



FLORIDA DEPARTMENT OF
EDUCATION
fldoe.org



Spring 2021 Education Plan and Assurances

Liberty

Due: December 15, 2020

Submit to ReopeningPlan@fldoe.org

Spring 2021 Education Plan and Assurances

Purpose

The purpose of this document is to guide districts to plan for the continued implementation of the 2020-21 District Reopening Plan through an updated Spring 2021 Education Plan and to capture an updated agreement of assurances. The flexibility provided for in DOE Order No. 2020-EO-07 is necessary to respond to and mitigate the impact of the emergency and to promote the health, safety and welfare of persons connected with Florida's educational system. Overall, this document focuses on accomplishing the following four goals:

1. Building on the successful reopening of all public schools to in-person instruction;
2. Promoting parental choice while ensuring that every student is making adequate academic progress;
3. Providing financial continuity to enable each school district to maintain the full panoply of services for the benefit of Florida students and families, including students from vulnerable populations such as low-income families, migrant families, the homeless, English Language Learners (ELLs), students in foster care and students with disabilities; and
4. Empowering every district to maintain high-quality school choices for Florida students and families with a focus on eliminating achievement gaps, which have been exacerbated by the crisis.

Directions

Districts shall complete this form and email to ReopeningPlan@fldoe.org no later than December 15, 2020. The subject line of the email must include district name and Spring 2021 Education Plan and Assurances. The district shall complete the plan, agree to all assurances and faithfully implement the plan to receive the statutory flexibilities and financial supports that are offered in DOE Order No. 2020-EO-07. Approval of this plan will be predicated on the ability to deliver the needed resources for intervention programs to address any learning loss or lack of progress for students not on grade level, especially those students who are returning from options other than the traditional brick and mortar setting.

District Education Plan Assurances

The district must agree to ALL of the assurances by checking the corresponding boxes.

Assurance 1: All schools will remain open. *The district agrees to the conditions set forth in section II.a. of DOE Order No. 2020-EO-07.* The district will continue to assure that all brick and mortar schools must continue to be open at least five days per week for all students, subject to advice and orders of the Florida Department of Health, local departments of health and subsequent executive orders.

Assurance 2: Continue the full panoply of services. *The district agrees to the conditions set forth in sections II.b. and II.e. of DOE Order No. 2020-EO-07.* The district agrees to continue to provide the full array of services that are required by law so that families who wish to educate their children in a brick and mortar school full time will continue to have the opportunity to do so. The district agrees to provide students with Individual Educational Plans (IEPs) the services necessary to ensure that they receive a free and appropriate education. The district agrees to identify students who may have regressed during school closures or during the fall term. School districts must ensure that IEP teams are appropriately determining needed services, including compensatory services. If an ELL's reading, writing, listening or speaking skills have regressed during school closures, school districts agree to

Spring 2021 Education Plan and Assurances

convene an ELL committee meeting with appropriate staff and parents to determine if additional or supplemental English for Speakers of Other Languages services are needed.

☒ **Assurance 3: Continue progress monitoring and interventions.** *The district agrees to the conditions set forth in sections II.c. and II.d. of DOE Order No. 2020-EO-07.* The district agrees to continue to provide robust progress monitoring and requisite interventions to all students, with tiered support for students not making adequate progress. Students who are receiving instruction through innovative learning modalities must transition to another learning modality if they fail to make adequate progress. The district agrees to provide monthly progress monitoring reports to parents/guardians for students identified as performing below grade level and/or demonstrating decline on the district's progress monitoring system. The district agrees to provide the department with a detailed report, in a format prescribed by the Florida Department of Education, based on progress monitoring data that delineates the interventions provided to students and the effectiveness of each intervention at the end of the spring semester. The purpose of this report is to identify and differentiate between effective and ineffective intervention strategies provided to students not making adequate progress. The district agrees to continue to provide supplemental services (afterschool, weekend and summer) for any student who, based upon progress monitoring or other data, has not achieved grade-level mastery or who is not on track to achieve a minimum of one year of academic growth during the 2020-21 school year. The district agrees to identify these students and provide written notice of the need and availability of these services to parents/guardians.

☒ **Assurance 4: Continue charter school flexibility.** *The district agrees to the conditions set forth in section II.f. of DOE Order No. 2020-EO-07.* The district agrees to continue to extend the same flexibility in instructional methods and funding to every charter school that submits a Spring 2021 Education Plan.

☒ **Assurance 5: Innovative learning modality.** *The district agrees to the conditions set forth in sections II.g. and II.h. of DOE Order No. 2020-EO-07.* The district agrees that if a student receiving instruction through the innovative learning modality is failing to make adequate progress, the parents/guardian must be contacted and the student must be transitioned to face-to-face instruction. The district agrees that a student who is not making adequate progress will only be allowed to remain in the innovative learning modality if the district or charter school: 1) provides written notice to the parent or guardian that the child is not making adequate progress and any associated education risks; and 2) obtains written acknowledgement from the parent or guardian verifying the receipt of this information and the intent to remain in the innovative learning modality. The district agrees that students transitioned out of the innovative learning modality must be given additional interventions and supports. School districts and charter schools must not unreasonably restrict the decision of a parent or guardian to alter the learning modality (in-person, innovative, virtual) that best suits their child's needs. Restricting when changes can be made to a certain time of the semester or requiring more than a week's notice prior to changing a student's learning modality are presumptively unreasonable.

☒ **Assurance 6: Truancy/Attendance of students.** *The district agrees to the conditions set forth in section II.i. of DOE Order No. 2020-EO-07.* The district agrees to continue to provide enhanced outreach to parents/guardians to ensure maximum in-person student enrollment and participation in public schools.

Spring 2021 Education Plan and Assurances

Assurance 7: Continue professional development. *The district agrees to the conditions set forth in section II.j. of DOE Order No. 2020-EO-07.* The district agrees to continue to provide professional development to teachers and leaders to become proficient in the delivery of grade-level standards within all learning modalities, as well as the utilization of progress monitoring for remediation and intervention.

District Spring 2021 Education Plan

Directions: The district must address each of the following areas and their sub-components in the corresponding text box below. Please remember to clearly label the required information you are providing below accordingly, e.g., 1.a., 2.b., 4.c., etc. Additionally, please check to make sure you have **thoroughly and clearly answered each required area and sub-component below prior to submission.**

1. **Spring Intervention Plan.** The district shall explain in detail a proposed 2021 Spring Intervention Plan with the following three components:
 - a. A focus on closing achievement gaps, particularly those that have been exacerbated during the pandemic. Include the district's plan for additional instructional time including after school, weekends and/or summer programs, and an explanation of how lost instruction time has been or will be made up.
 - b. Targeted outreach for students who are demonstrating a decline on the district's progress monitoring system for reading and mathematics, by grade level and by learning modality.
 - c. Specify additional interventions and supports that will be provided to students who are transitioned out of the innovative learning model.

Liberty Spring Intervention Plan

The Liberty County Spring Education Plan outlines the process for the implementation of Executive Order 20-52 and Florida Division of Emergency Management Order No. 20-004, with the goals of building upon the success that we experienced in the Fall. The LEA confirms that this plan will address all requirements of Assurances 1 – 7 as agreed to above. **Apalachicola Forest Youth Camp and Liberty JUST are included in the plan.**

Closing the Achievement Gap, 1.a.:

The LEA will focus on addressing the achievement gap that has been exacerbated during the pandemic due to loss of instructional time due to school closure, lack of student engagement due to distance learning, quarantine of students and teachers, and other challenges related to the pandemic. The procedure for closing the achievement gap will include the following.

- Analysis of mid-year progress monitoring data (iReady/Ren Learn/Common Lit) and other appropriate data sources for each school. Data will be disaggregated to determine students that require Tier II and Tier III interventions, and/or the students not on track to make a year's worth of growth.
- Teachers will design, implement, and maintain a running record of interventions for identified students to determine which interventions are successful.
- Monitor interventions monthly to determine success in closing the achievement gap.
- Parents/guardians of identified students will receive monthly progress monitoring reports to keep parents informed of progress.

The LEA's explanation for how lost instructional time has been made up and the provision for additional instructional time is as follow. The district delayed the start of the school year. The district calendar was

Spring 2021 Education Plan and Assurances

modified to reduce planning days and holidays which were converted back to instructional days. In addition, the district is in session in excess of the 1500 required minutes which covered the remaining lost instructional minutes. To close the achievement gap because of the pandemic the district will provide additional instructional time for identified students. Provisions will be made for additional instructional time during the school day, after school hours and during the summer break. Increased instructional time for students will be provided by increasing time for the core subjects of reading and math by decreasing time in non-core subject areas. Students requiring additional support will be encouraged to participate in after school prescriptive intervention in reading and math. The LEA extended day program will work in conjunction with the 21st Century After School program to provide small group targeted instruction to identified students. Extended instruction will be provided at all school sites during the summer to provide additional time for students to meet grade level requirement in reading and mathematics.

Targeted Outreach 1.b.:

Each school will provide targeted outreach to students that are demonstrating a decline based on the progress monitoring system for Reading and Mathematics. To include all grade levels and learning modalities. Progress monitoring data will be utilized by school data teams to identify students requiring Tier II and Tier III supports. Students will be identified by grade level, subject area(reading/math), intervention strategy and teacher.

Targeted outreach procedures will include the following.

- Targeted outreach strategies.
 - Parents will be notified in writing that targeted students are not on track based on progress monitoring data to achieve grade-level mastery or are not on track to achieve a minimum of one year of academic growth during the 2020-2021 school year.
 - 30 additional minutes of small group ELA instruction, up to three days per week, after school, during the regular school year.
 - 30 additional minutes of small group Mathematics instruction, up to three days per week, after school, during the regular school year.
 - Opportunity to participate in extended summer program for ELA, Mathematics, Algebra I EOCs, and ELA graduation requirement.
 - Tier II and Tier III instruction will continue during the school day as outlined in school schedules.
 - Suspension of non-core subjects to provide additional instructional time in ELA or Mathematics.
 - Teacher data analysis days to review progress monitoring data.
 - Compensatory services for SWDs as determined by the IEP team.

Supports for Students Transitioned Out of Innovative Learning Model 1.c.

- Students returning from iLiberty or Liberty Virtual will be progress monitored to determine achievement level and need for placement in Tier II and Tier III classes.
- 30 additional minutes of small group ELA and/or Mathematics instruction, up to three days per week, after school, during the regular school year.
- Opportunities to participate in summer learning programs.

2. **Innovative Learning Modality.** The district shall explain in detail its plan to:

Spring 2021 Education Plan and Assurances

- a. Offer the innovative learning modality only to students who are making adequate academic progress.
- b. Provide written notice to the parent/guardian that the child is not making adequate progress and describe the associated education risks. The district must obtain a written acknowledgement from the parent or guardian verifying the receipt of this information and their intent to have their child remain in the innovative learning modality. The district must submit a copy of the written acknowledgement form that they will provide to parents/guardians.

Adequate Academic Progress in Innovative Learning Modality 2.a.:

Schools will review the progress of all students participating in innovative instructional models (iLiberty and Liberty Virtual) to determine students that are successful. The LEA will offer the innovative learning modality only to students that are making adequate academic progress. The student must meet the following criteria for adequate progress. A grade of "C" or higher in all core courses each quarter, maintain required weekly pace and progress, engage in course work on a daily basis, maintain regular communication with all teachers, and participate in office hours as required. An additional consideration is the review of progress monitoring data to determine the probability of the student making sufficient progress to ensure a minimum of one year of academic growth during the 2020-2021 school year.

Written Notice to Parent/Guardian 2.b.:

The school will provide written notice to the parent/guardian when their child is not making adequate progress as defined above. This notice will also describe the associated educational risk of remaining in an innovative instructional model (iLiberty/Liberty Virtual). The letter will direct the identified students to return to the traditional brick and mortar setting. If the parent does not agree to return their child to the traditional school setting the parent must provide written acknowledgement verifying the receipt of the information and their intent to have their child remain in the innovative learning modality.

Appendix A:

Written Notice to iLiberty Parent

Written Notice to Liberty Virtual Parent

Follow up Letter for No Reply

Spring 2021 Education Plan and Assurances

3. **Enhanced Outreach - Truancy/Attendance of Students.** The district shall list strategies they are implementing to:
- Identify vulnerable students who have had limited or no contact with the district and transition them to the appropriate learning modality, including students who have yet to appear or enroll for the 2020-21 school year.
 - Identify VPK- and kindergarten-eligible students with the goal of engaging students to maximize kindergarten readiness to support long-term achievement.

The LEA will implement strategies for enhanced outreach to address truancy and attendance.

Identify Vulnerable Students 3.a.

Students who have had limited contact with the district, exhibited a lack of progress, and are struggling academically will be identified by teachers, guidance, and administrative staff. This includes students who struggle to complete assignments and are considered chronically absent. Enhanced outreach will be made by teachers and staff by any of the following: phone calls, emails, letters, parent conferences, and/or home visits. If academics or absenteeism does not improve, a recommendation will be made to continue academics in a more appropriate learning modality to ensure progress and success. If a recommendation has been made for a student to return to the brick-and-mortar school and the parent refuses the parent will provide written acknowledgement that they were informed that it is in their child's best interest to return to brick and mortar school and they have been made aware of the possibility that the child's academic progress may prohibit the student from advancing to the next grade.

Data entry clerks, administrative staff, and MIS staff continue to search for students that were coded as "Did not enroll" after the first 10 days of school. Staff continue to make efforts to reach parents, extended family members, previously known schools attended, etc. until they are located. The DNE list is continued to be monitored after each survey to verify if the students enrolled in another Florida school district.

The Liberty County School District partners with local agencies such as the Liberty County Sheriff's Department, and the Department of Children & Families to identify students that may not have yet enrolled in the district to make sure they are enrolled in the most appropriate learning modality and in school.

N/A for DJJ programs, as all students are receiving education in the brick-and-mortar setting.

Engage VPK and Kindergarten Students to Maximize Kindergarten Readiness 3.b.

The Liberty County School District uses flyers, school websites, district websites, and Facebook to try and identify VPK and kindergarten eligible students. Parents of kindergarten eligible students can obtain information about skills necessary for kindergarten success at any of the elementary schools or district office. The lists can also be obtained at local daycares.

Liberty County School District will employ the following resources and strategies to ensure every student in the district is accounted for and engaged in learning.

Spring 2021 Education Plan and Assurances

- Use the contact information (phone number, email address, mailing address) from the district VPK Certificates of Eligibility, the VPK Coordinator will contact parents of children not currently enrolled in a district VPK program for recruitment purposes.
- Communication will be provided to families of non-attending VPK and Kg students to include types of programs available and contact information for questions.
- Personal phone calls will be made to chronically absent families of VPK and Kg students.
- Continue monthly child find and follow up with encouragement to participate.
- VPK Coordinator will distribute information on VPK availability community-wide, in collaboration with coalitions: • Local pediatrician offices • Boys and Girls Clubs • YMCA • Radio stations • Local news media • Social media • Local places of worship • Festivals or community events • Toy and book drives.

4. **Professional Development.** The district shall list professional development opportunities provided and planned to support teachers and leaders in implementing the Spring 2021 Education Plan, including:
- a. Innovative and virtual learning modalities;
 - b. Interventions to support students in various learning modalities; and
 - c. Technology needs (especially new learning management systems).

Professional Development for Innovative and Virtual Learning Modalities 4.a.

The instructional technology team provides ongoing training for K-12 teachers to ensure the successful implementation of our LMS, ZOOM, Clever, Nearpod and other innovative learning modalities for K-12 teachers. Prior to the reopening of schools all K-12 teachers participated either face to face or virtual based training/meetings based on individual needs. Instructional staff training addressed strategies for posting assignments and communicating with students and parents through the LMS. In addition, teachers were instructed how to access digital resources through the single sign on portal. Innovative learning environment teachers were provided additional self-driven professional development opportunities provided through PAEC to enhance teacher knowledge and skills of virtual learning instruction. Instructional technology teams are available to support all teachers with innovative platform usage. Teacher also have access to on demand personal professional development through online Canvas modules.

Administrators were also provided Canvas and single sign on portal training to address specific needs of school and district leaders. This training focused on utilizing Canvas and Single Sign on Portal to provide instructional support and monitor teacher success.

Interventions to Support Students 4. b.

Innovative learning environment teachers are provided professional development opportunities for implementing intervention strategies to address individual student needs. Communication is a vital intervention strategy for all teachers but particularly for innovative learning environment teachers. The district utilizes the communication application, ParentSquare, to facilitate communication between the district, schools, teachers, students and parents. Administrators and teachers are provided training and ongoing support from the district instructional technology team in utilizing the communication app, ParentSquare. Innovative learning environment teachers are also trained to add colleagues and administrators as co-teachers in the LMS to facilitate communication with students, families, and ESE inclusion teachers. Students with specific needs are provided intervention strategies such as, closed captions for the hearing impaired, screen readers for vision impaired and specialized assistive technology to meet individual learning needs. Training is provided by ESE support staff and the Instructional Technology Team.

Spring 2021 Education Plan and Assurances

Technology Needs 4.c.

The instructional technology lead assesses the technology needs of teachers and administrators through classroom walk-through observations. Teachers also request training as needs arise by contacting the instructional technology team through the help desk on the district website or via district email. Ongoing training and support is provided for teachers, parents, and students as new technology solutions are implemented.


Administrators and the Instructional Technology Coach conduct virtual walkthroughs observations to monitor teacher success and provide support to meet the technology needs of teachers and families. The instructional technology coach communicates with school and district administrators regarding teacher's success in providing instruction through these new instructional delivery systems. Administrators and the instructional technology coach collaborate with innovative learning environment teachers to ensure that the new learning systems provide students with accessible content and resources to enhance learning, as well as eliminate obstacles that cause frustration for teachers, students and families.

Parent surveys are utilized to determine the technology needs of students and families. School managed devices are provided for all students enrolled in the innovative learning environment. Technical support for hardware and school managed devices are provided by the instructional technology team. The instructional technology team is accessible to students and parents through the helpdesk on the district website or directly through the district email.

DJJ programs will follow the District proposed professional development schedule in addition to using the BEESS Portal to Professional Development Alternatives, to assist educators with responding to instructional and behavioral needs of each learner to maximize achievement for all students. Our teachers will be offered the opportunity to participate in PD in areas such as: Introduction to Differentiating Instruction, Technology for Student Success: Assistive Technology, Differentiating Mathematics Instruction, PBS, Engaging Learners through Informative Assessment, and more.

Acknowledgement

The district verifies that the information they provide to the Florida Department of Education contained in this form is consistent with, and meets the intent of, the provisions outlined in DOE Order No. 2020-EO-07.

Name and title of person responsible for completion and submission of the Spring 2021 Education Plan.
Gay Lewis, Director of Instruction and Lara Deason, Director of Special Education
Contact information: email, phone number
Gay Lewis, gay.lewis@lcsb.org , Lara Deason, lara.deason@lcsborg , 850-643-2275
Date submitted
12/10/2020
Superintendent Signature (or authorized representative)


Sample Letter that will be placed on official school letterhead by the school principal

Date: _____

Re: Notice of Academic Progress for Students in Liberty Virtual

Dear Parent/Guardian,

This letter is to inform you that the Liberty County School District has been notified that your student, _____, is not making adequate progress in the Liberty Virtual PAEC Franchise.

Explanation/Summary of Student Progress based on current grades and progress monitoring data.

ELA: _____

Math: _____

Science/Social Studies: _____

You have been previously contacted by Liberty Virtual Teachers/Administrators to develop a student action plan. To date, the requirements of this plan have not been met.

Based on non-compliance with the Liberty Virtual guidelines and student action plan, it has been deemed that this mode of instruction has not been effective. Missing a substantial amount of school, neglecting to complete schoolwork, or not making adequate academic progress puts students at risk of falling behind. Every Student Succeeds Act or ESSA charges schools with ensuring that all students learn and achieve. Schools cannot effectively educate students who are not engaged academically for one reason or another.

Based on these factors, your child will be withdrawn from Liberty Virtual on _____ and is to return to traditional schooling effective immediately. **If you do not choose for your child to return to the traditional school setting you must provide written acknowledgment, within 5 business days, verifying the receipt of this letter and your school choice option. This acknowledgment will serve as verification that you fully understand the consequences of this choice.**

If this written acknowledgment is not received within the five (5) days or your child has not returned to school by the date listed below, they will be considered truant and further legal action will be taken.

Please contact the school upon receipt of this letter to indicate the school choice option that you would like to pursue. If you do not select another school option, your child will automatically be transferred to traditional brick and mortar school. **The effective return to school date will be _____.**

If you would like to discuss your child's situation, please contact me. We look forward to seeing your child back at school so there will not be further delays in their education.

Sincerely,

Principal

Sample Letter that will be placed on official school letterhead by the school principal

Date: _____

Re: Notice of Academic Progress for Students in Liberty Virtual

Dear Parent/Guardian,

This letter is to inform you that the Liberty County School District has been notified that your student, _____, is not making adequate progress in the Liberty Virtual PAEC Franchise.

Explanation/Summary of Student Progress based on current grades and progress monitoring data.

ELA: _____

Math: _____

Science/Social Studies: _____

You have been previous contacted by Liberty Virtual Teachers/Administrators to develop a student action plan. To date, the requirements of this plan have not been met.

Based on non-compliance with the Liberty Virtual guidelines and student action plan, it has been deemed that this mode of instruction has not been effective. Missing a substantial amount of school, neglecting to complete schoolwork, or not making adequate academic progress puts students at risk of falling behind. Every Student Succeeds Act or ESSA charges schools with ensuring that all students learn and achieve. Schools cannot effectively educate students who are not engaged academically for one reason or another.

Based on these factors, your child will be withdrawn from Liberty Virtual on _____ and is to return to traditional schooling effective immediately. **If you do not choose for your child to return to the traditional school setting you must provide written acknowledgment, within 5 business days, verifying the receipt of this letter and your school choice option. This acknowledgment will serve as verification that you fully understand the consequences of this choice.**

If this written acknowledgment is not received within the five (5) days or your child has not returned to school by the date listed below, they will be considered truant and further legal action will be taken.

Please contact the school upon receipt of this letter to indicate the school choice option that you would like to pursue. If you do not select another school option, your child will automatically be transferred to traditional brick and mortar school. **The effective return to school date will be _____.**

If you would like to discuss your child's situation, please contact me. We look forward to seeing your child back at school so there will not be further delays in their education.

Sincerely,

Principal

Sample Letter that will be placed on official school letterhead by the school principal

Date: _____

Re: Notification of Academic Progress for Student in iLiberty

Dear Parent,

This letter is to inform you that your student, _____, is not making adequate progress in online learning through the iLiberty instructional platform.

Explanation/Summary of Student Progress based on current grades and progress monitoring data.

ELA: _____

Math: _____

Science: _____

A meeting was held on _____ to develop a student action plan. To date, the requirements of this plan have not been met.

Based on non-compliance with the student action plan it has been deemed that this mode of instruction has not been effective. Missing a substantial amount of school, neglecting to complete schoolwork, or not making adequate academic progress puts students at risk of falling behind. Every Student Succeeds Act or ESSA charges schools with ensuring that all students learn and achieve. Schools cannot effectively educate students who are not engaged academically for one reason or another.

Based on these factors, your child **will be withdrawn from iLiberty** and is to return to traditional schooling effective immediately. **If you do not choose for your child to return to the traditional school setting you must provide written acknowledgement verifying the receipt of this letter and your intent for your child to remain in iLiberty. This acknowledgement will serve as verification that you fully understand the consequences of this choice.**

Please contact the school upon receipt of this letter to indicate the school choice option that you would like to pursue. If you do not select another school option, your child will automatically be transferred to traditional brick and mortar school. **The effective return to school date will be _____.** If your child does not return on this date or we have not received your written acknowledgment of your school choice option, your child will be considered truant and further legal action will be taken.

We look forward to supporting your child in a successful transition. If you have questions, please feel free to contact me.

Sincerely,

Principal