

**Nasha Shkola Charter School
Distance Learning Plan
School Year 2019-2020**

Distance Learning defined: Students engaging in distance learning have access to appropriate educational materials and receive *daily interaction* with their licensed teacher(s). It is important to note that distance learning does not always mean e-learning or online learning.

Purpose: Ensure every student in Nasha Shkola Charter School receives a high quality education, which provides equitable access to learning and instruction during the COVID-19 pandemic.

Overview

NS Distance Learning Plan (DL) is based on the [School Closure Guidance for Public School Districts and Charter Schools](#) from the Minnesota Department of Education. In accordance with the Governor's Executive Order 20-02, Nasha Shkola Charter School (NS) intends to provide instruction to students in all grades via distance learning beginning on Monday, April 6th (i.e. after Spring Break).

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.

NS has conducted a Technology Survey to identify needs of students and assure that each student has access to a personal computer or a tablet. NS will provide technology to each family in need for the use of distance learning. These devices are available upon request. However, alternative printed methods, such as mail, pickup, or delivery may be used in instances where students have limited digital access.

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 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 Meet, and other Google apps).
- Teachers will be available to students during the regular school day during the established schedule.

Student Expectations

- Dedicate appropriate time to learning, comparable to school day and/or as guided by the teachers
- Daily check in with classroom teacher/Google Classroom for information, assignments, and resources.
- Attend, as much as possible, the regular engagements offered by each of their teachers
- Identify a comfortable and quiet space to study/learn. Ask your family for support if needed.
- Contact the teacher if you have questions.
- Engage in all learning posted with academic honesty

- Keep healthy habits

Family Expectations: Support their child/ren in their learning by:

- Providing an environment conducive to learning (access to technology, safe, and quiet space during daytime)
- Engaging in conversations on posted materials, assignments.
- Monitoring time spent engaging in online and offline learning
- Encourage attendance as much as possible to the regular engagements offered by each of their child's teachers
- Support emotional balance by providing ample room and time for reflection, physical activity, conversations, and play

Distance Learning Platform & Communication Methods

The following Online Platforms support Distance Learning staff/student/family collaboration and communication to ensure a quality student learning experience when planning and delivering remotely:

1. NS email and website <https://nashashkolamn.org/>
2. Social Media: School Facebook [Charter School of Russian Language and Culture "Nasha Shkola"](#)
3. Automated Text notifications
4. Phone communication and instruction
5. Online Learning Platforms: Google Drive, Google Classroom, Google Meet, and other Google Apps
6. Print Resources and textbooks

Attendance

Distance Learning will take place of regular schooling and therefore, attendance is important. All students should follow NS policies and guidelines for excused absences. Students whose family chooses to not participate in the day are reported as absent. It is up to the school whether to consider this an excused absence, according to **Minnesota Statutes, section 120A.22, subdivision 12.** (Minnesota Department of Education memo, March 2018).

In the situation when a student has not participated in distance learning for over 48 hours, the teacher/school administration will reach out to the parents through text messages, emails, phone calls, or other communication tools. NS will monitor and report student daily attendance to the State of MN.

Daily attendance will be taken in the following manner:

1. NS will send Attendance Form (generated through Google Forms) to parents' email at 7:00 am daily. Parents should reply before 10:00 am confirming that their child is ready to participate in distance learning on that day.
2. In addition, attendance will be confirmed through Google Classroom in the form of a daily check-in/discussion post, and communication with teachers and completed assignments submitted throughout the day.

If a student is marked absent, but completed assignments, attendance will be corrected at a later time.
Teachers and administration will exercise caution and sensitivity regarding attendance concerns on case by case basis.

Elementary Grades K-4 Distance Learning Plan

Learning Experience:

- The DL plan in K-4 grade will include home learning engagements and/or activities that parents can assist their child in completing.
- Teachers will engage with students on a daily basis through Google Classroom, Google Meets, Google Tools, email, and/or by phone to check in and support student learning.
- Teachers will post videos, links and PDF files, and they will be able to distribute and collect digital assignments.
- Students and families will have access to their teacher online and/or by phone during the teachers designated office hours for any needed support. Each teacher will communicate their office hours to students and families.
- Students will participate in reading, writing, math and other activities like Russian, Art, Music, and PE. Direct instructions will be achieved through video teaching/presentations and interactive conferencing (Google Meet).
- Students will use online programs such as:
 - Core Knowledge
 - Singapore Math
 - iXL
 - Khan Academy
 - Learning A-Z (Reading A-Z, Science A-Z, RAZ Kids)
 - Readworks
 - BrainPop
 - online eBooks for reading and listening (Storyline Online, Epic!, Audible)
 - Discovery Education
 - National Science Teachers Association
- Students will also complete assignments that are not technology based

Learning Timeframe:

Teachers will create and post daily assignments by 9:00 am for each subject to be completed by Grades K-3 students at home during the day.

- Kindergarten will include 30-45 minutes of instructional learning per day, followed by daily recommended schedules for continued learning.
- 1st and 2nd grade will include 1-2 hours of instructional learning per day, followed by daily recommended schedules for continued learning.
- 3rd grade will include 1.5-3 hours of instructional learning per day, followed by daily recommended schedules for continued learning.
- 4th grade will include 2-3 hours of instructional learning per day, followed by daily recommended schedules for continued learning.
- For students in grades K-2, it is important for parents to observe the child as he/she engages in the activity and support him as needed.

- For students in grades 3-4, students will be engaged with varying levels of independence. The more challenging the task, the more support might be required. Encourage your child to seek support while allowing him/her to accept responsibility and take on challenges with increasing independence.
- Continued learning activities (extra reading, Art, Music, PE):
 - K-2 grades: looking at books, reading aloud to your child, playing games that require math/strategy/critical thinking , independent reading, drawing, etc.
 - 3-4 grades: independent reading, listening to audiobooks, playing games (that require math/strategy/critical thinking, art related activities, etc.

Middle School 5-8 Distance Learning Plan

Learning Experience:

- The DL plan in 5-8 grade will include meaningful learning experiences in different subject areas.
- Teachers will engage with students on a daily basis through Google Classroom, Google Meets, Google Tools, email, and/or by phone to check in and support student learning.
 - Individual: Students request help by making appointments with their teachers on an agreed time
 - Scheduled Office Hours: Students can join office hours to ask questions or discuss learning with their teachers and classmates during specific times established by teachers
 - Direct Instruction: Students may participate in real time mini-lessons on specific topics during specific times established by teachers
- Teachers will post videos, links and PDF files, and they will be able to distribute and collect digital assignments.
- Students will participate in ELA, Math, Social Studies, Studies, Russian, and other activities like Music, and PE. Direct instructions will be achieved through video teaching/presentations and interactive conferencing (Google Meet).
- Students will use online programs such as:
 - Core Knowledge
 - Singapore Math
 - iXL
 - Khan Academy
 - Newsela
 - Readworks
 - online eBooks for reading and listening
 - Discovery Education
 - National Science Teachers Association
- Students will also complete assignments that are not technology based

Learning Timeframe:

Teachers will create and post daily assignments by 9:00 am for each subject to be completed by Grades 5-8 students at home during the day.

- 4-8th grade will include 3-4 hours of instructional learning per day (up to 30 minutes per subject depending on the learning targets and related activities as well as the age of the student)
- Google Classrooms will be updated daily. The update will ensure:
 - Students will have daily Learning Target(s) in each subject area.
 - Students know what learning they need to accomplish for that day.
 - Continuity of learning that is clearly connected to their learning in the prior class and will connect to their learning in the upcoming class
- Google Classroom will have a written explanation and/or video lesson to introduce, explain tasks, or provide instruction. In addition, it will have digital/scanned resources, quizzes, etc.

Assessment and Progress Monitoring

Activities will be graded and will contribute to the student's overall grade.

Non-graded formative assessment:

- Students will provide evidence of learning for each subject and lesson as a check of understanding.
- Teachers will provide students with ongoing and regular feedback on their evidence of learning.
- Students will have the opportunity to provide feedback to each other.

Graded summative assessment:

- Students will participate in graded summative tasks at the end of a learning sequence.
- Graded summative tasks that are performance based will include a rubric/checklist shared with students as part of the task overview
- Teachers will provide feedback to students at regular checkpoints on tasks that extend over multiple lessons

Students with Individualized Education Program (IEP) and 504 Plans

Nasha Shkola is committed to continue to provide the best possible service to our students with IEP and 504 plans. All IEP and 504 plans will continue to be implemented.

Students with IEP

The special education teacher will provide activities through Google Apps and other formats that are designed to meet the goals and objectives on each student's IEP. Sped Teacher will contact families on a weekly basis or as needed through email with updates. She will contact the students on a DAILY basis via Google Meets to deliver direct instruction to meet IEP service minutes. Special Education Teachers will have daily office hours at which time families will be able to contact her in order to receive additional support. Teleconference/direct instruction/office hours schedule will be delivered to families via email.

Speech Language Pathologist will be delivering distance learning services for each student on his caseload using the Google Meets s to meet their individual IEP goals and objectives.

Students receiving 504 Services

NS teachers will continue to implement accommodations outlined in 504 plans and ensure in-person, real-time teaching wherever applicable. We will continue to support your family's 504 plans to the best extent possible.

The District will work with you and monitor the impact on the delivery of Section 504 program changes throughout this school closure period. In addition, the 504 coordinator will continue to work with all general education teachers that support your child's learning.

The Special Education and Student Support Services leadership team:

Nikki Wahl, Special Education Teacher nikki.wahl@nashashkolamn.org

Ashley Evans, Special Education Director aevans@designlearn.net

Marilyn Sandell, Special Education Coordinator msandell@designlearn.net

Tom Dunn, Speech Language Pathologist tom.dunn@nashashkolamn.org

Yelena Hardcopf, School Support Services & 504 Plan Coordinator

yelena.hardcopf@nashashkolamn.org

English Language Learners

Nasha Shkola will continue to support the needs of the English Language eLearners. Classroom teachers will continue to support learning at home through scaffolding. NS will be reaching out to all of the ELL students to make certain supports are in place and all materials are accessible to the families.

ELLs will receive instruction in their identified group through Google Classroom. Students will also complete assignments that are not technology based.

Title I & Gifted Education

Staff will continue to provide support to students' individual learning needs through differentiated learning activities.

Students Experiencing Homelessness or Housing Instability

The district homeless liaison will be ready to provide resources to identified homeless youth and families. Staff will assess each student's needs starting with basic needs (food, shelter, medical or mental health care, childcare or drop-in centers). Staff will also assess each student's access to a mobile device, computer, internet, WiFi, a place to study and school supplies, and will offer resources that are available to them in their area. If access to technology or supplies is a barrier, staff will work with each student's teachers to develop a plan for how the student will be able to meet requirements.

Nutrition Services

Nasha Shkola will deliver meals for identified students every Monday as long as school is closed. The meals distributed on Monday will be a bundle of 5 meals for the entire week. These meals include items like milk, cheese sticks, fruit, and sandwiches that will need to be refrigerated.

In order to qualify for meal delivery, families have to fill out request through the school office.

All families also have an option receiving FREE meals through the districts they reside in. Please contact your school district to identify a convenient location near you. Most districts provide grab-and-go meals at no cost for all children 18 years of age and under who need them during the school

closure. Food will be distributed from school buses in the parking lots of select school sites that have been designated as meal pickup locations. Most meals will be served from 11 a.m. to 12:30 p.m. Different locations might have different meal pickup times. Families will drive up to the school bus and meals will be distributed through the passenger side window.

Instructional Materials

Families have three ways to access instructional materials:

School Pick-up: families can pick up materials at NS on March 26, 12:00-6:00 PM, and (TBD) April 30, 9:00 AM-5:00 PM. Students may return completed non-digital assignments on these days.

Home Delivery: Materials will be delivered to students with IEPs and collected weekly, starting April 13th as long as school is closed.

Digital: Families access, complete and submit materials digitally via school supported online learning platforms (Google Apps)

Procedures are in place to maintain the safety of staff, students and families as we follow the Minnesota Department of Education's School Closure Guidance.

*The following precautions are being implemented for the handling of instructional materials:

- It is recommended to wait 24 hours to handle materials and assignments.
- Instructional materials will be prepared the day before distribution to students and families.
- When working with student papers, staff should:
 - Wash hands before and after working with papers from student homes
 - Avoid touching faces while working with papers
 - Avoid working with papers that will be returned to students if you have a cough, shortness of breath or fever
 - Clean up papers and work spaces when done
 - Avoid working with papers on family eating spaces

It is important to remember this is not a likely way COVID-19 is spread; the risk is very low and personal responsibility for hand hygiene and environmental cleaning exert the most control over limiting ways to contract COVID-19.