

## **Hill Country Montessori School**

### **Emergency COVID-19 Distance Learning Plan**

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***In the event there is a state mandated school closure due to COVID-19, Hill Country Montessori School will implement the following Emergency COVID-19 Distance Learning Plan to ensure the continuity of student learning and to maintain the integrity of the Montessori philosophy..***

The COVID-19 Emergency Distance Learning Plan will be implemented under the direction or mandate of the following:

- Federal/State/Local Health, Education, or Government Entities
- Center for Disease Control
- Department of Family and Protective Services/Licensing (Toddler Program)

The HCSM Emergency COVID-19 Distance Learning Plan will be implemented using:

- Online Meeting Platform(s)
- Email
- Telephone

HCMS has gathered information from, and worked in collaboration with, the following agencies to create our distance learning plan in order to institute best practice recommendations:

- American Montessori Society (AMS) Heads of School Team
- Association Montessori Internationale (AMI)
- National Association of Independent Schools (NAIS)
- Independent School Management (ISM)
- Federal/State/Local Recommendations
- Boerne Independent School District (BISD)
- Texas Health and Human Services
- Online/webinar training recommended from state and local agencies

#### ***Distance Learning Plan: Toddler***

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- Montessori materials will be sent home each Monday for Toddler students to continue with hands-on learning. The Toddler program will be assigned a one-hour window to pick up their materials and work plan for the week. These materials will include: Practical Life, Sensorial, Science, Nature, and Art. Parent information/instructions will be included in each child's package.
- The Toddler class will begin each day with a "circle time" via an online platform. In addition, the teacher will provide weekly videos of songs, finger plays, stories, and counting activities created by HCMS staff. The teacher will engage with the students individually at least once per week using an online platform.

### ***Distance Learning Plan: Primary***

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- Montessori materials will be sent home each Monday for Primary students to continue with hands-on learning. The Primary program will be assigned a one-hour window to pick up their materials and work plan for the week. Teachers will select materials from the basic core curriculum and according to the needs of individual children and their weekly plan. Additionally, there will be works that supplement and enrich these lessons (experiments, explorations, extensions and worksheets). Teachers will utilize online meeting platforms to engage with their students.
- There will be weekly meetings or “circle times” where the teacher will discuss ongoing class plans, present a large group lesson, or just engage with the entire class. This will include Peace, P.E., and Spanish.
- Throughout the day, teachers will present individual or group lessons, observe students working, and answer any questions students or parents may have. There will be a schedule created for meeting with students individually as needed.
- Independent work will include: Exploration and experimentation with the materials, reading practice, and activities such as science projects, art, and research.

*NOTE: A weekly class schedule will be made available to parents.*

### ***Distance Learning Plan: Elementary***

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- Montessori materials will be sent home each Monday for Elementary students to continue with hands-on learning. The Elementary program will be assigned a one-hour window to pick up their materials and work plan for the week. Teachers will select materials from the basic core curriculum and according to the needs of individual children and their weekly plan. Additionally, there will be works that supplement and enrich these lessons (experiments, extensions and worksheets).
- Students will meet daily, as a class, with the teacher via an online platform. During this time, both large and small group lessons will be presented. Students will be able to ask questions about their work and the teacher will have the opportunity to observe, assess, and repeat lessons as needed.
- Students are expected to work individually on assignments which will come from the lesson presentations, as well as on Practical Life, Reflection, Peace, P.E., Memory Work, and Independent Projects (6th year students).
- Reading Groups, Literature Circles, and Science will continue on the regular weekly schedule and according to student level.
- Students will meet individually with the teacher at least once per week, and more if needed, for accountability/assessment purposes and to create a viable work plan for the following week.

*NOTE: A weekly class schedule will be made available to parents.*

## ***Distance Learning Plan: Middle School***

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- Teachers will post work on Google Classroom each week along with expectations and due-dates.
- Students will attend a classroom meeting each morning at 11:00 a.m. using Google Meet (a video-communication service). Students will take turns conducting the class meeting much like the one held in person during regular school sessions. At the meeting, students will be able to ask questions about the work and interact with each other socially. After the conclusion of the meeting, students will remain online for a daily math lesson.
- Students will be expected to adhere to a daily schedule which will be posted by the teacher each morning.
- Language, Independent Project, Social World, and Natural World lessons will be posted on the schedule throughout the week. Students will be expected to attend additional Google Meet sessions for these lessons. As always, technology will be integrated throughout the Middle School program. Lessons will be scheduled as needed.
- Students are expected to work individually on assignments which will stem from the lessons, but will also include Practical Life, Latin, reflection, and PE.
- Students are expected to take clear pictures of their work or type their assignments into Google Classroom, whichever is stated in the assignment.
- If students are having trouble printing needed documents, they are invited to meet the teacher at the school for print-outs.
- Students will meet individually with the teacher at least once a week and more if needed. Students who are having trouble keeping up with the work will meet with the teacher daily by phone or Google Meet. Students who consistently fall behind will conference with parents and teacher by phone, Google Meet, or another online communications platform.

## ***Additional Information***

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- ✓ Regular “office hours” will be available each week for parents to meet with teachers, if needed.
- ✓ Our weekly flag ceremony will continue to be held on Fridays at 9:00 a.m. using an online communications platform (weather permitting).
- ✓ We will continue to seek additional ways to engage the school community during school closures.

***Hill Country Montessori School reserves the right to modify the  
Emergency COVID-19 Distance Learning Plan.***