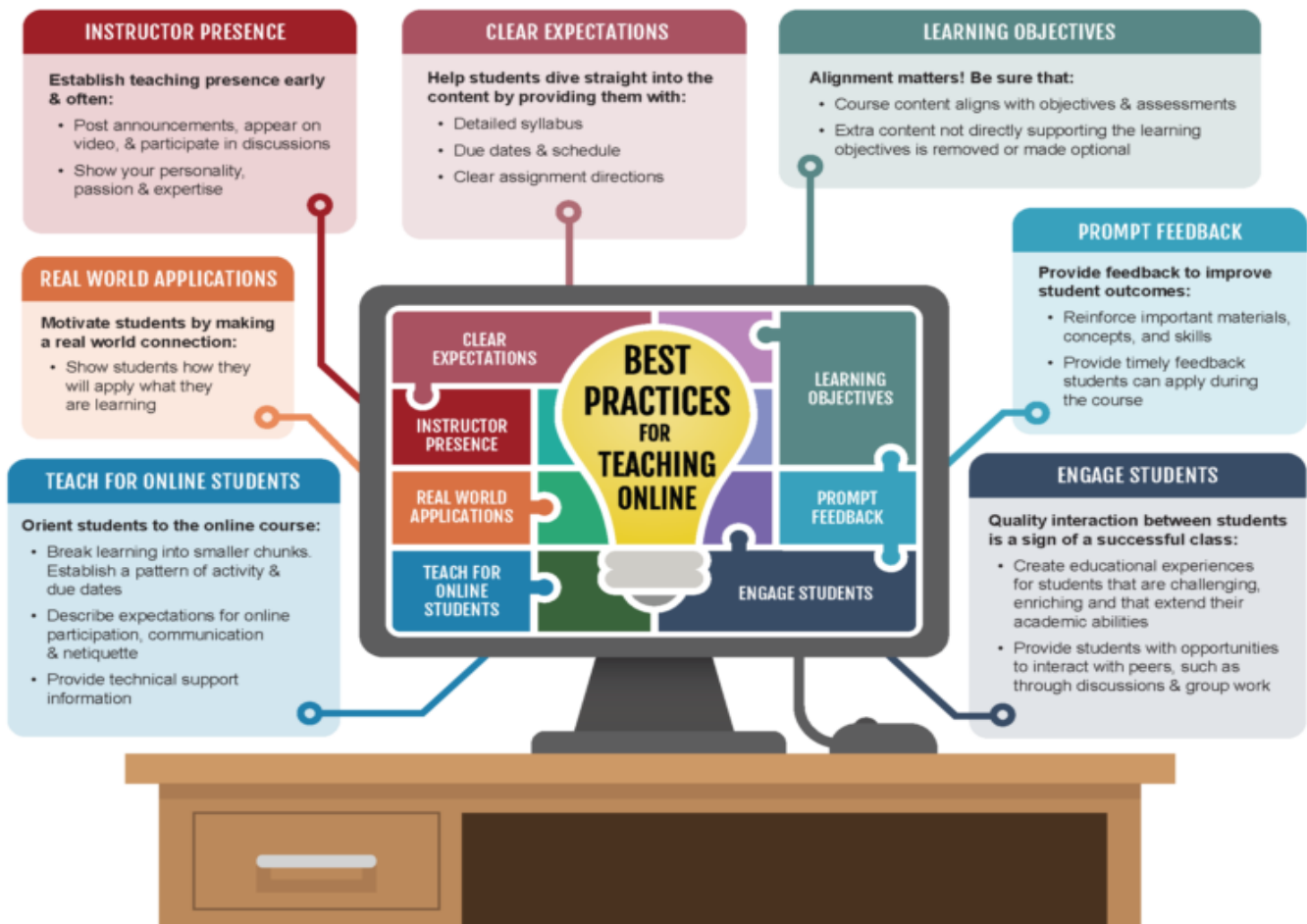


Overview

In response to the Coronavirus pandemic, EBIA paused classroom based instruction and transitioned to distance learning on March 13, 2020. Per local and state guidelines, EBIA plans to continue with distance learning at least for the remainder of the 2019-20 school year and beyond, as needed, and commits to adopting policy and practice that are student and family centered during this time of unprecedented need.

EBIA's Distance Learning Plan is a special extension of EBIA's core work, focusing on our mission to prepare a diverse group of students to be successful in college and to be thoughtful, engaged citizens who are leaders and innovators in a 21st century global world. By design, the EBIA learning model, as well as the EBIA distance learning model, highlight many of the proven online teaching practices summarized below.¹ It is a response that reflects our commitment to serve our diverse-by-design community with access, care and equity in mind, and our propensity to collaboratively seek innovative solutions. At EBIA, educators, students and families draw strength, hope, and courage from each other during this challenging time as we continue teaching and learning from a distance.



¹ <https://teachonline.asu.edu/2018/09/best-practices-for-teaching-online/>

Technological Resources

As a STEAM-based school centered on innovations and technology, EBIA's teaching learning has always relied on technological systems, resources, and pedagogy. This foundation was key to EBIA's transition to distance learning, as it enabled us to transition to "teacher interaction and assistance through an online learning platform" on the continuum of distance learning options articulated by the CDE.²

Devices

EBIA's fleet of Chromebooks, typically organized by classrooms, have been loaned out to students who do not have access to a dedicated device at home. More than 100 Chromebooks have been assigned to students since EBIA transitioned to distance learning.

Connectivity

Most of our families have internet connectivity at home, and for a few who do not, we are providing assistance to connect with community resources and/or to loan hotspot devices along with Chromebooks. A list of local resources for families needing support with connectivity has been compiled [here](#).

LMS - ECHO

Every class in every grade will continue to utilize the current Learning Management System, ECHO. Assignments, announcements, resources, instructions, grades, and feedback will continue to be available for students to access. EBIA's common rubric is embedded in ECHO.

Communication

In addition to email, every teacher will host a virtual classroom (see schedule below) using a HIPAA-compliant Zoom account to connect with students and facilitate instruction. Additional security controls have been implemented to ensure the safety and well-being of the class environment. Class log-on information and schedule are maintained in Echo for each class.

Curriculum Resources

Core

EBIA will continue to use standards-aligned, teacher-designed curriculum curated in ECHO (our online learning-management-system), along with core curriculum (i.e., College Prep Math), humanities texts (utilizing hard-copy social distancing pick-up, PDFs and audiobooks), virtual guest speakers, and other tools (simulations, games, virtual tours) to provide meaningful and relevant instruction adapted for online format.

Supplemental

Blended, individualized learning is a pillar of EBIA's learning and will continue to play a main role in distance learning. These resources will also be used for students who want to challenge themselves and for skills remediation for students who want to review and master content already covered.

- ALEKS
- Khan Academy
- Achieve 3000
- Newsela
- Zearn (Engage NY)
- APEX

² <https://www.cde.ca.gov/ls/he/hn/distancelearning.asp>, Figure 1.

Instruction

In recognition of the fundamental change to the learning environment, the extraordinary impact of the pandemic on student and family well-being, and opportunities and limitations inherent in online learning, EBIA developed the following virtual daily schedules for Upper and Lower Schools. We continue to provide all core, elective, and fitness instruction with adaptations as needed for the virtual setting.

Upper School

Upper School Virtual Schedule (Mon, Tue, Thu)						
Start Time	End Time	Class A	Class B	Class C	Class D	Class E
8:30:00 AM	9:00:00 AM	AP Studio Art	Span 3	Fitness		
9:05:00 AM	9:35:00 AM	AP CS	CS2		ILT Support	ILT Support
9:40:00 AM	10:10:00 AM	ELA 9	Span 2			
10:15:00 AM	10:45:00 AM	Alg 1	Geo	AP Calc	USHist Support	
10:50:00 AM	11:20:00 AM	Stats	Alg 2		Alg 1 Support	Geo Support
11:25:00 AM	11:55:00 AM	Bio	Physics	Gov/Econ		ELA 9 Support
12:00:00 PM	12:30:00 PM	Art 1/2	Span 1	Precalc	Bio Support	Alg 2 Support
12:35:00 PM	1:05:00 PM	AP Lit	AP Physics	AP ES	Physics Support	
1:10:00 PM	1:40:00 PM	ELA 10	Chem			
1:45:00 PM	2:15:00 PM	AP USH	AP Research	World History	ELA 10 Support	Chem Support
2:20:00 PM	2:50:00 PM	ELA 11	AP Lang	CS 1		
2:55:00 PM	3:25:00 PM	AP Sem	AP WH	US History	ELA 11 Support	
3:30:00 PM	4:00:00 PM	Office Hours - All teachers - Drop in			Office Hours	Office Hours

Upper School Virtual Schedule (Wed, Fri)			
Start Time	End Time	Class	Notes
8:00:00 AM	9:00 AM	Staff meeting	No students, just staff.
9:00 AM	9:30 AM	Advisory Prep	
9:30 AM	10:00 AM	Advisory	Meet in Advisory Teacher's Zoom Room for a group check-in.
10:00 AM	11:30 PM	ILT	Advisors set up time to meet with each advisory student once a week on either Wednesday or Friday. Students work on whatever work they need to do. Students must leave the computer on, with email open, and ready to check in with advisor at their scheduled time.
11:30 PM	12:30 PM	LUNCH	
12:30 PM	2:00 PM	Office Hours	Every teacher will be in their Zoom Room, ready to talk. Any student with less than an 85% in a class MUST visit that class, check in with the teacher, ask questions, and get clarification or help. If a student has over 85% the check in is optional.

2:00 PM	3:00 PM	Support Check-ins and/or prep time	Teachers update the SARB log, contact parents of any students that need support, and prep
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Lower School

Lower School Virtual Schedule (Mon, Tue, Thurs)					
Cohort		A	B	C / E	D
9 - 9:20	Class Time 1	SCIENCE	ELA	MATH	HISTORY
		ALL STUDENTS SIGN ON Log onto your content zoom class - your teacher will email you a link. You'll go over content and get instructions for what you need to do for the day.			
9:20 - 9:50	Work Time (Independent, In Groups or Supported by Teacher Online)	INVITATION ONLY SIGN ON Teachers will invite you for an appt to meet with them to work on an assignment or skill. You may also request an appt. If you don't have an appointment, please use this time to work on assignments for the day.			
9:50 - 10:00	ECHO Exit Ticket	INDEPENDENT WORK TIME Done independently by students in ECHO. Teacher checks for completion.			
10:05 - 10:35	Class Time 2	HISTORY	SCIENCE	ELA	ELECTIVE
		ALL STUDENTS SIGN ON Log onto your content zoom class - your teacher will email you a link. You'll go over content and get instructions for what you need to do for the day.			
10:35 - 11:05	Work Time (Independent, In Groups or Supported by Teacher Online)	INVITATION ONLY SIGN ON Teachers will invite you for an appt to meet with them to work on an assignment or skill. You may also request an appt. If you don't have an appointment, please use this time to work on assignments for the day.			
11:05 - 11:15	ECHO Exit Ticket	INDEPENDENT WORK TIME Done independently by students in ECHO. Teacher checks for completion.			
11:15 - 12:15	LUNCH				
12:15 - 12:35	Class Time 3	ELA	ELECTIVE	SCIENCE	MATH
		ALL STUDENTS SIGN ON Log onto your content zoom class - your teacher will email you a link. You'll go over content and get instructions for what you need to do for the day.			
12:35 - 1:05	Work Time (Independent, In Groups or Supported by Teacher Online)	INVITATION ONLY SIGN ON Teachers will invite you for an appt to meet with them to work on an assignment or skill. You may also request an appt. If you don't have an appointment, please use this time to work on assignments for the day.			
1:05 - 1:15	ECHO Exit Ticket	INDEPENDENT WORK TIME Done independently by students in ECHO. Teacher checks for completion.			
1:20 - 1:40	Class Time 4	ELECTIVE	MATH	HISTORY	SCIENCE
		ALL STUDENTS SIGN ON Log onto your content zoom class - your teacher will email you a link. You'll go over content and get instructions for what you need to do for the day.			

1:40 - 2:10	Work Time (Independent, In Groups or Supported by Teacher Online)	INVITATION ONLY SIGN ON Teachers will invite you for an appt to meet with them to work on an assignment or skill. You may also request an appt. If you don't have an appointment, please use this time to work on assignments for the day.			
2:10 - 2:20	ECHO Exit Ticket	INDEPENDENT WORK TIME Done independently by students in ECHO. Teacher checks for completion.			
2:25 - 2:45	Class Time 5	MATH	HISTORY	ELECTIVE	ELA
		ALL STUDENTS SIGN ON Log onto your content zoom class - your teacher will email you a link. You'll go over content and get instructions for what you need to do for the day.			
2:55 - 3:15	Work Time (Independent, In Groups or Supported by Teacher Online)	INVITATION ONLY SIGN ON Teachers will invite you for an appt to meet with them to work on an assignment or skill. You may also request an appt. If you don't have an appointment, please use this time to work on assignments for the day.			
3:15 - 3:25	ECHO Exit Ticket	INDEPENDENT WORK TIME Done independently by students in ECHO. Teacher checks for completion.			

Lower School Virtual Schedule (Wed, Fri)

ADVISORY / FITNESS / INDIVIDUAL CHECK-INS / INDEPENDENT WORK

9:00 - 10	Advisory Check In	ALL STUDENTS SIGN ON Log onto your advisory zoom class - your advisor will email you a link. You'll practice Zoom, finish your PLP goals and prioritize assignments and grades that need to be completed or revised for the day.			
10 - 12	Study Hall	INVITATION ONLY SIGN ON Your advisor will invite you for an appt to meet with them to figure out next steps for missing assignments or low grades. You may also request an appt. If you don't have an appointment, please use this time to work on assignments for the day. WED - Content Check-Ins (At Teacher Discretion) FRI - Advisor Check-Ins (Below 85%)			
12 - 1	LUNCH				
1 - 1:45	FITNESS LED BY COACH FOSTER (8), JORDAN (7), COACH TRAY (6)				
1:50 - 2:45	ILT	INDEPENDENT WORK TIME Students work on ILT assignments and catch up on other work. Teachers may schedule one-on-one or small group check ins. WED - A3K / LITERACY FRI - ALEKS / MATH			
2:45-3:30	Office Hours	TEACHER OFFICE HOURS Teacher and students make appointments for add'l help or support. If you don't have an appointment, please use this time to work on assignments for the day.			

Professional development and support during online program delivery

The EBIA team continues to meet and collaborate to support the teaching and learning experience for all. Each staff member has a HIPAA-compliant Zoom account and is briefed regularly on best practice to ensure safe and smooth virtual experience. Teachers continue to receive mentorship and feedback, as they transition to distance learning. Grade level teams meet regularly to seek alignment and input to improve practice. Site teams meet weekly to share updates and concerns and best practices.

Staff spends time sharing best practices and tools for online learning, and staff feedback has been implemented to adjust schedules and determine where staff need support (both from a professional and social-emotional perspective). Our Parent Advisory Council (PAC) has also created means for sharing acknowledgement and appreciation of our teaching staff to provide additional social-emotional support for our staff's well-being.

Specialized Support

EBIA remains committed to serving our students with Individualized Education Plans and our English Language Learners, and while distance learning impacts service delivery in significant ways, we are seeking new ways to meet the needs of our students, to the best of our ability. Our virtual daily schedules have space to provide additional student supports and check-ins, and our team has developed approaches to virtually deliver individualized support. All students with IEPs receive small group support multiple times each day from teaching staff. Additionally, we have created skill remediation groups in math and are utilizing small virtual groups to help students master content.

As we rethink the way we teach and learn school-wide, we are promoting renewed collaboration between classroom teachers, education specialists, and support staff. Where possible through video conferencing, we continue to work with our staff and service providers to deliver specialized services and accommodations to students and hold IEP meetings. For our English Language Learners, they meet weekly to receive specialized support on literacy development and classwork. Where appropriate, teachers and staff are preparing work packets for students to complete at home.

Grading/Assessment

In alignment with state guidelines, EBIA is adopting a temporary grading policy to recognize the impact of the pandemic on students' academic progress. There may be health, economic, technological, and emotional factors that are mostly out of the students' control, impacting their academic performance.

As such, EBIA will adopt the following principles in our approach to distance learning grading for all students and graduation requirements applied to 12th graders:

- Hold students harmless; grading should not be punitive
- Keep equity in mind (especially when it comes to students with IEPs)
- Grades will be used to inform instruction only
- Do our best to educate students in distance learning
- Provide opportunities to demonstrate understanding in multiple ways

Specifically, grades earned during distance learning will not factor into students' overall GPA. We will continue to follow the California Department of Education's guidance by not grading punitively during distance learning. Furthermore, the National Association for College Admission Counseling, as well as The University of California and California State systems, are applying a non-punitive approach to students in distance learning. We will take care to not hold students accountable for such unprecedented circumstances. Our singular focus is to incentivize our students to show up and engage, and do their best under these extraordinary circumstances.

Attendance

EBIA continues to take attendance to the extent feasible and regularly checks in with families to better understand the needs of students, in order to remove any barriers to continuity in learning.

School Culture

Social-emotional growth is a pillar of EBIA's model and will continue to hold importance during distance learning.

Advisory/SEL

Advisors meet with students twice a week to check-in and deliver social-emotional learning curriculum as appropriate. Advisories also continue with spirit activities and friendly competitions, organized by our Student Governments and Deans of Students.

College and Career Counseling

Similar to K-12, post-secondary education and admissions processes are rapidly changing in response to the pandemic and EBIA is committed to monitoring and advising students on the changing landscape. Students have regular access to college and career counseling as it relates to college choice, financial aid, and course selection for the following year. Additionally, students meet twice per week with their advisors to monitor academic performance as it relates to their college success. 11th and 12th graders attend family meetings to discuss both the changing college admissions landscape and continue to create sustainable plans for the future.

Linked Learning

Students are engaged in the four pillars of our Computer Science and Design Innovation Linked Learning Pathway (Rigorous Academics, Career Tech Ed, Comprehensive Student Supports, and Work-Based Learning). All students continue to complete their normal A-G and CTE courses. In addition, they have regular access to college and career counseling, IEP supports/accommodations, and advisory. Any students enrolled in specialized support classes continue to attend those classes. In addition we are continuing to engage students in virtual work-based learning activities through our Innovator Talk series and other advisory-based activities.

Events/Celebrations

EBIA deeply values celebrations and is exploring virtual and delayed in-person celebrations for our graduates and other groups with all stakeholders.