Beacon College Preparatory Charter School

2020-2021 Continuous Learning Plan

SECTION 1: COVER PAGE

Part 1.1.: Snapshot Information

LEA INFORMATION
Beacon College Preparatory Charter School 5130 Raleigh Lagrange Rd. Memphis TN, 38134 www.beaconcollegeprep.org School Type: Elementary School (Charter) Authorizer: Shelby County Schools

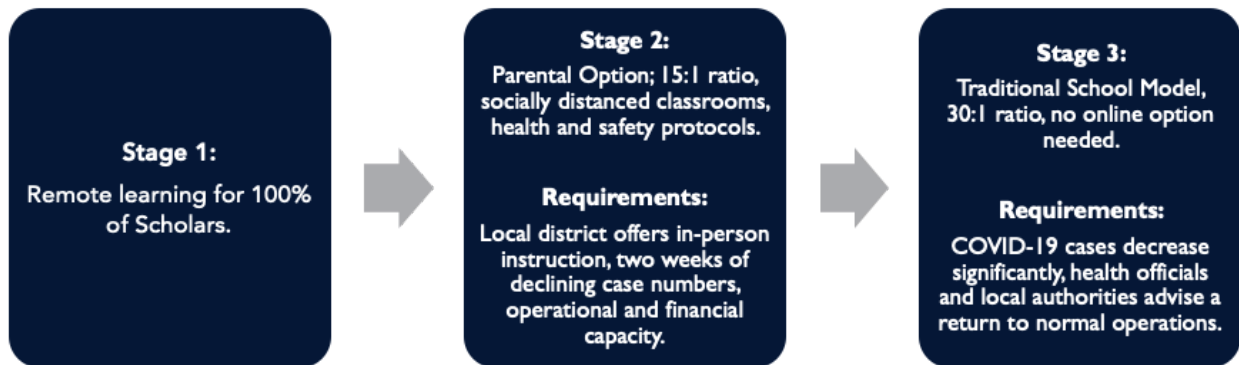| LEA Points of Contact	
Joe Bolduc Head of School E: jbolduc@beaconcollegeprep.org Ph: 901.653.0965	Cordette Hubbard Director of Operations E: chubbard@beaconcollegeprep.org Ph: 901.273.6660

Part 1.2: Landscape Paragraph
Beacon College Prep is entering its first year of operation. Although this is not the circumstances in which we thought to be opening, our resolve and dedication to opening a school built upon academic rigor, purposeful structure, and joy remain as strong as ever.

Our school was built to support the anticipated learning gaps seen in elementary schools across our community. Although our academic plans have changed, we believe our academic models will allow us to effectively remediate first-grade scholars who missed learning time last year, as well as our new kindergarten scholars. Our team has conducted parent surveys in recent months to ensure families and key stakeholders had a voice in creating our plan as well as assessing family needs in technology, childcare, and other resources. The Beacon College Prep CLP includes information about our plans to offer virtual schooling and associate policies, professional development for staff, school operations, instructional and technology plans, among other things.

Part 1.3: COVID Plan
Beacon College Prep's CLP relies on quality virtual instruction to effectively teach and remediate our scholars. We plan to begin our year with 100% remote learning for 100% of our scholars. The flowchart below illustrates how the Beacon team would consider a potential return to in-person learning:

Stage 1:	Stage 2:	Stage 3:
Remote learning for 100% of Scholars.	Parental Option; 15:1 ratio, socially distanced classrooms, health and safety protocols. **Requirements:** Local district offers in-person instruction, two weeks of declining case numbers, operational and financial capacity.	Traditional School Model, 30:1 ratio, no online option needed. **Requirements:** COVID-19 cases decrease significantly, health officials and local authorities advise a return to normal operations.

Part 1.4: Authorizer Engagement (only charters complete)

The Beacon College Prep leadership team has attended all authorizer meetings related to the CLP and COVID-19 planning. Our plan will be submitted to the SCS Office of Charter Schools.

SECTION 2: PROGRAMMATIC MODEL FOR THE 2020-2021 SCHOOL YEAR

2.1: Beginning-of-Year Programmatic Model by Grade Band

Beacon College Prep plans to begin the year with 100% virtual education for our scholars and families.

MODEL	In-Person Instruction at School Building Model				Remote or Hybrid Model						
PATHWAY	Trad'l	Stagger Return	Stagger Schedule	Year-round	Split Days	Alternate Days	Need based	Grade based	Family Choice	All Virtual	Other
Kinder										X	
Elem. School										X	

2.2: Differences between Schools

Not applicable for Beacon College Prep

SECTION 3: STANDARDS-BASED INSTRUCTION

❏ The LEA is beginning the year with full virtual or other remote instruction OR the LEA is beginning the year in-person and the CLP will reflect a fully virtual or remote instruction model if necessary.

3.1: Explanation of Approach

Beacon College Prep has prepared to begin the school year with a fully virtual model. In this fully virtual model, Kindergarten scholars will receive 5 hours of instruction daily. First Grade scholars will receive 6.5 hours of instruction daily. Each day scholars will receive instruction in Literacy, Mathematics, Science/Social Studies, RTI, Character Development/Social Emotional Learning, and Physical Education. Scholars will be expected to attend virtual sessions according to their schedule every day. However, families that are unable to provide their scholar support needed throughout the day will have access to recorded mini-lessons from the day, so that work can be completed asynchronously.

3.2: Instruction Breakdown by Grade Band

Please complete the chart for each grade band to reflect the minutes of instruction planned. (In the online application, the chart below will appear for each grade band.)

KINDERGARTEN

Content Area	Avg. Days per Week	Minutes per Session	Delivery Mechanism: Check all applicable boxes*
English Language Arts	5	180	
Math	5	60	
Science	2	15	(X) Synchronous AND/OR (X) Asynchronous
Social Studies	3	15	
Physical Education (PE)	4	30	(X) Virtual AND/OR ( ) Other
Arts	0	0	
CCTE or Elective (optional)			(X) Teacher-based AND/OR (X) Program
Foreign Language (optional)			

*In the fillable online form, the delivery mechanism section will appear for EACH content area and EACH grade band.

FIRST GRADE

Content Area	Avg. Days per Week	Minutes per Session	Delivery Mechanism: Check all applicable boxes*
English Language Arts	5	180	
Math	5	60	
Science	4	15	(X) Synchronous AND/OR (X) Asynchronous
Social Studies	4	15	
Physical Education (PE)	4	50	(X) Virtual AND/OR ( ) Other
Arts	0	0	
CCTE or Elective (optional)			(X) Teacher-based AND/OR (X) Program
Foreign Language (optional)			

*In the fillable online form, the delivery mechanism section will appear for EACH content area and EACH grade band.

3.3: Artifacts
To support the CLP, please include any artifacts that outline the LEA's approach to instruction. There is no limit to the number of artifacts submitted, but the department encourages LEAs to only submit materials that they have already created and/or plan to utilize for grade-level instruction. Artifact selection should be included to meet the benchmarks listed in the rubric.

Artifacts might include:
- ARTIFACT 1: [Overview of Instructional Materials used across Subjects](#)
  - Beacon College Prep plans to implement our thoughtfully chosen curricular pieces across both Kindergarten and first grade. Although these curricular materials were planned to be implemented in a full class setting, we strongly believe that live teaching from a teacher will still prove these materials effective.
- ARTIFACT 2: [Sample Daily Virtual Schedule](#)
  - Our master schedule prioritizes live, teacher-led lessons to small groups of scholars. Our mini-lessons are followed by check-in and support time to individual scholars where teachers are able to provide feedback and assistance to scholars as needed. Additionally, our afternoon maximizes teacher time by scheduling phone calls with families as needed.
- ARTIFACT 3: [Small Group Literacy and Mathematics Components](#)
  - Beacon College Prep will continue to prioritize intentional supports for all scholars through the use of target small group instruction. The components of small group literacy as well as mathematics are included above.
- ARTIFACT 4: [Approach to Data and Assessment - Overview](#)
  - The use of thoughtful and intentional assessments paired with detailed plans for data analysis will allow our school to assess our scholars' understanding of grade-level content whether learning at home or in school.
- ARTIFACT 5: [Sample Scope and Sequence and Curricular Schedule](#)
  - Our scopes and sequences outline lessons for each subject area aligned with each day of our academic calendar. Scopes and Sequences also outline standards pacing guides, outline which standards are to be addressed on each day for both reading and math.
- ARTIFACT 6: [Grading and Promotion Policy](#)
- ARTIFACT 7: [Special Populations Plan](#)

SECTION 4: ATTENDANCE

- ❏ The LEA is beginning the year with full virtual or other remote instruction OR the LEA is beginning the year in-person and the CLP will reflect a fully virtual or remote instruction model if necessary.

Part 4.1: Explanation of Approach

Beacon College Prep students participating in virtual learning students will be accounted for via Google Meets, during virtual arrival from 7:45 am - 8 am. Teachers are required to record attendance within the Shelby County Schools district provided PowerSchool. Any student arriving at school after 8:00 am will be marked as tardy by the Operations Assistant. The Operations Assistant will also pull participant reports in Google Meets frequently after 8 am to account for all virtual learning tardy students.

Part 4.2: Artifacts
- ARTIFACT 1: [2020/2021 Beacon College Prep Attendance Policies](#)
    - Beacon College Prep's attendance policy, explanation for why daily attendance is important, and written policies and procedures, including definitions, for excused and unexcused absences.
- ARTIFACT 2: [2020/2021 Beacon College Academic Policies, Tardiness, Late and Early Dismissal, Make-Up Work](#)
    - Written policies and procedures, including definitions, for tardiness, late and early dismissal, and make-up work.
- ARTIFACT 3: [2020/2021 Beacon College Prep Operations Manual - BCP Attendance Standard Practices and Attendance Interventions](#)
    - During virtual learning, staff will call each absent family and note the reason for the absence, the plan for work completion, and schedule a time for an office hours phone call. Families who are consistently absent will receive supports named in the linked document.

SECTION 5: INSTRUCTIONAL TECHNOLOGY

- ❏ The LEA is beginning the year with full virtual or other remote instruction OR the LEA is beginning the year in-person and the CLP will reflect a fully virtual or remote instruction model if necessary.

Part 5.1: Explanation of Approach
Beacon College Prep will have a 1:1 ratio of technology to all staff and scholars. Each scholar will receive a Chromebook for use at home during virtual learning, which will also be used in classrooms during an eventual return. All teachers have been provided with a 13" Macbook Air. In classrooms teachers also have access to mounted projectors, Elmo document cameras, and high-speed internet. GoGuardian allows Beacon College Prep's IT service provider (Technology Lab) to monitor, track, and troubleshoot technology issues remotely for both scholars and staff.

Technology will be distributed to staff members during Professional Development and onboarding, followed by professional development sessions related to virtual instruction. Scholar computers will be distributed during the second week of August. Families will be trained in supporting virtual learning from home, be familiarized with our learning tools, and know who to reach out to with any needs. Scholars will also be familiarized with technology during these sessions and throughout the early part of the school year.

Part 5.2: Artifacts
- ARTIFACT 1: Family Survey English and Family Survey Spanish
  - In June Beacon administered a survey to Beacon families to identify family technology needs and allow them an opportunity to share their concerns and thoughts regarding the start to the 2020-21 school year.
- ARTIFACT 2: Inventory of Technology Devices
- ARTIFACT 3: Staff Technology Agreement
  - Each Beacon staff member will sign a technology agreement upon receipt of their technology during staff PD.
- ARTIFACT 4: Student Technology Usage Agreement
  - Beacon families will be asked to complete this agreement during technology distribution and training days.
- ARTIFACT 5: Children's Internet Protection Act (CIPA)
- ARTIFACT 6: Technology Lab Scope of Work
- ARTIFACT 7: Technology Distribution and Support Plan
- ARTIFACT 8: Go Guardian
  - Teachers and administrators are able to monitor a scholar's real-time use of Chromebooks.

SECTION 6: PROFESSIONAL DEVELOPMENT

❏ The LEA is beginning the year with full virtual or other remote instruction OR the LEA is beginning the year in-person and the CLP will reflect a fully virtual or remote instruction model if necessary.

Part 6.1: Explanation of Approach
Meaningful professional development not only leads to better results in the classroom but also helps to retain high performing teachers. We plan to utilize (1) 17 days of summer professional development, (2) 2.5 hours of PD weekly, (3) 10 full-day professional development including 4 data days, (4) weekly collaborative planning, and (5) target coaching and feedback cycles. Professional development will consist of building teacher capacity in school culture, curricular choices and delivery, school systems, and family relationships, among other topics. Increased attention in Summer PD will be given to developing virtual teaching capacity and routine building. Our artifacts show a focus on preparing our teachers to meet the unique needs of all Beacon scholars including English language learners, and scholars with disabilities, in both the virtual or in-person setting.

Part 6.2: Artifacts
- ARTIFACT 1: Beacon Approach to Professional Development
  - Beacon College Prep's approach to professional development balances the needs of the larger school community while also offering teachers targeted 1:1 support. Our plan is designed to grow teachers across all aspects of their practice, from lesson delivery and engagement to data collection and responding to the needs of their SPED or ELL population.
- ARTIFACT 2: 2020-21 Summer PD Schedule
  - Summer Professional development is a 17-day onboarding process designed to acclimate teachers to the systems, structures, and routines necessary to accomplish Beacon College Prep's mission. There is an added focus this year on providing teachers with the skills needed to successfully engage students in virtual learning.
- ARTIFACT 3: Coaching Teachers in Remote Learning

SECTION 7: IMPLEMENTATION MONITORING

❏ The LEA is beginning the year with full virtual or other remote instruction OR the LEA is beginning the year in-person and the CLP will reflect a fully virtual or remote instruction model if necessary.

Part 7.1: Explanation of Approach
School re-entry decisions will be made as a collaborative effort between all Beacon College Prep Board members, Board's Academic Committee, Head of School, Director of Operations, and instructional staff members. At the end of each quarter, Beacon will administer a family and staff survey aimed to gauge the organization's response to the COVID-19, overall satisfaction, and safety of stakeholders. The Head of School will continuously monitor local COVID-19 data and adjust decisions accordingly. In addition to monitoring outbreak data, the Board of Directors will govern towards meeting the needs of our community while ensuring compliance in regards to school operations, finance, academic progress, and school safety.

Part 7.2: Artifacts
- ARTIFACT 1: Roles of CLP Implementation Monitoring
- ARTIFACT 2: Summary of School Plan Monitoring

SECTION 8: COMMUNICATIONS

Part 8.1: Explanation of Approach

Beacon College Prep has been working hard to be proactive and vigilant pertaining to coronavirus (COVID-19) since the virus arrived in the U.S. at the end of February. Our goal is to keep Beacon's community informed, maintain transparency, and keep all channels of communication open. Connecting in both English and Spanish, Beacon updates families and stakeholders weekly, using one or more of the following tools: email, phone, social media, school website, and USPS mailers. To date, we have hosted four virtual information sessions via Facebook providing information to families about Beacon College Prep and our plans for the 2020/2021 school year - sent over 50 emails updating families on how to stay engaged and resources within the city to assist with their needs during the pandemic - and hosted weekly social distanced enforced office hours. Our goal is to be a source of support for our community and offer valuable reassurance during this difficult time.

Part 8.2: Artifacts
- Artifact 1: Beacon's 2020 Spring & Summer Communication Plan
- Artifact 2: 2020/2021 Beacon College Prep Ongoing Communication Plan
- Artifact 3: Parent and Family Engagement Plan 2020 - 2021
- Artifact 4: Beacon College Prep Reopening Survey
  - This survey was released to families on Wednesday, July 1, 2020.
- Artifact 5: Beacon College Prep Initial Reopening Update
  - Beacon College Prep initially planned to offer families an instructional choice for the start of the 2020-21 school year. As cases continued to climb, we realized this would no longer be possible. As such, we plan to communicate to families our fully virtual start beginning Thursday, July 30, 2020 through a family newsletter, and series of information sessions.
- Artifact 6: Notification: Positive COVID-19 Test
  - Beacon College Prep is prepared in the case that a community member tests positive of COVID-19.
- Artifact 7: Notification: Being Tested
- Artifact 8: Signs/Symptoms at School
- Artifact 9: Message to Families: Confirmed Coronavirus Case