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PO Box 360 Red Earth Creek, AB TOG 1X0 (780) 649-3103 ktcea.ca

#### **KTCEA Education Continuity Plan**

#### Background

Kee Tas Kee Now Tribal Council Education Authority (KTCEA) has developed the following Education Continuity Plan to provide direction on how students will learn while in-school classes are cancelled due to the current pandemic emergency.

#### **Guiding Principles**

- The health and safety of our students, staff, and community is our highest priority.
- We are committed to supporting continued learning during school closures.
- We are open and flexible to teaching in new ways so that students are successful.
- We continue to follow the highest level of professionalism as required by the KTCEA Board of Directors.
- We respect local First Nations emergency directives and protocols.

#### Objective

- Continue education for all our students by
  - facilitating the KTCEA Common, Consistent Curriculum ensuring the foundational knowledge of the Cree ways of knowing and being (language) and Land based Learning is on-going with common lessons developed in the PLCs.
  - facilitating grade progression, graduation, or post-secondary acceptance for students; and
  - providing every student with a scheduled report card with marks based on outcomes achieved.

## **Priorities**

Education content will focus on the following:

- **Grades K-6:** Meeting Literacy, Numeracy and Science outcomes of the provincial curriculum with the foundational knowledge of the Cree ways of knowing and Land Based Learning with common lessons developed in the PLCs.
  - Teachers will assign an average of 5 hours of work per student each week and are expected to work with students and parents/caregivers. Teachers are to provide instructional support from 9-3 daily. Teachers are expected to sign in early.
- **Grade 7-9:** Meeting the Literacy and Numeracy, Science and Social Studies outcomes of the provincial curriculum of the Cree ways of knowing and being and Land based Learning with common lessons developed in the PLCs.
  - Teachers will assign an average of 10 hours of work per student each week and are expected to work with students and parents/caregivers. Teachers are to provide instructional support from 9-3 daily. Teachers are expected to sign in early.

- **Grades 10-12:** Delivering core courses (Sciences, Mathematics, Social Studies and English Language Arts) and meeting outcomes of the provincial curriculum.
  - Teachers will assign an average of 3 hours of work per course each week and are expected to work with students and parents/caregivers. Teachers are to provide instructional support from 9-3 daily. Teachers are expected to sign in early.

These steps ensure our students have access to quality learning opportunities during this challenging time. This plan was developed with a focus on meeting the unique needs of our students and staff and on their health, safety, and wellbeing.

## **Roles and Responsibilities**

## Principals:

- Lead this Education Continuity Plan for their school and report on progress.
- Lead instructional staff through weekly meetings and provide a report to Superintendent on
  - teacher instructional plan updates on their google classroom and PLC s
  - student engagement/participation,
  - o additional resource requirements, and
  - successes and challenges.
- Support teachers to establish a process for student engagement by phone, social media, email, or other means.
- Work with Education Assistants to determine their current teaching assignments.
- Support and monitor teachers on their instructional practices via google classrooms.
- Ensure that every student is registered on the teacher's google classroom.
- Ensure teachers are keeping a record of students and are providing a record of attendance.
- Ensure teachers are keeping records of student not signing into their google classroom and are doing follow up phone calls home.
- Ensure home contacts with the students and parents are being made and recorded.
- Ensure that students are registered correctly in PowerSchool.

## Teachers:

- Make regular contact and be available to every student (by phone, email, or other remote means), from 9:00 am to 3:00 pm. This includes documenting conversations with students and parents/caregivers and maintaining contact logs.
- Maintain regular contact with parents/caregivers, including sharing instructional plans with schedules (from Google classrooms)
- If not already done, have a conversation with students and their parents/caregivers to assess their needs: what support, supplies, equipment, educational, or other resources they may require. Teachers are to be aware of technology to which students may have access (internet, cell phone, and telephone landlines).
- Attend grade level, Divisional PLCs, and PDs.
- Immediately request identified educational support, supplies, equipment, or other resources needed for students through Principals.

- Record daily attendance and keep daily record of students who are non-attenders and nonparticipants. Inform the Principal of students not logging onto Google classroom.
- Follow up with students not logging onto Google classroom to understand why they may not be logging on. Contact parents for further discussions and encouragement.
- Create instructional plans for the remainder of the school year that are to be approved by their Principal. These plans should be on the google classroom platform and include:
  - prioritizing remaining curricular outcomes in each course;
  - o daily lesson activities that identify necessary resources for each activity; and
  - an explanation on how student progress will be assessed against the outcomes, which can potentially include other forms of assessments (for example, conversations with students).

# **Educational Assistants:**

Educational Assistants are expected to:

- Work with Principals and Teachers to determine their current Educational Assistants' assignments.
- Under the direction of a teacher or Principal assist with maintaining regular contact with parents/caregivers, including sharing instructional plans with schedules (from Google classrooms)
- Attend grade level, Divisional PLCs, and PDs.
- Keep a daily log of work activities to share with Principal.

## Specialists:

Education Specialists are expected to:

- Work closely with Teachers to determine their needs and how they can be supported,
- Offer assistance to individual teachers in their specialized areas
- Logging and monitoring teacher contact and requests
- Lead Professional Learning Communities by grade level or subject area
- Facilitate resource sharing and resource development via google classrooms,
- Complete the accountability reporting: individual work plans, monthly reports, School virtual visit reports, Updating Branch Plans, PGP
- Follow work from home protocols set by Director
- Provide information for professional development opportunities
- Review operational plans and work plans, adjusting according to this Educational Continuity Plan, and submit it to their supervisor.

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