

Learning Continuity and Attendance Plan Template (2020–21)

The instructions for completing the Learning Continuity and Attendance Plan is available at <https://www.cde.ca.gov/re/lc/documents/lrngcntntyatndncpln-instructions.docx>.

Local Educational Agency (LEA) Name	Contact Name and Title	Email and Phone
Ambassador Phillip V. Sanchez II	Rafael Aguilar Principal	principal@sanchezcharter.org 559-470-8822

General Information

[A description of the impact the COVID-19 pandemic has had on the LEA and its community.]

Ambassador Phillip V. Sanchez II is a Dashboard Alternative Status School (DASS) independent study program. We serve a diverse student community with the mission of engaging students in learning, who are no longer enrolled in a traditional classroom program, or who prefer a personalized learning education in an alternative setting. Our primary mindset is to build strong working relationships with students. We communicate directly with them and so we are acutely aware of the trauma our students and families are having as a result of the pandemic. We acknowledge that the COVID pandemic, has significantly impacted our relationships and all learning has dramatically slowed due to students not engaging in person with educators and peers. At Learn4Life, our primary and immediate need was to see to the mental and physical well-being of our students, to ensure that their basic necessities are met. A student cannot learn if they are not in the proper mindset to learn.

Many of the parents of our students have become unemployed, and the grave uncertainty negatively impacts the family dynamic. This impacts our students’ capacity to concentrate on school. Additionally, our students who are parents themselves have struggled to make school a priority, because of the economic impact on their families.

We recognize that our school can be a primary source of hope for the community in that we provide students and families positive steps moving through the crisis together. Our staff, teachers, tutors and counselors engage in outreach to engage students and families in activities (albeit remotely) that are meaningful and elicit a sense of connectedness to each other that is essential for every human being.

For example, we will continue to have socially-distanced one-one-one meetings for a limited time, fresh meal available daily for pick up, as well as socially-distanced graduation ceremony.

Stakeholder Engagement

[A description of the efforts made to solicit stakeholder feedback]

The English Learner Advisory Committee (ELAC) meeting was held on August 12, 2020. It was held remotely and Spanish was spoken to maximize participant understanding and participation. The Learning Continuity Plan survey was sent out in August to all stakeholders. All stakeholders had 2 weeks to provide their feedback to the school. They could provide input through our outreach phone calls, they could view a hard copy at the school site, and the LCP was posted on the school website for anyone to respond via email to the Principal.

For those who did not have access to the internet, the opportunity to provide feedback in writing was messaged out through L4L Connect and an all-call, notifying them of where and when they could inspect the LCP. A hard copy was placed at the front office for all stakeholders to review and respond in writing. Additionally, those parents who did not have access to the internet, our parent outreach team was able to contact them with a personal phone call and get their consultation into the key strategies of the LCP. For parents with access to the internet, we send information and asked for their feedback via L4L Connect text message app, All Call, and emails..

The charter school does not have a bargaining unit; however, a teacher and staff meeting was held with the Principal to discuss the LCP in August. The meeting included teachers, counselors, student retention support personnel, the Principal and office staff. Additionally, an email was sent to all stakeholders to participate in the survey. The Learning Continuity Plan survey was sent out in August to gather feedback from parents, students, staff. Their input was considered for inclusion into the plan.

[A description of the options provided for remote participation in public meetings and public hearings.]

Throughout distance learning, stakeholders input and participation will be conducted through virtual parent meetings through Google communication platforms, video communication platforms, L4L Connect, emails, All Call, phone calls, and remote board meetings. The public meeting hearing was held during our board meeting on August 27, 2020. Notification of the meeting was posted 72 hours in advance. Translation services were made available at the beginning of the hearing. The LCP was posted on the website for public review. The public had opportunity to provide input their written documentation by emailing the Principal or reviewing the hard copy on site. We anticipate that the board will approve the Learning Continuity Plan on September 14, 2020.

[A summary of the feedback provided by specific stakeholder groups.]

Feedback from our stakeholders was very valuable and helped to drive the actions described in our Learning Continuity Plan. The parents who participated in the ELAC meeting stated the students need additional support with technology. To provide support to students and parents, we ordered additional hotspots and laptops for the students. 90% of the students felt it was very easy to connect to the internet to access schoolwork. 79% of the students said they could benefit from virtual tutoring. 45% of students said that it was difficult to focus on their coursework.

The parent survey results showed that there were 33% of parents who needed more support with food. There is an issue with transportation and parents asked if it was possible for food to be dropped off at their home. Parent provided input regarding their student with special needs saying that her son with ADHD found it difficult to not be with his teacher. 100% of the parents wanted their student to have more time at school.

Additionally, student and staff connectedness and well-being is a critical concern. 100% of staff felt students would benefit from social-emotional support. 63% of the students needed additional support with social-emotional and or academic support. We are looking at additional ways to support students. 89% of staff felt additional tutoring will be helpful for students. 100% of the staff felt the Professional Development during distance learning was helpful. 100% of staff felt their students could be making better academic progress. 63% of the staff felt students are engaged during distance learning. 63% of the staff are concerned about their own social-emotional well-being. 75% are the staff are concerned about their physical well-being. 63% of the staff feel they have a teammate that they can count on, this is concerning. To help support the staff, a buddy system will be created to help support staff.

[A description of the aspects of the Learning Continuity and Attendance Plan that were influenced by specific stakeholder input.]

The specific input that impacted out Learning Continuity Plan was to increase our efforts to support families with food. We were very concerned that few families expressed that they need support with food. The school will do additional outreach to inform students and families of the additional support available through various food banks and other resources. Pre-packaged food is available for students. An all-call and L4L connect message will be sent out to the students.

Additionally, input from the meetings and survey showed that students, staff, and parents felt additional tutoring was important. They all said additional 1-on-1 from the teachers could be beneficial. This is a major part of our actions in the Learning Loss Strategies section of the LCP. The LCP also takes into consideration the feedback from students, staff and parents, to increase in social-emotional support. The mental well-being plan is found in the LCP. We will increase our TREC and trauma informed practices to help improve self-care, mindfulness, equity, and inclusion. Ensuring that our students feel connected to an adult is a priority for us. This is described in the Mental Health and Well-being section of the LCP.

During the ELAC meeting, parents stated there was a need for additional technology. This is a priority as described in the Access to Devices and Connectivity section of the LCAP. We recently received additional hotspots and laptops that are available for students. The increase in digital connectivity will continued to be implemented and monitored constantly during distance learning.

Continuity of Learning

In-Person Instructional Offerings

[A description of the actions the LEA will take to offer classroom-based instruction whenever possible, particularly for students who have experienced significant learning loss due to school closures in the 2019–2020 school year or are at a greater risk of experiencing learning loss due to future school closures.]

Ambassador Phillip V. Sanchez II utilizes a personalized learning program to meet the unique needs of its students via a flexible learning model by design. Following an independent study model, teachers work with students one-on-one to help them understand their strengths, weaknesses, preferences, and unique needs as learners which helps students develop the necessary skills to support their own learning and ultimately be the driver of their own success. As Ambassador Phillip V. Sanchez II teachers and support staff assess students who have experienced learning loss during the shutdown due to inaccessibility to technology/internet access and/or an inability to thrive in a distant learning environment, they will seek to schedule one-on-one direct instruction on site whenever possible. This on-site instruction will include student access to their teachers face-to-face, small group instruction (SGI) classes, scheduled intervention instruction with teachers and other support staff, and ongoing access to both on-site and virtual tutors. All sites will follow social distancing requirements and other safety guidelines as provided by local and state authorities, Occupational Safety and Health Administration (OSHA), and California Department of Public Health (CDPH).

The Ambassador Phillip V. Sanchez II academic program is accustomed to working with students who have already experienced learning loss prior to school closures in March. Many of the students enroll with Ambassador Phillip V. Sanchez II credit deficient and academically below grade level thus requiring Personalized Learning Plans (PLP's) based on their unique needs. Student academic needs are assessed using Northwest Evaluation Association (NWEA) Measures of Academic Progress (MAP) assessments in the areas of reading and mathematics. NWEA assessments provide teachers with critical information on student instructional readiness in regard to their reading comprehension and math skills. Ambassador Phillip V. Sanchez II utilizes these scores for academic planning and appropriate placement in courses, interventions and other curricular options. Additionally, NWEA is used at selected intervals throughout a student's enrollment to assess and reassess academic growth.

In addition to NWEA, teachers also utilize assigned coursework and course assessments to measure student success and/or to mitigate student academic gaps and learning loss. For students who are struggling or need additional support with assigned coursework, Ambassador Phillip V. Sanchez II teachers enroll them into highly engaging small group instruction (SGI) classes as well as arrange for additional one-on-one intervention time. Students are also referred to site tutors who provide additional one-on-one instruction when needed.

Actions Related to In-Person Instructional Offerings [additional rows and actions may be added as necessary]

Description	Total Funds	Contributing
The school has prepared for possible in-person learning by purchasing cleaning supplies, HVAC filters, and protection materials (including plexiglass, and PPE). Upgraded cleaning is essential for safety. Our data shows that most of our students learn better with face-to-face engagement.	\$17,663	N
School Supplies and Materials to support student coursework.	\$5,000	Y

Distance Learning Program

Continuity of Instruction

[A description of how the LEA will provide continuity of instruction during the school year to ensure pupils have access to a full curriculum of substantially similar quality regardless of the method of delivery, including the LEA's plan for curriculum and instructional resources that will ensure instructional continuity for pupils if a transition between in-person instruction and distance learning is necessary.]

The independent study learning model used by Ambassador Phillip V. Sanchez II lends itself well to a distance learning environment. Ambassador Phillip V. Sanchez II students are accustomed to completing course assignments independently with scheduled interaction from teachers during the week; therefore, the transition to a distance learning model required only minor modifications to the existing student—teacher relationship. Student coursework incorporates detailed instruction that allow students to work independently with minimal instruction needed from teachers. Many students were provided laptops, internet access via hotspots, and/or hardcopies of coursework as needed to ensure ongoing access to the curriculum and minimize any interruptions to their current course of study. Teachers, tutors, counselors and other support staff have been able to mimic the onsite personalized learning independent study model of instruction and services as much as possible utilizing Google Classroom, Google Meet, phone conversations, online whiteboards, Kami, and any other means necessary to ensure students received necessary and ongoing support to include academic, social and emotional support as needed. This innovative approach to the independent study model is supported by administrators, teachers and staff communicating with one another through Email, Google Hangout, Google Meet, Zoom, texts, and phone calls.

In addition, Ambassador Phillip V. Sanchez II has developed COVID-19 specific elective courses to provide students choice and voice during this time of distance learning to help them express their journey. These elective credits range from social emotional curriculum to supplemental material that aligns with the core curriculum. And to further support students struggling with literacy, Ambassador Phillip V. Sanchez II has expanded its subscription to the electronic book service, Learning Ally, to allow all students access to audio books if needed.

Access to Devices and Connectivity

[A description of how the LEA will ensure access to devices and connectivity for all pupils to support distance learning.]

Ambassador Phillip V. Sanchez II has been working since the beginning of the pandemic to secure access to devices and connectivity for all students. Working with its partner, Lifelong Learning Administration Corporation (LLAC), a process for expediently securing technology, distributing it out to students and tracking it was developed with the goal of ensuring all students received a laptop and internet access if needed.

Providing students with access to technology is a top priority for Ambassador Phillip V. Sanchez II. Designated as a Dashboard Alternative Status School (DASS), Ambassador Phillip V. Sanchez II serves many students and families that are designated as economically disadvantaged and transient. The California’s COVID-19 closure has compounded the lives of many of our students who are now dealing with situations of job loss and homelessness. As a result, many students no longer have access to communitive devices and/or can afford internet services. And while many internet service providers offer free internet access to students as a result of the pandemic, many students and families have been unable to take advantage of it due to local internet service provider businesses being closed during the pandemic and/or students and families not having proof of residency needed to secure the free services.

The distribution of access devices and connectivity to students is done in collaboration with administrators, teachers, support staff and the LLAC internal communication app., Learn4Life Connect Parent Square. The process begins with teachers conducting a technology needs assessment with students and requesting needed devices and/or connectivity access. Once requested devices are secured by Ambassador Phillip V. Sanchez II, arrangements are made with students and families for pick-up via a drive-through checkout system at a local site, shipments of devices via mail, or devices are hand delivered to students’ homes if necessary.

In addition to providing students with access devices, Ambassador Phillip V. Sanchez II provides ongoing support to students and families in utilizing the technology in communicating with teachers and accessing curriculum and instruction. Upon receiving access devices and hotspots, students are shown how to logon to their school’s Google accounts and how to access Google Classroom. Additionally, students have access to a helpdesk that provides continued support with technology issues that may arise

For our students with special needs, a technology needs assessment in addition to a review of students' Individualized Educational Plans (IEPs) are conducted by the special education staff in order to evaluate student technology needs and/or software a student may need to meet his/her academic needs. Once appropriate technology and/or assistive devices are secured, they are delivered to students. Students and families are then provided with training on how to access technology and any specific virtually related services needed. Virtually related services include speech and occupational therapy being conducted in a distance learning environment, and equipment such as headphones, microphones, audio books, etc. as needed per students' IEPs and/or academic needs assessments.

Pupil Participation and Progress

[A description of how the LEA will assess pupil progress through live contacts and synchronous instructional minutes, and a description of how the LEA will measure participation and time value of pupil work.]

Ambassador Phillip V. Sanchez II is a Dashboard Alternative Status School (DASS) providing an independent study program in accordance with Education Code provisions for a non-classroom-based independent study program's time value of student work products. As an independent study program, we measure participation and time value of pupil work through proficiency attained and skills learned per the standards aligned to their coursework. Such proficiency and skills are developed through curriculum and instruction packaged in five Learning Events Packets per semester of coursework. The learning and completion of these five Learning Events Packets and their aligned assessments signifies a student has made the appropriate progress in a course. As student learning transitioned in mid-March from a site based independent study model to a distance learning model, Ambassador Phillip V. Sanchez II was able to transition the same method for measuring participation and time value of pupil work.

The transition included moving much of the paper-based curriculum to online platforms compatible to the same formatting of the original Learning Events Packets, which now allows students to complete assignments and take assessments in a virtual setting. In addition to completing assigned Learning Event Packets, teachers, tutors, and other support staff also reach out to students at least one time per week via various platforms including Google Meet, Google Voice, phone calls, emails, and L4Lconnect to ensure that students are moving at an appropriate pace through their assigned course work and to provide supplemental support as needed. Teacher monitoring of student progress does not differentiate too much between the site based program and distance learning program other than how student work is evaluated; in the site based program, teachers evaluate student hardcopies of coursework and assessments while in the distance learning program, teachers evaluate pupil work via virtual platforms such as Google Classroom and curriculum software such as Apex and Edmentum.

For our students with special needs, Ambassador Phillip V. Sanchez II special education teachers and paraprofessionals maintain regular and frequent contact with each student. Contact and communication is tracked through a series of reporting documents which measure specialized academic instruction (SAI) minutes, related services minutes, notifications, attempted notifications, missed sessions, work assigned, and work completed. The number of credits completed will continue to be monitored and tracked to measure adequate progress toward a diploma. Parents are updated on a regular basis as to student progress via regular progress reports on the progress made toward student IEP goals. In addition, Northwest Evaluation Association (NWEA) Measures of Academic Progress (MAP) assessments are used when new students with IEPs enroll with Ambassador Phillip V. Sanchez II. The results generated by NWEA provide special education teachers with data points for IEPs, as well as, provide a benchmark to assess learning and growth. During the transition to distance learning, NWEA was made accessible to students at home. This has allowed our special education teachers to continue to periodically generate information on the progress of their students and align instruction and supports to address academic deficits. Ambassador Phillip V. Sanchez II will continue to administer this assessment to assist in monitoring student academic growth.

Distance Learning Professional Development

[A description of the professional development and resources that will be provided to staff to support the distance learning program, including technological support.]

To best support students and staff in the distance learning environment, Ambassador Phillip V. Sanchez II has invested countless time and energy in providing teachers, administrators and other student support staff with professional development opportunities, resources and trainings needed to successfully transition from a site based, face-to-face model to a virtual model. Recognizing that the teachers, much like the students, would need support in transitioning into a virtual working environment from home, Ambassador Phillip V. Sanchez II provides teachers and staff with self-enrolled, self-paced, facilitator-led, synchronous and asynchronous, pre-recorded professional development opportunities. These multiple modes of delivery are intentional in order to meet the needs of all staff and provide a wide array of flexible options and autonomous professional learning opportunities during the school day.

In collaboration with Lifelong Learning Administration Corporation's (LLAC) Learning & Development Team, Ambassador Phillip V. Sanchez II has access to MYLO (My Life Online), on L4L Sharepoint that houses all professional development and training offerings. Currently, the Learning & Development Team is actively creating a broad virtual professional development library in MYLO by converting existing face-to-face trainings and professionally designing and editing them for virtual delivery and virtual interactions. Ambassador Phillip V. Sanchez II and LLAC also continue to collaborate on staff safety trainings in preparation for site reopening and ongoing local safety compliance requirements as required by local and state authorities, Occupational Safety and Health Administration (OSHA), and California Department of Public Health (CDPH). LLAC has also been instrumental in providing staff with COVID-19 training and awareness via PayCom and on its staff information site, MYLO.

In addition, the Learning & Development Team has developed a comprehensive distance learning series of trainings to equip teachers and staff to support students remotely via G-Suite and Google Classroom. Current professional development and trainings have focused on building distance learning skills and technology-literacy among all staff and, more importantly, building virtual relationships with between staff and students to meet both student social-emotional and academic needs. The distance learning courses include, in part: Building Virtual Relationships, Remote Use of the Student Information System, Virtual SGI Classroom Management, Virtual Differentiated Instruction, Kami Training for Beginners, Virtual Best Practices, and Online Curriculum for Beginners.

At this time, an accountability system is currently being developed in which to track teacher completion of remote learning trainings with embed quizzes and checks for understanding. In addition, teachers will earn Google badges for course completion, and be provided with continued training support.

In order to continue to meet federal and state special education timelines and mandates, special education teachers are trained in the use of DocuSign which permits the collection of required signatures and consent for services electronically. Special education teachers are provided with guidelines on best practices for conducting individualized education program (IEP) meetings using teleconference methods. Service providers receive training on practices and approaches for virtual service delivery and assessment. A series of checklists are currently being developed to allow case managers to conveniently track and gauge the delivery of services and the progress of students.

For the English Learner (EL) program, Ambassador Phillip V. Sanchez II in collaboration with LLAC's EL Services Department created support materials and distant learning professional development with its ELD Digital Learning Handbook, resource list of ELD online learning tools, EL Program Placement and Individual English Learner Development Program training, myNGConnect training. LLAC will also provide distant learning professional development opportunities to Ambassador Phillip V. Sanchez II with designated and integrated ELD learning strategies, EL compliance & accountably distant work process and ELAC training material. The department will use a learning management system as well as Microsoft office Teams to facilitate training.

Staff Roles and Responsibilities

[A description of the new roles and responsibilities of affected staff as a result of COVID-19.]

The roles and responsibilities of Ambassador Phillip V. Sanchez II staff have not significantly changed in scope, but rather in focus to ensure that the learning environment remains safe and positive for all stakeholders during these times of COVID-19. All of Ambassador Phillip V. Sanchez II staff is committed to student and staff safety, academic accessibility for all students, and in meeting the social-emotional needs of students and families. Ambassador Phillip V. Sanchez II leaders and administrators have prioritized virtual planning to support students' transition to online learning as well as a system of effective communication for students, families and staff. Training and implementation included a massive shift from paper-based, face-to-face instruction to the synchronous and asynchronous use of the Google Classroom and communication through the Learn4Life Connect Parent Square app. School leaders and administrators have also shifted energy and manpower into accessing resources in the community for our families to include technology accessibility and food insecurity. With the transition, leadership has created accountability frameworks and supported staff with systems and protocols for supporting students.

Due to the abrupt transition to distance learning following the school shutdowns in March, the Ambassador Phillip V. Sanchez II teachers and instructional staff have been the most impacted employees as a result of COVID-19. Since then, teachers have been/and continue to be trained in using virtual platforms and tools including Google Classroom, Kami, SIS, Edmentum and Apex to successfully support students remotely. They work daily to track down those students most effected by COVID-19, as many have disengaged completely from their education and dropped communication with their teachers. Teachers have also been charged with finding creative ways to develop and implement academic protocols and new systems for operating academic Pods, Small Group Instruction (SGI) classes and independent study with students. Teachers have been tasked with developing both synchronous and asynchronous instruction. It is important to note that teachers have had to continue supporting their students' caseloads/rosters while balancing their own family needs and challenges, including homeschooling their own children, dealing with sick or lost loved ones, and facing uncertain economic challenges. Of most importance, Ambassador Phillip V. Sanchez II teachers continue to identify varying wrap-around services to support the "whole" student; teachers were trained on becoming crisis designees due to the social and emotional learning needs of many of their students during these challenging times. Wrap-around services include providing students and families with food and/or baby supplies, such as diapers and formula, for our parenting students. In addition, our counselors provide students and families with community resources available to them for temporary housing, shelters, and health care support.

For the Ambassador Phillip V. Sanchez II special education teachers and service providers, additional responsibilities include electronically documenting student contact and the delivery of specialized academic instruction and related services to ensure FAPE. Paraprofessionals will also electronically document contact with students. The collaboration between special education teachers and paraprofessionals will be conducted virtually using synchronous and asynchronous approaches. Service providers such as speech and language therapists, school psychologists, and the adapted physical education teacher will deliver services virtually and will conduct assessments, where appropriate, virtually, as well. Special Education Case Managers will conduct IEPs using virtual platforms such as teleconference or videoconference, and will collect appropriate signatures using DocuSign, an electronic signature tool.

Supports for Pupils with Unique Needs

[A description of the additional supports the LEA will provide during distance learning to assist pupils with unique needs, including English learners, pupils with exceptional needs served across the full continuum of placements, pupils in foster care, and pupils who are experiencing homelessness.]

Instruction is differentiated or personalized always according to each student's needs. Both Supervising Teachers and Small Group Instructors recognize that students learn in various ways and try to incorporate several learning styles into instruction. Upon learning more about students through an initial student survey, orientation conversations, and weekly interactions, Supervising Teachers work with Small Group Instructors to adjust the activities, choices, or expectations of assignments in the course(s) to meet the needs of each individual student. Small Group Instructors personalize and differentiate instruction in various ways. For instance, if a student is struggling or received a low assessment score, the SGI teacher may allow a slower credit completion rate, provide extra instruction, assign tutoring, provide supplemental material, provide study guides, or administer tests in sections. Teachers work with students to provide appropriate instructional interventions and accommodations, never merely "providing" them with extra resources without also providing them with their personal support.

English Learners (ELs) will continue to receive academic support from their EL & content teachers through online virtual meeting platform or phone. This support will be individualized to meet the needs of the student and based upon English Language Proficiency Assessments for California (ELPAC) assessment data, academic assessment data, and teacher input. Teachers will provide support with the student's English proficiency levels in the areas of reading, writing, listening, and speaking by providing suggested learning activities for the EL students according to appropriate proficiency bands. Content teachers will continue to provide academic support to students in each core subject area with a focus on academic vocabulary and content specific language development. EL teachers will plan and work with the content teachers so that online lessons and paper learning activities are designed for student accessibility and success. EL and content teachers will be available to support students and families each day, when school is in session, during the student's assigned weekly appointment and by phone or email (North Region).

In addition to measures already stated, Ambassador Phillip V. Sanchez II is making paper packets available as needed for English learners, as well as fillable PDF versions available to be uploaded onto google classrooms. Laptops and hotspots are being delivered to student homes as some have been unable to make it to the learning center for pickup. Teachers with English learners have bilingual support staff to aid in communication with parents. Communications regarding school as well as other resources to aid families during these trying times are translated into the family's primary language as well.

For Special Education students with exceptional needs the additional supports, approaches, and activities that will be used are organized into three categories – communication/contact, delivery of instruction and student supports, and technology.

1. Communication and contact with students and their families allows us to determine when additional supports are working or whether different approaches should be considered. All communication and contact will be tracked and monitored.

- Special Education instructional staff will collaborate with General Education teachers in content areas to ensure accommodations are being provided.
- One of the primary tasks of the Special Education instructional staff is to maintain constant contact with Students with Disabilities. This task will be assisted by other site staff especially when a student has been non-responsive.

- Multiple methods will be employed to establish and maintain contact. These include asynchronous forms, such as email and synchronous forms of communication such as phone calls, text, and the school app.
- Parents will have access to Google Classroom, an instructional platform, so they can see student progress and check on due dates.
- Teachers and paraprofessionals will set-up assigned days and times to help students/families learn the new technology components and systems.
- Teachers and paraprofessionals will conduct daily check-ins through text to make sure students know that they are there and available if they need to connect.
- Students with Disabilities will be notified of Office Hours conducted by General Education teachers so they can access supports and additional help.
- Virtual calendars with appointments scheduled will be shared with students and parents.

2. Providing instruction and ensuring learning are the fundamental elements in supporting Students with Disabilities. Special Education teachers and paraprofessionals provide dedicated one-on-one personalized instruction and small group opportunities and are supported in this endeavor by general education content teachers and tutors. Opportunities will exist for multiple sessions per week with teachers and instructional staff to specifically ensure the delivery of Specialized Academic Instruction.

- Special Education instructional staff will continue to use a variety of virtual platforms to educate Students with Disabilities. Teachers will informally evaluate each student's response to a particular platform to determine which one best supports the student. Certain platforms allow the teacher to provide immediate feedback. This includes the use of a Whiteboard option with real time editing. Kami, an instructional editing tool, allows the teacher and student to work together on the credit assignment due to the editable PDF feature. Kami also provides speech-to-text options for students. The virtual platforms will allow group instruction which provides a social/emotional benefit for Students with Disabilities. Paraprofessionals will participate in group virtual instruction and can hold a breakout room to offer more support.
- Ongoing collaboration with General Education teachers will allow for strategizing regarding student needs by ensuring accommodations are appropriately implemented and Students with Disabilities have access to the General Education curriculum.
- The instructional staff will use the built-in checkpoints in instructional units and assignments to check for understanding and determine whether to reteach or move forward.
- Mastery-based instructional credit packets will employ references to videos and apps for additional assistance where appropriate.
- Instructional staff will employ strategies to ensure efficient and effective instructional delivery modes to Students with Disabilities in ways that work best for each student these include but are not limited to the following, such as in-person mastery-based instructional packet pick-up or drop-off, use of online curriculum, or a combination of the two in addition to staff dropping off or mailing instructional materials to students. Encouraging the use of electronic mastery-based instructional packets, where appropriate, will assist with reducing the occurrences of students losing their packets and minimize risk. Students will have flexible options in determining when it works best for them to submit school work and which method for submission is best.
- Students with Disabilities will be able to access language-based supports in Spanish, etc., as needed.
- Instructional staff will continue to offer real time instruction which can be coupled with pre-recorded lessons. This allows for pre-teach, reteach, scaffolding, differentiated instruction, and multiple review opportunities for students.
- Support and assistance in mastery-based instructional credit learning will be structured with supports like study guides, videos, personalized instruction.

3. Program Specialists will train and retrain teachers on re-conceptualizing what constitutes Specialized Academic Instruction so that opportunities are maximized.

4. All related services will be able to be provided virtually so that Students with Disabilities are not in danger of experiencing a regression in skills. Students with Disabilities will be notified of Office Hours conducted by General Education teachers so they can access additional help.

5. In the distance learning model, technology is the essential component to ensure Students with Disabilities can access their instructional program, receive FAPE, and demonstrate educational benefit. We will continue to equip and provide Students with Disabilities with the technology needed to be successful. Furthermore, the instructional staff will continue to identify and use worthwhile platforms and resources.

- We will continue to train instructional staff on the use of all available technology so that they can maximize resources and platforms and identify which approaches work best for each student.
- Once trained, Special Education instructional staff will be able to use a variety of virtual platforms to educate Students with Disabilities. Certain platforms allow the teacher to provide immediate feedback. This includes the use of a Whiteboard option with real time editing.
- Kami, an instructional editing tool, allows the teacher and student to work together on the assignment due to the editable PDF feature. Kami also provides speech-to-text options for students. The virtual platforms will allow group instruction which provides a social/emotional benefit for Students with Disabilities. Paraprofessionals will participate in small groups support and can hold a breakout room to offer more support.
- Google Classroom will provide structure for students since lessons and curriculum are in one place. In this environment, teachers will be able to add sentence frames, prompting questions, pre-writing activities, vocabulary lessons, and additional resources right into the documents. Teachers are able to see when students completed work and how much work they have completed in live time.
- Teachers and paras will set-up assigned days and times to help students/families learn the new technology components and systems.

Foster care students are kept connected to our school through multiple methods aimed at establishing and sustaining contact. These include asynchronous communications such as email and synchronous such as phone, chat or text. We also have modified office hours to meet student when they are available, because many of them work or have other adult responsibilities. Our Counselor at Ambassador Phillip V. Sanchez II has regular communication with DCFS, social workers to ensure our foster care students remain engaged in academics and connected to supports.

Pupils experiencing homelessness are provided access to food, hygiene kits, and guidance and support from our Counselor who can connect them with additional community resources. There is collaboration with general education teachers in content areas to ensure accommodations are being provided and that students are making progress. We also do Home visit and Virtual check-ins

Pupils in foster care and pupils who are experiencing homelessness are important to us. Integrated intentional strategies in Direct Student Support, Resources and Collaboration will be used to ensure learning continuity and attendance.

Direct Student Support

- Virtual calendars with appointments scheduled, shared with students and parents.
- Check in calls
- hygiene kits
- plan SRS title 1 funds to help monitor-
- Foster youth support group
- case management with intern

- survey sent to students- re : food and shelter- essential days
- tailoring protocol to remote/virtual

Resources

- PPT- virtual environment
- Sharing of resources- Virtual Calming Room
- Social Media resources
- Revising protocols, forms to meet Remote needs

Collaboration

- SRS partnership tech and packets- Alignment and integrated support with teachers to get services and support to F/H student SD
- Communication with DCFS Social Worker
- Ongoing collaboration with gen ed teacher will allow for strategizing regarding student needs by ensuring accommodations are appropriately implemented and have access to general education curriculum.
- We will continue to train instructional staff on the use of all available technology so that they can maximize resources and platforms and identify which approaches work best for each student.

Actions Related to the Distance Learning Program [additional rows and actions may be added as necessary]

Description	Total Funds	Contributing
To ensure that our students have equal access we purchased computers and will continue to purchase and hot spots for to be able to connect to Google Classroom and communicate with their teachers. We will continue to make these purchases to ensure connectivity. This increased the capacity for students to access the curriculum online. The school purchased 249 hot spots for students to access instruction remotely.	\$45,327	Y
Students needed additional academic support so the tutoring program will be increased and improved to be able through professional development in trauma informed practices and Kami, the virtual tutoring platform, in order to more effectively reach out and support academic tutoring online.	\$2,000	Y
Student outreach will be improved as our Student Retention Support personnel participated in professional development to improve their trauma informed practices and implementation of a multi-tiered strategy for improving student engagement.	\$2,000	Y
Additional hours for staff to help implement our outreach and academic programs for English Learners, low-income, foster youth and homeless students.	\$10,000	Y
Professional development and support for all staff will improve their capacity to effective serve students' unique needs in a distance learning context.	\$4,000	Y

Pupil Learning Loss

[A description of how the LEA will address pupil learning loss that results from COVID-19 during the 2019–2020 and 2020–21 school years, including how the LEA will assess pupils to measure learning status, particularly in the areas of English language arts, English language development, and mathematics.]

Many students arrive at Ambassador Phillip V. Sanchez II with deficiencies in their education history resulting in students testing below grade level in several academic areas. Upon enrollment, students take NWEA assessments in reading and math. Students retake the NWEA during the school year. These evaluations allow the counselor and Supervising Teacher to evaluate the results and to place students in the appropriate coursework and provide necessary interventions based on the levels demonstrated. The personalized instruction learning approach allows students to receive individual attention helps ensure students are completing their required courses. During one on one instruction time, SGI teachers front load, review, and assign activities to facilitate student comprehension and application of the material, as the student needs it most.

Learning status is measured by 4 key indicators: course completion for ELA, ELD and mathematics, credit completion, attendance and grades. We monitor student progress using a team approach and the teacher, counselor, student retention support staff, and tutors share information about the student that results in a comprehensive support system for the student.

In terms of learning loss, we recognize that every student under quarantine has suffered months of learning loss. Standardized tests being waived this year is an indicator that everyone has suffered. However, at Learn4Life, as a personalized learning independent study model, we have already been preparing our students for distance learning. Though students suffered from not being in school overall, our students were already practicing the concept of self-reliance and independence. Our teachers, tutors, and all staff continue to support students in an online remote capacity, and we are carefully following all guidelines to ensure that students and their health remain a priority.

A one-on-one Supervising Teacher who acts much like a coach/mentor establishes a relationship with each student. This format allows at least one teacher to develop a complex picture of each student's strengths and areas of improvement that guide all teachers in developing a highly personalized learning plan. Although COVID-19 has caused a delay in academic progress of many students, as a result of our individualized academic planning and access to virtual based content, our students will be able to pick up exactly where they left off. Should additional remediation be necessary, students will have access to math and ELA intervention courses as well as on demand virtual tutors to support them in bridging learning gaps that may have occurred during the pandemic.

The next immediate step was to launch our content into Google classrooms; this was also a challenge to our fellow educators, who rose to the task to assist students in this unprecedented time. As teachers engaged with students online, we also reached out to students in need of basic learning tools, such as internet and laptops, to ensure they were able to access our content.

The English language arts and Math Curriculum and Instruction teams developed both student and teacher instructional videos to support distance learning resources and tools. Learning Ally, Kami, Whiteboard, TurnItIn, Illuminate and other digital resources were expanded upon and tied to English and Math curriculum to support students at various levels. Engaging videos are embedded within the curriculum so students are exposed to a plethora of avenues targeted to support skills and standards based around essential questions. As well, the Mathematics team ensured that flipped videos were created for highly used courses such as Algebra I, Geometry and Algebra 2 to deliver instruction to all students.

Realizing that students were at a physical, mental, and social disadvantage during this crisis, teachers adapted with our English language arts and Math curriculum to focus on student growth and completion/understanding of content through homework checkpoints and performance tasks which

reflected the content they had been studying in the unit. A significant change in our pedagogy was to restructure multiple choice and/or online testing in favor of direct engagement and HQT teacher-based assessment.

English learners with ELPAC scores of intermediate or below are referred directly to the Literacy/EL teacher who works one-on-one with each student to improve his/her English acquisition. Several staff members are fluent in languages other than English. These translation functions available in Apex Learning courses, in addition to online translation services, allow SGI teachers to further clarify and/or supplement instruction in a student's native language, when needed. Small Group Instructors differentiate instruction specifically for English Learner (EL) students using Specially Designed Academic Instruction in English (SDAIE) strategies such as scaffolding, allowing extra time to complete lessons/tests, targeted tutoring, sectioning tests, utilizing graphic organizers, assigning audiobooks to listen to while looking at the text (when possible), and providing visuals to supplement text.

Similarly, all instruction for students with an IEP, or 504 Plan, is differentiated depending on the student's specific learning needs. Supervising Teachers and Small Group Instructors, along with the Special Education Case Managers, go the extra mile to aid student success in their course work. Some strategies used to help students with an IEP include providing the necessary modification and accommodations such as guided instruction, reading aloud, having the test read allowed to them, the use of graphic organizers or visual aids on assessments, administering tests in sections, reduced workload to streamline standards-based content, extra time on lessons or tests, or altering the format of an assignment/exam to meet their needs.

Pupil Learning Loss Strategies

[A description of the actions and strategies the LEA will use to address learning loss and accelerate learning progress for pupils, as needed, including how these strategies differ for pupils who are English learners; low-income; foster youth; pupils with exceptional needs; and pupils experiencing homelessness.]

We recognize that our students have dropped behind in completing coursework in both English Language Arts, English Language Development and mathematics, and as a result may be impacted by learning loss. To combat the negative outcomes that COVID-19 has caused, we are employing the following strategies:

- Individualized Learning Plan based on each student needs, with goals and awards
- One-on-one instruction from a Supervising Teacher assigned to each student in a strong coach/mentor relationship
- Virtual Tutors, trained in outreach and trauma informed practices, are assigned to coach and monitor the progress of students, who are taking courses in ELA, ELD, and mathematics
- Socio-emotional support is system-wide with our Trauma-Resilient Educational Communities (TREC) platform, from first contact into job placement.
- Utilizing data to inform appropriate course placement and monitor progress
- Intervention courses are virtually accessible (including Read 180, Math 180, and Literacy)
- Student Learning Teams with the Student Retention Support staff, teacher, tutors and counselors discuss each student and employ response to intervention for engagement and credit competition.

For our low-income students instruction is differentiated or personalized according to student needs. Both Supervising Teachers and Small Group Instructors recognize that students learn in various ways and try to incorporate several learning styles into instruction. Upon learning more about students through an initial student survey, orientation conversations, and weekly interactions, Supervising Teachers work with Small Group Instructors to adjust the activities, choices, or expectations of assignments in the course(s) to meet the needs of each individual student. Small Group Instructors personalize and

differentiate instruction in various ways. For instance, if a student is struggling or received a low assessment score, the SGI teacher may allow a slower credit completion rate, provide extra instruction, assign tutoring, provide supplemental material, provide study guides, or administer tests in sections. Teachers work with students to provide appropriate instructional interventions and accommodations, never merely “providing” them with extra resources without also providing them with their personal support.

For English Learners, there has been a special focus on tech literacy and getting students connected to online platforms. Technology allows EL students to access English support classes via Google Classroom, live class feeds, and collaborative discussions via Google Meet to support both tech and academic instruction. The latter of which provides the opportunity to build skills in the areas of both speaking and listening. Other technology supports include Kami – text to speech, tech literacy videos in English and Spanish, graphic organizers, sentence starters, audio books, and online textbooks. Personalized ELD tutoring sessions. These curriculum options are available to address learning loss: system 44, Math180, and Read 180.

Effectiveness of the services and supports provided to address learning loss of English Learners will be measured through student academic and achievement data. This data will include increased credit completion, increase Math and reading RIT scores from NWEA, LEP assessment data, and increased attendance.

For our foster youth and homeless students, we recognize that our students have dropped in their performance in completing coursework for English language arts and Mathematics and we plan to address this by determining whether learning loss has occurred and if so, the amount of learning loss experienced and the cause of the loss. We will first examine the student’s social emotional challenges and the counselor will manage their caseload of students and place students into one of two categories. One category will be those students who have continued to participate and receive instruction during the distance learning due to site closures. We will examine the productivity of these students to determine whether a loss has occurred. The other category will be students who have not participated in the distance learning period. We will investigate the possible reasons students have not participated. Determining in which category the students fall will dictate the approaches we use.

For our special education student, the number of credits completed will continue to be monitored and tracked to measure adequate progress toward a diploma. Parents of students with special needs and adult students with special needs receive regular progress reports on the progress made toward IEP goals. The assessment tool, NWEA, is used when new students with IEPs enroll in our centers. The results generated by NWEA allow our special education teachers to collect data points for IEPs, as well as, provide a benchmark to assess learning and growth. During the switch to distance learning, NWEA was made accessible by students at home. This has allowed our special education teachers to continue to periodically generate information on the progress of students with special needs and align instruction and supports to address academic deficits. We will continue to administer this assessment to assist us in monitoring growth.

Effectiveness of Implemented Pupil Learning Loss Strategies

[A description of how the effectiveness of the services or supports provided to address learning loss will be measured.]

Throughout the school year, the school administration and teams will monitor the effectiveness of the planned services and supports. Learning status will be measured by 4 key indicators: course completion for ELA, ELD and mathematics, credit completion, attendance and grades. We monitor student progress using a team approach and the teacher, counselor, student retention support staff, and tutors share information about the student that results in a comprehensive support system for the student. Additionally, students will take the NWEA assessment in the spring, if it is feasible. Regularly implementing an effective response to student progress will help ensure any learning losses are addressed and the student is making progress towards graduation.

Other on-going measures for monitoring student progress are done to assess the effectiveness of the distance learning program using digital resources. In our intervention courses, students will be assessed regularly through their respective course. These assessments include: reading inventory, math inventory or writing assessments. Students may also be evaluated on course progress through Illuminate course and benchmark assessments. GoogleClassroom data will be collected and monitored, ensuring students engaging and making adequate progress on their assigned courses. Our tutors will track tutorial sessions with each student to track impact on increasing students’ overall academic progress, especially in ELA, ELD and mathematics courses.

Actions to Address Pupil Learning Loss [additional rows and actions may be added as necessary]

Description	Total Funds	Contributing
Virtual Tutors to provide support in ELA, ELD and Mathematics	\$45,000	Y
Diagnostic Testing for students through NWEA	\$3,750	Y

Mental Health and Social and Emotional Well-Being

[A description of how the LEA will monitor and support mental health and social and emotional well-being of pupils and staff during the school year, including the professional development and resources that will be provided to pupils and staff to address trauma and other impacts of COVID-19 on the school community.]

Throughout the school year, the school administration and teams will monitor the effectiveness of the planned services and supports. Learning status will be measured by 4 key indicators: course completion for ELA, ELD and mathematics, credit completion, attendance and grades. We monitor student progress using a team approach and the teacher, counselor, student retention support staff, and tutors share information about the student that results in a comprehensive support system for the student. Additionally, students will take the NWEA assessment in the spring, if it is feasible. Regularly implementing an effective response to student progress will help ensure any learning losses are addressed and the student is making progress towards graduation.

Other on-going measures for monitoring student progress are done to assess the effectiveness of the distance learning program using digital resources. In our intervention courses, students will be assessed regularly through their respective course. These assessments include: reading inventory, math inventory or CERCA writing assessments. Students may also be evaluated on course progress through Illuminate course and benchmark assessments. GoogleClassroom data will be collected and monitored, ensuring students engaging and making adequate progress on their assigned courses. Our tutors will track tutorial sessions with each student to track impact on increasing students’ overall academic progress, especially in ELA, ELD and mathematics courses.

Pupil and Family Engagement and Outreach

[A description of pupil engagement and outreach, including the procedures for tiered reengagement strategies for pupils who are absent from distance learning and how the LEA will provide outreach to pupils and their parents or guardians, including in languages other than English, when pupils are not meeting compulsory education requirements, or if the LEA determines the pupil is not engaging in instruction and is at risk of learning loss.]

We recognize that our students have become more disengaged from school as a result of on-campus closures caused by COVID-19. In an attempt to re-engage students, our school is making additional efforts to outreach and diversify our educational experience, keeping students connected and support them in continuous academic progress. One of our re-engagement/educational accessibility strategies is to ensure students have access to on-line curriculum and instructional support through Google Classroom. All courses have been transitioned from a paper-based independent study format and digitized into a google classroom shell course. In addition, we recognize that students may not have the necessary training or intuitive skills to seamlessly transition to a virtual model. As a result, we have rolled out an elective course that improves computer literacy and competency with digital tools they will be using during distance learning. (This is a proposal ☐) Lastly, our school has expanded our outreach team to include tutors in our efforts to re-engage students. Our tutors will focus on contacting disengaged students with the aim of helping them complete a credit with each contact, then scaffold that support with a gradual release towards confident virtual independent learning.

When our special education instructional staff have determined that a student with disabilities is not connecting with our distance learning approach, the staff will identify potential causes for lack of participation or engagement. These causes could be difficulties suffered in their home lives such as disruptions in their living or housing arrangements or parental or employment status. Students could be experiencing personal social/emotional distress making it difficult for them to respond to attempts to engage them in their education. Students could have made early attempts to participate in the distance learning model but experienced challenges and became disheartened. And finally, the lack of participation could be associated to a very practical reason such as lack of technology or technology support. To assist with determining the cause, special education teachers will convene the team to hold a special IEP for students who are not engaging in the current distance learning program to discuss additional supports that may be necessary for the student and to problem solve obstacles hindering learning and engagement.

Communication with parents of English Learners in their primary language is essential. The school will provide parents written communication, in their primary language, when fifteen percent or more of students speak a language other than English as indicated on their annual language census. This includes all written communications sent to a parent or guardian, including, but not limited to IEPs, report cards, and other parent notifications. Also ELAC meetings, ELAC officer training and ELAC agendas. In cases where families are not literate in their native language, oral communication will be provided. Each year during individual parent-teacher conferences, parents of ELs are informed of their student's progress towards ELD redesignation.

Re-engagement distance learning strategies for students that have been identified as an English Learner are personalized according to the student's social-emotional health, technology access, English Language proficiency level and academic skill level in an initial re-engagement meeting with the principal, student, families and appropriate school staff. The school will monitor the re-engaged student weekly following the personalized re-engagement plan developed for the student. Some examples of these strategies could include technology training for the student and family, multiple weekly virtual appointments, and daily support calls.

School Nutrition

[A description of how the LEA will provide nutritionally adequate meals for all pupils, including those students who are eligible for free or reduced-price meals, when pupils are participating in both in-person instruction and distance learning, as applicable.]

School meals were offered continually at our sites during the crisis. These were pre-packaged meals and were distributed to students by staff wearing gloves and face masks. Furthermore, staff informed students and families of the additional support available through various food banks and other local resources. The school is following the advice of relevant governmental authorities. Social distancing practices are visibly posted at all sites.

Additional Actions to Implement the Learning Continuity Plan [additional rows and actions may be added as necessary]

Section	Description	Total Funds	Contributing
Pupil and Family Engagement	Student Retention Support personnel to help with reengagement.	\$36,000	Y
Socio-Emotional Well-being	Additional Professional Development such as First Aid Mental Health and Trauma Informed Practices in a COVID setting.	\$5,000	Y
Nutrition	Nutrition when school reopens or as needed.	\$5,000	Y
Socio-emotional Well-being	HOPE Program and supplies for students who are parenting	\$40,000	Y

Increased or Improved Services for Foster Youth, English Learners, and Low-Income Students

Percentage to Increase or Improve Services	Increased Apportionment Based on the Enrollment of Foster Youth, English Learners, and Low-Income students
41.28%	\$1,290,197

Required Descriptions

[For the actions being provided to an entire school, or across the entire school district or county office of education (COE), an explanation of (1) how the needs of foster youth, English learners, and low-income students were considered first, and (2) how these actions are effective in meeting the needs of these students.]

We carefully evaluated the needs of our students when the pandemic closed our centers. We serve a highly mobile and credit deficient population that we especially impacted because they could not engage with their teacher face to face. Ensuring that there was continuity in learning for all of our students, and especially our English Learners, foster youth, low income and homeless students, was a priority. Our independent learning model was able to be adapted for distance learning. Monitoring and supporting students closely helped us to quickly adapt and adjust as necessary to the unique needs of our students for connectivity, specialized curriculum, socio-emotional supports such as counseling, academic supports like virtual tutoring, and effective outreach supported by student retention services.

To better serve our at-risk and highly mobile population, the Learning Continuity and Attendance Plan includes the following possible additional actions and services such as, but not limited to:

- Provide students with devices to ensure connectivity to remote learning
- Implement a multi-tiered Response to Intervention for Reengagement
- Implement a Credit Completion RTI in a distance learning setting
- Virtual Tutoring Program is available to every student, even off hours
- Online Curriculum through Google Classroom and Illuminate
- Small Group virtual instruction program for Read 180
- Small group virtual instruction program for Math 180
- Trauma informed practices, training and implementation
- Additional staff and/or services for socio-emotional support
- Student Retention and Support services were employed
- Nutritional services for students as needed
- Additional training for staff and teachers in distance learning practices
- Early monitoring and interventions for potential graduates
- Incentive and recognition program for completing schoolwork and earning credits

These actions have the potential to impact student learning by increasing student connectivity and engagement. They are also aimed at meeting student's specific academic and socio-emotional needs. The boost in supports through Virtual Tutoring and student retention services means students will receive the extra attention they require to be successful in the learning.

[A description of how services for foster youth, English learners, and low-income students are being increased or improved by the percentage required.]

The school implements a personalized learning experience for English learners, low income, Foster Youth, and Special Education students that is strategically integrated with their unique academic and socio-emotional needs. Student have an individualized learning plan and their learning gaps are identified and addressed throughout the implementation of their learning plan. We have been successful in graduating students who were behind in their academics.

English Language learners, foster youth, homeless and low income students will receive additional tutoring through a robust Virtual Tutoring program. They will also have increased connectivity to the internet and have digital devices that provide them access to their teachers during distance learning.

Foster youth and low income students who are experience low attendance and engagement will receive additional outreach through dedicated personnel like student retention services, tutors, counselors and teachers. There is bilingual outreach for students who are behind in completing their school work. There are multiple socio-emotional and trauma services from the school and local community service that we partner with to support the wide range of needs and challenges our students are facing.

Students have unique needs that most educators are not trained to address in a distance learning setting. There is additional professional development for teachers to support them during distance learning. Google Classroom is being used for online learning. With MYLO, teachers will have access to specific training platforms that are available when they need access to training. Supporting our teachers, tutors and paraprofessionals with specialized professional development is crucial to our students' success.