



REENTRY ASSURANCES DOCUMENT, PLAN FOR PRIORITIZING ADDITIONAL INSTRUCTIONAL TIME, AND LOCAL PLAN FOR REMOTE LEARNING

Superintendents and charter school leaders must complete this packet and submit to the New Mexico Public Education Department by **July 15, 2020**. The packet contains the following items:

1. Assurances Document for Reentry
2. Plan for Prioritizing Additional Instructional Time
3. Local Plan for Remote Learning

Submission

- **All required documents must be emailed** as a single package to: Back.ToSchool@state.nm.us by **July 15, 2020**.
- Please direct questions to Gwen Perea Warniment, PhD, Deputy Secretary for Teaching, Learning, and Assessment at Gwen.Warniment@state.nm.us or Katarina Sandoval, Deputy Secretary for Academic Engagement and Student Success at Katarina.Sandoval@state.nm.us.

To access Reentry guidance documents and resources, visit the PED website at <https://webnew.ped.state.nm.us/reentry-district-and-school-guidance/>

6/25/2020

ASSURANCES DOCUMENT

Date: 9/2/2020

School District/State Charter Name: Carlsbad/Pecos Connection Academy

Name of Person Completing Assurances: Dr. Kim Hite-Pope

Contact Phone Number: 505-252-0507

Contact Email: khitepope@pca.connectionsacademy.org

District/State Charter (LEA) identified/named as Dr. Kim Hite-Pope hereby assures the New Mexico Public Education Department that:

1. the LEA will follow the requirements for Reentry for the 2020-2021 school year; and
2. the LEA will continue to enroll all new students according to state statute and the local district/state charter enrollment policies and provide an education plan for all new students for the duration of the 2020-21 school year regardless of status of instructional model; and
3. the LEA will develop and submit a Remote Learning Plan for all students, Pre-K through 12th grade for the 2020-21 school year by July 15, 2020; **OR**
4. the LEA will choose to make up potential lost instructional hours in-person should physical school closure be required.

Dr. Kim Hite-Pope

Kyla Anderson

9/2/2020

Superintendent/Charter Leader

School Board President

Date

Signature
Dr. Kim Hite-Pope, E.D.

Signature *Kyla Anderson*

9/2/2020

Please print signature or sign electronically

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PLAN FOR PRIORITIZING ADDITIONAL INSTRUCTIONAL TIME

Statutory requirements authorized by the Legislature during the June 2020 special session require districts and charter schools to prioritize additional instructional time for all students in the 2020-2021 school year to recover instructional time that was lost to students in the 2019-2020 school year due to the public health emergency.

Districts and charter schools should participate in the Extended Learning Time Program **for all students**, which will be funded appropriately through the SEG:

- 1) ten additional instructional days beyond the number of regular instructional days provided in the 2018-2019 school year;
- (2) a five-day school week and one hundred ninety instructional days during the 2020-2021 school year; or
- (3) a four-day school week and one hundred sixty instructional days during the 2020-2021 school year.

Another option to prioritize additional instructional time is to participate in the K5+ program for all of your elementary schools district-wide, which you can stack with the Extended Learning Time Program so that each of the 205 instructional days are at least 5.8 hours long (what if there is remote learning – will PED be auditing what constitutes 5.8 hours?). Again, these programs will be funded appropriately through the SEG. Programs will be funded based on the following prioritizations: 1) district wide approaches, 2) entire elementary approaches, and finally, 3) populations with high numbers of free-reduced lunch.

Please select the following way(s) your district/charter will provide additional instructional hours to recover loss of instructional time during the 2019-2020 school year; please submit your updated district or charter school calendar with this packet.

Date 9/2/2020 District/State Charter Name Carlsbad/Pecos Connections Academy

_____ (1) ten additional instructional days beyond the number of regular instructional days provided in the 2018-2019 school year provided to **all students district-wide**;

_____ (2) **all elementary schools district-wide** will participate in the K5+ program, which will provide 205 instructional days for the 2020-2021 school year;

XXX (3) Our district/charter **will not** participate in the Extended Learning Time Program or K5+ Program district-wide for 2020-21 school year. **Instead, we will recover lost instructional time in the following way. Please add any supporting documents as appropriate.** Please note that this information will be shared with the Legislative Education Study Committee as well as with the Legislative Finance Committee.

We used the SISPs (Supplemental Instructional Support Programs) during the summer and are continuing to use them throughout the school year to ensure students have access to curriculum that will help to close any gaps in learning. Additionally, we offered Credit Recovery courses during the summer of 2020 and continue to offer Credit Recovery courses throughout the school year for student to help student to earn credits, so the students can graduate on time. Both the SISPs and Credit Recovery courses are offered to students free of charge. In moving forward Pecos Connections Academy is a virtual K-12 school therefore we do not expect any potential lost instructional time to school closure since we are not in a ground setting.

Plan for Prioritizing Additional Instructional Time Signature Line


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9/2/202

Superintendent/Charter Leader Signature

Date

6/25/2020

Please print signature or sign electronically

LOCAL PLAN FOR REMOTE LEARNING

Date 9/2/2020

District/State Charter Name Carlsbad/Pecos Connection Academy

Districts and Charters May Choose Option A (implementing a robust remote learning plan when necessary or Option B (adding in-person days to the calendar to make up for any time lost due to health-related closures) Below.

A robust remote learning plan will ensure that the vast majority of students, and preferably all students, have access to an online learning program, a digital devices and, in-home or readily accessible internet connectivity. In addition, students will have regular and direct access to their teachers for instruction, feedback, and questions.

Option A-- Local Plan for Remote Learning

Remote Learning Plan: High School Seniors' Graduation Requirements

How are you ensuring credit requirements will continue to be met in a remote learning environment?

Pecos Connection Academy is a virtual K-12 school. A computer is sent to each household upon enrollment, at the request of the caretaker. Additionally, if the household qualifies, Internet Subsidy is possible. Throughout the school year, Monday through Friday, students receive Live Lessons in their perspective courses. Additionally, tutoring sessions are also available to students to support them with individualized questions or concerns and to help close any gaps in learning.

Describe the local demonstrations of competency options that will be used for seniors who still need to meet competency requirements in one or more subject areas (PPT presentations, virtual or physical projects, on the job experiences, community services, virtual presentations, local portfolios, etc.).

At Pecos Connections Academy seniors demonstration of competencies are all presented in the virtual format, such as with a Power Point, demonstration of a hands on project/model given by the student, discussion and supporting documentation to attest to internships/work experiences/community service, and student presentation of a personal portfolio.

Please describe your plan to ensure graduation and completion of *Next Steps Plans* for seniors in a remote learning environment.

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The High School cohorts are being tracked for lesson completion and student attendance. Frequently, caretakers, learning coaches, and students are engaged in meaningful conversations about graduation requirements. At Pecos Connections Academy all Next Step Plans are completed with the student and parent/guardian either over the phone or in the virtual format (Zoom and/or Google Meets) per NMPED guidance and timeline.

Remote Learning Plan: Pre-K through 12th Grade

Please describe how you will support remote learning for Pre-K through 12th grade students. Include how you will attend to: grading, attendance, ensuring student engagement and participation, and using high quality instructional materials.

Pecos Connection Academy is a virtual K-12 school. Grading of all lessons is completed within 48 hours, and students receive feedback for lessons submitted. Pecos Connection Academy follows the NMPED Student Attendance Success Act, and attendance is entered daily. To ensure engagement, each student is called twice a month by phone and attendance/participation in the virtual classroom is tracked per course. Attendance, with regard to both lesson completion and live lesson attendance, is also logged. Pecos Connections Academy uses research based instructional materials provided by Pearson.

What technology support will be available for families and teachers?

Pecos Connection Academy is a virtual K-12 school. Students, parents, and teachers have access to online tech support provided by Pearson free of charge. Families also receive one computer per household upon enrollment, and if the household qualifies, they can apply for an Internet subsidy.

How will you ensure that all students have adequate access to devices and the internet?

Pecos Connection Academy is a virtual K-12 school. Students, parents, and teachers have access and are provided devices by the school. If the household qualifies, the household can apply for an Internet Subsidy upon enrollment.

How will you continue to provide MLSS/ RTI and SAT services in a remote learning environment?

Pecos Connection Academy is a virtual K-12 school. Pecos Connection Academy ensures and assesses the need for MLSS by conducting Curriculum Based Assessments with student in each core class each semester. Additionally, each student is called a minimum of twice monthly by phone and attendance/participation in the virtual classroom is tracked per course. Attendance in Live Lessons is also tracked. RTI is based on the outcome of our short cycle assessment and daily/weekly class assessments. Students who are shown to be below grade level skills or who are struggling are placed into intervention groups that meet virtually several times a week. SAT Pecos Connection Academy adheres to the NM PED guidelines for SAT. The process that is carried out in the ground setting is done in the virtual setting. The student's grades, attendance, and Curriculum Based Assessments are tracked, and struggling students are provided level 1 supports. Data is tracked, and if the interventions are not working, the student progresses to level 2 and level 2 supports are added in the virtual classroom and small group interventions. All SAT meetings are held in the virtual setting(Zoom or Google Meets), and the meetings include the SAT Coordinator, teachers, caretakers, and the student.

How will you continue to provide special education services in a remote learning environment?

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Pecos Connection Academy is a virtual K-12 school. As with all students enrolled at our school, all special education services are provide in the virtual setting based upon the student`s IEP.

How will you continue to provide bilingual education in a remote learning environment?

Pecos Connection Academy has a bilingual teacher who works primarily with the elementary students and another bilingual teacher who works primarily with the secondary students. Students who are identified as ELL students receive inclusion services during Live Lesson times. Additionally, students are afforded the opportunity to take courses offered in their native language at both the elementary and secondary levels. Students also receive bilingual education via Curriculum Based Assessments and via webcam and telephone conversations

How will you support continued, remote instruction for dual enrollment courses?

Pecos Connection Academy students who wish to take dual enrollment courses complete an application with Pecos Connections Academy, and then if they are eligible, the counselors help the students with the enrollment process at colleges that Pecos Connections Academy has a Memorandum of Understanding with across the state. The counselors also monitor the student`s progress.

Please describe measures you will take to support at-risk students, Native American students, and students served under Title Programs (EL, Migrant, homeless etc.).

The Bilingual teachers work with the EL students, and the counselors work with the homeless and migrant students to ensure that the students` safety and learning needs are being met. Pecos Connections Academy also uses an internal Issue Aware System that allows all stakeholders of the students to stay informed about any school or other related issue that may arise.

How will educators/staff check-in with students? How frequently? For how long?

To ensure engagement each student is called a minimum of twice a month by phone by their homeroom teacher and attendance/participation in the virtual classroom is tracked per course. Additionally, Live Lesson and attendance is reviewed frequently. If a need or concern is discovered, the homeroom teacher will reach out as often as needed to check in with the student and the student`s parent. Additionally, and Issue Aware may be created to monitor student progress and address any concerns that may arise.

Please describe your plan for Career and Technical Education.

Pecos Connections Academy offers a wide variety of Elective courses that students can choose to enroll in. Courses range from Graphic Design to Computer Programming.

Please describe your plan to address electives/specials and extracurricular activities.

Pecos Connections Academy is a virtual school. All course work, specials, and electives are provided in the virtual classroom. Extracurricular activities such as clubs are also held after school hours and are hosted by teachers.

Social and Emotional Supports

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How will you create and implement frameworks for social and emotional support, including adopting school-wide curriculum, partnering with community organizations and , and training teachers, educational assistants, counselors, social workers, and other appropriate staff and/or volunteers to provide regular social and emotional support and to recognize trauma and provide trauma support to students?

Pecos Connections Academy held a back-to-school in-service training for all staff. Trainings were provided to all staff members for child welfare. Additionally, teachers are provided trainings regarding school safety, child welfare, safety with the Internet, etc. Consistently, teachers and counselors work together to provide social and emotional support to students. Additionally, the counselors provide Live Lessons that cover topics related to supporting children who are in need of both academic and emotional support.

How will you support all students' social and emotional needs?

Being a K-12 Virtual School that serves students state-wide, we have a very diverse student population. In Internal Issue Aware system is used to monitor students' social and emotional needs, and both counselors and teachers reach out to caretakers, learning coaches, and students to provide support.

How will you ensure continued mandatory reporting and wellness checks?

Pecos Connections Academy will abide by the mandatory reporting and wellness check policies.

Family & Community Communication

How will you keep families informed about changing circumstances?

Pecos Connection Academy is a virtual K-12 school. All families are emailed out information, and there is continual communication back and forth among all stakeholders.

How will you support families and caregivers as they facilitate learning and the social-emotional needs of students at home?

Pecos Connection Academy is a virtual K-12 school, therefore we support our families and caregivers through a minimum of two phones monthly by their homeroom teacher and attendance/participation in the virtual classroom is tracked per course. If a need or concern is discovered, the homeroom teacher will reach out as often as needed to check in with the student and the student's parent. The teacher of individual courses also reach out to the students frequently.

How will you ensure families and students are supported in multiple, appropriate languages?

Pecos Connections Academy has two bilingual teachers who support students and caretakers via Live Lessons, open-door tutoring, and phone calls. Students are also offered courses in multiple languages, and activities and clubs are also offered to students.

How will you collaborate with childcare providers to support families' access to childcare?

Because Pecos Connections Academy is a virtual K-12 school, families are able to provide childcare at home while having their children enrolled with Pecos Connections Academy.

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Other

Please include any other relevant information or documents related to your Remote Learning Plan

Pecos Connections Academy is a virtual school that serves students in grades K-12. Students attend school at home via Live Lessons using a computer, webcam, and microphone to communicate during the Live Lessons. The students are required to be in attendance Monday through Friday and complete a minimum of six hours of school work daily. Pecos Connections Academy adheres to New Mexico State Policies, Regulations, Statutes, and Laws.

Please see next page.

Option B -- No Remote Learning Plan

If a school district or state charter either cannot provide or chooses not to provide a robust remote learning plan, the school district or state charter will instead make up for instructional hours lost during periods of school closure by adding school days to the academic calendar to allow for in-person instruction. Please fully describe your plan for creating and implementing Option B below.

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Local Plan for Remote Learning Signature Line

Dr. Kim Ayle-Boyer, Ed.D.
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Superintendent/Charter Leader Signature

Date 9/2/2020

Please print signature or sign electronically