



Emergency Instructional Time Template Section 520.1

As communicated to chief school administrators on July 6, 2020, Section 520.1 of the School Code provides flexibility to meet minimum instructional time requirements in the event of an emergency that prevents a school entity from providing for the attendance of all pupils or usual hours of classes at the school entity. The Pennsylvania Department of Education (PDE) considers the World Health Organization-declared Coronavirus disease (COVID-19) a global pandemic and an emergency as contemplated by Section 520.1.

A local education agency (LEA) that elects to implement temporary provisions in response to the COVID-19 global pandemic may meet the minimum 180 days of instruction and 900 hours of instruction at the elementary level and 990 hours of instruction at the secondary level through a combination of face-to-face and remote instruction, consistent with the requirements outlined in PDE's July 6 guidance. Such LEAs must provide PDE with the following information:

1. LEA's Proposed Calendar and Schedule(s) for SY 2020-21

a. School Year Calendar

School Year Start Date	School Year End Date	Total Number of Instructional Days <i>Must meet minimum 180 days</i>
08/31/2020	06/04/2021	180

b. A sample weekly academic schedule as approved by the LEA's governing body. (Recognizing the need for flexibility and that circumstances may change as the LEA responds to the COVID-19 pandemic, an LEA may provide more than one proposed weekly schedule.) Example schedules are provided in Appendix A.

2. If the proposed schedule includes remote learning (i.e., learning outside the school building), describe how the LEA will ensure access to remote learning opportunities for all students.

All district students K-12 will be provided with a Chromebook. All additional guidance can be found in the district's continuity of education plans.

3. The Chief School Administrator and Board President affirm the following:

- The proposed school calendar and academic schedule(s) will provide all students the planned instruction needed to attain the relevant academic standards set forth in Chapter 4.
- The proposed school calendar and academic schedule(s) allow sufficient instructional time necessary for content mastery and provide instructional blocks for each grade level and content area.
- The proposed school calendar and academic schedule(s) provide at least 900 hours (elementary) and 990 hours (secondary) of in-person instruction and/or remote learning for all students. (Such time may include synchronous and/or asynchronous instruction.)

- The proposed school calendar and academic schedule(s) define instructional time for students as time in the school day devoted to instruction and instructional activities under the direction of certified school employees. (Such time may include synchronous and/or asynchronous instructional activities.)
- Clearly defined systems for tracking attendance and instructional time will be implemented to ensure student engagement in remote instruction.
- The LEA acknowledges that it must provide Free and Appropriate Public Education (FAPE) during this pandemic-related emergency.
- The proposed school calendar and academic schedule(s) ensures ESL services for English Learners.
- Clearly defined and ongoing systems for evaluating the quality and outcomes of instructional delivery will be implemented, at least quarterly, and necessary adjustments will be made when data highlight concerns about quality, equity, and/or lack of progress in student learning.

Name of Local Education Agency: *Montgomery Area School District*

Signature of Chief School Administrator: *Katherine L. Bowers*

Date: *8/6/2020*

Signature of Governing Body President: *Michael A. Adams*

Date: *8/6/2020*

Date Approved at Board Meeting: *August 4, 2020*

Please scan and submit this entire signed document, the proposed weekly schedule, and a copy of the board minutes at which such schedule was approved to RA-EDContinuityofED@pa.gov.

Any questions can be submitted to RA-EDContinuityofED@pa.gov.

Appendix A: MASD Weekly Schedules 2020-2021

Traditional Model

Monday	Tuesday	Wednesday	Thursday	Friday
8:35-3:00	8:35-3:00	8:35-3:00	8:35-3:00	8:35-3:00
In person	In person	In person	In person	In person

Hybrid Model

Monday	Tuesday	Wednesday	Thursday	Friday
8:35-3:00	8:35-3:00	8:35-3:00	8:35-3:00	Groups A & B: Remote Learning
In person with A/B Alternating Schedule Group A: in school Group B: remote learning	In person with A/B Alternating Schedule Group A: remote learning Group B: in school	In person with A/B Alternating Schedule Group A: in school Group B: remote learning	In person with A/B Alternating Schedule Group A: remote learning Group B: in school	

Elementary Remote Model

Monday	Tuesday	Wednesday	Thursday	Friday
8:35-3:00 Flexible Synchronous and Asynchronous sessions	8:35-3:00 Flexible Synchronous and Asynchronous sessions	8:35-3:00 Flexible Synchronous and Asynchronous sessions	8:35-3:00 Flexible Synchronous and Asynchronous sessions	8:35-3:00 Flexible Synchronous and Asynchronous sessions
Remote	Remote	Remote	Remote	Remote

*Office hours for teachers will occur between the hours of 7:35AM-3:05PM Monday through Friday, where students and parents may contact their child's teacher with any questions. Schoology will be used to provide instruction during FID days. Synchronous and asynchronous Zoom sessions will be available.

Jr./Sr. High Remote Model

Monday	Tuesday	Wednesday	Thursday	Friday
8:35-3:00 Synchronous sessions	8:35-3:00 Flexible sessions	8:35-3:00 Synchronous sessions	8:35-3:00 Flexible sessions	8:35-3:00 Synchronous sessions
Remote	Remote	Remote	Remote	Remote

* Under this model, direct instruction Zoom meetings in all subject areas will occur Monday, Wednesday, and Friday during the individual students' regularly scheduled class period. Individual Zoom sessions for additional support, assignment completion, etc., will occur on Tuesday and Thursday. Office hours for teachers will occur between the hours of 7:35 am and 3:05 pm Monday - Friday, where students may email questions to their teachers or request a Zoom session with a teacher for face-to-face question and answer. When implementation of this model occurs as a result of a snow day or other single day required school closure, Zoom sessions must occur and individual students will follow their regularly scheduled classes regardless of the day of week.