



A Quick-Reference Guide for Extended School Closures Due to COVID-19



**School District of
Indian River County**





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INTRODUCTION

Given the current, extended closure of schools, due to COVID-19 the School District of Indian River County has taken a variety of proactive steps to ensure that students' basic needs are being supported, while being transitioned and connected to alternative approaches to instruction.

Some of the major action steps that are being taken with a sense of urgency by the district to support student learning include the following: Specialized Helplines, Differentiated Content Delivery, Access to Mobile Devices, Access to the Internet, and the Provision of Parent Resources to Support At-Home Learning. This Quick-Reference guide will assist families in gaining a better understanding the action steps that the district is actively taking, and how to get in contact with the appropriate staff who can respond to questions or concerns that families may have during extended school closures.

During this continuously changing situation involving extended school closures, we ask for your ongoing support and collaboration as we work to transition our students and staff to alternative forms of learning. To maintain connection and support with our district, including the most current updates related to COVID-19 and school closures, please use the following link to access our district's COVID-19 webpage: [SDIRC Coronavirus Information https://www.indianriverschools.org/coronavirus](https://www.indianriverschools.org/coronavirus).



Facebook <https://www.facebook.com/SchoolDistrictOfIRC/>



Twitter <https://twitter.com/IRCSchools>

Follow us to stay updated with what is occurring with our schools.





SDIRC Helplines

Helplines will be available
Monday-Friday from 8am -
7pm beginning March 30th.

As we continue to support students and families during extended school closures, we have established a variety of "Helplines" to ensure that students and families can ask questions and receive support in a timely manner. Before you contact a helpline, please communicate with your student's teacher.

Helpline Name	Helpline Number and Email Contact	Helpline Questions
Curriculum and Instruction Helpline 	772-564-3100 Grades K-5: Kelly.Baysura@indianriverschools.org Grades 6-12: Colleen.Lord@indianriverschools.org	Questions about instruction, assignments, i-Ready, Achieve3000, Accelerated Reader (AR).
Instructional Technology Helpline 	772-564-3051 instructionaltechhelp@indianriverschools.org	Questions about electronic devices or internet access.
Exceptional Student Education Helpline 	772-564-6090 Matina.Pappalardo@indianriverschools.org	Questions about Exceptional Student Education.
Federal Programs Helpline 	772-564-3096 Karen.Malits@indianriverschools.org	Questions about the needs of English Language Learners, homeless education, & STEP into Kindergarten.
Student Services Helpline 	772-564-6199 Sharon.Packard@indianriverschools.org	Questions about your child's mental health or well-being.
At-Home Learning Helpline 	772-564-6085 Christina.Jacobs@indianriverschools.org	Questions about how to best support your child's instruction at home.

Content Delivery



Through the Instructional Provision Plan, students will continue receive exposure to grade level standards and content using approaches to instructional delivery selected by their teachers. While the SDIRC Instructional Provision Plan incorporates a list of core and supplemental resources, content, and learning suggestions based upon SDIRC curriculum maps, each student's teacher will determine how to best deliver standards-based instruction and content based upon unique student needs. Examples of approaches to delivering instruction that may be used by your child's teacher include:

- Online, adaptive instruction incorporated within the Instructional Provision Plan to meet individual learning needs
- A blended learning model of online instruction and specific customizations created by the classroom teacher
- Teacher-created, online courses located within our learning management system (Canvas)

If you have questions or concerns related to the format by which your child will be receiving instruction, please contact your child's assigned teacher.

To learn more about the SDIRC Instructional Provision Plan, please click the following link:

https://www.indianriverschools.org/instructional_provision_plan

Access to Mobile Devices



Our SDIRC teachers have been given the flexibility to deliver instruction in a variety of ways, including through online platforms. For those students with teachers who are delivering instruction online, students may access online instruction through their personal electronic devices. For students who may not have electronic devices easily accessible, the district has distributed laptops to students for use for the remainder of the time that schools are closed. Additional, scheduled days for laptop distribution include: Tuesday, March 31st and Wednesday, April 1st from 10am – 7pm at all school sites.

If you are having difficulties accessing the internet or with how your laptop is working, please call the [Instructional Technology Helpline – 772-564-3051](tel:772-564-3051). If you or your child has questions about computer-based instructional programs and how to log-on, please contact your child's teacher.

Access to the Internet



Students who have teachers that are providing instruction using tools online will need connection to the internet. If a student has internet connectivity at home, they may connect using their personal or district-loaned computer to their existing internet provider or other networks that have been made available at this time. Our district webpage has directions for how to [connect to the internet](https://www.indianriverschools.org/news/coronavirus_information_and_updates/internet_connectivity_options) https://www.indianriverschools.org/news/coronavirus_information_and_updates/internet_connectivity_options.

If a student does not have access to the internet from their home, their parent/guardian can contact Comcast to take advantage of two free months of Internet being offered to eligible families in Comcast service areas. You will need to call 1-855-846-8376 or visit www.internetessentials.com to get information about this program.

Important Dates

Date	Topic
Monday, March 23 rd – March 27 th	Spring Break
Monday, March 30 th	At noon, teachers will begin making contact with their students.
Tuesday, March 31 st	The initiation of the Instructional Provision Plan will occur.
Tuesday, March 31 st	Laptop distribution will occur at school sites from 10am – 7pm.
Wednesday, April 1 st	Laptop distribution will occur at school sites from 10am – 7pm.



Tips for Effective At-Home Learning



- **Establish a routine.**
 - Children thrive off of routines and knowing what is expected on a daily basis. Establish predictable schedule, including bedtimes, mealtimes, and time to do schoolwork. Don't forget to schedule in breaks for snack time and physical activity.
- **Limit distractions.**
 - Create time limits on your children's use of devices beyond what they are doing to complete assignments. Create designated breaks in which your child can use their devices for "having fun" and after they have completed a specific amount of assigned work.
- **Create a special space for learning and completing work.**
 - Identify a quiet and comfortable space to do work, which will support increasing time on-task and help children differentiate between work and play time.
- **Make time for your children to interact with friends using video chats.**
 - During times of extended school closure, your child is likely to feel the impact of not having ongoing contact with their friends. It is important to schedule in opportunities for them to connect with their friends in ways that go beyond text messaging and social media.
- **Alternate screen time with other activities.**
 - A transition to virtual learning has the potential to increase the amount of screen time a child experiences on a daily basis. It is important to strategically incorporate both educational and fun activities that don't involve screen time into your child's schedule.
- **Connect with other parents.**
 - It is important for parents to maintain their own support system during extended school closures. Beyond the stress of experiencing an uncertain situation, parents are finding themselves serving a larger role in supervising the schooling of their children. Reach out to other parents not only for social connection, but for ideas of how to do learning at home well.
- **Continue to support the importance of education, even though it looks differently.**
 - It is important to continue to communicate to your child the significance of getting a quality education. School closures are a temporary situation and it is vital that your child continues building the skills they need to be successful in the future.
- **Don't forget to schedule in time for fun!**

Parent Resources Related to COVID-19

Please click on the following resources to learn more about how to support your children and yourself during these times.

[Talking to Children about COVID-19
\(Coronavirus\): A Parent Resource](#)

[Coping with Stress During Infectious Disease
Outbreaks](#)

[Talking to Kids About Coronavirus](#)





Frequently Asked Questions

Answers to Frequently Asked Questions have been provided by the Florida Department of Education, March 19, 2020. Questions were selected from a larger document to ensure relevance to families.

K-12 EDUCATION

1. Q: What does it mean to be closed until April 15?

A: Campuses are closed. The expectation is that school districts operate under the CDC's guidance of limiting groups to 10. Schools are encouraged to operate virtually or through other non-classroom based means to the greatest extent possible to implement the continuity of instruction plan.

2. Q: What does it mean that school districts should be prepared to expand their school calendars until June 30, 2020?

A: Our goal is to complete the school year on time and on schedule. The reason we said April 15 is because the CDC is giving updates every 15 days. We are monitoring the state and federal guidance regarding COVID-19 containment, and we will remain in close contact with districts while they are implementing their continuity of instruction plans. As we approach April 15, the date students are set to return, additional guidance on distance learning plans will be provided. Current adopted school district calendars vary; some end in May while others end in June. If you are making updates to your calendar, which is a local decision, know that you can extend your calendars as needed through the fiscal year if necessary. Updating calendars and adding additional days is a local decision, and districts may extend their calendars through the end of the fiscal year.

3. Q: What does it mean to provide flexibility for students who receive IEP services?

A: Each student with an IEP, or 504 plan, should be included in the school district's instructional continuity plan to the same extent as all other students. This plan may include virtual instruction, as well as virtual specialized instruction and related services to the extent practicable. All areas of the student's IEP or 504 must be considered. Any and all required evaluations, IEP meetings etc. may also be held virtually to the extent practical. If there is any type of delay, the nature and extent of the delay and a plan to move as quickly as possible to prevent further delay should be documented. IEP and 504 teams should monitor each student's progress and determine what, if any, remediation may be needed upon return to the student's placement.

4. Q: How does the cancellation of state assessments impact students?

A: The answer will vary based on students' placement within their educational journey.

- a. Current seniors: If a senior is expected to graduate in spring 2020 and has not met the exit criteria for Algebra I EOC and/or Grade 10 ELA FSA, or earned a concordant score, this criteria will be waived. However, students still must earn the necessary credits and meet the GPA requirements to graduate.

- b. Non-seniors: The Department is waiving the requirement for non-senior students who are currently enrolled in a course that requires an EOC to take the associated EOC. However, non-seniors who have yet to pass the Grade 10 FSA ELA must still meet the exit criteria by passing that assessment during a future administration or earning a concordant score. Though non-senior students enrolled in the EOC course of Algebra 1 are not required to take the Algebra 1 EOC, they must still meet the mathematics assessment graduation requirement by either passing the Algebra 1 EOC (offered four times each year) during a future administration, earning a concordant score, or passing the Geometry EOC during a future administration.
- c. Grade 3 promotion: Generally, the Grade 3 ELA FSA is a key component districts use to make promotion decisions. Since this data will not be available due to the cancellation of statewide assessments for the 2019-2020 school year, promotion decisions should be made in consultation with parents, teachers, and school leaders based on the students' classroom performance and progress monitoring data.
- d. 30% for final grade: For students currently enrolled in courses that include a statewide EOC to be factored into the student's grade, this requirement will be waived. Districts have the discretion to determine whether district-developed EOC assessments are necessary for these courses for the 2019-2020 school year.

5. Q: Will parents have the ability to request retention of their child in the current grade for the 2020-2021 year?

A: Yes, if parents, teachers and school leaders determine it is in the best interest of the student. Parents play an important role in planning for their students' education. Promotion decisions should be made in consultation with parents, teachers, and school leaders based on the students' classroom performance and progress monitoring data.

6. Q: Will students receive grades for the spring semester while they are in a distance learning environment?

A: Yes, although campuses are closed, school is still in session and students are still earning grades. Districts will incorporate the process for assigning student grades in their instructional continuity plans.

7. Q: With the cancellation of assessments for the 2019-2020 school year and school/district grades not being calculated, what will my school/district grade be?

A: Schools and districts will not receive a grade. In the 2020-2021 school year, schools will continue their current turnaround status and tier of support from the 2019-2020 school year.

8. Q: Are waivers available for missed instructional hours?

A: Given that the impact of instructional hours missed due to COVID-19 is yet to be determined, the FDOE is refraining from making any decisions related to missed instructional hours until long-term impacts can be realized. As a reminder, districts do not need the state's approval to use available calendar days to remain in compliance with the minimum instructional hours required by law.

9. Q: How will the cancellation of national assessment administrations (i.e., SAT and ACT) affect eligibility for Bright Futures?

A: Information regarding Bright Futures will be forthcoming.

10. Q: How do we address students who are scheduled to take AICE, IB, and AP exams?

A: We are working with our partners at AICE, IB, and AP, and information regarding the assessments associated with these programs will be forthcoming.

11. Q: How should school districts manage school board meeting plans, balancing the need to make critical decisions with the importance of limiting the size of groups to ensure containment of the spread of COVID-19?

A: Boards can meet under the emergency meeting statute as needed, virtually or telephonically, while providing the necessary accommodations to achieve the CDC's recommendations of mass gatherings being limited to groups of 10 or less.

12. Q: How should districts handle school board meetings?

A: These recommendations are directed at ensuring the safety of all Floridians. All state-level meetings are being conducted virtually, and the best approach is for districts to make every effort to hold meetings virtually. This includes the State Board of Education. In instances where in-person meetings are necessary, Escambia is a great example of a district that has taken innovative steps to conduct official business while adhering to the CDC's recommendations of gatherings being limited to groups of 10 or less.

13. Q: Can schools still participate in community and extra-curricular activities?

A: Commissioner Corcoran urges adherence to the CDC's guidance for higher-risk populations by cancelling any mass gatherings, community events and extracurricular activities, including sports of more than 10 people in a single occupied space at any educational program, school readiness, voluntary prekindergarten, public and private K-12, career and technical centers, and public and private colleges.

14. Q: How will period of unplanned campus closures impact graduation ceremonies?

A: Graduation ceremonies typically begin in May, and we will provide additional guidance later.