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## Union County Public Schools Plan B Instructional Model

As we work together to educate our children during this challenging time, Union County Public Schools has established guidelines to support parents as we prepare for the reopening of schools. While there is no substitute for a nurturing, relationship-driven classroom, we believe that with your assistance, we can continue to provide students with meaningful learning opportunities while Plan B is in place.

Plan B is a hybrid instructional model that offers face-to-face instruction combined with remote learning. As outlined by Governor Cooper, under Plan B, a series of enhanced health protocols established by the North Carolina Department of Health and Human Services will be enacted in order to promote the safety and welfare of students and staff. These protocols include, but are not limited to, social distancing requirements for students and staff, daily temperature and health screenings, face coverings for all students in grades K-12, and enhanced cleaning measures of high-touch surfaces. Additionally, these health and safety protocols will be in place on school buses each day.

These measures will limit the daily occupancy of each school building and create the need for school systems across the state to adjust their face-to-face instructional models.

As such, under Plan B, Union County Schools will adopt a Monday through Thursday in person, four-day cohort rotation. On Fridays, all students will be in a remote learning environment. Teachers will spend instructional time at the start of the school year familiarizing students with the Plan B Instructional Model. Students will be shown how their teacher’s Canvas page is organized and they will learn procedures/routines for remote learning days. Teachers will establish expectations for communication in order to promote a better learning experience for students and parents. On days in which students are not in attendance they will have access to either live or pre-recorded videos of classroom instruction.





An example of what the Plan B Instructional Model schedule will look like is provided below:





Monday	Tuesday	Wednesday	Thursday	Friday
<b>Group 1 (At School)</b>	Group 1 (Remote Learning)	Group 1 (Remote Learning)	Group 1 (Remote Learning)	Remote Learning for all Students
Group 2 (Remote Learning)	<b>Group 2 (At School)</b>	Group 2 (Remote Learning)	Group 2 (Remote Learning)	
Group 3 (Remote Learning)	Group 3 (Remote Learning)	<b>Group 3 (At school)</b>	Group 3 (Remote Learning)	Teacher Planning
Group 4 (Remote learning)	Group 4 (Remote Learning)	Group 4 (Remote Learning)	<b>Group 4 (At School)</b>	Office Hours

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In compliance with federal law, UCPS administers all educational programs, employment activities and admissions without discrimination against any person on the basis of gender, race, color, religion, national origin, age or disability.

Students will be assigned to groups based on their last names and every effort to keep siblings and members of the same household together in the same cohort will be made. You should receive additional schedule specific information from your student’s school and/or teacher prior to the start of school. In the interim, here is some general guidance that may aid you as we prepare for the reopening of schools.

Parent Involvement During Remote Learning			
 <b>Ensure Access to Materials</b>	 <b>Establish Daily Schedule for Student</b>	 <b>Monitor Student Progress</b>	 <b>Provide Support and Assistance</b>
Assist students while navigating online courses and provide access to basic school supplies.	Create and maintain a daily routine and ensure students follow their school’s instructional schedule. Give students a quiet place to learn and work.	Check in daily to make sure students are meeting due dates and completing tasks/assignments through <a href="#">Canvas observer</a> access.	Provide assistance and help students ask and answer questions.

Student Expectations/Activities During Remote Learning Days			
Daily Learning Expectations		Types of Learning Activities	
 <b>Time</b>	 <b>Assignments and Attendance</b>	 <b>K-12 Computer Based Instruction</b>	 <b>Hands On Materials (As needed)</b>
<p><b>High School:</b> Approximately 90 minutes per subject per day on instructional activities.</p> <p><b>Middle School:</b> Approximately 60 minutes per core subject, and 30 minutes per related arts subject, per day on instructional activities (this includes courses for high school credit).</p> <p><b>Elementary School:</b> Approximately 45 minutes per core subject, and 30 minutes per related arts subject, per day on instructional activities.</p>	<p>Number of assignments for each class/course will vary by content area and level.</p> <p>Attendance will be captured through PowerSchool on days in which students are in school as well as remote learning days.</p> <p>Assignments will be graded and feedback offered to students under Plan B. Standard grading scales will apply – please contact your school for specific details.</p>	<p>Students will access course materials daily through Canvas to:</p> <ul style="list-style-type: none"> <li>• communicate with teachers and classmates</li> <li>• view instructional videos posted by teachers</li> <li>• obtain online instructional activities (videos, review material, resources, etc.)</li> <li>• turn in assignments and receive teacher feedback</li> </ul>	<p>Printed worksheets, activities, projects, etc. will be made available upon request for those without internet/device connectivity.</p> <p>Work will be evaluated by each student’s teacher. Contact your student’s school if needed.</p>

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## Differences Between Plan B with Remote Learning and Virtual Learning (Plan D)

Option	Daily Schedule	Bus Service	Meal Service	Internet and Device	Application	Parental Academic Support	Print Materials Available
<b>Plan B</b>	At school one day Remote learning 4 days/wk Follow class pacing Access to Canvas	Provided by UCPS	Provided by UCPS	Supported by UCPS	Not required	Recommended	Yes (upon request)
<b>Virtual Academy (Plan D)</b>	All online 5 days/wk Self-paced Access to Canvas	Not provided	Not provided	Supported by UCPS	Required	Required	No

## Sample Daily High School Remote Learning Schedule (based on 2019-2020 bell schedule; subject to change)

8:00 a.m. – 9:30 a.m.	Complete Activities/Assignments for 1 <sup>st</sup> Block Class (may include live or on-demand teacher instruction)
9:35 a.m. – 11:05 a.m.	Complete Activities/ Assignments for 2 <sup>nd</sup> Block Class (may include live or on-demand teacher instruction)
11:05 a.m. – 11:35 a.m.	Student Free Choice
11:35 a.m. – 12:05 p.m.	Lunch
12:05 p.m. – 1:35 p.m.	Complete Activities/Assignments for 3 <sup>rd</sup> Block Class (may include live or on-demand teacher instruction)
1:40 p.m. – 3:00 p.m.	Complete Activities/Assignments for 4 <sup>th</sup> Block Class (may include live or on-demand teacher instruction)

*Note: The schedule above is merely a suggestion; remote learning is intended to be flexible and adaptive and parents/students should consult with teachers to determine the best recommended schedule.*

### Grades 9-12 Highlights

- Students will spend approximately 90 minutes on activities per subject/course each day.
- It is strongly recommended that students adopt a consistent, predictable schedule each day.
- Students receive instruction, assignments, and/or activities in each course for which they are enrolled.
- Students/parents should direct questions to teachers of the subject/course.
- Teachers will maintain “remote” office hours on Fridays and should respond to student/parent inquiries within 24 hours to the greatest extent possible.
- Teachers will make individual contact with students throughout the week.
- Flexibility is key – instruction and activities should take into account each student’s current situation.
- New instruction will be introduced and students are expected to stay engaged and participate in the learning opportunities.

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**Sample Daily Middle School Remote Learning Schedule (based on 2019-2020 bell schedule; subject to change)**

8:45 a.m. – 9:45 a.m.	Complete Activities/Assignments for ELA (may include live or on-demand teacher instruction)
9:50 a.m. – 10:20 a.m.	Complete Activities/Assignments for Related Arts (may include live or on-demand teacher instruction)
10:25 a.m. – 10:40 a.m.	Break
10:45 a.m. – 11:45 a.m.	Complete Activities/Assignments for Math (may include live or on-demand teacher instruction)
11:45 a.m. – 12:15 p.m.	Complete Activities/Assignments for Related Arts (may include live or on-demand teacher instruction)
12:15 p.m. – 12:45 p.m.	Lunch
12:50 p.m. – 1:50 p.m.	Complete Activities/Assignments for Science (may include live or on-demand teacher instruction)
1:55 p.m. – 2:25 p.m.	Complete Activities/Assignments for Related Arts (may include live or on-demand teacher instruction)
2:25 p.m. – 2:40 p.m.	Break
2:45 p.m. – 3:45 p.m.	Complete Activities/Assignments for Social Studies (may include live or on-demand teacher instruction)

*Note: The schedule above is merely a suggestion; remote learning is intended to be flexible and adaptive and parents/students should consult with teachers to determine the best recommended schedule.*

**Grade 6-8 Highlights**

- Students will spend approximately 60 minutes on activities per core subject each day (this includes courses for high school credit).
- Students should expect to spend approximately 30 minutes on each related arts subject each day.
- It is strongly recommended that students adopt a consistent, predictable schedule each day.
- Students receive instruction, assignments, and/or activities in each course for which they are enrolled.
- Students/parents should direct questions to teachers of the subject/course.
- Teachers will maintain “remote” office hours on Fridays and should respond to student/parent inquiries within 24 hours to the greatest extent possible.
- Teachers will make individual contact with students as needed throughout the week.
- Flexibility is key – instruction and activities should take into account each student’s current situation.
- New instruction will be introduced and students are expected to stay engaged and participate in the learning opportunities.

**Grades 2-5 Sample Daily Remote Learning Schedule (based on 2019-2020 bell schedule; subject to change)**

7:30 a.m. – 8:15 a.m.	Complete Activities/Assignments for ELA (may include live or on-demand teacher instruction)
8:20 a.m. – 8:50 a.m.	Complete Activities/Assignments for Related Arts (may include live or on-demand teacher instruction)
8:55 a.m. – 9:10 a.m.	Break
9:15 a.m. – 10:00 a.m.	Complete Activities/Assignments for Math (may include live or on-demand teacher instruction)
10:05 a.m. – 10:20 a.m.	Break
10:25 a.m. – 11:25 a.m.	Complete Activities/Assignments for Reading/Writing (may include live or on-demand teacher instruction)
11:30 a.m. – 12:00 p.m.	Lunch
12:05 p.m. – 12:35 p.m.	Complete Activities/Assignments for Related Arts
12:30 p.m. – 1:15 p.m.	Complete Activities/Assignments for Science or Social Studies (may include live or on-demand teacher instruction)
12:40 p.m. – 1:10 p.m.	Student Movement/Exercise
1:15 p.m. – 2:00 p.m.	Complete Activities/Assignments for Core Subjects

*Note: The schedule above is merely a suggestion; remote learning is intended to be flexible and adaptive and parents/students should consult with teachers to determine the best recommended schedule.*

**Grade 2-5 Highlights**

- Students will spend approximately 45 minutes on activities per core subject each day.
- Students should expect to spend approximately 30 minutes on each related arts subject each day.
- It is strongly recommended that students adopt a consistent, predictable schedule each day.
- Students receive instruction, assignments, and/or activities in each course for which they are enrolled.
- Students/parents should direct questions to teachers of the subject/course.
- Teachers will maintain “remote” office hours on Fridays and should respond to student/parent inquiries within 24 hours to the greatest extent possible.
- Teachers will make individual contact with students as needed throughout the week.
- Flexibility is key – instruction and activities should take into account each student’s current situation.
- New instruction will be introduced and students are expected to stay engaged and participate in the learning opportunities.

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## Grades PK-1 Sample Daily Remote Learning Schedule

8:00 a.m. – 8:30 a.m.	Complete Activities/Assignments for ELA (Word Study) (may include live or on-demand teacher instruction)
8:35 a.m. – 8:50 a.m.	Break
8:55 a.m. – 9:15 a.m.	Complete Activities/Assignments for Related Arts (may include live or on-demand teacher instruction)
9:20 a.m. – 9:35 a.m.	Break
9:40 a.m. – 10:10 a.m.	Complete Activities/Assignments for Math (may include live or on-demand teacher instruction)
10:15 a.m. – 10:45 a.m.	Student Free Choice
10:50 a.m. – 11:20 a.m.	Complete Activities/Assignments for Reading/Writing (may include live or on-demand teacher instruction)
11:25 p.m. – 11:55 a.m.	Lunch
12:00 p.m. – 12:20 p.m.	Complete Activities/Assignments for Related Arts (may include live or on-demand teacher instruction)
12:25 p.m. – 12:55 p.m.	Student Exercise/Movement
1:10 p.m. – 1:40 p.m.	Complete Activities/Assignments for Science or Social Studies (may include live or on-demand teacher instruction)

*Note: The schedule above is merely a suggestion; remote learning is intended to be flexible and adaptive and parents/students should consult with teachers to determine the best recommended schedule.*

### Grade PreK-1 Highlights

- Students will spend approximately 30 minutes on activities per core subject each day.
- Students should expect to spend approximately 20 minutes on each related arts subject each day.
- It is strongly recommended that students adopt a consistent, predictable schedule each day.
- Students receive instruction, assignments, and/or activities in each course for which they are enrolled.
- Students/parents should direct questions to teachers of the subject/course.
- Teachers will maintain “remote” office hours on Fridays and should respond to student/parent inquiries within 24 hours to the greatest extent possible.
- Teachers will make individual contact with students as needed throughout the week.
- **PK-1 parents interested in a full-time online experience in lieu of Plan B should contact their school to discuss this as an option.**

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## **AIG Support**

Under Plan B students who are eligible will continue to receive AIG support. Please contact your school with any questions on what to expect for your student during periods of remote learning.

## **CTE**

Students taking Career and Technical Education Courses that offer certifications may be required to attend additional face-to-face days/times in order to complete their required practicum lab time if needed or virtual lab experience is unavailable.

## **Devices**

Students in grades 2-12 will receive a Chromebook issued by UCPS. Individual schools will communicate with families on how to obtain a device in order to participate in remote learning.

## **Dual Language Immersion**

Students enrolled in a dual language immersion program interested in a full-time online experience, in lieu of Plan B, should contact their school to discuss this as an option.

## **ESL Support**

Under Plan B students who are eligible will continue to receive ESL support. Please contact your school with any questions on what to expect for your student during periods of remote learning.

## **International Baccalaureate**

Students enrolled in the International Baccalaureate program interested in a full-time online experience, in lieu of Plan B, should contact their school to discuss this as an option.

## **Special Education/504 and Related Services**

Exceptional Children teachers and service providers will deliver special education and related services to students with disabilities, as well as those served by a 504, during periods of remote instruction. Specially designed instruction will be administered in accordance with the student's IEP/504. If there is an adjustment to the amount of instructional time offered each week under remote learning, then special education and related services will adjust their schedules and service delivery models accordingly. Special education/504 and related services may be delivered through the following mediums on remote learning days:

- ***Virtual Classes***: providing virtual classes on a platform that the student is accustomed to using.
- ***Phone Calls***: using a telephone call to work on an assignment aligned to an IEP goal, either online or a classroom packet. This could include a conference call including a small group of other students.
- ***Interactive exchange***: utilizing a chat room or a shared Google Doc.
- ***Video with a follow up***: providing students with pre-recorded instructional video and activities, based on their IEP goals. Follow up with instructive feedback by means listed above.
- ***Assignments with teacher support***: providing assignment(s) (based on IEP goals) in Canvas

Please contact your student's school if you have specific questions about the delivery of specialized services and instruction during remote learning.

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### **Student Social and Emotional Health and Safety**

Under Plan B students will continue to receive social and emotional support from their assigned school. Support staff will be available for students who are in school Monday through Thursday as well as those who are experiencing remote learning. Parents and students can expect the following under Plan B:

- Reintroduce school support teams to students (nurses, school social worker, school counselor(s), school psychologist, School Resource Officer).
- Support teams will provide mental and emotional health support to students through individual meetings, small-group sessions, classroom visits, etc.
- Support will be provided for students in face-to-face and remote learning environments.

### **Technical Support**

- Special technical support line has been established for student technical support, device troubleshooting, and maintenance issues.
  - Teacher Technical support may be accessed at [helpdesk.ucps.k12.nc.us](http://helpdesk.ucps.k12.nc.us)
  - Student Technical support may be accessed at [studenthelpdesk.ucps.k12.nc.us](http://studenthelpdesk.ucps.k12.nc.us)