Fairfield Public Schools Board of Education Policy Guide

Instruction Series C-19-COVID-19 Policies and Regulations

## ADMINISTRATIVE REGULATIONS ON SCHOOL CLOSING FOR EMERGENCY CONDITIONS

## <mark>C-19.11</mark>

The Administrative Regulations below will be followed in the event of a Remote Learning Day.

## **Decision Making**

- Time permitting, the Superintendent will network with their area superintendent group to engage in discussion and decision making related to a potential closure.
- To provide time for appropriate planning and access, when possible, Superintendents should analyze all available information to determine the extent of the closure the night before to prepare students, staff, and families.

## **Teaching and Learning**

- Teachers should utilize learning management systems to deliver instruction through the daily learning plan to include taking attendance.
- In the event of a weather related closure, the FPS learning plan will alight with the CSDE Addendum 12 Plan for Hybrid and Remote Instructional Guidance. The instructional day length of direct engaged learning will not be less than the allocated hours listed below of 4.5 hours for elementary and 5.0 hours for secondary with a 50/50 plan for synchronous and asynchronous delivery of learning.
- The student day should be organized around content specific learning outcomes for each block or period.
- Daily learning plans and schedules should be communicated by school leaders to families through the appropriate learning management system and other communication channels.
- There will not be extra-curricular activities or sports on Remote Learning Days.
- All Remote Learning Days (RLD) are considered a staff work day. All certified staff (administrators, teachers, etc.) are expected to be available by email or other forms of communication channels (learning management system) to support students who are engaged in daily learning plans. If the faculty or staff member cannot be available to learners, they should apply for the appropriate leave as they would on any regular scheduled school day.
- Consideration must be given to the number of students and faculty who may be under power or internet outage circumstances before declaring a RLD when closed for inclement weather.
- Staff should be able to respond to appropriate requests for student assistance during the duration of a RLD. These responses should be in the form of email or other acceptable forms of electronic communication and should be in a manner deemed to be timely by all parties involved.

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