



# **NCRC 2020-2021: In-Person Scenario Planning & Distance Learning Program**

## **Members of the NCRC Community:**

The NCRC Preparedness Task Force has been hard at work modeling various scenarios and re-opening options that will best position us to welcome our children back to the schoolhouse in September. The scenarios outlined in this document represent our current thinking regarding the most likely scenarios for a physical return to school in the Fall.

While these scenarios are grounded in the latest guidance from the Centers for Disease Control, the DC Department of Health, and the DC Office of the State Superintendent of Education (OSSE), it is important to note that these guidelines are fluid. They have changed several times even during the course of the last month as the Task Force has worked to incorporate the guidance into their planning.

So, while this represents our latest planning efforts, these scenarios may require revision if guidance from the relevant authorities evolves.

Finally, you will see elements of these scenarios, such as the construction of new classrooms, acquisition of new classroom space and potentially hiring additional teachers, that will come at significant added cost. Paired with the new expenses of in-person learning in this environment, including implementation of increased health and safety protocols and essential purchases of vital equipment and cleaning supplies, a physical return to Highland Place will have unbudgeted fiscal impact on the 2020-2021 school year.

To be clear, at no point will any decision be made regarding the coming school year that jeopardizes our children's health or jeopardizes the long-term sustainability of NCRC.

## **Task Force Guiding Principles for Scenario Planning**

- ✓ The health and safety of all members of our community must be our first priority.
- ✓ Any NCRC program must deliver on the values of an NCRC education.
- ✓ All potential plans must be practical, sustainable and financially sound.
- ✓ All potential plans must be dynamic and flexible.
- ✓ All potential plans must comply with local rules and regulations.

## **DC Guidance for Preschool Operations\***

- ✓ Capacity: 10 people per room (2 teachers minimum + 8 students maximum)
  - + No mixing of groups
  - + Limit large group gatherings
  - + Comply with OSSE\*\* regulations on age-based ratios
- ✓ Daily health screenings
- ✓ Staggered entrance times and procedures or use of dedicated entryways
- ✓ Masks
  - + All adults in the building
  - + Optional for children over 2

\* Guidance as of 6/9/2020 and subject to change

\*\* Office of the State Superintendent of Education

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## **Factors Impacting In-Person Learning Scenarios**

- ✓ Evolving guidance from local health and education officials
  - + May impact space requirements and people per room
  - + Requires modifications to health and safety procedures
- ✓ OSSE\* certification for any new classroom space
- ✓ Added expenses
  - + Acquisition of additional spaces
  - + Creation of additional spaces within the existing structure
  - + Maintaining appropriate levels of PPE and supplies for students and staff
  - + Potential hiring of additional teachers
- ✓ Final enrollment numbers

## Potential Scenarios for In-Person Learning

### PLAN A

Alternating A/B schedules for all students

(1 week in person, followed by 1 week distance)

- ✓ Two existing classrooms divided to allow for two smaller groups
- ✓ Creation of new classroom space within the existing building

\* Parents who are not comfortable having their child back on campus in this scenario, due to health concerns, may opt for Distance Learning only.

### PLAN B

Early Learning: Attend in-person 5 days a week, every week

Preschool & Pre-K: Alternating A/B schedules

(1 week in person, followed by 1 week distance)

- ✓ Two existing classrooms divided to allow for two smaller groups
- ✓ Creation of new classroom space within the existing building
- ✓ Use of off-campus space

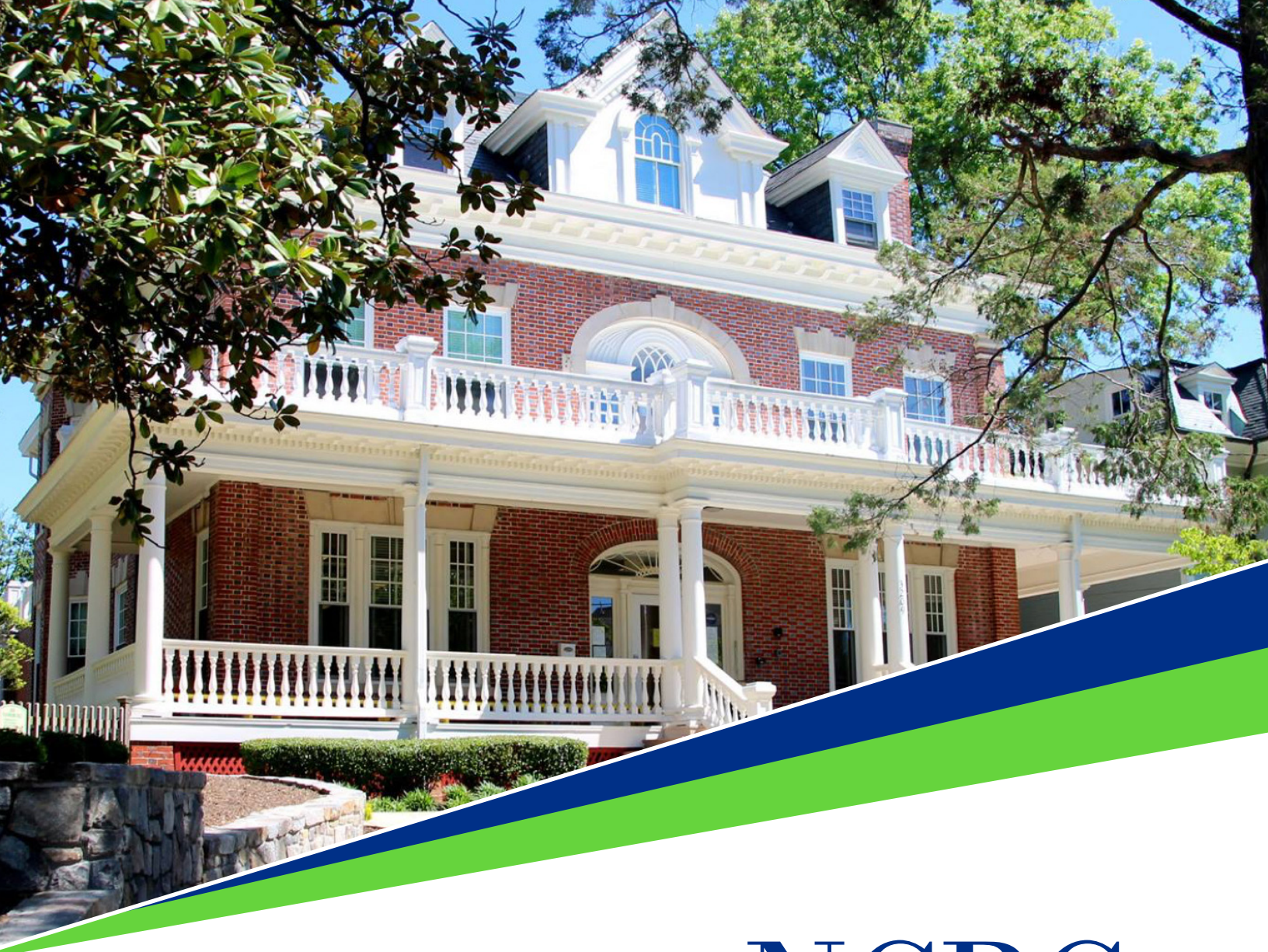
\* Parents who are not comfortable having their child back on campus in this scenario, due to health concerns, may opt for Distance Learning only.

### PLAN C

All students attend in-person 5 days a week, every week

- ✓ Two existing classrooms divided to allow for two smaller groups
- ✓ Use of off-campus space





# **Distance Learning Program**

## What You Can Expect

While NCRC is doing everything possible in our planning to maximize in-person learning opportunities for the 2020-2021 school year, we are also working to enhance the distance learning program we have developed over the course of the last few months in the event that we must be virtual for any part of the coming year.

To be clear, all possible scenarios for September will be dictated to a certain extent by circumstances that are beyond our control.

But what we can control is our planning. We are committed to being flexible and adaptable and to delivering on an NCRC experience for all of our students come September.

To that end, we continue to focus on our Distance Learning program - enhancing it, amplifying its strengths, and improving it. Our Distance Learning program will be based on our experiences this spring, faculty and parent feedback, as well as current best practices in early childhood education provided by the National Association for Education of Young Children (NAEYC), the National Association of Independent Schools (NAIS), The Office of the State Superintendent of Education (OSSE) for the District of Columbia, and other groups.

Even as we actively plan to reopen our campus, we are also preparing for waves of interruption to on-campus learning. The following represents our current planning regarding NCRC's Distance Learning program. As we continue to gather guidance, research and input, we will continue to improve upon this to ensure the best possible experience for all of our children.

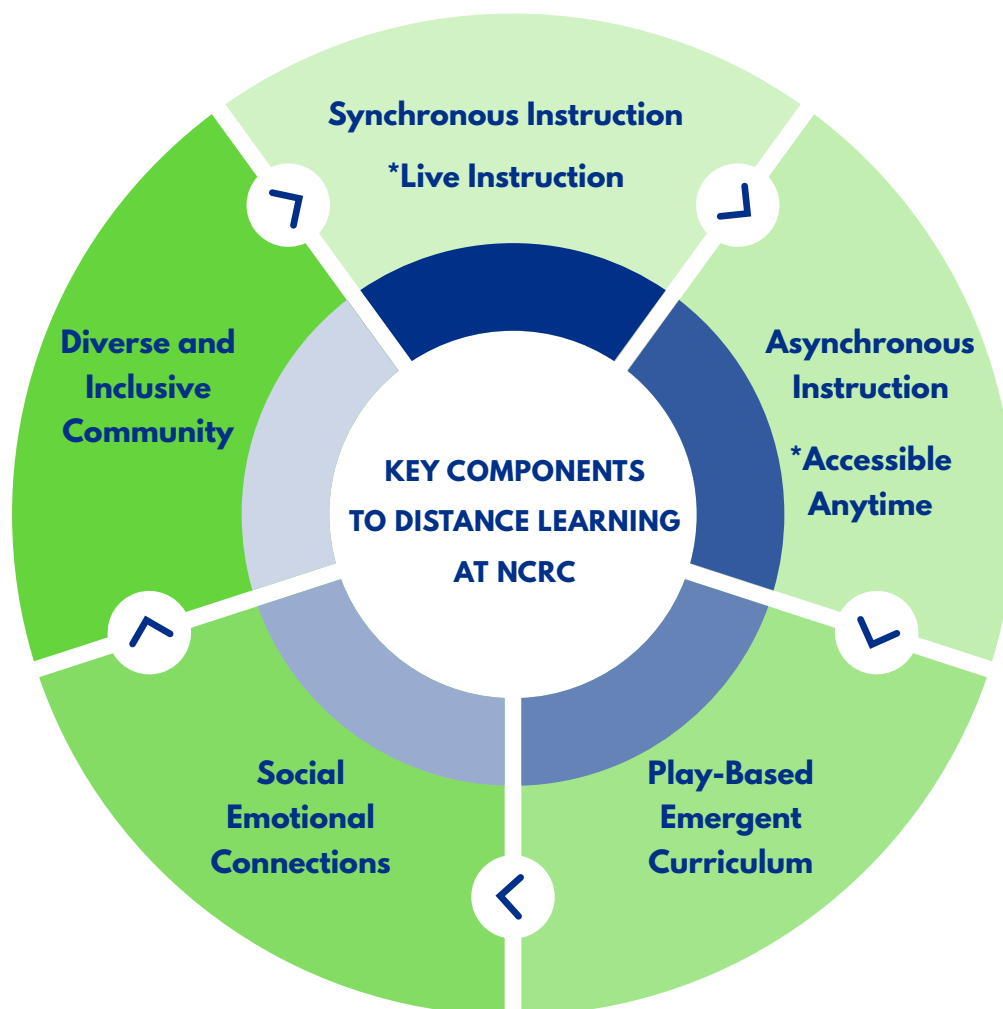
## NCRC Distance Learning 2020-2021

NCRC's mission is to nurture the whole child and foster partnerships with families. We are committed to celebrating diversity in the classroom and the inclusion of children with special needs.

Distance learning does not change our mission or our commitments.

In distance learning, we maintain the same principles that guide in-classroom learning, while holding steadfast to the truth that play is the foundation for learning:

- ✓ focus on the unique needs of each child;
- ✓ create opportunities to build strong social emotional connections;
- ✓ promote investigation and collaboration between teachers and students; and
- ✓ provide multi-sensory learning experiences across the five developmental domains.



NCRC's Distance Learning Program blends daily **synchronous** (live) instruction and **asynchronous** (accessible anytime) instruction, creating a flexible schedule intentionally designed to meet the individual needs of each child. The curriculum is rich with developmentally appropriate practices and reflects our commitment to creating a diverse, respectful community.



## Elements of NCRC's Distance Learning Program:

Distance learning with young children requires significant levels of flexibility and personalized attention. Teachers will reach out personally to families regarding their child's individual one-on-one blocks, length of live instruction and possible additional activities, but certain elements of our program will be consistent across all classes and students.

### Our enhanced Distance Learning Program will be:

- ✓ **Adaptable to respond to a variety of needs** and could be used in a variety of scenarios (e.g. as a complement to in-person learning, as a component to an alternating classroom schedule, in the event of a future stay at home order)
- ✓ **Developmentally appropriate**, with a blend of synchronous (live) and asynchronous (accessible anytime) learning that integrates active learning and fosters the development of skills along the five developmental domains: Social-Emotional; Language & Communication; Cognitive; Self-Help & Self Advocacy; and Physical (Visual, Fine, and Gross Motor)
- ✓ Designed to create opportunities to **build and maintain crucial connections** between teaching teams and child, as well as among the students in the class

### Our Distance Learning will feature:

- ✓ **Cohesive, daily class schedules** to enhance predictability and support for students and families, with common anchor points like circle time and morning meeting
- ✓ **Daily live, synchronous learning** opportunities in three forms:
  - + whole group
  - + small group
  - + 1:1
- ✓ **Resource Specialists** (Mi Casa (Spanish), Library, Music, Motor, Child Development Team) will provide synchronous or asynchronous learning opportunities
- ✓ Use of numerous **learning platform technologies** (Zoom, Seesaw, Vimeo, NCRC @Home)
- ✓ **Individual virtual check-ins** with students/families for additional support as needed



Recognizing that distance learning asks a lot of parents and caregivers in execution, NCRC is committed to doing everything possible to support them as well. That includes:

- ✓ **Weekly projections** shared with families each Sunday detailing the curriculum for the upcoming week
- ✓ **Learning tier (Early Learning, Preschool, PreK) benchmarks** for parents to follow in tandem with teacher feedback
- ✓ **Dedicated virtual office hours** for each teaching team to respond to parent inquiries
- ✓ **Parent education events/workshops** with practical advice and professional insight on timely/relevant topics
- ✓ **Regular ‘pulse’ surveys** through which parents can provide NCRC with ongoing feedback on successes and opportunities for improvement
- ✓ **NCRC Learning Kits** provided to all children with materials, manipulatives and consumables to ensure every student has access to the items required for classroom projects and activities
- ✓ Support for families to **identify technology needs** in order to optimize distance learning practices and engagement through remote learning technology

## **Early Beginnings, Play Pals, and the Child Development Team (CDT)**

NCRC’s Early Beginnings and Play Pals programs have been the foundation of NCRC’s commitment to inclusion for generations. Should we be forced to close our schoolhouse at any time in the coming year, our talented and dedicated Child Development Team of Judith Wides (School Counselor), Julie Mishkin (Occupational Therapist), and Lauren Dewey-Rosenfeld (Speech-Language Pathologist) will offer frequent, robust programming to both children and their parents, as they did throughout the last few months, through a full program of both Early Beginnings and Play Pals.

This will include virtual ‘home visits’ for individual children and their family. Substantial planning and preparations for the breadth and logistics of our program will be formulated and finalized with the CDT during the summer, and individual families participating in these programs will hear from the team directly.

## NCRC Distance Learning Digital Platforms

In executing our distance learning program, NCRC uses the following platforms, all of which are made available to our families at no cost, thanks to parents support of NCRC's Annual Fund.



epic! is a digital library which includes many of the best kids' books, popular eBooks, and age-appropriate short videos. Over 40,000 books, read-alouds, learning videos and quizzes are available and are specifically targeted and sent to a class, group or an individual child by a teacher.

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NCRC@Home is our own digital platform and repository, available through a password-protected section on the NCRC website. Additional activities, archived videos, and links to other recommended resources are compiled here.

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Seesaw is an online platform for student engagement through which teachers empower students to create, reflect, share, and collaborate. Students show what they know using photos, videos, drawings, text, PDFs, and links. Student work is uploaded, documented and archived here, and shared with families. Nothing is shared without teacher approval.

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Vimeo is a video-sharing website that allows students and teachers to view, upload and share videos. Videos created by NCRC are secure and password protected.

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Zoom is a video conferencing platform used to provide LIVE (synchronous) virtual class meeting spaces. Zoom is typically used for our Morning Meetings, Small Groups and 1:1s. Specialists may also use Zoom for some of their classes and may provide recordings of these sessions thereafter. NCRC is subscribed to Zoom Pro, an enhanced version of the platform, in order to provide additional options and security allowing our teachers to add unique passwords for access to Zoom sessions and utilize the 'waiting room' function for increased online safety.

## NCRC PREKINDERGARTEN SCHEDULE – FULL DAY

Distance Learning with young children requires significant levels of flexibility and personalized attention. Teachers will reach out to families personally regarding a child's individual one-on-one blocks, length of live instruction, and additional activities.

Blocks in red indicate a live/synchronous session. 1:1s and small group sessions will also be scheduled during designated blocks.

\*\*This schedule illustrates how a week of Distance Learning may be scheduled, and is presented as an example of projected programming. All times displayed are provisional and are subject to change.\*\*

	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	TEACHER/FACILITATOR
<b>8:45-9:00</b>	NCRC Daily Message	NCRC Daily Message	NCRC Daily Message	NCRC Daily Message	NCRC Daily Message	NCRC Faculty Member
<b>9:00-9:30</b>	Morning Meeting	Morning Meeting	Morning Meeting	Morning Meeting	Morning Meeting	Classroom Teachers
<b>9:30-10:15</b>	Small Groups/ 1:1 Scheduled by Teacher Free Choice Play/ Seesaw Activity/Vimeo	Small Groups/ 1:1 Scheduled by Teacher Free Choice Play/ Seesaw Activity/Vimeo	Small Groups/ 1:1 Scheduled by Teacher Free Choice Play/ Seesaw Activity/Vimeo	Small Groups/ 1:1 Scheduled by Teacher Free Choice Play/ Seesaw Activity/Vimeo	Small Groups/ 1:1 Scheduled by Teacher Free Choice Play/ Seesaw Activity/Vimeo	Classroom Teachers Home Caregiver
<b>10:15-10:30</b>	Snack	Snack	Snack	Snack	Snack	Home Caregiver
<b>10:30 – 11:00</b>	Specials	Specials	Specials	Specials	Specials	Specials/Resource Teachers
<b>11:00 – 1:00</b>	Lunch, Rest Physical Activity	Lunch, Rest Physical Activity	Lunch, Rest Physical Activity	Lunch, Rest Physical Activity	Lunch, Rest Physical Activity	Home Caregiver
<b>1:00 – 1:45</b>	Small Groups/ 1:1 Scheduled by Teacher Free Choice Play/ Seesaw Activity/Vimeo	Small Groups/ 1:1 Scheduled by Teacher Free Choice Play/ Seesaw Activity/Vimeo	Small Groups/ 1:1 Scheduled by Teacher Free Choice Play/ Seesaw Activity/Vimeo	Small Groups/ 1:1 Scheduled by Teacher Free Choice Play/ Seesaw Activity/Vimeo	Small Groups/ 1:1 Scheduled by Teacher Free Choice Play/ Seesaw Activity/Vimeo	Classroom Teachers Home Caregiver
<b>1:45 – 2:00</b>	Closing Circle	Closing Circle	Closing Circle	Closing Circle	Closing Circle	Classroom Teachers
<b>2:00 – 3:00</b>	Outdoor Play	Outdoor Play	Outdoor Play	Outdoor Play	Outdoor Play	Home Caregiver
<b>3:00 – 3:30</b>		Meetings with Teachers Can be scheduled as needed		Meetings with Teachers Can be scheduled as needed		

**Morning Meeting:** Daily synchronous 30 minutes; focus on community connections, curriculum content, new vocabulary, sharing, plan for the day.

**Specials:** Daily for 20-30 minutes depending on the special, including Music provided by a Levine instructor, Motor, Library, Mi Casa (Spanish), Playtime with Ms. Julie (OT), Sound Study with Ms. Lauren (SLP). Class format will be synchronous or asynchronous, dependent on the Special class.

**Small Groups:** Synchronous 15-20 minutes, depending on the focus/activity; often an extension of the thematic unit; science, math, literacy, feelings circle

**1:1's:** Weekly synchronous 10 minutes; focus is on social-emotional connection; an opportunity for the child and teacher to share with one another

**Seesaw/Vimeo (Asynchronous) Activities:** Activities for the upcoming week are posted on Sunday, when families will also receive the **Weekly Projection** which outlines the projected curriculum for the week – activities, rationale, literature, resources, materials needed.

## NCRC PRESCHOOL SCHEDULE – FULL DAY

Distance Learning with young children requires significant levels of flexibility and personalized attention. Teachers will reach out to families personally regarding a child's individual one-on-one blocks, length of live instruction, and additional activities.

**Blocks in red indicate a live/synchronous session. 1:1s and small group sessions will also be scheduled during designated blocks.**

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<b>9:00-9:20</b>	Morning Meeting	Morning Meeting	Morning Meeting	Morning Meeting	Morning Meeting	Classroom Teachers
<b>9:30 – 10:00</b>	Specials	Specials	Specials	Specials	Specials	Specials Teachers
<b>10:00-10:30</b>	Snack Movement Break	Snack Movement Break	Snack Movement Break	Snack Movement Break	Snack Movement Break	Home Caregiver
<b>10:30 – 11:30</b>	Small Groups/ 1:1 Scheduled by Teacher	Small Groups/ 1:1 Scheduled by Teacher	Small Groups/ 1:1 Scheduled by Teacher	Small Groups/ 1:1 Scheduled by Teacher	Small Groups/ 1:1 Scheduled by Teacher	Classroom Teachers
	Free Choice Play/ Seesaw Activity/Vimeo	Free Choice Play/ Seesaw Activity/Vimeo	Free Choice Play/ Seesaw Activity/Vimeo	Free Choice Play/ Seesaw Activity/Vimeo	Free Choice Play/ Seesaw Activity/Vimeo	Home Caregiver
<b>11:30 – 1:30</b>	Lunch Rest Physical Activity	Lunch Rest Physical Activity	Lunch Rest Physical Activity	Lunch Rest Physical Activity	Lunch Rest Physical Activity	Home Caregiver
<b>1:30 – 1:45</b>	Story time	Story time	Story time	Story time	Story time	Classroom Teachers
<b>1:45 – 2:00</b>	Closing Circle	Closing Circle	Closing Circle	Closing Circle	Closing Circle	Classroom Teachers
<b>3:00 – 3:30</b>		Meetings with Teachers Can be scheduled as needed		Meetings with Teachers Can be scheduled as needed		

**Morning Meeting:** Daily synchronous 15-20 minutes; Focus on community connection; songs; daily jobs; plan for the day; sharing; curriculum content

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**Small Groups:** Synchronous for 10-20 minutes, depending on the focus/activity; often an extension of the thematic unit

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## NCRC PRESCHOOL SCHEDULE - A.M.

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<b>9:00-9:30</b>	Specials	Specials	Specials	Specials	Specials	Specials Teachers
<b>9:30-9:50</b>	Morning Meeting	Morning Meeting	Morning Meeting	Morning Meeting	Morning Meeting	Classroom Teachers
<b>9:50-10:00</b>	Snack	Snack	Snack	Snack	Snack	Home Caregiver
<b>10:00 – 11:00</b>	Small Groups/ 1:1 Scheduled by Teacher  Free Choice Play/ Seesaw Activity/Vimeo	Small Groups/ 1:1 Scheduled by Teacher  Free Choice Play/ Seesaw Activity/Vimeo	Small Groups/ 1:1 Scheduled by Teacher  Free Choice Play/ Seesaw Activity/Vimeo	Small Groups/ 1:1 Scheduled by Teacher  Free Choice Play/ Seesaw Activity/Vimeo	Small Groups/ 1:1 Scheduled by Teacher  Free Choice Play/ Seesaw Activity/Vimeo	Classroom Teachers  Home Caregiver
<b>11:00 – 11:15</b>	Closing Circle	Closing Circle	Closing Circle	Closing Circle	Closing Circle	Classroom Teachers
<b>11:15 – 11:30</b>	Outdoor Play	Outdoor Play	Outdoor Play	Outdoor Play	Outdoor Play	Home Caregiver
<b>3:00 – 3:30</b>		Meetings with Teachers can be scheduled as needed		Meetings with Teachers can be scheduled as needed		

**Morning Meeting:** Daily synchronous 15-20 minutes; Focus on community connection; songs; daily jobs; plan for the day; sharing; curriculum content

**Specials:** Daily for 20-30 minutes depending on the special, including Music provided by a Levine instructor, Motor, Library, Mi Casa (Spanish), Playtime with Ms. Julie (OT), Sound Study with Ms. Lauren (SLP). Class format will be synchronous or asynchronous, dependent on the Special class.

**Small Groups:** Synchronous 10-20 minutes, depending on the focus/activity; often an extension of the thematic unit

**1:1's:** Weekly synchronous for 10 minutes; focus is on social-emotional connection; an opportunity for the child and teacher to share with one another

**Seesaw/Vimeo (Asynchronous) Activities:** Activities for the upcoming week are posted on Sunday, when families will also receive the **Weekly Projection** which outlines the projected curriculum for the week – activities, rationale, literature, resources, materials needed.



## NCRC PRESCHOOL SCHEDULE - P.M.

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<b>1:00-1:30</b>	Specials	Specials	Specials	Specials	Specials	Specials Teachers
<b>1:30-1:50</b>	Whole Group Gathering	Whole Group Gathering	Whole Group Gathering	Whole Group Gathering	Whole Group Gathering	Classroom Teachers
<b>1:50-2:00</b>	Snack	Snack	Snack	Snack	Snack	Home Caregiver
<b>2:00 – 3:00</b>	Small Groups/ 1:1 Scheduled by Teacher	Small Groups/ 1:1 Scheduled by Teacher	Small Groups/ 1:1 Scheduled by Teacher	Small Groups/ 1:1 Scheduled by Teacher	Small Groups/ 1:1 Scheduled by Teacher	Classroom Teachers
	Free Choice Play/ Seesaw Activity/Vimeo	Free Choice Play/ Seesaw Activity/Vimeo	Free Choice Play/ Seesaw Activity/Vimeo	Free Choice Play/ Seesaw Activity/Vimeo	Free Choice Play/ Seesaw Activity/Vimeo	Home Caregiver
<b>3:00 – 3:15</b>	Closing Circle	Closing Circle	Closing Circle	Closing Circle	Closing Circle	Classroom Teachers
<b>3:15 – 3:30</b>	Outdoor Play	Outdoor Play	Outdoor Play	Outdoor Play	Outdoor Play	Home Caregiver
<b>3:30 – 4:30</b>		Meetings with Teachers can be scheduled as needed		Meetings with Teachers can be scheduled as needed		

**Whole Group Gathering:** Daily synchronous 15-20 minutes; Focus on community connection; songs; daily jobs; plan for the day; sharing; curriculum content

**Specials:** Daily for 20-30 minutes depending on the special, including Music provided by a Levine instructor, Motor, Library, Mi Casa (Spanish), Playtime with Ms. Julie (OT), Sound Study with Ms. Lauren (SLP). Class format will be synchronous or asynchronous, dependent on the Special class.

**Small Groups:** Synchronous for 10-20 minutes, depending on the focus/activity; often an extension of the thematic unit

**1:1's:** Weekly synchronous for 10 minutes; focus is on social-emotional connection; an opportunity for the child and teacher to share with one another

**Seesaw/Vimeo (Asynchronous) Activities:** Activities for the upcoming week are posted on Sunday, when families will also receive the **Weekly Projection** which outlines the projected curriculum for the week – activities, rationale, literature, resources, materials needed.

## NCRC EARLY LEARNING SCHEDULE - A.M.

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<b>10:00 – 10:30</b>	Specials	Specials	Specials	Specials	Specials	Specials Teachers
<b>10:30 – 10:45</b>	Snack Movement Break	Snack Movement Break	Snack Movement Break	Snack Movement Break	Snack Movement Break	Home Caregiver
<b>10:45 – 11:00</b>	Story and Closing Circle	Closing Circle	Closing Circle	Closing Circle	Closing Circle	Classroom Teachers
<b>11:00 –11:30</b>	Outdoor Play	Outdoor Play	Outdoor Play	Outdoor Play	Outdoor Play	Home Caregiver
<b>3:30 – 4:00</b>		Meetings with Teachers can be scheduled as needed		Meetings with Teachers can be scheduled as needed		

**Morning Meeting:** Daily synchronous 10-15 minutes. Focus on community, social-emotional connections, predictability and familiar routines (songs, fingerplays, the plan for the day)

**Specials:** Daily for 20-30 minutes depending on the special, including Music provided by a Levine instructor, Motor, Library, Mi Casa (Spanish), Playtime with Ms. Julie (OT), Sound Study with Ms. Lauren (SLP). Class format will be synchronous or asynchronous, dependent on the Special class.

**Small Groups:** Synchronous 10-20 minutes, depending on the focus and activity; opportunity to present new content and/or engage around thematic elements

**1:1's:** Weekly synchronous for 10 minutes; focus is on social-emotional connection; an opportunity for the child and teacher to share with one another

**Seesaw/Vimeo (Asynchronous) Activities:** Activities for the upcoming week are posted on Sunday, when families will also receive the **Weekly Projection** which outlines the projected curriculum for the week – activities, rationale, literature, resources, materials needed.

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<b>2:00 – 2:30</b>	Specials	Specials	Specials	Specials	Specials	Specials Teachers
<b>2:30 – 2:45</b>	Snack Movement Break	Snack Movement Break	Snack Movement Break	Snack Movement Break	Snack Movement Break	Home Caregiver
<b>2:45 – 3:00</b>	Story and Closing Circle	Closing Circle	Closing Circle	Closing Circle	Closing Circle	Classroom Teachers
<b>3:00 – 3:30</b>	Outdoor Play	Outdoor Play	Outdoor Play	Outdoor Play	Outdoor Play	Home Caregiver
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**Whole Group Gathering:** Synchronous 10-15 minutes. Focus on community, social-emotional connections, predictability and familiar routines (songs, fingerplays, the plan for the day)

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**Seesaw/Vimeo (Asynchronous) Activities:** Activities for the upcoming week are posted on Sunday, when families will also receive the **Weekly Projection** which outlines the projected curriculum for the week – activities, rationale, literature, resources, materials needed.