

2020 Prairie School Extended School Closure Plan

A Prairie education relies on face-to-face interaction and collaboration. Our community prioritizes the in-person classroom experience and the relationships that develop when learning, creating, socializing, eating, playing, competing, and performing together. It is impossible to fully replicate the Prairie experience in the virtual realm and it is our goal to be open and operating every scheduled school day.

Acknowledging our current global health situation and recognizing that our community's health and well-being is crucial to our mission, we will close school if:

- It is required or recommended by the local, state, or federal governments,
- We are unable to properly staff the school due to mass employee illness, or
- An unforeseen situation develops where closure seems to be the appropriate response as determined by the school's administration.

Our decision to close will be made independently from other organizations and schools. In all situations the closure decision will be made by the Head of School, and if he is incapacitated, by the partnership of the Associate Head of School and the CFO.

Our primary goal during a closure is the health and safety of our community members. Our secondary goal during a closure is to continue student learning.

While school is closed, all athletic events, school gatherings, and school celebrations will be canceled or postponed indefinitely. Events will be rescheduled using the guidance of the local and state Health Departments, the Metro Classic Athletic Conference, and the judgment of the school administration.

When we are able to reopen school (as determined by the HOS), the first day back will be for faculty only in order to properly prepare for the students.

Depending on the length of closure and the success of our modified program, the 2019-2020 school year could also be extended until Friday, June 12th.

Primary School

The first few days of school closure will not involve any official school activity. Primary School faculty will use the time to update class websites.

Once we start “school” — each weekday, PS faculty will post on their class websites and email the parents of their students approximately 3 hours of school work per weekday. This will involve a combination of web-based resources, teacher-provided resources, and reading. Most teachers will post a week’s worth of activity at a time. The teachers at each grade level will post and share a morning video message by 9:00AM each day outlining the day’s activities.

Music teachers will send classroom teachers video content that aligns with classroom units and those teachers will share the videos with students.

Physical Education and Art will share work to be done with classroom teachers, who will then share the work with students.

Middle & Upper School

The first few days of school closure will not involve any official school activity. Grades 5-12 faculty will update Google Classroom.

When we announce the closure, we will also announce the first day of classes. Classes will meet online every following weekday. MS and US will hold classes using Google Meet according to this schedule:

- A two-day rotation of E and F days. Each class will convene every other day for 45 minutes using Google Meet (see grid below).
- Classes end around noon every day, afternoon time for homework and office hours.
- All faculty will be available for one-on-one student meetings during virtual office hours using Google Meet. Students or faculty will email each other to set appointments.
- Attendance is required and will be taken on PowerSchool every day.
- For each two-day cycle, teachers will assign and students will be expected to complete approximately 1 to 1 ½ hours of work for each class.
- There will be no summative assessments that create the potential for cheating (other than plagiarism).
 - Projects, essays, problem sets, and formative quizzes are encouraged.
 - Tests and summative quizzes are not allowed.
 - Assessments will continue to be entered into PowerSchool.
- Faculty will update Google Classroom regularly.

All School	E day	F day
8:30-9:15	1st hour 7th and 8th Grade MAT A/C Days – 8:30 -8:50 B/D Days – 8:55 - 9:15	2nd hour
9:20-10:05	4th hour	Upper School 5th hour Middle School 6th hour 5th and 6th Grade MAT A/C Days – 9:20 - 9:40 B/D Days – 9:45 - 10:05
BREAK		
10:20-11:05	7th	10th
11:10-11:55	9th	Advisor Check-In (5 min required)
LUNCH (11:55-12:40)		
12:40-1:30	Virtual Office Hours	Virtual Office Hours
1:30-3:42	HW/Teacher Work time	HW/Teacher Work time

Grade 5/6 students will be provided a computer to use at home. The computers will be distributed to students Friday 3/13 and we ask that students bring them home and keep them there until we ask the students to bring the computers back to school.

Physical Education & Exercise Requirement: Students who are healthy enough to exercise must do so 3 times per week for at least 30 minutes. Students must keep a log that they will email their advisors every Friday.

Performing Arts: All MS and US classes will meet online as scheduled.

Visual Arts: The AP 2D Art and Design class will meet as scheduled. All other Art students will “attend” the first day of class and will be given projects to work on independently.

Every AP class has a College Board online “classroom” that students can continue to use for practice (faculty will make sure your students can all log in).

If school is closed and a family has problems with a school-issued device, using school apps and resources, or logging into Google, please email: tech@prairieschool.com.

Compass Learning Specialists, our School Psychologist, and all school Administrators will be available each week day during school hours for consultations. [Please contact them via email to set up a phone call.](#)

Notes For All Faculty:

- During an extended closure, focus student work on the most essential content and skills for your course and/or grade level.
- Chairs will hold department meetings to discuss how to make the best use of the 45 min. online meet-ups based on age and subject-appropriate needs.
- Parent and student emails are available in shared doc (from HOS).
- Klay will provide training in Google Meet and share resources to assist teachers in ways to run virtual classes and help best use the shared time. You will be receiving an email shortly from Klay with the technological details of how we will virtually connect with students.
- Hopefully, if students need new materials (books, etc.) from you we will have enough notice to send them home with what they need.
 - As spring break approaches, it is possible that you will be asked to send students on break with everything they need to work on after break.
 - If a weekend is approaching and a closure appears likely, we will ask students to bring home everything they need on Friday.
- Starting April 2nd, if you need to come on campus to pick something up please be quick, use good hygiene, don't touch anything that you don't properly clean, and maintain social distance. Access is allowed between 8:00 am and 2:00 pm on Weekdays (no weekend access) Enter and exit only through doors: 2, 6, and 8. Doors will be locked, but your D1 key will work.
- If you are ill (even a little), do not come on campus.