



April 27, 2020

Mr. John Thompson  
Lakeside Academy  
3921 Oakland Dr.  
Kalamazoo, MI 49008

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

Dear Mr. Thompson:

I am pleased to inform you that the Plan for Lakeside 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](mailto: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: Rob Pennock, Board President  
Barb Criqui, 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: April 17, 2020

Name of District: Lakeside Charter School District

Address of District: 3921 Oakland Drive, Kalamazoo, MI 49008

District Code Number: 39900

Email Address of the District: john.thompson@sequelyouthservices.com

Name of Intermediate School District: Kalamazoo Regional Educational Services Agency

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:	April 17, 2020
Name of District:	Lakeside Charter Schools
Address of District:	3921 Oakland Dr., Kalamazoo, MI, 49008
District Code Number:	39900
Email Address of the District:	john.thompson@sequelyouthservices.com
Name of Intermediate School District:	Kalamazoo Regional Educational Services Agency
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.***

## **DISTRICT/PSA RESPONSE**

Lakeside Charter School is a strict discipline academy as defined by the Revised School Code (“Code”) comprised of two (2) campuses that encompass residential treatment facilities serving adjudicated and foster care youth. All instructional staff and treatment employees are staffed through agreements with Sequel Youth Services. Due to the nature of the campuses and facilities, all employees have been deemed essential and have continued to work since the Executive Order 2020-35 closed all school buildings for the remainder of the 2019-2020 school year. As services continue on the residential treatment/juvenile center/child caring institution, students will be provided access to online learning two to three hours a day, Monday - Friday within their residential centers. The campus is equipped with the necessary infrastructure, and all students have access to appropriate internet and computers. The students will utilize Edgenuity as their online platform, a system that is already implemented and students are familiar with. For students who receive special education services, Math 180 and Read 180 will be available.

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**

All students will be assigned one to two classes deemed necessary for their academic success in an effort to ensure teaching and learning remains at the forefront of each student’s individual education plans in accordance with the Michigan Merit Curriculum. In order to continue maintaining relationships, and as previously noted, teachers have been continuing to provide essential services, as allowed under the Executive Order. In this capacity, they have the ability to work in the student living quarters to assist with supervision per Sequel Youth Services policy and will continue to work in the living quarters outside the two to three hours. During this time, teachers will conduct welfare checks weekly with their assigned student groups to ensure the student’s emotional and physical wellbeing. Welfare checks are also done daily by the treatment facility professionals.

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

## **DISTRICT/PSA RESPONSE**

The facilities are already equipped with the appropriate materials, and all students will have access to the same equipment required to participate in online learning. To ensure availability, the district will purchase additional computers and headphones for student use.

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

#### **DISTRICT/PSA RESPONSE**

Staff have remained actively engaged, are already assigned to individual resident groups, and will be actively monitoring students during their work sessions. Teachers will utilize Edgenuity reports and communication tools to track student progress and implement supports according to already existing protocols and procedures.

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**

No additional expenditures are required to implement the Plan; however, if additional Title I funds are allocated, expenditures would be made as follows:

50 Chromebook computers and 100 headphones as back-up materials in case damage occurs during worktime in the student living quarters. The cost of the 50 Chromebooks with a protective case and a warranty is \$303 per unit, equating to \$15,150; plus headphones are \$25 dollars/pair equating to \$2,500 dollars. The total amount of additional Title I funds requested: \$17,650.

The Board will continue to receive, review and approve any necessary budget amendments to ensure the Academy remains in compliance with the Uniform Budgeting and Accounting Act.

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**

Virtual meetings, conference calls, and emails were all held in order to create this Plan including teacher input and encouragement. The Plan was written by the principal and assistant principal. Upon final approval from our Authorizer, the Plan will be ratified by the board.

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

#### **DISTRICT/PSA RESPONSE**

Teachers will receive the Plan and be provided professional development. Teachers and school leaders will then communicate to the students and the resident leaders of the expectations of the learning environment and Plan during their assigned shifts. Parents and guardians, probation officers, foster care workers, and social workers will all be notified via the case management department through written correspondence. The final approved Plan will be posted to the district website.

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**

On Wednesday and Thursday, April 22<sup>nd</sup> and 23<sup>rd</sup>, teachers will be participating in professional development. Then on Monday, April 27<sup>th</sup>, the COL Plan will begin its full implementation.

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 does not have any students participating in any technical learning or post-secondary learning experiences; therefore, this 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**

Due to the nature of our treatment facilities, students have continued to receive meals and snacks every four hours. The Academy will continue to ensure adherence to food distribution requirements to all students.

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**

The Academy does not have a collective bargaining agreement. Staff have been redeployed to provide meaningful supervision and assistance to support the Plan, as needed, and will continue to be paid.

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

**DISTRICT/PSA RESPONSE**

Student participation will be monitored via the online program Edgenuity. This program monitors student's grades, work time, and idle time. Teachers will report this out weekly and if a student is found not to be progressing, a teacher/student conference will be held and the SPED teachers will be notified.

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**

Based on the essential status of the residential treatment facility, the therapy department continues to provide weekly individualized therapy, program-based therapy (anger management, substance abuse, etc.), and family therapy sessions. The case managing department will also continue to facilitate communication or support with families in the wide-range of communities that our students come from.

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**

The Academy continues to work with its educational service provider, Sequel Youth Services, as well as other community organizations to create extra child-care facilities to support the need for continued child-care. The Academy will remain connected with Kalamazoo RESA to ensure adherence to applicable Executive Orders.

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**

As a strict discipline academy, the Academy does not follow a traditional school calendar. We currently operate a year-round, balanced schedule, that includes approximately 27 additional instructional days. The Academy plans to continue operating on its existing, board-approved schedule for the 2019-2020 school year, and will operate the 2020-2021 on a similar, year-round, balanced calendar.

Name of District Leader Submitting Application: John D. Thompson, Principal

Date Approved: 04/27/2020

Name of Authorizer Designee: Corey Northrop, Executive Director

Date Submitted to Superintendent and State Treasurer: 04/27/2020

Confirmation approved Plan is posted on District/PSA website:



Amy Densmore &lt;amyvanatten@gmail.com&gt;

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

1 message

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

Mon, Apr 27, 2020 at 11:37 AM

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](mailto:OSRFA@michigan.gov)

Email address \*

[amyvanatten@gmail.com](mailto:amyvanatten@gmail.com)

### Intermediate School District/ Authorizing Body Information

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

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 \***

Lakeside Charter School - Kalamazoo ▼

**School District Code Number \***

39900 ▼

**School District Contact Name \***

John Thompson

**School District Contact Email Address \***

[john.thompson@sequelyouthservices.com](mailto:john.thompson@sequelyouthservices.com)

**School District Contact Phone Number \***

269-381-4760

## 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 ▼	27 ▼	2020 ▼
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**What is your best estimate of additional cost associated with Plan implementation? \***

\$18,000
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**Attach a PDF file of the Approved Plan. \***

Files submitted:

39900 Lakeside - Kalamazoo CLP Approved - Amy Densmore.pdf
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**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

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