

# 2025-26 Instructional Continuity Plan (ICP)

This template provides a framework for the Instructional Continuity Plan (ICP) and should be tailored to the unique needs and resources of the LEA and its school sites.

Guidance regarding completion and requirements of the Instructional Continuity Plan (ICP), including SB 153 requirement that this ICP be included in the Comprehensive School Safety Plan (CSSP) by July 1, 2025 can be found at <https://www.cde.ca.gov/re/di/or/icpguidance.asp>.

| Local Educational Agency (LEA) Name  | School Name                    | Contact Name and Title | Email and Phone                    |
|--------------------------------------|--------------------------------|------------------------|------------------------------------|
| Round Valley Unified School District | Round Valley Elementary School | Joe Dukepoo, Principal | jdukepoo@rvusd.us 707-983-6171x200 |

## Introduction and Purpose

Information about the Instructional Continuity Plan (ICP) requirements, revision and adoption dates.

This Instructional Continuity Plan (ICP) was last revised on June 23, 2025 and adopted by Round Valley Elementary School on June 23, 2025 to ensure all students have access to instruction during a natural disaster or emergency, as mandated by Senate Bill 153, Chapter 38, Statutes of 2024 (SB 153), which adds a provision to California Education Code (EC) Section 32282.

This ICP will be included in the LEA's Comprehensive School Safety Plan (CSSP) by July 1, 2025. Inclusion of this ICP in the CSSP will be required to obtain approval of a Form J-13A waiver request beginning in fiscal year 2026-27. This plan is intended to minimize disruptions to instruction and provide support for pupils' social-emotional, mental health, and academic needs.

## Engagement with Pupils and Families

### Protocol for Engagement

Protocol for engagement with pupils and their families.

As required, Round Valley Elementary School will engage with pupils and their families as soon as practicable, but **no later than five calendar days** following an emergency.

## Methods of Two-Way Communication

Methods for two-way engagement.

The protocol for engagement with pupils and their families is designed to establish two-way communication. Current existing methods include:

- Short messaging service (SMS)
- Phone Calls
- Email
- School Portal
- Social Media
- Flyers

## Plans for Unforeseen Events

Plans to address unforeseen events such as power outages and damage to infrastructure and how they may impact methods for two-way communication.

Families, students, and staff will have regular communication from school officials in case of an emergency school closure. Round Valley Unified School District (RVUSD) will use the school messaging system (e.g. robocalls, text messages, emails) and update the district website. The LEA will engage with pupils and families within 5 calendar days following an emergency through these various forms of communication. If these forms of communication are not available, district personnel will meet to discuss the best way to communicate with families and staff.

## Support for Unique Needs

Plans designed to identify and provide support for pupils' social-emotional, mental health, and academic needs.

Whole School Safety and Prevention Plan through the use of MTSS

1. System to connect with students and families to promote attendance.
2. The District will consider strategies to become a trauma-responsive school system to support the school community.
3. Engage with students and families using culturally responsive techniques.
4. Use universal screening to identify the social-emotional and physical needs of students.
5. Professional development time to increase trauma knowledge and skills.
6. Engage staff in professional development about mental health de-stigmatization.
7. Provide information about mental health and wellness resources on the district and school websites and in communication with families.
8. Conduct routine check-ins using a trauma- and resilience-informed lens.
9. Include mental health and wellness resources on district and school websites and in communications with families (newsletters, emails, texts, robocalls, etc.).
10. Supply power for and restock necessary medicines and locate alternative sources of electricity in the event of outages.
11. Offer Primary Intervention Program (PIP) supported with counseling for district students, through mental health funding and through community based providers, with family support as needed.
12. Social emotional learning programs will be employed by teachers to develop empathy, impulse control and conflict management skills in students.

Community and Family Wellness

1. Collaborate with local government, tribe, and private agencies to provide workshops and support services regarding adult and student mental health, trauma responsiveness, suicide prevention, and resilience. Including services in languages other than English.
2. Share resources for basic and physical health needs: food bank, Medi-Cal, Covered California, energy programs, etc.
3. Provide a link to CDE's Resources for Students in Crisis <https://www.cde.ca.gov/ls/mh/studentcrisishelp.asp> and the National Suicide Prevention Lifeline 1-800-273-8255 widely.

Staff Wellness

1. Acknowledges the importance of staff wellness and will work to support staff through the implementation of staff resilience, consultation, and mental health support.

2. Prior to school opening, and ongoing, provide training on secondary traumatic stress and self-care.
3. Administrators will promote mindfulness techniques and staff social supports.
4. Leadership is committed to open and routine communication with staff members, encouraging self-care.
5. Promote the use of staff support groups to enhance staff cohesion and coping.

## Access to Instruction

### Timeline for Access to Instruction

Timeline for access to instruction no more than 10 instructional days following the emergency.

As required, Round Valley Elementary School will provide access to in-person or remote instruction as soon as practicable, but **no more than 10 instructional days** following the emergency.

### Conditions for Resuming Access to In-Person Instruction

Conditions under which in-person instruction will resume and any alternative sites or arrangements considering various aspects of recovery.

Outlined below are conditions under which in-person instruction will resume and any alternative sites or arrangements considering various aspects of recovery, including:

- Evacuation orders lifted
- Power and utilities functioning
- Healthy air quality
- Access to safe and clean water
- Campus free from debris and hazards
- Internet fiber lines connected and functioning
- Sufficient staff available
- Kitchens operational for meals

### Remote Instruction

Plans for remote instruction.

As required, Round Valley Elementary School remote instruction will align with EC sections 51747 and 51749.5, governing Independent Study instruction modalities. Remote instruction will be designed to meet instructional standards that are, at minimum, equivalent to those applicable in independent study programs.

## Access to Instructional Materials

### Methods for distributing digital and non-digital materials.

As required, remote instruction offered will align with expectations of access and equity.

Students will need appropriate devices and reliable internet access. The school district will provide Chromebooks to each student. We have extra devices that can be shared if technology is damaged or destroyed during an emergency.

Being a rural community, some students do not have access to connectivity. In this case, students will be provided with alternate materials and assignments that ensure instructional continuity. We will provide technical support to families to connect and access the online classroom.

Throughout the school year, we provide technological support so students and families are comfortable with all learning platforms and software. We use Google Classroom so all digital resources and classwork are in one place. Students have access to Google Classroom at school and outside of school.

## Access to Schoolwork

### Platforms and processes for accessing and submitting schoolwork.

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## Temporary Reassignment

### Procedures and agreements for temporary reassignment with neighboring LEAs.

Round Valley Elementary School provides support to pupils and families to enroll in or be temporarily reassigned to another site, school district, county office of education, or charter school if an emergency or natural disaster disrupts in-person learning:

# Instructional Continuity

## Communication Protocols

Communication protocols for families, students, staff and faculty, including how information will be made available and with what frequency including methods and timelines.

Families, students, and staff will have regular communication from school officials in case of an emergency school closure. RVUSD will use the school messaging system, website, emails, robocalls, social media, etc. within 5 days of an emergency closure.

## Technological Readiness

Technology readiness for educators and students to support a pivot from in-person to remote learning through independent study including early access to independent study program written agreements, online access to assignments and academic resources, assignment of devices, online instructional platform and access to internet and devices.

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## Instruction and Assessment

Prioritization of essential learning, making standards-aligned learning objectives, methods for monitoring progress and additional support whenever possible, including tutoring, check-ins, virtual office hours or other methods.

Instruction: RVUSD will develop a plan to provide access to in-person or remote instruction within 10 instructional days following an emergency. That plan will be based on circumstances, access, and must align with CA independent study Ed Code. The district may provide "synchronous" via Google Meets and/or "asynchronous" as virtual lessons and independent work packets based on teacher created and curated courses. Art and some form of movement/PE will be incorporated, and there will be opportunities for students to connect with each other through projects as well as virtual classroom time.

RVUSD will continue to use Google Classroom as a course management system. The district's structured schedule has been developed to provide stability and increase teacher-student interaction, but flexibility is built into the system.

Each teacher will craft a daily teaching schedule, which will be shared with families and posted to the school website. The schedules will address the state mandates for synchronous and asynchronous teaching, peer interaction, SEL support and designated ELD. Students and families requiring other accommodations are encouraged to discuss options with their teachers. Certificated teachers plan instructional schedules and student assignments to meet the appropriate minutes required by the state for their grade level. Teachers will be giving feedback and communicating with families on a regular basis. They will also prioritize essential learning and make standards-aligned learning objectives achievable. Staff members will offer additional academic support, when possible, through tutoring, check-ins, or virtual office hours.

### Assessment

Teachers will use screening tools to monitor progress such as interim CAASPP assessments and Renaissance STAR assessments, check for understanding using multiple strategies for formative assessment and define applicable, achievable goals that take students' unique circumstances into consideration.

## Access (Equity, Accessibility, and Inclusion)

## Equity, Accessibility, and Inclusion

How all students, including those with disabilities, those experiencing homelessness, foster youth, or English learner (EL) students will continue to have equal access to instructional resources.

Supporting students with unique needs is a top priority in our district. It is an essential aspect in ensuring equity and access. We will support students with identified needs in the following ways:

### Section 504 Plans

Students with Section 504 Plans will continue to receive accommodations per their plan. A 504 meeting will be convened within the first 6 weeks of the school year to review and update the Section 504 Plan as appropriate. Section 504 Plan meetings may be offered virtually and/or by telephone.

### Students with Individual Health Plans (IHPs)

Parents/Guardians of students with IHPs will be contacted at the beginning of the school year so that IHPs may be updated as appropriate. IHP meetings may be offered virtually and/or by telephone.

### Foster Youth and Pupils Experiencing Homelessness

RVUSD is working with families to eliminate any barriers that inhibit their ability to participate in school. Students who are identified as foster youth, as well as those who are experiencing homelessness, need special consideration and support, particularly during an emergency and students are not able to attend school on campus. We support foster youth and students who are experiencing homelessness by:

Ensuring that we maintain regularly updated records identifying foster youth and students experiencing homelessness

Assigning a key staff member to monitor academic progress and overall well-being for the identified students.

Utilize MTSS and RTI to address concerns/needs when necessary for the identified students

Maintaining regular communication with parents/guardians or caregivers, and others who are identified as critical to the students' success

Ensuring students have the resources needed to be successful, including technology devices, internet access, and school supplies.

## Individualized Education Plans (IEP)

How will IEPs continue to be provided and maintained.

Students who are eligible for Special Education services will receive the services and supports listed in their IEPs in the respective instructional model specified. Special Education providers will work together with general education teachers to create schedules which allow students to access live teaching sessions as well as IEP services.

Some additional supports include:

Ensure students have access to the assistive technology required in their individual education program to access their educational program during distance learning

Collaboration time between general education teachers, special education, and service providers to address any supports needed in a distance learning program

Detailed plan for how special education and related services will be tracked

Multiple measures will be used to determine a student's participation and progress in distance learning.

## English Learners (EL)

How will EL students continue to be supported in alignment with the California English Learner Roadmap Policy.

### English Learners

We are proud of our high quality of English language acquisition instruction in Round Valley. We recognize that ELs face additional barriers to academic and personal success during an emergency. Fluency in the English language and grade-level academic proficiency are critical factors in helping our students achieve. In order to help mitigate the barriers our English learners face, the district will:

Utilize the principles identified in California's English Learner Roadmap to implement instructional programs for English Learners.

Offer a comprehensive program of Designated and Integrated English Language Development to all EL students, targeted to their specific language proficiency levels

Prioritize oral language development during synchronous/live distance learning instruction and encourage oral language practice during asynchronous/self-paced distance learning instruction.  
Frequently monitor student progress, adapt instruction and/or provide interventions when necessary.  
Engage families of English Learners through ELAC/DELAC meetings, and other means, to determine how we can best meet the needs of EL students and families as they potentially face additional difficulties due to the emergency.  
Administer the English Learner Proficiency Assessment for California (ELPAC) according to state and public health guidelines  
Provide bilingual paraprofessionals at each site to support small group instruction and provide translation services

## Professional Learning

Professional learning opportunities and resources utilized if the need to pivot to remote instruction and assessment arises.

We have provided professional learning opportunities for teachers to increase capacity to implement current best practice teaching strategies across all grade levels and curriculum. We have provided and will continue to provide the collaborative time necessary to implement new strategies, to review student performance data, and make informed decisions in order to improve curriculum and instruction. The District will create site and district wide timelines for professional development and implementation of these frameworks. Results of implementation will be measured and reviewed regularly.  
Community of Practice models are used to try new approaches and share results with colleagues, facilitate common planning and peer observation, and provide tailored supports as needed. Instructional leaders should support teachers in building confidence within the new model by providing opportunities to learn and experiment with tools and resources.  
Updated technology  
Online curriculum access  
Online tools

Teachers will learn pedagogies that support remote and hybrid-learning environments, as well as how to support virtual classroom management.

## Well-Being and Support Services

How the LEA will provide access to physical and mental health professionals, including those who speak languages other than English.

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5. Professional development time to increase trauma knowledge and skills.
6. Engage staff in professional development about mental health de-stigmatization.
7. Provide information about mental health and wellness resources on the district and school websites and in communication with families.
8. Conduct routine check-ins using a trauma- and resilience-informed lens.
9. Include mental health and wellness resources on district and school websites and in communications with families (newsletters, emails, texts, robocalls, etc.).
10. Supply power for and restock necessary medicines and locate alternative sources of electricity in the event of outages.
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#### Staff Wellness

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2. Prior to school opening, and ongoing, provide training on secondary traumatic stress and self-care.
3. Administrators will promote mindfulness techniques and staff social supports.
4. Leadership is committed to open and routine communication with staff members, encouraging self-care.
5. Promote the use of staff support groups to enhance staff cohesion and coping.

Plans to provide access back-up, water and medicines in the event of an emergency.

Back up supplies and medicines are kept on hand at the school sites in case of an emergency.

Plans to ensure continuity of other support services, including special education, counseling, after-school programs, and access to kitchens and food services, adapting these services to the online or hybrid environment when necessary.

#### Special Education

Students who are eligible for Special Education services will receive the service and supports listed in their IEPs in the respective instructional model (i.e. Distance Learning or Hybrid). Special Education providers will work together and with general education teachers to create schedules which allow students to access live teaching sessions as well as IEP services.

#### Counseling

RVUSD will continue to implement its PBIS program, Social Emotional Learning programs (e.g. Wayfinder, Character 360), and Restorative Practices. All teachers are encouraged to utilize these resources. During PBIS staff and leadership team meetings, staff discuss the social and emotional well-being of students and what tiered approach will be utilized for a student of concern. The district has shared numerous resources with our families regarding trauma and links to community resources, which address anxiety and stress, hotlines and websites. The district has counselors on staff and also partners with local community organizations to ensure all students have access to counseling services.

#### Expanded Learning Opportunities Program

RVUSD's ELOP program, ACORNS, supports expanded learning opportunities for district children and will operate within the guidelines and capabilities that the emergency dictates. They will work closely with the Superintendent to ensure all students are safe and have access to essential programs.

#### English Learners

English Learners will have targeted Designated ELD time built into their synchronous learning sessions, language objectives built into online learning to support EL language acquisition through Designated an Integrated ELD.

#### Food and Nutrition Services

While RVUSD operates throughout an emergency, students will continue to be offered school breakfasts and lunches. Meals will be available for pick up at identified school campuses within the district as follows:

Meals will be provided free of charge to all children 18 years old and younger

5 days of breakfast and lunch will be provided to families each week on a designated distribution day that will be clearly communicated to families.

Meals served will be individually plated or "grab and go"

Meals will be distributed unheated; proper food handling and heating procedures will be provided

All safety protocols will be put into place during food distribution.

Parents/guardians will be communicated with regularly through the district parent communication platform about the process, location, and dates/times to pick up meals.

Parents will receive communications related to meal service in their language of preference.

In the event that on-site instruction resumes, the district will adjust its meal service plans to ensure that students continue to receive school meals. If future onsite instruction includes a hybrid model, students will receive school meals for both days of onsite instruction and distance learning.

## Site-Based Collaboration

How administrators, faculty, information technology staff, students, and parents will collaborate in the development and implementation of this ICP.

The LEA will regularly review and update the plan based on feedback and lessons learned. Collaborative settings include:

RVUSD staff meet weekly, emails, and surveys; lessons learned from past experience were integrated into this plan and future information on implementation if any will be incorporated for updates..

RVUSD board meets at least monthly; community feedback and public comment are taken into consideration for this plan.

RVUSD site councils, ELACs, DLAC, Indian Parent Committee and administration meet regularly; feedback on this plan and lessons learned are taken into consideration for this plan.

RVUSD superintendent meets regularly with the Round Valley Tribal Council; any feedback will be taken into consideration as the plans are updated.

## Return to Site-Based Learning

Conditions that must be met prior to returning from disruption including reopening sites.

The goal is to return to in-person instruction as soon as possible once RVUSD has met the multiple conditions of reopening:

Following an emergency, the district will consider the following before resuming in-person learning on campus:

Evacuation orders lifted

Power and utilities functioning

Healthy air quality

Access to safe, clean water and restroom facilities

Campus free from debris and hazards

Internet fiber lines connected and functioning  
Sufficient staffing levels  
Kitchens up and running for meals

The district will set a school reopening target date and communicate that with staff, students and families.

## Integration with Comprehensive School Safety Plan (CSSP)

Integration of this Instructional Continuity Plan (ICP) into Round Valley Elementary School's Comprehensive School Safety Plan (CSSP).

This Instructional Continuity Plan (ICP) will be included as an integral component of Round Valley Elementary School's Comprehensive School Safety Plan (CSSP) by July 1, 2025, as required by SB 153. The information in this ICP will be considered in relation to other aspects of the existing safety plan. A locally-adopted CSSP must include this ICP to obtain approval of a Form J-13A waiver request beginning in fiscal year 2026-27.

## Review and Updates of this Instructional Continuity Plan (ICP)

Frequency of review and update of this ICP.

This Instructional Continuity Plan will be reviewed and updated in collaboration with Educational Partners, considering feedback and lessons learned on the following basis:

Annually through the Comprehensive School Safety Plan update process before March 1.