

ASSURANCES DOCUMENT

Date: March 30, 2020

School District/State Charter Name: Albuquerque Public Schools/21st Century Public Academy

Name of Person Completing Assurances: Bianca Belmonte-Sapien

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District/State Charter (LEA) identified/named as 21st Century Public Academy hereby assures the New Mexico Public Education Department that:

1. the LEA will follow the requirements for a Continuous Learning Plan for the remainder of the 2019-20 school year;
2. the LEA will develop a Continuous Learning Plan that meets course and demonstration of competency requirements for high school seniors;
3. the LEA will pay all current hourly employees during the balance of the 2019-20 school year based on the plan developed;
4. the LEA will submit a completed Continuous Learning Plan by Wednesday, April 8, 2020; and
5. the LEA will enroll all new students according to state statute and the local district/state charter enrollment policies and provide an education plan for all new students for the duration of the 2019-20 school year.

[Click or tap here to enter text.](#)

April 1, 2020

Superintendent Signature

May Savarzo

Date

4/3/20

Please print signature or sign electronically

CONTINUOUS LEARNING PLAN

Date March 30, 2020

District/State Charter Name 21st Century Public Academy

High School Senior Continuous Learning Plan

How are you ensuring credit requirements are met?

N/A (5th-8th Grade Only)

How will you support completion of dual enrollment courses?

N/A (5th-8th Grade Only)

Describe the local demonstrations of competency options which will be used for seniors who still need to meet competency requirements in one or more subject areas (PPT presentations, virtual or physical projects, on the job experiences, community services, virtual presentations, local portfolios, etc.).

N/A (5th-8th Grade Only)

Please describe your plan to ensure graduation and completion of *Next Steps Plans* for seniors.

N/A (5th-8th Grade Only)

Academic Support

Briefly describe the professional development plan for your staff related to continuous learning. What support might you need?

The PD Plan for our staff is to increase the frequency of staff meetings from monthly to weekly. Meeting weekly will provide time for staff to present concerns, questions and needs to administration, team members and departments. Teachers need support developing lessons and modifications, from 65 minute/full day classes to 30 minute classes in grades 6-8/90 minutes for 5th, that focus on the critical standards for the remainder of the year.

Please describe how you will support continuous learning for Pre-K through 11th grade students based on the resources and capacity of your community.

Our continuous learning involves Google Classroom and Canvas wherein each child is enrolled in the 4th Quarter of an online format of their class. In every grade students were already using these online tools throughout the year and were familiar with how to log in, access content, and submit assignments. We started the last week of the 3rd Quarter, March 16th, with a full start of the 4th Quarter online. On March 12, 2020 (before closure) we conducted a student survey and found 18 of 330 students did not have online access. We planned to support these learners with paper packets picked up on Mondays. Families will return the work by photo, scan, email for feedback and

modification. Teachers can phone or email students to discuss, review and assess the work of students. Special Education teachers and staff will work with grade level teams to ensure IEPs are followed with Prior Written Notices provided to parents for our new delivery system. Administrators and our IEP Specialist are enrolled in each 4th Quarter class.

Will online learning be used? If so, what tech support will be available for families and teachers?

Online learning will be used. Tech support for teachers is provided by Harmonix our Network service provider as well as Mr. Jeremy Peckens our media arts teacher/administrator. Families can contact the teacher of the course anytime 8-4, or after and receive a response within 24 hours. Our office manager continues to answer our school phone and emails and forwards requests for support appropriately.

If so, how will you ensure that all students have adequate access to devices and the internet? What support might you need?

Some students will access content from a phone or tablet or have a parent access content at work. Some students are accessing at families homes. There are 18 students that could use financial/logistical support to obtain internet and devices.

Please describe additional measures you will take to support students with disabilities, students at-risk, and students served under Title Programs (EL, Migrant, etc.).

We are a full inclusion school, serving all students with pushed in services. Therefore, classes continue for all students in all grades with modifications, adaptations, scaffold and sheltered instruction. Our IEP Specialist will provide parents with Prior Written Notices for the new delivery system. Our IEP specialist and each grade level special education teacher is enrolled in classes, modifications to instruction are being made in conjunction with the classroom teacher. Ancillary providers will also provide academic support. There will be a second staff member/adult present for electronic meetings with individual students receiving one-to-one services. 504 students will continue to be implemented within the new delivery system. If any student should be identified for SAT, Tier 1 intervention documentation will continue to be collected and if needed, meetings will be conducted through teleconferencing or ZOOM. EL students will continue to be progress monitored by the classroom teacher with attention to sheltered instruction based on ACCESS scores.

How will teachers check-in with students? How frequently?

Teachers will receive assignments in real time, post 2 grades each week in PlusPortals and email students who have not submitted weekly work. Teachers are monitoring progress in classes Monday-Friday, 8-4 and available 8-4, and responding within 24 hours of receiving an email/call. Grade level teachers are sending reminder emails to all parents as needed. This was critical to start as students/families needed an extra reminder about the continuous learning. This may continue weekly.

Please describe your plan for Career and Technical Education.

N/A 5th-8th Grades

Please describe your plan to address electives/specials.

Associated Arts courses are included on Google Classroom and through the paper packets. Our Adaptive PE provider also continues to meet his students' needs through video conferencing. Our school mission is Out of School Instruction consequently during the school closure teachers are making "virtual field trips" available in their courses. Each grade level would traditionally complete 20 each year. With the shift to online learning it is possible that many students will exceed that expectation- travelling to the Great Wall of China, Paris and to many of the great US zoos and museums who have made their resources available online to students free of charge.

Social and Emotional Supports

How will you utilize counselors and social workers?

Our social workers continue service delivery via phone, in person check in, video conferencing and email. Our teachers monitor student work and messages to continue to alert our counselor/social worker of any issues. Our social worker will continue to serve students on her caseload.

How will you support students' social-emotional needs?

Teachers have included writing/reading activities to support their social-emotional needs. We have a community FlipGrid where staff and students can post video messages to see each other and have a space to talk to each other.

Family & Community Communication

How will you keep families informed about changing circumstances?

Albuquerque Public Schools and NM PED information blasts to the community, School Email, Text, Phone, School Website- with real time information and updates. Teachers will post 2 grades every week on Mondays in PlusPortals for parents and students to monitor academic progress. Parents were told about a pass/fail 4th quarter grade.

How will you support families and caregivers as they facilitate learning at home?

Mr. Peckens posted resources for Google Classroom on our school website. Parents may call/email any staff member for support. Grade level teachers have also emailed resources to parents. Whole school letters have been sent with instructions for logging on from our school website.

How will you support families and caregivers as they support the social-emotional needs of their children?

Our social worker/counselor is available. We will also direct families to state/local resources. We will listen and respond to parent concerns. Our charter authorizer APS has been very supportive of our community with grab and

go meal distribution for students in need. The McKinney-Vento project in APS and our social workers continue to support our referrals for our homeless families. Our social workers will continue to respond to any outreach either by our homeless families or APS McKinney-Vento.

Other

How will you reflect, monitor, and evaluate the effectiveness of the implementation of this plan and the results?

Daily administrators receive notifications of students submitting assignments. Weekly we hold Administrative meetings on Zoom to reflect, monitor, and evaluate effectiveness. Weekly the Principal monitors student grades in PlusPortals. Weekly we hold Staff meetings to evaluate the implementation of our plan, discuss qualitative findings and the resulting student learning. Teams use email/Zoom to communicate daily to monitor/reflect and Departments meet through email/Zoom twice each month or more to reflect. In the Fall, when classes resume we will collect quantitative MAPS data and be able to look for student learning in our returning students.

Please include any other relevant information or documents related to your Continuous Learning Plan

We had measures in place that facilitated this shift (our own Google domain, data based instruction, curriculum maps and a very dedicated staff, many of whom were engaging in some online instruction). On a previously scheduled Test Training In-service day on March 13th, we used half of the day for staff to set up and test Zoom, submit lesson plans from the beginning of the year and plan to continue to serve students under the precautionary school closure. We set clear expectations among staff for a possible extended closure including communicating with students/families and posting assignments and grading.

Continuous Learning Plan Signature Line

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April 1, 2020

Superintendent Signature

Date

Please print signature or sign electronically

