



District or Charter School Name

St. Luke Catholic School
Archdiocese of Indianapolis

Section One: Delivery of Learning

- 1. Describe how you will deliver continuous learning opportunities for all students, including special student populations.**

St. Luke Catholic School will provide continuous learning opportunities for students using a hybrid of synchronous and asynchronous learning opportunities for students. This will be delivered through a blend of virtual learning tools and traditional textbooks which were previously collected by all school families.

- 2. Describe how your district communicates expectations for continuous learning implementation to 1.) students, 2.) families, and 3.) staff.**

The school will communicate with stakeholders through the following means:

1) Students will receive a daily video message from the Principal via email each morning. Students will receive their assignments from their teachers via Google Classroom by 8pm the previous day. Students will engage in virtual meetings with their teachers, both in whole group and small group settings. If students have questions, they can direct message with teachers through Google Classroom or request a 1:1 virtual meeting with either the teacher or an Instructional assistant to provide academic support, organizational help, or social-emotional learning support.

2) The school administration will communicate with families by

providing a daily morning message from the Principal. This will contain a video message for students and families as well as text highlighting any key information for the school. The teachers will communicate with families by sending an email at or before 8pm each night to provide the next day's e-learning lessons. The lessons for each grade level will be on a common form created by the school which will list both the times of any synchronous learning opportunities and an overview of all assignments and lessons posted in Google Classroom.

3) St. Luke will communicate with staff by providing a daily staff email at the conclusion of each day as well as a virtual staff meeting once a week. In addition to this, the school administrators will remain in constant contact with the staff via phone calls and emails to provide support and guidance, as needed.

3. Describe student access to academic instruction, resources, and supports during continuous learning.

- A day was organized for families to collect all school materials, so all school families have access to their children's textbooks and consumable texts.
- Each student in grades 5-8 was permitted to take home their 1:1 ipad. All families in grades K-4 were invited to check out one iPad per family to use during remote learning.
- All students have access to academic instruction via Google Classroom, virtual meetings, and content sent home via email.
- Additional support is available to students via 1:1 and small group interventions provided by the Resource staff and our grade level Instructional Assistants.
- Students who struggle with organizational/executive functioning skills are receiving a daily check-in/check-out with their grade level Instructional Assistant.

4. What equipment and tools are available to staff and students to enable your continuous learning plan? Please list.

- School iPads (1:1 for 5-8, 1 per family for K-4)
- Google Classroom
- GoogleMeet for virtual meetings
- Email
- Smore for daily communication
- Copies of all textbooks and consumables
- Paper packets/worksheets for March provided during the school pick-up day. Paper packets of the scaffolded notes for middle school math were mailed home for April.
- MobyMax for K-8
- ALEKS for 5-8
- Rediker Plus Portals (our Learning Management System)

5. Describe how educators and support staff are expected to connect with students and families on an ongoing basis.

- Teachers email the daily e-learning plans to families by 8pm the night before each e-learning day.
- Teachers are connecting with students via virtual meetings and Google Classroom.
- Students who need additional support are being contacted individually by homeroom teachers, grade-level instructional assistants, Resource teachers (where applicable) as well as the school nurse and school counselor.
- Students who are struggling to succeed in e-learning due to organizational and executive functioning skills are receiving a daily check-in and check-out with the grade level Instructional Assistant to help them stay engaged and on-track.

6. Describe your method for providing timely and meaningful academic feedback to students.

- Narrative, reflective feedback is provided via daily virtual meetings as well as through Google Classroom.
- Summative grades are posted regularly through Rediker Plus Portals, our Learning Management System.
- Teachers are following up regularly with students and their families when work is missing.
- Teachers are offering optional help sessions for students who need additional support with their work.

Section Two: Achievement and Attendance

- 7. Does your continuous learning plan provide an avenue for students to earn high school credits? If so, describe the approach.**

No, we are not offering High School Credits.

- 8. Describe your attendance policy for continuous learning.**

Daily attendance is being collected via a Google Form that is sent home daily in the morning message from the Principal.

- 9. Describe your long-term goals to address skill gaps for the remainder of the school year.**

The Resource Staff and Instructional Assistants are holding individual and small group intervention sessions currently and will continue to through the end of the 2019-20 school year.

Section Three: Staff Development

10. Describe your professional development plan for continuous learning.

We will continue to hold a virtual staff meeting each week and provide daily staff emails.

The school administrators are maintaining direct contact with all teachers. Additional support and training is being provided based on an as-needed basis.

At the conclusion of the school year, we will provide staff development opportunities to review this year's curriculum maps in light of the pandemic. We will take note of any standards that were not fully addressed during the 2019-20 school year, communicate those to the next grade level, and work to re-align the curriculum maps in light of these changes.

Once you have completed this document, please complete this [Jotform](#) to share some additional data points and submit your Continuous Learning Plan link. Submission is required by April 17.