many websites that allow users to share personally created movies. You are responsible for all you do, say and post online including videos. Anything posted online should represent you in a professional manner as others will see you as connected to SCPS. It disrupts learning when teachers, employees and staff post videos with questionable content.
- When posting online be sure not to post confidential student information.
- Cyberbullying is not to be tolerated. Any incidence of cyberbullying should be reported to the school Principal immediately. All cyberbullying incidents are to be taken seriously.

Personal Use of Social Networking Site, *including* **Facebook, Twitter and Instagram**

- Southampton County Public Schools staff and employees are personally responsible for all comments/information and hosted content they publish online. Be mindful that things such as *Tweets* and *Status Updates* will be visible and public for a long time.
- By posting comments, having online conversations, etc. on social media sites you are broadcasting to the world, be aware that even with the strictest privacy settings, what you 'say' online should be

within the bounds of professional discretion. Comments expressed via social networking pages under the impression of a 'private conversation' may still end up being shared into a more public domain, even with privacy settings on maximum.

- Comments related to SCPS, its employees, staff and/events related to SCPS, should always meet the highest standards of professional discretion. When posting, even on the strictest settings, staff should act on the assumption that all postings are in the public domain.
- Before posting photographs and videos, permission should be sought from the subject where possible. This is especially the case where photographs of professional colleagues are concerned.
- Before posting personal photographs, thought should be given as to whether the images reflect on your professionalism.
- Photographs relating to alcohol or tobacco use may be deemed inappropriate. Remember, your social networking site is an extension of your personality, and an extension of your professional life and classroom. If it would seem inappropriate to put a certain photograph on the wall, then it should be considered inappropriate to post online.
- Microblogging (Twitter, Facebook, Tumblr, Instagram, etc.) comments made using such media are not protected by privacy settings. Employees should be aware of the public and widespread nature of such media and refrain from any comment and/or #hashtags that could be deemed unprofessional. #(Hashtags) that tag students and provide personal financial gain are prohibited.
- SCPS students are not to be used as promotional audiences.
- SCPS employees are not permitted to solicit or accept "Friend" Requests from enrolled SCPS students on any personal Social Media Account. This includes student's accounts and SCPS employee personal accounts.
- SCPS employees are not permitted to encourage students (K-12) enrolled at SCPS to create Social Media Accounts of any kind.
- All SCPS employees who choose to utilize Facebook, Twitter or Instagram or any other Social Media Platform to provide classroom information to students and parents must create a "teacher" page. Posts must be exclusively about classroom or school activities. Parents must be provided notice of Social Media Platforms used as part of a classroom. Parents must give permission for students to participate in such media platforms.

Staff-Student Relations
Employees are prohibited from establishing personal relationships with students that are unprofessional and thereby inappropriate. Examples of unprofessional relationships include, but are not limited to: employees fraternizing or communicating with students as if employees and students were peers such as writing personal letters or emails; "texting" students; calling students on cell phones or allowing students to make personal calls to them unrelated to homework or class work; sending inappropriate pictures to students; discussing or revealing to students personal matters about their private lives or inviting students to do the same (other than professional counseling by a school counselor); and engaging in sexualized dialogue, whether in person, by phone, via the Internet or in writing.

Employees who post information on Facebook, Twitter or other similar websites that include inappropriate personal information such as, but not limited to: provocative photographs, sexually explicit messages, use of alcohol, drugs or anything students are prohibited from doing must understand that if students, parents or other employees obtain access to such information, their case will be investigated by school and division officials and if warranted, will be disciplined up to and including termination, depending on the severity of the offense, and may have their case forwarded to the appropriate state department for review and possible further sanctions. If inappropriate use of computers and websites is discovered, the offensive material will be downloaded and promptly brought to the attention of the Superintendent.

SAMPLE SCHEDULES

Sample schedules are included in this document as a guide for instructional practice. Schedules may need to be modified and adjusted based on student age, grade level, abilities, content area, need for reinforcement, at the request of building or division leadership, and or due to other needs not otherwise specified by the division.

Pre-K 2019-2020 Student Blended Learning Continuation Schedule

	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY
	BREAKFAST				
08:00-08:15	Mindfulness	Mindfulness	Mindfulness	Mindfulness	
08:15-08:45	Theme I: Clothing and Laundry 20 minutes 2 weeks	Theme I: Clothing and Laundry 20 minutes 2 weeks	Theme I: Clothing and Laundry 20 minutes 2 weeks	Theme I: Clothing and Laundry 20 minutes 2 weeks	
08:45-09:15	Theme II: Animals 20 minutes 2 weeks	Theme II: Animals 20 minutes 2 weeks	Theme II: Animals 20 minutes 2 weeks	Theme II: Animals 20 minutes 2 weeks	
09:15-09:30	Theme III: Nursery Rhymes 20 minutes 2 weeks	Theme III: Nursery Rhymes 20 minutes 2 weeks	Theme III: Nursery Rhymes 20 minutes 2 weeks	Theme III: Nursery Rhymes 20 minutes 2 weeks	Fun Friday
09:30-09:55	ELECTIVE Art	ELECTIVE Music	ELECTIVE Physical Education	ELECTIVE Media/Technology	
09:55-10:10	BREAK	BREAK	BREAK	BREAK	
10:10-10:30	Theme IV: STEM/Recycle/Reuse 20 minutes 2 weeks	Theme V: Summer 20 minutes 2 weeks	Theme IV: STEM/Recycle/Reuse 20 minutes 2 weeks	Theme V: Summer 20 minutes 2 weeks	
10:30-10:55	Independent/ Guided Reading 20 minutes	Independent/ Guided Reading 20 minutes	Independent/ Guided Reading 20 minutes	Independent/ Guided Reading 20 minutes	
Daily Times	145 minutes	145 minutes	145 minutes	145 minutes	
	2 hours 25 mins	2 hours 25 mins	2 hours 25 mins	2 hours 25 mins	

Weekly Totals: **580 Minutes = 9 Hours 40 minutes**

SCPS Kindergarten 2019-2020 Student Virtual Learning Continuation Schedule

	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY
		BREAKFAST			
08:00-08:15	Mindfulness	Mindfulness	Mindfulness	Mindfulness	
08:15-08:45	MATHEMATICS: 10 minute instruction 20 min independent work	MATHEMATICS: 10 minute instruction 20 min independent work	MATHEMATICS: 10 minute instruction 20 min independent work	MATHEMATICS: 10 minute instruction 20 min independent work	
08:45-09:15	ELA: 10 minute instruction 20 mins. independent work	ELA: 10 minute instruction 20 mins. independent work	ELA: 10 minute instruction 20 mins. independent work	ELA: 10 minute instruction 20 mins. independent work	Fun Friday
09:15-09:30	Journal Writing: May include pictures, illustrations, and other illustrations.	Journal Writing May include pictures, illustrations, and other illustrations.	Journal Writing May include pictures, illustrations, and other illustrations.	Journal Writing May include pictures, illustrations, and other illustrations.	
09:30-09:55	ELECTIVE Art	ELECTIVE Music	ELECTIVE Physical Education	ELECTIVE Media/Technology	
09:55-10:10	BREAK	BREAK	BREAK	BREAK	
10:10-10:30	SOCIAL ST.: 10 minute instruction 10 mins. independent work	SCIENCE: 10 minute instruction 10 mins. independent work	SOCIAL ST.: 10 minute instruction 10 mins. independent work	SCIENCE: 10 minute instruction 10 mins. independent work	
10:30-10:55	Independent Reading	Independent Reading	Independent Reading	Independent Reading	
Daily Times	145 minutes	145 minutes	145 minutes	145 minutes	
	2 hours 25 mins	2 hours 25 mins	2 hours 25 mins	2 hours 25 mins	

Weekly Totals: 580 Minutes = 9 Hours 40 minutes

SCPS Kindergaten 2019-2020 Student Packet Learning Continuation Schedule

	MONDAY	**TUESDAY**	**WEDNESDAY**	**THURSDAY**	**FRIDAY**
	BREAKFAST				
08:00-08:15	Mindfulness	Mindfulness	Mindfulness	Mindfulness	
08:15-08:45	MATHEMATICS: 30 minutes independent work	MATHEMATICS: 30 minutes independent work	MATHEMATICS: 30 minutes independent work	MATHEMATICS: 30 minutes independent work	
08:45-09:15	ELA: 30 minutes independent work	ELA: 30 minutes independent work	ELA: 30 minutes independent work	ELA: 30 minutes independent work	
09:15-09:30	Journal Writing: May include pictures, illustrations, and other illustrations.	Journal Writing: May include pictures, illustrations, and other illustrations.	Journal Writing: May include pictures, illustrations, and other illustrations.	Journal Writing: May include pictures, illustrations, and other illustrations.	Fun Friday
09:30-09:55	ELECTIVE Art Independent Activity	ELECTIVE Music Independent Activity	ELECTIVE Physical Education Independent Activity	ELECTIVE Media/Technology Independent Activity	
09:55-10:10	BREAK	BREAK	BREAK	BREAK	
10:10-10:30	SOCIAL ST.: 20 minutes independent work	SCIENCE: 20 minutes independent work	SOCIAL ST.: 20 minutes independent work	SCIENCE: 20 minutes independent work	
10:30-10:55	Independent Reading	Independent Reading	Independent Reading	Independent Reading	
Daily Times	145 minutes	145 minutes	145 minutes	145 minutes	
	2 hours 25 mins	2 hours 25 mins	2 hours 25 mins	2 hours 25 mins	

Weekly Totals: **580 Minutes = 9 Hours 40 minutes**

SCPS 1st-2nd Grade 2019-2020 Student Virtual Learning Continuation Schedule

	MONDAY	**TUESDAY**	**WEDNESDAY**	**THURSDAY**	**FRIDAY**
	BREAKFAST				
08:00-08:15	Mindfulness	Mindfulness	Mindfulness	Mindfulness	Fun Friday
08:15-09:00	MATHEMATICS: 15 minute instruction 30 minutes independent work	MATHEMATICS: 15 minute instruction 30 minutes independent work	MATHEMATICS: 15 minute instruction 30 minutes independent work	MATHEMATICS: 15 minute instruction 30 minutes independent work	
09:00-09:45	ELA: 15 minute instruction 30 minutes independent work	ELA: 15 minute instruction 30 minutes independent work	ELA: 15 minute instruction 30 minutes independent work	ELA: 15 minute instruction 30 minutes independent work	
09:45-09:55	Journal Writing: May include pictures, illustrations, and other illustrations.	Journal Writing: May include pictures, illustrations, and other illustrations.	Journal Writing: May include pictures, illustrations, and other illustrations.	Journal Writing: May include pictures, illustrations, and other illustrations.	
09:55-10:25	ELECTIVE Art	ELECTIVE Music	ELECTIVE Physical Education	ELECTIVE Media/Technology	
10:25-10:40	BREAK	BREAK	BREAK	BREAK	
10:40-11:00	SOCIAL ST.: 10 minute instruction 10 minutes independent work	SCIENCE: 10 minute instruction 10 minutes independent work	SOCIAL ST.: 10 minute instruction 10 minutes independent work	SCIENCE: 10 minute instruction 10 minutes independent work	
11:00-11:15	Independent Reading	Independent Reading	Independent Reading	Independent Reading	
Daily Times	165 minutes	165 minutes	165 minutes	165 minutes	
	2 hours 45 mins	2 hours 45 mins	2 hours 45 mins	2 hours 45 mins	

Weekly Totals: **660 Minutes = 11 Hours**

SCPS 1ˢᵗ-2ⁿᵈ Grade 2019-2020 Student Packet Learning Continuation Schedule

	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY
	BREAKFAST				
08:00-08:15	Mindfulness	Mindfulness	Mindfulness	Mindfulness	
08:15-09:00	MATHEMATICS: 45 minutes independent work	MATHEMATICS: 45 minutes independent work	MATHEMATICS: 45 minutes independent work	MATHEMATICS: 45 minutes independent work	
09:00-09:45	ELA: 45 minutes independent work	ELA: 45 minutes independent work	ELA: 45 minutes independent work	ELA: 45 minutes independent work	
09:45-09:55	Journal Writing: May include pictures, illustrations, and other illustrations.	Journal Writing: May include pictures, illustrations, and other illustrations.	Journal Writing: May include pictures, illustrations, and other illustrations.	Journal Writing: May include pictures, illustrations, and other illustrations.	Fun Friday
09:55-10:25	ELECTIVE Art Independent Activity	ELECTIVE Music Independent Activity	ELECTIVE Physical Education Independent Activity	ELECTIVE Media/Technology Independent Activity	
10:25-10:40	BREAK	BREAK	BREAK	BREAK	
10:40-11:00	SOCIAL ST.: 20 minutes independent work	SCIENCE: 20 minutes independent work	SOCIAL ST.: 20 minutes independent work	SCIENCE: 20 minutes independent work	
11:00-11:15	Independent Reading	Independent Reading	Independent Reading	Independent Reading	
Daily Times	165 minutes	165 minutes	165 minutes	165 minutes	
	2 hours 45 mins	2 hours 45 mins	2 hours 45 mins	2 hours 45 mins	

Weekly Totals: **660 Minutes = 11 Hours**

SCPS 3rd-5th Grade 2019-2020 Student Virtual Learning Continuation Schedule

	MONDAY	**TUESDAY**	**WEDNESDAY**	**THURSDAY**	**FRIDAY**
	BREAKFAST				
08:00-08:15	Mindfulness	Mindfulness	Mindfulness	Mindfulness	
08:15-09:15	ELA: 20 minute instruction 40 minutes independent work	ELA: 20 minute instruction 40 minutes independent work	ELA: 20 minute instruction 40 minutes independent work	ELA: 20 minute instruction 40 minutes independent work	
09:15-10:15	MATHEMATICS: 20 minute instruction 40 minutes independent work	MATHEMATICS: 20 minute instruction 40 minutes independent work	MATHEMATICS: 20 minute instruction 40 minutes independent work	MATHEMATICS: 20 minute instruction 40 minutes independent work	
10:15-10:30	Journal Writing	Journal Writing	Journal Writing	Journal Writing	Fun Friday
10:30-11:00	ELECTIVE Art	ELECTIVE Music	ELECTIVE Physical Education	ELECTIVE Media/Technology	
11:00-11:10	BREAK	BREAK	BREAK	BREAK	
11:10-11:30	SCIENCE: 10 minute instruction 10 minutes independent work	SOCIAL ST.: 10 minute instruction 10 minutes independent work	SCIENCE: 10 minute instruction 10 minutes independent work	SOCIAL ST.: 10 minute instruction 10 minutes independent work	
11:30-12:00	Independent Reading	Independent Reading	Independent Reading	Independent Reading	
Daily Times	215 minutes	215 minutes	215 minutes	215 minutes	
	3 hours 35 mins	3 hours 35 mins	3 hours 35 mins	3 hours 35 mins	

· **Weekly Totals: 860 Minutes = 13 Hours 20 minutes**

SCPS 3rd-5th Grade 2019-2020 Student Packet Learning Continuation Schedule

	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY
	BREAKFAST				
08:00-08:15	Mindfulness	Mindfulness	Mindfulness	Mindfulness	
08:15-09:15	ELA: 60 minutes independent work	ELA: 60 minutes independent work	ELA: 60 minutes independent work	ELA: 60 minutes independent work	
09:15-10:15	MATHEMATICS: 60 minutes independent work	MATHEMATICS: 60 minutes independent work	MATHEMATICS: 60 minutes independent work	MATHEMATICS: 60 minutes independent work	Fun Friday
10:15-10:30	Journal Writing	Journal Writing	Journal Writing	Journal Writing	
10:30-11:00	ELECTIVE Art	ELECTIVE Music	ELECTIVE Physical Education	ELECTIVE Media/Technology	
11:00-11:10	BREAK	BREAK	BREAK	BREAK	
11:10-11:30	SCIENCE: 20 minutes independent work	SOCIAL ST.: 20 minutes independent work	SCIENCE: 20 minutes independent work	SOCIAL ST.: 20 minutes independent work	
11:30-12:00	Independent Reading	Independent Reading	Independent Reading	Independent Reading	
Daily Times	215 minutes	215 minutes	215 minutes	215 minutes	
	3 hours 35 mins	3 hours 35 mins	3 hours 35 mins	3 hours 35 mins	

Weekly Totals: 860 Minutes = 13 Hours 20 minutes

SCPS 6th- 8th Grade 2019-2020 Student Virtual Learning Continuation Schedule

	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY
BREAKFAST					
08:00-08:15	Mindfulness	Mindfulness	Mindfulness	Mindfulness	
08:15-09:15	Language Arts • LA 6 • LA 7 • LA 8 30 minute instruction 30 minutes independent	Language Arts • LA 6 • LA 7 • LA 8 30 minute instruction 30 minutes independent	Language Arts • LA 6 • LA 7 • LA 8 30 minute instruction 30 minutes independent	Language Arts • LA 6 • LA 7 • LA 8 30 minute instruction 30 minutes independent	
09:15-10:15	MATHEMATICS • Math 6 • Math 7 • Pre-Algebra • Algebra I • Geometry • Algebra I/Geo 30 minute instruction 30 minutes independent	MATHEMATICS • Math 6 • Math 7 • Pre-Algebra • Algebra I • Geometry • Algebra I/Geo 30 minute instruction 30 minutes independent	MATHEMATICS • Math 6 • Math 7 • Pre-Algebra • Algebra I • Geometry • Algebra I/Geo 30 minute instruction 30 minutes independent	MATHEMATICS • Math 6 • Math 7 • Pre-Algebra • Algebra I • Geometry • Algebra I/Geo 30 minute instruction 30 minutes independent	
10:15-10:55	SCIENCE • Science 6 • Life 7 • Physical 8 • Earth 20 minute instruction 20 minutes independent	SCIENCE • Science 6 • Life 7 • Physical 8 • Earth 20 minute instruction 20 minutes independent	SCIENCE • Science 6 • Life 7 • Physical 8 • Earth 20 minute instruction 20 minutes independent	SCIENCE • Science 6 • Life 7 • Physical 8 • Earth 20 minute instruction 20 minutes independent	Fun Friday
10:55-11:20	LUNCH	LUNCH	LUNCH	LUNCH	
11:20-12:00	SOCIAL ST.: • US HIS 6 • US HIS 7 • CIV/ECO 20 minute instruction 20 minutes independent	SOCIAL ST.: • US HIS 6 • US HIS 7 • CIV/ECO 20 minute instruction 20 minutes independent	SOCIAL ST.: • US HIS 6 • US HIS 7 • CIV/ECO 20 minute instruction 20 minutes independent	SOCIAL ST.: • US HIS 6 • US HIS 7 • CIV/ECO 20 minute instruction 20 minutes independent	
12:00-12:30	ELECTIVE I	ELECTIVE I	ELECTIVE I	ELECTIVE I	
12:30-01:00	ELECTIVE II	ELECTIVE II	ELECTIVE II	ELECTIVE II	
Daily Times	260 minutes	260 minutes	260 minutes	260 minutes	
	4 hours 20 mins	4 hours 20 mins	4 hours 20 mins	4 hours 20 mins	

Weekly Totals: **1040 Minutes = 17 Hours 20 Minutes**

SCPS 6th-8th Grade 2019-2020 Student Packet Learning Continuation Schedule

	MONDAY	**TUESDAY**	**WEDNESDAY**	**THURSDAY**	**FRIDAY**
	BREAKFAST				
08:00-08:15	Mindfulness	Mindfulness	Mindfulness	Mindfulness	
08:15-09:15	Language Arts • LA 6 • LA 7 • LA 8 60 minutes independent	Language Arts • LA 6 • LA 7 • LA 8 60 minutes independent	Language Arts • LA 6 • LA 7 • LA 8 60 minutes independent	Language Arts • LA 6 • LA 7 • LA 8 60 minutes independent	
09:15-10:15	Mathematics • Math 6 • Math 7 • Pre-Algebra • Algebra I • Geometry • Algebra I/Geo 60 minutes independent	Mathematics • Math 6 • Math 7 • Pre-Algebra • Algebra I • Geometry • Algebra I/Geo 60 minutes independent	Mathematics • Math 6 • Math 7 • Pre-Algebra • Algebra I • Geometry • Algebra I/Geo 60 minutes independent	Mathematics • Math 6 • Math 7 • Pre-Algebra • Algebra I • Geometry • Algebra I/Geo 60 minutes independent	Family Fun
10:15-10:55	SCIENCE • Science 6 • Life 7 • Physical 8 • Earth 40 minutes independent	SCIENCE • Science 6 • Life 7 • Physical 8 • Earth 40 minutes independent	SCIENCE • Science 6 • Life 7 • Physical 8 • Earth 40 minutes independent	SCIENCE • Science 6 • Life 7 • Physical 8 • Earth 40 minutes independent	
10:55-11:20	LUNCH	LUNCH	LUNCH	LUNCH	
11:20-12:00	SOCIAL ST.: • US HIS 6 • US HIS 7 • CIV/ECO 40 minutes independent	SOCIAL ST.: • US HIS 6 • US HIS 7 • CIV/ECO 40 minutes independent	SOCIAL ST.: • US HIS 6 • US HIS 7 • CIV/ECO 40 minutes independent	SOCIAL ST.: • US HIS 6 • US HIS 7 • CIV/ECO 40 minutes independent	
12:00-12:30	ELECTIVE I Independent Activity	ELECTIVE I Independent Activity	ELECTIVE I Independent Activity	ELECTIVE I Independent Activity	
12:30-01:00	ELECTIVE II Independent Activity	ELECTIVE II Independent Activity	ELECTIVE II Independent Activity	ELECTIVE II Independent Activity	
Daily Times	260 minutes	260 minutes	260 minutes	260 minutes	
	4 hours 20 mins	4 hours 20 mins	4 hours 20 mins	4 hours 20 mins	

Weekly Totals: 1040 Minutes = 17 Hours 20 Minutes

SCPS 9-12 Grade 2019-2020 Student Virtual Learning Continuation Schedule

	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY
	BREAKFAST				
08:00-08:15	Mindfulness	Mindfulness	Mindfulness	Mindfulness	
08:15-09:25	BLOCK I 30 minute instruction 40 minutes independent work	BLOCK I 30 minute instruction 40 minutes independent work	BLOCK I 30 minute instruction 40 minutes independent work	BLOCK I 30 minute instruction 40 minutes independent work	
09:25-10:35	BLOCK II 30 minute instruction 40 minutes independent work	BLOCK II 30 minute instruction 40 minutes independent work	BLOCK II 30 minute instruction 40 minutes independent work	BLOCK II 30 minute instruction 40 minutes independent work	
10:35-11:05	LUNCH	LUNCH	LUNCH	LUNCH	Fun Friday
11:05-12:15	BLOCK III 30 minute instruction 40 minutes independent work	BLOCK III 30 minute instruction 40 minutes independent work	BLOCK III 30 minute instruction 40 minutes independent work	BLOCK III 30 minute instruction 40 minutes independent work	
12:15-01:25	BLOCK IV 30 minute instruction 40 minutes independent work	BLOCK IV 30 minute instruction 40 minutes independent work	BLOCK IV 30 minute instruction 40 minutes independent work	BLOCK IV 30 minute instruction 40 minutes independent work	
Daily Times	280 minutes	280 minutes	280 minutes	280 minutes	
	4 hours 40 mins	4 hours 40 mins	4 hours 40 mins	4 hours 40 mins	

Weekly Totals: 1,120 Minutes = 18 Hours 40 Minutes

SCPS 9-12 Grade 2019-2020 Student Packet Learning Continuation Schedule

	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY
BREAKFAST					
08:00-8:15	Mindfulness	Mindfulness	Mindfulness	Mindfulness	Fun Friday
08:15-9:25	BLOCK I 70 minutes independent work	BLOCK I 70 minutes independent work	BLOCK I 70 minutes independent work	BLOCK I 70 minutes independent work	
09:25-10:35	BLOCK II 70 minutes independent work	BLOCK II 70 minutes independent work	BLOCK II 70 minutes independent work	BLOCK II 70 minutes independent work	
10:35-11:05	LUNCH	LUNCH	LUNCH	LUNCH	
11:05-12:15	BLOCK III 70 minutes independent work	BLOCK III 70 minutes independent work	BLOCK III 70 minutes independent work	BLOCK III 70 minutes independent work	
12:15-1:25	BLOCK IV 70 minutes independent work	BLOCK IV 70 minutes independent work	BLOCK IV 70 minutes independent work	BLOCK IV 70 minutes independent work	
Daily Times	280 minutes	280 minutes	280 minutes	280 minutes	
	4 hours 40 mins	4 hours 40 mins	4 hours 40 mins	4 hours 40 mins	

Weekly Totals: 1,120 Minutes = 18 Hours 40 Minutes

Explanation of Schedule Terms

KEY
1. Mindfulness: Morning meditation used to bring focus and prepare for the day's activities. This activity includes deep breathing and becoming organized and ready for the day's expected activities.
2. ELA: English Language Arts includes reading, writing, speaking, listening and viewing. Students may be required to participate in different ELA activities on a given day or during a given week as specified by the teacher.
3. Journal Writing: Designated writing activity. PreK-2 students are able to draw, illustrate, cut and paste , if available, or use crafts for self-expression
4. Independent Reading: Student daily reading.

Instructional Packet Distribution and Return

Students and Parents

Process for Instructional Packet Distribution

An employee will wear personal protective equipment during the distribution of labeled instructional packets to one parent or guardian who comes to retrieve instructional packets.

Process for Instructional Packet Return

Parent or guardian will return a completed instructional packet by placing it in the appropriately labeled bin. The Southampton County Public School Division is asking all parents and guardians to take the necessary precautions during the return process.

Teachers

Handling of Instructional Packets

Once received, all instructional packets will remain untouched by any employee for up to three (3) days, and then only with the use of personal protective equipment, or unless otherwise instructed by the Health Department.

Alternate Methods for Retrieving Instructional Packets

Teachers will have PDF copies of the instructional packets on the Southampton County Public School Division's website. Parents will have the option to download and complete instructional packets at home.

Alternate Methods for Returning Instructional Packets

Parents will have the option to take pictures of the completed work and email them to their child's teachers. Parents may also scan completed assignments and submit them by email to the teachers.

If a parent chooses to return the instructional packet to the school, the instructional packet will remain untouched for up to three (3) days before it is handled by an employee for grading. It is strongly urged that personal protective equipment is used when handling documents.

Instructional Packets Not Picked Up

Instructional Packets that are not picked up may be mailed or delivered. Southampton County Public School Division staff members will make contact weekly to check on the status of package receipt.

SCPS LEARNING CONTINUATION PACKET VERIFICATION FORM

TEACHER:			GRADE:		SUBJECT:	

Student's Name (LAST/FIRST)	Internet Access		March 16-20		March 23-27		March 30-April 3		April 6-10	
	Y	N	WEEK 1		WEEK 2		WEEK 3		WEEK 4	
			DELIVERED	RECEIVED	DELIVERED	RECEIVED	DELIVERED	RECEIVED	DELIVERED	RECEIVED

* DELIVERED = PICKED UP FROM SCHOOL   *RECEIVED=DROPPED OFF BY PARENT

Teachers will use this form to ensure students are receiving packets and that packets are returned to schools.

SCPS STUDENT DISTANCE LEARNING PLAN TEMPLATE

TEACHER:	GRADE	DUE

<table>
<tr><th colspan="5" align="center">Weekly Plan</th></tr>
<tr><td colspan="5" align="center">WEEK OF:</td></tr>
<tr>
<th>LESSON PLANS</th>
<th>MONDAY</th>
<th>TUESDAY</th>
<th>WEDNESDAY</th>
<th>THURSDAY</th>
</tr>
<tr><td>Reading</td><td></td><td></td><td></td><td></td></tr>
<tr><td>Writing</td><td></td><td></td><td></td><td></td></tr>
<tr><td>Math</td><td></td><td></td><td></td><td></td></tr>
<tr><td>Science/ Social Studies</td><td></td><td></td><td></td><td></td></tr>
<tr><td>Elective</td><td>Music</td><td>Art</td><td>Library</td><td>PE</td></tr>
<tr><td>Independent Reading</td><td></td><td></td><td></td><td></td></tr>
<tr><td>Online Resources</td><td></td><td></td><td></td><td></td></tr>
<tr><td colspan="5">Notes: Weekly assignments are posted in Schoology. Students should log in to Schoology to complete the assignments.</td></tr>
<tr><td colspan="5">Students will receive the distance learning plan with each packet to help guide them throughout the week.</td></tr>
</table>

SCPS STUDENT DISTANCE LEARNING PLAN EXAMPLE *(Self-Contained)*

Teacher: Mrs. Goode Teacher	Grade Level: 4th	Due Date: April 9, 2020

Lesson Plans	Monday	Tuesday	Wednesday	Thursday
Reading	____I will Read The Old Thunks Almanac. Answer the questions (Days 1-4). ____I will Highlight/ underline keywords in each question and proof for each answer. ____I will sort my word cards. ____I will complete a choice board activity with your spelling words.	____I will complete the Synonym of Antonym worksheet. ____I will complete the Cause and Effect worksheet. ____I will sort my word cards. ____I will complete a choice board activity with your spelling words.	____I will read Believe it or Not. ____I will answer the questions for Believe it or Not (Days 1-4). ____I will Highlight/ underline keywords in each question and proof for each answer. ____I will sort my word cards. ____I will complete a choice board activity with your spelling words.	____I will complete the homophone worksheet. ____ I will complete main Idea Emperor Penguins worksheet. ____I will sort my word cards. ____I will complete a choice board activity with your spelling words.
Writing	____I will write 3 to 4 sentences about my day. ____I will use capital letters, punctuation, and my best spelling (remember what we have practiced).	____I will write 3 to 4 sentences about my day. ____I will use capital letters, punctuation, and my best spelling (remember what we have practiced).	____I will write 3 to 4 sentences about my day. ____I will use capital letters, punctuation, and my best spelling (remember what we have practiced).	____I will write 3 to 4 sentences about my day. ____I will use capital letters, punctuation, and my best spelling (remember what we have practiced).

Math	___I will complete 4.3 Decimal Place Value Review worksheet.
	  OPTIONAL
	___I may complete the additional Practice:
	IXL lessons that you have not already mastered under 3rd, 4th, or 5th grade
	SOL pass--4th grade math lessons (Find Nottoway, the password is Nottoway)
		___I will complete 4.4 Computation with Whole Numbers Review worksheet.
		  OPTIONAL
		____I may complete the additional Practice:
		IXL lessons that you have not already mastered under 3rd, 4th, or 5th grade
		SOL pass--4th grade math lessons (Find Nottoway, the password is Nottoway)
			___I will complete 4.5 Adding and Subtracting Fractions and Decimals Review worksheet.
			  OPTIONAL
			___I may complete the additional Practice:
			IXL lessons that you have not already mastered under 3rd, 4th, or 5th grade
			SOL pass--4th grade math lessons (Find Nottoway, the password is Nottoway)
				___I will complete 4.2 Fraction Review.
				  OPTIONAL
				__I may complete the additional Practice:
				IXL lessons that you have not already mastered under 3rd, 4th, or 5th grade
				SOL pass--4th grade math lessons (Find Nottoway, the password is Nottoway)

Science	_____I will complete the review page using notes on weather and weather tools (4.6).	_____I will complete the review page using notes on Earth's rotation, revolution, and moon phases (4.8).	_____I will complete the review pages using notes on electricity and magnetism (4.3).	_____I will complete the review pages using notes on the solar system (4.7).

Social Studies	_____*I will complete the review page using notes VS.2ab - Geography and Regions.*	_____*I will complete the review page using notes VS.2de - Bodies of Water and Features.*	_____*I will complete the review page using notes VSde - Language groups and Seasons and VS.2fg - Archaeology and American Indians today.*	_____*I will complete the review page using notes VS3abc - English Colonization and Virginia Company in London.*
Elective	*Music*	*Art*	*Library*	*PE*
Independe nt Reading	_____*I will read a book or magazine for 20 minutes.*	_____*I will read a book or magazine for 20 minutes.*	_____*I will read a book or magazine for 20 minutes.*	_____*I will read a book or magazine for 20 minutes.*
Additional Resources	*https://www.southampton.k12.va.us/instructionalhome.htm* *This is SCPS student website page*	*https://www.southampton.k12.va.us/instructionalhome.htm*	*https://www.southampton.k12.va.us/instructionalhome.htm*	*https://www.southampton.k12.va.us/instructionalhome.htm*

Websites:	
Videos:	

RESOURCES AND TOOLS

<u>Academic Resources and Tools</u>

Jason Learning
https://login.jason.org/login/

Jefferson Lab
https://education.jlab.org/index.html

Khan Academy
https://www.khanacademy.org/

MangaHigh- Middle/High Math Games
https://www.mangahigh.com/en-us/games

MathPlanet-Free lessons in Pre-Algebra, Algebra 1&2, and Geometry
https://www.mathplanet.com/

Prodigy
https://www.prodigygame.com/

Quizlet
https://quizlet.com/

ReadWriteThink- Free reading and writing resources for K-12
http://www.readwrethink.org/

The Concord Consortium (STEM topics)
https://learn.concord.org/

Think Math- Grades 5-8
https://www.pbslearningmedia.org/collection/thinkmath/

Word GameTime-K-7th grade
http://www.wordgametime.com/

<u>Counseling Resources and Tools</u>

Western Tidewater Community Services Board
757-966-2805
https://www.wtcsb.org/

Stepping Stones Counseling Services
757-956-6100
http://www.steppingstonescounselingservices.org/

*Emergency Services are offered at any local hospital emergency room.

SOUTHAMPTON COUNTY PUBLIC SCHOOL DIVISION
EXPANDING EXCELLENCE*

We thank you for your continued encouragement, collaboration, and support, we are truly stronger together. During these times of extraordinary disruptions to our daily routines, we hold fast to the motto:

*We Rise By Lifting Others**

Stay safe, be in service, and telecheck on friends and loved ones.