

**Canterbury Public Schools**  
**Board of Education Administrative Report**  
**April 21, 2020**

**CES**

In this novel time, we thank all who are working together to provide for the needs of our children and families.

Remote Learning Update:

- We have established a remote connection with all of our families and worked to make sure that each family has the technology they need. We have families that are requesting a second chrome book.
- We continue to focus on the well-being of all and establishing the routines of remote work, including regular communication. We are finding success in conducting remote meetings with students.
- PK Supply Packets: We are making PK supply packets this week and will send them home next week by bus, with supplies that families may need for the projects. This is the only time we will send packets out this year. We will continue remote learning with this grade level and we want to make sure that they have the supplies that they may need.
- Family and survey results were helpful and mostly positive feedback about our process from staff and parents. We reached out to families who had questions to assist. We are looking to do another feedback survey at the end of next week.
- In conjunction with BMS, we are instituting a “Screen-Free” day on Friday. On these days, we will continue to provide activities, and encourage learning that is away from the computer.
- We are still working to set routines and our staff is still engaged in rigorous PD regarding technology.
- Our teachers and our technology department and teachers have been assisting families with technology troubleshooting.

Beyond Student Remote Learning

- We sent out a video to our students last week, saying hello as a staff. A district-wide parade is planned for this Thursday.
- We continue to communicate our appreciation to families and the work they are doing. We have parents that are still working and we are supporting them, other parents may return to work in the coming weeks.
- We continue to gather remotely at 8:30 every morning for remote coffee and chat. We are engaging in professional development as a staff on a regular basis. We are also holding targeted meetings for grade levels, office team, related services, or SAT.

**BMS**

*Remote Learning Updates:*

At the end of our first week of remote learning, the administrative team put out a survey to families and staff to seek insight into what has been working well and what needs adjustment.

Based on this feedback, I worked with my staff to make some adjustments and to improve the remote learning experience for our middle school students.

- One parent concern was that the ZOOM schedule was overwhelming and difficult to manage. As a result, BMS has shifted from mandatory ZOOM meetings to posted office hours for students to seek one-on-one support from teachers as needed.
- Another concern was with the amount of work being assigned to students. Parents were reporting that in some instances students were spending 8 hours a day in front of a screen working. We had a staff conversation about this and discussed shifting our expectations to reflect the reality that students were on screens with no direct teacher support. We have reduced expectations somewhat, but are offering enrichment and extension learning as appropriate or as requested.
- A third concern was with the overall amount of screen-time. As a result, we are making Fridays “Screen-Free” days, which will require off-computer work.
- Finally, parents shared that classwork was not always posted consistently or in one place. Based on this feedback, we are now posting all learning for the week on a single calendar by 8 PM on Sunday. This calendar is located both on our school website as well as on our school Facebook page.

Beyond Remote Learning, I have also begun to work with my office professionals on the end of the year planning. We are discussing things such as 8th-grade awards, possible graduation scenarios, etc. In addition, I am working on the following:

- Hiring of a middle school teacher to fill a position vacated by a retirement
- Identifying curricular needs to wrap up and submit POs for 2020-2021 SY
- Working on curriculum writing and development with all subject teachers
- Responding to the needs of families as needed
- Continuing planning on the rollout of “Restorative Practices” for 2020-2021 SY

### **Pupil Services Director**

#### *Remote Learning Updates:*

- As an outcome of the survey mentioned above, the Pupil Services Department has been working to build consistency within the delivery of special education services so that students receive a similar special service experience whether they attend the elementary or middle school, or whether they receive the service from a Canterbury employee or contracted provider.
- A needs assessment was completed by staff in the special education department, as requested by the CSDE, to determine how to prioritize COVID funding from the state. The staff’s technology, professional development, and curricular material needs were surveyed and sent to CSDE-Bureau of Special Education on April 13, 2020.
- A draft of special education service delivery procedures was started to account for Canterbury’s implementation of Continuous Educational Opportunities during this extended school closure. The draft includes the varied facets of special education including remote specially designed instruction, related service delivery, PPTs, PreK service delivery, Birth-to-3 planning, outplaced students.

- PPTs that were canceled due to initial school closure are being rescheduled in a prioritized manner.
- Continuous monitoring of students placed in out of district special education programs and public/magnet schools occurs.
- Challenges specific to individual students and their unique learning profile/living situation are being assessed and remote learning plans adjusted as needed.
- Legal counsel advised against the original “opt out” passive consent form, so a disclaimer of limited confidentiality was sent to parents of students receiving special education. Some parents have chosen not to access special services for their children; and opt out form will be sent to them to account for the lack of compliance with the IEP.

*Beyond Remote Learning:*

- Assessing staffing needs for the 2020-2021 school year.
- IDEA Grant underway, deadline May 15
- Assessing Compuclaim reimbursement to the district
- Extended School Year planning initiated
- Gathering information to evaluate cost/benefit of Out of District Placements