



Emergency Instructional Time Template

Section 520.1 - 2022-23 School Year

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. As occurred for the 2020-21 and 2021-22 school year, 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 for the 2022-23 school year. Nothing in Section 520.1 of the School Code should be construed to extend beyond the 2022-23 school year.

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 May 23, 2022, guidance. Such LEAs must provide PDE with the following information specific to the 2022-23 school year:

1. LEA's Proposed Calendar and Schedule(s) for SY 2022-23

a. School Year Calendar

School Year Start Date	School Year End Date	Total Number of Instructional Days Must meet minimum 180 days
08/29/2022	06/09/2023	Kindergarten: 180 instructional days Grades 1-11: 183 instructional days Grade 12: 182 instructional days

- b. Should a school need to use remote learning at either the student or school level, LEAs should submit a sample weekly schedule reflecting remote learning 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.)

2. When using remote learning (i.e., learning outside of the school building), describe how the LEA will ensure access for all students.

The District purchased Chromebook devices for all students, and students have been required to transport the device to and from school starting in the 2020-2021 school year. Every attempt will be made to prepare students and families for additional materials in the event that a remote day is necessary, or if a family chooses the virtual learning model during the 2022-2023 school year. Remote learning will follow the same schedule and provided all necessary supports students may need to access the curriculum and delivery of instruction. Synchronous instruction will be delivered using the District approved Learning Management System, Schoology.

Classroom teachers will record and post attendance through our student information system. In the event that a student experiences difficulties logging onto the system for attendance purposes, the parent/guardian will follow attendance procedures established by the District.

All student services will be provided during remote learning, and all personnel will be available through virtual meetings.

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: Upper Darby School District



Signature of Chief School Administrator



Signature of Governing Body President

6/7/2022

Date

6/7/2022

Date

Date Approved at Board Meeting:

6/7/2022

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

Questions can also be submitted to this email address.

Throughout the Upper Darby School District, all of our K-12 students have access to asynchronous, synchronous, and in-person learning. Our students will follow their daily schedules in the event of an Emergency Instructional Day. Below you will find a sample schedule for each level.

Elementary:

3rd Grade Example
8:45-9:15 Morning Meeting
9:15 - 9:45 Specials (Art, Music, PE or Library)
9:50 - 10:20 MTSS Math
10:20 - 11:50 Reading
11:50 - 12:25 SS/Sci
12:25 - 12:55 MTSS Reading
1:00 - 1:45 Lunch/Recess
1:45 - 2:45 Math
2:45 - 3:10 SS/Science
3:10 - 3:15 Pack up Dismiss

Middle School (Sample Grades 6-8)

Period	Times	Duration
HR-Primary	8:00 - 8:08	8 Minutes
1 st	8:09 - 8:57	48 Minutes
2 nd	8:58 - 9:46	48 Minutes
3 rd	9:47 - 10:35	48 Minutes
4 th	10:36 - 11:24	48 Minutes
5 th	11:25 - 12:13	48 Minutes
6 th	12:14 - 1:02	48 Minutes
7 th	1:03-1:51	48 minutes
8 th	1:52-2:40	48 minutes

High School (Sample Schedule Grades 9-12)

Block	Start	End	Time (min)	Description
Block 1E	7:30	7:51	21	Asynchronous Extension of Block 1
Block 2E	7:51	8:12	21	Asynchronous Extension of Block 2
Block 3E	8:12	8:33	21	Asynchronous Extension of Block 3
Block 4E	8:33	8:54	21	Asynchronous Extension of Block 4
Transition	8:54	9:45	51	Transition to In-Person or Synchronous Learning
Block 1	9:45	10:45	60	In-Person or Synchronous Learning
Block 2	10:50	11:50	60	In-Person or Synchronous Learning
Flex/Lunch	11:55	12:31	36	In-Person or Synchronous Learning
Block 3	12:36	1:36	60	In-Person or Synchronous Learning
Block 4	1:41	2:41	60	In-Person or Synchronous Learning