

Phase 1: Summer 2020  
Plan for Reentry

 Phase 2: Fall 2020  
Continuous Improvement

 Phase 3: Winter/Spring 2021  
Improvement/ Recovery

## Instruction

- Assemble a reentry advisory committee
- Identify and understand the needs of your priority groups of students
- Reflect on previous distance learning
- Determine priorities and aspirations for reentry
- Actualize aspirations
- Utilize your curricular materials
- Plan for teaching and learning across multiple scenarios
- Plan your approach for unfinished learning
- Determine your assessment strategy
- Determine supporting systems and structures
- Create academic calendar and master schedule
- Decide on roles and responsibilities for instruction
- Plan teacher training support, coaching support, and planning expectations
- Determine plan for grading
- Communicate instructional plans with families and staff
- Train teachers for beginning of year

- Confirm priorities & aspirations for student learning and culture for the fall
- Set up sources of data and progress monitoring
- Set up leadership structures and routines for reviewing data and making a plan for response
- Identify focus areas for improvement and review resources to support with constructing a plan
- Set up (or confirm) systems and structures for supporting teachers and staff with training, planning, and coaching
- Communicate to all stakeholders the findings and the proposal and rationale for adjustment
- Quickly build capacity of teachers and staff

- Step back and adjust plans based on data
- Revise instructional model and plans as needed
- Support teachers on any adjustments through training, coaching, and planning

## Culture

- Determine the social-emotional needs of staff, students, and families
- Identify supporting programs and partners
- Plan trauma-informed practices in culture and instruction
- Adjust school culture plan
- Create stakeholder reengagement plan
- Decide on roles and responsibilities for culture

- Communicate culture plans with families and staff
- Refine your tool for assessing school culture
- Gather data on students and staff engagement and wellbeing
- Check in with families

- Step back and adjust plans based on data
- Launch any additional student supports for social-emotional learning or trauma

## Operations

- Revise 2020-21 budget
- Hire for vacancies informed by scenarios
- Perform tech audit and create distribution plan
- Update food distribution plan
- Create safety plan for different scenarios
- Determine student and classroom supply lists
- Update family and teacher handbooks
- Update performance evaluations informed by scenarios
- Decide on roles and responsibilities for operations
- Create contingency plans for staff absences
- Communicate operational plans with families and staff

- Determine communication systems and structures
- Observe and refine schoolwide operations and procedures
- Adjust plans based on scenario

- Set re-enrollment projections
- Hold teacher retention meetings
- Adjust budget as needed
- Perform tech audit