



Continuity of Learning and COVID-19 Response Plan (“Plan”) Application Template

As a result of COVID-19 and the closing of school buildings for the 2019-2020 School Year, school districts must submit a Continuity of Learning and COVID-19 Response Plan (“Plan”) in order to continue to receive state aid for operations. Although schools are closed and not providing in-person instruction, teaching and learning must continue. Michigan educators have been called to provide our students with continued learning.

There are varied states of readiness to provide continuity in learning among districts. Even within districts of multiple school sites, there are varied states of readiness. It is expected that schools will provide instruction at a distance using a variety of methods that meet local needs, including printed materials, phone contact, email, virtual learning, or a combination to meet student needs. We should avoid assuming that continuity in learning can only occur through online means.

While many educators have been providing distance learning opportunities, the Governor’s Executive Order ([EO 2020-35](#)) requires all schools to begin providing learning opportunities for all students no later than April 28, 2020. Districts who are able to begin their plans earlier are encouraged to do so.

Each District shall submit a single completed Assurance Document, Budget Outline, and Continuity of Learning Plan to its Intermediate School District. Each Public School Academy shall submit a completed Assurance Document, Budget Outline, and Continuity of Learning Plan to its Authorizer. A single Application should be filed for the district rather than multiple applications for individual schools within a district. The following items are required for the application which may be submitted beginning April 8, 2020:

1. Assurances Document
2. Continuity of Learning Plan
3. Budget Outline

Continuity of Learning and COVID-19 Response Plan (“Plan”) Guiding Principles

As Districts and Public School Academies complete the Assurances and Continuity of Learning Plans, they should consider utilizing the following principles to guide their work:

Keep Students at the Center

Intentional outreach to continue building relationships and maintain connections. Help students feel safe and valued. At minimum, plan to do the following:

- **Plan for Student Learning:** Build on each student’s strengths, interests, and needs and use this knowledge to positively affect learning.
- **Develop a Weekly Plan and Schedule:** Offer routines and structures for consistency and for the balancing of think time, work time, and play time for health and well-being.
- **Contact Families:** Partner to support student learning through ongoing communication and collaboration. This will not look the same for every student and family—safety remains the priority. Provide translations as necessary.

Design Learning for Equity and Access

Plan and deliver content in multiple ways so all students can access learning.

- **Teach Content:** Set goals using knowledge of each student, content area standards, and of Michigan Merit Curriculum.
- **Deliver Flexible Instruction:** Consider how to deliver content depending on tools and resources accessible to each student. Alternative modes of instruction may include use of online learning, telephone communications, email, virtual instruction, videos, slideshows, project-based learning, use of instructional packets, or a combination to meet diverse student needs.
- **Engage Families:** Communicate with families about engagement strategies to support students as they access the learning. Families are critical partners. Provide translations as necessary.

Assess Student Learning

Manage and monitor student learning and plan what’s next for learning including the potential need for summer and supplemental learning.

- **Check Student Learning:** Use a variety of strategies to monitor, assess, and provide feedback to students about their learning.
- **Make Instructional Adjustments:** Use formative assessment results to guide educators’ reflection on effectiveness of instruction and to determine next steps for student learning.
- **Engage Families:** Communicate with families about assessment results in order to inform next steps and the potential for supplemental summer learning. Provide translations as necessary.

**Continuity of Learning and COVID-19 Response Plan (“Plan”)
Assurances**

Date Submitted: 4/6/2020

Name of District: Blended Learning Academies

Address of District: 1754 East Clark Road, Lansing, MI 48906

District Code Number: 33915

Email Address of the District: blendedlearningacademies.org

Name of Intermediate School District: Ingham Intermediate School District

Name of Authorizing Body (if applicable): Ferris State University Charter Schools Office

This Assurance document needs to be returned to your Intermediate School District or, for Public School Academies, your Authorizing Body with your Continuity of Learning Plan and Budget Outline beginning April 8, 2020 to indicate that the District will adopt a plan to ensure continuous learning for all students through the remainder of the 2019-2020 school year. Districts should submit a single district plan that relates to all of their schools.

The applicant hereby provides assurance it will follow the requirements for a Plan for the remainder of the 2019-2020 school year:

1. Applicant assures that all student learning will take place under the direction of a teacher of record for each student enrolled in the district.
2. Applicant assures that it will continue to pay school employees during the balance of the 2019-2020 school year under the same terms and conditions established prior to the school closure order period.
3. Applicant assures that the Plan was developed in collaboration with district administrators, school board members, teachers, and local bargaining units.
4. Applicant assures that food distribution has been arranged for or provided for eligible students.
5. Applicant assures coordination between applicant and Intermediate School District in which the District/PSA is located to mobilize disaster relief child care centers.
6. Applicant assures that to the extent practicable the District/PSA will in good faith provide students with IEPs/Section 504 Plans the opportunity to participate in learning consistent with existing plans.
7. Applicant assures that Continuity of Learning and COVID-19 Response Plan, Assurance Document, and Budget Outline will be posted immediately following approval to the District's/PSA's website.

The goal of a Continuity of Learning Plan and COVID-19 Response Plan is to ensure that each District or Public School Academy is providing, to the best of its ability, each student with alternative modes of instruction to help them stay on pace in their learning. This application recognizes that there is no “one-size-fits-all” solution; multiple means of engaging students and supporting families may be necessary that may vary by grade level, school building, or student population served.

For the purposes of the Plan, “district” refers to school districts and public school academies.

Date Submitted: 4/6/2020

Name of District: Blended Learning Academies

Address of District: 1754 E. Clark Rd., Lansing, MI 48906

District Code Number: 33915

Email Address of the District Superintendent: gmorris@blendedacademies.org

Name of Intermediate School District: Ingham Intermediate School District

Name of Authorizing Body (if applicable): Ferris State University Charter Schools Office

In accordance with Executive Order 2020-35 a Plan must include all of the following parts:

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.

“Alternative modes of instruction” means modes of pupil instruction, other than in-person instruction, that may include, without limitation, partnerships with other districts or intermediate districts or community colleges or institutions of higher education, use of vendors, use of online learning, telephone communications, email, virtual instruction, videos, slideshows, project-based learning, use of instructional packets, or a hybrid of multiple modes of learning that still promote recommended practices for social distancing to mitigate the spread of COVID-CD.

District/ PSA Response: Blended Learning Academies will utilize a variety of alternative modes of instruction other than in-person instruction. We will primarily use our purchased online 9-12 curriculum (Edify/Kickstand) purchased through Kent Intermediate School District that meets the Michigan Merit Curriculum and the State of Michigan, Michigan Department of Education standards. We will also use phone, text, email and video conferencing as a communication platform. In addition to the online curriculum we will also provide distance learning packets for those students requesting an alternative mode of instruction and for those students that do not have internet access. We will also continue with a calendar of assignments, ability to retrieve assignments/turn them in, and allow for student to teacher/teacher to student feedback and communication. We will utilize Google Classroom and ZOOM for classroom instruction and communication with students in a 1:1 setting. Course/grade-level specific application will continue to be used in enhancing engagement, creativity, and productivity. We have communicated with

families since March 16, 2020 and have held three days of chromebook/technology distribution/pick-up to ensure all families have a technological device to access their education. In addition, we have purchased wifi/hot spots for those families (we have identified two families) that lack internet access in their homes.

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/ PSA Response: Since, March 16, 2020 we have communicated with families via; all calls, personal phone calls, texts, emails, and facebook messenger to engage with our families and to have all students connected to their learning. In addition, we have provided distance learning packets that include self-addressed, stamped envelopes to allow students to complete their assignments. We recently, purchased ZOOM to engage 1:1 with students and their families to provide 1:1 instruction as well as any communication updates/changes that are necessary. We will continue with video conferencing, as well as, all calls, personal phone calls, texts, emails and facebook messenger. These methods of communication have and will continue to allow us constant access to our students to ensure engagement and enhance relationships to assist our students so they feel safe, valued and to continue their education.

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

District/ PSA Response: Since, March 16, 2020 we have had personal communication with all students. We will continue to provide the delivery of content and instruction utilizing our online curriculum (Edify/Kickstand), along with Zoom video conferencing/1:1 instruction, distance learning packets. We will continue with personal phone calls, texts, emails and facebook messenger to ensure engagement with all students.

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

District/ PSA Response: All staff will continue to monitor student learning through our online curriculum, Zoom video conferencing, exchange of distance learning packets, along with personal phone calls, texts, emails and facebook messenger. We will continue logging all student contacts and monitor their learning and completion of assignments, assessments and course completions.

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 additional expenditures at this time are:

Wifi/Hot Spots - 10 Cost: \$200.00 each. Total: \$2,000.00. Fund: Title 1

Wifi/Hot Spots - Monthly connectivity cost: \$39.00 each. Total: \$390.00/monthly. Fund: Title 1

The maximum cost to finish the 2019-2020 school is estimated at \$3,200.00 which is funded through our Title 1 allocation.

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: All district administration, teachers, classroom assistants and administrative assistant have continually held video meetings since March 16, 2020. Our total staff all collaborated in the development of our continuous learning plan and will continue to video meet to ensure success of our continuous learning plan and to determine any modifications if necessary.

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

District/ PSA Response: Blended Learning Academies will notify all students and their families through the use of a district all call, personal phone calls, texts, emails, and facebook messenger. We will also post on the district's website. We will mail a copy to any and all families that we cannot connect with.

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: Since, March 16, 2020 we have continued student engagement and learning. Beginning on April 8, 2020 we will submit our plan with Ferris State University's Charter School Office for approval. When we are approved, we will immediately institute our continuous learning plan with all our students and their families. We will implement our continuous learning plan no later than April 28, 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 2000, as amended, MCL 388.1901 to 388.1913, in completing the courses during the 2019-2020 school year.

District/ PSA Response: Not Applicable.

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

District/ PSA Response: Blended Learning Academies receives food distribution through Bath Community Schools. We also receive weekend food backpacks from one of our community partners on a weekly basis. All eligible students and their families have been communicated with the continuation of food distribution through Bath Community Schools/Bath Middle School. Distribution is on Mondays and Wednesdays. All eligible students receive two (2) lunches and breakfasts on Mondays, and three (3) lunches and breakfasts on Wednesdays. All students, by appointment, may pick up donated food backpacks at Blended Learning Academies. We have had a tremendous response to food distribution since schools have originally been closed by the State of Michigan.

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: Since, March 16, 2020 all staff members have received their full and regular compensation. All staff will continue to receive their full and regular compensation through to the end of the 2019-2020 school year.

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

District/ PSA Response: We will continue to log all student participation and record daily work and attendance. All staff will record all student class/course completions, student concerns and needs and any family concerns to assist with connection to community agencies for assistance.

14. 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: Through constant communication with all students and families any identified needs, such as, but not limited to, mental health supports we will connect those students and their families to the appropriate agency/person for further assistance.

15. 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 2020-16 or any executive order that follow it.

District/ PSA Response: Blended Learning Academies administration and staff will be available to virtually attend any identified meeting to collaborate with Ingham Intermediate School District and all individual school districts within Ingham Intermediate School District, as well as, Clinton County Regional Service Area. We have been virtually attending all meetings and will continue to attend all virtual meetings to assist and collaborate with mobilizing disaster relief child care centers as described in Executive Order 2020-16 or any executive order that follows, along with any other identified need that we can assist Ingham Intermediate School District and Clinton County Regional Service Area.

Optional question:

16. Does the District to adopt a balanced calendar instructional program for the remainder of the 2019-2020 school year? Does the District plan to adopt a balanced calendar instructional program for the 2020-2021 school year?

District/ PSA Response: Upon our continuous learning plan approval, Blended Learning Academies does not plan on adopting a balanced calendar instructional program. Blended Learning Academies will continue to provide our summer programming that assists our students and their families for those students requiring extended opportunities to continue their learning.

Name of District Leader Submitting Application: Greg Morris

Date Approved:

Name of ISD Superintendent/Authorizer Designee: Dr. David Eisler, 4-8-2020
President, Ferris State University

Superintendent and State Treasurer: Confirmation approved Plan is posted on

District/PSA website: www.blendedacademies.org