



Lancaster-Lebanon IU13 Continuity of Education Plan

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Goal of Plan
<p>During the current school closures resulting from the COVID-19 pandemic, Lancaster-Lebanon IU 13 will seek to ensure that the students we serve in Lancaster and Lebanon counties continue to have opportunities to reinforce and extend their learning. We will also support our staff and teachers and administrators in our member districts by providing the technical assistance they need to develop and carry out these activities effectively. Remote delivery of planned instruction will be provided in specific instances such as teletherapy for speech and language services when it is feasible.</p>

Overview of Plan
<p>The activities and learning activities outlined in this plan will be aligned to support the desired educational outcomes of students served by IU13, with consideration given to the age, grade level, educational needs, and disability of the learners served. Teachers and service providers will seek to deliver these activities in a variety of formats to ensure equity of access to our learners and their families.</p>

Expectations for Teaching and Learning
<p>Special Education Services IU13 staff will provide student engagement activities for enrichment and review to support the maintenance and extension of prior learning. Grade and course content will be prioritized based on the conceptualization of student learning objectives applied to the context of the home (vs brick and mortar school) learning environment. Staff will make every attempt to work with students and parents collaboratively to maximize learner access using telephonic and online tools, within a flexible teaching and learning day. Expectations for student learning will be further developed based on observations of student response and needs for differentiation working with the parameters of the home/virtual learning environment. Enrichment and review will be provided through synchronous and asynchronous means. Planned instruction may be offered when appropriate based on the feasibility of variables such as the match between learning objectives and synchronous learning platforms to allow for the full continuum of elements of explicit instruction.</p>

Services to Nonpublic Schools

IU13 staff will provide the continuity of education through online access in coordination with nonpublic schools. Since the expectations for IU13 reading/math specialists, counselors, and school psychologists vary based on the needs of each school and the students, staff will follow the requirements and parameters of each nonpublic school. In general, IU13 staff will be providing continuity of education through virtual (asynchronous, synchronous, or a combination) instruction and support for students that is centered on enrichment, review, and social/emotional wellness. Planned instruction may also be offered when feasible, as determined by each nonpublic program. Furthermore, IU13 staff will be available remotely based upon the schedules determined by each nonpublic school.

English Language Services at the Lancaster Career and Technology Center

IU staff will continue to provide programming to students needing English Language (EL) support through remote access to learning. Staff will follow the requirements and parameters as determined by the Career and Technology Center (CTC) including enrichment and review of material and planned instruction where feasible.

Communication Tools and Strategies

IU13 regularly communicates with its staff, students and community through a variety of mediums and formats. General information regarding IU operations is available on the IU's website at www.iu13.org as well as the IU's Twitter, Facebook and Instagram accounts. These sites are updated frequently with events, closures, resources and other important information and can be accessed by the public. Texts, telephone calls and individual mailings are also used when appropriate to ensure critical or time-sensitive information reaches staff and/or families.

Special Education Services

Parents & caregivers can expect IU13 special education staff to reach out to them via provided contact information on a weekly basis at minimum. Further information regarding tutorials to support parents working with their students at home can be accessed on the IU13 eLearning Portal via the "Office Hours" menu of sessions. IU13 social workers will also be available to connect parents to needed community resources.

Services to Nonpublic Schools

IU13 staff will communicate with students and families in coordination with nonpublic schools. Staff will follow the guidance for contacting students and parents as set forth by the nonpublic school where IU13 reading/math specialists, counselors, and school psychologists work.

English Language Services at the Lancaster Career and Technology Center

IU13 staff will follow guidelines for communicating with students as determined by the Lancaster CTC. These include but are not limited to online platforms, email, telephone calls, and social media.

Access (Devices, Platforms, Handouts)**Special Education**

IU13 has provided Chromebooks, iPads and other electronic devices for students as determined by parent/guardian indication for need. Both assistive technology as well as instructional technology specialists will provide training opportunities for staff and parents on an ongoing basis during the period of continuity of education. A variety of platforms will be used by teaching staff and related service providers to maintain communication with students including iPad apps, Zoom, screencasting,

See Saw, Class Dojo and Schoology. Platforms that provide foreign language translation closed captioning and other accessibility features will be appropriately matched to student needs. Social workers will maintain a portal of community resources available to decrease barriers for families without internet access. If barriers remain, telephonic communication of enrichment and review activities will be offered to parents as an alternative.

Services to Nonpublic Schools

Since access to devices, platforms, digital, and analog resources varies by school, IU13 staff serving nonpublic schools will follow the guidelines for providing services as determined by the nonpublic school where they work.

English Language Services at the Lancaster Career and Technology Center

IU13 staff will deliver services via online platforms as determined by the Lancaster CTC and other online resources listed in the IU's plan.

Additional IU13 Resources

All staff and students will have access to IU13's Instructional Media Services (IMS) for additional instructional technology resources. The IMS provides high-quality digital media to complement virtual instruction. The following IMS subscriptions are available:

1. BrainPop Combo (BrainPop Jr., BrainPop, BrainPop Español, BrainPop Educators)
CultureGrams
2. Discovery Education Experience
3. Student Resources and Opposing Viewpoints in Context via Gale Cengage Learning
4. Access to eBooks and audio books through OverDrive

In addition, staff and parents will have access to these online resources designed to enhance instruction:

1. The IU13 [eLearning Toolkit](#) contains online learning resources to support students. This collection of tools, resources, and strategies is designed to assist educators, administrators, and parents as they support students while engaging in online learning, enrichment, or review. Content is designated for parents and educators/ administrators, with additional categories including accessibility considerations, cyber education, English Learners, instructional content and strategies, paper/ pencil resources, special education resources, teacher supports, and more.
2. PaTTAN, a Pennsylvania Department of Education project through IU13, is providing free synchronous and asynchronous training and technical assistance for parents, educators and students. More information regarding these resources and how to access them is available on the [PaTTAN website](#).

Staff General Expectations

Special Education Services

All IU13 special education staff will be working under a flexible hours workday to meet the needs of working and teleworking parents to assist in teaching and learning processes. Special education classroom staff will post learning materials on a daily basis as well as offer office hours for direct interaction with students. Itinerant and related services staff will provide learning activities on a weekly basis as well as connect with classroom staff to modify classroom materials to provide scaffolded learning activities. They will also provide direct interaction with students as possible. Staff will continue to provide Reevaluation Reports (RRs) and annual IEP meetings to honor federal IDEA timelines.

Services to Nonpublic Schools

IU13 reading/math specialists, counselors, and school psychologists are expected to be available remotely to support the needs of the nonpublic schools and the students they serve when feasible. Staff will follow the requirements outlined by the respective schools they serve and staff schedules will be determined by each nonpublic school. Staff members will keep a log as a record of their work.

English Language Services at the Lancaster Career and Technology Center

IU13 staff providing EL services to students attending the Lancaster CTCs will follow the delivery of services approach as determined by the CTC. Any support provided will be done through online access to materials, telephone calls or similar methods. Staff members will maintain a log as a record of their work.

Student Expectations**Special Education Services**

The goal of IU13's provision of Continuity of Education is to maintain engagement of all students for whom we are responsible to provide service. Under the Pennsylvania Department of Education's definition of Enrichment & Review, it is expected for students to engage in learning activities, as accessible, to enable skill maintenance. Students should participate by maintaining regular attendance and completing the activities provided; however, it is also expected that for some students, the virtual environment will create new, yet undiscovered barriers to their interaction that may require further instructional modification. All attempts to engage in the learning process during COE will be celebrated and positively reinforced.

Services to Nonpublic Schools

Student expectations are set forth by each nonpublic school where IU13 reading/math specialists, counselors, school psychologists, and EL teachers work. IU13 staff will support and engage students according to each school's guidelines.

English Language Services at the Lancaster Career and Technology Center

Expectations for student participation will be determined by the CTC. IU13 staff will support these expectations through ongoing communication with CTC administration, teachers, and students and design instruction accordingly.

Attendance / Accountability**Special Education Services**

As consistent student engagement is the goal of the IU13 COE plan, accounting will continue to note student attendance, and accountability of available related services and tele-therapies. Student absences will be noted and addressed via social worker support to families and caregivers to re-engage students if possible.

Services to Nonpublic Schools

Attendance and accountability guidelines are established by each nonpublic school where IU13 reading/math specialists, counselors, and school psychologists work. IU13 staff will take attendance, provide feedback to students, and issue grades as applicable and feasible according to each school's guidelines.

English Language Services at the Lancaster Career and Technology Center

Attendance and accountability guidelines are established by the Lancaster Career and Technology Center. IU13 staff will follow these guidelines when taking attendance and providing feedback to students.

Good Faith Efforts for Access and Equity for All Students

IU 13 serves students with IEPs who have complex learning needs, as well students in a variety of learning settings. It is expected that all students, regardless of their level of need or educational setting, will be provided opportunities to engage with teachers and services providers throughout the time of school closures. The manner in which services are provided may be dependent upon several factors such as a child's cognitive, physical, and/or emotional ability to engage remotely, a parent's/caregiver's ability to serve as a partner in the child's opportunity to engage in learning opportunities, and the learning guidelines provided by the school setting. To the greatest extent possible, each child will be provided the best level of support and engagement that can be afforded to them given their unique needs.

Special Education Supports

In a good faith effort as described above, IU13 will provide, to the extent possible, accessible and equitable enrichment and instructional activities that aim to engage students and maintain skill acquisition. In addition to services provided by teachers or itinerant staff, teletherapy for related services such as speech-language, OT and PT will be available to the extent services can be delivered remotely. In addition, tele-intervention for social-emotional learning skills will be provided depending upon student need.

Case managers, teachers, service coordinators, and therapists will communicate with parents using a variety of tools, such as phone, email, or messaging apps, as outlined on the child's IEP. Nurses will review and update policies, standards of practice and standing orders. Social Workers will provide check-ins, resource support and referrals, consultation, and community linkage recommendations. Service coordinators serving early intervention will continue to address referrals received by families, physicians, childcare centers, and preschool programs to ensure continuity of the intake process. Psychologists will provide resource development, consultation with staff and families, individual and group opportunities for social and emotional support, Evaluation Reports, Re-evaluation Reports. Job trainers will continue to support students in areas of transition, self-advocacy, pre-employment skills, and daily living. Interpretation services for students who are deaf/hard of hearing will also be made available remotely as appropriate. Parents of students with IEPs who receive support from IU13 staff or from district staff may access the resources provided via the IU13 eLearning Toolkit identified specifically for parents.

EL Supports

Special Education Services

IU13 bilingual social workers will provide communication and resources to bilingual Spanish families in their native language using a variety of communication means. Additionally, IU13 employs Transperfect to provide telephonic interpretation with parents in a wide variety of languages. Documents to parents will also be translated into their first language when necessary. Planned instruction to address the speaking, listening, reading and writing needs of students who are English Learners will continue to be incorporated into their special education programming as appropriate. A

newly published Institute for Educational Sciences (IES), *FAQ on Supports for ELs in an Online Environment* as well as PaTTAN resources will be shared with staff via the IU13 eLearning Toolkit.

English Language Services at the Lancaster Career and Technology Center

IU13 staff will provide remote continuity of education in coordination with and as per the guidance set forth by each CTC school where they work.

Additional IU13 Resources to Support English Learners

The IU13 eLearning Toolkit has a tab for English learner resources to support educators, administrators, families, and students. Rosetta Stone and Imagine Learning software is available to consortium member districts and their students. Those students that have accounts can access these programs from home. IU13 will be co-hosting a webinar with a national ESL advisor in the coming weeks to support teachers with teaching ELs through distance learning.

Gifted Education

While IU13 does not directly provide instruction to students who are identified as gifted, we offer supplemental services and professional development to educators of gifted students. IU13 will continue to support districts and educators who are part of the Gifted Network through virtual/remote forums for educators, technical assistance, and similar consultative services. At this time, previously planned Student Enrichment Experiences (SEE) Seminars are not being offered due to the experiential, hands-on, or location-based nature of these programs; however, should school closures continue past the current timeline, IU13 would explore offering virtual and remote alternatives in consultation with member schools and districts.

Building/Grade Level Contacts

For more information, contact:

Early Intervention and Early Childhood Services: Dr. Kathy Rose, Program Director, kathy_rose@iu13.org,

School-Age Programs: Lisa Figurelle, Program Director, lisa_figurelle@iu13.org

Autism Programs and Related Services: Mary Beth Urban, Program Director, marybeth_urban@iu13.org

Special Education Training and Consultation Services: Laura Lent, Program Supervisor, laura_lent@iu13.org

Teaching and Learning Collaborative: Kelly Galbraith, Program Director, kelly_galbraith@iu13.org

Nonpublic Schools: Terrie Stauffer, Program Director, terrie_stauffer@iu13.org

Resource Links

<https://www.iu13.org//educators/instruction/instructional-technology/elearning-toolkit/>

<https://www.pattan.net/Multi-Tiered-System-of-Support/English-Learners/COVID-19>

https://ies.ed.gov/ncee/edlabs/regions/northeast/Docs/Blog/FAQ_COVID19_SupportsforEnglishLearners_508c.pdf