

Monroe County
Middle College



MCISD Continuous Learning Plan

Michigan's Safe Schools Return to School Roadmap



Monroe County
Middle College

2020-2021



Dear Parents/Guardians,

The impact of COVID 19 has been widespread and long lasting. One of the most challenging situations has been the impact on schools and education. When MCMC closed on March 13, 2020 due to the executive order, we tried to tackle something we had not yet done, instruct and support our students in a fully digital distance learning environment. During this time our teachers worked hard, the administrators worked hard, and we know that our parents and students worked hard too.

To better prepare for future COVID 19 disruptions, we conducted a survey of our parents, students, and staff in June of 2020. The results of the student survey were encouraging but also revealed some areas that we need to further improve. There was a total of 155 student responses. Two thirds (68%) of students reported that the transition to remote learning was easier than expected or about what they expected. Another positive note was that 92% of students found quite easy or somewhat easy to use the remote learning tools during the remote learning timeframe. Our students felt well supported during the remote learning period with 94% of student respondents reporting that teachers were responsive to requests for help, 93% reported that teachers expressed interest in helping students succeed. And 93% reported that expectations were clear.

The survey also revealed some areas where improvement is needed. One third (32%) of students reported that the transition was harder than they expected. We feel we are better equipped to handle a transition to remote learning should this take place again and will be better prepared to relay those expectations to our students. A large area that raised concerns is around the area of mental health which was an area of focus *before* the COVID 19 pandemic. For example, there were negative responses in all areas related to students' social/emotional wellbeing. Students were surveyed in four different areas including Academic Motivation, Engagement, Academic Social Interaction and Emotional Well Being and were asked to rate their feelings before and after COVID 19. It is very clear through these survey results that this has had a negative impact on our students. MCMC is committed to providing an environment conducive to learning and helping students understand their social and emotional needs and providing tools to help students. Through this process comes a great deal of responsibility on both the school and the students.

The Michigan Return to School Roadmap identifies six phases. Phases 1 - 3 require all remote instruction and school buildings are closed. Phases 4 - 6 allow students to return to the building with safety measures in place. The complete roadmap can be found here: <https://bit.ly/32r55tf>

Following is the Monroe County Middle College's Continuity of Learning Plan for **Phase Four** of the MI Safe Start Plan. As of August 6, 2020, our region is in Phase 4 of MI Safe Start Plan which allows for in person instruction to resume. This is good news indeed! However, everyone needs to be aware of the possibility of returning to fully remote learning with nearly no notice if the state regresses to Phase 3.

If you have any questions, please let us know.

Sincerely,
All of us at Monroe County Middle College

The Return to School Plan

The following Learning Plan was created using survey feedback regarding the remote learning that took place in the spring of 2020, parent, student and staff feedback, the MI Safe Schools, Michigan's 2020 - 2021 Return to School Roadmap and the Continuity of Learning Plan published by MAISA - GELN, MASSP, Michigan Virtual and MASA. It is our hope that by using the resources and direction of those who put together the plans using best practices related to education, health and safety; we can create the most positive experience possible for our students and parents. It is organized so that parents and students have three options for the first semester of the 2020-2021 school year. We will revise this plan and make changes when necessary and to see if any modifications can or need to be made for the second semester. Please read each option carefully.

Option 1: Physically attend school using the following schedule

Group A on Monday/Tuesday, Group B on Thursday/Friday with a **monthly rotating Wednesday**.

There will be a "Blue" and "Orange" month and an A Group and a B Group. Siblings will be scheduled to come on the same days of the week, if possible. On a blue month Group A will come Monday and Tuesday and Group B will come Wednesday, Thursday and Friday. In an orange month Group A will come Monday, Tuesday and Wednesday and Group B will come Thursday and Friday. This was the most preferred and executable plan based on folks' first or second preference. The addition of the rotating Wednesday schedule allows us to meet current requirements for pupil accounting for the State of Michigan and allows for 91 days of in school learning and 91 days of remote learning. If a family has a specific request for either the Monday/Tuesday or Thursday/Friday base days, please complete formally request this option by completing this Google Form: <https://forms.gle/fVfivjt5HdMSuTUDA>

Please **only** complete the Google Form to request specific days. Option 1 is the default option. Requests will be considered but are not guaranteed.

Option 2: Virtually attend school with MCMC teachers

Students will be expected to be in the Zoom Classroom each day for their regularly scheduled class periods. This allows for synchronous instruction and satisfies the requirements for pupil accounting. If this is the preferred option you need to formally request this option by completing this Google Form: <https://forms.gle/zosMRtqGb3kWhr5W8>

Option 3: Virtually attend school anytime, any place, anywhere.

This option will be separate from the MCMC schedule. The student will be provided a mentor at MCMC. Students will be expected to check in regularly with their assigned mentor at MCMC. This option allows students to complete their work according to a schedule laid out by the teacher and is considered asynchronous. If this is the preferred option you need to formally request this option by completing this Google Form and additional paperwork: <https://forms.gle/sgvfKMb9RKBM9zia7>

If a family chooses option one or two, students are required and expected to log in to Zoom during their regularly scheduled class period on the days the student is learning from home. Attendance will be taken each day regardless of whether the student is on campus or learning from home.

Schedules are currently being reworked and assigned to an A group or a B group.

Please note that Option 1 is the default option. If a request is not made for Option 2 or 3, the student will automatically be placed in Option 1.

<p>Following is our daily schedule:</p> <p>1st hour: 7:45 - 8:45 2nd hour: 8:50 - 9:50 3rd hour: 9:55 - 10:55 *9th grade lunch: 11:00 - 11:25 4th hour for 10th grade 11:00 - Noon *10th grade lunch: 12:05 - 12:30 4th hour for 9th grade 11:25 - 12:25 5th hour 12:30 - 1:30 6th hour 1:35 - 2:20</p>	<p>The months of the school year are designated as follows:</p> <p>September - Blue (Group A M/T Group B W/Th/F) October - Orange (Group A M/T/W. Group B Th/F) November - Blue December - Orange January - Blue February - Orange March - Blue April - Orange May - Blue June - Orange</p>
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We believe this plan allows for the best instructional interaction while meeting the requirements set forth by the State and provides the most consistency for our families.

This plan was submitted to and approved by the Monroe County ISD for the 2020 - 2021 school year when the State of Michigan is in Phase 4. This hybrid schedule allows for a component of in person and online learning. Parents, please keep in mind one of the main goals of MCMC is to prepare students for college success and allow students to experience a great deal of dual enrollment. The expectation of logging into a virtual class and being held accountable for work outside of the traditional school day is exactly what college students will be doing for the 2020-2021 school year and quite possibly much longer. Please view this hybrid schedule as a way to prepare students for a college experience unlike most of us have experienced; but what our students will likely experience in the future.

It is MCMC's plan to approach this hybrid learning situation in a very consistent, predictable manner to make this as effective as possible. The way learning and assessment happens will look different from what we are used to. MCMC will approach this new type of learning on a week by week basis.

Schoology will continue to be our main source for remote learning and instructional materials. Teachers will be in Schoology very frequently throughout the week. Please view each teachers Schoology page for this information. Administrators and teachers will also likely use additional means to help with two-way communication such as Zoom, direct messages in Schoology, email, phone calls and other applications that allow for real time collaboration. It is important that parents and students have access to Schoology. If you have trouble logging into Schoology please email or call Mr. Krueger at robert.krueger@monroeisd.us or 734-342-8751.

As this situation continues it is important that everyone has reliable internet. If you are a student at MCMC and do not have internet at your home, please call Mr. Krueger at 734-342-8751 or email robert.krueger@monroeisd.us or DM in Schoology. We will see what we can do to help.

If you have any questions, please let me know, robert.krueger@monroeisd.us or 734-342-8751.

Sincerely,



Robert Krueger
Principal

Additional Return to School Information

This document was adapted from the Monroe County ISD's guidance for a Remote Learning Plan that embodies continuous learning as well as numerous other sources. It was adapted to address the unique needs of Monroe County Middle College. This guidance was created to support the teachers and students in meeting the immediate needs of supporting student learning during this hybrid format.

This guidance document is meant to bring clarity and focus to drive the work of educators, students, and families as we begin the 2020-21 school year. We believe that nothing can replace the value of a highly trained and experienced educator working with our children in the classroom setting, but we must now do what is necessary to mitigate the effect of this public health crisis. Below you will find recommended priorities to support students, families, educators, and communities at large. A framework with guidance for educational teams, students, and families to follow as a weekly schedule inclusive of expectations for all staff within each program has been provided.

Schoology will remain our main source of communication through this time. It is important that parents and students have reliable internet and access to Schoology. If you have trouble logging into Schoology please **email or call Mr. Krueger at robert.krueger@monroeisd.us or 734-342-8751**. Keep in mind that some teachers will need to use additional web-based software through this process.

We recognize the importance of providing feedback, assessing student progress, and learning; and communicating this to students and parents. Parents must regularly monitor their students' progress in Schoology and Home Access Center. Schoology serves as our LMS but HAC is **the official gradebook for MCMC**. **If you are new to MCMC your HAC and Schoology usernames and passwords will be sent to you the week of August 17, 2020.**

Please note that the new learning is required for graduation and will count for credit required for high school graduation. The requirements of the Michigan Merit Curriculum have not changed. Students will be held accountable for the material and work being presented. Students will still receive feedback and grades for the work they complete.

The Return to School Roadmap outlines a number of "Strongly Recommended" and "Recommended" items for Phase 4 that the MCMC must consider and follow to minimize the risk of exposure to COVID 19 and maximize the safety of our learning environment. The entire Return to School Roadmap can be found here: <https://bit.ly/32r55tf>

Phase 4

The following “**Required**” items have been worked through in accordance with the Return to School Roadmap. Please note that MCMC is treating the “**Strongly Recommended**” items as items that should be followed, if possible.

Personal Protective Equipment (PPE) - Required:

- Face coverings are required for all staff and students unless the staff or student cannot medically tolerate the face mask. Homemade facial coverings are allowed and should be washed daily. Disposable coverings are allowed but must be disposed of at the end of each day.

Hygiene - Required:

- Provide adequate supplies to support healthy hygiene behaviors (including soap, hand sanitizer with at least 60% alcohol for safe use by staff and students, paper towels, tissues, and signs reinforcing proper handwashing techniques). Teach and reinforce handwashing with soap and water for at least 20 seconds and/or the safe use of hand sanitizer that contains at least 60% alcohol.

Screening Staff and Students - Required:

- Schools must cooperate with the local public health department regarding implementing protocols for screening students and staff.

Testing Protocols for Students and Staff Responding to Positive Cases - Required:

- Schools must cooperate with the local public health department regarding implementing protocols for screening students and staff.

Responding to Positive Tests Among Staff and Students - Required:

All schools, public and private, must cooperate with the local public health department if a confirmed case of COVID-19 is identified, and in particular, must collect the contact information for any close contacts of the affected individual from two days before he or she showed symptoms to the time when he or she was last present at the school.

Food Service, Gathering, and Extracurricular Activities - Required:

- Prohibit indoor assemblies that bring together students from more than one classroom.

Cleaning - Required:

1. Frequently touched surfaces including light switches, doors, benches, bathrooms, must undergo cleaning at least every four hours with either an EPA-approved disinfectant or diluted bleach solution.
2. Libraries, computer labs, arts, and other hands on classrooms must undergo cleaning after every class period with either an EPA-approved disinfectant or diluted bleach solution.
3. Student desks must be wiped down with either an EPA-approved disinfectant or diluted bleach solution after every class period.
4. Playground structures must continue to undergo normal routine cleaning but using an EPA approved disinfectant is unnecessary.
5. Ensure safe and correct use and storage of cleaning and disinfection products, including storing products securely away from children, and with adequate ventilation when staff use products.
6. Staff must wear gloves, surgical mask, and face shield when performing all cleaning activities.

A special note regarding social distancing. Phase four strongly recommends six-foot social distancing and the Monroe County ISD and Monroe County Community College require that we maintain the strongly recommended spacing of at least six feet apart. To that end the Monroe County Middle College has developed a hybrid schedule that honors keeping at least six feet between individuals. We believe it allows for the best possible outcome related to learning and safety. Students need to be diligent in honoring this requirement.

A special note regarding the “Strongly Recommended” items. There are hundreds of actions listed as strongly recommended. It is the intent of MCMC to honor these items, if possible. For example, directional traffic in the office and hallways and many more. Please visit the entire roadmap for a complete list of the strongly recommended items.

Please Note: Visitors are not permitted to enter the building at this time absent extenuating circumstances. If you need to get your student from school you should call the office at 734-342-8750 or try Mr. Krueger at 734-342-8751, Ms. Hickey at 342-8752, Mrs. Jenkins at 342-8753 or Ms. Bross at 322-2732.

Students who develop a fever or become ill with COVID-19 symptoms at school will be sent to the school office to the quarantine area. The student should wear a mask and be transported by their parent or guardian, emergency contact, or ambulance if clinically unstable, for off-site testing. Symptomatic students sent home from school should be kept home until they have tested negative for COVID-19 or have been released from isolation according to CDC guidelines. If a student is exhibiting symptoms at school, they will need to be taken home, please do not send them if they have symptoms.

Parents and/or guardians are required to check students' temperature at home every morning using oral, tympanic (ear), or temporal scanners; students with a temperature of 100.4 or greater must stay home and consider coronavirus testing. Parents and guardians are encouraged to monitor for symptoms of COVID-19. Symptoms are:

- Fever 100.4 or above
- Sore Throat A new uncontrolled cough that causes difficulty breathing
- Diarrhea
- Vomiting
- Abdominal pain
- New onset of a severe headache
- New loss of taste or smell

The presence of any unexplained symptoms should prompt the parent or guardian to keep the student home from school and to follow up with their primary care provider.

If you test positive for COVID-19 OR you display one or more of the symptoms of COVID-19 should remain in home (except for seeking medical care) until:

- 24 hours have passed since the resolution of the fever without the use of fever reducing medications.
- 10 days has passed since their symptoms first appear OR since they were swabbed for the test that yielded a positive result AND Other symptoms have improved.

CLOSE CONTACT

If you have close contact with an individual who tests positive for COVID-19 or with an individual who displays one or more COVID-19 symptoms, remain in your home (except for seeking medical care) until either:

- 14 days has passed since the last close contact with the sick or symptomatic individual OR
- The individual displaying COVID-19 symptoms receive a negative COVID-19 symptoms receives a negative COVID-19 test.

It is critical that students honor social distancing while in school and on the college campus. There will be directional traffic, only one student in the restroom at a time, etc. This means no congregating between classes or in the lounge areas.

All drinking fountains have been turned off. Please bring a water bottle or two to school each day. Please also bring your lunch. We are currently working on a solution for lunches.

The following offers suggestions, tips and ideas for making remote learning as successful as possible. Remember, remote learning can be effective.

Goals for Student/Family Engagement

The MCMC understands that the needs of students, families, and staff differ greatly from one another. It is our goal to support you in whatever way possible to implement a learning plan that meets your unique needs.

- Engage with continuous learning by making learning videos available to your child.
- Share evidence of your child's learning.
- Maintain a relationship with MCMC by engaging in weekly communications.
- Reach out to MCMC teachers, counselor, and administrators to share your needs and ask questions.
- Be flexible and allow yourself grace and patience.

Staff Expectations

- Prepare lesson plans and learning material in electronic format that are easy to follow for families.
- To produce instructional videos that model instructional practices for parents and provide engaging lessons.
- To adhere to timelines for producing materials to support timely distribution of learning materials and videos and materials to families.
- Provide families with the resources they need to meet their students' academic needs
- Provide lesson plans that include options, choices, and variety so that families can participate to the level they are capable.
- Maintain a focus on equal access for all learners.
- Connect families with a list of resources that can help support families and their needs.
- Maintain a focus on building relationships with students and families.
- Collaborate with your grade level teammates to create weekly lessons and supplemental engagement materials.
- Reach out to your team to share your needs and ask questions.
- Develop a system for collecting work from students and families to assess their engagement with lessons.
- Be flexible and allow yourself grace and patience.

The following have been a common vision guiding our work:

1. Focus on essential learning standards
2. Flexibility and cultural responsiveness to the needs of staff, students, and families.
3. Emphasis on relationships as social emotional learning will be a critical component of our work.
4. Decisions supporting equal access for all students.
5. Encouragement of the use of materials, resources and platforms that are already in use by staff,
6. students and families.
7. Implementation of instructional models that are a blend of printed materials and virtual learning.
8. Establishment of a consistent and agreed upon framework of expectations, communication, and Practices.
9. Provision of support and training for all staff and families that occurs prior to implementation of the continuous learning plan.
10. Leading and teaching with grace to all in these unique and trying times.

We will soon be sharing out tips and strategies to make the at home learning days as effective as possible.

The Monroe County Intermediate School District

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