

Anoka-Hennepin School District Summer School Distance Learning Plan

Anoka-Hennepin is taking action to protect the safety and personal health of students, employees and the community it serves. Operational guidelines are in place for any person who comes to district buildings for their own protection and the safety and health of others. These include:

- Following guidelines for social distancing with other individuals.
- Maximizing deployment of work-from-home for employees and distance learning for students.
- Organizing in groups of 10 or fewer people when meeting in person.
- Ensuring the safety and security of all aspects of our school system.
- Practicing personal hygiene recommendations such as covering your cough, washing your hands and staying home when sick.

In accordance with Governor Walz's [Executive Order 20-57](#) and Minnesota Department of Health's [Guidance for Social Distancing in Youth and Student Programs](#), the following is the Anoka-Hennepin School District Summer School Distance Learning Plan to deliver "continuity of learning, reinforcement of learning, remediation of learning, and/or credit recovery – this includes multilingual learners. Extended School Year (ESY) must be provided to students whose IEP team determines that the student meets one of the conditions under Minn. Rule 3525, 0755. ESY serves students who: A) have a likelihood of significant regression, B) need to attain and maintain self-sufficiency skills, and/or C) have unique needs where ESY services are necessary to provide a free and appropriate education.", as stated in the Minnesota Department of Education's [Minnesota Summer Programming Guidance for Schools](#).

Please note: This plan may be modified as implementation of summer school distance learning is evaluated and monitored throughout the summer programming period. Significant changes will be communicated through either email and/or voicemail to parents and staff participating in summer school.

Anoka-Hennepin Summer School Distance Learning Plan Summary

General Plan Overview	Anoka-Hennepin is providing summer programming for identified students in <u>elementary and middle school</u> from Monday, June 22, 2020 through Thursday, July 9, 2020 (Monday-Thursday weekly schedule). Note: Students are not expected to attend summer school on July 3 or July 6. With the planned distance learning summer school programming at these levels, there are no set "hours" for students each day.
What is distance learning?	<p>Summer school for <u>high school</u> will be for credit recovery on the following dates. June 22 - July 17 will be in an online distance learning format, held Monday - Friday, 8:00 am-1:00 pm with a July 3rd Holiday.</p> <ul style="list-style-type: none">• All students must be referred by their home high schools and submit a referral form to be enrolled in credit recovery summer school. <p>Beginning July 6 - July 17th : Optional in-person office hours for classes (with Social Distancing) at Regional High School M-Th 8:00 am -1:00 pm (M/W-English and Social, T/Th Math, Science, Apex,</p>

	<p>Health)</p> <ul style="list-style-type: none"> • Bussing available if registration is complete by the deadline of May 22, 2020. • Brunch Served at 9:30 am in the classroom. <p>Students engaging in summer school distance learning have access to appropriate educational materials and receive daily interaction with their licensed teacher(s).</p> <p>Our goal is to provide an equitable experience for our students through appropriate educational materials and daily interaction with their teachers.</p> <p>Teachers will have a variety of options to support the delivery of content and interaction with students and training provided.</p> <p>Delivery model noted below by grade level.</p>
Elementary (K-5) Summer Programs	<ul style="list-style-type: none"> • Online delivery model • Students may use personal devices or district-provided chromebooks • Teachers utilize online resources <ul style="list-style-type: none"> ○ Consideration for families that elect not to utilize technology. • Daily interaction <p>Students should expect to do a portion of these activities as indicated in the materials or online communication. Parents/guardians can contact the teacher as needed for clarification.</p>
Middle School Summer Programs	<ul style="list-style-type: none"> • Online delivery model, students may use their personal devices or district-provided chromebooks. • Daily interaction with teachers through google classroom is expected. Activities will be provided by course, as directed by the teacher. Students will be able to communicate with teachers at designated times. • Students without internet access may meet the requirements for distance learning by completing learning packets. Please contact your child's school if your child will require a learning packet in place of online learning.
High School Summer Credit Recovery	<p>Credit Recovery will be held June 22-July17</p> <p>Online Distance Learning Format</p> <ul style="list-style-type: none"> • Online delivery mode, students may use their personal devices or district-provided chromebooks. • Daily interaction with teachers through google classroom is expected. Activities will be provided by course, as directed by the teacher. Students will be able to communicate with teachers at designated times. • Students without internet access may meet the requirements for distance

	<p>learning by completing learning packets. Please contact your child's school if your child will require a learning packet in place of online learning.</p> <p>Beginning July 6-July 17th :</p> <p>Optional in-person office hours for classes (with Social Distancing) at Regional High School</p> <p>M-Th 8:00-1:00 (M/W-English and Social, T/Th Math, Science, Apex, Health)</p> <ul style="list-style-type: none"> • Bussing available at registration deadline May 22, 2020. • Brunch Served at 9:30 am in the classroom.
Adult Basic Education Distance Learning	<p>We are offering a wide variety of distance learning approaches which vary depending on the specifics of the class, the English language and literacy levels of students and their technological skills and access. Regular individual support will be maintained with a variety of communication methods. These approaches include:</p> <ul style="list-style-type: none"> • Continued and extended access to instruction and independent, supported study through various online platforms including: Burlington English, Core Skills Mastery, Khan Academy, Northstar Digital Literacy, MyMathLab, Marshall Pro, MobyMax, Plato/Edmentum, Read Theory, Rosetta Stone, and USA Learns. • Synchronous instruction utilizing a variety of technologies including: Google Meet/Hangout, Google Classroom, YouTube videos, phone, weebly pages, and video, with document cameras and PowerPoint slides. • Paper packets for use with our incarcerated students, lower literacy (digital, EL and Reading literacy) students and as a supplement for some other instruction. Phone tutoring is also being used with some students. • Regular individual teacher communication with students to ascertain their needs and support their learning through various means: Google Voice calls/texts, weebly pages, Google Classroom, live phone/email "office hours/study lab, " and Remind software.
Student Support Services	<p>School social workers:</p> <p>School social workers aim to utilize student, family and community strengths to build students social, emotional, and behavioral skills and improve academic outcomes.</p> <p>School social workers provide outreach, education, and referrals to ensure students and families have the ability to engage with distance learning and can meet their basic needs including child care, food, shelter, financial, utilities, internet, medical and mental health needs during the COVID-19 pandemic. School social workers connect with students and families to assess student needs and provide social/emotional/behavioral support.</p> <p>During distance learning in Anoka-Hennepin, school social workers are committed to supporting students and families in the following ways:</p>

	<ul style="list-style-type: none"> • Maximizing access to school-based and community-based resources. • Providing evidence-based education and social/emotional/behavioral support. <p>School social workers will provide remote services for students and families via Google Mail, Voice, or Hangouts Meet.</p> <p>Cultural liaisons: Cultural liaisons collaborate with school personnel, community resources and families to ensure that all students receive the services they need to be successful academically and socially.</p> <p>During summer programming cultural liaisons are committed to supporting students and families in the following ways:</p> <ul style="list-style-type: none"> • Connecting families with community-based resources <p>Cultural liaisons provide students and families remote services via Google Classroom, Mail, Voice, or Hangouts Meet.</p>
<p>Considerations for Special Populations</p> <p>Students in special populations will continue to receive services.</p>	<p>English Learners: English Learner (EL) teachers will provide individualized services for students who are attending EL summer school programming. Teachers will provide curriculum and instruction in language development and content area support.</p> <p>Additional support for students and families collaboration and communication:</p> <ul style="list-style-type: none"> • Use Language Line or cultural liaisons to communicate in primary language of each family • Connect with families to find out online learning capabilities • Answer questions from families regarding distance learning • Connect with school administration, social worker, or cultural liaison with questions on family needs for distance learning • Collaborate with classroom teachers on delivery of grade level content and student work expectations <p>Special Education: During Extended School Year, students will receive special education services, accommodations, and modifications through an Individualized Distance Learning Plan that is an amendment to the student's current Individualized Education Programs (IEP).</p> <p>ECSE Early Intervention Program (EIP): For student's receiving services in EIP (age birth - three), the distance learning plan may include service delivery and/or instruction provided through the use of:</p> <ul style="list-style-type: none"> • Google Classrooms • Telecommunication • Google Meet

- FaceTime
- Distance Learning Packets

Students who also currently receive services from additional special education service providers will be contacted by them via phone, video conferencing, and/or email at a coordinated designated time.

Your student's special education case manager and service providers will be providing you more information about your student's Individualized Distance Learning Plan.

ECSE (age three - five):

Below is brief information about your student's Individualized Distance Learning Plan:

- Students will be provided instruction through the use of Google, See Saw lessons, live or recorded groups, or paper activities.
- Students who receive services from additional special education service providers will be contacted by phone, video conferencing, and/or email.
- Your student's special education Extended School Year teacher and service providers will be providing you more information about your student's Individualized Distance Learning Plan.

Elementary:

To address ESY eligible student goals/objectives and special education services during ESY distance learning, ESY teachers in collaboration with service providers will create individualized ESY Distance Learning Plans for the ESY session (these are set up in a similar fashion to the Choice Boards used during distance learning this spring). Your child's special education ESY Teacher with collaboration from your child's ESY special education service providers including related service providers, have created these ESY Distance Learning Plans. The purpose of the ESY Distance Learning is to provide students and families outlines of assignments and plan for instructional interactions that are directly related to an individual student's ESY IDLP goals/objectives and types of special education services. For student's receiving services in the elementary grade band, service delivery and/or instruction may be provided through:

- independent work
- online live instructional meetings
- phone/email consultation
- recorded video instruction
- assignments supported by ESY staff

Your child's special education case manager and special education service providers will be providing you more information about your child's Individualized Distance Learning Plan including his/her ESY Distance Learning Plan.

	<p>Secondary: Below is brief information about your student's Individualized Distance Learning Plan:</p> <ul style="list-style-type: none"> • Students will be provided instruction through the use of a Google Classroom or weekly Distance Learning Plans, consistent with the method of service delivery they received during school year distance learning. • Students who receive services from additional special education service providers will be contacted by phone, video conferencing, and/or email. • Your student's special education case manager and service providers will be providing you more information about your student's Individualized Distance Learning Plan. 	
	<p>High Poverty: For school sites with high poverty the district is committed to making sure students have the materials they need and are taking additional steps to ensure resources are received and needs are being met.</p>	
	<p>Indian Education Program: The Indian Education Program does not host activities during the summer months of July and August. However, our American Indian students will have access to the various summer school programming that the district offers to all students based on their qualifications.</p>	
	<p>Elementary Indian Education</p> <p>Indian Education Advisors will use a combination of activity packets and the Google Classroom platform for our K-1 students. For students in grades 2-5, Indian Education Advisors will use the Google Classroom platform, Google Hangouts and Google Meetings for future remote 1:1 meetings.</p>	<p>Secondary Indian Education</p> <p>Indian Education Advisors will utilize the Google Classroom platform as well as Google Hangouts, Google Meetings, email, text messaging and phone calls to support secondary students. Secondary Advisors will be making appointment slots available to all their students that would like some 1:1 support via Google Hangouts or phone calls. Appointment slots will be available each day and the Advisors will add more appointment spots as needed.</p>
Health Services	<p>Health service staff will oversee health care for all Adventures Plus day care centers each day. Rapidly changing public health recommendations and requirements will be monitored, communicated, and utilized by Anoka-Hennepin.</p> <p>School nurses will be ensuring disease prevention and infection control at all district sites. They will provide consultation with staff and parents/guardians. School nurses will provide COVID19 mitigation, education, referrals, and health care planning.</p>	

	<p>Please contact your daycare site student's school nurse (via district phone or email) if support is needed for your student or family during distance learning. School nurses will provide remote services for students and families via Google Mail, Voice, or Hangouts Meet.</p> <p>The Health Service Coordinator is available for any infection control concerns.</p>
Mental Health Services	<p>The three contracted mental health agencies (Headway Emotional Health, People Incorporated, and Lee Carlson Center for Mental Health & Well-Being), will continue to deliver:</p> <ul style="list-style-type: none"> • Mental health therapy services • Ancillary services <ul style="list-style-type: none"> ○ Consultation with staff and parents/guardians ○ Program planning support ○ Coordination of services • Continuation plans will have considerable variability, based on need and changing protocols. The mental health therapist will work directly with the parent/guardian to assess needs related to the continuation of therapy services. • Service delivery locations will expand to: <ul style="list-style-type: none"> ○ Telehealth will be the primary service delivery method, unless it is prohibitive for the student and family. ○ If telehealth is a barrier to continuing therapy services, services may be delivered at school, mental health clinic, or the parent/guardian home. In the event that face to face sessions are necessary, the mental health agency will work directly with the family to adhere to distancing guidance and discuss health factors. If appropriate distancing and health risks pose as a barrier, the student will be appropriately transitioned for face to face services in the community. ○ We have put some systems in place to assist with transportation, technology, and mental healthcare costs. • Starting Therapy Services <ul style="list-style-type: none"> ○ There is some availability to accept new therapy clients. ○ District staff and families can verify availability with the therapist. <p>The following are the responsibilities of the district-wide Mental Health Consultant.</p> <ul style="list-style-type: none"> • Direct school-based mental health program activities. Includes: budgeting, invoicing, adjusting programming to meet needs, communications, identification of barriers, process changes, etc. <ul style="list-style-type: none"> ○ SBMH Dept engagement via weekly phone and Google Meet. ○ MH agency engagement via weekly phone and Google Meet. ○ MH supervisor engagement daily via phone and email. • Provide mental health process, procedure and professional development guidance to support teams via the Mental Health Advisory Team (MHAT). • Continue development of our comprehensive mental health crisis and well-being plan. • Continue collaboration with the Department of Health and Safety, National

	<p>Alliance on Mental Illness (NAMI), community mental health professionals, hospitals, county agencies, mental health non-profit boards, and crisis resources.</p>
Distance Learning Teacher Expectations	<ul style="list-style-type: none"> Teachers use digital tools and resources to differentiate the content, process, and/or product of learning experiences. Teachers provide feedback to students and opportunities for students to engage in meaningful learning activities. Teachers continue to meet with their collaborative groups using Google Hangouts. Teachers continue to provide for the needs of all students, including special education and EL learners. Teachers assess the distance learning experience and adjust as necessary.
Digital Learning Student Expectations	<ul style="list-style-type: none"> Be active participants in the distance learning process. Be responsive to daily interactions, complete assigned content Ask for support and guidance from teachers and family support as needed.
Expectations for communication with students and parents/guardians	<ul style="list-style-type: none"> Regular interaction is expected between school and home. This will vary by grade level and programming. Families accessing technology may expect that the teacher will virtually meet with students through Google Classroom or Google Hangouts, pre-record lessons, read alouds, demonstrations, pose questions, answer questions, provide feedback or other examples through a variety of tools or methods.
Communication - how and when parents/guardians can reach teachers and administration	<ul style="list-style-type: none"> Students and parents/guardians can reach their teachers via email or voicemail (district voicemail goes to gmail). Teachers can respond during office hours and use gmail, Google Hangouts Meet, or Google Voice, SeeSaw* (response within 24hrs.) Teachers available for students (office hours) <ul style="list-style-type: none"> 9-11 a.m. Monday-Thursday Administrators are available daily through email and/or phone calls.
Training for staff, students and parents/guardians to conduct and/or Participate in distance learning	<ul style="list-style-type: none"> K-12 staff were provided virtual training opportunities and site level training opportunities to support distance learning. <ul style="list-style-type: none"> Google Classroom Google Voice Google Hangouts Screencastify Other, SeeSaw Additional staff training is available on Hoonuit and by request through Instructional Technology Teachers, Technology Facilitators and district curriculum departments. Families receive communication and support for distance learning directly from their school and teachers. Information on how to log-in and support

	<p>students in this new platform and technology support documents have been provided. Examples below:</p> <ul style="list-style-type: none"> ○ Distance Learning App login info ○ Distance Login Document ○ Technology Support Document
Attendance	<p>Students:</p> <p>Students will be considered present during summer school distance learning unless parents provide notification of a health concern. Teachers will be checking in with students and families on a regular basis and will reach out to parents by email or phone if they have not been able to make scheduled contact with a student. Teachers will follow an identified process with their schools to communicate concerns with families with whom they have not been able to connect for a given time period.</p> <p>Employees:</p> <p>Employee attendance practices will follow the standard district processes currently in place.</p>
Grading (Applies to Credit Recovery only)	<p>Grades are given on a P/F basis. Any credit earned will be posted as a P with the amount of credit in decimals on the transcript which will allow students to continue in Night School for completion, as needed.</p>

Additional Plan Components:

Transportation	<p>Transportation for credit recovery was included in the referral and the deadline has closed as of May 20, 2020.</p> <p>***Transportation is only for Office Hours July 6-17, M-Th. Please contact your home high school or Regional if you have questions.</p> <p>Elementary and Middle School Summer Programs continue to be distance learning there is no need for transportation with this model.</p>
Technology	<p>In Anoka-Hennepin's distance learning plan, students in grades K through 12 will conduct school using computers and Google Classroom or Seesaw online learning management platforms.</p> <p>Technology:</p> <p>Parents who have students in grades K through 12, who do not have access to technology at home to complete distance learning were issued a Chromebook to use during distance learning. Summer school students can keep these devices for summer school instruction.</p>

	<p>A listing of approved personal devices such as a desktop, laptop or iPad, with internet speeds of three Mbps or higher is recommended. Kindles, Nooks or iPhones are not considered personal learning devices. Options for low-cost high speed internet access and computers are provided at ahschools.us/DistanceLearningFAQ.</p>
Emergency Child Care	<p>The Emergency Care program will close on June 9th.</p> <p>The Adventures Plus Summer Child Care program will open on June 17 at multiple schools serving both children of essential workers and other families. It is a full day program and requires a fee for service. Registrations are now being accepted.</p>
Meal Distribution	<p>Anoka-Hennepin will offer 13 school locations as sites for the Summer Food Service Program which provides all children 18 and under with meals, at no cost. The program will be offered at Anoka High School, Blaine High School, Coon Rapids Middle School, Evergreen Park World Cultures Community School, Hoover Elementary, Jackson Middle School - a specialty school for Math and Science, Johnsville Elementary, Lincoln Elementary School for the Arts, Mississippi Elementary School, Morris Bye Elementary School, Northdale Middle School, Oak View Middle School and University Avenue Elementary School - Aerospace, Children's Engineering and Science.</p>
District Building Accessibility	<p>District facilities and school buildings will be available for the public as needed from the hours of 10:00 am - 2:00 pm until further notice. This does not include families who are enrolled in emergency child care programs at each site.</p> <p><i>Please keep in mind the Executive Orders issued by the Governor in determining if it is necessary to access the school site.</i></p>
General Communication Information	<p>Anoka-Hennepin remains committed to providing the best distance learning experience for students. Visit the COVID-19 website for news, information and resources. Translated documents are available on this site by clicking "Updates", then "Translations".</p> <p>Learn more about COVID-19 and its status in Minnesota on the Minnesota Department of Health website or by calling the MDH information line at 651-201-3920 or submit questions via email to health@ahschools.us.</p>