

Continuity of Learning and COVID 19 Response Plan
Assurances

Date Submitted: April 14, 2020

Name of District: Whittemore-Prescott Area Schools

Address of District: 8970 Prescott Rd. Whittemore, MI 48770

District Code: 35040

Email Address of District: perreraj@wpas.net

Name of Intermediate School District: Iosco RESA

Whittemore-Prescott Area Schools hereby provides assurance it will follow the requirements for a plan for the remainder of the 2019-2020 school year:

1. Student learning will take place under the direction of a teacher of record for each student enrolled in the district.
2. The district will continue to pay school employees during the balance of the closure period.
3. A plan will be developed in collaboration with district administrators, school board members, teachers, and local bargaining units.
4. Food distribution has been arranged for students twice each week.
5. WP will work with local RESA to mobilize disaster relief child care if needed.
6. The district will in good faith continue to meet the needs of students with IEP and 504 plans.
7. All required documents will be posted following approval to the district's website.

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Continuity of Learning Plan

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Name of Intermediate School District: Iosco RESA

1. Please describe the methods the district will use to provide alternative modes of instruction other than in-person instruction and a summary of materials each pupil and the pupil's parents or guardians will need to access meaningfully the alternative modes of instruction included in the Plan. If the Plan relies on electronic instruction, the Plan must ensure to the extent feasible that pupils have access to a connected device capable of accessing the electronic instruction and must not penalize a pupil for the pupil's inability to fully participate.

District Response:

Given the lack of technology for our students, our district is focused on hard copy instructional materials. Students will have the opportunity to receive grade-level instructional packets. Parents should have basic learning supplies for their students including pencils, paper, and crayons. If a family does not have access to these supplies they will be given the supplies needed. All students will have access to grade-level/course textbooks as needed to complete their instructional packets.

Secondary students taking credit recovery classes will continue their online learning through E2020 Edgenuity. We are working collaboratively with Alpena Community College (ACC) and Kirtland Community College (KCC) to support our Early Middle College (EMC) and Dual Enrollment (DE) virtual learning. Our district has been communicating with families to identify connectivity and device needs. We will work with these families and students who do not have necessary materials and provide the materials necessary for student success.

A recent study found that 39% of families have adequate internet and bandwidth for an online platform for instruction. However, some students with an IEP will need access to technology. The district will supply the necessary equipment to meet their needs.

At no time will students be penalized for their inability to fully participate in learning.

2. Please describe the methods the district will use to keep pupils at the center of educational activities, including outreach to continue building relationships and maintain connections, and to help pupils feel safe and valued.

District Response:

Whittemore Prescott recognizes these unprecedented times and we will do our best to educate the whole child. Teachers will be expected to make contact with every student at least one time during the week. This may be done through the use of technology, for those that have access, such as Google Hangout or other form of virtual meeting. For those without access to technology this will be done through weekly phone calls, emails, or notes (elementary homerooms/secondary 6th hour). Our teachers will have daily office hours and continue to document every contact made with students and families.

For students who do not have access to technology, teachers will include weekly notes to students in their instructional packet that focus on building relationships and maintaining connections. We will encourage relationships between students by having students write letters to classmates or participate in group google communication activities (if they have technology). Students who write letters to classmates may return them with their weekly instructional packets. Those letters will be mailed to students by the school.

Our social workers, school success, and counselor will be available during office hours and communicate with all essential families to make sure our students have the necessary social and emotional support needed.

3. Please describe the district's plans to deliver content in multiple ways so that all pupils can access learning.

District/ PSA Response:

Whittemore Prescott Area School District is a small rural school district spread over a large geographical area that encompasses students from three different counties: Arenac, Iosco, and Ogemaw. The main mode of delivery will be through hard copy instructional packets. This will be supplemented with phone conferencing and through virtual meeting spaces for students that have access. These packets will be developed with each grade level in mind, allowing for differentiation of work as necessary for students needing it. Instructional packets will be delivered to students during the morning am bus run. Parents will also be about to pick up new/material each week at the school.

Our special education teachers have continued to hold virtual/electronic services to the best of our abilities. They will continue to reach out to our families and students with special needs to provide FAPE as sincerely as possible.

Secondary students participating in credit recovery, EMC, DE classes will continue their online learning through virtual learning as mentioned earlier.

Secondary tech center students participating in CTE classes offered through Iosco RESA and Bay-Arenac ISD following their Continuity of Learning Plan.

4. Please describe the district's plans to manage and monitor learning by pupils.

District/ PSA Response:

Learning packets will be collected each week during new packet/material delivery. Parents will also be about to drop off and pick up new/material each week at the school. Teachers will review the learning packet and provide feedback to the student during their weekly phone call, virtual meeting, or email if access is available. Learning packets with written feedback will be returned to the student the next week. Feedback from the teacher will include differentiated work as needed, along with examples to support student learning. An example of differentiation may be providing a student that is struggling with double-digit subtraction additional practice and several written examples with the steps. A phone call would also be used as a follow-up if needed.

5. Please attach a budget outline estimating additional expenditures associated with the Plan and sources of revenue to pay for those expenditures.

District/ PSA Response:

The district is tracking expenditures associated with covid 19. Expected expenditures include:

- Copy paper
- Supplies such as crayons, markers, scissors, construction paper, pencils, etc.
- Cleaning supplies for disinfecting
- Supplies to continue food distribution
- Additional costs for mileage
- Internet hot spots, computers for some students to meet IEP requirements
- Additional costs associated with meeting IEP requirements
- Additional costs via USPS to mail packets and communications to students

Sources of Revenue:

- General Fund
- Title I, II, IV
- At-Risk (31a)

6. Please describe the manner in which district administrators, board members, teachers, and any representatives of teachers collaborated in development of the Plan.

District/ PSA Response:

School personnel surveyed parents to gain current data on the ability to move to an online platform. Unfortunately, 39% of the families have adequate internet with the speed necessary to launch an internet curriculum based model. Building administrators relied on teaching staff, department heads and any other interested party for input/feedback on how to best provide instruction. The board of education was provided frequent updates on our plan.

7. Please describe the methods the district will use to notify pupils and parents or guardians of the Plan.

District/ PSA Response:

The district has used its student information system, Skyward, for the distribution of information. Announcements have also been posted on the district's website, which also gets pushed out to the mobile app for parents that utilize it. Teachers and staff members will also use email, google hangouts, google meet/Zoom or other applicable method to communicate the plan and student progress to parents and stakeholders.

8. Please provide an estimate of the date on which the district will begin implementation of the Plan, which must be no later than April 28, 2020.

District/ PSA Response:

Implementation of the plan began Monday 4/13/2020.

9. Please describe the assistance, to the extent feasible, to pupils enrolled in any postsecondary dual enrollment courses under Public Act 160 of 1996, as amended, MCL 388.511 to 388.524, and Career and Technical Preparation Act, 258 PA 2000388.1901, as amended, MCL 388.1901 to 388.1913, in completing the courses during the 2019-2020 school year.

District/ PSA Response:

The Iosco RESA CTE teachers will be using various virtual programs to help facilitate the continuity of learning to its students that have Internet access. If a student cannot access to our programs online, a paper packet will be sent out to students through the U.S Postal Service. Telephone calls can be used to help facilitate with students using paper packets for questions and answers and for assessments. Some of the software being used will self-grade the student work and will earn them a certificate to add to a student portfolio. This software will also provide grades and progress to the teacher. Iosco RESA will be using the following methods (but not limited to) to stay in contact with students at least once a week: Email, phone calls, Google Classroom, Facebook Messenger/Social media, Remind App, Zoom, text messaging, and Google Hangouts. Iosco RESA will be using the following resources (but not limited to) for students to utilize: YouTube, Live Binder, HC21, Electude, S/P2, OSHA, ServSafe, and ASE. Students that were taking an Alpena Community College credit will receive their credit as the work was completed before the shutdown. The Office of Career and Technology Education is looking into some waivers that may extend opportunities for CTE students. Any certification testing has been suspended at this time and an extension was given to August 31, 2020. If any bans are lifted by that time, we may be able to schedule a testing date. If not, the OCTE will advise us of any time frame that may be extended.

The BAISD Career Center will be providing 30 to 60 minutes of daily engagement or 2.5-5 hours of weekly engagement for all students during the building closure. The focus will be on preparing for and taking certification assessments where applicable. The method of delivery will vary from program to program but the minimum of 30 to 60 minutes of engagement will be accessible by all students and may be done through mail or over the phone if technology is not available. Students have or will be contacted to gauge technology and personal needs. The counseling staff will continue to council students who have need. The Work-Based-Learning staff will be providing employability skills lessons and activities to teachers to share with students. Our teacher consultant has been working with teachers and student support specialists to plan to support students.

10. Please describe how the district will continue to provide or arrange for continuation of food distribution to eligible pupils.

District/ PSA Response:

Whittemore Prescott Area School District

Continuation of Food Distribution Plan

Executive Order 2020-35

Section B. 10

1. All kids 18 and under are eligible for 1 free lunch and 1 free breakfast each day.
 2. Kids age 19-26 with learning disabilities are also eligible for 1 free lunch and 1 free breakfast each day.
 3. Whittemore Prescott Area Schools will provide 1 reimbursable breakfast and 1 reimbursable lunch each day to all eligible kids outlined above. Meals will be provided Monday-Sunday(7 days/week)
 4. On Tuesday 3 days' worth of meals will be provided, on Friday 4 days' worth of meals will be provided.
 5. Meals will be available on the days listed above at
 - a. Rosati's 1830 Greenwood Dr Prescott MI 48756. 11am-1pm
 - b. 3 County Club 2477 E Greenwood Dr Prescott MI 48756. 11:30am-1pm
 - c. Prescott Library 200 Washington St Prescott MI 48756. 12pm-1pm
 - d. Whittemore Methodist Church 110 North St Whittemore MI 48770. 12:30pm-1pm
 6. The student does not need to be present to receive meals.
 7. Reimbursements from the meals will be used to cover food cost, labor cost, supply cost and all other costs associated with the food service program.
11. Please confirm that the district will continue to pay school employees while redeploying staff to provide meaningful work in the context of the Plan, subject to any applicable requirements of a collective bargaining agreement.

District/ PSA Response:

Whittemore-Prescott Area Schools will continue to pay employees during the covid 19 closure as all personnel contribute in meaningful work in some capacity. For example, teachers are assisting at food distribution locations, support staff are assisting in food preparation, disinfecting, organizing for curriculum packet organization and distribution, while others are providing wellness checks. There are countless ways that are not communicated to administration that go unnoticed that demonstrate that meaningful work is being accomplished.

12. Provide describe how the district will evaluate the participation of pupils in the Plan.

District/ PSA Response:

Teachers will keep track of which students are completing the weekly instructional packets. They will also keep a log of all communication with students and parents.

Teachers will make contact to provide instructional feedback, wellness, engagement, and completion of assignments. They will also keep a log of all communication with students and parents.

Inconsistent completion and/or communication with a parent or student, will be raised to the principal or counselor level to develop a plan to connect with the student and family. Additional support agencies may be sought to make these connections if needed (DHHS, CMH, etc.).

13. Please describe how the district will provide mental health supports to pupils affected by a state of emergency or state of disaster prompted by COVID-19.

District/ PSA Response:

All students with an IEP that receive social work services as outlined in their IEP will continue to receive support via email, phone, or video access. Minimum requirements will be attempted and provided if parents and families are available and give permission for these remote services.

The district will provide mental health support by providing email addresses of school social workers on the district's webpage. There will also be an emergency phone number listed for school social workers as an option for families to reach out in time of need. The district staff will also ask students/families the following wellness questions on their weekly contacts.

Wellness Checklist

It is not only access to technology that must be considered when considering the support of your students, families, and educators may need during a crisis situation. Since home will be the new classroom, it is critical that remote learning must work in a multitude of family and home contexts. In this time of rapidly changing public health and economic uncertainty, districts must ensure that their method of remote learning accounts for health, family, food, and financial contexts.

Answers to this checklist are **HIGHLY** confidential and should be treated as such. Whittemore-Prescott staff will ask families the following questions when reaching out. Should staff gather information that students/parents provide that need immediate attention the staff member will include administration in an email to school social workers, asking the social workers to reach out for more support to the students and families that is respectful and responsive.

HEALTH

<p>Is anyone in your household experiencing health related issues (COVID19 or otherwise)?</p>	
<p>Is your household coping with the loss of a family member?</p>	
<p>Do you have family members outside of your home who are experiencing health related issues?</p>	
<p>Is anyone in your home in need of mental health supports?</p>	
<p>Is anyone in your household struggling with substance abuse issues?</p>	
<p>Do you have children in your household who are caretakers for siblings or ill family members ?</p>	
Family Situation	
<p>Do you have children in your home who are home alone while adults are working?</p>	
<p>Do you have children in your home who work to help support their family?</p>	
<p>Are you, or other family members in your household,</p>	

working remotely while also providing care for your children?	
Food	
Is your family in need of food assistance?	
If yes, are you able to drive to access food assistance or do you need food delivered?	
Financial	
Is your household experiencing financial difficulty as a result of COVID 19?	
Is your family in need of emergency assistance with utilities?	

14. Please describe how the district will support the efforts of the intermediate district in which the district is located to mobilize disaster relief child care centers as described in Executive Order 2020-35 or any executive order that follow it.

District/ PSA Response:

Local superintendents met to discuss the option of using the school if child care is needed. If critical need staff requires child care they will be directed to local private child care facilities first. If/when all local child care facilities are full, the school can be used for first responders for child care. The cost will be similar to that of private day care.

15. Optional Question: Does the District to adopt a balanced calendar instructional program for the remainder of the hogg-hoho school year? Does the District plan to adopt a balanced calendar instructional program for the 2019-2020 school year?

District/ PSA Response:

Whittemore-Prescott Area Schools will not be moving to a balanced calendar.