

Continuity of Education Plan

School District	Central Intermediate Unit 10 Incarcerated Youth Program-Centre, Clearfield, Clinton County Correctional Facilities and the Central Counties Youth Detention Center
Superintendent	Acting Co-Executive Directors: Dr. Michele Hammersla Quick and Jonathon Rice
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Website	www.ciu10.org

Goal of Plan

Through planned instruction, to continue the learning and engagement of students in an incarcerated setting while maintaining the safety of both students and staff.

Overview of Plan

The purpose of the Educational Continuity Plan is to provide a description detailing educational practices occurring during prolonged school closure due to COVID-19. During this time, it is important students continue to have the opportunity to maintain and develop skills while away from their typical classroom environment. The Incarcerated Youth Program is offering planned instruction beginning April 6, 2020 with supports in place for special education students. Students will have the opportunity to earn credits in Math, English, Social Studies, Science, and Health.

Expectations for Teaching and Learning

Central Counties Youth Detention Center

Grades 6-12. Students will receive direct instruction via 2-hour Zoom sessions focusing on ELA and math followed by 2-hour independent work sessions focusing on science, social studies, and health Monday thru Friday. Students are expected to participate in daily Zoom sessions and complete assignments as directed by the teacher. Assignments will be uploaded to Google Drive. In order to receive grade and credit, students must complete the course requirements. Teacher will provide feedback and assign grades.

County Correctional Facilities

Grades 9-12. Students do not have access to internet instruction in the incarcerated setting. Individualized instructional packets in each subject area will be provided to students with detailed directions written by the teacher. Packets will be dropped off monthly. Students will turn in completed assignments to the counselor (jail employee). The counselor will hold assignments until the teacher can pick up the packet for grading. Teachers will assess the learning of their students and make adjustments to instruction based upon student progress. In order to receive grade and credit, students must complete the course requirements. Teacher will provide feedback and assign grades.

The alt ed coordinator will contact students weekly by phone to review progress and provide additional instruction if necessary. The phone schedule has been pre-arranged by the wardens within each county jail.

Communication Tools and Strategies

Information related to Incarcerated Youth Program-Centre, Clearfield, Clinton County Correctional Facilities and the Central Counties Youth Detention Center is located on the Central Intermediate Unit 10 website www.ciu10.org

In addition, each county correctional facility resides within the host school district as follows:
Centre County Correctional Facility and Central Counties Youth Detention Center:

[Bellefonte Area School District](#)
[Centre County Correctional Facility](#)
[Central Counties Youth Detention Center](#)

Clearfield County Correctional Facility:

[Clearfield Area School District](#)
[Clearfield County Jail](#)

Clinton County Correctional Facility

[Keystone Central School District](#)
[Clinton County Correctional Facility](#)

A parent letter was mailed on 4/4/20 describing continuity of education program, supports for special education students, and contact information.

Teachers will communicate with wardens, other jail staff (counselors, administrative secretary, etc.) and students as needed to ensure continuity of education program.

The supervisor of the Incarcerated Youth Program will maintain communication with wardens, teaching staff, and parents as necessary. The supervisor is available by phone, email, or Zoom.

Access (Devices, Platforms, Handouts)

Central Counties Youth Detention Center Each student currently has a laptop. If enrollment numbers exceed five students then students will have to share devices. Students will use laptops to access the Zoom platform for instruction. Instructional packets will be made via hard copy by staff at CCYC or uploaded to Google Drive by the classroom teacher.

County Correctional Facilities

Individualized instructional packets are prepared for each student in each of the core subject areas (math, English, science, social studies, health). Student inmates do not have access to internet connectivity or devices. Phone calls will be made to students weekly.

Staff General Expectations

Central Counties Youth Detention Center The teacher and assistant are available during the typical work hours to prepare and plan lessons, deliver instruction, enroll/discharge students, respond to emails, attend virtual meetings, and attend virtual trainings offered by the CIU or other organizations (see resources at end of document). Teacher and support staff are expected to maintain student documentation log daily and to attend Zoom staff meetings (currently held weekly).

The administrator/supervisor is available by email, phone, and Zoom Mtgs to respond to staff questions, communicate with staff and the Director at CCYC, to hold staff meetings, and to provide support.

County Correctional Facilities

The teacher and assistant are available during the typical work hours to prepare and plan lessons, deliver instruction, enroll/discharge students, respond to emails, attend virtual meetings, and attend virtual trainings offered by the CIU or other organizations (see resources at end of document). Weekly the alt ed coordinator will contact students by phone at a pre-arranged time to discuss progress, instructional support, and assignment completion. The administrator/supervisor is available during typical work hours by email, phone, and Zoom Mtgs to respond to staff questions, communicate with staff and the wardens, to hold staff meetings, and to provide support.

The administrator/supervisor is available by email, phone, and Zoom Mtgs to respond to staff questions, communicate with staff and wardens, to hold staff meetings, and to provide support.

Student Expectations

Central Counties Youth Detention Center Students are expected to reach out to the teacher for feedback or clarification on assignments, to participate in Zoom lessons, and to complete assignments as directed by the teacher.

County Correctional Facilities

Students are expected to participate in weekly phone calls with the alt ed coordinator for feedback or clarification on assignments and to complete assignments as directed by the teacher. Seniors are expected to meet district graduation requirements.

Attendance / Accountability

Central Counties Youth Detention Center Enroll and discharge forms and attendance will be completed by the staff assistant and uploaded to the State Data Manager website weekly.

County Correctional Facilities

The alt ed coordinator will monitor admission and discharge of student inmates and report on the State Data Manager website weekly.

Good Faith Efforts for Access and Equity for All Students

Central Counties Youth Detention Center The regular education teacher will communicate daily regarding progress and needs of all students. Staff will be working with all students to make modifications and accommodations that will help each student make academic achievement gains during the implementation of the continuity of education model.

County Correctional Facilities

The alt ed coordinator will communicate weekly regarding progress and instructional support for each student. Staff will be working with all students to make modifications and accommodations that will help each student make academic achievement gains during the implementation of the continuity of education model.

Special Education Supports

Central Counties Youth Detention Center The regular education teacher and special education teacher will communicate weekly regarding progress and needs of any students identified as needing special education services. Currently there are no special education students at CCYC.

We will continue to hold annual IEP meetings and complete re-evaluation reports when we have access to the necessary information. We will continue to review policies, procedures, and instructional delivery options to ensure all students benefit and learn. If necessary services are unable to be provided in a reasonable manner, the IEP team will meet upon the reopening of schools to determine future services.

County Correctional Facilities

The special education teacher will have weekly telephone calls with each special education student. The alt ed coordinator will communicate weekly regarding progress and instructional support.

We will continue to hold annual IEP meetings and complete re-evaluation reports when we have access to the necessary information. We will continue to review policies, procedures, and instructional delivery options to ensure all students benefit and learn. If necessary services are unable to be provided in a reasonable manner, the IEP team will meet upon the reopening of schools to determine future services.

EL Supports

No students requiring EL supports at this time

Gifted Education

No students requiring gifted education at this time

Building/Grade Level Contacts

Central Counties Youth Detention Center

Dana Droll, Director dldroll16@comcast.net

Judy Koch, Teacher jkoch@ciu10.org

Ashley Page, Alt Ed Coordinator apage@ciu10.org

Cathy Kaltenbaugh, Supervisor ckaltenbaugh@ciu10.org

Michele Hammersla-Quick, Director of Special Education mhammersla@ciu10.org

County Correctional Facilities

Jeff Hite, Director of Treatment-Centre County jhite@centrecountypa.gov

Michael Cook, Warden-Clearfield County mcook@clearfieldco.org

Angela Hoover, Warden-Clinton County AHoover@ClintonCountyPA.com

Ashley Page-Alt Ed Coordinator apage@ciu10.org

Cathy Kaltenbaugh-Supervisor ckaltenbaugh@ciu10.org

Michele Hammersla-Quick, Director of Special Education mhammersla@ciu10.org

Resource Links

[Bellefonte Area School District](#)

[Centre County Correctional Facility](#)

[Central Counties Youth Detention Center](#)

Clearfield County Correctional Facility:

[Clearfield Area School District](#)

[Clearfield County Jail](#)

Clinton County Correctional Facility

[Keystone Central School District](#)

[Clinton County Correctional Facility](#)

Central Intermediate Unit

[CIU 10](#)

[COVID-19 Resources CIU](#)

[COVID-19 Resources PDE](#)

Professional Learning Opportunities

[Free Professional Learning CIU](#)

[Online Instruction Toolkit CIU](#)

[Remote Learning Resources CIU](#)

[Zoom Tutorials](#)