

## **04-8256-Holmstead-(06/08/2020)**

### **Student Demographics**

The Holmstead School currently has 33 female and 36 males out of 69 students. As such, we have 48% female and 52% male.

Race: Caucasian: 81%, Black: \*, Asian: \* and Hispanic: \*

The age range of current students at Holmstead is from 14 to 18 years old.

### **Delivery of virtual and remote instruction:**

The Holmstead School has been providing online/virtual instruction since March 16, 2020. The following description details our approach to online/virtual instruction and meeting the requirements of the IEPs of our students.

1. Our school differentiates instruction within our departmentalized program. Students receive individualized instruction in math, language arts and world languages. Within the other courses teachers present material to small groups utilizing discussions while individualizing and modifying assignments as per the IEP.
2. With online/virtual instruction teachers continue to tutor individually using Zoom and Microsoft Teams. In addition, they utilize programs such as IXL, Khan Academy and Rosetta Stone to enhance learning in math, language art and foreign language. Small group instruction and discussions also are scheduled with Zoom and Microsoft Teams. Teachers create labs and projects for group learning. Students are given extra time or assistance when needed. Advanced students have been given honors assignments and several students have been enrolled in Advanced Placement online courses.
3. Grade bands have been structured within our curriculum syllabuses which continue to be followed. Students continue to have access to the appropriate textbooks through digital subscriptions. In all classes students are presented with material that is appropriate for their grade level and based on their IEP.
4. A survey of needs resulted in only one student needing a Chromebook. Our school had one sent to her. Supplemental textbooks, whiteboards and workbooks were also mailed to students who were having difficulty printing or reading only from a tablet or phone screen. Teachers were given laptops with cameras and for those needing modeling capabilities in math and science, Surface Pros were purchased for their enhanced instruction.

Further attempts to meet as a class are scheduled by period and meet via Zoom or Microsoft Teams at 10:00 am and 11:00 am Monday through Wednesday. Periods 1 and 2 meet on Mondays, periods 3 and 4 on Tuesdays and periods 5 and 6 on Wednesdays. These are considered EXTRA HELP time and an opportunity for students to “meet” together with their teachers as a class. It is IN ADDITION to the teacher’s help/targeted assistance and other scheduled lessons daily that occur daily from 8:30 am - 2:30 pm. In actuality, many teachers are responding to students from as early as 5:00 am until sometimes 11:00 pm or later.

Teachers have been directed to grade assignments liberally and give extensions, as needed, for completion of assignments. They have been encouraged to grade not only using formative and summative assessments but to give credit for participation as well. In order to account for the hardships in learning virtually, dealing with a multitude of difficulties related to the current crisis, to address their disabilities, and to keep in line with the sending public school districts, Holmstead has established a “floor” for students who are not participating by giving them a “high F” for the 4<sup>th</sup> quarter even if they do little to no work. For example, if they earn an F average of 20, we are bumping it up to a 55 instead.

In addition to online/virtual educational services, related services have been provided throughout the school closure. Parents were provided with a consent form to allow their child to participate in Video Therapy using Zoom. Some students are reluctant to be seen and have been participating in teletherapy. Some do not even want to talk and have been texting. Therapists have been instructed to reach out to parents and administration if they are having difficulty contacting students and administrators are reaching out to parents to intervene. Sessions are scheduled in accordance with their IEPs; most receiving weekly therapy for 40 minutes per session.

#### **Attendance:**

Students have been instructed that they must log onto Microsoft Teams daily in order to be counted as present. In addition, they are required to participate in any teacher directed individual and small group meetings via Zoom or Microsoft Teams. Teachers report daily attendance to the attendance secretary and administration. Attendance is reported monthly to sending districts.

Decisions about promotion, retention, graduation, discipline, etc. are made in concert with the sending districts. Often it is course specific. Some students may receive an incomplete for failure to participate and will have the opportunity to catch up with that course once school is reopened. Many students will pass the course when their grades are averaged with their grades prior to the school closure. None of the seniors, at present, are in danger of not graduating.

Holmstead’s school principal continues to follow up with parents for students who are not participating and has been tracking the degree of participation of all the students using an excel spreadsheet. Further follow up is conducted by the student’s in school therapist and the Director. Sending district case managers are notified of students who are non-compliant and not attending.

#### **Students with Disabilities:**

As described above, all students at the Holmstead School are receiving online/virtual instruction that follows the instructional requirements and accommodations and modifications as stated in their IEPs.

Documentation of the implementation of their IEP requirements, including the tracking of services, student progress and the provision of accommodations and modification is accomplished through the use of weekly contracts that provide the student and parent(s) with detailed information regarding their participation in the program, class grades, assessment grades, homework grades and rating of their success in meeting their goals and objectives.

Parents are provided with their child's contract bi-weekly. In addition, any difficulties are first reported to parents using the following hierarchy: contact is made by teacher, then principal, then therapist and finally by the Director.

District Directors of Special Education have been provided with copies of our plans and updates as they have occurred. District case managers have been informed of cases where students are non-compliant. Annual reviews of IEPs have been occurring based on their calendar due dates and are taking place virtually.

**English Language Learners:**

There are no English Language Learners presently at the Holmstead School. One parent only speaks Spanish. Our Spanish teacher participates in all communications and/or meetings with that parent as a translator.

**Safe delivery of meals:**

There are no students presently at the Holmstead School requiring delivery of meals.

**Facilities:**

Our custodial staff continues to thoroughly disinfect and clean the entire building during the closure.

**Graduation:**

A final decision has not been made as of this date regarding Class of 2020 graduation ceremonies, however, we anticipate having a "parking lot ceremony" given that we only have 13 graduates. Students and parents would remain in their cars while the administrator give speeches using a PA system and a large outdoor movie screen.

**Summer Programming:**

The Holmstead School does not presently have an ESY program. Some sending districts are in the process of enrolling students in their district's ESY program. Administrative and office staff are available during the summer, but teachers and therapists are employed on a 10-month contract so no educational or therapeutic services are available during the summer.

**Board Approval**

Holmstead's School Closure Plan was approved by the Board of Directors at a virtual meeting held on Tuesday, 5/19/20 (see attached).

**School Website**

All announcements, including this school closure plan are posted on the home page of the school's website: [www.holmstead.org](http://www.holmstead.org).

### **List of Essential Employees**

The list of essential employees is posted under “staff” on the district’s website. Essential employees include the following:

Stephen Kuwent, Psy.D., Director  
Brett Vargo, Principal  
Barbara O’Dea, Supervisor of Instruction  
Liza Bonnino, LDT-C, Technology Coordinator  
Grace Flaherty, School Nurse  
Patrick Granelli, Licensed Clinical Social Worker  
Sara Reeves, Licensed Clinical Social Worker  
Dianne Nuuk, Licensed Clinical Social Worker  
Eli Novak, Licensed Clinical Social Worker  
Gavriel Franco, Psy.D., School Psychologist (starting September, 2020)

### **APSSD Sharing of Plans**

The Holmstead School has been compliant in submitting all required plans to the county office as well as sharing said plans with all Directors of Special Education from the sending schools. In addition, more specific information pertaining to the student(s), including further accommodations and modifications as per the students IEP, have been communicated via email, through virtual meetings, and through additional correspondence to district case managers and Directors of Special Education.