

Adelanto Elementary *School District*

Distance Learning Plan For AESD Student and Families

March, 2020



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Dear AESD Students and Families,

Adelanto Elementary School District (AESD) receives guidance on supporting families and students during the COVID-19 (coronavirus) school dismissal/closure from the California Department of Education (CDE), San Bernardino County Superintendent of Schools (SBCSS) and other public health agencies. The physical and emotional safety of students, families, and staff is our highest priority. AESD also remains committed to providing continuous learning for students during this school closure period.

AESD schools are scheduled to remain closed for the remainder of the 2019-2020 school year. To support families/students during the school closure period, the following guidelines are for students in TK - 8th grade.

During this indefinite period of school closures, Adelanto Elementary School District is committed to supporting students to continue their learning, and to reducing the negative impact of school closures on our students' educational progress. These efforts cannot possibly replicate the rich variety of experiences that we offer on our campuses.

AESD is grateful to our staff of certificated and classified employees, and the Adelanto community for its ongoing collaboration and support during these exceptionally difficult circumstances.

To find out more information about AESD's Distance Learning Opportunities, please email: academicservices@aesd.net.

Marguerite Williams, Ed.D.

Chief Academic Officer, Academic Services

AESD Distance Learning Plan, March 2020 Family and Student Guidance

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Our Current Reality

On April 16, 2020, AESD and Adelanto Teacher Association signed a MOU which stated that teachers will continue providing learning to students through any means they determine practical including, but not limited to emails, phone calls, zoom meetings, Google Classroom using a survey conducted by our Technology Department, a survey was sent to all parents in the district. We had approximately two-thousand parents respond to the survey stating their need for technology in the home to support distance learning. School administrators also contacted their school families to notify them about the survey. During the week of Monday, April 20, 2020, AESD distributed 1200 Chromebooks to families. Phase I of Chromebook Distribution took place during April 20-23. Phase II of Chromebook Distribution will take place on April 27-30 from the central enrollment center.

Here are a few district-level highlights that are relevant to our planning:

- Nearly 100% of teachers have been in contact with their school site administrator over the last two weeks
- More teachers are beginning to offer learning opportunities to their students over the last week
- More than 400 academic packets are distributed on a weekly basis since schools closed
- TK-8 teachers felt that they could best serve students by Google Classroom, coupled with weekly email check-ins, along with guidance for students using the online resources on the AESD website.
- Academic Services will be providing professional development to be able to make best use of tools such as Zoom and Google Classroom beginning April 29, 2020
- Report cards were mailed out to all middle school students.

Technology Access for Students

The AESD Instructional Technology (IT) team scheduled the following Chromebook distribution dates, with priority for low-income students (those who qualify for free/reduced price lunch). AESD is working to resolve challenges in reaching families and in assuring internet availability. Chromebooks will be distributed from 9AM - 2:30PM according to the following schedule:

Day	Pick-up By Last Name	Grades	Location(s)	Devices
Monday, April 20, 2020	<p>Pick Up Only for: Last Name: A - O 9:00am – 11:30am</p> <p>Pick Up Only for:Last Name P-Z 12:30-2:30pm</p>	6-8 Grades Only	Per Assigned School	Chromebooks

Tuesday, April 21, 2020	Pick Up Only for: Last Name: A - O 9:00am – 11:30am Pick Up Only for: Last Name P-Z 12:30-2:30pm	Grades3-5 Only	Per Assigned School	Chromebooks
Wednesday, April 22, 2020	Pick Up Only for: Last Name: A - O 9:00am – 11:30am Pick Up Only for: Last Name P-Z 12:30-2:30pm	Grades K-2 Only	Per Assigned School	Chromebooks
Thursday, April 23, 2020	Pick Up Only for: Last Name: A - O 9:00am – 11:30am Pick Up Only for: Last Name P-Z 12:30-2:30pm	All Grades	Per Assigned School	Chromebooks

****Chromebooks must be returned by June 7, 2020.**

If you plan to leave the district, please notify us at helpdesk@aesd.net to arrange to drop off your Chromebook prior to moving.

Device Distribution Site

Distribution Site: Parents can only pick-up at their assigned distribution center indicated below. There is only one device allowed per household.

Pick-up Location	Victoria Magathan 11411 Holly Rd. Adelanto, CA.92301	Columbia MS 14409 Aster Rd. Adelanto, CA 92301	Mesa Linda 13001 Mesa Linda Ave Victorville, CA 92392	Melva Davis 15831 Diamond Rd. Victorville, CA. 92394
	↓	↓	↓	↓
Home School	El Mirage	Ted Vick	Eagle Ranch	Adelanto / AVA
	Westside Park	Bradach	Morgan Kincaid	Gus Franklin
	George			West Creek
	Victoria Magathan	Columbia	Mesa Linda	Melva Davis

Hotspots and Internet Connectivity Resources

Hotspots will be available on a limited basis. Families who complete the Technology Access Survey will be notified via email or text message if they are selected to receive a wifi-enabled Hotspot. Hotspots will be distributed at the District Office (11824 Air Expressway) upon delivery from our vendor. Those who do not receive Hotspots and are in need of internet access at home may visit our “Technology Access for Families” webpage under education opportunities at [Free Internet Resources](#) to view a list of free internet resources available for you and your family.

AESD will continue to monitor the development of COVID-19 (coronavirus) and will plan accordingly, in partnership with local, state, and federal health and government officials. For accurate, up-to-date information from AESD regarding the pandemic, please check the District website at www.aesd.net.

Note: Due to the volume of student devices being checked out, the district technology department is unable to provide tech support for chromebooks. In the case that the chromebook stops functioning, please email helpdesk@aesd.net.

Elements of AESD’s Distance Learning Supports

The following three elements form the core of AESD’s district-wide approach to supporting students’ academic progress through distance learning:

- Grade-level appropriate Academic packets
- Weekly Assignments from Each Student’s Teacher(s)
- IXL, Online Curriculum*

Academic Services’ Coordinators will “curate” weekly sets of grade-level course-specific content for students in grades TK-8. These academic packets include a learning plan for the week that can be followed by families and students, with resources including online reading, digital worksheets, guidance about the use of online applications, and other at-home activities.

Grade-level appropriate Academic packets may include:

Key learning objectives that are accessible to students and caregivers

- Recommendations about a weekly schedule for Distance Learning
- Suggestions to students and parents about online learning activities available at www.aesd.net
- Specific lessons in Math, Language Arts, History/Social Studies, Science, and Social Emotional
- Short, screencast videos from teachers with instructions, objectives, and teaching points

These weekly Distance Learning Activity Sets will consist of approximately:

- 4-6 hours per week for students in TK - 1
- 10 hours per week for students in 2-3

- 12-15 hours per week for students in Grades 4-5
- 15 hours per week for students in Grades 6-8

Throughout this period of school closure, we recognize that students will have different abilities to engage in online learning, and that for younger students especially (Ages 3-8), exposure to screen time should be limited and broken up by interactions with adults and siblings, games, independent activity, and free time.

Weekly Assignments from Each Student's Teacher(s)

In addition to sharing the Weekly Academic Distance Learning Packets with their students, teachers may include their own additional guidance about how to approach the weekly activities, and teachers may opt to include other Distance Learning resources, such as:

- Additional supplemental recommendations for reading, writing, or projects
- The teacher's own recorded videos or screencasts with tips, suggestions, & encouragement
- Feedback to the class, to small groups, or to individuals
- Live streamed Whole Class Meetings or Lessons
- Facilitated approaches to encouraging virtual student interaction through Chats on Classroom or via Zoom

IXL, Online Curriculum

Students will have access to IXL Online Curriculum, as a personalized learning opportunity, the students will have access to a comprehensive K-12 curriculum designed to meet their unique needs. With the usage of this program, we believe that students will be able to make steady progress academically and close the learning gap. During the school closure, it is essential for the students to have access to a comprehensive K-12 curriculum that they can utilize immediately and easily so as to not slow their learning.

IXL provides the following:

- Access to every grade level and unlimited practice
- Breadth of content covering over 8,000 unique topics
- Personalized learning that adapts to your child's level
- Meaningful, up-to-date tracking on your child's progress

Supplemental Distance Learning Supports

English Language Development

English Learners (EL) must continue to receive English language Development as part of their educational curriculum. AESD teachers will be reaching out to students to provide opportunities to practice speaking, listening, reading and writing the English language. Board approved ELD programs for our district include the following: ELD Wonder for grades K-6th grades, English 3-D grades 7-8, and Elevation. Teachers are being provided training to provide distance learning through digital platforms.

Special Education

Current Reality: The IDEA laws for IEP compliance and timelines are still in place at this time. In view of the COVID-19 closures, the district has to find creative means to continue to provide special education services to students. While the closures constitute a change of placement, this cannot be stated in the IEP documents. Students' special education needs can be met through, distance learning by special education teachers and paraeducators. The Special Education department will continue to schedule and convene all past due and upcoming IEPs for the period of the closure.

The special education director will continue to collaborate with CDE/SELPA to garner information during the COVID-19 closures. This information will then be used as the basis to provide special education services to students.

Academic and Intervention Support for SPED students: Special Education teachers will provide academic services through the web portals e.g distance learning, google classrooms etc. APE teachers will collaborate with parents to provide instructions by phone or virtually. Students will continue to benefit from interventions from Non Public Agencies (using virtually means) as per the IEP document or as a result of a settlement.

Occupational therapists/Physical therapists will collaborate with parents by phone and other websites portals to provide service to students. Whenever appropriate service providers will collaborate with parents and students using web portals like Zoom and Google classroom.

IEPs: The Role of Special Education Teachers

Special education teachers will utilize web based applications to provide direct instructions to students. Teachers will follow the distant learning procedures as outlined by the AESD Distance Learning Plan. Teachers will update IEP goals, timelines, Present Levels of Performance and other areas of the IEP document. Teachers will generate students' progress reports for the present reporting period. IEPs will be added to indicate the new service models. Wherever possible parents will be directed to websites to access special education lessons for students.

Teachers will also participate in IEP meetings (by phone or other web portals). Special Education teachers will utilize distance learning as a means to provide direct special education academic

services to students. Teachers will also participate in other special education meetings, webinars and trainings organized by the school site and or special education department.

IEPs: The Role of Site Administration

Site administrators will serve as facilitators for IEP meetings held during this time. Assistant Administrators will participate in IEP meetings in the role of teachers whenever appropriate. Apart from scheduling IEPs, site administrators will also invite parents and all other relevant services providers to the meetings. IEP meetings will be convened by phone or by other web based portals. Site administrators will ensure that the original IEP is dropped off at the special education office - at the school district.

IEPs: The Role of School Psychologists

Psychologists will complete all assessments that were begun before the closure. Whenever possible, psychologists will collaborate with parents by phone or web based programs to garner pertinent information to complete students' assessments. Psychologists will also update all Behavior Support Plans for students who were exhibiting significant behaviors before the closure. Psychologists will provide PWN to parents who are requesting psychological assessments for students during the school closure - they will also offer behavior advice to parents in the areas of behavior support for students at home.

Psychologists will also attend IEP meetings as facilitators and or to provide other technical advice.

Social Emotional Support

Current Reality: Adelanto Elementary School District has 295 foster youth and 83 McKinney Vento Homeless youth currently enrolled. While the Student Services Department offers services specifically for students who are foster and/or McKinney Vento, we also support the social emotional needs of all students in the district through a variety of programs during the school year and have adapted many of these programs to continue while students are learning from home. These include:

- **District Counseling Program:** Our district counselors provide 1:1 and group counseling with the support of social work and school counseling interns. As of March 9, 2020, the counselors and interns continue to provide 1:1 and group counseling utilizing Zoom and phone calls. For those students they could not make contact with, they sent positive notes, texts and emails resulting in on-going contacts between more than 400 students and parents, 35% of whom were foster and 11% of the students were McKinney Vento (though they have a plan to make contact with 100% of all homeless youth by May 1, 2020). In addition to these supports, the counselors have provided crisis intervention, grief counseling and support, done car caravans to support foster youth on their birthdays, delivered food and Easter Baskets to students, mailed incentives to students meeting their individual goals for behavior, partnered with community agencies to deliver food and other necessities to more than 30 families, and more. If your student is in need of support from our counseling department, please contact a district counselor at Natalie_garcia@aesd.net or charise_oliva@aesd.net.

- Attention2Attendance (A2A), the company that assists our district by sending attendance letters, is providing support by making contact with those families that our school site and district staff have not been able to reach. Once we have updated contact information, the Student Services team will reach out to identify how to best serve the students and family.
- Student Services Social Media: The counselors update their Twitter and Facebook site daily with activities for students such as Virtual Spirit Week, videos of adults reading books, and academic games. They also post resources for parents such as community agency information, mental health support available locally, information about COVID-19 and how to talk with children of all ages, and grief resources as several families have suffered a loss during this time. You can find our team on Twitter @AESDcounselor and on Facebook at AESD Student Services Counselor.

If your child is a foster or McKinney Vento Youth and you have questions regarding enrollment, we are here to support you. If you move while under the *Safer at Home Restrictions*, your child is still entitled to immediate enrollment. For questions or information, please contact or [Norma Leanos-Medina@aesd.net](mailto:Norma_Leanos-Medina@aesd.net) for assistance. If you are leaving district boundaries, we encourage you to maintain enrollment within the district for the remainder of the year and we will provide assistance to enroll your child(ren) into the new district once school resumes.

Academic Support/Tutoring

On or about May 1st, our I.C.E.S staff leaders will begin providing tutoring to our high need student groups (i.e.,SWD, ELLs, Foster Youth, and Socio-economically disadvantaged students) three days per week for approximately one hour. Tutoring schedule will be set for the same day and time each week for each group of students. Selection of students will be made in collaboration with teachers and site principals. Students will receive support in the area of academic need based on student assessment data. Parents will receive an email or phone call if their student has been identified to participate in this program. Again, priority will be given to our high need student groups mentioned above.

Additional information about virtual PE and other virtual activities provided through I.C.E.S. will be available at www.aesd.net and www.iceseducation.org

Grading

Per guidance from the California Department of Education, any work collected will only be used to enhance the student's grade. Student grades will not go lower as a result of their participation in

Distance Learning. Report cards for students in middle school will be mailed home to parents. Teachers will work directly with parents regarding the progress report for elementary students.

Grade Retention

When a student does not meet grade level standards, the teacher or parent, with the assistance of a Student Study Team, may recommend that the student be retained (“repeat a grade”). Academic, social, physical, and emotional maturity factors all play a role in determining if retention is appropriate for a child, along with determining if the potential benefits of retention outweigh the potential harmful effects..

“Research indicates that neither grade retention nor social promotion (the practice of promoting students with their same age-peers although they have not mastered current grade level content) is likely to enhance a child’s learning. Research and common sense both indicate that simply having a child repeat a grade is unlikely to address the problems a child is experiencing.”

For more information regarding retention, please contact your school principal.

School Meals

All AESD Schools and AESD District Offices will remain CLOSED through the remainder of the 2019-20 school year. Free student meals to all children under the age of 18 from 11 - 12:30 pm daily at the following four locations: Adelanto Elementary, George, Morgan Kincaid, and Ted Vick. Meals will be “grab and go” using a drive through style hand off.

Returning Instructional Materials

Beginning the week of May 11th through May 31st, students will be allowed to return instructional materials. Being mindful of social distancing, we will allow families to drive up to designated areas according to grade level for item pick up. Please check your school’s website for additional information.

Parents can expect the following procedures for student drop off of items:

1. Textbooks will be returned to a designated table
2. Library books will be returned to a designated table
3. Musical instruments will be returned to designated cart; the student’s name will be written on a piece of masking tape and taped to the outside case of the instrument
4. Student bags laid out on tables by teacher; student will take the bag marked with their name
5. Parent will pick up student’s medication supervised by an administrator

9th Grade Registration in High School

Attention Parents: All students must complete the registration process through Victor Valley Union High School District. The enrolment process starts online at this LINK: <https://portal.vvuhsd.org/air/>.

Attending Silverado High School:

Once you have finished phase one and phase two with the required documentation, you may fill out the course request LINK. <https://docs.google.com/forms/d/e/1FAIpQLSfYsjUwkDgZ04dQUMfhGxA4mWGCBkQGZvJiNtYzuiaxZ5Q-mw/viewform>

Attending Adelanto High School

Once you have finished phase one and phase two with the required documentation, you may fill out the course request LINK.

https://docs.google.com/forms/d/e/1FAIpQLSfQarg55jaXWbrMok0WlQzB7kkyBZMWZFDwjO15_Pm3UOUWwA/viewform

About Distance Learning During This Public Health Crisis

These home learning resources focus on enhancement of knowledge and skills in Language Arts, Math, Science, Social Emotional, and History/Social Studies. This plan is not meant to replicate the full set of learning experiences that our schools can offer when they are in session. Parents will need to provide supervision for their students while they are completing school work or engaged in online activities with teachers. We also recognize that online learning may be better suited for older students who are more capable of independent work, and can tolerate longer periods of engagement on the computer.

Professional Development for Teachers

Academic Services is working diligently to provide our teachers with the technology and technical support needed to connect with their students while working remotely from home. Teachers' ongoing professional learning is a critical element to the success of any instructional program. During the school closure crisis, Academic Services will be offering a variety of online professional development opportunities, and teachers have the option to seek small group or individual support from the AESD's Educational Services team. We thank our parents and community for their patience.

California Department of Education

Please visit the CDE website for current and up-to-date information regarding. Information and resources regarding coronavirus (COVID-19) and California's response can be found here: [Information about COVID 19.](#)