******

La Feria Academy

2020-2021

Remote Instruction Plan

**      **

 (Subject to Change)

Principal………..…………………………………………….Mr. Carlos Verduzco

Counselor…………………………………………………Mrs. Haydee Rodriguez

**TEA Requirement: Providing Notice**

La Feria ISD is providing notice to parents, families, and the community regarding back-to-school plans and instruction through this initial document. As further required, one week prior to the start of school, a plan to mitigate COVID-19 will be disseminated via Skyward to all families and posted on the district and school websites. Preliminary information is posted in this guidance and is subject to change based on state and local decisions.

**COVID-19 Response Team** – La Feria ISD has developed a COVID-19 Task Force to respond to concerns and communicate district decisions.

Cathy Lee Hernandez    Superintendent                          [cathy.hernandez@laferiaisd.org](mailto:cathy.hernandez@laferiaisd.org)

Cynthia Torres        Asst. Superintendent            [cynthia.torres@laferiaisd.org](mailto:cynthia.torres@laferiaisd.org)

Antonio Aguilar        CFO                    [antonio.aguilar@laferiaisd.org](mailto:antonio.aguilar@laferiaisd.org)

Dr. Isaac Rodriguez        Exec. Dir. C&I                [isaac.rodriguez@laferiaisd.org](mailto:isaac.torres@laferiaisd.org)

Veronica Torres        Technology Director            [veronica.torres@laferiaisd.org](mailto:veronica.torres@laferiaisd.org)

Carlos Verduzco        Safety Coordinator            [carlos.verduzco@laferiaisd.org](mailto:carlos.verduzco@laferiaisd.org)

Darrel Guerra        M&T Director                [darrell.guerra@laferiaisd.org](mailto:darrell.guerra@laferiaisd.org)

Sarah Saldivar                      Head Nurse                              [sarah.saldivar@laferiaisd.org](mailto:sarah.saldivar@laferiaisd.org)

Cynthia Chairez                    LFHS Principal            [cynthia.chairez@laferiaisd.org](mailto:cynthia.chairez@laferiaisd.org)

Michael Torres         W.B. Green Principal            [michael.torres@laferiaisd.org](mailto:michael.torres@laferiaisd.org)

Dr. Yvette Cantu        N. Dominguez Principal            [yvette.cantu@laferiaisd.org](mailto:yvette.rodriguez@laferiaisd.org)

Umberto Flores        D. Sanchez Principal            [umberto.flores@laferiaisd.org](mailto:umberto.flores@laferiaisd.org)

Rosalinda Garza        C.E. Vail Principal            [rosalinda.garza@laferiaisd.org](mailto:rosalinda.garza@laferiaisd.org)

Hector Cazares        Sam Houston Principal            [hector.cazares@laferiaisd.org](mailto:hector.cazares@laferiaisd.org)

       Board Member 1        LFISD Board President            [juan.briones@laferiaisd.org](mailto:juan.briones@laferiaisd.org)

Board Member 2        LFISD Board Member            [gloria.casas@laferiaisd.org](mailto:gloria.casas@laferiaisd.org)

**Introduction**

With the start of the school year just around the corner, La Feria ISD has been making the necessary preparations planning what the return to school will look like for our students, staff and our families.  Our La Feria ISD Task Force Committee has been reviewing possible structures for the reopening of schools.  Ensuring the health and safety of our local school community continues to be our priority as we plan for the 20-21 school year.

 As we continue to plan, we are committed to our guiding principles

* Maintain the health, wellness, and safety of the entire school community

1. Flexibility for our most at-risk students, staff, and families
2. Compliance with social distancing recommendations and PPE as required by the state
3. Preparedness for responding to local, state, and federal orders

* Commit to developing equitable and innovative re-opening approaches that meet the academic and social-emotional needs of all students
* Support all staff to adapt and respond to the instructional and operational needs of all stakeholders
* Sustain open communication with our La Feria ISD community

**Academic Calendar**

We will be implementing 100% remote instruction for all students for the first four weeks beginning **August 24, 2020,** in order to prepare for in-person instruction as mandated by our state and federal leaders.  If we need to suspend classes due to health and safety conditions, teaching and learning will continue online.  For the most updated information, please refer to our District webpage or our Facebook District site.  We are looking forward to welcoming students and families on the first day of school!

**TEKS Resource System**

La Feria ISD has adopted the TEKS Resource System (TRS) as its Guaranteed and Viable Curriculum, or GVC. The TEKS Resource system covers all four content areas, including: English Language Arts and Reading; Mathematics; Science and Social Studies. It contains shared units and instructional resources that are aligned with the state-required Texas Essential Knowledge and Skills (TEKS) and the English Language Proficiency Standards (ELPS). TRS is based on the student centered 5E model of instruction, which provides engaging lessons.  In addition to this curriculum, teachers will also be supplementing their instruction with our state adopted textbooks and other District approved resources.

**Resources**

* 1. La Feria Academy will be using A+ computer program for asynchronous instruction. Asynchronous instruction refers to self-paced instruction with intermittent teacher interaction.
  2. La Feria Academy will use Synchronous Instruction. Synchronous refers to live, scheduled, interactive classes with teachers in scheduled worktime. Tutoring will be done during this time.

**Teaching and Learning**

La Feria ISD will ensure that we are ready to smoothly transition between remote learning, on-campus instruction, and a combination of the two, as our local COVID 19 conditions change.  To keep students and staff safe while at school, social distancing measures will be put in place.  This may include having fewer numbers of students on campus each day and asking students and staff to wear a facial covering.  Our board of trustees approved a 1-to-1 device initiative for the 2020-2021 school year and we are extremely excited for this new opportunity for all our students!  Any student that does not have a computer for remote instruction will be provided one by the District.  In addition, we will be providing internet access for those families who may need connectivity.  Below are the **three potential learning models** we are working on at this time:

**1.On-campus Face-to-Face Instruction**

On-campus face-to-face learning occurs when the teacher and the student meet physically in a classroom for a set of time for whole-group lessons, small group lessons, guided practice, and independent practice with social distancing and health and safety measures in place. We are committed to making sure that all students receive the support and services that they need.  We understand the importance for choice for families, so families will be able to choose how their child will learn next year, including 100% remote learning.

**2.Synchronous Instruction (remote instruction)**

Synchronous refers to live, scheduled, interactive classes with teachers and students in real-time, teacher-supported work time, and scheduled and timed online tests.

**3.** **Asynchronous Instruction (remote-instruction)**

Asynchronous instruction refers to self-paced instruction with intermittent teacher interaction.  There is pre-assigned work with remote formative assessments that ensure continued information on student progress.  Students in grades PreK-2nd grade have access to instructional videos from their teachers and have access to programs such as Seesaw while grades 3-12 will use Google Classroom as the main learning management platform.  Students will also watch pre-recorded videos of instruction with guided support.  Teachers in all grade levels will interact with students with video communication platforms such as Google Meets and ZOOM.

**Remote Learning School Supplies:**

1. Device
2. WIFI
3. Pencils/Pens
4. Writing Notebooks for note taking
5. other items as per campus

**Learning Management Systems**

For students from PK-2nd grade, student work will be submitted through Seesaw.  **Seesaw** is a platform for student engagement that incorporates teacher, parent, and student feedback.

For students in grades 3rd-12th grade, student work will be submitted through Google Classroom as their Learning Management System (LMS).  **Google Classroom** is a web-based learning environment that allows students to view class announcements, access posted course content, view posted assignments, and turn in completed work.

**Remote Learning: Instructional Student/Parent Help Desk**

La Feria Academy        [laferiaacademy@laferiaisd.org](mailto:laferiaacademy@laferiaisd.org) 956-797-8360

La Feria High School        [lfhighschoolgroup@laferiaisd.org](mailto:lfhighschoolgroup@laferiaisd.org) 956-797-8370

W. B. Green Junior High    [lfwbgreenjrhigh@laferiaisd.org](mailto:lfwbgreenjrhigh@laferiaisd.org) 956-797-8400

N. Dominguez Elementary    [lfnoemidominguez@laferiaisd.org](mailto:lfnoemidominguez@laferiaisd.org) 956-797-8430

Sam Houston Elementary    [lfsamhoustonelem@laferiaisd.org](mailto:lfsamhoustonelem@laferiaisd.org) 956-797-8490

D. Sanchez Elementary        [lfdavidsanchezelem@laferiaisd.org](mailto:lfdavidsanchezelem@laferiaisd.org) 956-797-8550

C.E. Vail Elementary        [lfcevailelem@laferiaisd.org](mailto:lfcevailelem@laferiaisd.org) 956-797-8460

**Technical/Computer Helpdesk**

High School, Academy, Special Education:                                  956-433-3063

W.B. Green J.H., C.E. Vail Elementary, D. Sanchez Elementary:                           956-433-3103

Noemi Dominguez, Sam Houston                                      956-261-4108

**Roles in Supporting Remote Instruction**

|  |  |
| --- | --- |
| **STUDENTS**  **will prepare for remote instruction by:**   * Ensuring that they know the usernames and passwords for instructional resources that are accessible via the district portal and/or website. * Viewing video tutorials for google use through screencasts or Youtube. * Communicate with teachers through Google Meets, ZOOM or through Google Classroom. * Engaging in distance learning activities being offered by their teachers and/or the District. * Completing assigned lessons on Google Classroom, or other learning management system * Logging in daily and through various times of the day to engage with their assigned teachers and assignments | **FAMILIES**  **will prepare for remote instruction by:**   * Assuring that a device and internet access are available at home. * Ensuring that they are monitoring District communication for up to date information regarding school closures & instructional continuation plans. * Encouraging their child’s participation in distance learning. * Reviewing the appropriate grade-level information linked within the District website. * Ensuring that they know their child's usernames and passwords for instructional resources that are accessible via the District portal and/or this website. * Communicating with their child’s teachers via Google Classroom or other communication media. |
| **TEACHERS will prepare for remote instruction by:**   * Participating in group professional learning and attending virtual learning sessions intended to support distance learning. * Providing instructional resources and materials through digital learning means such as Seesaw, Google Classroom and Google Meet/Zoom etc. * Ensuring that they are monitoring District communication for up-to-date information regarding school closures & instructional continuation plans. * Grading and providing feedback to students. * Communicating with students through Google Meets/Classroom/other. | **The District will prepare for remote instruction by:**   * Providing devices to each student. * Providing internet use through hotspots. * Provide a safe learning environment through secure filters. * Provide adequate instructional technology. * Provide device fixes when needed. * Provide a curriculum that meets all TEKS standards. * Provide communication through social media, school messenger, phones, email. * Provide tutorials through screencasts and youtube. * Provide instructional software programs. * Prepare teachers and students for distance learning. |

**Secondary (6th-12th)**

**Students will also receive a blend of synchronous and asynchronous instruction.**

|  |  |
| --- | --- |
| **Core Content Areas** | **Electives** |
| Students are **expected** to follow their student schedule to access their assignments and enrichment activities as well as receive small group and individualized support.  **Daily attendance required** | Electives will be offered with a blend of synchronous and asynchronous instruction with opportunities for “virtual” hands-on experiences. |
| **Some lessons** will be recorded for students to access at a later time in the **Asynchronous** platform (Google Classroom).  Scheduled tutorials, small group instruction and interventions will be made available. |
| The students must be able to complete and turn in assignments on a daily basis. | For high school CTE courses, once in-person classes are made available, students must attend in-person labs |
| **Students participating are expected to follow the regular bell schedule for all 6th-12th students.  While students may not necessarily have live instruction throughout the entire day, students should plan for approximately 4 hours of their day to be involved in direct contact with their teachers and other online students. With that in mind, students must be available for instruction at the same time as their teacher.  There must be daily progress through Google Classroom.  Teachers will provide feedback.** | |

*PLEASE NOTE: The level of rigor, workload, time commitment, and timing of classes will be vastly different from the instructional packets implemented in the spring of 2020. The details on this page are subject to change as directives are provided by governing authorities and/or health officials or as environmental conditions change. Please check back for the latest accurate information.*

**Sample 9th-12th Weekly Schedule for Remote Learning**

**Students will follow their own student schedule**

**(Sample Schedule)**

|  |  |
| --- | --- |
| **Time** | **Monday-Friday** |
| **8:00 - 8:50** | **AP World History** |
| **8:54-9:49** | **Maroon Band** |
| **9:53-10:49** | **Digital Interactive Media** |
| **10:43-11:18** | **Chemistry** |
| **11:22-12:12** | **Lunch** |
| **12:16-1:06** | **Spanish 2** |
| **1:10-2:00** | **Principles of Law** |
| **2:04-2:54** | **Geometry** |
| **2:58-3:48** | **English 2** |
|  | **Office hours for teachers during designated Conference Time during the day** |

**When you receive your child’s individual schedule, class times will be designated and will vary per student due to course selection. Your child will have to log in daily to their Core classes (ELAR, Math, Science, Social Studies) via ZOOM/Google Meets. PE and elective classes will be self paced via Google classroom.  Students will be frequently using Google Classroom.  The expectation will be a full day of instruction via synchronous/asynchronous learning activities collected through teacher assigned lessons while engaging with and supporting students through classroom discussions, online lessons, and the completion of assignments.  Engagement (attendance) will be collected throughout the day.**

**Support Services Roles and Responsibilities**

**Staff Members**

All staff members on a campus will be given duties by campus principals based on the needs of the both synchronous and asynchronous learning.  Our goal is that every staff member is supporting the needs of our students.

**Counselors**

The counseling department will continue to provide guidance lessons/presentations at all grade levels utilizing google classroom and other online learning platforms.  Their monthly presentation calendar will be posted on the website.  Counselors will also continue to provide counseling services to students. Any student that has a history of abuse or suspected abuse must have wellness checks conducted weekly.  Counselors will be calling students to ensure their family situation is not intensified during the school closure.  All counselors will create a schedule to support the teachers with social and emotional learning activities. These can be scheduled so that teachers have a transition time. High school counselors will also be working on auditing their student records and working on endorsement and course review towards graduation.

**Resource: Topics**

|  |
| --- |
| **High School/Academy** |
| School Connect  Project Wisdom  Mental Health App (Atlas)  A+ Computer Program |

**Teachers’ Role**

Teachers will be working in their classrooms for the regularly scheduled school day. They need to design their activities with **a direct instruction focus** so that we can ensure students are being supported academically. The expectation is that they check on each student who may need assistance, answer emails, and support parents. They must interact with students daily and take attendance daily. Any student who is not engaged that day will be marked absent.  The campus administration’s role is also to monitor student participation through daily communication with the teachers. Teachers should keep a log of the students/parents they contact.

**Paraprofessionals**

Our instructional paraprofessional staff will be assigned small groups of students to support in classroom settings. As well as other duties assigned by campus principals. Their schedules may be adjusted to support groups of students in the latter part of the day.

**Principals’ Role**

The Principal will ensure that all teachers in their oversight have been communicating with students and providing direct instruction. Any parent concerns or issues with work should be addressed immediately.  The principal should schedule a weekly leadership meeting and check that all students are progressing in completing their at home learning work. They should also review the weekly attendance and contact any parents who have a pattern of absenteeism.

**Skyward**

La Feria ISD uses the **Skyward Student Management System** to record student attendance, grades, and discipline information.  The system has been configured to monitor student attendance as well as student engagement/progression with asynchronous assignments and learning activities.  The Skyward System will be configured to take attendance and monitor student engagement. The system has an attendance section which teachers can daily record if they had a digital face-to-face session with the teacher. Elementary teachers will meet with all students daily and should record and the appropriate code in the system during the attendance period. Middle and High School teachers who will meet with their class periods will record the same coding for all digital face-to-face sessions with students.

**Attendance Procedures**

Teachers will take and post attendance if students meet certain criteria.  Attendance will be taken daily during virtual learning to ensure that students are actively engaged.  Students earn daily attendance through daily engagement measure(s).  To be considered present and not marked absent, students must meet one or more of the following:

* Daily progress in the Learning Management System (A+ Program)
* Daily Progress via teacher-student interactions
* Completion/Turn-in of assignments from student to teacher (email,on-line, or mail)

Students who are working on a synchronous/asynchronous activity and have a daily check in or monitoring session through email, A+ Program or a google document process, phone call, or media conference will receive a credit for the day.

Students who have not met at least one of these requirements by the times listed below will be marked absent.

• La Feria Academy – 3:30 p.m.

**The District will allow the following formats to count as an “APPROPRIATE LEARNING INTERACTION” for the day.**

· Google Document - Completed Activity

· A+ Computer Program Application – Completed Activity

· Email of a completed assignment

· Digital Conference Interaction – Teacher should document the meeting

**Assignment Completion/Submission**

Assignment completion and submission are the same as on-campus learning and as outlined in the LFISD District Handbook and policy. Students are expected to complete and turn in daily work to receive credit for the day. Assignments cannot be completed all in one day. Student progress will be tracked daily (assignments, activities, interaction with teacher, etc.). Students should communicate with their teacher(s) when they need assistance.