



FlexTech High School - Novi Extended COVID-19 Learning Plan

Address of School District:

Temporary Address - 7707 Conference Center Dr., Brighton, MI 48114

Permanent Address - 23801 Industrial Park Dr., Farmington Hills, MI 48335

District Code Number: 63931

Building Code Number(s): 01876

District Contact Person: Kimberly Olson

District Contact Person Email Address: kolson@oaklandflectech.org

Local Public Health Department: Oakland County Health Department

Local Public Health Department Contact Person Email Address:

Anna Whitaker; whitakera@oakgov.com

Name of Intermediate School District: FlexTech High School - Novi

Name of Authorizing Body: Central Michigan University

Date of Adoption by Board of Directors: September 3, 2020



October 01, 2020 [via email]

Ms. Kimberly Olson
Oakland FlexTech High School

Re: Approval of Extended COVID-19 Learning Plan (“Extended Learning Plan”)

Dear Ms. Olson:

I am pleased to inform you that the Extended Learning Plan for Oakland FlexTech High School (“Academy”) has been approved by The Governor John Engler Center for Charter Schools at Central Michigan University. The Center will transmit the Extended Learning Plan to the State as soon as an appropriate mechanism to do so is made available. The Extended Learning Plan is effective as of the date indicated in the document.

To fulfill one of the required assurances, immediately add a copy of the approved Extended Learning Plan to the Academy’s Transparency Page of its website. An approved copy of the Extended Learning Plan is attached and can be found in Epicenter. The approved Extended Learning Plan constitutes a Charter Contract amendment and remains in effect as long as the Extended Learning Plan remains in effect.

Thank you for all your efforts to keep student learning moving forward in these trying times. If you have any further questions or need additional support, please do not hesitate to contact us.

Sincerely,

A handwritten signature in black ink that reads "Corey Northrop". The signature is written in a cursive, flowing style.

Corey Northrop
Executive Director

cc: Lee Meadows, Board President
Andrea Pecuch, Board Corresponding Agent

Attachment: Approved Extended COVID-19 Learning Plan

RESOLUTION APPROVING THE EXTENDED COVID-19 LEARNING PLANS ("ECLP") AND APPROVAL OF CHARTER CONTRACT AMENDMENT

FlexTech High School – Novi (the "Academy")

A regular meeting of the Academy Board of Directors was held on the 3rd day of September, 2020, at 6:00 p.m.

The meeting was called to order at 6:01 p.m. by Board Member Dr. Lee Meadows:

Present: Dr. Lee Meadows, Vicky Lange, Paul Bershas, Shaun Moore, Michael Morgan

Absent: None

The following preamble and resolution were offered by Board Member Vicky Lange and supported by Board Member Shaun Moore:

BACKGROUND

On August 20, 2020, in response to the novel coronavirus (COVID-19) pandemic affecting our state, Governor Whitmer signed into law certain amendments to the State School Aid Act of 1979, as amended, MCL 388.1601 et seq. ("Back to School Laws"). The Back to School Laws include additional requirements for all Michigan schools as they plan for a return of preK-12 education for the 2020-2021 school year. Under the Back to School Laws, a public school academy must provide for instruction under an extended COVID-19 learning plan ("ECLP") that is approved by its authorizing body ("Authorizer"). ECLPs includes many of the same subject matters addressed in a public school academy's charter contract, including measurable educational goals to be achieved by all subgroups in the school, measurement of those educational goals by one or more benchmark assessments, a description of how the educational program, including instruction, will be delivered, a description of the school's curricula and specific reporting requirements for the 2020-2021 school year. Under the Back to School Laws, schools retain the flexibility to tailor and adjust their ECLPs to meet the needs of their students and the community they serve.

The Back to School Laws require, among other things, that each public school academy do the following:

- (1) Establish educational goals required to be included in the ECLP no later than September 15, 2020.
- (2) Approve an ECLP and submit it to their respective authorizing body ("Authorizer") for approval by October 1, 2020. If approved by the Authorizer, the ECLP is transmitted by the Authorizer to the Superintendent of Public Instruction and the State Treasurer.
- (3) Make an ECLP accessible through the transparency reporting link on the school's website by October 1, 2020.
- (4) Within the first nine weeks of the 2020-2021 school year, administer 1 or more benchmark assessments from the list approved by the Michigan Department of Education (MDE)¹, a benchmark assessment provided by MDE, or local benchmark assessments, or a combination of the above, to pupils in grades K-8 to measure math and reading proficiency. In addition, by the last day of the 2020-2021 school year, administer another benchmark assessment to pupils in K-8 to measure proficiency in the same subject matter. The Back to School Laws require schools to use the same benchmark assessment(s) used in the 2019-2020 school year, if applicable.
- (5) Provide each pupil's data from the benchmark assessment or benchmark assessments, as available, to the pupil's parent or legal guardian within 30 days of administering the benchmark assessment(s).

¹ MDE has approved four providers of benchmark assessments and continues to assess additional providers. See [https://www.michigan.gov/documents/mde/Benchmark assessments 700077 7.pdf](https://www.michigan.gov/documents/mde/Benchmark_assessments_700077_7.pdf)

- (6) Not later than February 1, 2021, create a report that addresses the progress made in meeting the educational goals in the ECLP that the academy expected would be achieved by the middle of the school year and make the report available on the transparency reporting link on a public school academy's website.
- (7) Not later than the last day of the 2020-2021 school year, create a report concerning progress made in meeting the educational goals in the ECLP and make the report available on the transparency reporting link on a public school academy's website.
- (8) No later than June 30, 2021, send the aggregate academy-level data from a benchmark assessment(s), excluding data from a local benchmark assessment or local benchmark assessments, to a regional data hub that is part of the Michigan data hub network that shall compile the data and send it to the Center for Educational Performance and Information (CEPI).
- (9) Thirty days after approval of the ECLP, the Board shall meet monthly to re-confirm how pupil instruction is being delivered at the school and whether it is consistent with the ECLP and to ensure that 2 2-way interaction, as defined in the Act, is occurring between students and teachers each week of the school year for at least 75% of students enrolled in the school. At each meeting, the Board shall: (a) publicly announce its weekly interaction rates of 2 2-way interaction since its last meeting; (b) allow for public comment on the ECLP; and (c) discuss whether changes to the method of delivery for pupil instruction under the ECLP are necessary.

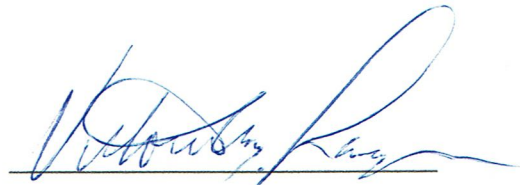
THE ACADEMY BOARD THEREFORE RESOLVES THAT:

1. The actions taken by Academy representatives to prepare and submit the Academy's ECLP to Authorizer are ratified.
2. The ECLP, as approved by the Authorizer, is approved by the Academy Board as the ECLP and as the ECLP Amendment to the Contract.
3. All resolutions and parts of resolutions insofar as they conflict with the provisions of this resolution be and the same hereby are rescinded.
4. The Academy will deliver from time to time such information regarding the implementation of the Academy's ECLP as the Authorizer or Michigan Department of Education may reasonably request.
5. Any Board policies or provision of Board policies that prohibit or impede the Academy's compliance with ECLP are temporarily waived, suspended or altered.
6. This Resolution shall take immediate effect and continue through the end of the 2020-2021 school year. If the Back to School Laws are amended, and such amendments requires additional Board action relative to the ECLP, the Board may take such action to comply with existing law.

Ayes: 5

Nays: 0

Resolution declared adopted.

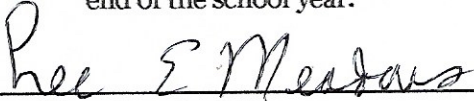


Print Name: Victoria Lange

Secretary, Academy Board

Assurances

- The Academy will administer an approved benchmark assessment, or local benchmark assessment, or any combination thereof, to all pupils in grades K to 8 to measure proficiency in reading and mathematics within the first nine weeks of the 2020-2021 school year.
- Within thirty days after the approval of its Extended COVID-19 Learning Plan, and every 30 days thereafter, the Academy, at a meeting of its board of directors, will reconfirm how instruction is delivered during the 2020-2021 school year and will solicit public comment, at a public meeting, from the parents or legal guardians enrolled in the Academy.
- If delivering pupil instruction virtually, the Academy will expose each pupil to the academic standards that apply for each pupil's grade level or courses in the same scope and sequence as the Academy had planned for that exposure to occur for in-person instruction.
- If delivering pupil instruction virtually, the Academy will provide pupils with equitable access to technology and the internet necessary to participate in instruction.
- The Academy will ensure that students with disabilities will be provided with equitable access to instruction and accommodation in accordance with applicable state and federal laws, rules and regulations.
- The Academy, in consultation with a local health department, and district employees, will develop guidelines concerning appropriate methods for delivering pupil instruction for the 2020-2021 school year that are based on local data that are based on key metrics. A determination concerning the method for delivering pupil instruction shall remain at the Academy Board's discretion. Key metrics that the Academy will consider shall include at least all of the following:
 - COVID-19 Cases or Positive COVID-19 tests
 - Hospitalizations due to COVID-19
 - Number of deaths resulting from COVID-19 over a 14-day period
 - COVID-19 cases for each day for each 1 million individuals
 - The percentage of positive COVID-19 tests over a 4-week period
 - Health capacity strength
 - Testing, tracing, and containment infrastructure with regard to COVID-19
- If the Academy determines that it is safe to provide in-person pupil instruction to pupils, the Academy will prioritize providing in-person pupil instruction to pupils in grades K to 5 who are enrolled in the Academy.
- The Academy will ensure that two (2), 2-way interactions occur between a pupil enrolled in the Academy and the pupil's teacher or at least one (1) of the pupil's teachers during each week of the school year for at least 75% of the pupils enrolled in the Academy. The Academy will publicly announce its weekly interaction rates at each Academy Board meeting where it reconfirms how instruction is being delivered, beginning 30 days after approval of its Extended COVID-19 Learning Plan, and every 30 days thereafter. The Academy will make those rates available through the transparency reporting link located on the Academy website each month for the 2020-2021 school year.
- The Academy will create and make available on its transparency reporting link located on the Academy's website, a report concerning the progress made in meeting the educational goals contained in its Extended COVID-19 Learning Plan not later than February 1, 2021, for goals its expected would be achieved by the middle of the school year and not later than the last day of school of the 2020-2021 school year for goals the Academy expected would be achieved by the end of the school year.



President, Board of Directors

09/03/2020
Date

Introduction and Overview

It is the Academy's responsibility to ensure that all students have access to a quality education. During this unprecedented time, it is necessary to have plans in place that ensure that quality education is being delivered effectively to all students. Having such a plan in place will make the expectations for learning and state norms clear for the staff to follow. Through these expectations and norms, the Academy will be able to maintain or increase engagement and achievement for the 2020-2021 school year.

Educational Goals

Goal on curriculum covered. Monthly progress in content being covered. Curriculum maintains or advances the amount of content compared to previous years.

The Academy will monitor progress in content coverage, by maintaining a scope and sequence document, Project Grid, and compiling a list of the competencies covered each month throughout the school year. By the middle (January 22, 2021) of the school year the goal is for 50% of the competencies to have been taught/covered, with a plan in place for coverage for the rest of the competencies.

75% of students will demonstrate proficiency in core class competencies covered as evidenced by reports generated through our Student Information System ("SIS"). This will be evaluated mid year (January 22, 2021) and end of year (June 11, 2021) based on the competencies covered at each point.

75% of seniors will fulfill the requirements of the Senior Chronicle as evidenced by progress on assignments in Google Classroom and the Senior Chronicle Rubric by the end of the school year (June 11, 2021).

Instructional Delivery & Exposure to Core Content

Instructional Delivery

Instruction when the region the school is located is in Phase 1, 2 or 3 of Michigan's Safe Start Plan

Instructional Mode:

The Academy plans to use Google Classroom for virtual learning. All students have been or will be provided with a school-issued Chromebook. If students do not have internet access, the Academy will provide students with Wi-Fi hotspots within one week of notification. The Academy will continue to survey families through email and phone calls to identify technology needs. The Academy will provide Wi-Fi access from their parking lot while people remain in their vehicles. Other arrangements, such as paper-based assignments, may be available on a case-by-case basis. Our monthly School Board recertifications will specify any changes, as appropriate.

Instructional Delivery:

Students will alternate days with virtual classes on a modified bell schedule during the hours of 8 am - 3 pm, with office hours offered between 8 am - 4 pm.

- Students are expected to join a live 30 minute session held by teachers for each class once a week and each class will have an online course shell that would function as the full course if the student is unable to attend live sessions.
- Teachers will offer posted virtual office hours equivalent to one hour a day.
- Teachers will be available for additional virtual office hours by appointment.
- Monday - Thursday from 3 pm - 4 pm will be reserved for optional afternoon Project Support Time and Fridays will be available for virtual meetings by appointment with teachers.

Using technology, content delivered will be hosted on Google Classroom. Students will continue to engage in the Academy's Project Based Learning model during virtual learning. Teachers will be accessible for real time interactions, using Zoom or Google Meet, to answer questions, facilitate classroom discussion, and provide support throughout the week during office hours and by appointment. Live instruction will be recorded and posted, or an equivalent resource will be posted to Google Classroom for each live session. Asynchronous instruction through pre-made materials and/or videos will be provided throughout the week.

Instruction when the region the school is located is in Phase 4 of Michigan's Safe Start Plan

Instructional Mode:

The Academy plans to employ a blended learning model to reduce capacity in order to ensure safety and distancing protocols. The Academy will use Google Classroom for virtual learning. All students have been or will be provided with a school-issued Chromebook. If students do not have internet access, the Academy will provide students with Wi-Fi hotspots within one week of notification. The Academy will continue to survey families through email and phone calls to identify technology needs. The Academy will provide Wi-Fi access from their parking lot while individuals remain in their vehicles. Other arrangements, such as paper-based assignments, may be available on a case-by-case basis.

Instructional Delivery:

Initial transition to in-building learning (at least 14 days): Continue virtual learning for the first 14 days of Phase 4 to monitor the situation and allow families and teachers time to prepare for transition back to the building.

Continuation of fully virtual learning with in-person office hours available by appointment.

- Teachers will return to the building.
- Teachers will hold both in-person and virtual office hours by appointment.

Secondary Phase 4 (following the initial transition in Phase 4 when data suggests it is safe to continue our transition into the building): Students will alternate days with expected in-person attendance and optional virtual attendance on a posted schedule (8 am - 3 pm).

9th and 11th graders will be expected to meet in person in classes Mondays or Tuesdays each week on an alternating basis as scheduled by the school; Wednesdays and Thursdays will be virtual learning days in which students will be expected to participate by one of the following options to be marked present:

- Virtual afternoon PST attendance or office hours
- Virtual teacher meeting via Zoom or Google Meet
- Communicate and/or submit the assignment on time for the day

10th and 12th graders will be expected to meet in person in classes Wednesdays or Thursdays each week on an alternating basis as scheduled by the school; Mondays and Tuesdays will be virtual learning days in which students will be expected to participate by one of the following options to be marked present:

- Virtual afternoon PST attendance or office hours
- Virtual teacher meeting via Zoom or Google Meet
- Communicate and/or submit the assignment on time for the day

Students will also have the opportunity to participate in our distance learning program engaging with fully online courses and weekly in-person or virtual support on Fridays.

Using technology, content delivered will be hosted on Google Classroom. Students will continue to engage in the Academy's Project Based Learning model during blended learning. Teachers will be accessible for real-time interactions, using Zoom or Google Meet, to answer questions, facilitate classroom discussion, and provide support throughout the week during office hours and by appointment. Asynchronous instruction through pre-made assignments and/or videos will be provided throughout the week.

The Academy may revert to a 100% virtual learning program if the school does not have enough staff to facilitate in-person learning due to COVID-19 related issues. Additionally, the Academy may revert to 100% virtual learning based on the needs of the community (students, family, and school).

Instruction when the region the school is located is in Phase 5 of Michigan's Safe Start Plan

Governance

The Academy plans to use Google Classroom for virtual learning and virtual learning with optional in-person support. A Preparedness Plan Committee has begun meeting to gather feedback and continue to plan for the return to school.

Instruction

The Academy plans to employ a blended learning model to reduce capacity in order to ensure safety and distancing protocols. The Academy plans to use Google Classroom for virtual learning. All students have been or will be provided with a school-issued Chromebook. If students do not have internet access, the Academy will provide students with Wi-Fi hotspots within one week of notification. The Academy will continue to survey families through email and phone calls to identify technology needs. The Academy will provide Wi-Fi access from their parking lot while individuals remain in their vehicles. Other arrangements, such as paper-based assignments, may be available on a case-by-case basis.

Instructional Delivery

Continuation of Secondary Phase 4 Blended Learning: Students will alternate days with expected in-person attendance and optional virtual attendance on a posted schedule (8 am - 3 pm).

9th and 11th graders will be expected to meet in person for classes Mondays or Tuesdays each week on an alternating basis as scheduled by the school; Wednesdays and Thursdays will be virtual learning days in which students will be expected to participate by one of the following options to be marked present:

- Virtual afternoon PST attendance or office hours
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- Communicate and/or submit the assignment on time for the day

10th and 12th graders will be expected to meet in person for classes Wednesdays or Thursdays each week on an alternating basis as scheduled by the school; Mondays and Tuesdays will be virtual learning days in which students will be expected to participate by one of the following options to be marked present:

- Virtual afternoon PST attendance or office hours
- Virtual teacher meeting via Zoom or Google Meet
- Communicate and/or submit the assignment on time for the day

The Academy plans to maintain all Phase 5 protocols outlined in the Academy's Covid-19 Preparedness and Response Plan until the region the school is located is in Phase 6 of Michigan's Safe Start Plan for at least 28 days.

Exposure to Core Content

Each content area has developed a set of competencies that are expected to be covered throughout the school year. These competencies are based on the Michigan Merit Curriculum and Standards. This will be monitored through our scope and sequence document, the Project Grid. Regular curriculum content meetings will occur to ensure the competencies are being covered as they would each year.

Pupil Progress

The Academy will utilize a Competency-Based Grading model. The Academy will continue use of our SIS, Alma, for pupils and parents/guardians to monitor student progress and communicate overall course grades. Parents will have access to the SIS via the internet and can log on at any time.

Equitable Access

Access to Technology

The Academy plans to use Google Classroom for virtual learning. All students have been or will be provided with a school issued Chromebook. If students do not have internet access, The Academy will provide students with Wi-Fi hotspots within one week of notification. The Academy will continue to survey families through email and phone calls to identify technology needs. The Academy will provide Wi-Fi access from their parking lot while people remain in their vehicles. Other arrangements, such as paper-based assignments, may be available on a case-by-case basis.

Access to Instruction

The Academy will comply with guidance from the United States Department of Education, including the Office of Civil Rights and Office of Special Education and Rehabilitative Services, and the Michigan Department of Education concerning the delivery of alternative modes of instruction to students with disabilities in light of the impact of COVID-19.

Our social worker and special education teacher will continue to provide services to students through one-on-one virtual meetings, based on the current IEP or 504 plan. We will primarily be using Zoom and Google Meet to host these meetings. Our advisory teachers will utilize methods of communication such as Zoom, emails, and phone calls to support students, as well as organize one-on-one support through the aforementioned services.

Based on student needs, the student support team (social worker, advisory teachers, special education teacher, school administration) will reach out to individual students and families to provide additional support. The student support team will continue to help connect families to outside agencies to help meet their needs. As advisory teachers make weekly check-ins, they will monitor and assess the needs of students and families. If a need is presented, the teacher will elevate that need to the school administration to make the necessary follow-up.