

*Chattanooga Prep is aligned directly with Hamilton County's phased approach plan based on the number of COVID cases. We are also offering similar virtual professional developments. However, some of our more specific academic plans and how we are addressing lost learning are different, which are noted below.*

The review team would like more information on the extent to which its authorizer's plan can "speak for" the school's. For example, the Hamilton plan provides information on how ELs will be prioritized for in-person learning; the Chattanooga Prep plan does not, but it does say the school will use Hamilton's plan as the basis for its own. Does that mean the very same measures prioritizing in-person instruction for ELs will be put into place? Clarity on questions like these will help the team review the plan more helpfully.

## **ESOL**

The English Language Learners Program will strive to support and provide English language learners (ELL) the best possible opportunities to develop English language proficiency, so students may achieve academic success and realize their full potential. The ELL team is committed to working to provide language support to include interpretation and translation services, equitable learning opportunities, continue to provide support with English Language Development (ELD), so ELLs can communicate information, ideas and concepts necessary for academic success in content areas, and meeting the individual learning needs of English language learners.

Screen potential ESL students via the WIDA Screener in person while school is providing face-to face instruction; screening may be administered via a phone screening tool during required reduced campus hours.

During remote learning, support ESL students via phone, e-mail, virtual conference technology while tailoring and supporting the differentiation of materials. Opportunities for speaking, listening, writing, and reading will be included in every lesson, no matter the content area. Administration will check for these components in lesson plans submitted weekly.

ESL teachers will develop schedules based on language need, and may service students through a blended delivery model of face-to-face direct instruction, small group (maintaining social distancing measures), and digital platforms. This will include prioritizing students who may need face to face instruction on remote Wednesdays when all other students are not in the building.

ESL teachers will collaborate with classroom or content teachers in-person or remotely, as needed.

Utilize/create supplemental resources to support the differentiation of curricular materials using digital platforms and ELL curriculum during remote learning.

### Section 3 and 6

In addition, the team is unclear on how the school has identified specific learning gaps incurred during the spring suspension of in-person instruction and how their instructional approach will explicitly address those needs. Can you provide an additional artifact, explanation, or annotate the existing artifact to clarify?

\*Over the summer, teachers participated in professional development to create lesson plans to address learning loss. Teachers will focus these lessons on standards that were not covered in quarter 4 as thoroughly, due to COVID spring school closure. Teachers will deliver those lessons when the school year resumes in August. If all standards were taught prior to March 13th, teachers will review standards students had not mastered the previous year (based on assessments). Teachers will assess student progress of these standards through exit tickets at the end of the class (teacher created or Mastery Connect). Teachers will provide feedback to students on these exit ticket assignments. Professional development will also be provided about best remote teaching practices, differentiation, and meeting student IEP/EL services needs.

In addition, Teachers will administer an assessment developed by CaseBenchmark that assesses the standards from the previous year. Professional development will be given to analyze the data and then teachers will be given opportunities to plan lessons which will review any additional learning gaps. These lessons could be done through whole group instruction, review activities/assignments, additional practice items, or small group instruction. These review standards will be assessed again before the end of quarter 1. If students do not show that they have met the standard at that point, they will be given opportunities for tutoring, strategic small group instruction, and individual student check ins. These measures can be done face to face or remotely depending on the phase we are in at that time.

We have attached two artifacts that include a pacing guide that shows how our teachers will be addressing standards missed back in the spring.

The team is unclear on how the school will go about deploying technology and addressing technical issues so that instruction remains constant. Can you provide an additional artifact, explanation, or annotate the existing artifact to clarify?

Technology (or Chromebooks and/or Hot Spots) will be deployed August 3 - 5 to all Chattanooga Prep students. Sixth grade students will pick up their technology on August 3, seventh graders will come on August 4, and eighth graders will come on August 5. Any family who has more than one student enrolled in Chattanooga Prep will pick up technology on the earliest date. As all incoming sixth grade families are new to Chattanooga Prep, they will be required to complete a 20 minute tutorial that will teach them how to properly use their technology so any potential barriers to proper usage are removed.

Chromebooks will be placed in bags labeled with student names. The device each student receives has an asset tag number that is linked to the device serial numbers. Both numbers are registered in Chattanooga Prep's G-Suite Admin Console. In the Admin Console, the name of the user is attached to the specific device they are using referencing the asset tag number to ensure accuracy. (Tracker Attached)

Technical support will be delivered through a ticketing system and dedicated landline that students or parents can call for support managed by IT Admin. Chattanooga Prep will also use remote access via GoGuardian and Team Viewer to assist with technical issues.

Chattanooga Prep Chromebooks all have insurance, and the school also has an excess supply of Chromebooks and chargers. Should there be a mechanical issue with the Chromebook or charger that cannot be fixed remotely, IT Admin will collect the broken device and issue a new one. Students and staff will have access to an IT ticket that goes directly to our IT manager. In addition, all students have the contact information for our IT administrator if in the moment support is needed. We also have a tech hotline that parents and students can call that goes directly to our IT manager.

We have surveyed all our incoming 6th graders as well as our returning students about their home internet and currently are addressing the students who do not currently have access. We are working with EBP to provide expanded access for all of our students who meet predetermined eligibility criteria or income requirements to the NetBridge Program (attach) in conjunction with HC schools. We also have HotSpots (attach) available that will be deployed to homes that are unable to use the EBP service. (Reference the Chromebook Inventory Sheet Attached)

Emergency Communication Scripts: (Remind 101, Calling Post, Email, News, Social Media, Website)

COVID Closure (Going Back to Remote)

In an effort to protect the health of our students, faculty, and staff, Chattanooga Prep will be closed and re-entering Phase One of the Continuum to Reopening Plan effective DATE. Based on relevant data and CDC guidelines, students will be engaged in remote learning for at least 14 days. All in-person, school-related activities are canceled until further notice.

During the temporary closure, our building will be thoroughly sanitized and cleaned, and our Leadership Team will be meeting to assess the safe transition into Phase 2. Please refer to our website for details regarding our Continuum of Reopening and the associated phases. If you have any questions, feel free to call our front office at 423-602-7737. The safety of our students, faculty, and staff is our number one priority. Teachers and administrators will be following up with students in their remote classrooms tomorrow morning during their first period class at 8 AM on Google Hangouts.

COVID Confirmed Case/Exposure

Chattanooga Prep has confirmed a positive COVID-19 case in our building. Our leadership team is working with the health department on our next steps to ensure our school community is safe. Currently our cleaning crews are deep cleaning our building and using fog machines to eliminate germs. If your child is exhibiting symptoms of COVID, please consult with a physician or the Hamilton County Health Department. Any student exhibiting symptoms of COVID or running a fever, should not return to campus until cleared from a medical professional.

Our Leadership Team has been informed that a Chattanooga Prep student/employee has recently tested positive for COVID-19, commonly referred to as the coronavirus. Based on the school's knowledge, the student/employee is currently self-quarantining at home, as of DATE.

To reduce the spread and eliminate potential exposure to the virus, Chattanooga Prep will be re-entering Phase 1 of the Continuum of Reopening Plan effective DATE. Pursuant to CDC guidelines, our building will be closed for at least 14 days. It is in the interest of all Chattanooga Prep students, faculty, and staff to

quarantine for 2 weeks. Please contact your physician immediately if you or anyone in your household is experiencing any symptoms related to the virus.

During the temporary closure, our building will be thoroughly sanitized and cleaned, and our Leadership Team will be meeting to assess the safe transition into Phase 2.

Please refer to our website for important updates and for details regarding our Continuum of Reopening Plan. If you have any questions, feel free to call our front office at 423-602-7737.

We appreciate your patience and cooperation in regard to this matter. The safety of our students, faculty, and staff is our number one priority.