

# COVID-19 Continuous Learning Plan

Insight School of Washington – Quillayute Valley School District

## Summary and Objectives

Due to the novel Coronavirus (COVID-19) global pandemic in the spring of 2020, all schools in the state of Washington were ordered to cease all face to face/brick and mortar operations for students through the end of the school year. The Washington state Office of the Superintendent of Public Instruction (OSPI) released emergency rules and guidance surrounding continuous education of students in the state of Washington.

Per this guidance, Insight School of Washington (ISWA) proposes a local action plan to be implemented for the remainder of the 2019-2020 school year. This action plan addresses:

- Continuous learning and services for all ISWA students during the school closures
- Compliance with OSPI guidance surrounding truancy, continuous learning, ISP equity, and final grading policies.

This plan was submitted for approval by the Quillayute Valley School District board on 5/11/2020.

## Guidance and Rule Citations

Guidance	Source	Date Released	Summary
<a href="#">Continuous Learning 2020</a>	OSPI	March 2020	Updated guidance on school requirements for continuous learning during COVID-19 school closures.
<a href="#">Student Learning and Grading Guidance</a>	OSPI	4/21/2020	New rules and guidance surrounding awarding final grades for the end of year term of SY2020, including a 'do no harm' mandate.
<a href="#">Special Education Guidance for COVID-19</a>	OSPI	March 2020	Guidance and FAQ on providing continuing services for students with disabilities during COVID-19 school closures.

## Background and Definitions

Insight Washington is a Washington state approved multi-district fully online program operating as an Alternative Learning Experience under [Chapter 392-121-182 WAC](#) (Washington Administrative Code). As such, ISWA automatically meets several continuous learning program requirements, including:

- Online access to all curriculum, instruction, and interventions for all students and staff, using district-approved curriculum and learning platforms.

- Equitable student/staff access to devices and ISP assistance in the form of loaned laptops and internet hotspots.
- Equitable student access to special education services and specially designed instruction.
- Provision of all required related services as outlined in a student's individualized education plan.
- Provision for and tracking of frequent two-way contact between students and certificated teachers, including live instructional sessions, assignment submission and feedback, email, text, and telephone. ALE requirements for weekly two-way contact and monthly progress conferences are still in place and regularly tracked.
- Credit recovery options throughout each school year and through the summer via school-offered courses, or Graduation Alliance.

ISWA further increases student equity and opportunity through our locally determined policies and intervention practices, including:

- Grading policy mandating little to no penalty for student work turned in late. This policy is the norm at ISWA.
- Graduation coaching support for prospective graduating seniors involving frequent contact and academic support.
- Excessive absence intervention and support for students missing weekly contact for consecutive weeks. This intervention can include contacting a student's local juvenile court and/or county truancy liaison for supportive measure.

As an alternative online school, ISWA was uniquely situated to continue instruction, interventions, and services with no interruption due to the COVID-19 school closures.

Any updates to policies and operations are contained herein and in other documents and submitted for QVSD board approval on 5/11/2020.

## [Policy and Process Updates for Spring 2020](#)

These policy and process updates are for the purpose of bringing ISWA into compliance with OSPI COVID-19 continuous education guidance during the final term of the 2019-2020 school year (beginning March 14, 2020.)

ISWA intends for these temporary policy changes to remain in effect through the end of SY2020 and until otherwise advised by OSPI.

### [Attendance and Truancy](#)

The ISWA policy for students with excessive unexcused absences has been modified for the duration of school closures due to the COVID-19 outbreak. (The existing policy can be found in our [QVSD board-approved student handbook](#).)

Changes to the existing policy include:

- Temporary cessation of all involuntary withdrawals due to non-attendance. Students who reach 20 or more consecutive unexcused absences remain enrolled at ISWA with full access to courses, instruction, and interventions.
- Temporary cessation of truancy petition filings in all counties.

- Temporary expansion of excused absences granted, including any student or family who requests that absences be excused due to work schedules, hardship, or illness. Students with excused absences do not receive the same notifications or interventions as those who have not been in communication about their absences.
- Increased outreach to students with multiple unexcused absences.
- Temporary suspension of choice transfer reviews for the 2020-2021 school years for students with excessive unexcused absences.

The changes outlined above were implemented on March 14<sup>th</sup> and will remain in place through the end of the 2019-2020 school year. However, to continue active outreach and communication with ISWA students and families, several interventions for excessive absences are still in place, including:

- Weekly outreach and notification to students with multiple weeks of consecutive absences.
- Offers of live help sessions with our truancy specialist.
- Outreach to county truancy specialists/juvenile court liaisons to connect students with any available supports during mandated school closures.
- Continued support from school social worker/resource coordinator, including student support sessions, regular outreach, and sourcing of local community resources for students and families in need.

### Final Grades – 3<sup>rd</sup> Trimester, Spring 2020

Between March 13, 2020 and the end of the year, ISWA will end two credit recovery sessions and one regular trimester. The following policy updates apply to all three of these grading periods.

Credit Recovery Session A Ends: May 1, 2020

Credit Recovery Session B Ends: June 16, 2020

Trimester 3 Ends: June 16, 2020

In an effort to be compliant with OSPI requirements and guidance surrounding final grading, ISWA has updated the school-wide policy for awarding credits and final grades to temporarily include the following:

#### *Grading Scale*

- Grading scale will temporarily change from A, B, C, D, F to A, B, C, D, I (incomplete).
- Courses currently awarding C (credit) or NC (no credit) will continue with these grade marks.
- Students with an IEP mandating C/NC grade marks will receive those grade marks as indicated.
- Students who withdraw before the end of the grading term will not receive W grade marks as is customary. Instead, courses will be dropped from their section enrollment in Skyward and there will be nothing on the transcript to denote courses attempted.

#### *Continuous Learning Plan*

Students will earn credit for grade marks A, B, C, or D, or C in the C/NC scale. Students will not earn credit for an I, or incomplete grade mark, though they will have extended opportunities to complete the course requirements per OSPI grading guidance. These extended opportunities include:

- Clear communication from course teacher on exact requirements to complete course requirements and earn credit.

- Increased academic support provided to students not passing courses. Support takes the form of outreach, one on one intervention and back on track planning.
- Communication of current letter grade to students on the final day of school, 6/16/2020. Students with an incomplete grade mark on the final day of school can meet requirements and earn credit during the extended grading period.
- Deadline for final submission of assignments extended from 6/16/2020 to 12:00 PM on 6/22/2020.
- Final grades are issued on 6/25/2020. Students who did not complete requirements to earn credit will have an I notated on the transcript for this term. No failing grades will be notated for this term.
- As mandated by OSPI, this term will be specially marked on the transcript to denote expanded policies due to COVID-19.
- Credit recovery students who do not meet requirements to earn credit will receive an I in either session. Continuous learning for these students will be in the form of optional credit recovery courses over the summer, free of charge.
- Continuous learning for all students includes many core credit recovery options during the summer of 2020 or following school year, free of charge.

Because ISWA has provided uninterrupted and equitable access to courses and instruction since the COVID-19 school closures, these extensions and temporary updates to the final grading policy meet the requirements and guidance provided by OSPI on April 21, 2020.

### [SY2020-2021 Grading and Credits](#)

The continuous learning plan and grading policy outlined above provides ISWA students an opportunity to earn and make up credits through the summer of 2020. Students receiving an I on their transcript for credit not earned during this period will have further opportunities to retake the course or participate in credit recovery where applicable continuing into the fall of 2020 and beyond.

Students who transfer to ISWA for the fall of 2020 and subsequent terms who have an I noted on their transcript will have the same opportunities to earn credit for the course as any transfer student in previous years. ISWA offers expanded credit recovery options through school-based core credit recovery sessions throughout the year and each summer. Students in 11<sup>th</sup> and 12<sup>th</sup> grade also have the opportunity to for accelerated credit retrieval through ISWA's partnership with Graduation Alliance.