

# Ashley Public School

## Opportunity (Distance Learning) Plan

### “Reaching full potential through seeing, doing, and applying!”

The students at Ashley Public School will still be reaching their full potential using an online medium. They will be applying their learning through multiple platforms on a variety of devices. The teachers will maintain close relationships with their students via telecommunication including, email, online tools, and phone calls. With the advancements of online learning, the students will have ample opportunity to see, do, and apply.

This plan was built to utilize the strengths of our staff and the knowledge of our community. We believe in Ashley that quality education starts with a basic math problem; School + Students + Parents/Guardians = Quality Education. We have a strong commitment from all three denominators. It doesn't matter what is thrown at us, example a school closure, we will continue to strive for academic excellence. This will be a new innovative education opportunity for our staff and students. Collaboration and communication will be very important during this time. Ashley staff will continue to build relationships with our students, and we will use this closure as a teaching tool to stress the importance of compassion.

#### *Pandemic – Epidemic Job Roles*

<b>Administration</b>	<b>Normal School Operations</b> <ul style="list-style-type: none"><li>• Monitor attendance of students to determine impact of virus</li><li>• Call parents to see why absences are happening</li><li>• Remind staff, parents, and students to stay home when sick</li><li>• Be prepared to address large numbers of students and staff absences</li><li>• Prepare staff, parents, and students for online learning plan</li><li>• Make sure all staff are being safe</li><li>• Encourage hand washing</li></ul> <b>Extended Closure</b> <ul style="list-style-type: none"><li>• Identify essential Personnel</li><li>• Set alternate office hours</li><li>• Execute distance learning plan</li><li>• Be present to answer all questions</li><li>• Make sure all staff are being safe</li><li>• Keep everyone informed and updated</li></ul>
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<b>Staff – Including Teachers, Librarian, Special Education, Title, and Paras</b>	<b>Normal Operations</b> <ul style="list-style-type: none"> <li>• Monitor attendance</li> <li>• Be calm/reasoning voice for students</li> <li>• Prepare for closure and be ready to use distance learning</li> <li>• Reach out to parents to prepare them for distance learning</li> </ul> <b>Extended Closure</b> <ul style="list-style-type: none"> <li>• Execute distance learning plan</li> <li>• Staff stay in contact with administration daily</li> <li>• Set office hours and inform students of those hours</li> <li>• Need to be available during school hours and complete regular job requirements</li> </ul>
<b>Business Manager/Secretary</b>	<b>Extended Closure</b> <ul style="list-style-type: none"> <li>• Continue to work on budget items as needed</li> <li>• Be aware of absence policy changes to help inform students and parents</li> <li>• Help with HR part and know policy changes for all staff</li> <li>• Help administration when needed and follow recommendations for alternative work hours</li> <li>• Be flexible and help with any assignment given; each day could be different</li> </ul>
<b>Custodian Staff</b>	<b>Normal Operations</b> <ul style="list-style-type: none"> <li>• Follow new cleaning procedures</li> <li>• Assist teachers in getting cleaning supplies needed for their classrooms</li> <li>• Clean highly touched surfaces daily and more if possible</li> </ul> <b>Extended Closure</b> <ul style="list-style-type: none"> <li>• Follow recommendations from supervisor for alternative work hours and cleaning guidelines</li> <li>• Be flexible and help with any assignment given; each day could be different</li> </ul>
<b>Food Service</b>	<b>Normal Operations</b> <ul style="list-style-type: none"> <li>• Continue food preparations under guidance from administration</li> <li>• Prepare for food distribution if a closure would occur</li> </ul> <b>Extended Closure</b> <ul style="list-style-type: none"> <li>• Prepare food distribution for students under new guidance.</li> <li>• Be flexible and help with any assignment given; each day could be different</li> </ul>
<b>Bus Drivers</b>	<ul style="list-style-type: none"> <li>• Be flexible and help with any assignment given; each day could be different</li> </ul>

Ashley Public School believes that communication is the key for distant learning to be effective. Administration will be communicating with all parties as needed to make sure distant learning is happening. We will use the following ways to communicate with all parties involved:

- Honeywell Instant Alert
- School Facebook page
- Emails
- Phone Calls
- School website
- Zoom
- Class Dojo
- Weebly
- Microsoft Teams

### *Level of Continuation.*

Ashley Public School will be using a full continuation for our distant learning. We believe we will still give our students all the tools needed to move on to their next grade. Seniors will be ready for the next chapter of their lives. We know face-to-face contact is the best teaching method available, but we feel by keeping relationships and working hard our students will be ready.

**Full Continuation:** Students will be able to access grade-level and subject-matter content. Instructional support is provided, including assessment and evaluation of work. Measurable student progress is expected. Materials and instructional methods used might include all those listed below.

**Exposure to Content:** Students will be able to view content that broadly relates to content areas, such as literacy and numeracy. Focused skill development is not expected.

**Supplemental Content:** Students will be able to view and participate in activities that are directly related to grade-level skills, but there is no capacity for assessment or evaluation of work. Limited progress is expected.

**Partial Continuation:** Students will be able to access grade-level and subject-matter content. If instructional support (including assessment and evaluation of work) is provided through another medium, continued learning is possible. Measurable student progress is possible.

### *Ensuring Student Success through Robust Relationships*

Ashley Public School believes it is essential to keep student/teacher relationships a priority while starting opportunity/distant learning. We believe our students are yearning to be in school and have interactions/relationships with their teachers. Teachers will need to keep in contact with their students by setting up office hours every day. We will be using platforms such as Zoom, Class Dojo, and Microsoft Teams to ensure each

student has an opportunity to have “face-to-face” time every day. Students and teachers will continue to use Office 365. As a staff, we know how important it is to be the safety net for our students. We will continue to make student/teacher relationships a priority.

### *Health and Safety Considerations*

Ashley Public School administration and business manager will keep in constant communication with our local health department, hospital, and local physicians. On March 18, 2020 we met with our local health department, CEO of Ashley Hospital, and business manager. Together we came up with a plan for the reopening of our school. We also discussed how we are going to work together to keep our students and community safe. Our community is one of the oldest populations in North Dakota. We feel it is essential to follow all guidelines to keep our community and students safe. As a group, we will continue to communicate during this widespread health emergency. Ashley Public School will follow CDC guidance and suggestions from all government offices during this outbreak.

### *Attendance Procedures*

#### **School Reopening Attendance Procedures**

- Students will be required to attend some form of instruction where attendance will be taken on a daily basis. If attendance is not being met the K-12 principal will be in contact with parents and students.

#### **Attendance During a School Closure**

Ashley Public School believes student engagement is essential and critical to a student's continued academic growth.

- Attendance will be monitored by classroom teachers through student attendance on our educational platforms
- Attendance will be monitored by class participation, communication between students and teacher, and the completion of assignments
- We expect parents to continue to follow our attendance procedures. Parents will need to call into the office or let their child's teacher know if they are going to be absent from the daily opportunity distant learning being provided for their child
- If there are prolonged absences or disengagement, the K-12 principal will be in contact with parents and students

### *Preparing for Distance Learning*

During any extended closure due to COVID-19, Ashley Public School believes students benefit from the delivery of other means of educational services. These services will provide our students and their families with consistency and support. We believe a majority of our students like that consistency and want to be in school.

On March 16, teachers called parents with the following questions:

1. Do you have access to the internet in your home?
2. If yes, what devices do you have that can access the internet?
3. If no, do you have any devices that could access the internet if it was available?
4. Does your child/children need/want breakfast or lunch? (we will visit about this later)

For students that don't have Internet, we contacted DRN and BEK. They will deliver the Internet to those families for free. For those students that have Internet, but need more devices we will send home a Chromebook or laptop. We want to make sure every student gets the same educational opportunities.

Ashley Public School will utilize computers, personal devices, Chromebooks, and some paper packets to deliver lessons to our students. We are preparing delivery to the students through the following: Google Classroom, Microsoft Teams, Zoom, Join Me App, Class Dojo, Email, Websites, Loom, PBS Learning Media, Edmodo, and telephone check-ins to ensure that students have regular personal contact with their school teachers.

Ashley Public School is ready to transition to a digital learning environment. The staff has spent numerous hours preparing for this. We will start on March 25 with a gradual application of digital learning to ensure our students are ready as well. This will also give staff time to fix any problems, ensuring the best learning environment for our students. We will have a digital learning device in every student's hand ready to go. By March 30, we hope to start with a full online learning experience for both staff and students.

### *Staff Development*

Ashley Public School's goal is and has always been to provide training and resources required to provide the best possible learning environment for our students. As a staff, we are working together to teach and help each other through this transition into digital learning.

Below is a timeline for our teacher/school preparation.

Monday, March 16, 2020 – 12:00 p.m. to 3:00 p.m.

Administration and teachers met to discuss the Governor's plan of action pertaining to school closures and school reopening. After the teachers and administrators met, the teachers called parents and asked the four questions stated above. Then we met as a group and discussed the data from the phone surveys. As a group, we came up with a plan to ensure all students had Internet access and devices for digital learning.

Tuesday, March 17, 2020 – 9:00 a.m. to 3:00 p.m.

Administrators and teachers met as a group to develop our reopening plan. We also started to discuss and work on our plan for the possibility of school closures and started to develop digital learning ideas. Teacher with more experience in the digital learning

were sharing ideas, websites, and their knowledge with the rest of the staff. Teachers were given time to start creating their digital platforms. Teachers were given some freedom to create a digital learning environment that is grade and subject appropriate.

Wednesday, March 18, 2020 – 9:00 a.m. to 3:00 p.m.

Administrators and teachers met as a group. The meeting used the PLC format for teachers to share ideas and platforms they had found while starting to create a digital learning environment. Teachers were given time to collaborate and help each other with this process. Teachers developed their own personal applications for digital learning as it pertains to their grade and subject. Teachers continued to collaborate and share ideas throughout the day. Teachers started to contact parents and students to inform them about digital learning and how they will continue to teach through distance learning. Teachers and staff packed up students' belongings and books from their lockers and desks. Parents were notified of this process and asked to sign-up for a time to collect their children's belongings on March 19<sup>th</sup> and 20<sup>th</sup>.

Thursday, March 19, 2020

Teachers were given time to develop their digital learning opportunities for their students by using the platforms that had been discussed as a group. Teachers continued to have the opportunity to receive guidance from administration and their peers during this process. Parents were met at the doors to pick-up their child's belongings. Thursday night, a correspondence was sent out to all teachers informing them that, as a staff, we will continue to work on our digital learning platforms on March 23<sup>rd</sup> and 24<sup>th</sup>.

Friday, March 20 - Sunday March 22, 2020

These were scheduled days off for the teachers and staff. Administration finished handing out students' belongings. Wednesday, March 25<sup>th</sup> will be the first day we start digital learning for all students at Ashley Public School.

Monday, March 23 – Tuesday, March 24, 2020 9:00 a.m. to 3:00 p.m. each day

Teachers will continue creating their digital learning opportunities for their students. Teachers will finish contacting students/parents to inform and answer questions about digital learning to prepare them for Wednesday's gradual application. Teachers will be given time for staff development as needed through Mandan Canvas, our CREA, or Edu Tech. Staff collaboration will be an essential part of our planning process. Ashley Public School's administration will continue to offer additional training and support through the coming weeks.

Wednesday, March 25, 2020

We will release our content to our students, understanding that it will be a slow process. As a staff we know that there are going to be adjustments and changes that will need to be made to ensure our students are still receiving a high quality education. We will continue to have time set aside for PLC meetings each week.

Wednesday, July 29, 2020

Teachers and administration met to continue to work on in school and distance learning plans.

Thursday, August 6, 2020

Teachers had a training from Edutech on the Microsoft Teams platform. After the training the high school staff and administrators decided that Microsoft Teams will be

the platform of instruction for distance learning. Elementary teacher are going to Class Dojo, Zoom and Weebly for their platform.

### *Student Development*

Ashley Public School believes that student development is very critical during the school closure and also during any time that learning is taking place. As already stated in this plan, preparing our students for the following year is vital. We as a school discussed how busy work, a lot of screen time, or over-assigning work during this time wouldn't be beneficial for our students. It is our school's intent to deliver high-quality, grade-level appropriate learning opportunities that align with North Dakota Standards and Power Standards. Students will receive the information needed to learn and succeed in a variety of ways. Through websites that teachers made and other technology tools that pertain directly to student learning. As a staff we all believe that student development and student achievement is our number one goal through our various distance learning platforms. We believe a benefit of a small school is we know every student and their families. Because of this we can tailor learning to reach individual student's needs. Ashley Public School holds ourselves to high standards to ensure that none of our students fall through the cracks. With some students this is hard in a regular classroom setting, so we are going to have to be very creative. As a staff, we are working diligently to make sure all of our students have what they need to excel during distance learning. This experience will make everyone in our school better at what we do; everyone has had to use outside-of-the-box thinking. Critical thinking is stressed to the students in every day learning now the staff has to use critical thinking to prepare for distance learning.

### *Models of Instruction*

#### *PK Special Education*

- During a partial closure individual instruction shall be used.
- During a full closure Class Dojo, Zoom and Weebly will be used to virtually interact with our students synchronously and asynchronously to provide services and support. Support to family will also be provided through this mechanism.

#### *Elementary (K-6)*

During a partial or full closure, Class Dojo, Zoom and Weebly will be used to virtually interact with our students synchronously and asynchronously to provide services and support. Support to family will also be provided through this mechanism. Learning opportunities will be shared with students via the above platforms. Administration will have teachers use two to three forms of assessments weekly to monitor student's growth. This may be adjusted to a higher amount of assessments as students and teacher become comfortable with their new routine. The goal is to monitor student growth to provide feedback and prepare them for the next school year. Ashley School



District will continue to follow policies, practices, and grading structure during this closure.

#### *Middle School (7-8) & High School (9-12)*

This is including all Middle School and High School classes, including CTE and Lab Sciences. During a partial or full closure Microsoft Teams and other tools will be used to virtually interact with our students synchronously and asynchronously to provide services and support. Support to family will also be provided through this mechanism. Learning opportunities will be shared with students via Webpages, Classroom Facebook groups, and/or Class Dojo to name a few. Administration will have teachers use two to three forms of assessments weekly to monitor student's growth. This may be adjusted to a higher amount of assessments as students and teacher become comfortable with their new routine. The goal is to monitor student growth to provide feedback and prepare them for the next school year. Ashley School District will continue to follow policies, practices, and grading structure during this closure.

#### *NDCDE, Dual Credit, ITV*

During a partial or full closure, classes will continue as structured through their learning platform. Administration will be in contact with NDCDE, Dual Credit through Dakota College, BSC, and our ITV consortium to relay information to students and parents as needed. Students will follow the structure in place for this online learning.

#### *Progress Monitoring*

- Monitoring student progress will be accomplished through each grade-level platform. These systems allow us to review student submissions and provide feedback.
- Staff will continue to meet weekly to monitor student progress and address learning gaps that are recognized. Staff will have access to specialists to assist them in providing resources and supports to students demonstrating academic needs. Like stated in the plan, we will use PLC meetings to address this. We will also use PLC time to address strategies of what is or isn't working for student understanding. Just like an in-school day, we will continue to address concerns with parents and other staff if a student is not making progress. This is a key time for communication and collaboration. As stated in our plan, the goal is for no students to fall through the cracks.
- If students are not submitting completed work, commenting on group discussions and/or participating in teacher check ins, teacher(s) and/or administration will contact students individually to check in on their learning and to see if additional supports are needed. If this continues, administration will contact parents to come up with a plan for their child to succeed.

#### *Student Access to Devices, Internet Access, Ensuring Access*

I am going to answer all three of these questions at one time. As stated earlier, we believe communication with our parents is key. Also as stated above, we surveyed families to determine the following:



1. Do you have access to the internet in your home?
2. If yes, what devices do you have that can access the internet?
3. If no, do you have any devices that could access the internet if it was available?

A handful of families in our district did not have access to Internet. We called our local providers to ensure access for those families. All families will have Internet in the household. Most families had the devices needed to hook up to the Internet. For those students who didn't have the devices needed, the school will be giving them devices to use during the epidemic. We also have families with multiple students who are worried they don't have enough devices at home. We will also be giving devices for those students to use as well. We want to make sure every student gets the same educational opportunities. Ashley School District feels we have the infrastructure and professional capacity in place to support all student learning. When we talk about all students, we are talking regular education, special education, Title students, and students at risk. Our plan also includes all of these students. Special Education and 504 students will be provided the same modifications and accommodations outlined in their IEP. Special Education teachers and Title teachers will work with the regular education teachers to determine appropriate modifications. All teachers and related service providers will be available to support student learning. If a family feels they need other means to educate their child, Ashley School District staff will assist them to make the appropriate accommodations.

All staff have also been asked about Internet access at home. We have a plan in place for those who don't have that access. All teachers have a laptop that can be used at home and the school for the distant learning opportunity. We will use other teachers and our tech team for support during this time.

### *Access to All Classes/Courses*

Ashley Public School will continue to deliver instruction aligned to North Dakota Standards. Students will review work that has already been given and move on to new concepts. During this closure, it is our intent to deliver high quality, grade level appropriate learning opportunities to our students. We will use PLC time to evaluate and monitor the effectiveness of our instruction and make changes as needed. In our PLC meetings, we will also look at student progress and address learning gaps that are recognized.

<b>Elementary (PreK – 6)</b>	<b>Extended Closure</b> <ul style="list-style-type: none"> <li>• <b>Students will be provided work and materials from their teachers to prepare students for the next grade level</b></li> <li>• <b>Students will be monitored to ensure adequate progress</b></li> <li>• <b>Students will be exposed to content based standards, transitioning from a regular classroom setting to distant learning</b></li> </ul>
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	<ul style="list-style-type: none"> <li>• A variety of formative and summative assessments will be used by all staff including quizzes, tests, worksheets, online tools, reflection papers, and actionable feedback</li> <li>• Students will be using Office 365 and other educational teaching tools</li> </ul>
<b>High School (7-12)</b>	<b>Extended Closure</b> <ul style="list-style-type: none"> <li>• Students will be provided work and materials from their teachers to prepare students for the next grade level</li> <li>• Students will be monitored to ensure adequate progress</li> <li>• Students will be exposed to content based standards, transitioning from a regular classroom setting to distant learning</li> <li>• A variety of formative and summative assessments will be used by all staff including quizzes, tests, worksheets, online tools, reflection papers, and actionable feedback</li> <li>• Students will be using Office 365 and other educational teaching tools</li> </ul>

## *Services Assurances to Students with Needs*

### *Title*

Our Title teacher will be meeting one-on-one with all Title students to ensure they get the services they need. An example of one-to-one communication to maintain confidentiality is through Zoom. Students will be working on Edmentum, which will help students work on content they are struggling in. With Edmentum, our teacher can monitor student progress. Parents can contact the teacher through email or calling during office hours. Our Title teacher will also be working closely with teachers to make sure students don't fall through the cracks.

### *Special Education and 504*

Ashley Public School will ensure that all students on an IEP have the learning materials needed to succeed. Students with special needs will have assignments modified or provided based on their IEP goals from their Special Education teacher or related service provider.

### *Communications and Plans*

Ashley Public School believes that all students should receive the quality of education they deserve. We have worked with our Special Education Unit to ensure that every student receives that education. Our case manager and service providers have reviewed each IEP for the students they serve. Team member have meet and a Temporary Contingency Plan (TCP) has been developed for each student that includes

a plan to assist students to continue to make progress towards their annual goals during this school closure. This communication has been and will continue to be done in a way that ensures access by all parties normally part of the IEP team. These plans are working documents that may be enhanced as the skill and comfort levels of staff, students, and parents/guardians increase. Parents are always asked for input on plans. They are asked to agree or refuse the services outlined in the TCP. If parents are not happy with the services their child is receiving during this closure, they can request another IEP meeting. The goal is to find the best possible way to educate each student. Refusal does not extend to core curriculum classes being taught by special education teachers. Teams will continue to meet to decide if an increase should take place. All case managers and service providers will work with students and parents through various platforms including Zoom, Class Dojo, websites, etc. This may include the distribution of instructional packets that can be completed at home and/or virtual instruction. Ashley Public School's special education teacher will also be on Zoom lessons with classroom teachers to assist students with the general education classes. She will also create her own Zoom lessons with students to continue their education and assist students in area they might be struggling with. Case managers and service providers will maintain contact with students and parents on a weekly basis. Ashley Public School's occupational therapist, speech therapist, and physical therapist have been in contact with students and parents they work with. All children receiving services from early childhood, pre-k, through 12<sup>th</sup> grade will continue to receive services through various platforms, such as Zoom, online programs, and individual packets. Renaissance Math and Renaissance Reading are provided by Ashley School to all students. Students will continue to use this program at home. Our special education teacher will monitor their progress, make assignments for students, and meet with students using Zoom to go over the lessons on Renaissance Learning. Special educational materials such as, keyboards, I-Pads, special writing paper, or anything else that is essential to a student's learning has been gathered for each student and sent home. Ashley School is striving to make sure each student has the materials he/she needs to effectively learn with distance learning. Necessary meetings, such as the annual IEP meeting, will continue to be held. Case managers will communicate with families throughout the school closure and prior to the beginning of distance learning instruction, during instruction, and when the extended closure has been completed. We have already held one IEP meeting through phone conference with all team members present. This worked very well, but in the future, we will use Zoom for our meetings. Case managers will continue to follow-up with parents during the school closure.

### *Notice to Change without an IEP Meeting*

Once the form from the Unit has been received from the parent(s)/guardian, the Case Manager will complete the form to change the IEP without a meeting to include the plan for services at school or services online during the partial or full closure. The guidance for this will come from the Unit Director after the student plan for services has been returned to the school. The Case Manager will complete the form and send a copy to

the parent(s)/guardian(s), place in the student permanent file, and download into the student file on Tienet.

### *Hosting an IEP Meeting*

During the partial or full closure, an IEP meeting will be scheduled and held in the school via conference call with the parents (if not allowed into the building during the partial closure or if it is their choice to do the conference call option) teacher, administration, and related service personnel. Staff that is able meet and those who are not able to meet in the building will be part of the conference call or a Zoom meeting. The meeting will be held according to the student's IEP due date. Also, the meeting will be held in accordance to any guidance given by the Unit Director and the school administration. A draft copy of the IEP will be provided to the parent(s)/guardian(s) prior to the meeting. Staff who are not able to be in the building will view the IEP on P Special. The parent(s)/guardian(s) will be mailed a PWN following the meeting. The signature page on the IEP will be signed by those in attendance. The case manager will sign the IEP for those on the phone or on Zoom. The IEP will be finalized on Tienet at the conclusion of the meeting after the IEP corrections/additions are made.

### *Services at School*

Once the parent(s)/guardian(s) return the form regarding services, the services will begin for each student in accordance with his/her IEP services and will be done under the guidance of the LEA. The student plans are created in accordance with his/her IEP, accommodations, and related services.

Online Learning will be done through the following platforms: Microsoft Teams. Additional supports will be given via phone, text messaging, email, and FaceTime to assist students. To better serve these students, staff will join the general education classes of the students to assist as needed. There will also be pull out services that are in accordance with the students IEP goal(s) including modifications and accommodations that will have services for the student that are fulfilling the goals of the individual student plans. Once guidance is given by the LEA and the school is able to have student(s) come in for services, services will be provided in accordance with his/her IEP. Students who also receive Related Services in Speech/Language, OT, and PT will have services provided according to his/her IEP during the partial or full closure. During the closure when students are not able to come into school, the related services OT, PT, and Speech will be provided services via an electronic platform either Zoom, FaceTime or Skype with the parent and provider.

### *English Language Learners*

Ashley Public School doesn't have any ELL students at this time. If we have an ELL student move into the district, we will contact our ELL person and come up with a plan to help that child/children and their family succeed.

### *Homeless and Foster Care*

At this time Ashley Public School doesn't have any homeless students. If a homeless student moves into our district we will work with the Homeless Liaison to ensure this child is taken care of. He/she will get all the supports to help them succeed. For our Foster Care students, we will work with the foster parents to make sure they have every accommodation to also ensure these students succeed.

### *School Counseling*

Ashley School District believes school counseling and behavioral health are very important, especially in times like these. We will use many ways to reach each student, as we believe relationships are very important. Our school counselor has developed a multi grade level plan using ASCA guidelines to address student behavioral health and needs. Social and emotional learning resources will be delivered using Weebly (website), Zoom, email, texts, and phone calls. For our elementary students, lessons will be recorded and put on the Weebly website for students and family members to listen in on. For students that are met with individually, the counselor will set up one-on-one time using Zoom. Students can always call our counselor at any point during the day/evening if they feel comfortable doing that. The goal of our counselor is to support the family, teacher, and students during this time of transition. To help stop any anxiety that may occur. When interacting with the high school students, the majority of our contact will be via email and Zoom. The counselor has student email addresses and will send out scholarships or follow-up on exit interviews, plans for graduation, ASVAB scores, results of interest inventories, etc. through our school emails. Zoom will also be used for communicating with our high school students whether it be for mental health issues, job preparation, or class registration. We believe that it is still important to have face-to-face interaction with all our students. Our community needs to understand that they are not alone in this challenge and sharing information and working together will help us all to succeed.

### *Grades*

Ashley School District will continue to follow policies, practices, and grading structure during this closure. We will address student situations on a case-by-case basis. We understand this process will be easier for some more than others do to different situations. We will continue to monitor this closely throughout the closure, keeping the best interest of the student with every decision.

### *Student Meals & Feeding*

Ashley School District will develop a feeding plan according to state guidelines. Sack lunches will be provided to those students who want it at regular student cost.