

Edmund Burke Academy
Covid Plan for Remote Instruction
Karen H. Reeves
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The instructional platform for all classes will be my website, Reeves History Page, <http://reeveshistorypage.weebly.com/> (Courses listed in Navigation, *Online Assignments*). Students will receive directions and contact information the first week of school, and select assignments in each class will be issued to familiarize new students with online procedures. All former students used this platform successfully for the final two months of the 2019-2020 school year. Listed below are the specific plans for possible scenarios.

Student absence for one (or several) day(s) due to non-Covid reason:

- These absences will be treated as usual. Students will have all of my contact information, will be advised to get in touch with a class member or myself for assignments, and will consult with me upon return as to due dates for making up work/tests.

Student absence for one to three weeks due to Covid exposure or positive test:

- Student(s) will be contacted through email/text to set up an instructional plan for the anticipated time of absence.
- Assignments will be dated and posted on my website as Word documents under Online Assignments. Any videos, handouts, or instructor PowerPoints (Loomed or not) will be posted directly under the assignment. Some class lectures may be either recorded or, depending on the student's medical or technical situation, the student may be invited to "join the class" using Google Classroom Teams.
- Student work will be submitted through my school email, kreeves@burkeacademy.org, or, in the absence of Internet connection, hard copies may be left at the school in a manner to be determined by the administration.
- When appropriate, essay tests will be given in lieu of written exams; however, if this is not feasible, a makeup schedule will be developed in conjunction with other class test schedules and student needs. AP students will be able to access some quizzes/tests through AP Classroom. Accounts/passwords will be distributed before school starts.
- I prefer, when possible, to create a plan in consultation with the student tailored to that student's strengths and capabilities and will work with students to help them meet the standards set by this instructor in all of my classes.
- **Note:** All of my students, except the Freshmen, are familiar with both the level of rigor and the procedures/class rules for assignments. The Freshmen will be introduced to these standards starting on the first day of school, therefore I anticipate few problems with this plan. Adjustments will be made as necessary.

Teacher absence for one to three weeks due to Covid exposure or positive test:

- Unless I am incommunicado, unconscious, in the hospital, I do NOT want my emergency plans used for this purpose!!!

- I will revise/create lesson plans in RenWeb but will email more detailed plans to Mrs. Winkler.
- While instruction will vary according to each class (APUSH, U.S. History, Jr. Composition, World Affairs, SAT/ACT Prep/Career Readiness, and Current U.S. Issues), I will continue to use my website as my instructional platform, issuing daily assignments and handouts online, and having students submit their work electronically.
- **Note:** I have done this (required electronic submission) for the past few years with success, and students have been allowed, under strict supervision, to use their phones in class to access information online. If necessary, I can post Loomed messages to a class. The only caveat will be finding a substitute who can successfully navigate the required technology.

EBA shuts down for extended period due to Covid:

- An expanded version of the **Student absence for one to three weeks due to Covid exposure or positive test** plan will be implemented. Probable adjustments will include:
 - Greater dependence upon recorded lectures and Loomed PPT's (still posted on my website), and
 - Essay exams as well as (possibly) Google Forms quizzes.

NOTE: While I acknowledge the unique situation in which students may find themselves, the experience of Spring 2020 confirmed to me the need for maintaining the usual assignment guidelines/deadlines. My only problems were with students already inclined to miss assignments or do them incorrectly, but those were very few in number.

Additional Note: If my website crashes (I do NOT anticipate this...), I will segue immediately to Google Classroom.