



April 15, 2020

Mr. Calvin Sims
Detroit Innovation Academy
18211 Plymouth Rd.
Detroit, MI 48228

Re: Approval of Continuity of Learning and COVID-19 Response Plan ("Plan")

Dear Mr. Sims:

I am pleased to inform you that the Plan for Detroit Innovation Academy ("Academy") has been approved by The Governor John Engler Center for Charter Schools at Central Michigan University and will be transmitted by our office to the State Superintendent of Public Instruction and the State Treasurer. The Plan is effective as of the date indicated in the Plan. You may proceed with Plan implementation for the remainder of the 2019-2020 school year and, if applicable, other elements that affect the 2020-2021 school year.

Please also proceed with the following next steps:

- To fulfill one of the required assurances, immediately add a copy of the approved Plan, assurances document, and budget outline to the Academy's website. An approved copy of the Plan is attached and can be found in Epicenter.
- Present the Plan to the Academy's Board of Directors ("Academy Board") at its next scheduled meeting. At that meeting the Academy Board should approve any necessary amendments to the Academy's 2019-2020 budget or other relevant agreements needed to implement the Plan. In accordance with the Terms and Conditions of the Academy's charter contract ("Contract"), the approved Plan shall constitute a Contract amendment to the Contract upon approval by the Academy Board. This Contract amendment will remain in effect as long as the Plan remains in effect. Attached please find a draft resolution for the Academy Board to use in approving the Plan and Contract amendment.

If the Academy requires an amendment to the Plan, please contact Amy Densmore, Director of Charter Accountability, at (989) 506-0355 or via email at avanatten@thecenterforcharters.org to initiate that process.

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 fluid and cursive, with the first name "Corey" and last name "Northrop" clearly legible.

Corey Northrop
Executive Director

cc: Ehrlich Crain, Board President
Linda Previch, Board Corresponding Agent

Attachments:

Approved Continuity of Learning and COVID-19 Response Plan
Academy Board Resolution

Continuity of Learning and COVID-19 Response Plan (“Plan”) Assurances

Date Submitted: 4/8/2020

Name of District: Detroit Innovation Academy

Address of District: 18211 Plymouth Road, Detroit, MI 48228

District Code Number: 82739

Email Address of the District: calvin@aceroed.org

Name of Intermediate School District: Wayne Regional Educational Service Agencies

Name of Authorizing Body: Central Michigan University

This Assurance document needs to be returned to your Authorizing Body with your Continuity of Learning Plan and Budget Outline beginning April 8, 2020 to indicate that the District will adopt a plan to ensure continuous learning for all students through the remainder of the 2019-2020 school year. Districts should submit one plan for all buildings.

The applicant hereby provides assurance it will follow the requirements for a Continuity of Learning Plan for the remainder of the 2019-2020 school year:

1. Applicant assures that all student learning will take place under the direction of a teacher of record for each student.
2. Applicant provides assurance that it will pay all current employees during the balance of the 2019-2020 school year under the same terms and conditions established prior to the school closure order period.
3. Applicant assures that local bargaining units and school boards agree to implement the Continuity of Learning Plan.
4. Applicant assures that food distribution has been arranged for or provided for eligible students.
5. Applicant assures coordination between applicant and Intermediate School District in which the District/PSA is located to mobilize disaster relief child care centers.
6. Applicant assures that to the extent practicable the District/PSA will in good faith provide students with IEPs/Section 504 Plans the opportunity to participate in learning consistent with existing plans.
7. Applicant assures that Continuity of Learning Plan, Assurance Document, and Budget Outline will be posted immediately following approval to the District's/PSA's budget transparency website icon.

Continuity of Learning and COVID-19 Response Plan (“Plan”)

The goal of a Continuity of Learning Plan and COVID-19 Response Plan is to ensure that each District and Public School Academy is, to the best of their ability, providing each student with instruction to help them stay on pace in their learning. This application recognizes that there is no “one-size-fits-all” solution; multiple means of engaging students and supporting families may be necessary that may vary by grade level, school building, or student population served.

Date Submitted: 4/8/2020

Name of District: Detroit Innovation Academy

Address of District: 18211 Plymouth Rd, Detroit, MI 48228

District Code Number: 82739

Email Address of the District: calvin@aceroed.org

Name of Intermediate School District: Wayne Regional Educational Service Agencies

Name of Authorizing Body: Central Michigan University

In accordance with Executive Order 2020-35 a Plan must include all of the following parts:

1. Please describe the methods the district will use to provide alternative modes of instruction other than in-person instruction and a summary of materials each pupil and the pupil’s parents or guardians will need to meaningfully access the alternative modes of instruction included in the Plan. If the Plan relies on electronic instruction, the Plan must ensure to the extent feasible that pupils have access to a connected device capable of accessing the electronic instruction and must not penalize a pupil for the pupil’s inability to fully participate.

“Alternative modes of instruction” means modes of pupil instruction, other than in-person instruction, that may include, without limitation, partnerships with other districts or intermediate districts or community colleges or institutions of higher education, use of vendors, use of online learning, telephone communications, email, virtual instruction, videos, slideshows, project-based learning, use of instructional packets, or a hybrid of multiple modes of learning that still promote recommended practices for social distancing in response to COVID-19.4

District/ PSA Response:

Detroit Innovation Academy will engage in a hybrid of multiple modes of learning, which will include the following:

- Virtual instruction through the use of teacher created videos, slideshows/power points, and instructional lessons/assignments posted on Classroom dojo, and utilizing Classroom dojo scholar portfolios for scholar to submit and receive feedback on their work
- Emailing of instructional packets to parents
- Virtual instruction via Zoom and/or Google classrooms
- Telephone communication to scholar without internet access
- U.S. Postal Mail of assignments for scholars without internet access
- Various learning links, including Moby Max, Raz-Kids, Edgenuity, will also be utilized for instruction.
- Materials: Scholars will need a computer, tablet or phone with access to internet in order for students to engage in the multiple modes of learning. If they do not have internet access, then a working telephone is sufficient for the delivery of instruction as well. Scholars will also need paper and pencil in order to complete instructional work at home.

2. Please describe the methods the district will use to keep pupils at the center of educational activities, including outreach to continue building relationships and maintain connections, and to help pupils feel safe and valued.

District/ PSA Response:

To keep scholars at the center of educational activities, Detroit Innovation Academy will:

Academics:

- Utilize Classroom Dojo as the main platform of learning, seeing as the majority of our parents and scholars are already connected to this platform. Teacher will post a combination of video created posts /assignments tasks/expert video lesson daily.
- Scholars can submit assignment responses to their dojo portfolios.
- Teachers will provide feedback to all scholars who submit responses to their dojo portfolio
- Teachers will track scholar progress on an academic log
- Teachers will choose a platform to virtually –meet with their scholars at minimum once a week
- Teachers will be required to contact their homeroom families and log this contact at least once a week. This will be for the purpose of building relationships and maintaining connections to their scholars /families.
- Various learning links, including Moby Max, Raz-Kids, Edgenuity, will also be utilized to keep scholars at the center of educational activities.

- U.S. Postal Mail of assignments for students without internet access
- Detroit Innovation Academy has developed a weekly schedule plan and will offer suggestions for routines and structures for consistency for our families through our social sites.
- Detroit Innovation Academy will also create a video to post on Youtube, as well as on classroom dojo and the Detroit Innovation Academy Facebook page that shows teachers and families sending words of encouragement to our families in order to build relationships and make scholars/parents feel valued.
- If a teacher is not able to achieve any type of contact with a family after ten days they will notify administration to make contact. If administration contact is not successful a U.S postal mailing will be sent to that family.
- Detroit Innovation Academy will also offer enrichment opportunities through Google Classroom during the summer to continue in the efforts of keeping pupils at the center of educational activities.

Special Services:

- Special education services including speech pathology and occupational services will continue via Google classrooms, as well as telephone conferences and emailing packets to parents as well. Staff hold IEP and re-evaluation meetings in compliance with timelines through video conferences or by phone. Compensatory services will be offered for students for services were not able to be met via phone/virtual meetings once school resumes.

Mental Health:

- Lincoln Behavioral Services is also being utilized to deliver tele-health therapy services via phone or video conferences to families in need
- Social workers will also be utilized to deliver social emotional services via phone or video conferences to students
- Social workers will post assignments/information on our social sites that will be aimed to help with families' emotional needs.

3. Please describe the district's plans to deliver content in multiple ways so that all pupils can access learning.

District/ PSA Response:

The district plans to deliver content in multiple ways, including the following:

Hard Copy Components:

- Personalized Folders were handed out during the initial closure on 3/13/20 and 3/18/20 to K-8th grade students, that were 4 weeks' worth of work
- Parents who were not able to retrieve packets in person were able to download the personalized packets from Classroom Dojo or were sent via email to be printed at home.
- Once we are able to enter the school, we will continue to create hard copy components to be picked up by parents. In extreme cases the principal may deliver the packets to homes.

Online Components:

- DIA will utilize Classroom Dojo as the main platform of learning, seeing as the majority of our parents and scholars are already connected to this platform. K-8th grade teachers will post a combination of self-created video posts, assignments tasks, or expert video lessons daily. Students can submit assignment responses to their classroom dojo portfolios. Teachers will provide feedback to all students who submit responses in their dojo portfolio. Teachers will also track student progress on academic logs.
- All K-8th grade teachers will also choose a platform to virtually –meet|| with their students, through Zoom or Google classrooms.
- During virtual meetings, teachers will take attendance for those students who attend and make note of those who do not. Teachers and administration will follow up with communication via phone, school messenger, dojo messages, and email to note when a student misses a class session and encourage parents and scholars to join the next meeting.
- Teachers will be available to answer scholars or parent questions during typical school hours (8:00-4:00) via their Google telephone numbers, email or social site messages such as dojo.
- In extenuating cases where students do not have access to internet, teachers will deliver instruction via telephone.
- Once we are allowed back into our building instructional packets will be created, and distributed to parents via in person or mail.
- The below schedule will be followed for weekly virtual meetings for K-8th grade, beginning Monday, April 13, 2020. This schedule will also be posted on all social sites and made aware to parents via school messenger, and teacher phone calls.

Teacher	Grade Level	Virtual Platform	Monday	Tuesday	Wednesday	Thursday	Friday
Taylor	K	Zoom	1:00-2:00				
Anthony	K	Zoom		2:30 - 3:30			
Dumas	1 ST	Zoom				1:00-2:00	
Odom	1 ST	Zoom	10:00-11:00				
Hudson	2 ND	Zoom		9:00-10:00			
Hamlin	2 ND	Zoom		10:00-11:00			
Walls	3 RD	Zoom			12:00-1:00		
Neblett	3 RD	Zoom			10:00-11:00		
Jones	4 TH	Zoom			1:00-2:00		
Konieczki	4 TH	Zoom			9:00-10:00		
Boss	5 TH	Zoom					11-12
Kaiser	5 TH	Zoom					2-3
Hedgespeth	6 TH	Zoom					1-2
DasGupta	6 TH	Zoom					10:00-11:00
Hancock	7/8 TH	Zoom			7 TH -2:00-2:40 8 TH : 2:45-3:30		
Estmond	7/8 TH	Zoom		7 TH 11:00-11:40 8 TH 11:45-12:30			
Jacobs	7/8 TH	Zoom				7 TH 2:00-2:40 8 TH - 2:45-3:30	

4. Please describe the district's plans to manage and monitor learning by pupils.

District/ PSA Response:

- Regardless of component, Hard Copy or Online teachers will use a standards-based grading system where students will be measured on the objectives of their current grade level.
- Academic Logs will be utilized to monitor learning by pupils. Teachers will track all assignments that are assigned. Once student submits assignment responses, teachers will provide written feedback to all students and track individual student progress on the academic log.
- Special Education Service Logs will be utilized to manage and monitor scholars who are serviced.
- Administrators will be present during teachers' virtual meetings and monitor all teachers posts daily and provide feedback on virtual instruction.
- Bi-weekly grade level team meetings will continue with administrators and teachers in order to better manage teachers and student learning needs.
- One-on-one– weekly phone call check in meetings with teachers will also occur in order to better assist teachers in managing and monitoring learning by pupils. Teachers will continue to receive feedback for online instruction; this will also allow teachers an opportunity to reflect on instruction and guide them in next steps.
- Virtual professional developments will occur in order to better assist teachers in managing and monitoring learning by pupils.

5. Please attach a budget outline estimating additional expenditures associated with the Plan and sources of revenue to pay for those expenditures.

District/ PSA Response:

- Detroit Innovation Academy does not envision any additional expenditure associated with the plan at this time.

6. Please describe the manner in which district administrators, board members, teachers, and any representatives of teachers collaborated in development of the Plan.

District/ PSA Response:

- School leaders provided opportunities, and led sessions, in order facilitate and support collaboration of teachers to develop the learning plan beginning on Thursday, March 12 This was in the form of an informal brainstorming session, to begin planning process, in the event there was a school closure. Once the school closure was formally announced, a professional development day was established on Friday, March 13th in order to develop and implement plans for the school closure from March 16th through April 6th.
- On April 3rd, teachers engaged in a virtual profession development via Zoom and were given a framework from School and District leaders based on lessons learned from the initial three-week (March 16th – April 3rd) closure plan. Teachers were given the week to of April 6-10 to collaborate and develop the plan which would begin implementation on Monday April 13.
- Teachers and school leaders collaborated via email, telephone, text, video conference (Zoom), in order to develop the plan.
- Detroit Innovation Academy's school principal submitted the plans to the AceroEd Superintendent for collaboration, guidance, support, and feedback. The Superintendent kept the Board members informed and aware of Detroit Innovation Academy's plans through continued communication with the Board President and the Boards Academic Committee.
- Feedback and ideas were incorporated from both Detroit Innovation Academy staff members and the district Superintendent to create the Continuity of Learning Plan.

7. Please describe the methods the district will use to notify pupils and parents or guardians of the Plan.

District/ PSA Response:

Various methods will be used to notify parents and guardians of the plan which include:

- March 13 Detroit Innovation Academy's Principal posted a letter to the DIA Community on our Facebook Page, Classroom Dojo page, as well as sent a Robo-Call to all parents informing them about the initial plan for March 16 – April 6. This was followed by scheduled pick-up days where parents could pick up packets.
- An addition letter and Robo-Call and posting on social sites took place on March 16, 18, 20 and April 1st regarding addition packet pick up days, and suggested tips for successful at home learning strategies for parents.
- April 3rd Detroit Innovation Academy's Principal informed parents about the end for –in-person instruction for the rest of the 2019-2020 school and that we are making plans and arrangements for the continued learning for all of DIA's scholars.
- School Messenger outreach phone calls to all contacts in the Academy's Power School account will continue to be sent out to notify parents/guardians of the plan and any updates that occur moving forward.
- Homeroom teachers will contact all homeroom students to notify parents/guardians of the plan via telephone, and will continue weekly.
- Details of the plan will also be posted on the Academy's social sites, such as Facebook, Class dojo, and via email.

8. Please provide an estimate of the date on which the district will begin implementation of the Plan, which must be by April 28, 2020.

District/ PSA Response:

Detroit Innovation Academy began Distance Learning Instruction on Monday, March 16th when the initial school closure began. We created a four-week plan to cover learning until April 3rd because our Spring Break is from April 6 – 13. During our Spring Break the DIA staff will be preparing for the Continuity of Learning Plan to begin on April 13th. This plan will remain in place until the end of the scheduled school year.

9. Please describe the assistance, to the extent feasible, to pupils enrolled in any postsecondary dual enrollment courses under Public Act 160 of 1996, as amended, MCL 388.511 to 388.524, and the Career and Technical Preparation Act, 258 PA 2000, as amended, MCL 388.1901 to 388.1913, in completing the courses during the 2019-2020 school year.

District/ PSA Response:

The Academy provides instruction to grades kindergarten through eight; dual enrollment is not applicable.

10. Please describe whether the district will continue provide or arrange for continuation of food distribution to eligible pupils.

District/ PSA Response:

Detroit Innovation Academy does not plan to provide food distribution to eligible pupils, however, we have notified parents and guardians of various local food distribution locations that are available to students in the community and in the surrounding area. A Forgotten Harvest Food Drive occurs twice weekly (Tuesdays and Saturdays) at the Academy; all are welcome and parents are notified with weekly reminders via social media platforms and robo-calls.

11. Please confirm that the district will continue to pay school employees while redeploying staff to provide meaningful work in the context of the Plan, subject to any applicable requirements of a collective bargaining agreement.

District/ PSA Response:

All School Employees and contractors essential to student academic, social and emotional learning (Speech, Social Work services, etc....) will continue to be paid during this time to ensure the continuity of learning for all students. Support staff may be redeployed to provide meaningful work in support of the Plan.

12. Provide describe how the district will evaluate the participation in the Plan by pupils.

District/ PSA Response:

- Teachers will conduct one phone call with each of their homeroom students once per week and one alternative connection (text, email, dojo, etc.).
- Teachers will also contact parents each week to inquire and provide feedback on student progress and learning.
- Contact Logs will be submitted to the administrative team weekly.
- All K-8th grade students will submit assignments digitally or complete tasks through online platforms in order for teachers to assess learning.
- Staff will continue to engage in weekly one-on-one Zoom meetings with administration.
- Staff will continue to engage in bi-weekly grade level team meetings with administration.
- Staff will continue to engage in weekly professional development opportunities.
- Administration meetings will be held weekly to review student participation via teachers contact and academic logs, dojo posts and feedback, as well as the attendance of virtual meetings.
- A parent survey will also be created in order to receive feedback from parents and students.

13. Please describe how the district will provide mental health supports to pupils affected by a state of emergency or state of disaster prompted by COVID-19.

District/ PSA Response:

- Teachers and/or administrators will check in with families weekly in order to build relationships. Teachers and administrators can refer students or families who are affected by the state of emergency or state of disaster prompted by COVID-19 to our general education social worker to aid students at this time.
- Lincoln Behavioral Services will be utilized to deliver telehealth therapy and counseling services via phone or video conferences to families in need of counseling services.
- Social workers will also deliver social emotional counseling services via telephone or video conferences to students in the general population as well as students who currently receive social work services.
- Classroom Dojo Big Ideas videos will be shared with students/ families as it relates to social-emotional wellbeing.
- COVID-19 support systems/services will be posted regularly on all social sites, such as Classroom Dojo and Facebook.

14. Please describe how the district will support the efforts of the intermediate district in which the district is located to mobilize disaster relief child care centers as described in Executive Order 2020-16 or any executive order that follow it.

District/ PSA Response:

Detroit Innovation Academy is working in cooperation with Wayne RESA, to coordinate emergency childcare for children birth-12 years old for the Essential Workforce supporting our community. Parents and guardians will be notified via Facebook, classroom dojo and a School Messenger phone call of how to complete the Essential Worker Childcare Intake form online, as well as various options and supports that are in place within the community.

15. Does the District's plan provide for the adoption of a balanced calendar instructional program for the remainder of the 2019-2020 school year and planning for the adoption of a balanced calendar instructional program for the 2020-2021 school year?

District/ PSA Response:

Detroit Innovation Academy's plan does not provide for the adoption of a balanced calendar instructional program for the remainder of the 2019-2020 or the 2020-2021 school year.

Name of District Leader Submitting Application:	Calvin Sims, Superintendent
Date Approved:	04/15/2020
Name of Authorizer Designee:	Corey Northrop, Executive Director
Date Submitted to Superintendent and State Treasurer:	04/15/2020
Confirmation approved Plan is posted on District/ PSA website:	



Amy Densmore <amyvanatten@gmail.com>

Continuity of Learning and COVID-19 Response Plan ("Plan")

1 message

Google Forms <forms-receipts-noreply@google.com>
To: amyvanatten@gmail.com

Wed, Apr 15, 2020 at 3:18 PM

Thanks for filling out [Continuity of Learning and COVID-19 Response Plan \("Plan"\)](#)

Here's what we got from you:

Continuity of Learning, and COVID-19 Response Plan ("Plan")

In accordance with the Governors Executive Order No. 2020-35, there has been a suspension of in person K-12 instruction for the remainder of the 2019-2020 school year. School districts are required to submit a "Continuity of Learning and COVID-19 Response Plan" (Plan) to their Intermediate School District (ISD) or authorizing body (if applicable) for review and approval no later than April 28, 2020. Intermediate districts and authorizing bodies shall submit one copy of the approved Plan by District to the State Treasurer and State Superintendent by completion of the following form and uploading a complete copy of the approved Plan. All questions regarding submission can be directed to OSRFA@michigan.gov

Email address *

Intermediate School District/ Authorizing Body Information

Name of Intermediate School District (If you are an Authorizing Body select "Other") *

Name of Authorizing Body (if an ISD please answer "NA") *

Central Michigan University

Name of ISD Superintendent/Authorizer Designee *

Corey Northrop

School District Information

Name of School District *

Detroit Innovation Academy ▼

School District Code Number *

82739 ▼

School District Contact Name *

Calvin Sims

School District Contact Email Address *

calvin@aceroed.org

School District Contact Phone Number *

313-736-5537

Plan Specifics

Confirmation "Continuity of Learning and COVID-19 Response Plan" has been approved by your ISD/Authorizing Body? *

- ☒ Yes
- ☐ No

Date of ISD/Authorizer Body Approval? *

April ▼	15 ▼	2020 ▼
---------	------	--------

What is your best estimate of additional cost associated with Plan implementation? *

\$0

Attach a PDF file of the Approved Plan. *

Files submitted:

82739 DIA CLP Approved - Amy Densmore.pdf

By clicking submit on this form, you are certifying that the District's Plan has been approved by the ISD/Authorizing Body, contains a PDF file of the approved Plan, and the information provided is true, accurate, and in accordance with Executive Order No. 2020-35. *

- ☒ Yes
- ☐ No

Create your own Google Form