

MTSD Child Development & Early Learning Programs

Pre-K Flexible Instruction Plan

Introduction

The goal of the Millcreek Township School District (MTSD) Pre-K Program is to provide in-person learning experiences for participating children. In-person learning best facilitates students' social/emotional development while they are actively engaged in foundational academic experiences with their peers in a research-based, Pre-K structured environment.

There may be instances where remote Pre-K instruction could be necessary. Remote Pre-K programming may be required in response to COVID-related quarantine/isolation requirements as outlined by the CDC. There are additional situations in which remote Pre-K instruction may be necessary: Inclement weather closings. Act 80 and teacher in-service days built into the school year calendar. Emergency related building closures (e.g. flooding, sewer, building damage making attendance in building unsafe, health-related cleaning).

This Pre-K Flexible Instruction Plan outlines how remote instruction will function in the event of situations as noted above.

Program Calendar & Schedule

The MTSD Pre-K Program follows the MTSD 2023-24 calendar (attached). This calendar provides 180 days of instruction for students. Pre-K classes follow this calendar; thus Pre-K students are provided 180 days of instruction.

In the event of a situation which necessitates the need to implement remote Pre-K instruction, the impacted students will be provided remote instruction options as noted in the next section.

Remote Instruction Options for Families

The development of this Flexible Instruction Plan is based on a previously utilized remote learning plan, pulling from it the components which worked. Additionally, staff and parents completed anonymous surveys at the end of our 2021-22 and 2022-23 school years. Staff survey area solicited their input regarding communication, support from the Child Development supervisory team, program practices, and an open comment section. The parent survey solicited their input regarding if their child likes coming to the program, suggestions for improvement, notes on the strengths of the program, parent-staff and student-staff relations, supervision, input regarding the Pre-K Flexible Instruction Plan, and an open comment section. Additionally, periodic Pre-K team meetings and informal conversations throughout the school year also provided insight to the development of this Flexible Instruction Plan.

The MTSD Pre-K Flexible Instruction Plan provides instruction through correspondence via email and/or picking up materials from the school.

- Teachers will prepare and send home materials and directions for learning activities that will occur at home. The students will return their work to their teacher.
- The teacher will work with each parent to either mail (email or USPS) or provide a pick-up time at the school to be able to share the materials and directions for learning at home.
- Teachers will include projects that can be accomplished at home with common household items. An example is a student can practice writing his/her letters in a pan filed with a thin layer of sugar or flour.
- Teachers may offer a virtual meeting to the class via Google Meet or Zoom. To the extent possible, these will be scheduled to accommodate the schedule of those choosing to participate in them.

In the event of an unplanned school closing (e.g. due to inclement weather), teachers will email their Pre-K families providing a list of activities with directions they can do at home that are aligned with what would be occurring in the classroom that day. These activities will be described with appropriate detail in the email realizing the families may not have access to a printer at home.

Remote instruction will be planned for 30 minutes per day. Additional content and activity suggestions may be provided, but are not required.

Instruction & Assessment

As with in-person instruction, teachers are following the PA Early Learning Standards and Pre-K Program curriculum as they plan and implement lessons remotely.

The learning cycle includes teachers continually assessing each student's progress and achievement. This guides their next instructional decisions and each student's learning progression.

As your child completes his/her work, please provide assistance only as needed. Teachers need to see what the students can, and cannot, do to determine how best to facilitate their next steps in learning.

Please feel free to share information and ask questions about your child working from home with your child's teacher (e.g. notes, email, phone call, virtual conference request). You are always a critical part of your child's educational team. We continue to value your input.

Tracking Instructional Time

Students are expected to participate in teacher directed learning experiences each remote learning day. For correspondence learning, students will follow the timeline provided by the teacher. Teachers will track students' activities through their returned work and correspondence with their parents to help ensure students are completing 180 days of instruction.

Parent/Teacher Conferences

If needed, parent-teacher conferences will occur virtually. If an on-line meeting can work for the parent, the teacher will schedule a conference via Google Meet or Zoom. If it works better for the parent, a phone conference can be scheduled.

There are two scheduled Pre-K Parent-Teacher Conference days: November 6, 2023 and February 19, 2024. Additionally, parents and teachers can request a conference at any point during the school year as needed.

Technology

Technology is not required for remote learning in the correspondence instruction option.

Parent Notification of Situations Necessitating the Need for Pre-K Remote Learning Options

MTSD will inform parents of school and/or class closures via its mass notification system and district website (www.mtsd.org). Individual isolation/quarantine cases will be handled confidentially with the parent being emailed directly.

Be sure your contact information in Infinite Campus is accurate and up-to-date to ensure you receive these messages. Parents can request corrections be made through their Parent Portal.

PDE Notification of Flexible Instruction Plan Usage

In the event of a whole class or school closure necessitating the use of this Flexible Instruction Plan, the Preschool Program Specialist will be notified within 24 hours of the Plan's implementation, including the reason it is necessary.

Questions/Comments

Facilitating remote learning at home, in addition to your other work and family obligations, presents unique challenges. Please feel free to contact your child's teacher, Sara Grutkowski (Coordinator of Child Development) and/or Susan Greenaway (Supervisor of Child Development) at 836-6091 with any questions or concerns you may have.

Parent / Teacher Acknowledgement of Receipt of this Pre-K Remote Learning Plan

Please review and complete the last attached page of this packet.

**Millcreek Township School District
REVISED 2023/2024 School Calendar**

MTSD
Pre-K

July					January							
Mo	Tu	We	Th	Fr	Mo	Tu	We	Th	Fr	1	No School	104
3	4	5	6	7	1	2	3	4	5	15	No School	
10	11	12	13	14	8	9	10	11	12	18	End of Quarter 2	
17	18	19	20	21	15	16	17	18	19	19	Recording Day/No School	
24	25	26	27	28	22	23	24	25	26	21	Teacher Days	
31					29	30	31			20	Student Days	
August					February							
Mo	Tu	We	Th	Fr	Mo	Tu	We	Th	Fr	19	K-8 In-Service AM/Parent Conf PM/No School	125
	1	2	3	4				1	2	19	9-12 Parent Conf/No School	
7	8	9	10	11	5	6	7	8	9			
14	15	16	17	18	12	13	14	15	16			
21	22	23	24	25	19	20	21	22	23	21	Teacher Days	
28	29	30	31		26	27	28	29		20	Student Days	
September					March							
Mo	Tu	We	Th	Fr	Mo	Tu	We	Th	Fr	25	End of Quarter 3	145
				1					1	28	In-Service AM/Rec-PM/No School	
4	5	6	7	8	4	5	6	7	8	29	No School	
11	12	13	14	15	11	12	13	14	15			
18	19	20	21	22	18	19	20	21	22	20	Teacher Days	
25	26	27	28	29	25	26	27	28	29	19	Student Days	
October					April							
Mo	Tu	We	Th	Fr	Mo	Tu	We	Th	Fr	1-5	No School	162
					1	2	3	4	5	8	Act 80 Day/No School for Students	
2	3	4	5	6	8	9	10	11	12			
9	10	11	12	13	15	16	17	18	19			
16	17	18	19	20	22	23	24	25	26	17	Teacher Days	
23	24	25	26	27	29	30				17	Student Days	
30	31											
November					May							
Mo	Tu	We	Th	Fr	Mo	Tu	We	Th	Fr	27	No School	184
		1	2	3			1	2	3			
6	7	8	9	10	6	7	8	9	10			
13	14	15	16	17	13	14	15	16	17			
20	21	22	23	24	20	21	22	23	24	22	Teacher Days	
27	28	29	30		27	28	29	30	31	22	Student Days	
December					June							
Mo	Tu	We	Th	Fr	Mo	Tu	We	Th	Fr	6	Last Student Day	189
				1	3	4	5	6	7	7	Last Teacher Day/Recording	
4	5	6	7	8	10	11	12	13	14			
11	12	13	14	15	17	18	19	20	21			
18	19	20	21	22	24	25	26	27	28	5	Teacher Days	
25	26	27	28	29						4	Student Days	

*Pre-K is in session 3/28/2024

End of Quarters			Tentative Report Card Dates		
Quarter 1 ends October 31, 2023			Quarter 1 - November 7, 2023		
Quarter 2 ends January 18, 2024			Quarter 2 - January 25, 2024		
Quarter 3 ends March 25, 2024			Quarter 3 - April 8, 2024		
Quarter 4 ends June 6, 2024			Quarter 4 - June 13, 2024		
2023/2024 PSSA Testing Days			2023/2024 Keystone Testing Dates (Algebra 1, Biology, and Literature)		
<u>Date</u>	<u>Grades</u>	<u>Content Area</u>	December 4-15, 2023 - Winter Exam Window Wave 1		
April 22-26, 2024	3-8	English Language Arts	January 3-17, 2024 - Winter Exam Window Wave 2		
April 29-May 3, 2024	3-8	Mathematics	May 13-24, 2024 - Spring Exam Window		
April 29-May 3, 2024	4 & 8	Science	July 29-Aug 2, 2024 - Summer Exam Window		
April 29-May 3, 2024	3-8	Make-up			

Board Approved TBD
(REVISED - Act 80 Day Added)

Parent Acknowledgement of Receipt of this Pre-K Flexible Instruction Plan

Parents,

After receiving this Pre-K Flexible Instruction Plan, please review it and keep it on hand for reference. Complete and sign below to acknowledge you have received this Plan.

Parent's name – printed

Parent's signature

Child(ren) enrolled in the Pre-K Program