

## Independent Schools and Continuity of Learning Plan Requirements

### Purpose

There continues to be some confusion between and among independent school administrators regarding Governor Scott's directives for State-wide school closings, and corresponding requirements for implementing continuity of learning plans.

This guidance serves to both clarify requirements for **all** independent schools, regardless of educational program model, and to provide instructions on how to meet continuity of learning plan requirements.

### Governor Scott's Directives:

Per Governor' Scott's [Directive regarding Continuity of Learning Planning](#) of March 26, 2020, all public school districts and independent schools must develop and implement a continuity of learning plan for remote learning by Monday, April 13, 2020.

Secretary French has issued additional guidance on continuity of learning plans, and other important COVID-19-specific guidance as part of the regular daily update distributed to independent school heads and superintendents. You can also find this guidance on the Vermont Agency of Education's [COVID-19 webpage](#).

Schools should send plans to Deputy Secretary Heather Bouchey at [heather.bouchey@vermont.gov](mailto:heather.bouchey@vermont.gov) by Wednesday April 8, 2020 to receive feedback in time for plan implementation on Monday, April 13, 2020. Final CLPs, addressing any feedback from the Agency, should be submitted by email no later than Monday, April 20, 2020.

### Submitting Continuity of Learning Plans

On April 1, 2020 the continuity of learning plan template and reference guides were updated, streamlined and made more user-friendly to assist with expediting the submission process.

The agency has developed instructions, a plan template, and guidance to help you develop your plans:

[Continuity of Learning Plan Cover Page](#) (4/1)

[Continuity of Learning Plan Tool](#) (4/1)

[Continuity of Learning Plan Reference Guide](#) (4/1)

### Additional Information for Independent Schools

Please also see below for important additional information about tuition reimbursement and important reminders for documentation for reimbursement and compensatory services.

## **Tuition Reimbursement**

Approved independent schools are required to offer remote learning for enrolled publicly funded students. Therefore, tuition payment from SU/SDs to approved independent schools should both continue and be governed by the written agreement between the parties. Approved independent schools and LEAs will need to coordinate remote learning supports for students with disabilities.

Important Reminders: As the year progresses, it is important for schools to continue to complete and document educational services, even under COVID-19 school closures, to more accurately determine reimbursements and future compensatory services, once schools reopen.

### **Independent Schools Must Document:**

- actual student attendance records
- date of April vacation/ break
- the school's plan for meeting 2019-2020 published calendar obligations
- documentation for meeting *minimum* 175- day school year (or State Board of Education required equivalent number of hours) student contact time

To receive assistance in submitting a continuity of learning plan or other COVID-19 independent school program requirements please contact:

J. Deborah Ormsbee [deborah.ormsbee@vermont.gov](mailto:deborah.ormsbee@vermont.gov)