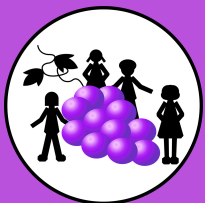




DISTANCE LEARNING FOR ALL



A GUIDE FOR PARENTS/GUARDIANS

August 4, 2020

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INTRODUCTION FROM THE SUPERINTENDENT

Dear Lodi USD Parents and Guardians:

August 4, 2020

The 2020-21 school year is upon us and although starting on an all Distance Learning (Level 1) model is not what we envisioned for our students and staff, we are committed to providing outstanding educational services to our community. This guide gives information to parents/guardians about the All Distance Learning environment and is based on information available at this time.

We have experienced many changes throughout the last few months and know that we must continue to be flexible as this situation continues to evolve. We value in-person instruction in a safe environment and hope that the change in the Instructional Calendar will provide an additional week of in-person instruction at the end of the school year. We know that all staff will do their very best as we continue to provide essential services while on all Distance Learning.

We anticipate that the next step for our District is a move to a hybrid approach (Level 2) in which about half of our students are in class together two days a week and engaged in Distance Learning on the days that they are not at school. This approach allows for some in-person instruction while also providing the ability to space students apart in classrooms. All schools are preparing to implement this model in order to be ready when permitted.

We remain hopeful that we can return to full in-person instruction (Level 3) with health/safety modifications in place at some point during the school year. Although we do not know when that will be, we will continue to implement health/safety procedures in anticipation of a full return.



Parents struggling with the schedule of the current Distance Learning model may want to look into an Independent Study program. Lodi USD offers two programs that work with families on a flexible instructional schedule: Independence School and Valley Robotics Academy. Parents may contact those schools directly for information.

Once we move off of the all Distance Learning model, students can continue with a Distance Learning program either through an Independent Study model as previously mentioned or an optional Distance Learning program. Schools will work with families who previously signed up for this option, as we know that some will want to participate in the hybrid model.

Unfortunately, in addition to the health pandemic environment, we have very difficult financial times ahead of us. The deferrals in the adopted State Budget will greatly impact our cash flow and the State Legislature has not yet addressed the structural deficit in the funding mechanism for schools. This will seriously impact our ability to keep the current level of services intact in subsequent years.

We understand that parents face challenges as a result of the Governor's Order for no in-person instruction at schools in counties on the State monitoring list. The Lodi USD Board of Education is dedicated to the mission of our District and will continue to make thoughtful decisions about educational programs.

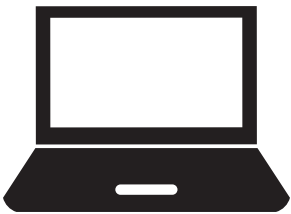
"Lodi Unified School District will provide the best education for all students to be successful in life."

Cathy Nichols-Washer, Ed.D.
Superintendent



SCHOOL OPERATIONAL LEVELS

This framework provides general guidance on instruction and school operations based on the changing circumstances associated with the health pandemic. It is given that in each level, requirements from the Governor and the San Joaquin County Public Health Services will be followed. Level movement is fluid and dependent on health orders/guidelines and direction by the Lodi USD Board of Education. Details on bullet points will be developed by the appropriate departments/committees.



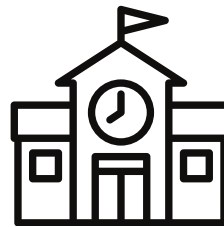
Level 1:
All Distance Learning

- No (or very limited) in-person instruction on school facilities
- Order from authorized agency or Board decision
- School/District offices may be open for business depending on health orders



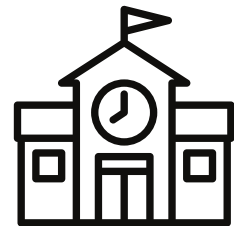
Level 2:
Hybrid Learning

- 50% of students at school at one time
- Social distancing
- Frequent disinfecting
- Temperature checks
- Hand washing/sanitization
- Modified meal service
- Possible limited transportation
- Limited size of gatherings
- Masks may be required
- Some sports possible
- Optional Distance Learning available



Level 3:
In-Person Learning
Full-Time

- All students on campus together
- Frequent disinfecting
- Hand washing/sanitization
- Restrictions on gatherings, guests, and field trips
- Some sports possible
- Optional Distance Learning available



Level 4:
In-Person Learning
Full-Time

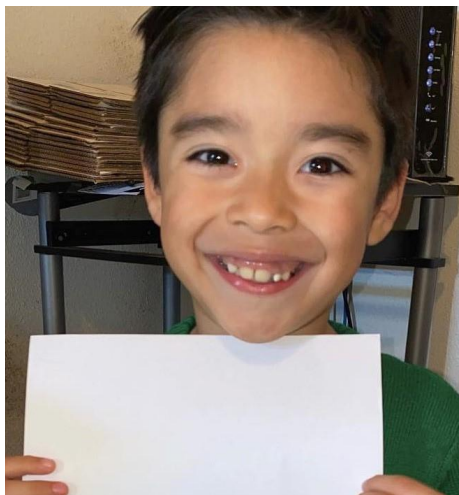
- No restrictions
- Continued focus on proactive health measures
- Optional Distance Learning available



ALL DISTANCE LEARNING

Distance Learning is instruction in which the students and instructors are in different locations and students are under the general supervision of a certified employee of the school district. All Lodi USD students will start the 2020-2021 school year on Distance Learning. San Joaquin County is currently on the State monitoring list for COVID-19, therefore the Governor's Order of no in-person instruction applies to Lodi USD.

School and District offices will remain open to the public for business. When visiting an office, the public will be required to follow health and safety protocols such as social distancing and wearing face coverings. Many tasks can be done over the phone or through email and we encourage parents to seek these options.



The content of Distance Learning is aligned to grade level standards and is provided at a level of quality and intellectual challenge substantially equivalent to in-person instruction.

The day will be similar to the regular school schedule and will include daily live interactions with teachers (and other staff such as counselors, psychologists, and librarians, as appropriate) and peers for the purposes of monitoring instruction progress and maintaining connection to school.

Instructional time is based on the time value of assignments as determined, and certified to, by the teacher or other certificated staff providing the service. Teachers will use a variety of strategies and provide breaks as appropriate, so that students are not online all day.

Student attendance will be documented each day and students will receive grades. School staff will develop a process to identify students not attending and parents/guardians will be notified of attendance/participation concerns.

Distance Learning includes, but is not limited to:

- Interactions, instruction, and check-ins between teachers and students through the use of a computer or communications technology.
- Video or audio instruction in which the primary mode of communication between the student and teacher is online interaction, instructional television, video, telecourses, or other instruction that relies on computer or communications technology.
- The use of print materials incorporating assignments that are the subject of written or oral feedback.



Instructional Materials

Each school will inform parents about the process to pick up instructional materials such as textbooks, packets, and supplies. If you do not have a Chromebook or if it is not working, please contact your school as soon as possible. It will be important that students have easy access to these items at home each day.

Attendance

On time daily attendance and participation is expected just as it is for in-person instruction. Parents should continue to follow the school procedures for reporting an absence. Teachers will document student attendance and schools will develop procedures to address issues related to attendance. Continued absences can result in truancy procedures.

Grades

Students will receive grades per Lodi USD report card process. Teachers will communicate expectations to students.

For high school students, a passing grade is required to earn credits for each course. Students must earn the required credits in order to graduate from high school. Last year's waiver for the fourth year of English has expired and is not applicable to the class of 2021.



English Learners

Teachers will continue to provide support for students who have been identified as English Learners. School sites will communicate the procedures for administering the California Assessment for English Language Development. Students may be called to the school site on an individual basis for the assessment. Staff will reach out to parents, as needed, to ensure that students are participating in Distance Learning and to see if parents need assistance supporting their child.

Special Education

The District's priority is to comply with local health official directives and keep students and staff safe and healthy amid the health pandemic. Right now, this means that all instruction, including special education and related services as outlined in a student's Individualized Education Program (IEP), will be provided via Distance Learning. In the future, when it is safe to reopen, the instructional plan will incorporate in-person attendance and services for students with IEPs, consistent with public health guidelines.

Each special education student is treated individually. In determining how Distance Learning will be provided to a special education student, it is important to consider the unique learning needs, accommodations, and supports noted in each student's IEP. Students will continue to receive special education instruction and related services during Distance Learning, aligned with the student's IEP.

The District will send out a prior written notice letter to each family of a student with an IEP to more specifically discuss any changes expected during Distance Learning. Additionally, case managers will be reaching out to discuss/offer to hold IEP amendment meetings, if needed.



Some examples of what you can expect for your child's special education program during Distance Learning include, but are not limited to:

- Your child's IEP will be implemented by site staff. IEP amendments will be called, as needed, to address any necessary changes. It is important to recognize that both special education and general education instruction can look different because of the health pandemic situation. However, regardless of the pandemic, the District is committed to providing a Free Appropriate Public Education (FAPE) to each student with an IEP during Distance Learning.
- Your child's IEP will continue to contain the plan for normal school operations, unless an amendment is needed during Distance Learning, and will be implemented in full when normal school operations resumes.
- Maintaining open lines of communication with parents/guardians is particularly important as we navigate these new and changing circumstances. Your child's primary special education teacher or case manager will contact you at the beginning of the school year to discuss your student's IEP and how it will be implemented using a Distance Learning model, and to answer any questions or concerns you may have.
- The District seeks and welcomes your input on how your child is doing in Distance Learning throughout this time. You can contact your child's teacher or service provider, or request an IEP Team meeting to discuss your child's progress or any difficulty your child may experience accessing education during this pandemic.
- Teachers and service providers will implement your child's IEP goals, collect data, and report on progress during Distance Learning. At times, this may be difficult in the Distance Learning environment; however, your child's teacher and providers will ensure that you receive progress reports on IEP goals.
- Annual, triennial, and required IEP Team meetings will continue to be held virtually (online or through telephone conference), at this time.



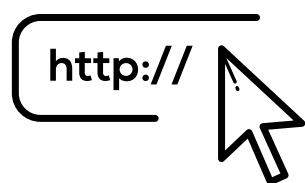
- Some special education assessments may be conducted at the school site on an individual student basis. This will take place with adherence to health/safety protocols. Case managers will be in contact regarding the process.
- We all must be ready to respond to new public health realities with agility. This means reopening schools when safe to do so, and if needed, pivoting back to Distance Learning should it be required.

The District looks forward to welcoming students back for the 2020-21 school year. While Distance Learning has some hurdles, our staff have been, and continue to work to ensure that every student in the District will be provided with a FAPE regardless of instructional setting. Please do not hesitate to reach out to your child's case manager with any questions or concerns.

Student Support

Lodi USD recognizes that the continuation of all Distance Learning can create difficulties for children. Teachers will do their best to identify students who may need support. If you notice that your child is struggling with issues such as depression, anxiety, loneliness, or frustration, please let the teacher or school administrator know. We have an outstanding team of counselors and support staff who can provide assistance.

The District's Community Liaisons and Child Welfare and Attendance (CWA) staff provide outreach to foster youth to determine any additional needs during the school closures. CWA staff will provide assistance to foster and homeless youth on issues regarding Chromebooks, school supplies, and Internet access.



- www.lodiusd.net/schoolcounselors
- www.lodiusd.net/remoteresources



After School Bridge Program

The After School Bridge Program will begin on August 10, 2020, in a virtual format. Bridge Program staff will contact students who were enrolled in the program last year to let them know about the virtual program. Parents will receive a phone message and an announcement will be posted on PeachJar. Virtual activities will be available from 2:30-6:00 P.M. Activities will include, but are not limited to, enrichment curriculum, homework support, social-emotional learning skills, healthy choices and behavior, physical activities, and family nights.

Meal Service

As of this date, the federal waiver for school districts to provide free meals to all students has not been extended. Therefore, meal service will reflect the pay structure that is in place during in-person instruction. Meals will be available on a full pay, reduced price, and free basis as was in place before we went to Distance Learning last March. If you have questions about qualifying for reduced price/free meals, please contact your school. A schedule of times, days, and locations will be available soon.

Technology

All Lodi USD students will receive a District issued electronic device. If your child does not have a device, or if you need assistance with internet access, please contact your school as soon as possible. The District is working on a process to provide technology assistance to parents/guardians during Distance Learning. At this time, if you need help, please contact your school site.



Independent Study

The District has two Independent Study programs that offer flexibility with schedules. If you have concerns about the Distance Learning program schedule, Independence School or Valley Robotics Academy may be a suitable fit for your family. Both programs offer personalized instruction that can include a flexible schedule. Visit the schools' websites for more information:



- valleyrobotics.lodiusd.net
- is.lodiusd.net

Extracurricular Activities

Conditioning for school sports teams continues to be permitted following health/safety guidelines. Team practices and competitions are not allowed at this time. The California Interscholastic Federation (CIF) has issued a revised calendar for athletics.

At this time, in-person gatherings are not allowed. School sponsored clubs may operate in a virtual format per direction from the school administrator. Dances, assemblies, and in-person celebrations are not currently permitted.

Lodi USD is closely monitoring health guidance from San Joaquin County Public Health Services and will adjust offerings accordingly.



Head Start and Preschool

Daily Instruction

Teachers will provide daily instruction on a consistent schedule using a variety of District approved virtual platforms. Each teacher will use ClassDojo to provide weekly calendars, Lodi USD approved videos for math, physical activity, colors, shapes, etc. Teachers will follow Creative Curriculum lesson plans for large group videos, read aloud videos, questions of the day, and daily activities.

Attendance and Engagement

Students are expected to engage in Distance Learning on a daily basis. Student attendance and engagement will be verified daily.

Consistent Instructional Time

Distance Learning in preschool includes synchronous (in which students will participate in learning at the same time) and asynchronous learning. Students will not be expected to be online the during the entire time.

Students are expected to attend Distance Learning during the normal school hours and follow the communicated class schedule.

The class schedule will be similar to schedules from the past and learning activities will occur during this time.



Desired Results Developmental Rating Scale (DRDP) Assessment

Teachers will collect anecdotal notes (observations) during Distant Learning to support lesson planning and individualization, and to meet state and federal funding requirements.

Communication

Teachers will communicate with parents/guardians on a regular basis regarding their child's academic progress. Parents are encouraged to contact the teacher with questions about instruction or progress.

Sample Preschool Day (may vary from teacher to teacher)

8:00 A.M.	Whole class synchronous Zoom meeting (large group) music and movement
8:15 A.M.	Literacy read aloud
8:30 A.M.	Small group synchronous meetings; 10 minutes each group of four review math, science, language, and literacy
9:30 A.M.	Office hour with teacher (virtual home visits)
10:30 A.M.	Independent practice activities (weekly calendar and Khan Academy Kids)



Elementary Education (Grades TK-6)

The content is aligned to grade level standards and is provided at a level of quality and intellectual challenge substantially equivalent to in-person instruction. Students will receive virtual instruction from their assigned classroom teacher. In addition, music and physical education teachers will provide instruction on a similar schedule to in-person instruction. Grades 3-6 will use Google Classroom as the class shell and grades K-2 will use Google Classroom and/or Seesaw as the class shell.

Distance Learning may include, but is not limited to, the following:

- Interaction, instruction, and check-ins between teachers and students through the use of a computer or communications technology.
- Video or audio instruction in which the primary mode of communication between the student and teacher is online interaction, instructional television, video, telecourses, or other instruction that relies on computer or communications technology.
- The use of print materials incorporating assignments that are the subject of written or oral feedback.

Daily Instruction

Students will have daily live interaction with certificated employees and peers for purposes of instruction, progress monitoring, and maintaining school connectedness. This interaction may take the form of internet or telephonic communication, or by other means permissible under public health orders.



A day can include any of the following:

- Whole class online together
- Teachers working with small groups
- Teachers working with individual students
- Other staff members working with students as appropriate
- Students working independently online
- Students working independently offline

Consistent Instructional Time

The class schedule will be similar to bell schedules from the past and learning activities will occur during this time. Teachers will utilize a variety of strategies to keep students engaged and will incorporate breaks for students. Students need to arrive to their virtual class on time as they would for in-person classes. Teachers will provide consistent schedules and establish routines and expectations to help students stay connected in a virtual format.

Grades

Grades will be given during Distance Learning, and grading expectations in each class will be communicated by the teacher.

Communication

Parents/guardians will receive regular communication about their child's academic program.

Schedule Options

If a student needs a Distance Learning schedule to occur outside of the regular school day, families should communicate with the school site. One of our independent study programs may better fit this type of schedule. More information can be found in the Independent Study section of this guide.



Sample School Day

8:00 A.M.	Whole class synchronous Google Meet
8:15 A.M.	Math synchronous instruction
8:40 A.M.	Students released to independent study, Dreambox, Kahn Academy, and etc.
9:00 A.M.	Small group synchronous meetings; 20 minutes each
10:00 A.M.	Break/recess
10:15 A.M.	English Language Arts synchronous instruction
10:45 A.M.	Students released to independent study, Amplify, iRead, Kahn Academy, etc.
11:00 A.M.	Small group synchronous meetings; 20 minutes each
12:00 P.M.	Lunch
12:30 P.M.	Science or Social Studies synchronous instruction
12:55 P.M.	Students released to independent study
1:15 P.M.	Break/recess
1:30 P.M.	Office hours with teacher; students provided physical activity tasks and assist students with independent work
2:30 P.M.	Independent practice activities



Secondary Education (Grades 7-12)

Google Classroom will be used as the course shell to post assignments and information for students. Other digital tools may also be used for Distance Learning.

Distance Learning may include, but is not limited to, the following:

- Interaction, instruction, and check-ins between teachers and students through the use of a computer or communications technology.
- Video or audio instruction in which the primary mode of communication between the student and teacher is online interaction, instructional television, video, telecourses, or other instruction that relies on computer or communications technology.
- The use of print materials incorporating assignments that are the subject of written or oral feedback.

Daily Instruction

Students will receive daily live interaction with certificated employees and peers for purposes of instruction, monitoring progress, and maintaining connection to school.

This interaction may take the form of internet or telephonic communication, or by other means permissible under public health orders.

The content will be aligned to grade level standards that is provided at a level of quality and intellectual challenge substantially equivalent to in-person instruction.



Consistent Instructional Time

Distance Learning in grades 7-12 for the first quarter will be synchronous.

- Students are expected to attend Distance Learning during the normal school hours and follow the communicated class schedules. Attendance will be taken in each class period.
- The class schedule should be similar to bell schedules from the past and learning activities should occur during this time.

Grades

Grades will be given during Distance Learning, and grading expectations in each class will be communicated by the teacher.

Communication

Parents/guardians will receive regular communication about their child's academic program.

Schedule Options

If a student needs a Distance Learning schedule to occur outside of the regular school day, families should communicate with the school site. One of our independent study programs may better fit this type of schedule. More information can be found in the Independent Study section of this guide.



Adult Education

Lodi Adult School will offer Distance Learning, including classes such as High School Diploma/Equivalency, English as a Second Language, and a variety of Career Technical Education courses. All classes begin on August 10. Registration is available online at adulthood.lodiusd.net or you can visit the Lodi Adult School office. For more information, please call (209) 331-7605.

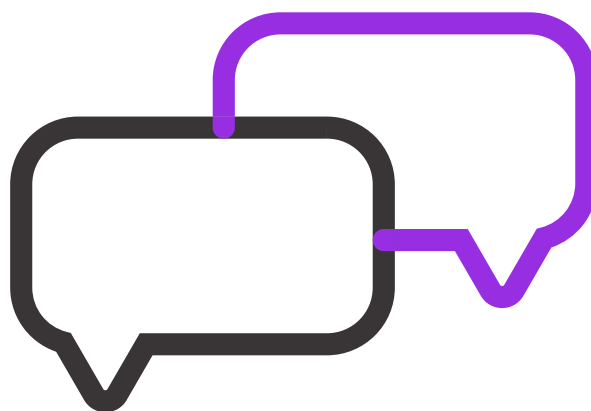


COMMUNICATION FROM THE DISTRICT

The District is committed to consistent communication with staff, families, students, and the community.

The District uses the following means to communicate with our community:

- Phone calls
- Text messages
- Emails
- Mobile app push notifications
- Lodi USD website
- Peachjar flyers
- Social media
- Regular mail



It is vital that our District has the most up-to-date information to ensure our parents/guardians and staff receive our communication.

- If you are a parent/guardian and have not yet signed up for an Aeries Parent Portal, please contact your child's school site.
- If you are a parent/guardian and need to update your contact information, please either contact your child's school or log onto the Aeries Parent Portal.
- If you are a staff member and need to update your contact information, please log on to Employee Self Serve.

For more information on notifications from the District, please visit www.lodiUSD.net/notifications.

DISTANCE LEARNING RESOURCES

For more remote resources and activities, please visit our website.

