



KAVOD CHARTER SCHOOL

PLAN FOR DISTANCE LEARNING OPPORTUNITIES

In response to the COVID-19 crisis which has led to the closure of San Diego area schools, Kavod Charter School is offering a non-mandatory distant learning experience that is designed to retain the qualities of the Kavod values and methodologies as much as possible. Kavod Charter School is committed to continuing the education of our students and maintaining our school community culture during this national emergency; however, we understand that every family's capabilities are different in regard to what can be accomplished at home and at various times throughout the day. No family is required to take advantage of the resources we are providing.

The Kavod Team has been preparing for the possibility of school closure since March 9th, but the policies outlined in this document are necessarily fluid because none of our staff have ever been in this situation and we will be learning and improving daily as we gain experience with what does and does not work for the Kavod community.

Process of Preparation for Closure and Transition from Distance Learning Opportunities

- Pre-Closure: Teachers created packets for all Explorers to take home to aid in the transition process. Assessments were provided to determine needs. Additional computers purchased for Explorers to provide everyone with access to internet an individual computer. Snacks provided to F&R to the best of our ability. Computer agreements were collected for home use.
- March 16th – 20th Week 1 of Closure: Packets went home initially to provide an opportunity to assess needs and distribute materials. A focus was given to maintaining school culture/community connections and checking in with families. Information provided to families about how to access meal services during closure. Additional resources provided to support families through the transition phase. Plans were created with SPED providers for Explorers to access continual services remotely.
- March 23rd-27th Week 2 of Closure: Gradual Implementation with organization and development of systems and expectations
- March 30th April 3rd Week 3 of Closure: Full implementation - though platforms may be adjusted to provide a better experience, expectations will remain consistent
- April 6th -10th Week 4/5 of Closure: Full implementation
- April 13th -17th 4/5 Spring Break (April 9th-17th): Supplemental activities will be provided to keep Explorers connected, opportunity for parents to get fully familiar with systems and catch up from the transition
- April 20th and on Week 6 of Closure until Return to Campus: Full implementation resumes

MATERIALS FOR KAVOD EXPLORERS FOR THE PROGRAM TO BE SUCCESSFUL:

Explorers were all provided or given an opportunity to receive Chromebook on loan from Kavod. If a family does not have access to internet, the teachers will be providing the families with packet work that will be mailed directly to the family throughout the duration of the closure.

Explorers were all provided or given an opportunity to receive their math textbooks or workbooks. If a family did not obtain a math book the teachers will be scanning in the applicable assignments into google classroom. If a family does not have access to internet, the teachers will be providing the families with copies of the math pages that will be mailed directly to the family throughout the duration of the closure.

The online platform Kavod has established during school closure is designed to help Explorers remain connected to Kavod for social well-being and academic purposes. All families who have internet access received or were provided an opportunity to receive a school-issued Chromebook. Families who are unable to access internet will receive work via mail to support Explorers. Numerous companies are offering internet services at this time, and families who needs connectivity are encouraged to take advantage of those services and then to inform Kavod when they can participate in the online platform, at which time we will work to have a school-issued computer delivered to them.

Explorers are authorized to use Kavod’s technology and online services in accordance with user obligations and responsibilities specified in the handbook and as established in the Technology and Chromebook Agreement Form. The choice of an Explorer/Parent or Guardian to violate these requirements may result in the cancellation of user privileges and/or disciplinary action. Families who do not agree to the terms of the technology platform below may be able to receive packets via mail as an alternative to the online platform Kavod has established; however, as the Kavod team does not have access to the campus in which to make copies, we can only guarantee mailed support packets to the families who we have confirmed do not have internet access.

INTERNET ACCESS AND PLATFORMS:

The student accounts/Chromebook have internet safety restrictions and Chromebook restrictions. Below is the primary list of platform resources Kavod team members utilize, however it is not a comprehensive list of all the resources that will be utilized:

- All Explorers have been assigned Kavod google accounts in which they can access:
 - Google for Education, including but not limited to:
 - Google Classrooms
 - Google Docs
 - Google Meet/Hangouts
- YouTube is restricted and Explorers can access only based on teacher-approved links
- Zoom is restricted and Explorers can access teacher-created Zoom-rooms.
- Flipgrid
- Kami
- Padlet

PRIMARY CURRICULUM AND RESOURCES TO BE UTILIZED

This is the primary list of resources Kavod team members utilize, however it is not a comprehensive list of all the resources that will be utilized.

Sites/Online Resources that will be primarily used by the Explorers/assigned by the teachers are the following:		
Subject	Used as a Part of Kavod Program on-site already	Enhancements to support specific off-campus
Reading/Writing	Raz-Kids Reading A-Z Keyboarding without Tears	Vooks Get Epic NoRedInk.com https://www.storylineonline.net
Math	DreamBox Khan Academy	
Language	Duolingo juanluisguerra <i>Gamba</i> <i>Anak HaSfarim</i> https://school.booksgiant.com/ Lergo ClassClick https://www.classtools.net https://www.educaplay.com Online lessons by the Department of Education, Israel created https://www.mentimeter.com/ https://il.brainpop.com/ https://he.padlet.com/ - for writing Bloggs https://wheelofnames.com/view/he/e27-ekx/ - for sharing in class https://www.home.cet.ac.il/ http://www.hagitfrenkel.org/1-21	

	Edpuzzle.com Gimit Señor Wooly https://rockalingua.com/	
Science/Social Studies	Mystery Science Discovery Science kids.nationalgeographic www.pebblego.com	
Misc	BrainPOP GoNoodle Scholastic.com	PBSlearning

Subject	Additional Resources used as a Part of Kavod Program on-site already
Reading/Writing	Instructor driven lessons Readers/Writers workshop, assignments in the classroom
Math	Teacher developed lessons Engage N.Y. HMH Math Expressions
Language	Instructor developed lessons
Science/Social Studies	Instructor developed lessons
Misc	Instructor developed lessons

STRUCTURE AND EXPECTATIONS OF KAVOD OFFERINGS

(this is a sample of the expectations which made be modified based on need)

Elementary Program

- Reading/Writing
 - Recorded asynchronous mini-lessons posted in classroom for reading & writing 3 times a week
 - Specific assignments posted in the classroom
- Math
 - Recorded asynchronous mini-lessons posted in classroom for math 3 times a week and transitioning to synchronous beginning after Spring Break for at least grades 2-5, potentially 1st grade TBD – recorded for later viewing
 - Specific assignments posted in the classroom
- Social Studies/Science/Values
 - Specific assignments posted in the classroom
 - Daily Expectation for Explorers to contribute to their “community”
- Electives/Languages
 - Recorded asynchronous mini-lessons posted in classroom PE, music and Spanish as noted below. 1-2 times a week with specific assignments posted in the classroom
 - Hebrew grades 1-5 synchronous daily lessons
 - Hebrew TK/K – packets, recorded guided lessons and teacher present in “class connections as possible”
- Homeroom Teacher Expectations beyond classes/recorded lessons
 - Synchronous “office-hours” hosted daily for student questions
 - Contact home by phone weekly to each Explorer
 - 2 times a week a “classroom-connection” hosted synchronous sessions for Explorers to interact with their classmates

Middle School Program

Though nothing is compulsory, the middle school program is comprehensive and self-sustaining for our Explorers. As such, at the end of the semester we do intend to give grades to those who are participating. No one will be penalized for not being able to participate based on home-schooling challenges; however, the majority of our Explorers are capable of completing the assignments being provided to them by their teachers. Parents were requested to contact the Director of the Middle School/IB Coordinator if they feel their child will not be able to adequately participate to a degree in which they would be able to earn a grade via distance learning.

The middle school team is providing a comprehensive program for the following subjects with daily synchronous times to meet with the teachers for these subjects:

- Language and Literature
- Math
- Individuals and Society
- Science
- Hebrew
- Spanish
- Physical Education
- Design
- Music

Community Service and Global Studies which were set as different times will not be hosted independently and as possible will be integrated into another subject.

Support of School Culture

Maintaining the Kavod school culture and providing social and emotional support to our Explorers and our families is paramount to our program. As such, we have set up the following systems and expectations specifically geared to the social systems at Kavod:

- All teachers and many team members have been added to the Parent Facebook page and will provide resources and support there
- The creation of an Explorer resource page that is entirely kid-friendly has been added for easy viewing of read-alouds, and fun school-wide activities including school spirit activities
- The elementary classes will have class connections twice a week
- Families will receive at least two phone calls a week
- The Director of School Culture and the Expressive Arts Therapist are available for the Kavod community

General Expectations for Organization and Flexibility

- Assignments are posted in the Google Classroom:
 - Elementary – folders for week & subjects for past recordings
 - Middle Classrooms by Subject
- Every document, assignment, attachment, lesson video - must be labeled with clear descriptors for the file name with Due Dates (week or day)
- Clear Posting of where the Zoom Meetings are for Synchronous
- Recorded lessons and live lessons in Google Meet/Zoom will be recorded and uploaded into the classroom drive in 2 places 1) in a folder for subject for live recordings 2) in the folder for the date of the lesson
- "Classroom connections" and general support sessions do not need to be recorded
- Instructors will set up expectations for Explorers for participation in live-sessions and review as age appropriate the importance of respectful interactions, cyber-bullying, and consequences and follow up with parents by phone should there be inappropriate actions taken by an Explorer during a live lesson

Additional Expectations of Team Members

- must adhere to the team member handbook

- wear school-appropriate attire when in virtual sessions or recording
- set up classes with a back-ground that is amenable to a school setting
- as applicable recognize that time-flexibility is going to be needed to accommodate work expectations while juggling home expectations
 - ½ day Wednesday is no longer a necessity in consideration of live lessons and availability for student support
- the IB team is continuing to plan in accordance with the IB expectations and as such will have to complete tasks as designated by the IB coordinator.
- Attendance of weekly team meeting
- Update the contact phone log and log of Explorers who are not completing assignments
- Update behavior log
- Send the **full URL** of YouTube videos for unblocking using the subject “**Links to Unblock**”
- Inform the Executive Director of sites that need to be blocked by providing the link using the subject “**Site to Block**”

EXPLORER SUPPORT PLANS

Attendance Tracking

Teachers will track who is completing assignments and who is attending sessions purely for internal information to support our Explorers. Assignments, live sessions/recorded lessons and resources that are being provided are not compulsory.

General Support of All Explorers

- Explorers will be able to get assistance from teachers, support staff in real-time by engaging in one-on-one voice, video or chat sessions and by working on shared documents.
- Teachers are contacting families by phone on a weekly basis
- Administrators and Native Language Speakers are contacting families by phone on a weekly basis

Special Education and 504 Accommodations

Kavod is committed to supporting Explorers with disabilities to ensure they have equal access to the same educational opportunities during this emergency situation. During the pendency of the school closure, Kavod will review and revise individualized education programs (IEP) and 504 plans to reflect the distance learning model. Case managers will review special education services, related services, and supports to determine appropriateness for each student and implement temporary supports in accordance with each IEP. Due to these exceptional circumstances, the manner in which particular services required by each student's IEP may be affected. Teachers, education specialists, and paraprofessionals will continue to support students virtually. Case managers will maintain communication with students and their parents/guardians to make sure that all issues are identified early so that we can best find a way to support the student. It is important for us to ensure that students are receiving continuity of services during this exceptional time so as to mitigate educational losses. Kavod is committed to supporting Explorers who have special needs to the best of our ability during this emergency situation.

English Language Learners

The ELAC committee has met to discuss strategies for supporting our ELL Explorers during this time. In addition to strategies supported by the teachers, Kavod will be hosting at least two weekly sessions in a virtual platform for language development.

EXPECTATIONS OF FAMILIES

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access to the campus in which to make copies, we can only guarantee mailed support packets to the families who we have confirmed do not have internet access.

Support of the Program

We anticipate that with parental support, the majority of our mid to upper grade elementary and middle school explorers will be able to transition effectively into the google classroom system and will be able to independently complete most of the work. It is imperative that the Explorers complete these assignments independently; parents should not be completing assignments for our Explorers. Our Explorers will need the most assistance with the following:

1. navigating the google classroom platform and logging into classes (depending on age)
2. monitoring time, especially to support them in joining, when possible, the real-time/interactive classrooms with their teachers/classmates, and transitioning (timers are amazing!)
3. encouraging them to try their best.
4. Holding them accountable for their social interactions

Kavod understands that flexibility is paramount at this time for families and therefore the Explorers are not being penalized for their inability to utilize the resources we are providing.

Parents are encouraged to apply the same methodologies as we do at Kavod when supporting our Explorers at home, such as encouraging a growth mindset and having respectful interactions. Instructors can provide parents with resources to help them maintain the methodologies. The more that parents can recreate the school experience at home and maintain the expectations that we typically have for Explorers in school, the smoother this transition will be.

Oversight of Computer/Internet Use

Parents must take responsibility for monitoring Explorers when on the internet and using the school-computer. When on campus, Kavod has the entire internet shut down and only opens specific websites. As that provides significant complications for providing an adequate learning platform, while off campus the internet has less restrictions and only specific sites are blocked. Therefore, parents must carefully monitor child use on the computer. Daily, parents should review chat history, and search history. Most social media platforms have been blocked on the Chromebook; it is federally illegal for children under the age of 13 to have a social media account.

Parents should not use Google Hangouts to contact teachers unless provided permission specifically by the teacher, use email instead. Students may only use Google hangouts during applicable hours for the teacher, if that is a method of communication the teacher is supporting. Parents and students should not use Google Hangouts to contact to the administration, use email instead.

All live-lessons are recorded for other students to view who cannot attend. If parents have concerns with their child be recording, they will need to forgo participating in the live-sessions and watch the recording at a later time or take precautions that as a family they feel comfortable with in order to allow their child to participate. The recorded lessons will be accessible to other children throughout the duration of the closure.

Reaching Out for Support

Parents should always reach out to their child's teacher as the first point of contact for support. Additional avenues for support at Kavod remain in place:

- If a child is struggling emotionally: Shaina.Yedid@kavodcharter.org
- Concerns with interactions with other Explorers: Patrick.McKerring@kavodcharter.org
- Support with Special Education Services: Tina.Poudrier@Kavodcharter.org
- Chromebook Devices: April.Lopez@kavodcharter.org