



Language Academy of Sacramento/Academia de Idiomas de Sacramento
A Two-Way Spanish Immersion Charter School/Una Escuela Constitucional de Inmersión Dual en Español

Distance Learning Plan Update

PACT.O

Greetings LAS Families,

As we enter the first month of May I would like to reach out to all of our LAS families to express how much we miss all of you, particularly the smiles and greetings of our 609 jaguares! We understand that this time of being apart and teaching and learning from home is challenging for all stakeholders. Luckily, I have had the pleasure to be in contact with many of you over the phone, through email, or in person during the days that we have conducted academic packet and computer distribution, and am hopeful that one day soon we will be able to join together in person as the strong LAS community that we are! In the meantime, we are excited to share more detailed information about the **LAS Distance Learning Plan** by providing you with the attached Frequently Asked Questions for Families. The DL Plan incorporates the following **PACT.O** Guiding Principles:

- ◇ **Progress:** Reframing how we define and measure “progress” with a focus on equity and access
- ◇ **Attendance:** Reframing how we define and measure “attendance” with a focus on equity and access
- ◇ **Communication:** Redesigning how we communicate while simultaneously adhering to codes of mutual respect
- ◇ **Teamwork:** Redesigning how stakeholder teams: students, families, and school staff, work and emphasizing why we need to share expertise and empathy now more than ever
- ◇ **Opportunity:** Inviting all stakeholders: students, families, and school staff, to realize the “opportunity” that lies in the midst of every crisis (Einstein)

This extensive plan covers questions ranging from the online platforms that our teachers are using, expectations for participation, distance learning engagement, grading practices, opportunities that we can uncover during this time, as well as many more items. Given that we may have to enter into Distance Learning in the upcoming school year, we are confident that our DL **PACT.O** will provide us with a strong foundation and with many opportunities to continue thriving amidst the challenges!

Another item that I wish to share with all of you is the revised **2020-2021 Academic Calendar** that was approved by the Governing Board at the April meeting. Given the current situation, interest in wanting to provide academic instruction to students as soon as possible in the new year, and due to the postponement of the construction project, we will revert back to a traditional start. The first student day of instruction will be on **Monday, August 17th**! The revised calendar is attached for your review. Please mark your calendars and stay tuned as we provide more information about the upcoming school year.

I wish you all the very best in these final weeks of the school year and hope to be in contact with any updates very soon!

Respectfully,
Eduardo de León, Executive Director

LAS Distance Learning (DL) Plan: FAQs for Families

“Let’s learn and thrive, together!”

This document contains common questions and concerns expressed by parents and guardians. This is a living document; this can change and updates will be made as we receive new information from the state and federal government, as we learn more about best practices in distance teaching and learning, and as we continue to discover how to better support your child’s academic achievement. Together, we will navigate this new terrain of teaching and learning. Please know that we are grateful to each and every one of you for doing your best to support your student.

Overview of Essential Understandings:

Covid-19 Public Health Crisis “When we know better, we do better.” (Maya Angelou)

Given the current Covid-19 public health crisis and its impacts on schools, LAS is taking precautionary actions in planning for the upcoming school year. There is a high probability that we will face another school closure in the 2020-2021 school year and hence, transition once again to distance learning. As a school community, we are gathering as much data as possible this spring about what’s working and what’s not working during our initial stage of implementing distance learning. It is our sole intent to live by the saying, “When we know better, we will do better.” In the case that we need to transition to distance learning once again, we know we will be better at it because we’ve worked together and shared our learnings during our pilot stage this spring.

Distance Learning

What is Distance Learning?

In distance learning, students will not experience a traditional school day schedule. There is not an expectation that students are in front of a computer for an entire day. Instead, students will have a blend of experiences that offer instruction and learning that occurs at the same time, and other learning opportunities when instruction and learning occur at different times.

Distance learning is school on virtual platforms. It can include **asynchronous** and **synchronous** learning.

1. **Synchronous** means ‘live’ learning in real-time. It means instruction and learning are happening at the same time. For LAS, an example is instruction through Zoom meetings.
2. **Asynchronous** means learning and instruction happens at different times. For LAS, this means learning and instruction happening through educational videos, pre-recorded lessons, independent work, and platforms such as Google Classroom, Google Slides or Seesaw.

Why isn’t my student on Zoom every day?

Synchronous learning and instruction is not required every day (refer to the question above for the definition of synchronous/asynchronous).

Is my child expected to participate in Zoom?

It is highly encouraged that your students participate in synchronous learning like Zoom sessions. LAS teachers offer Zoom for Educators as a way to communicate with students and reinforce academic concepts. If a teacher has a video chat as part of an assignment you may request another means of communication to complete the assignment. Teachers may also use Zoom for weekly office hours, but email communication or other means may be used in place of Zoom.

What is Google Classroom and how does Google Classroom work?

Google Classroom is an online platform where teachers post and create assignments. Teachers can also create and post quizzes and surveys through Google Classroom. Teachers have access to all work students do and can see live progress. Teachers can also post announcements and communications to their classes via Google Classroom.

What is Seesaw and how does Seesaw work?

Seesaw is an online platform where teachers post and create assignments. Teachers have access to work students complete and submit through the platform. This is mostly used in primary grades.

Are all the assignments required?

It is highly encouraged that your students do the best that they can. If your student needs support or more time to complete the work, please let your child’s teacher know. Due to the unprecedented nature of the quarantine, we understand that many families are having difficulty balancing the schoolwork with work and/or daily life and we are here to provide support to the extent feasible.

Per the California State Superintendent of Public Instruction, Tony Thurmond, your student will be held ‘harmless.’ This means that assessment/ testing/ grades will solely be used to determine where a student needs academic support.

Guiding Principles for Distance Learning (DL) Design at The Language Academy of Sacramento: PACT.O

What is the LAS PACT.O?

PACT.O stands for Progress, Attendance, Communication, Teamwork and Opportunity. These five concepts serve as guiding principles as we memorialize agreements around best practices for distance learning planning and implementation at LAS during the Covid-19 public health crisis.

- 1) PROGRESS: Reframing how we define and measure “progress” with focus on equity and access in Distance Learning
- 2) ATTENDANCE: Reframing how we define and measure “attendance,” with focus on equity and access in Distance Learning
- 3) COMMUNICATION: Redesigning how we communicate while simultaneously adhering to codes of mutual respect

- 4) **TEAMWORK:** Redesigning how stakeholder teams: students, families, and school staff, work and emphasizing why we need to share expertise and empathy now more than ever
- 5) **OPPORTUNITY:** Inviting all stakeholders: students, families, and school staff, to realize the “opportunity” that lies in the midst of every crisis. (Einstein)

PROGRESS (LAS PACT.O #1)

How do I know if my child is showing academic progress?

Per LAS guidelines during Covid-19 school closure, progress reports will not be sent out for the third trimester (TK-5) or second semester (6-8). Families can expect the following end of the year report cards, exemplifying the reframed way we are measuring “progress” during the spring of 2020.

Trimester Grades: TK- Gr5

Reporting Period: March 2, 2020- May 29, 2020

School Closure Date: March 16, 2020- May 29, 2020

Part 1: Academic Subject Evaluation (Report Card): No Grading for 3rd Trimester (*This is due to the sudden school closure.*)

Spring 2020:

Parents will receive an end of the year report card reflecting 1st and 2nd trimester grades only. 3rd trimester column will be blank with the notation: No academic subject grades available due to Covid-19 crisis.

School Year 2020-21:

Please note: LAS is currently working on academic subject grading system that will be applicable for the school year 2020-21. This system will be implemented in the case that school session be interrupted by another closure and LAS once again, transitions to distance learning.

Part 2: Distance Learning Engagement Profile (Attachment to the Report Card)

This is new and will be an attachment to the end of the year report card. It will reflect the student’s participation profile during distance learning: synchronous and asynchronous settings.

E (Excellent): Engaged in Distance Learning 80%-100% of the time

S (Satisfactory): Engaged in Distance Learning 40%-79% of the time

N (Needs more support): Engaged in Distance Learning 0%-39% of the time

Semester Grades: Middle School (Gr6-Gr8)

Reporting Period: January 27, 2020- May 29, 2020

2nd Semester Progress Report Issue Date: March 6, 2020

School Closure Date: March 16, 2020- May 29, 2020

Part 1: Academic Subject Evaluation (Report Card): Letter Grades A-F, Incomplete

Students will be held "harmless" and will not receive a lesser grade than their current grade, per the

progress report issued in early March. For the semester end of the year report card, student will maintain or improve their current grade, depending on their participation and engagement during distance learning.

Students who have a grade of D or F may apply for an “I” = Incomplete.

I= Incomplete: Student work for the subject does not meet the set criteria as of May 29, 2020. Makeup work may be submitted by June 30, 2020 to change the Incomplete to a passing grade of C. After June 30, 2020, an Incomplete without make-up work submitted will be changed to the most current accrued grade.

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Do teachers have to give grades?

Students should receive specific and timely feedback on the work that they complete. Feedback should emphasize the revision process and may include opportunities for students to correct and redo work to show evidence of their learning. Any work a student completes at home should be acknowledged by the teacher when submitted. A student unable to access instruction shall be allowed to complete all missed assignments and tests that can be reasonably provided and, upon satisfactory completion within a reasonable period of time, shall be given full credit for the submitted work.

What is the status of state standardized testing?

In conjunction with the approval of the federal government, Governor Newsom signed an Executive Order cancelling all standardized testing for this year.

Will my 8th grader be prepared to start high school next fall?

At this time, be rest assured that your 8th grader will already be arriving at their high schools uniquely more prepared than most students in the state; your child is biliterate and can negotiate diverse cultural and linguistic contexts with automaticity and confidence. Throughout the school year, Middle School teachers have designed their instructional pacing so that essential concepts in Language Arts and Math were taught before the April CAASPP state testing dates. Moreover, prior to the school closure in mid-March, your child has had the opportunity to take practice high school exams: PSAT and AP Spanish Language and SAT Spanish Subject Test at LAS. Having had these experiences, LAS 8th graders are better prepared to take any subject competency exams for class placements when they enter high school in the fall.

ATTENDANCE (LAS PACT.O #2)

Is my child expected to attend and participate in distance learning?

It is highly encouraged that your students participate in both synchronous and asynchronous learning. LAS continues to be committed in providing an exemplary dual immersion instruction at this time, via distance learning. This is a new endeavor for everyone and your child's attendance and participation is crucial in our efforts to improve as a school. More importantly, your child will acquire an opportunity to expand their learning platforms, hence, preparing them better for the future work-world. In the case of your child's absence, please let your child's teacher know via email or Remind about your child's absence and the reason for the absence.

Is attendance being taken?

Attendance is not being taken in the traditional sense. It is highly encouraged that your child participate, at least in Zoom sessions. Participation for this trimester can look different for every family. Some may have a differing levels of Zoom participation and Google Classroom/Seesaw assignment submission. Some may participate solely through Zoom sessions. Some may only submit assignments in Google Classroom/Seesaw. During this time, all teachers will try their best to accommodate and support all family experiences and schedules, while providing academic support so that students are still prepared for the upcoming grade.

What are the recommended hours my child is expected to be learning online? Please note that these are not consecutive hours. Students are encouraged to take breaks and create a schedule with their families that works at home.

TK-K: 1 hour daily

1st-3rd: 2 hours daily

4th-5th: 3 hours daily

6th-8th: 4 hours weekly per content area, for a total of 15-18 hours per week

* May include physical education activities that are incorporated into online learning

What if my student does not complete all the assignments?

Please contact your child's teacher if your child is having difficulty accessing or completing the assignments. Our focus at LAS is to find the best way to offer academic support during this time. We can work together to create an alternate plan, so please don't worry about deadlines at this time.

I have concerns about my child's privacy when participating in online classes. What should I do?

Your concern is valid and this concern is also important for all our LAS staff who are now conducting teaching and meetings online. That said, we at LAS are doing our best to create as many online safety precautions including the enforcement of policies such as: Social Media and Use of Technology Policy, Anti-Bullying Policy. In addition, LAS has recently purchased the ZOOM for Educators that has embedded features addressing participant privacy and accessibility needs, as well as conducting concurrent professional development training in internet safety and ensuring use of platform privacy settings.

What are the precautions that have been set up to ensure a safe learning experience for my child in Zoom?

LAS has a Zoom for Educators account, which is a paid subscription, unlike the Zoom that is available to the public for free. Zoom for Educators is compliant with the Family Education Rights and Privacy Act/Health Insurance Portability and Accountability Act (FERPA/HIPAA) and provides 256-bit encryption. Some precautionary practices include:

- By default, the waiting room will be enabled. This will require teachers to admit the invitees to their meeting after the meeting starts. This practice will avoid unwanted guests at the meeting.
- By default, a participant will be muted upon entry. Teachers will be able to unmute a participant during a meeting.
- By default, all participants will not be able to share their screen without the teachers giving permission to the participant.

The teacher will be providing the links and meeting information for their Zoom meetings. Teachers invite students through Google Classroom or Remind.

Teachers will monitor student activity in Zoom rooms to establish appropriate learning behavior and prevent cyberbullying, inappropriate language/content, and other actions that violate the school rules established within the LAS Student & Parent Handbook.

COMMUNICATION (LAS PACT.O #3)

How many times a week can I expect my child's teacher to be available for distance learning?

Depending on grade levels, teachers schedule synchronous (live) and asynchronous (recorded lessons, assignments) learning throughout the week for students. Currently, all teachers are conducting at least two whole class meetings per week.

The best way to contact your child's teacher is via Remind or email. Teacher work hours are 7:45AM-2:45PM, Monday-Friday. We encourage families to set an appointment with their child's teacher if they need to contact the teacher beyond these hours. We are cognizant that distance learning success depends on all participants: teachers, parents, and students. Thank you in advance for helping our LAS community by respecting important work-home boundaries to the extent possible.

Why is my other child's teacher doing Distance Learning differently?

Due to the unprecedented nature of the quarantine, many teachers and staff members around the world are doing our best to learn the art of 'Distance Teaching.' Under the expectations of the state, teachers may use different strategies. At LAS, our dual-immersion program is using Zoom, along with other platforms of their choosing. It is important that you have an open and on-going communication with your child's teacher so we can continue to learn from one another about best practices for distance learning.

Who do I contact if I need support with technology?

Please contact your child's teacher and depending on the matter, your inquiry will be directed to the proper staff member.

Why isn't the link to the Zoom meeting working?

Chromebook issue: For some reason, some of our students using the Chromebooks are experiencing difficulty with Zoom. If this is the case, please let your child's teacher know.

General glitches: Unfortunately, technology and Wi-Fi aren't always reliable. There are so many unexpected issues that may arise due to the nature of technology. It may be a technology issue on the teacher's end, it may be an issue with the technology given by the school, or it may be a technical issue with the Zoom portal. Feel free to reach out to your child's teachers and they will do their best to provide support. This may include requesting additional support services from the school to help you and your child.

TEAMWORK (LAS DL PACT.O #4)

As a parent team member of LAS, how can I help during distance learning?

With distance learning, it is more important than ever that all stakeholders: parents, school staff, teachers, and students, work as a team and create a sense of belonging beyond the confines of the school walls. Communication rooted in respect, honesty and kindness is a prerequisite to this. The "A" in PACT.O stands for attendance. As parents, your most important contribution to LAS would be to "show up" for your child as a distance learning student, and for your child's teacher as a partner with a joint mission - your child's success. Note: Please make sure you have an email account; this will allow you to access platforms such as Google Classroom.

My child is part of the LAS team. What are the behavior expectations during distance learning and the consequences if a student breaks the rules?

LAS expects all students to: 1) Be respectful, 2) Make good decisions, and 3) Solve problems. This was true when the school year started and students and families received the Student Handbook and the Student-Parent-Teacher Compact; this stays true today as we transition to distance learning. During an online live class, teachers have the right to "remove" the student from the video access immediately as a consequence for inappropriate behavior. Such removal will automatically constitute a parent-student-teacher communication following the online class. If the misbehavior continues, the teacher has the right to remove the student's access to the online class and not allow return privileges until after a meeting with the school director and/or pertinent school personnel who can assist in student wellness. In the meantime, an alternative plan will be provided to the student. Due to the nature of today's crisis, it is important to remember that students are also in the midst of adjustments; as opposed to taking a punitive stance, the LAS approach will be from a supportive stance. With this in mind, staff will strive to understand the underlying reasons for counterproductive behavior and guide change from there. That said, misbehaviors that clearly constitute suspension and/or expulsion will still be enforced.

What type of help can I expect from support staff (i.e. paraprofessionals, special education aides, literacy coach, librarian, interventionists, PE teachers, psychologist, and counselor) during this time?

Our LAS community is fortunate to have a strong base of support staff who continues to interact with their students' caseload regularly to ensure that students receive support to access their assignments during distance learning.

My child is an unduplicated student (as listed): 1) Low-Income Student, Foster Youth, and/or English Learner. What support is available?

Per recent April 17, 2020 CDE Covid-19 directions, although there are currently no minimum number of minutes required, ELD is *a required course* of study for English learners. LAS will continue to serve the needs of English learners in various ways during distance learning (i.e. – ELD Choice Boards, small/strategic groups, or supported formative assessments). Literacy coaches and interventionists are supporting teachers with small group interventions for selected students, prioritizing those who are of unduplicated status. *Note that the state has suspended the English Language Proficiency Assessment for California (ELPAC).

My child has an IEP and/or 504. What support is available?

Our LAS community is fortunate to have a strong base of special education support staff who continue to interact with their students' caseload regularly to ensure that students receive support to access their assignments during distance learning.

My family is currently homeless and my child is struggling to keep up with distance learning. What support is available?

Our LAS community is available to provide assistance and outreach to our families who are facing the challenges of homelessness. Please contact School Leadership for help.

My child is struggling with anxiety during this time. What resources can we access to help my child?

The school website (www.lasac.info) has resources designed in helping calm anxiety during this time. Please contact your child's teacher regarding this matter so that further support can be provided as feasible.

OPPORTUNITY (LAS PACT.O #5)

What "opportunities" can I help emphasize at home with my child during the school closure and distance learning time?

To start with, it is important that you reflect on what opportunities you see during this crisis, first as an individual, and secondly, as a parent. Children learn best by adult's modeling action combined with honest talks. Since school learning for now happens mostly online, emphasize shared activity time without the use of technology. In a blink of an eye, your child will be a college student, young adult in the work force, who still needs to know how to prepare a meal, keep a clean living environment, and balance sitting work time and movement/exercise time.

The following are possible conversation starters with your child to highlight the “opportunity” of the moment:

- *How are you the same as a student before the school closed?*
- *How are you different as a student before the school closed?*
- *What new skills have you learned in the past weeks since the school closed?*
- *How have you used your new skill(s) to help another person recently?*
- *What is something you were really scared about as a student when the school first closed that you are no longer afraid of? What changed for you?*
- *In what ways are you able to help someone now that you were not able to do so before the school closed?*
- *What do you want to be when you grow up? In what ways is your future career using technology in their work now?*
- *What do you want to change in the world to make it better? In what ways can you use technology to help you do this?*

The following are possible self-reflection starters to highlight the “opportunity” of the moment:

- *What things have brought you and your family joy?*
- *What new activities has your child discovered?*
- *What about your daily routine/schedule is working well? What isn't?*
- *What small moments have brought the closest connection for your family?*
- *What part of your day does your family enjoy the most?*
- *What positive things have you learned, observed, or noticed about your kids? About yourself?*

Remember, together, we will navigate this new terrain of teaching and learning. Please know that we are grateful to each and every one of you for doing your best to support your student.

“Let’s learn and thrive, together!”

**Language Academy of Sacramento/Academia de Idiomas de Sacramento
School Calendar/Calendario Escolar**

2020-2021

Approval Date/Fecha de aprobación: April 24, 2020/24 de abril de 2020

July/julio 2020						
Sun	Mon	Tue	Wed	Thu	Fri	Sat
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

August/agosto 2020						
Sun	Mon	Tue	Wed	Thu	Fri	Sat
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

September/septiembre 2020						
Sun	Mon	Tue	Wed	Thu	Fri	Sat
		1	2	3	4	5
6	H	8	9	10	11	12
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20	21	22	23	24	25	26
27	28	29	30			

October/octubre 2020						
Sun	Mon	Tue	Wed	Thu	Fri	Sat
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

November/noviembre 2020						
Sun	Mon	Tue	Wed	Thu	Fri	Sat
1	2	3	4	5	6	7
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15	16	17	18	19	20	21
22	H	H	H	H	H	28
29	30					

December/diciembre 2020						
Sun	Mon	Tue	Wed	Thu	Fri	Sat
		1	2	3	4	5
6	7	8	9	10	11	12
13	H	H	H	H	H	19
20	H	H	H	H	H	26
27	H	H	H	H		

January/enero 2021						
Sun	Mon	Tue	Wed	Thu	Fri	Sat
					H	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	H	19	20	21	22	23
24	25	26	27	28	29	30
31						

February/febrero 2021						
Sun	Mon	Tue	Wed	Thu	Fri	Sat
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	H	16	17	18	19	20
21	22	23	24	25	26	27
28						

March/marzo 2021						
Sun	Mon	Tue	Wed	Thu	Fri	Sat
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			



April/abril 2021						
Sun	Mon	Tue	Wed	Thu	Fri	Sat
				1	2	3
4	H	H	H	H	H	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	

May/mayo 2021						
Sun	Mon	Tue	Wed	Thu	Fri	Sat
						1
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

9-13 November **Tentative** Parent Teacher Conference Dates
29-2 March, April **Tentative** Parent Teacher Conference Dates

9-13 de noviembre Fechas **tentativas** de conferencias
29-2 de marzo, abril Fechas **tentativas** de conferencias

Legend

 12:00 Dismissal for Transitional K and Kindergarten
 12:30 Dismissal for grades 1st-8th grade
H= Holidays

Leyenda

 Salida-12:00 para estudiantes de Kinder Transicional y Kinder
 Salida-12:30 para estudiantes de 1o-8o
H= Días Feriados

**Important Dates
2020**

17 August First day of school
7 September Labor Day
11 November Veteran's Day
23-27 November Fall Break
14-31 December Winter Recess

2021

1 January Winter Recess cont.
18 January Martin Luther King's Birthday
15 February President's Day
9-May April Spring Break
28 May Last day of school
31 May Memorial Day

**Fechas Importantes
2020**

17 de agosto Primer día escolar
7 de septiembre Día del Trabajador
11 de noviembre Día del Veterano
23-27 de noviembre Vacaciones del Otoño
14-31 de diciembre Vacaciones Invernales

2021

1 de enero Vacaciones Invernales cont.
18 de enero Cumpleaños de Martin Luther King, Jr.
15 de febrero Día de Presidentes
9-May abril Vacaciones Primaverales
28 de mayo Último día escolar
31 de mayo Día de Conmemoración de los Caídos

Help us maintain a 98% daily attendance rate! Make doctor appointments after school hours!
If it is absolutely necessary for your child to miss three or more consecutive days please request independent study. This process can take up to two weeks so please plan accordingly. See office for details.
¡Ayúdenos a mantener una asistencia diaria de 98%! Asegúrese de hacer citas médicas o dentales después del día escolar!
Si es absolutamente necesario que su hijo/a falte más de tres días consecutivos, favor de pedir estudio independiente. Este proceso puede tomar dos semanas así que haga sus planes adecuadamente. Pase por la oficina para más detalles.