

Fall 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 we might have to modify the school calendar.

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 their Google Classroom, the Learning Management System used ES-12.

Once we start our distance learning: each weekday, PS faculty will post on their Google Classroom approximately 3 hours of school work per weekday. This will involve a combination of web-based resources, teacher-provided resources, and reading. Most work will be asynchronous; however, there will be regularly scheduled synchronous instruction provided each week. Each grade level will share its synchronous class schedule with students and families.

Music, art, world language, and physical education teachers will also be posting lessons and assignments to their Google Classrooms, along with offering occasional synchronous class opportunities.

Parents will receive information regarding logins to and navigation of Google Classroom.

Middle & Upper School

The first two weekdays 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 Zoom or Google Meet according to this schedule:

- A two-day rotation of E and F days (see grids below).
- All faculty will be available for one-on-one student meetings during virtual office hours using Zoom or 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.

TPS MIDDLE SCHOOL REMOTE SCHEDULE	E	F
8:30-10:05	Period 1/2 8:30-9:15 online teaching 9:15-10:05 office hours/asynchronous work	Period 1/2 8:30-9:15 online teaching 9:15-10:05 office hours/asynchronous work
10:05-10:15	MM - Google Meet 5th and 6th Grades	MM - Google Meet 7th and 8th Grades
10:15-10:20	Break	Break
10:20-11:55	Period 4/6 10:20-11:05 online teaching 11:05-11:55 office hours/asynchronous work	Period 4/6 10:20-11:05 online teaching 11:05-11:55 office hours/asynchronous work
11:55-12:40	Lunch (on own)	Lunch (on own)
12:40-2:10	Period 7/8 12:40-1:25 online teaching 1:25-2:05 office hours/asynchronous work	Period 7/8 12:40-1:25 online teaching 1:25-2:05 office hours/asynchronous work
2:10-2:15	Break	Break
2:15-3:45	Period 9/10 2:10-2:55 online teaching 2:55-3:45 office hours/asynchronous work	Period 9/10 - FLEX Check in with advisor - How am I doing academically and emotionally? Engagement Rubric - Social/Emotional Self Assessment

TPS UPPER SCHOOL REMOTE SCHEDULE	E	F
8:30-10:05	Period 1 8:30-9:15 online teaching 9:15-10:05 off screen work/ office hour	Period 2 8:30-9:15 online teaching 9:15-10:05 off screen work/ office hour
10:05-10:15 Tuesdays & Thursdays	MM - Zoom	MM - Zoom
10:15-10:20	Break	Break
10:20-11:55	Period 4 10:20-11:05 online teaching 11:05-11:55 off screen work/ office hour	Period 5 10:20-11:05 online teaching 11:05-11:55 off screen work/ office hour
11:55-12:40	Lunch (on own, no advisory)	Lunch (on own, no advisory)
12:40-2:10	Period 7 12:40-1:25 online teaching 1:25-2:05 off screen work/ office hour	Period 10 12:40-1:25 online teaching 1:25-2:05 off screen work/ office hour
2:10-2:15	Break	Break
2:15-3:45	Period 9 2:10-2:55 online teaching 2:55-3:45 off screen work/ office hour	Period 8 - FLEX Mandatory advisory check-in for the first 10 minutes, and office hours for teachers for the remainder of the period.

Grade 5/6 students will be provided a computer to use at home. The computers will be distributed to students if needed and they will keep them at home 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, School Counselor, and all Administrators will be available each weekday during school hours for consultations. [Please contact them via email to set up a phone call.](#)