



District Instructional Continuity Planning Overview

March 20, 2020



Instructional Continuity Planning Overview



What is the goal of Instructional Continuity Plans?

Launch **“At-home Schools”** that maximize the amount of instructional time for students this school year and **support student mastery of grade level standards.**

How can the agency help?



- Provide planning and resource supports to districts to launch at-home schools across four main phases of work:
 - 1) Assessing the landscape
 - 2) Designing an at-home curriculum and instruction model
 - 3) Operationalizing at-home schools
 - 4) Providing ongoing support
- Collect and share exemplar district continuity plans and best practices on instructional continuity during high absenteeism and school closures.

Critical Success Factors for Student Learning

Strong Instructional Continuity plans will help districts meet the following success factors

Continuous Student Learning

Connect learning from school year to remote instruction to provide continuous learning experience for students

Optimize Resources

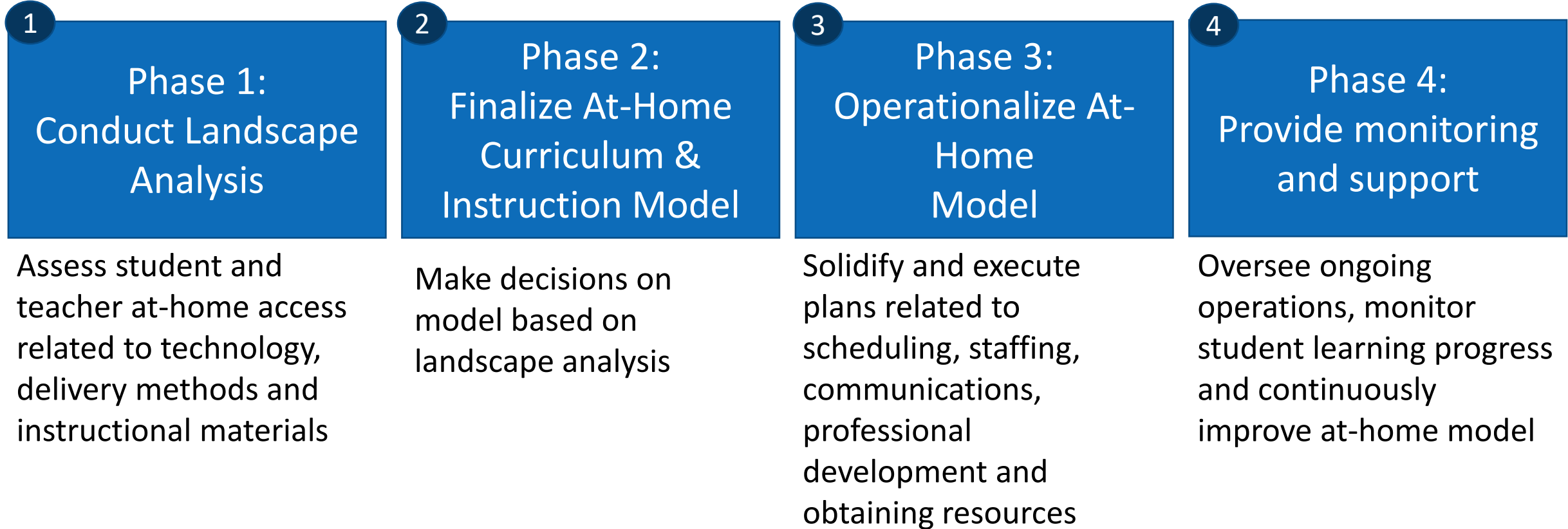
Maximize use of existing and available district resources

Set Clear Expectations

Create clear roles and responsibilities for all stakeholders for duration school year

Instructional Continuity Framework

The agency has organized instructional continuity supports into four phases of work that districts will complete as they move to an at-home learning environment.



Instructional Continuity Framework

Many districts are already in the process of working through these phases so resource may be used to improve or enhance at-home models over time.

3/16					3/23					3/30					4/6					4/13					4/20					4/27					5/4					5/11					5/18					5/25					6/1				
M	T	W	T	F	M	T	W	T	F	M	T	W	T	F	M	T	W	T	F	M	T	W	T	F	M	T	W	T	F	M	T	W	T	F	M	T	W	T	F	M	T	W	T	F	M	T	W	T	F										

Short-term Solution

Many districts have, or will soon have, a short-term at-home model to provide immediate guidance

Leverage Agency Resources to Improve & Enhance At-home Model

Phase 1: Landscape Analysis

Phase 2: *Enhance* At-Home Curriculum & Instruction Model

Phase 3: Operationalize *Enhanced* At-Home Model

Phase 4: Provide monitoring and support

Resource Development Overview

Guidance resources will be released aligned to the Instructional Continuity phases of work

Instructional Continuity Framework Guidance Resource

Purpose:

The TEA Instructional Continuity Framework supports school districts in planning, operationalizing, and continuously improving at-home instructional models for students during school closures.

Framework Overview:

The TEA Instructional Continuity framework is composed of two resources: The [Instructional Planning Tool](#) and the Instructional Continuity Planning Guide (this document).

- 1) The **Instructional Continuity Planning Tool** provides a step-by-step roadmap to the first few weeks of at-home instructional model implementation. After establishing a district timeline (step 1), district leaders walk through the planning tool to assess current capabilities and necessary processes for continued instruction.

The planning tool is separated into four phases that are further divided into planning categories. Planning categories include considerations like at-home technology access, communication plans for stakeholders, and ongoing supports for teachers.

- 2) The **Instructional Continuity Planning Guide** provides a detailed extension of the [Instructional Continuity Planning Tool](#) to give district leaders additional guidance, resources, and suggestions. This guide allows district leaders to explore options for decisions outlined within the tool and connects leaders with adaptable resources to meet district needs.

Publish Draft: 3/24

Sample District Instructional Continuity Project Planning Tool

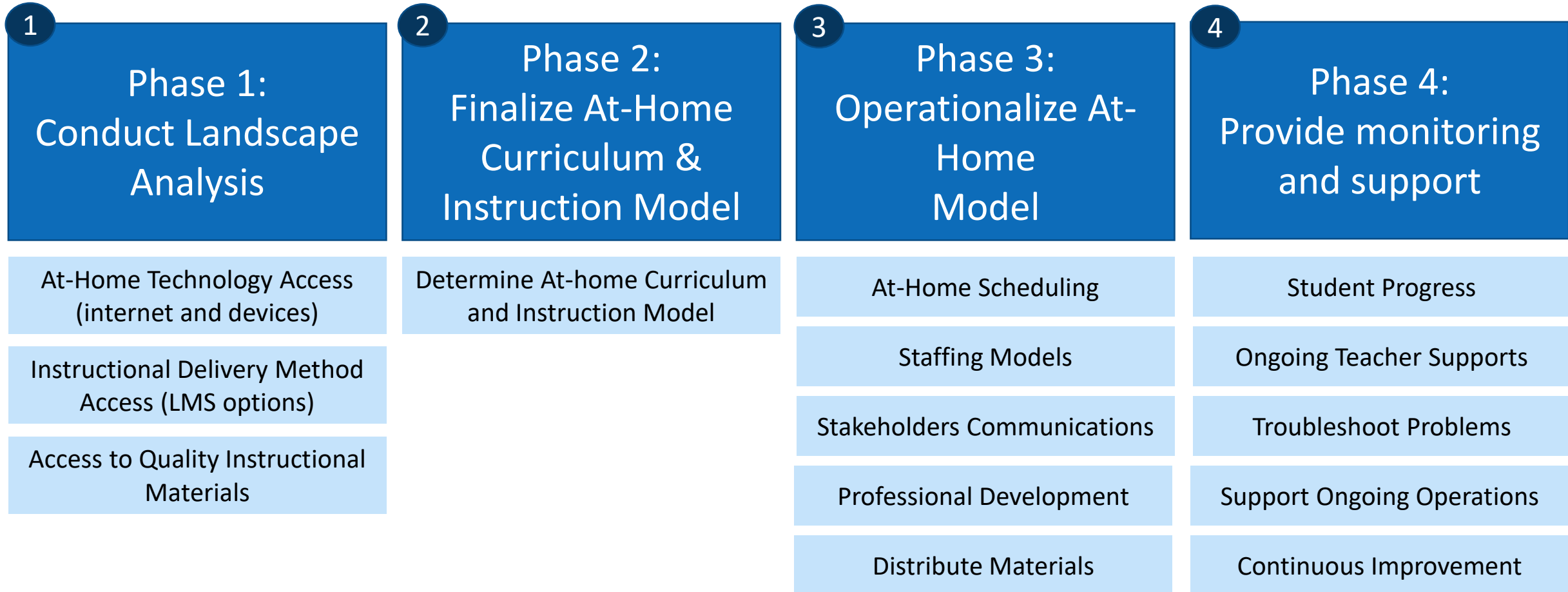
Phase	Ref	Planning Category	Activities	Suggested Day																
				1	2	3	4	5	6	7	8	9	10	11	12	13	14	15		
Phase 0: Project Management Goal: <i>Establish task force, timelines and project plan</i>	0.1	Establish Planning and Management Structures	Develop cross-departmental district task force focused on instructional continuity planning	x																
			Define purpose, develop structure, and set meeting cadence	x																
			Create a project plan with activities, owners and timelines; Note: districts can adapt this spreadsheet to be relevant to local context	x	x															
Phase I: Conduct Landscape Analysis Goal: <i>Gather data to understand current state of technology, platform and</i>	1.1	Assess At-Home Technology Access	Assess existing student access to technology - hardware, connectivity, software - via surveys		x	x														
			Compile, organize, and analyze results from survey to determine delivery model limitations				x	x												
			Assess existing teacher access to technology - hardware, connectivity, software - via surveys		x															
			Compile, organize, and analyze results to determine delivery model limitations			x	x													
			Identify low-lift, high yield opportunities to increase access to hardware, internet, software (e.g., hotspot rental program, hardware pickup, etc...)				x													
1.2	Assess Access to Instructional Delivery Methods	Develop local partnerships to increase access to technology			x	x	x	x												
		Create inventory of platform options based on existing licenses and/or free resources		x																
		Assess supports for all learners			x															
			Analyze results and determine delivery model limitations			x														

Publish Draft: 3/20



Instructional Continuity Framework

Additional planning categories can be followed within each phase of work.



Resource Development Overview

Additional resources will be developed in the coming weeks related to each phase of work

1

Phase 1: Conduct Landscape Analysis

- Sample student and teacher technology surveys
- Database of learning platform resources
- Database of instructional materials resources

Publish Drafts: Week of 3/23

2

Phase 2: Finalize At-Home Curriculum & Instruction Model

- District sample templates to finalize at-home model

3

Phase 3: Operationalize At- Home Model

- Sample templates and guidance for:
- Master schedules
 - Staffing models
 - Communications
 - Professional development plans

Publish Drafts: Week of 3/23 – Week of 3/30

4

Phase 4: Provide monitoring and support

- Sample templates and guidance for:
- Ongoing teacher coaching
 - Troubleshooting systems and processes
 - Feedback tools