



Hemlock Public School District

200 Wilson St.
Hemlock, MI 48686

MISSION	Innovate – Collaborate – Educate
VISION	Community of Learners
CORE VALUES	<p>Strive to be a service organization dedicated to students, families, and the community.</p> <p>Use teamwork to deliver high-quality education in a safe, clean, and friendly environment.</p> <p>Promote a supportive work setting that includes high expectations, active participation, personal development and recognition, open communication, and trust.</p> <p>Be fiscally responsible with our limited resources.</p> <p>Be involved in the community.</p>

1. Teaching & Learning

Hemlock Public School District plans to monitor student participation and will connect with each student/family to determine any access issues; time spent learning. For families not accessing during the initial phase, the district will follow up directly with individual families via phone call, text messages, social media contacts, etc.

Hemlock Public School District commits to providing materials in packet form for students not able to engage online. Staff will monitor the level of engagement and participation and follow up with non-participating students within 72 hours of a missed lesson. The district is organizing packets for distribution for students unable to engage electronically.

Student may lack the capacity to fully engage in remote instruction for a number of reasons. Students inability to fully participate in remote instruction will not be used to penalize students. Hemlock Public School District commits to working with these students and families to ensure that they are as ready as possible for the 2020-2021 school year. The district will review extended learning opportunities over the summer for those who struggle to receive credit.

2. Pupil Focus

Hemlock Public School District will maintain contact with students through the use of email, phone calls, or technology (for those that have access) via Google Hangout, Zoom, or other forms of virtual meetings with an emphasis on continuing to build relationships, offer support, and maintain connections. Teachers will also communicate with students multiple times each week through instructional platforms (i.e., Google Classroom, SeeSaw, Bloomz, Class Dojo). In addition, staff members will offer virtual office hours. For those that do not have technology access, weekly phone calls will be made by the teacher or designated district personnel. The district will also ensure that at-risk students, special education students, and students that are not making adequate grade-level progress are on a virtual caseload with staff. All schools and the district itself will maintain regular communication using social media and direct-to-parents messaging to maintain one way and two-way communication. School building Facebook pages offer two-way communication.

Hemlock is working with the Saginaw Intermediate School district for resources and ideas for social emotional learning and connections. Strong relationships at this critical time are essential to maintaining student mental health

and assuring families that the district is here to help support their needs. Hemlock is also working with SISD to create Contingency Learning plans to support students with IEPs.

3. Remote Access

Hemlock plans to monitor student engagement. Students not connected will receive a follow-up telephone call/home contact/visit inquiry regarding challenges. Hemlock Public School District has provided all students in grades 1-12 with Chromebooks to serve as the vehicle for their learning for the remainder of the school year. We are using hybrid forms of instruction for these students, including remote learning platforms like Google Classroom for lesson assignment and submission; online instructional resources like iXL, Kickstand, Edgenuity, StudySync including instructional video; teacher-student/parent telephone calls and emails for support and virtual instruction and meetings; project-based learning; textbook-based resources; and online virtual meeting possibilities like Google Meet, GoGuardian, Zoom, and other Google Suite programs. We are also providing any students without a home Wi-Fi connection a Wi-Fi hotspot for the duration of the school year. For those students in grades Y5, K, and 1st, the primary mode of delivery will be through hard copy instructional packets. Hard copy materials for students in grades 2 through 12 will be available upon request. To keep everyone organized-parents, students and instructional staff-we have implemented the

Hemlock Hub, a one-stop shop for all learning assignments and questions for grades PK-12. There students and parents can find what is expected for every grade level and subject across the board--all in one place each week. Also, found there are connections to building administrators, deans, social workers, and other district employees close to instruction.



4. Manage & Monitor

Hemlock Public School District teachers will use Google Classroom, Edgenuity, Kickstand, StudySync, iXL, etc. to provide learning activities, collect (virtually and otherwise) student work artifacts, and assess student learning to manage and monitor pupils within the virtual platform. Teachers have been regularly tracking student progress and participation in remote learning. A student communication document is shared amongst staff to address learning roadblocks and provide possible remedies. Teachers will differentiate instruction within the platform to meet each student's needs and offer small group literacy support through virtual mini-lessons to students in grades K-3.

Due to time constraints, Hemlock elects to follow the suggested grade considerations recommended by Saginaw ISD and plans to monitor the implementation of the remote learning plan following the guidelines. After a two-week period the remote planning team is meeting to analyze data collected relating to monitoring and managing student learning. A packet collection system is set up at the entranceway to the district administration offices.

If packets are not received back, the district plans to contact families to determine if postage is needed.

Recommended Approximate Time Frames for Student Learning:

Grade Band	Approximate Minimum Time	Approximate Maximum Time	Elementary Specials & Secondary Elective Course Additional Information
Preschool-Y5	20 minutes per day	60 minutes per day	Movement & Art will be embedded in activities
Kdg	30 minutes per day	90 minutes per day	Specials classes (STEAM & Pwill each provide approx. 30 min/week = total 120 min week
1-2	45 minutes per day	90 minutes per day	Specials classes (STEAM & Pwill each provide approx. 30 min/week = total 120 min week
3-5	60 minutes per day	120 minutes per day	Specials classes (STEAM & Pwill each provide approx. 30 min/week = total 120 min week
6-8	Class: 15 minutes/day Total: 90 minutes/day	Class: 30 minutes/day Total: 180 minutes/day	Elective course expectations are embedded in the school schedule
9-12	Class: 20 minutes/day Total: 120 minutes/day	Class: 35 minutes/day Total: 210 minutes/day	Elective course expectations are embedded in the school schedule

*The recommended approximate times listed reflect the total minutes per day a student would spend engaged in all learning experiences both online and offline. **Optional supplemental play-based activities and social emotional wellbeing activities will be considered above and beyond.

As another means to manage and monitor student engagement, the district will send out parent surveys as a way to measure student workload and ease of access to materials.

5. Budget

This plan will add additional expenses related to copying material, providing a limited number of Wi-Fi hotspots to students with verified no internet access, and more as detailed in the attached budget:

[Distance Learning Budget](#)

6. Collaboration

Hemlock Public School District involved all stakeholders in the development of the plan. Staff, student, and parent surveys were sent out for initial input. Building administrators collaborated in drafting a plan to address the academic, emotional, and social needs of our constituents. The plan was finalized and reviewed by Board of Education members and instructional leaders throughout the district.

7. Communication

Hemlock Public School District will communicate this plan to all parents and pupils via email. The plan will also be posted to the district website and on other social media platforms. To answer potential questions, an FAQ will also be published.

8. Implementation


Hemlock Public School District has provided continuity of learning from Monday, March 16 onward, and will officially begin implementing this plan on Monday, April 13, as we are able.

9. Post-secondary

The district monitors closely students enrolled in the Early College program and is working with Delta College officials to ensure students receive needed support. Hemlock is following the recommendations from SISD's CTE CEPD Director and the plan provided by Saginaw Career Complex for students enrolled in county wide CTE programs.

10. Food Distribution

Hemlock Public School District will continue food service to all students ages 18 or younger and up to 26 years of age with a disability as we have been doing with parking lot pick-up and delivery as requested.



11. Meaningful
work

Hemlock Public School District will continue to pay employees. The support staff will be assigned meaningful work to support the implementation of the plan as developed with our administrative team in collaboration with our support staff union.

12. Evaluation of Learning

Hemlock Public School District will use Learning Management Systems like Google Classroom, Edgenuity, Kickstand, StudySync, IXL, text-based programs, and other remote learning tools to monitor and evaluate student participation in the Plan. Each teacher will continue to teach their class, make assignments, assessing work, and stay in ongoing communication with students. Student participation will be monitored on a day-to-day basis with particular attention paid to students who need assistance in adapting to this new remote learning environment.

We will periodically survey parents regarding workload and expectations.

Students in grade 12 will be provided with the following opportunities to assist them with meeting graduation requirements. Hemlock aims to award credits and grades for courses taken based on coursework through March 11, 2020. Hemlock proposes an optional final exam or other culminating activity to test pupil understanding of the subject matter of a course to the extent practicable. Hemlock seeks to implement a process for pupils in grade 12 to be certified as eligible to graduate using a prior

learning assessment, a portfolio, and/or a resume approach. Hemlock offers an interdisciplinary culminating activity that encompasses essential standards missed by pupils due the closure of schools. For pupils in grade 12 who were failing a course as of March 11, 2020, Hemlock plans to provide a credit recovery option in accordance with our district plan. This option takes place through an online delivery system and/or through submission of paper documents, thus ensuring that this option is accessible to all 12th graders, regardless of connectivity.

13. Mental Health

Hemlock teachers are in regular contact with all students and are the first line of interaction with students they know personally. They will be most able to determine mental health situations and intervene/report as necessary. Hemlock Public School District will utilize our school social workers, deans of students, school psychologists, and others as applicable.

Our mental health personnel will have a caseload and connect weekly or as needed. Also, their contact information and SEL resources are provided via the Huskie Hub, our district's remote learning website.

Our staff is providing social opportunities for students to connect and maintain a sense of belonging and well-being weekly via video meeting(s). Hemlock understands that the mental health of our students is a priority, while services are primarily through online or virtual support; staff is reaching out via phone calls as well.

14. Childcare

Hemlock Public School District will support efforts as needed collaboratively with the Saginaw ISD to mobilize disaster relief childcare centers as described in Executive Order.

Questions

If you should have any questions regarding the Hemlock Public School District Continuation of Learning Plan, please call 989.642.5282 or email killingbeck@hemlockps.com.