

**Great Start Readiness Program
Continuity of Learning and COVID-19 Response Plan (“Plan”)**

The goal of a Continuity of Learning Plan and COVID-19 Response Plan is to ensure that each District or Public School Academy (GSRP Subrecipient) 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, public school academies, **and GSRP Subrecipients**.

GSRP Subrecipient Name: St. Johns Public Schools

Address of GSRP Subrecipient: 501 W. Sickels St. St. Johns, MI 48879

District Code Number (if applicable): 19140

Name of District/Subrecipient Leader Submitting Application: Jason Gnegy

Email of District/Subrecipient Leader: gnegyj@sjredwings.org

Name of Intermediate School District: Clinton County RESA

Date: 05/05/2020

Each GSRP Subrecipient plan must assure, to the fullest extent possible:

- Learning at a distance plan fosters active, participatory learning that is dependent on
- Engagement among the teaching team, adult(s) in the home, and the child;
- Learning experiences offered are personalized for the strengths, interests and needs of each child, in consideration of their family, community, and culture;
- All members of the teaching team participate in the plan and are engaged in supporting learning and communicating with families;
- Every effort is made to reach every child and family for the duration of the plan, respecting and allowing for family choice regarding the level of participation. If a family should turn down the option to participate in the plan, the date of the parent optout should be documented;
- Programs document learning from a distance including outreach efforts and family contacts (such as frequency, type, duration, and family response);
- Each plan includes a year-end, “conference” with each family;
- If teaching team members have been assigned to work in disaster relief child care centers, consideration is given to allow for provision of learning at a distance; and
- GSRP funds are available to be used for staffing, purchasing needed supplies, equipment, and resources, to allow a staff member or a family to connect remotely, to provide families with home learning kits, books, supplies, or other resources needed to support their children’s learning.

Please ensure that your responses to the 13 items below address all of the assurances listed above. Note: Items #9 and #15 are marked “Not Applicable” and are maintained only so the numbering system is consistent with previously approved LEA and ISD Continuity of Learning Plans.

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

Great Start Readiness Program
Continuity of Learning and COVID-19 Response Plan (“Plan”)

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-19.

GSRP Subrecipient Response:

All GSRP teachers will collaborate each week to design a weekly newsletter that will provide instructional resources and activities for students and families to engage in. These newsletters will be delivered electronically as well as printed and delivered to our families on the Monday of each week. The District in coordination with CCRESA, is committed to making a best effort to provide support for students with special needs. The District will not penalize a pupil for the pupil's inability to participate.

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.

GSRP Subrecipient Response:

The health and safety of our students is our first and foremost concern. Each classroom teacher will send a newsletter to their parents on the Friday of each week. This email will contain information about what their child and families are asked to complete for the coming week. Additionally, each teacher will host three 1-hour "office hour" sessions where students and parents can connect to receive additional support. They can connect using a computing device or they can use the telephone to connect in. Each building will maintain a Staff Contact list that will contain all staff email addresses, virtual meeting room information, and their "office hour" times. Our staff are encouraged to make contact with each individual student, weekly at the minimum, to check in with their students to see how they are doing. Our staff will also be able to make and receive telephone calls remotely through our school's telephone system application on a smart phone, called Mitel. Our staff will respond to all parent contacts within 24 hours, Monday through Friday.

Before June 5, 2020 all teachers will conduct a virtual meeting with each individual child’s family. This virtual meeting may be through Zoom video conference or over the telephone, whichever is best for the family.

Great Start Readiness Program
Continuity of Learning and COVID-19 Response Plan (“Plan”)

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

GSRP Subrecipient Response:

The District will be utilizing a combination of online and offline/print resources. Our staff has made contact with individual families through the use of a Google Form and personal telephone calls to gather each families Internet and technology access in their home. Our staff will be delivering materials electronically as much as possible. For those families who require offline/print resources these materials will be printed in each building and then delivered to the students home each week.

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

GSRP Subrecipient Response:

The District teachers will actively monitor student participation through continual contact with each student. For students who are receiving resources electronically the teachers will monitor student submissions and responses. Teachers will provide feedback to student submissions. For students who are receiving resources offline/print students will be encouraged to take pictures of their work and submit via email when possible. If that is not possible, then students will connect in to the teacher's office hours to receive feedback on their work. it may be necessary to have students leave completed work outside their house on a Monday so it can be picked up when new work is delivered each week. For students who have not submitted work, the teacher will call and make contact with the student and their family.

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

GSRP Subrecipient Response:

The District will incur additional expenditures to implement this plan, some of which are still unknown at this time. Purchases specifically for this plan include additional personal protection equipment such as masks, gloves, sanitizing wipes; resources to deliver print materials to families, such as envelopes, labels, plastic bags and fuel for buses; resources for electronic support for teachers and families, such as additional Chromebooks, flash drives. The district will incur personnel costs to print, prepare and distribute learning materials to students. An estimated cost to these additional expenditures is \$52,000. The district will use state foundation revenue to pay for these expenditures.

**Great Start Readiness Program
Continuity of Learning and COVID-19 Response Plan (“Plan”)**

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

GSRP Subrecipient Response:

Central Office administrators began developing "Remote Learning" guidelines and expectations. These guidelines were developed from a wide variety of resources, including the Illinois State Board of Education guidelines, until Michigan released their guidelines on April 6, 2020. Central office administrators have repeatedly met virtually with building principals, teacher leaders, and consulted union leadership and collective bargaining agreements. The "Remote Learning" guidelines was shared with board members, soliciting input and suggestions for improvement. These guidelines are ever-evolving through a collaborative and teamwork approach of all stakeholders.

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

GSRP Subrecipient Response:

We sent a letter to all families informing them of our "Remote Learning Plan." This letter was sent electronically and in print through the USPS. We also posted this letter on our school website and our district Facebook page. In addition, our teachers made contact with individual students informing them of the plan.

8. Please provide an estimate of the date on which the district will begin implementation of the Plan, which must be no later than May 7, 2020.

GSRP Subrecipient Response:

Tuesday, April 14, 2020 was our first day of instruction.

9. Not Applicable.

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

GSRP Subrecipient Response:

Immediately upon the closure of schools on March 13, 2020 we began providing packaged meals for our students. Each week on Monday, Wednesday, and Friday we provided multiple meals per student at our high school and one of our rural elementary buildings in the northern section of our district, Eureka elementary. We have maintained this schedule and will continue to maintain this schedule, utilizing available kitchen staff and through the re-assignment of other

Great Start Readiness Program
Continuity of Learning and COVID-19 Response Plan (“Plan”)

staff. We will provide health screenings to our staff on a daily basis to ensure the safety of our food preparation and the safety of our students.

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.

GSRP Subrecipient Response:

We continue to pay all staff subject to collective bargaining agreements and redeployment requirements as if school was in-session as normal, as long as the school continues to receive full funding from the state.

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

GSRP Subrecipient Response:

Each teacher will monitor student participation and make personal contacts to those students who are not engaging in their work or have not made any contact with their teacher. Teachers will provide formative feedback for student work.

Before June 5, 2020 all teachers will conduct a virtual meeting with each individual child’s family. This virtual meeting may be through Zoom video conference or over the telephone, whichever is best for the family.

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.

GSRP Subrecipient Response:

The health and safety of our students is our primary concern during this time of remote learning. All staff are available for "office hours" for students to connect/telephone in and receive support. All counselors and our social worker are available for "office hours," via email and telephone for students to reach out during this time of need. Each week our building principals will be sending out a newsletter of information to families. Included in these newsletters will be social and emotional information and activities for students and families. In addition, principals will provide contact information for local resources that are available for student mental health support. We will also be using Behavior SSP to provide mental health supports.

**Great Start Readiness Program
Continuity of Learning and COVID-19 Response Plan (“Plan”)**

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 2020-16 or any executive order that follows it.

GSRP Subrecipient Response:

Our birth-school age child care center has been closed during this "Stay Home. Stay Safe" executive order. We are contacting our families to see which of these families are in need of child care as they are "essential" workers. We are also working with our child care staff to know which staff are available to provide care for children. In addition, St. Johns Public Schools is working with CCRESA to collaborate as necessary to utilize relief care centers as needed.

15. Not Applicable.

Date Approved: May 6, 2020

Name of ISD Superintendent/Authorizer Designee: CCRESA Superintendent, Wayne Petroelje

Date Submitted to Superintendent and State Treasurer: May 6, 2020

Confirmation approved Plan is posted on District/PSA website: www.sjredwings.org