

**Continuity of Learning and COVID-19 Response Plan**  
**Early On Assurances**

Date Submitted: May 6, 2020

Name of District: Wayne RESA Early On

Address of District: 33500 Van Born Rd, Wayne, MI 48184

District Code Number: 82000

Email Address of the District:

Name of Intermediate School District:

Name of Authorizing Body (if applicable):

This Assurance document needs to be returned to your Intermediate School District or, for Public School Academies, 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 a single district plan that relates to all of their schools.

The applicant hereby provides assurance it will follow the requirements for a 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 enrolled in the district.
2. Applicant assures that it will continue to pay school 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 the Plan was developed in collaboration with district administrators, school board members, teachers, and local bargaining units.
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 and COVID-19 Response Plan, Assurance Document, and Budget Outline will be posted immediately following approval to the District's/PSA's website.

## **Continuity of Learning and COVID-19 Response Plan (Early On)**

The goal of a Continuity of Learning Plan and COVID-19 Response Plan is to ensure that each District or Public School Academy is providing, to the best of its ability, each student with alternative modes of 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.

For the purposes of the Plan, “district” refers to school districts and public school academies.

Date Submitted: May 6, 2020

Name of District: Wayne RESA Early On

Address of District: 33500 Van Born Rd, Wayne, MI 48184

District Code Number: 82000

Email Address of the District Superintendent: LiepaR@resa.net

Name of Intermediate School District: Wayne RESA

Name of Authorizing Body (if applicable):

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 access meaningfully 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 to mitigate the spread of COVID-CD.

### **District/ PSA Response:**

Early On providers, in agreement with parents of eligible children, will utilize the following modes of communication to provide resources and developmentally appropriate activities to

carry our during family daily routines in order to best meet the needs of our children and families during the time when in-person instruction is not an option:

- Telephone consultation
- Email with personal identifier information password protected
- Text Messaging
- Video Conferencing such as Zoom, Google Hangouts, Microsoft Teams
- Printed materials sent via US Postal service
- Closed Caption

**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:**

Wayne RESA Early On remains committed to keeping children and families at the center of all that we do. The public health crisis has strengthened our stance. Wayne RESA Early On works to provide resources to families to develop the whole child. We focus on the family and how they can support their child by collaborating with schools, community, public health, and the health care sector for the purpose of aligning resources to support the whole child. Now more than ever, we are striving to be intentional in our outreach to continue to build relationships and maintain connections. We are committed to do what we can to help families and their children feel safe and valued.

We will consider individual child and family outcomes when planning special instruction and communication.

Families will be supported with creating predictable routines for learning and play in whatever way works best for them.

Child and family outcomes will be supported through ongoing communication and collaboration with health and safety as a top priority.

Per MDE Guidance Wayne RESA Early On will focus on relationships, health and safety, social emotional health, encourage families to read with their child every day or as often as possible, and ensure that activities are provided based on child and family need to be included in the family's daily routine.

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

**District/ PSA Response:**

Wayne RESA Early On providers will collaborate with each parent individually to agree on which mode of delivery of service best works for the family. We commit to engage families by using multiple means of communication such as: telephone consults, email consultation, text messaging, video conferencing, paper learning plans sent via US postal service.

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

**District/ PSA Response:**

Each Early On provider will keep a detailed communication log outlining the parent's agreement to the alternative mode of communication, dates and times and way in which communication took place along with a summary of the activity or discussion had with the family. Early On providers will continue to review progress of child and family outcomes through the IFSP Review process and record child outcomes data in MiStar/Powerschool as completed. Early On providers will also include notes on progress of child and family outcomes in their individual service logs. Learning experiences offered are individualized based on child and family outcomes, strengths, interests and needs of each child, in consideration of their family, community and culture. Early On providers will continue to ensure a timely transition plan is held in agreement with the family and provide community resources available after the child turns three years old. Early On MMSE eligible children will also have a transition conference to include their LEA to plan the development of an IEP by the child's third birthday.

**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:**

MDE has approved the use of 54D and Early On funds to support additional program needs in order to provide remote services. Wayne RESA Early On will have to update budgets in MEGS including justification. Wayne RESA Early On will submit budget amendments for board approval to support the following needs:

- Purchase of needed technology for staff such as laptops with cameras, hot spots, data plans, and portable printer/scanners
- Printing costs - ink, paper
- Purchase of additional postage and mailing supplies
- Maintenance and tech support for devices
- Purchase of technology for parents to participate in remote service delivery
- Professional development to support remote service delivery
- Cost of online instructional platform
- Cost of online assessment tool
- Cost of additional staff or overtime to meet timeliness requirements of initial evaluation and services
- Personal protective equipment such as masks, gloves, hand sanitizer, cleaning wipes, shoe covers

**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:**

All Stakeholders were involved in the development of this plan. Wayne RESA met with Local ICC to get feedback from parents, community, Early On Administrators and providers. Input

and feedback was gathered from each Early On provider agency and district at weekly meetings. MDE and EOTTA provided guidance to develop the plan.

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

**District/ PSA Response:**

To ensure all stakeholders are aware of the COL Plan, and that the Plan is executed well, we will develop a clear, consistent, concise, and accessible communication plan. Elements of our communication plan include a variety of methods Wayne RESA Early On providers will use to notify parents or guardians of the Continuity of Learning Plan and keep them connected/engaged throughout the execution of the Plan.

Methods include, but are not limited to, the following:

- Direct person to person Telephone calls
- US Mail - letter to families
- Email
- Remind 101
- Text messages
- Flyers/Newsletters
- Social Media postings Website posting
- Prior Written Notice

**8. Please provide an estimate of the date on which the district will begin implementation of the Plan, which must be no later than April 28, 2020.**

**District/ PSA Response:**

It is our goal to offer our children and families remote service delivery to support learning as soon as possible. Wayne RESA Early On is committed to thoughtfully and systematically roll out this comprehensive implementation on April 27, 2020. Wayne RESA Early On and MMSE District programs will continue to process new referrals and offer remote evaluations in collaboration with parent as to which mode of communication they prefer to gather information needed to develop the Initial IFSP.

**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 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:**

NA

**10. Please describe how the district will continue to provide or arrange for continuation of food distribution to eligible pupils.**

**District/ PSA Response:**

During the public health crisis, all children are eligible to receive food from distribution sites. Wayne RESA Early On is supporting families with obtaining meals by providing families with resources as to where meals are being distributed. The resources we are supplying are Gleaners and [www.greatstartwayne.org/findhelp-food](http://www.greatstartwayne.org/findhelp-food)

**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:**

Wayne RESA Early On confirms that we continue to pay Early On employees to continue to provide remote services keeping in mind the health and safety of everyone involved and subject to any applicable requirements of collective bargaining units. Early On staff are required to continue to provide remote services to children and families, there is not a need to redeploy any staff at this time.

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

**District/ PSA Response:**

Wayne RESA Early On staff will keep individual service logs of all contacts and mode of communication, including duration and date of service, and a summary of the consultation. Early On staff will keep track of families who opt out of service during the public health crisis and re-connect with them when the health crisis subsides or sooner to see if they have changed their minds or have immediate needs. Early On staff will offer services 1-2 times per month on an individual basis for each child enrolled in the program. Early On MMSE programs will offer weekly services on an individual basis for each child enrolled in the program. All Early On providers will document the family's choice to opt out of services on the service log and a prior written notice form and keep track of these children.

**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:**

Wayne RESA Early On is committed to providing on-going mental health support to families affected by our state of emergency prompted by COVID 19. We will provide several modes of support to all families: Early On providers will be available for a family member to contact, Early On providers will provide a variety of resources that can be used with children to help explain our current reality, while easing fear and anxiety. Early On providers will share the website <https://www.greatstartwayne.org/mental-health-emergencies> with all families. Early On providers will inquire about social emotional health during their remote consults and provide families with needed resources. Early On staff will make referrals to appropriate infant mental health programs or community mental health agencies as needs arise.

**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:**

Wayne RESA is working in cooperation with our local school districts, PSAs, and Community Based Organizations to coordinate emergency childcare for children birth-12 years old for the Critical Workforce that is working daily to support our community throughout the public health crisis. The Early Childhood Support Network (ECSN), United Way, 2-1-1, and the Great Start Collaborative are all working in concert with us to ensure childcare sites are open, safe, and following all DHHS licensing regulations as they provide care to the children of the Critical Workforce. These efforts are being coordinated per Governor Whitmer's Executive Order on Expanded Child Care Access during the COVID 19 Emergency.

Critical Workers contact Wayne RESA using one of the options listed below:

-Email a Wayne RESA Emergency Childcare Coordinator - Lena Montgomery [montgol@resa.net](mailto:montgol@resa.net) or Kaitlyn Carpn [carpenK@resa.net](mailto:carpenK@resa.net)

-Members of the Critical Workforce may go to the Intake Form

<https://www.helpmegrow-mi.org/essential> and enter their information, which routes to a Wayne Resa Emergency Childcare Coordinator. A robust list is compiled and updated daily to document centers that are open, closed and those they may be willing to reopen. Ages of children, hours and type of care the center provides is shared with Critical Workers when they reach out for childcare support.

-ECSN workers directly connect Critical Workers to open sites. Currently 300 children have been linked to care.

**Name of District Leader Submitting Application:** Lisa Perugi

Date Approved:

**Name of ISD Superintendent/Authorizer Designee:** Randy Liepa

**Date Submitted to Superintendent and State Treasurer:** May 6, 2020

Confirmation approved Plan is posted on District/PSA website: