



Lynd Public School COVID-19 Distance Learning Plan

Beginning on Monday, March 30, all students in grades PreK-8 will receive daily instruction through our COVID-19 Distance Learning Model. Below you will read specific details on a variety of topics related to this plan.

Implementing distance learning will require the full cooperation of students, teachers, and parents to make the instruction and learning meaningful and in compliance with the full expectations of Minnesota Statutes.

It is intended that the distance learning model of delivery will continue to provide students with new learning while sustaining previous learning. Therefore, the goal will be to connect learning to the regular instruction that has been occurring. Tasks will be meaningful and important to student learning goals and outcomes.

- Teachers will focus on essential learning - this is the most critical learning to make things manageable for everyone.
- This **does not** mean that students will be working on academics for the same duration of time as a face-to-face school day.
- Teachers will focus on setting up routines and structures to support students/families.
- Teachers will strive to provide best practice instruction that meets the needs of all learners to the extent possible.
- Teachers will leverage digital tools students are using as part of their regular instruction (i.e., Google Classroom, Google Docs, apps).

COVID-19 DISTANCE LEARNING DETAILS

- **What is COVID-19 Distance Learning?**

Distance Learning involves planned online or teacher-prepared lessons that students complete when away from the physical school building. Using one-to-one devices and making provisions for students without such devices, Lynd Public School recognizes that education can continue even when students and teachers are not in the same location. Along with emphasizing the value of learning, using Distance Learning encourages character growth in the areas of self-sufficiency, adaptability, and perseverance.

What are the goal of Lynd Public School COVID-19 Distance Learning?

- To minimize the disruption to academic progress caused by **planned and extended school closures** by making those out-of-school days as educationally productive and engaging as possible.

Grades PreK-2

- Students in grades PreK-2 will need typical school supplies for distance learning.

Grades 3-5

- Log on to your student **Google Classroom** to access Distance Learning lessons and materials.

Grades 6-8

- Log on to your student **Google Classroom** to access Distance Learning lessons and materials.

FOR STUDENTS

Students in grades PreK-2:

•Although students in Grade K-2 have experience with Chromebooks/iPads, the District does not have enough devices available to provide every student a Chromebook for home use. Online/web-based and offline resources will be provided to support students.

•Students will be encouraged to pick up educational resources at school to ensure they are available as we move to distance learning. Families will receive information about when and how to pick up devices and other resources from school.

•It is important to know if students have access to a computer/device and the internet so they can work with the District's distribution of instruction through other tools. If students don't have online access, teachers will develop an offline learning plan (reading materials, writing, packet learning, etc.).

•Students will not use technology for all learning activities; their time will be balanced between other online tools and working on the assignments that are not technology-based.

- For students in grades K-2, teachers will have created daily assignments with supporting resources for core subjects.

Students in grades 3-8:

- Distance learning will be delivered primarily through the use of technology, other resources, and Google Classroom for students in Grades 3-8.

- Students will be encouraged to pick up resources at school to ensure they are available as we move to distance learning. Families will receive information about when and how to pick up resources from school.

- Students in Grades 3-8 have used technology (chromebooks) for daily use, and they are very familiar with them both for instruction, accessing resources, and completing schoolwork.

- District teachers have extensive experience delivering instructional materials via Google Classroom, as well as using online resources to support/enhance learning.

- Students will not use technology for all learning activities; their time will be balanced between working through Google Classroom and other online tools and working on the assignments that are not technology-based.

- For students in grades 3-8, teachers will have created daily assignments with supporting resources for core subjects.

How will the needs of students with IEPs be met?

DUE PROCESS

Individualized Distance Learning Plans (IDLPs) will be developed for all students receiving special education services under IDEA to ensure that each student is able to access instruction, including related instructional materials, and is still provided a Free and Appropriate Public Education in light of his/her unique circumstances.

Parents need to be notified via Prior Written Notice (PWN) that these contingency plans will be added to IEPs/IFSPs. The Development of an Individualized Distance Learning Plan (IDLDP) will occur as an addendum to each student's Individual Education Plan (IEP). This addendum will be added as an IEP amendment with or without a team meeting.

Due to the COVID-19 pandemic and urgency to implement distance learning, including special education services, as soon as possible, the Minnesota Department of Education (MDE) is allowing for consent to be submitted electronically. Parents who wish to submit consent electronically are asked to please email their child's case manager.

**IEP/IFSP team meetings will be held via: conference calls or virtual meetings as determined by the team.

**Sending and Receiving IEPs and Due Process Paperwork will be delivered by U.S. Mail.

SERVICE PROVISION

The content and timing of instruction in a distance learning model will be based upon the individual student's IEP as amended through an addendum in conversation with parents or the full IEP team.

A variety of options are being utilized by various providers which include:

- Scheduled phone calls with student and/or parent depending on age of student to explain the activities that are being sent for instruction
- Utilize various on-line platforms (Cisco Meeting Space (preferred), Zoom, Google Meet, Screencastomatic, Google Classroom) to connect individually with students. Most will not do this daily, but at least a couple of times a month.
- For ECSE students, there will be phone calls or other on-line platforms utilized to provide developmental information to them, provide coaching to them to promote skill development, etc.

Special Education Teachers are offering support for students in their general education classes through the following modes: phone calls, emails, Google Classroom, and Screentastomatic.

Speech-Language Services: Students will continue to receive services. The services will be provided in a number of different ways such as packets, teletherapy, video modeling, and phone calls. Speech-language pathologists will set distance learning services with each family and work with case managers for students with multiple services.

PROGRESS MONITORING

Progress monitoring data for IEP goals will be collected via: parent report, phone call check-ins, completed student work and interactive video sessions.

SPECIAL EDUCATION EVALUATIONS

The special education evaluation team in Lynd will continue to follow the evaluation process. Through distance learning, the Lynd District may need to consider options including review of already-existing data on the student as well as remote engagement with the student and necessary evaluators. Assessment requiring in-person attendance or observation, however, will need to be delayed until school reopens due to safety issues.

Students who are English Learners

- As much as possible, service delivery in distance learning will reflect and align with the service students receive in the classroom. The EL Teacher will provide packets of EL curriculum to each student serviced.

Specialists (Gym, Art, Music, Spanish, Title I, Rtl, etc.)

- As much as possible, service delivery in distance learning will reflect and align with the MN State Standards for the specific content area. These specific teachers will provide packets of materials and curriculum to each classroom/homeroom teacher to be distributed with the students' individual packet.

Student Attendance

- Distance Learning will take the place of regular schooling and therefore, attendance is important. As such, school districts will be expected to monitor and report student daily attendance to the State of MN. Attendance will be taken by the methods below...
 - Preschool will utilize SeeSaw
 - K-2 will utilize email, online tools and/or parent communications chart
 - 3-8 will utilize Google Classroom

Students and parents without home Internet access or with limited Internet access must inform teachers of this fact so that needed modifications to assignments and due dates can be made.

FOR PARENTS

- Parents should visit with their child's teachers regarding the expectation on Distance Learning. If required, special arrangements for students must be worked out prior to the first online day. Families are asked to inform the teacher if they do not have Internet access at home.
 - Parents of students in grades 3-8 are encouraged to access Google Classroom. Parents are welcome to contact the school for help in setting up their parent account.
 - Parents, along with teachers and students, are asked to remember that online learning days are designed to be flexible: if a child struggles with a concept or assignment and is unable to complete the work that day, parents should remind their student to communicate with the teacher about how to meet requirements.
 - Parents should contact teachers directly with any questions, concerns or frustrations they may have regarding Distance Learning assignments.
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FOR TEACHERS

In preparation for COVID-19 Distance Learning Days, teachers in grades PreK-8 have been asked to:

- Familiarize students with Google Classroom so they will be able to access and complete any online assignments.
- Provide a timely plan.
- Plan for self-directed, independent learning with specific consideration for age and individual learning needs.
- Anticipate time requirements recognizing students learn at different paces, especially in an independent setting.
- Customize learning opportunities with a focus on supporting troubleshooting for students with digital challenges.
- Communicate with colleagues to ensure common expectations, communications and protocols.

During contracted hours, all teachers have been asked to:

- Check and/or email throughout the **Distance Learning days from 9:00am to 3:00pm.**
- **Professional Development:** This contracted time should also be utilized to continue staff development goals:
 - **Proficiency Scales** -- Staff should use time throughout the day to work individually or in teams (virtual teaming through Google Hangouts is a great option) to continue developing proficiency scales for each learning target.
 - **Standards Based Grading Methods**
 - **Striving Readers (Evidence-Based Strategies)**
 - **Distance Learning**—Staff should continue to refine our Distance Learning Plan and methods of delivery for instruction.