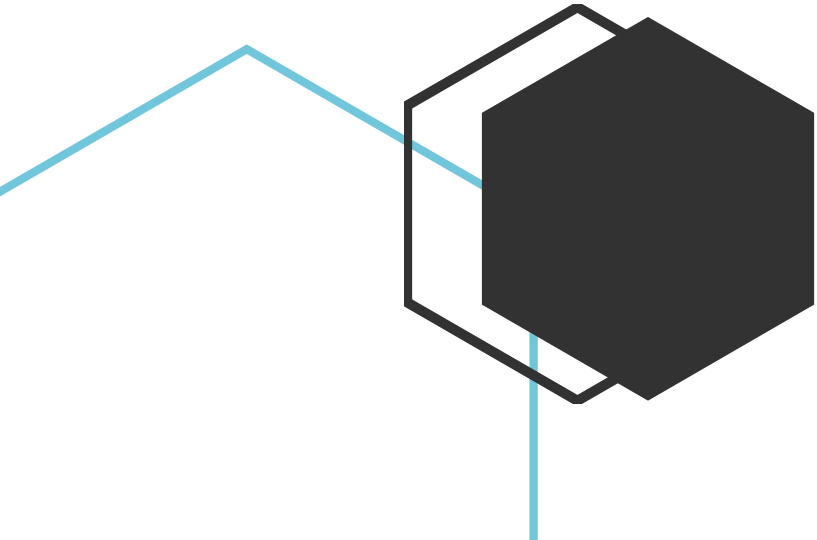




Instructional Continuity Plan



Updated: July 06, 2021





Jubilee Academies

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Guiding Principles



Support students and staff returning to campuses

Continue to protect the health of all students and staff

Identify and meet the needs of students: Academically, Socially, Emotionally

Implement high quality instruction: Face to face and remotely as necessary

Provide mental health and wellness support for students and staff

Create a sustainable long-term plan: Academically, operationally, HR, Student Services

Create open lines of communication



Instructional Plan

Instructional Schedule

Goals

- Teacher interaction with students is predictable
- Students can access instructional support from teachers
- Students are provided clear means to engage with academic material
- Dyslexia/ Bilingual/ Sped. teachers continue to make at least one contact with each student once a week
- RTI/MTSS Tier 3 students-teachers need to make at least one contact each week

Student Progress

Goals

- Clear expectations are planned, and tied to the overall course coverage (TEKS)
- Daily, trackable student engagement systems to measure academic progress
- Teachers will use district-approved lesson plans.
- Student engagement will be tracked through assignments that include:
 - live lessons
 - classroom discussions
 - completing assignments on digital programs
 - completing non-digital assignments
 - weekly check-ins from teachers
- Academic progress will be measured through skill progress reports from iStation and Imagine Math, Think Up progress reports, Formative, and summative assessments, MAP Testing
- Grades will be taken in accordance with the district approved [Grading Policy](#).



Material Design

Goals

- District has a full, TEKS-aligned curriculum
- Assessments ensure continued monitoring of student progress
- Instructional materials allow for accommodations and modifications to support students
- Using TCMPC Product Suite
- TRS and DMAC for teacher created assessments, and Itematica for District created assessments

Imagine Math minimum usage per week: 45 minutes	PK - 8 Alg I, Geometry
Istation Reading minimum usage per week: 30 minutes for Tier I / 40 minutes for Tiers II & III	PK-8
Neuhaus	1st & 2nd
Phonemic Awareness	PK-1st
Blended Learning Model: FastForward & Reading By Design	Dyslexia
Imagine Learning Language & Literacy	Bilingual & Elementary
ESL Reading Smart	ESL & Secondary
Reading Academies	K-3rd Teachers
<ul style="list-style-type: none"> • Owl • HighScope (if you are part of PK4SA) 	PK

Optional: Phonemic Awareness (1st & 2nd), Online textbooks, Think up online (mentoring Minds), brainpop, DBQ online, Studies weekly, Stemsscopes + (product matrix), SAVVAS,

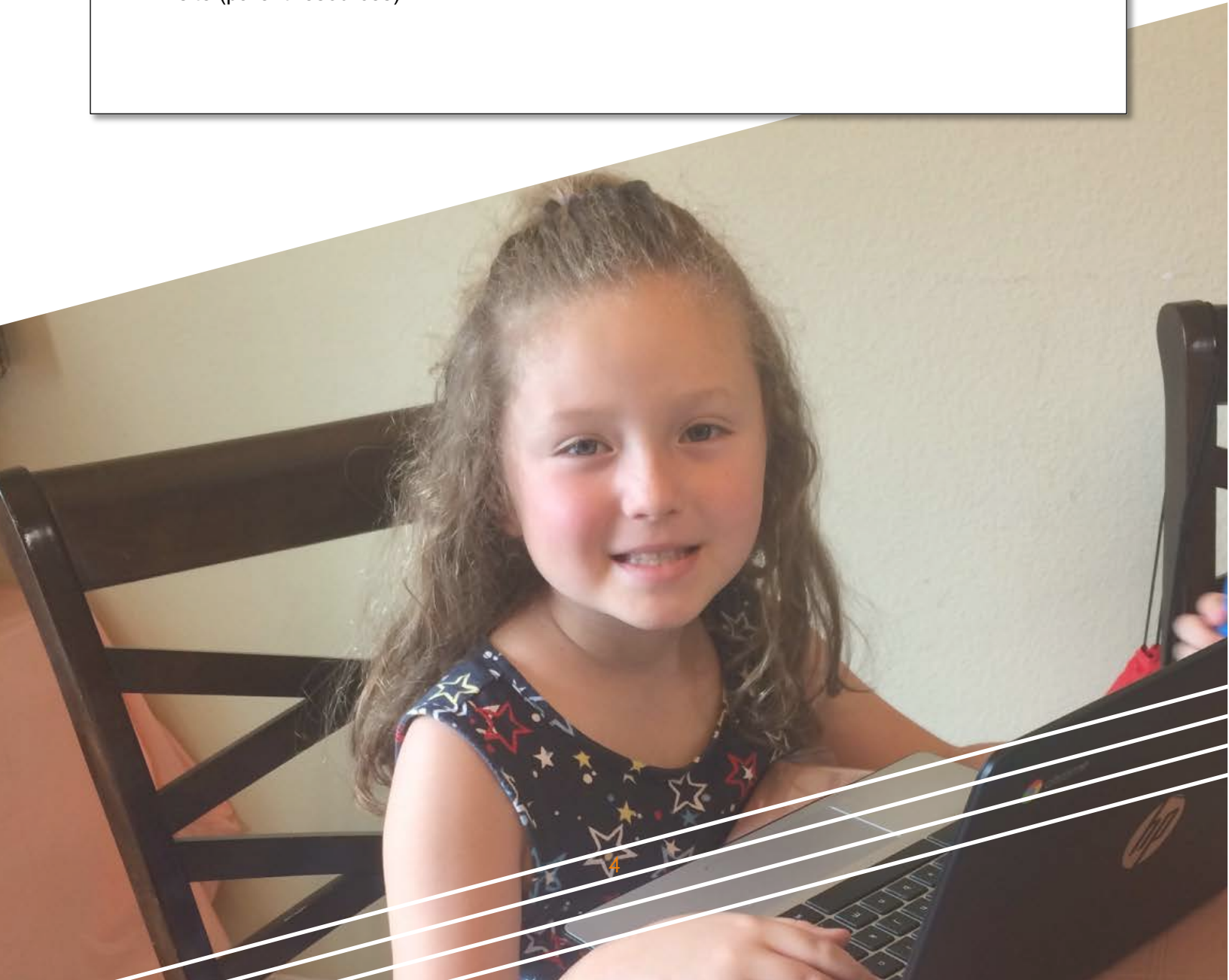
Product Matrix: these are district provided resources, but campuses may have additional resources available.



Implementation

Goals

- 100% face-to-face instruction. Remote instruction only used for medical or ARD-specific reasons.
- Implement PD calendars designed for targeted instruction
- Implement summer Jump Start Camp and After School Program
- PD is planned for each 6 WKS to provide continuous supports for Direct Instruction through internal and external opportunities
- Instruction occurs through TCMPC, Imagine Math, Istation, Neuhaus, Phonemic Awareness, FastForward & Reading By Design (dyslexia), Imagine Learning Language & Literacy (Bilingual-Elementary), ESL Reading Smart, and district-issued textbooks
- LMS is Class Dojo and Google Classroom
- Communication with stakeholders occurs through connection center, facebook live, Remind updates, campus websites, Class Dojo, Google Classroom, newsletters from teachers, district site (parent resources)





1:1 Technology & 100% Connectivity

TECH Support/Resources

All Jubilee students receive a device to use at school. Parents/guardians may also sign for a device for students to use at home. Students who qualify may receive internet at home or a hotspot.





Parent & Community Engagement Plan

Summary

Parent engagement is key to the success of our students and our organization. Determined Destiny Values (DDV) is the core value system of Jubilee Academies that defines who we are and guides actions. One of those values is Empowerment. Empowerment of not only our staff and students, but our families. Jubilee partners with parents/guardians for the overall success of each Jubilee student. Jubilee Academies will work towards expanding parent education opportunities and events to meet the varied and diverse needs of all our families.

In our quest to deliver complete customer care to our parents and our students, we will provide core deliverables through our Academics and Health & Wellness initiatives to support these opportunities to build and establish long-term collaborative relationships that will help us reach our targeted goal of being the Premier Choice in Education.

Given the current health climate, coupled with the socio-emotional and economic impact of COVID-19, Jubilee Academies is etching out new pathways of communication to better support our families, internally and externally.





Parent & Community Engagement Plan

Objectives & Target Audience

Communication

- To engage parents on a consistent basis providing access to ongoing updates and opportunities.

Customer Service

- To create an environment that is welcoming and collaborative for our parents.

Leadership & Advocacy

- To empower and support parents as advocates for their child's success at Jubilee.

Decision-Making

- To encourage a partnership, giving parents a voice in school policy and district/campus level initiatives.

Engagement

- To provide real time opportunities for parents, families, staff and community members to engage and participate in the advancement of the education of all Jubilee students.

Target Audience

- Parents
- Grandparents
- Student Guardians
- Community Leaders/Partners in Education
- Staff





Parent & Community Engagement Plan

Forums

Our forums give us the chance to provide families (in and out of our organization) with helpful tips and strategies for at-home learning as they begin navigating through distance learning.

- The forums will align with our Jubilee values
- Program include presentations from our educators on teaching methods that can be used at home to reinforce learning and social and emotional wellness.
- Programs are advertised through Facebook, Instagram, LinkedIn, Google search, and on our blogs through the website.

Service Education Centers Training Series

Partner with regional service centers (i.e. Region 20) to push online learning opportunities for parents. Topics have included:

- Helping Guide the Rollercoaster of Emotions in Your Child
- Success with Children with ADD / ADHD
- College and Career Resources
- Drugs, Dares, and Dangerous Teen Trends AND Understanding & Communicating with Your Adolescent
- Bullying & Cyberbullying
- Special Education Resources

*Coordination/Planning would take place at district level (Flyer creation)

*Execution at campus level



21-22 Health Plan

- Plan limits mixing of students, provides appropriate social distancing, and allows for contact tracing.
- Provides additional protections for students/staff who have pre-existing conditions
- Implements a system for self-reporting coronavirus systems and/or possible exposure to coronavirus, daily sanitizing protocols for all schools and buses
- The maximum allowable distance between students will be maintained in relation to the physical size of each space, which may not always be 6 ft. apart, and will require signage.
- Limits classrooms to teachers, administrators and required support personnel
- Plexiglas and desktop barriers will be utilized when and where their use is appropriate.
- Face masks are optional.
- Students with a temperature of 100.4 degrees Fahrenheit or greater will be quarantined in an isolation room until they can be picked up from school. Staff with a temperature of 100.4 degrees Fahrenheit will be sent home.
- Students and staff will receive training/education on how to prevent the spread of infectious disease
- Infected areas will not reopen until after they have been cleaned and disinfected following CDC and local health department guidelines with CDC guidelines for contact tracing
- Staff members with a confirmed case of COVID-19 will be required to report their diagnosis to the District RNs.
- Interruptions to school will be handled on a case by case basis working collaboratively with the local health department.
- Administrators notify their communities of known confirmed cases of COVID-19
- The school district will utilize cleaning products that are known to combat COVID-19 and are approved by the EPA for safe use in school.
- Frequently touched surfaces will be cleaned and sanitized frequently throughout the day.



Social and Emotional Wellness

Based on survey data received from our faculty, students and parents during the 2020-2021 school year, we know that our students will need strong interventions to support their mental wellness as we progress through the school year.

- Implement Character Strong and Rhithm curriculum
- PD for counselors and teachers to educate all on responses to trauma
- Create feedback loops for counselors to continuously assess student wellness

Academic, Social and Emotional Programs

Through the use of ESSR III funds, campuses are able to offer free after school programs that will offer tutoring and enrichment support, social activities, gross motor development, as well as snacks and dinner. A Director of After School Programs oversees each site facilitator to ensure the programs meet defined objectives.

Campuses are encouraged to support student-led clubs and organizations to help students meet social, academic, and leadership objectives.

Project-based curriculum also helps the district meet objectives in allowing students to work collaboratively where appropriate.

The district maintains its anonymous alert system should staff or students require support.



Superintendent Advisory Council

The Superintendent's Advisory Council (SAC) is made up of students, parents, business leaders, clergy, and employees. SAC is a representative body that will communicate on a variety of topics related to the district. Meetings will be held four times a year. In these meetings we will review the district improvement plan to ensure we are on track to accomplish the goals set forth for Jubilee to be successful, brainstorm new ideas and strategies, advise on challenges to help problem solve challenges and enhance the overall experience for all our Jubilee Families.

DDV Parent Program

'I AM' Series

- 8 Week program (parent and student participation required)
- Participation by subscription
- Incentive to participate and complete program
 - Jubilee Coins - Leadership, Character, Excellence



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A New Approach To Public Education

Providing a nurturing community focused on leadership and educational excellence.



Child Nutrition Plan

Cafeteria & On-Site Lunch Structure

All schools will participate in breakfast in the classroom or grab and go breakfast meal distribution method. Students will report to the classroom and/or cafeteria when they arrive at school.

Breakfast will be delivered to the classroom in insulated bags or ice chests at Jubilee San Antonio, Lakeview, Highland Park, Kingsville, Wells Branch, Brownsville, JLA, Sendero, and Westwood. Breakfast in the classroom will be delivered to the Pre-K and Kinder students at Jubilee Highland Hills and the students in 1st -8th grade will eat in the cafeteria. Harlingen breakfast will be served in the hallway and students will eat in the classroom. Livingway students will have Breakfast in the classroom and in the gym. For breakfast in the classroom, the teachers or teacher's aids will distribute breakfast meals to students and record the meal on the roster after it's served to each student. Any uneaten food will be returned to the Child Nutrition Staff. For breakfast in the cafeteria students will get a pre-packaged breakfast meal that will include all the meal items. Since all students eat free at Jubilee, they will not use pin pads for breakfast transactions; instead the Child Nutrition services staff will count the meals being served. Only one reimbursable meal is allowed per student.

Campus administrators will explain to students that they are not to pass or share any items, including food, with other students. Share tables will not be allowed.

Schools using a socially distant cafeteria for meals will have students wait in line in a socially distanced manner. They will not use pin pads for lunch transactions; instead the Child Nutrition services staff will count the meals being served. Students will take meals to the classroom, cafeteria, gym or outside patio area. Only one reimbursable meal is allowed per student.

Students with Special Dietary Needs or food allergies doing onsite learning will be clearly identified and presented to the foodservice staff. Students with documented Special Diets or food allergies will be accommodated by the Child Nutrition Department.

Lunches will be pre-packaged and include all the meal components. Students will be allowed to choose milk.

Lunches at Jubilee Highland Hills will be served in the cafeteria and outdoor patio and eat in the cafeteria or outdoor patio. Jubilee Kingsville, Livingway, Highland Park and Harlingen students will pick up lunches in the cafeteria/gym and eat in the cafeteria/gym. Jubilee San Antonio, Lakeview, Westwood, Wells Branch, Sendero, Brownsville, and JLA students will pick up meals from the cafeteria and take them to the classroom to eat.

Custodial staff will clean cafeteria tables throughout the meal period. Extra trash cans will be placed in hallways and outdoor eating areas.

Cafeteria & On-Site Lunch Structure

Campus administrators will consider implementing the following seating and movement procedures when possible:

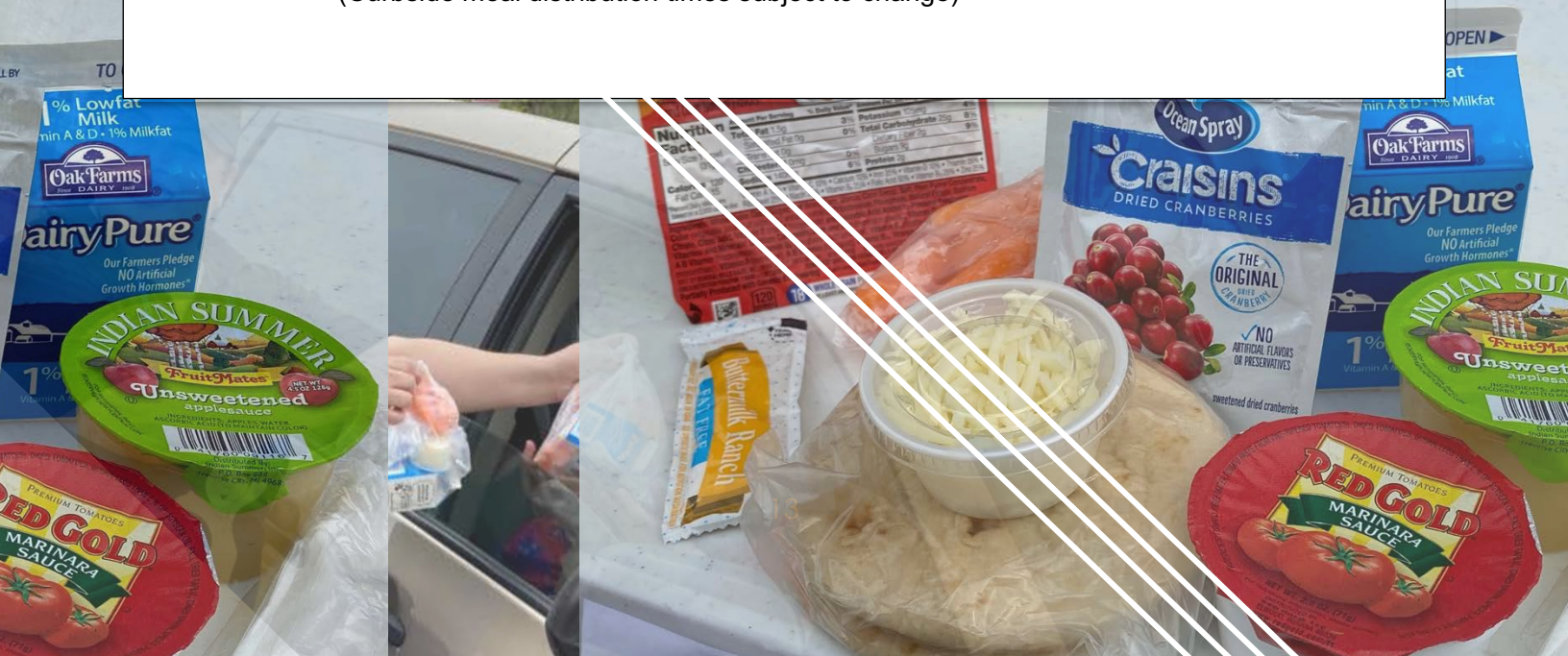
- For a Socially Distant Cafeteria closing off seats so that students cannot sit opposite of each other and must sit in a zig-zag pattern, leaving space between seats.
- Providing physical guides when possible to ensure that students remain at least six feet apart while moving around in the cafeteria or waiting in line. For example, floor decals, colored tape, or signs to indicate where students should sit, or stand can be used to guide students safely. The Child Nutrition Department will provide the decals for the cafeteria. The campus Operations Managers or custodial staff will place the decals in areas where students will be standing and/or sitting.
- A one-way traffic flow path, including cafeteria lines or areas where lines may form, and general foot traffic may occur will be set up.

Meal Distribution for Virtual Students

Should it be necessary to implement a virtual feeding program in response to COVID-19, meals for online learners will be available for curbside pick-up

- Mondays and Wednesdays from 4-6 pm
 - Jubilee Brownsville
- Mondays from 11 am-1 pm & Wednesdays from 4-6 pm
 - Jubilee Harlingen
- Mondays from 12:30-1:30 pm
 - Jubilee Kingsville, Jubilee Wells Branch, Jubilee Leadership Academy, & Jubilee Westwood
- Mondays from 11-1 pm
 - Jubilee San Antonio, Jubilee Highland Hills, & Jubilee Lakeview

(Curbside meal distribution times subject to change)





Campus Operations and Procedures

Protocols for Safety and Health Checks, Building Reception, Shipping/Receiving, Elevators, Visitor Policies

- Entry points for students, staff, visitors and deliveries will be controlled and minimized.
- Provide hand sanitizer, wipes and personal protective equipment as appropriate at main entry points.
- To reduce the risk of contamination from door handles and to encourage social distancing, entry doors utilized for morning entry and afternoon dismissal may be kept open. However, it is still vital to maintain security and access control, so any open doors must be continuously monitored by staff to stop unauthorized access and to monitor for threats.
- Reception and lobby areas, gathering places and common spaces will be reconfigured for social distancing.
- Visitors and volunteers will not be permitted unless pre-authorized.



Reducing Touch Points/Increased Cleaning

Frequently touched surfaces are reservoirs for viral pathogens. By reducing the frequency of physical contact with items also touched by others, individuals can reduce their exposure to communicable diseases. These solutions may be temporary or permanent.

Touchless ingress/egress, clean area policy, and cleaning of common areas

- Maintain enhanced cleaning and disinfecting practices.
- Supply hand sanitizer in each classroom and near each work area, particularly those that are shared.
- Enable do-it-yourself cleaning through hand sanitizer, disinfectant wipes and other self-cleaning products.
- Disinfect high-touch shared tools, such as whiteboard markers, remote controls, etc. after each use.
- Encourage faculty, staff and students to bring their own water.
- To the extent possible, keep doors open between classes to minimize contact with doors and door handles by students and staff entering or exiting classrooms. Provide disinfectant to each classroom so door handles and commonly touched surfaces can be readily disinfected as needed.

Cleaning Computers and Electronics

All computers, accessories, touchscreen devices and electronics in shared locations will be frequently cleaned and disinfected according to these recommendations from the CDC.

- Using a disinfectant wipe containing 70-percent alcohol, hard and non-porous surfaces will be gently and carefully wiped. This will include the display, keyboard, mouse and other exterior surfaces.
- Hand sanitizer or disinfectant wipes will be provided at general use copiers and printers.