

**Go Bucks!**



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

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: April 8, 2020

Name of District: Pine River Area Schools

Address of District: 17445 Pine River Road, Leroy, MI 49655

District Code Number: 67055

Email Address of the District: [matt.lukshaitis@pineriver.org](mailto:matt.lukshaitis@pineriver.org)

Name of Intermediate School District: Wexford-Missaukee ISD

Name of Authorizing Body (if applicable):

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.

### **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 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: April 8, 2020

Name of District: Pine River Area Schools

Address of District: 17445 Pine River Road, Leroy, MI 49655

District Code Number: 67055

Email Address of the District Superintendent: matt.lukshaitis@pineriver.org

Name of Intermediate School District: Wexford-Missaukee ISD

Name of Authorizing Body (if applicable):

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-19.***

District/ PSA Response:

The district plans to primarily use the paper/pencil method K-12 due to all students not having access to devices and/or internet access. Instructional packets and/or workbooks will be distributed to every child. These packets and workbooks will be created/selected by grade level teachers and administration. Other communications such as telephone calls, emails, videos, social media, and the school website may also be used to check in on students and to deliver activities.

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:

The district plans to do this in a variety of ways as this is truly our number one priority in making sure we continue to build relationships, maintain connections, and help students and families feel safe and valued. All staff members, including teachers, administration, counselors, and support staff will reach out to students on a regular basis by phone, email, or U.S. mail. The staff will also put things on social media and the school website. Staff will be available during scheduled office hours if families/students would like to reach out to get assistance with school work, need social supports, etc. We want families to have multiple ways to contact our staff and keep two way communication open.

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

District/ PSA Response:

The district will provide workbooks (paper/pencil) K-8 selected by teachers and administration. Instructional packets (paper/pencil) will be created by teachers for 9-12 content. The school will ensure these workbooks and instructional packets physically get to every student by one of the following methods: pick up at a drive through line at school, delivered by bus/vehicle to student, or mailed in the U.S. mail. Online resources

and opportunities will also be made available as a different mode of instruction. These opportunities will be on social media and the school's website.

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

District/ PSA Response:

Students will receive a contact from a staff member on weekly basis to see how they are doing with the content. Students/families may also reach out to staff at any time via email, or call during office hours. Teachers/staff will be asking how learning is going, if there are things they are not understanding, and to assist with content. The school will also send out periodic surveys to families to check in.

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

See Attached

District/ PSA Response:

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:

The district collaborated in the development of the Plan in a variety of ways including: holding meetings both in person and virtually, emails, and phone calls. The administration team consisted of the three building principals and the superintendent, the school board met with the superintendent, school improvement teams met, the superintendent met with both support staff and teacher union officers, and building meetings with other staff and principals were held to assist in developing this plan.

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

District/ PSA Response:

Pine River will use its automated messaging system to notify parents or guardians. It will also be posted on the school's website and app. Any modifications will also be released via these formats.

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, 2008.

District/ PSA Response:

We estimate a beginning date of April 20, 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:

For our students in dual enrollment courses we will be working with the provider to determine next steps. We will ensure that the students who are able to continue have the appropriate materials and support to complete those courses.

The Wexford Missaukee ISD will continue to offer CTE programming, in a distance learning format, to the extent feasible to students enrolled in Career and Technical Education Programs at the Wexford Missaukee Career Tech Center for the remainder of the school year. This will be conducted per the WMISD Continuity of Learning and COVID-19 Response Plan.,

We will work with the ISD CTE Director as well as state level CTE directives to ensure our students have the ability to complete these courses.

Staff that teaches direct credit classes will be communicating with their students once a week via email. Students in dual enrolled Speech will be contacted via email by staff at least once a week. Other dual enrolled-students will be communicated via email by the guidance counselor and postsecondary adviser. CTC students will receive communication from their CTC administration and instructors.

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

District/ PSA Response:

The district will continue to feed eligible students. We order food weekly. Food is delivered on Tuesdays to the school. On Tuesday through Friday food is prepared. On Fridays, we currently pack 800 bags which include seven breakfasts and seven lunches. We are noticing the number of people taking bags is steadily increasing, so the number of bags prepared may increase. After bags are prepared, we have established five pick up locations: Ashton, LeRoy, Tustin, Luther, and Cadillac. We encourage pick up to our families, but deliver to families that need it delivered. Food service, bus drivers, administrations, teachers, and paraprofessionals help with all steps in this process.

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:

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 our collective bargaining agreements.

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

District/ PSA Response:

As stated before in the plan, teachers and staff will be checking in with families regularly. They will be having conversations with students and families to check for understanding, check social-emotional needs, check if extra assistance is needed, etc. Pine River also plans to send out a survey via our website, app, and social media to survey families periodically on how things are going and if there is anything the school can do to assist or make things better in the plan.

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:

For resources and distribution related to providing mental health supports for the school aged students the district will continue to plan with the Cadillac-Crawford Physicians Health Organization to continue working under the 31N dollars to gather, support, and disseminate information in whatever format that is needed. Currently they are researching and organizing websites; handouts; articles; etc to have available for our district and individual building websites, Facebook pages or another format. The district will also be connecting social work relationships with the PHO to see how they may be directly reaching out to students. The district will also work with Community Mental Health to see what services they are able to offer. And the district will work with Cadillac Primary Care as they have behavioral health that will start doing video telehealth visits. The district will also be working to collaborate with any community services that have direct contact with students and need mental health resources, such as the YMCA

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 follow it.

District/ PSA Response:

The district will continue to support the ISD's compliance with the Executive Order to connect the essential workforce to local emergency child care options in the following capacities.

The district will continue to support accurate and reliable information/resources to parents and family support agencies supporting the essential workforce. The current process is an online referral to the state website [www.helpmegrow-mi.org/essential](http://www.helpmegrow-mi.org/essential), and for families, without internet access, direct contact to ECSN/ Northwest Resource is recommended. Toll free- 877-614-7328.

The district will continue to work closely with ISD staff, specifically the Superintendent and the GSRP Early Childhood Contact as identified as the points of contact for the ISD and their districts. The ISD has established the necessary relationship with our local Northwest Resource Center staff to identify existing licensed child care programs that will remain open to provide emergency care to essential workers.

The district will continue to work closely with the ISD and remain involved in the process to identify additional programs to provide emergency child care for the essential workforce as needed.

Optional question:

15. Does the District plan 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:

The district is not adopting a balanced calendar for the remainder of the 2019-2020 school year. However, Pine River is looking to adopt a more balanced calendar/pre-Labor Day start for the 2020-2021 school year.

Name of District Leader Submitting Application: Matt Lukshaitis

Date Approved:

Name of ISD Superintendent/Authorizer Designee:

Date Submitted to Superintendent and State Treasurer:

Confirmation approved Plan is posted on District/PSA website: