

Prior Lake-Savage Area Schools

PLSAS Ready to Learn 2020-21 School-Year Plan



August 11, 2020



A Message from the Superintendent

PLSAS is planning to start the 2020-21 school year in the Hybrid Learning model, a system that uses a combination of learning at-home and in-person learning at school. It is important to know that this is an initial decision that could change before the start of school, based on updated COVID-19 data from Scott County.

A localized, data-driven approach

Our decision process to implement a Hybrid model follows guidance provided by state leaders under the MN Safe Learning Plan. This plan provides direction on the data and process to be used for local decision making for the 2020-21 school year. The MN Safe Learning Plan allows schools to open in one of three formats depending on public health data, specifically COVID-19 cases by county over 14 days: In-Person, Hybrid or Distance Learning.

The Hybrid model

In reviewing the most recent data and the trends in the number of cases in Scott County, PLSAS is planning to open schools in the Hybrid model for all kindergarten through 12th grade students. Pages 6-9 of this guide highlight the components of this model.

Health & Safety

At PLSAS, our top priority is the health and safety of our students and staff. I believe the Hybrid model is the safest option given our current data and will provide students and families the most stability as we continue to monitor COVID-19 case rates. Pages 2-3 outline what we are doing to keep students and staff safe under the MN Safe Learning Plan.

Other models we could shift to during the school year

Our Ready to Learn plans have been developed thanks to survey and focus group input and months of work by our PLSAS planning teams. These plans are designed to be flexible because we must be prepared throughout the school year for a fluid response when moving between the three learning models. We will continue to use a localized, data-driven approach to guide decision making on any learning model changes. When a learning model change is warranted, we will communicate to staff and families via email, phone, text and our website.

Under the governor's executive order, all districts must offer an equitable distance learning model to all families who choose not to attend in-person or hybrid learning due to medical risks or other safety concerns. As we have shared, PLSAS is offering the Distance Learning Academy as an option to families where students can learn entirely from home. Families can register via the link emailed to parents on July 31. The form is due by August 14, 2020 and is also available on our district website. See page 11 for information on the Academy.

PLSAS Ready to Learn Plan

This guide offers important information to help staff and families understand what they can expect for the 2020-21 school year. We will continue to post updates on our website as new information becomes available: www.priorlake-savage.k12.mn.us.

Please remember that we are all in this together. Thank you so much for your patience, understanding and partnership as we work together to have a successful school year for all our students.

Teri Staloch, Ed. D.
Superintendent

“PLSAS is planning to start the 2020-21 school year in the Hybrid Learning model.”



Welcome Back to School!

First week of school at-a-glance

PRIOR LAKE HIGH SCHOOL

Sept. 8

Grade 9: Group A in-person
Grades 10-12: Group A
online at home/connect with teachers

Sept. 9

Grade 9: Group B in-person
Grades 10-12: Group B
online at home/connect with teachers

Sept. 10

Grades 9-12: Group A in-person

Sept. 11

Grades 9-12: Group B in-person

MIDDLE SCHOOL

Sept. 8

Grades 6-8: Group A in-person

Sept. 9

Grades 6-8: Group B in-person

Sept. 10

Grades 6-8: Group A in-person

Sept. 11

Grades 6-8: Group B in-person

ELEMENTARY

Sept. 8-9

Welcome & Assessment Days,
tech learning for families

Sept. 10

Grades K-5: Group A in-person

Sept. 11

Grades K-5: Group B in-person

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The first week of school

This fall, back-to-school events and assessment days will look different than in previous years. Assessments will be conducted during the first week of school along with a variety of relationship-building opportunities. There will be no Flex Day the first week of school. Families will be able to access their student's Group A/B designation during the week of August 24 in the Infinite Campus Portal. Specific information on beginning-of-the-year activities will come from your student's building. For a Hybrid school-year calendar, go to pg. 8

**More detailed information will be provided on the district website,
www.priorlake-savage.k12.mn.us, as it becomes available.**

**Please note: This information is subject to change throughout the school year
as district practices and state guidance change.**

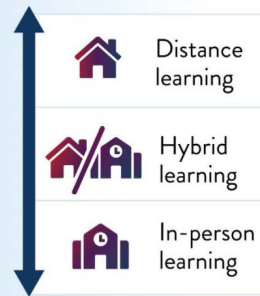
Determining a Safe Learning Model

PLSAS is following the MN Safe Learning Plan to determine which learning model will be implemented this fall and throughout the school year. The decision-making process centers on Scott County data indicating the level of viral activity in the surrounding community. PLSAS will use the following process in assessing and determining an appropriate learning model:

How do schools determine their safe learning model?

- STEP 1** Minnesota Department of Health (MDH) will use data from counties to determine a base learning model for public schools.
- STEP 2** Minnesota Department of Education (MDE) will share county data and the consultative process for public schools to engage with education and public health experts to review their county health data and safe learning plans.
- STEP 3** Public schools, with their incident command team, will evaluate their ability to implement required and recommended health best practices.
- STEP 4** Public schools, in consultation with public health, will determine a learning model to begin the school year and communicate that decision with their school community.*
- STEP 5** Public schools and MDH will monitor the community and school-level impact of COVID-19 on a regular basis. Adjustments will be made to the learning model if needed.

Safe learning models:



* Regardless of learning model, all public schools must offer an equitable distance learning option to all families.

Following state guidelines, PLSAS will meet regularly with Scott County Health and be advised of the bi-weekly case rate (over 14 days) for the county. These data are the number of cases in Scott County over 14 days per 10,000 people by date of specimen collection (when a person was tested). While any increase in case incidence represents greater potential risk, schools may consider a bi-weekly case rate of 10 or more cases per 10,000 to be an elevated risk of disease transmission within the local community, especially when the level of cases per week is sustained or increasing over time.

After the initial selection of a learning model for school opening, the decision to shift to an alternative learning model will center on changes in viral activity in the community through continued review of the bi-weekly county-level case data.

Learning Model Parameters

Number of cases per 10,000 over 14 days, by county of residence	Learning Model
0-9	In-person learning for all students
10-19	In-person learning for elementary students; hybrid learning for secondary students
20-29	Hybrid learning for all students
30-49	Hybrid learning for elementary students; distance learning for secondary students
50+	Distance learning for all students

Safety Precautions

All safety precautions will follow the MN Safe Learning Plan

The following is a summary of safety precautions that will be implemented for the 2020-21 school year.



We will discontinue large gatherings/activities that do not allow for social distancing and limit non-essential visitors/volunteers/external groups.



Drinking fountains will be turned off with only the water bottle filling option available. Water bottles or cups may be used.



Classroom seating charts will be created according to state guidelines. Small groups will be limited and only held with protective measures in place. Student pedestrian patterns and classrooms will be adjusted to provide social distancing. Classroom supplies will not be shared.



Meals, snacks, and beverages served at school will be individually packaged or will be served directly to students. As always, we will ensure the safety of children with food allergies. PLSAS will discontinue self-service food and beverage distribution in the cafeteria. There will be limited use of high-touch areas such as keypads.



Seat assignments will be created for students. Bus drop-off and pick-up times may be staggered by a few minutes in order to minimize groups of students at arrival and dismissal.



Enhanced cleaning and disinfecting schedules have been implemented in all schools, including frequent disinfecting of high-touch surfaces such as desks, tables, light switches and more. You'll see clear barriers in offices at the first point of contact, new signage and areas that have been redesigned to promote social distancing. Hand sanitizer will be provided in common and public spaces, and in classrooms that do not have handwashing sinks.



Per the governor's executive order, face coverings are required for all students, staff and other persons present in any PLSAS building or vehicle. Exemptions will be allowed according to the governor's order. Preschoolers under the age of 5 are not required to wear face coverings. Staff, students and parents/guardians are welcomed and encouraged to supply and wear their own face coverings. Masks will be provided to those who do not have their own.



Heating, ventilating and air conditioning (HVAC) building systems have been assessed and maintained for proper ventilation and filtration. Systems are continuously evaluated and maintained to ensure healthy indoor air quality that meets industry standards.



Students are expected to wash hands or use hand sanitizer throughout the day, especially before meals. Hand sanitizer will be provided at each school.



Staff and visitors will participate in a daily COVID-19 self-screening (series of questions) prior to being allowed entry to a building. Parents will be required to perform a daily COVID-19 check on student/s.

COVID-19 Self-Screening

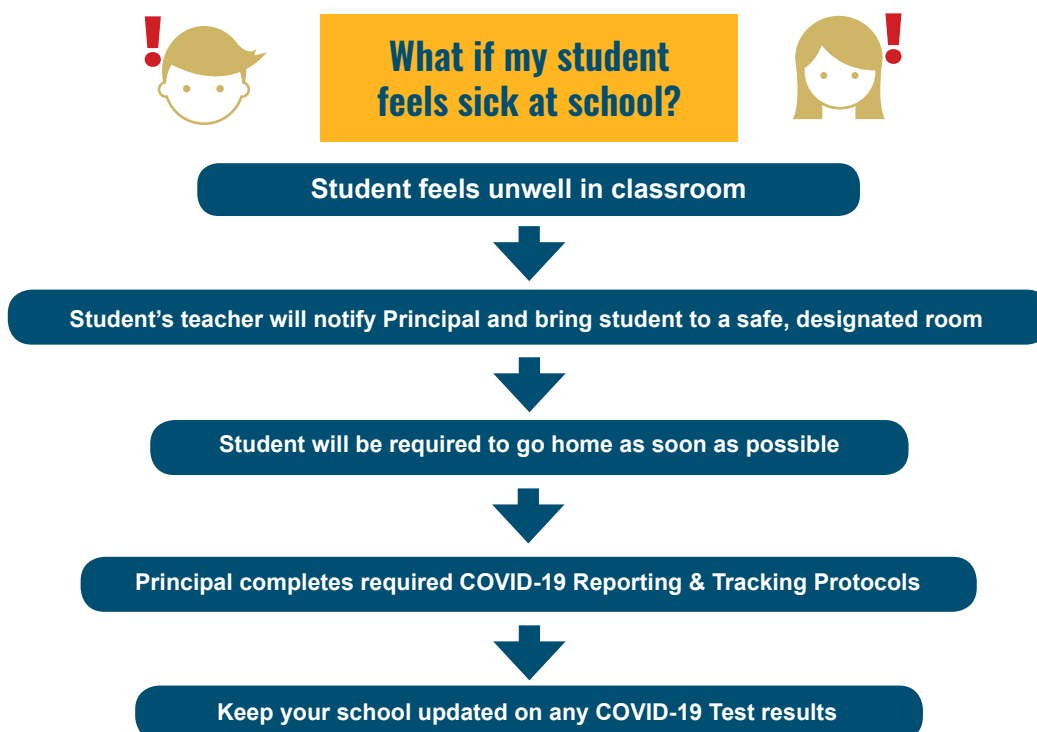
Staff and visitors must participate in a daily COVID-19 self-screening (series of questions). When Hybrid or In-Person learning models are in place, parents/guardians are to perform a daily COVID-19 check on their student(s) to determine if their child can attend school. At the start of the school year, parents/guardians will be asked to complete a form to acknowledge they will perform the checklist for their child each day. The following is a sample student return-to-school daily checklist.

COVID-19 Student Daily Return to School Checklist*

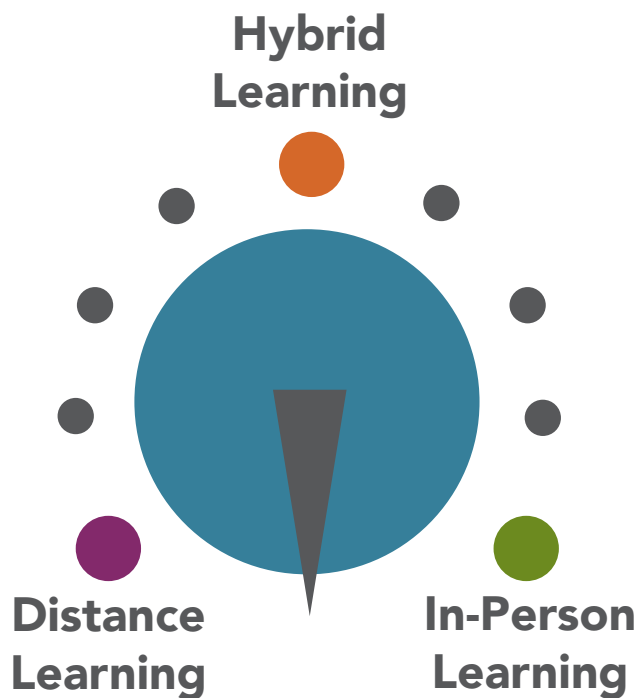
I understand that prior to my student returning to school on-site, I am required to daily self-certify for each student:

- ☐ My student is not exhibiting any of the following symptoms associated with COVID-19:
 - ☐ New onset cough; OR
 - ☐ Shortness of breath by themselves; OR
 - ☐ 2 of the following:
 - ☐ fever (100.4 or higher)
 - ☐ chills
 - ☐ muscle pain
 - ☐ sore throat
 - ☐ loss of sense of smell or taste
 - ☐ gastrointestinal symptoms of diarrhea, vomiting, or nausea
- ☐ My student has not been in close contact (having spent at least 15 minutes within 6 feet of the case) with anyone within the last 14 days who has been quarantined or isolated due to COVID-19.
- ☐ My student has not been advised by any medical provider or health authority that he/she may have been exposed to COVID-19.
- ☐ I have followed the recommended travel guidelines by the Centers of Disease Control and/or local government for my student.
- ☐ I will immediately notify my building principal if I am unable to self-certify for any of the above reasons for my students. I also understand that in the case that I am notified that my student may have been exposed to COVID-19 or start to exhibit any of the symptoms above while at school, I will immediately pick-up my student when contacted by school administration.
- ☐ Per the governor's executive order, I understand that my students (Kindergarten through 12th Grade) are required to wear a face covering over the nose and mouth.

**Please note that the checklist is subject to change, per updates from public health officials.*



Learning Models, 2020-21



Parent/Guardian Options

- 1) Follow the school district's fluid implementation of In-Person, Hybrid or Distance Learning models, as we "turn the dial" between them as needed according to state guidance and COVID-19 activity **OR**
- 2) Choose the full-time from home Distance Learning Academy if you prefer the certainty that your child's education will not include any in-person instruction. Families can opt-into the Distance Learning Academy for the first quarter.

It is likely that our district will implement all three of the following learning models throughout the school year

Distance Learning

Students will learn at-home and receive daily live interaction with their licensed teacher(s). Distance Learning will be used full time if students and staff are not allowed to be in buildings, as directed under the MN Safe Learning Plan. This year's program reflects improvements over last year based on staff, parent and student feedback.



Hybrid Learning

Students will learn through a combination of learning at-home and in-person learning at school, with strict social distancing and capacity limits.



In-Person Learning

Students will attend school every day, with additional safety precautions including practicing social distancing where possible.

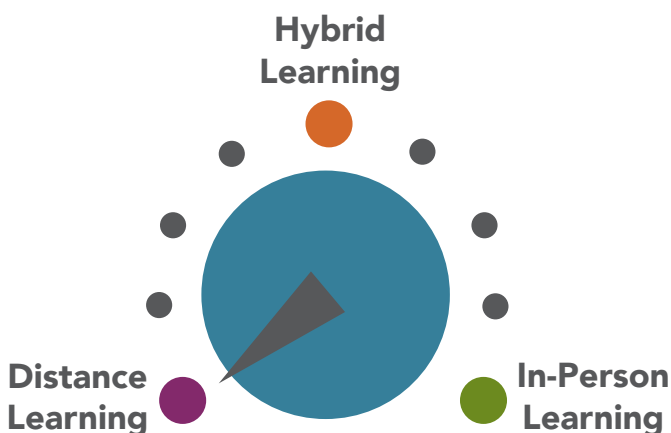


NEW: Distance Learning Academy

Under the governor's executive order, all districts must offer an equitable distance learning model to all families who choose not to attend in-person or hybrid learning due to medical risks or other safety concerns. Families are not required to provide documentation of risks.

PLSAS is offering the Distance Learning Academy as an option to families where students can learn entirely from home. Families can register via the link emailed to parents on July 31. The form is due by August 14, 2020 and is also available on our district website. There will also be an opportunity this fall for families to commit to the Academy for the entire year.

Distance Learning Model



Distance Learning

Students will learn at-home and receive daily live interaction with their licensed teacher(s). Distance Learning will be used full time if students and staff are not allowed to be in buildings, as directed under the MN Safe Learning Plan. This year's program reflects improvements over last year based on staff, parent and student feedback.



Key Features - All Grade Levels

Distance Learning will be used full time if students and staff are not allowed to be in buildings, as directed under the MN Safe Learning Plan. We will provide access and equity in the learning experience for our students. This year's program reflects improvements over last year based on staff, parent and student feedback. We have strengthened our Distance Learning model so that we can provide an even more engaging virtual learning program with greater connections for all students.

Improvements include:

- Coordinated use of Seesaw and Schoology
- Providing consistent expectations for classrooms to meet online together for daily live synchronous (online at the same time) interaction with the teacher
- Providing students with the skills needed to work independently
- Providing support for families and students, covering all aspects of online work

- Creating professional development for teachers to enhance their online teaching skills

Equitable access to technology

Each Distance Learning Academy student will be issued a district device and will have access to all district-provided online resources

- K-2: iPad
- 3-5: Chromebook
- 6-12: iPad

Sample K-5 Schedule

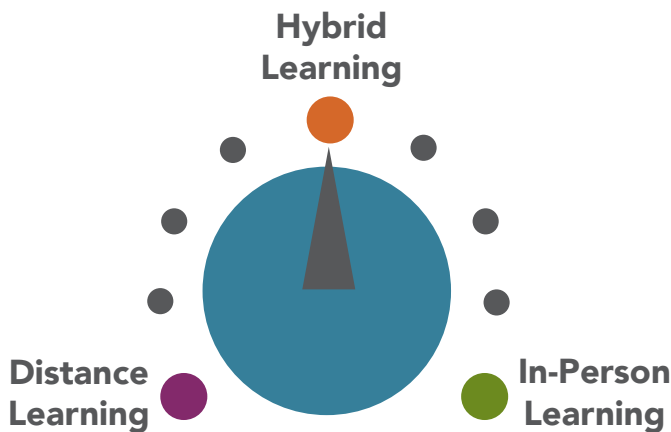
	Daily M-F
Morning Block 1	Live Teacher Session (all students in class) Morning Meeting Live instruction
Morning Block 2	Small Group session
Lunch	
Afternoon Block 3	Pre-recorded Video Lesson Small Group Session
Afternoon Block 4	Independent learning

Sample 6-12 Schedule

	Mon.	Tues.	Wed.	Thurs.	Fri.
Period 1	Math	Math	Independent work	Math	Math
Period 2	English	English	Access to small group support	English	English
Period 3	Science	Science		Science	Science
Lunch					
Period 4	Elective	Elective	Continue school day Distance Learning	Elective	Elective
Period 5	Social Studies	Social Studies		Social Studies	Social Studies
Period 6	Elective	Elective		Elective	Elective

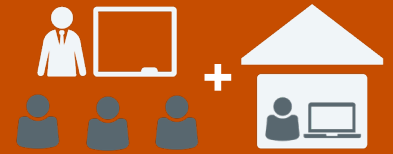
Individual student schedules will be made available prior to the start of school.

Hybrid Learning Model



Hybrid Learning

Students will learn through a combination of learning at-home and in-person learning at school, with strict social distancing and capacity limits.



Key Features - All Grade Levels

Guiding principles:

- Ensure learning environments are safe
- Provide as much time in school as possible
- Provide flexibility and additional time to support individual student learning needs

Outdoor learning

There will be increased outdoor-learning time for all classes.

Equitable access to technology

Each Distance Learning Academy student will be issued a district device and will have access to all district-provided online resources

- K-2: iPad
- 3-5: Chromebook
- 6-12: iPad

Required for In-Person and Hybrid Learning

- ☐ Masking Policy
- ☐ PPE for direct support student services
- ☐ Build routines of hygiene education & practices
- ☐ Daily cleaning and frequent cleaning of high touch surfaces throughout the day
- ☐ Building level COVID-19 program coordinator, with optional student counterpart
- ☐ Limiting nonessential visitors/volunteers/external groups
- ☐ Discontinue large gatherings/activities that do not allow for social distancing
- ☐ Monitoring and excluding for illness

Required for Hybrid Learning

- ☐ Social distancing of 6 feet at all times in school buildings
- ☐ School facilities at 50% capacity
- ☐ Transportation at 50% capacity
- ☐ Sufficient staffing levels to meet the requirements of the model

Source: MN Safe Learning Plan

Hybrid Learning Model

**Because of the need for social distancing,
every child cannot be at school at the same time**

K-12 Hybrid Model with Flexible (Flex) Instruction Day

To reduce the number of students in the school building at any time, students will be assigned to either Group A or Group B

Group A Students Weekly Schedule

Group A students will attend school in-person on Mondays and Thursdays, with teacher-facilitated learning at-home on Tuesdays and Fridays

M



A

T



A

W

FLEX

Th



A

F



A

Group B Students Weekly Schedule

Group B students will attend school in-person on Tuesdays and Fridays, with teacher-facilitated learning at-home on Mondays and Thursdays

M



B

T



B

W

FLEX

Th



B

F



B

Flexible (Flex) Instruction Days Wednesdays

Most Wednesdays will be Flex Days where the majority of students attend at-home and complete teacher-assigned work remotely (attendance will be taken). Some students would attend school in-person for individual or small group student interventions, enrichment or specific classes. Students who are in person on a Flex Day will be released from school two hours early and they can continue their learning from home.

Student A & B Group Assignments

We are in the process of finalizing the members for each student group.

- Groups will be designed around the health and safety of learners and staff, individual learning needs and transportation.
- Siblings will be assigned to the same group to keep families/households on the same schedule.
- We will not be able to accommodate requests to change groups.
- Families will be able to access their student's Group A/B designation during the week of August 24 in the Infinite Campus Portal.
- If you need Infinite Campus login assistance, please contact ithelpdesk@plsas.org.

Hybrid Learning Model

Hybrid Schedule 2020-21

Please note: this calendar is tentative and subject to change.



INDEPENDENT SCHOOL DISTRICT 719
Prior Lake – Savage Area Schools
2020-21 School Year Calendar

Original Approval:
January 14, 2019
Adjusted for Hybrid Learning
August 2020

Group A: Monday|Thursday **Group B: Tuesday|Friday** **Flex Day: Wed**

Calendar Summary:

Aug. 24-26 Elementary/Secondary New Teacher Inservice
Aug. 31-Sept. 3..Dist./Building Inservice/Staff Work Day (E-12)
Sept. 7 **Labor Day No School (Gr. E-12)**
Sept. 8 **First Day of School (Gr. 6-8 Group A)**
(Gr. 10-12 Group A connect online with teachers)
Sept. 8-9* Elementary Assessment | Welcome Days (K-5)
Sept. 9 **First Day of School (Gr. 6-8 Group B)**
First Day of School (Gr. 9 Group B)
(Gr. 10-12 Group B connect online with teachers)
Sept. 10 **First Day of School: (Gr. K-5 Group A)**
Sept. 11 **First Day of School: (Gr. K-5 Group B)**
Sept. 14 Open House (Gr. 9-12: 4 hrs/evening)
Oct. 8 Parent Conferences (Gr. 6-8: 4 hrs/evening)
Parent Conferences (Gr. 9-12: 4 hrs/evening)
Oct. 12 Parent Conferences (Gr. 6-8: 4 hrs/evening)
Oct. 14 **No School (Gr. E-12)**
Oct. 15-16 **Educ. MN Convention - No School (Gr. E-12)**
Oct. 21 **No School (Gr. E-12)**
Staff Inservice (all day)
Nov. 12 End of 1st Quarter (44 Days)
Early Release (Gr. E-12)
Nov. 13 **No School (Gr. E-12)**
Staff Work Day (am/pm)
Nov. 16 First Day of 2nd Quarter
Nov. 17 Parent Conferences (Gr. K-5: 2 hrs/evening)
Nov. 19 Parent Conferences (Gr. K-5: 4 hrs/evening)
Nov. 23 Parent Conferences (Gr. K-5: 4 hrs/evening)
Nov. 25 **No School (Gr. E-12)**
Nov. 26-27 **Thanksgiving Break - No School (Gr. E-12)**
Dec. 3 Parent Conferences (Gr. 6-8: 4 hrs/evening)
Parent Conferences (Gr. 9-12: 4 hrs/evening)
Dec. 23-Jan. 1 **Winter Break - No School (Gr. E-12)**
Jan. 4 Classes Resume
Jan. 18 **Martin Luther King Day - No School (Gr. E-12)**
Jan. 28 End of 2nd Quarter/1st Semester (42 Days/86 Days)
Early Release (Gr. E-12)
Jan. 29 **No School (Gr. E-12)**
Staff Work Day (am/pm)
Feb. 1 First Day of 3rd Quarter/2nd Semester
Feb. 17 **No School (Gr. E-12)**
Staff In-Service (all day)
Feb. 18 Parent Conferences (Gr. 6-8: 4 hrs/evening)
Parent Conferences (Gr. 9-12: 4 hrs/evening)
Feb. 23 Parent Conferences (Gr. 6-8: 2 hrs/evening)
Apr. 1 End of 3rd Quarter (43 Days)
Early Release (Gr. E-12)
Apr. 2 **No School (Gr. E-12)**
Staff Work Day (am/pm)
Apr. 5-9 **Spring Break - No School (Gr. E-12)**
Apr. 12 First Day of 4th Quarter
Apr. 15 Parent Conferences (Gr. K-5: 2 hrs/evening)
Apr. 20 Parent Conferences (Gr. K-5: 4 hrs/evening)
Apr. 22 Parent Conferences (Gr. K-5: 4 hrs/evening)
Apr. 27 Parent Conferences (Gr. 9-12: 4 hrs/evening)
May 6 Parent Conferences (Gr. 6-8: 2 hrs/evening)
May 31 **Memorial Day - No School (Gr. E-12)**
June 9 Early Release (Gr. 6-12)
June 10 **Last Day of School (Gr. E-12)**
Early Release (Gr. E-12)
End of 4th Quarter/2nd Semester (43 Days/86 Days)
June 11 **No School (Gr. E-12)**
Staff Work Day (am/pm)
Commencement

Key:

	Group A Students
	Group B Students
	Flex Day
	No School (Gr. E-12) (students/teachers)
	No School (Gr. E-12) (students)
	End of Quarter
	Parent-Teacher Conferences
	Beginning / End of School Year
	Early Release (Gr. E-12)

JULY 2020					
M	T	W	T	F	
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6	7	8	9	10	
13	14	15	16	17	
20	21	22	23	24	
27	28	29	30	31	
SEPTEMBER 2020					
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28	29	30			
NOVEMBER 2020					
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23c	24	25	26	27	
30					
JANUARY 2021					
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29	30	31			
MAY 2021					
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17	18	19	20	21	
24	25	26	27	28	
31					

AUGUST 2020					
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31					
OCTOBER 2020					
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			1	2	
5	6	7	8c	9	
12c	13	14	15	16	
19	20	21	22	23	
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DECEMBER 2020					
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28	29	30	31		
FEBRUARY 2021					
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15	16	17	18c	19	
22	23c	24	25	26	
APRIL 2021					
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12	13	14	15c	16	
19	20c	21	22c	23	
26	27c	28	29	30	
JUNE 2021					
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14	15	16	17	18	
21	22	23	24	25	
28	29	30			

Hybrid Learning Model

Key Features - All Grade Levels

On at-home learning days, students can expect some or all of the following: live online instruction, independent work, online check-ins, pre-recorded instruction and tutorials.

Sample K-5 Schedule

	Hybrid In-Person Day	Hybrid Home Day	Flex Day
What will a student's school day look like?	<ul style="list-style-type: none"> • Morning Meeting • Reading Block • Specialist Time • Lunch/Recess • Read Aloud • Math Block • Outdoor Learning <p>The day will include these learning times, but not necessarily in this order.</p>	<ul style="list-style-type: none"> • Morning Meeting - synchronous (online at the same time) with the in-person group, optional • Read Aloud - synchronous with the in-person group, optional • Teacher scheduled and available time for individual or small group instruction and support. • Independent Practice & Learning • Preparing for the next in-person learning day 	<ul style="list-style-type: none"> • In-person students will participate in small groups, receive instruction from Specialist teachers and/or work with their classroom teachers on targeted skills. • Teacher scheduled and available time for individual or small group instruction and support for home learners. • Students who are in-person on a Flex Day will be released from school two hours early so they can continue their learning from home.

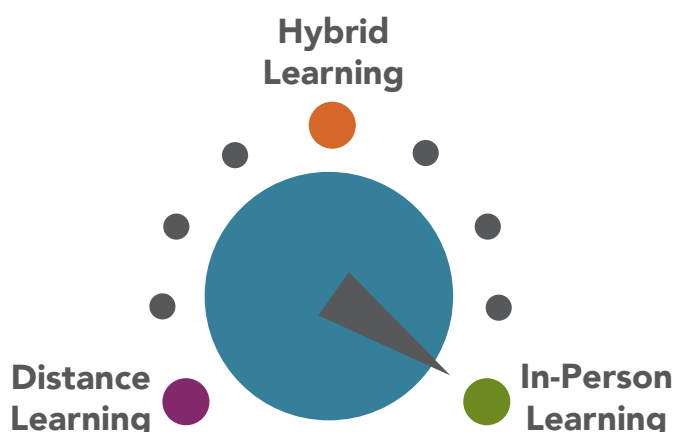
Sample Middle School Schedule

	Hybrid In-Person Day	Hybrid Home Day	Flex Day
What will a student's school day look like?	Students will follow their in-person school schedule	Students will follow their typical schedule from home with live instruction and check-in opportunities with each teacher for each class. Teachers will communicate the live check-in times with their students.	<ul style="list-style-type: none"> • In-person students will participate in small groups focused on targeted skill development, and/or receive instruction and support from individual teachers. • There will be office hours during specified times for home learners (individual or small group). • Students who are in-person on a Flex Day will be released from school two hours early so they can continue their learning from home.

Sample High School Schedule

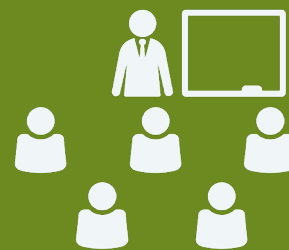
	Hybrid In-Person Day	Hybrid Home Day	Flex Day
What will a student's school day look like?	Students will follow their in-person school schedule	Students will follow their typical schedule from home with live instruction and check-in opportunities with each teacher for each class. Teachers will communicate the live check-in times with their students.	<ul style="list-style-type: none"> • In-person students will participate in small groups focused on targeted skill development, and/or receive instruction and support from Specialist individual teachers. In-person students will also have opportunities to work in quiet, supervised areas in the school. • There will be office hours during specified times for home learners (Individual or small group). • Students who are in-person on a Flex Day will be released from school two hours early so they can continue their learning from home.

In-Person Learning Model



In-Person Learning

Students will attend school every day, with additional safety precautions including practicing social distancing where possible.



Key Features - All Grade Levels

In buildings, every school day

Your child will have high-quality and engaging teacher-led instruction 5 days a week.

Class instruction

To the greatest extent possible, instruction will look and feel like it did prior to the COVID-19 pandemic.

Building relationships

The first few weeks will have a strong focus on building relationships, identifying learning gaps from last spring and summer, and helping students feel engaged and connected to their school.

Equitable access to technology

Each Distance Learning Academy student will be issued a district device and will have access to all district-provided online resources

- K-2: iPad
- 3-5: Chromebook
- 6-12: iPad

Outdoor Learning

There will be increased outdoor-learning time for all classes.

NEW: Distance Learning Academy

Under the governor's executive order, all districts must offer an equitable distance learning model to all families who choose not to attend in-person or hybrid learning due to medical risks or other safety concerns. Families are not required to provide documentation of risks.

PLSAS is offering the Distance Learning Academy as an option to families where students can learn entirely from home. Families can register via the link emailed to parents on July 31. The form is due by August 14, 2020 and is also available on our district website. There will also be an opportunity this fall for families to commit to the Academy for the entire year.

Key Features - All Grade Levels

PLSAS Teachers, PLSAS Support, PLSAS Rigor

Learning will be facilitated by highly qualified, highly trained PLSAS teachers

Equitable access to technology

Each Distance Learning Academy student will be issued a district device and will have access to all district-provided online resources

- K-2: iPad
- 3-5: Chromebook
- 6-12: iPad

Embedded Academic Support:

Elementary: access to reading intervention, social-emotional support and specialists
Middle/High School: Secondary students will be assigned a Distance Learning Coach

Social Emotional Learning

- Responsive Classroom in elementary
- Second Step in grades K-8
- BARR (Building Assets, Reducing Risks) in gr. 9

Attendance

Students are expected to attend all synchronous (online at the same time) class sessions and check-in with teachers daily on asynchronous (on your own) work. Teachers will take attendance daily.

Grading

Students enrolled in the Distance Learning Academy will be graded in the same ways and using the same methods as their peers.

Communication

Distance Learning Academy teachers and students will make use of the same district technology and learning tools.

Sample K-5 Schedule

	Daily M-F
Morning Block 1	Live Teacher Session (all students in class) Morning Meeting Live instruction
Morning Block 2	Small Group session
Lunch	
Afternoon Block 3	Pre-recorded Video Lesson Small Group Session
Afternoon Block 4	Independent learning

Sample 6-12 Schedule

	Mon.	Tues.	Wed.	Thurs.	Fri.
Period 1	Math	Math	Independent work	Math	Math
Period 2	English	English	Access to small group support	English	English
Period 3	Science	Science		Science	Science
Lunch					
Period 4	Elective	Elective	Check-in with Distance Learning Coach	Elective	Elective
Period 5	Social Studies	Social Studies		Social Studies	Social Studies
Period 6	Elective	Elective		Elective	Elective

Child Care

Hybrid or Distance Learning models

Care will be available at all elementary school locations for children in kindergarten through grade 5, with priority going to Tier 1 and then to all other families beyond Tier 1, as space is available.

Children of Tier 1 workers (including PLSAS staff)

Before and after-school care will be available for a fee for children enrolled in PLSAS. Care during school hours on the Hybrid at-home days will be provided at no cost.

Children of parents who are not considered Tier 1

Care will be offered for a fee before school, after school or both on Hybrid In School days and full-day care will be offered on Hybrid at Home days.

Care will be provided by Kids' Company staff, with support from school staff, and will include a combination of child care and school support.

Tier 1 Workers

The State of Minnesota has created a list of critical and essential workers who are required to receive free child care during school hours from their school district. Tier 1 workers include employees from these fields:

- Healthcare and public health
- Law enforcement, public safety and first responders
- Food and agriculture
- Judicial Branch (essential workers)
- National Guard (activated under a Governor Executive Order)
- Educators and school staff providing in-person instruction or caring for children of critical workers
- Child Care and School - age care providers

We will require employment verification at the time of registration

	Before and After School	During School Hours
Hybrid and/or Distance Learning		
District Staff with students enrolled in PLSAS	\$9.60 per session	No Cost
Essential Workers in Tier 1	\$12 per session	No Cost
District enrolled students (outside of Staff & Tier 1)	\$12 (when attending school on in-person days) \$41 a day (full-day option when attending hybrid at home, school support included)	\$41 a day (full-day option when attending hybrid at home, school support included)
In-Person		
District Staff with students enrolled in PLSAS	\$9.60 per session	N/A
Essential Workers in Tier 1	\$12 per session	N/A
District enrolled students (outside of Staff & Tier 1)	\$12 per session	N/A

Transportation

Student transportation information for Hybrid or In-Person learning models will be available in Infinite Campus on August 25

Student Capacity

For In-Person learning, PLSAS will review and evaluate school transportation capacity with the goal of creating as much space between riders as possible. In a Hybrid model, transportation would be set to 50% maximum capacity.

Bus Routes

Creating mass additional routes is not feasible due to financial constraints and other factors. We are committed to securing the required number of drivers necessary to accommodate all routes.

Face Coverings

The state requires face coverings for bus riders including students in kindergarten through grade 12. Students are welcomed and encouraged to supply and wear their own face coverings. Masks will be provided to those who do not have their own. Bus companies will provide face coverings for their employees.

Health and Safety

Transportation vehicles will be cleaned and disinfected following each route, with special attention to high-touch areas. Doors and windows will be kept open when cleaning the vehicle and between trips to let the vehicles thoroughly air out. Students must stay home and not board transportation if they are experiencing symptoms of COVID-19 or have been exposed to someone positive for COVID-19.

Students with Disabilities

IEP or 504 plans will be followed per the individual student plan to meet physical distancing guidance, while meeting the needs of individual students.

Drop Off/Pick-Up Zones

Bus and parent drop-off and pick-up zones and loading/unloading times may need to be modified to accommodate a potential increase in self-transported students.

2020-21 Prior Lake High School Student Parking Permits

- Any student who will have a valid driver's license at the start of the school year can purchase a parking permit .
- Any student who receives a driver's license during the semester can buy a permit at that time
- Permits can be purchased by the semester for \$50
- Communication regarding purchasing permits will be posted on the PLHS website, and through email, Facebook and Twitter by August 14.

Child Nutrition Services

When students are in school, meals, snacks and beverages will be individually packaged or will be served directly to students. As always, we will ensure the safety of children with food allergies. PLSAS will discontinue self-service food and beverage distribution in the cafeteria.

In-Person Learning

- Breakfast and lunch will be available to students on-site daily. Meals will either be pre-packaged grab-and-go or served to students directly.
- Meal times may be relocated to small-group settings outside of the cafeteria.
- Students will come to the cafeteria to pick up meals on a staggered schedule to allow for physical distancing.
- Physical distancing decals/stickers/tape will be used on the floors in the cafeterias.
- Child Nutrition Services staff will wear face coverings and gloves.
- Students will wash hands before meal service and after meal service.
- Hand sanitizer will be available at the serving lines.
- A la carte and additional menu items will still be available and will be served directly to students.

Hybrid Learning

In a Hybrid Learning scenario, students will have the opportunity to receive meals for the days that they are not at school.

Distance Learning

In a Distance Learning scenario, students will have the opportunity to receive meals when learning from home.

More details will be available on our website.

2020-21 School Meal Prices

Breakfast

All kindergarten students receive a free breakfast.
Grades 1-8 and Bridges ALC: \$1.80

Lunch

Elementary: \$2.75	Milk: \$.45
Middle: \$2.85	Second entrée grades K-8: \$1.80
Bridges: \$2.85	Second entrée high school: \$2.50
High School: \$3.25	

Free and Reduced-Price Lunch assistance is available. Applications are available on our website: www.priorlake-savage.k12.mn.us and through SchoolCafé. Applications must be filled out for each school year the assistance is needed.

Early Childhood Programs

Circle of Friends Preschool

In-Person & Hybrid Learning Models

Class schedules for these two models are identical due to the ability to expand our program throughout the entire Edgewood School building and operate classes at a reduced capacity. This allows us to offer in-person programming without making any schedule adjustments as K-12 moves between full in-person and hybrid learning models.

Preschool students will attend the class days for which they were confirmed, for almost every section. Depending on the decisions from our families regarding Distance Learning, we may make minimal tweaks to classes based upon enrollment numbers. This would help ensure appropriate group sizes in order to meet increased health and safety requirements.

In order to allow for the safest learning environment, there will be increased outdoor time for all classes.

All adults in the building are required to wear face coverings. Per state mandate, preschoolers are not required and will only wear them if they can manage it. Kindergarten eligible preschool students may be required to wear a face covering.

Early Childhood Family Education (ECFE)

In-Person and Hybrid Learning Models

Class schedules will be identical for these models.

- There is a limit of one adult in attendance with their child/children (all adults in the building are required to wear face coverings).
- ECFE classes will be moved upstairs to larger classrooms to allow more space.
- Specific ECFE parking spaces will be added to the upper level bus loop for an easy and close point of entry and exit.

- To reduce group mixing, Sibling Care will not be available this year. There will be Mixed Age class options for families with siblings.
- Parent Education will occur in the classroom or via Google Meet at another time in the evening.

Distance Learning

PLSAS may cycle through all three learning models during the school year. During Distance Learning, there will be a continuation of curriculum with an emphasis on language/literacy, number sense, and social emotional learning. Connections with the classroom teacher will continue virtually and learning activities will be shared in a format that is as screen-free as possible.

In order to operate in a sustainable manner during Distance Learning, for both families and our program, we are developing a fee structure that takes into account the possibility we'll need to have periods of Distance Learning. This fee structure will reduce tuition fees in accordance to the duration of time each distance learning period consecutively lasts.

For preschoolers who receive Early Childhood Special Education Services, the distance learning option is offered at no additional charge.

Preschool PLUS Care

It is very likely we will continue to operate Preschool PLUS care during a period of Distance Learning. If we are not able to offer care during periods of Distance Learning, Preschool PLUS Care students will only be charged half-day tuition rates, instead of PLUS Care rates.

For more information, including Distance Learning fee scales for preschool and ECFE, as well as Preschool Screening, please visit our website:

www.priorlake-savage.k12.mn.us

Student Support Services

Special Education, English Learners and Intervention services will be included in the learning minutes for the day. General Education teachers are responsible for providing modifications and accommodations as outlined in a student's IEP/504 or unique learning plan. Please work with Special Education case managers for IEP-related questions, Social Workers/Counselors for 504-related questions and English Learner teachers to appropriately accommodate students who receive services.

Staff and/or student schedules may be redesigned to provide access to individualized learning to meet IEP and 504 plans and to maintain health and safety guidelines.

Students receiving special services, such as Special Education students, multilingual learners, and speech, reading and math support, **may** have more days in classrooms than the basic Hybrid schedule outlines. And we will be looking for opportunities to increase face-to-face time for other students as needs become evident. These details will be determined by student planning teams.

Special Education

Students receiving Special Education services **may** be in need of additional in-person or online services based on IEP needs. The following data will be reviewed to determine if additional support is needed:

- IEP goals and objectives
- Related Service needs
- Federal Setting
- Positive Behavior Support plans
- Progress on IEP goals and objectives during Distance Learning in the 2019-20 school year.

Any changes in Special Education services will be determined by the IEP team.

The district will follow the Guidance for Delivering Direct Student Support Service regarding staff protective equipment for all students who need personal and/or medical care.

English Learners

Regardless of the learning model, English Learners will continue to receive language development services. Service and support will be personalized based on individual students' English language proficiency. General education teachers and English Language teachers will collaborate to ensure equal access to grade-level standards.

Co-Curricular Activities

The Minnesota State High School League (MSHSL) is moving forward with Fall Sports and Activities. Registration is now open. The PLSAS Activities Department will be working to adjust game schedules and create protocols for practice, games, transportation and crowds.

MSHSL fall decision

The Minnesota State High School League (MSHSL) board of directors voted to move forward with the following fall sports; Boys & Girls Soccer, Girls Tennis, Girls Swim & Dive and Boys & Girls Cross Country while districts are operating In-Person or during Hybrid learning. Students who opt into the full-time Distance Learning Academy will be eligible for ISD 719 co-curricular activities. Football and Volleyball will move to a “skinny” season between our traditional winter and spring seasons.

Status of Fall Sports & Activities

The MSHSL plan approved includes starting most fall sports on August 17, but with several modifications including: safety recommendations for practice and game play, crowd limitations and guidelines for transportation as well as games and length of season reductions. The MSHSL is asking all schools to follow the COVID-19 Sports Guidelines for Youth Sports created by the MN Department of Health (MDH). If schools enter into a Distance Learning model due to active cases recorded by the county in which the school district resides, all co-curricular activities will be suspended for that school.

Transportation

PLSAS will provide team transportation to away events, as needed. Families will sign a waiver when registering for fall sports that allows parents to arrange transportation when desired or when district transportation is not available. We will follow MN

MDH guidelines in terms of how many athletes will be allowed on a bus at a time (50% capacity during hybrid learning, 100% capacity during in-person learning) Masks will be required when traveling on a district school bus.

If there is a positive COVID-19 case

If a positive case of COVID-19 is reported, we will contact the MDH. MDH will interview the affected person, determine the dates when the case was infectious, identify anyone that may have been exposed, and collect contact information for those individuals. People identified as exposed (close contacts) are those who spent at least 15 minutes within 6 feet of the case while the case was infectious. Exposed persons (close contacts) will also need to quarantine for 14 days from the last contact with the COVID-19 case. Coaches will keep accurate rosters including who was at practices and games each day so contact tracing can be conducted quickly.

Non-MSHSL organizations

PLSAS will be making a determination on fall clubs and activities before the start of school and will communicate with families.

Online Activity Registration

Families can now register for sports and activities through Affinity Solutions. Go to <https://isd719a.cf.affinitysolutions.com/> to create an account and register your student for fall sports and activities.

Quick Look Summary

Fall Sports were approved for play with reductions to the total number of games and the length of the fall season. This graph demonstrates a 30% reduction in the total number of events and a 20% reduction in the number of weeks to the regular and postseason. Games and travel will be limited to “Conference/District” schedules only. Participation in tournaments and invitationals is prohibited. Sports will be allowed 1-2 games/events per week. Section and State playoffs will be modified, including reductions in participation and in number of weeks.

Sport	Season	Total weeks, including post-season	Maximum regular season games allowed	Post-season weeks
Cross Country	Fall	10	7	2
Football	Skinny	12	6	3
Soccer	Fall	10	11	2
Volleyball	Skinny	10	14	2
Tennis	Fall	9	9	2
Swim/Dive	Fall	11	9	2

PLSAS Ready to Learn

2020-21 School-Year Plan

For more information:

More detailed information will be provided on the district website, www.priorlake-savage.k12.mn.us, as it becomes available. For questions, families are encouraged to contact their principal or specific department.

We will continue to communicate to staff and families via email, phone, text and our website.

