



BELFIELD PUBLIC SCHOOL

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Entering the 2020-2021 school year, the Belfield Public School District stands ready to meet the needs of our learners whether a student attends face-to-face classes or participates using distance learning. In compliance with Governor Burgum and Superintendent Baesler's directive, the Belfield Public School District has updated our distant learning plan to reflect the current reality. Our paramount belief remains that we must protect the health and well-being of our students, staff, and community. In consideration of the unknown challenges that we may yet face, this plan carves a delicate path between protecting the health of our stakeholders and continuing to educate our youth, and may be further updated to reflect the ever-changing times.

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Communication Plan

Our school website, Facebook page, letters, and our all call system are the tools we will use to remain in contact with our students and their families so that they do not have to come into the school. These methods of communication allow us to ensure consistent communication with our stakeholders.

Level of Continuation

The Belfield Public School District will provide grade-level and subject-matter content. We will provide instructional support through multiple avenues which will allow us to fully assess and evaluate student work.

Ensuring Student Success through Robust Relationships

Given our belief that relationships are the foundation upon which education happens at the Belfield School District, we have outlined our vision and mission statements which guides our continuation of educational services.

The vision of the Belfield Public School is to provide a positive, caring environment which educational and career-ready opportunities that will enable students to become good citizens capable of serving their communities.

The mission of the Belfield Public School is to establish a student learning center with high expectations for student performance designed to facilitate learning experiences and harmonious social interactions in which everyone has the opportunity to realize his or her full potential.

Therefore, we believe the following:

- All students are entitled to equal access to a free and appropriate public education.
- Parents, families, and our community are partners in helping schools to achieve the mission and vision of our district.
- We will provide students with a quality core curriculum, along with opportunities to pursue interests in the arts, career and technical education, and physical education.
- We will equip students with communication, collaboration, critical thinking, and creativity skills.
- We strive to provide a system of support services that will allow all students to succeed.
- We strive to provide students with a safe, caring, and respectful learning environment.
- We inspire students to succeed.



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Health and Safety Considerations

The health and safety of our students, staff, and community are paramount during a widespread health emergency. Therefore, the Belfield School District will continue to follow the directions from the North Dakota Department of Health, the Center for Disease Control (CDC), and the Southwest District Health Unit. Additional details are available on our school website through our Health and Safety plan.

Attendance Procedures

All students – whether participating through distance education or face-to-face classes – are expected to attend all of their classes for the duration of the school day which runs from approximately 8:25 am to 3:12 pm. Students will be marked absent if they are not present in class.

Additional details on attendance should a student become ill is outlined in our Health and Safety Plan.

Attendance During a Closure

All students, including those participating in distance learning, are expected to attend their classes when they are scheduled. Therefore, attendance will be monitored in real time by using PowerSchool to mark student absences. Teachers will document such participation and contact through a daily contact log. When necessary, teachers will make frequent contact with our students and their families to augment student participation and engagement. Any student demonstrating prolonged absence or disengagement is a cause for concern which we will work with the respective students and families. Additionally, it will be reported to the respective principal.

Ensuring Equitable Services for Students and Families during an Extended Closure

The Belfield School District believes students benefit from the delivery of educational services. These services provide our families and students with consistency and support. Further, the Belfield School District remains committed to ensuring academic instruction and support regardless of the state color. Should the governor move the state to red, we expect that the school may need to close. In that event, the District will use a PLC structure to evaluate and monitor the effectiveness of our instruction, resources, and supplemental materials. As we have done while in school, we remain committed to and will deliver high-quality, grade-level appropriate learning that align with our North Dakota State Standards.

Once the school begins, the Belfield School District will provide instruction on our online learning platform for age-appropriate grades. By using devices students often have access to – such as cell phones – allows us to tap into a resource students are already familiar with. Training has been continuous as our teachers learn how to use these programs. Teachers continue to look for opportunities to co-teach on platforms such as Teams to better enrich the online educational opportunities for our students.

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Student Access to Devices

While that state is in green/blue green, the Belfield School District will not provide any technology devices to support distance learning. If, however, the state is moved to any other color, the District may utilize computers, iPads, Chromebooks, personal devices, and paper packets to deliver lessons to students. The District will deliver instruction during the school day through Microsoft Teams.

Staff Development

Belfield School District will use the support offered by EduTech and Roughrider Education Services Program (RESP) to provide ongoing teacher support for distance learning as needed.

Student Development

Teachers will set up their classes in Microsoft Teams, adding all students to their respective Team. In the event of a color change, we will then be ready to roll out our distant learning plan, if needed. Students will be trained on how to navigate through Teams to ensure they are ready for potential distant learning.

Models of Instruction

Elementary (K-6)

Microsoft Teams will be the preferred method to provide distance education. Families choosing distance education need to be prepared to print any classroom materials that will be provided in Teams; the Belfield School District may not provide printed copies.

Junior High and High School (7-12)

During a partial or full closure or those participating in distance education, Microsoft Teams and will be used to provide education. The Belfield School District will blend its lessons with curriculum that we already utilized online such as Houghton Mifflin's *Collections*, *Big Ideas* math, and *Step Up to Writing*. Families choosing distance education need to be prepared to print any classroom materials that will be provided in Teams; the Belfield School District will not provide printed copies.

CTE and Lab Sciences

During a partial or full closure or those participating in distance education, Microsoft Teams and online textbook materials from Pearson will be used to provide education. During a full closure (red), these lessons will be modified to address essential learning targets in a 100%



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online/distance learning environment. The courses that require hands-on learning opportunities will be addressed with the use of video lessons, virtual field trips and experiences, and real-world projects that can be completed at home.

Service Assurances to Needy Populations

Ensuring high-quality, age-appropriate instruction for all students is always our goal. The following considerations will be made for needy and unique populations.

At-Risk Students

At-risk students are defined as students who received Title 1 services during the school year. The Belfield School District is a targeted Title 1 school. To ensure equitable services to these students during a full or partial closure, our Title 1 teacher will communicate with classroom teachers to provide additional support as needed to augment the general education courses. These supports could be – but are not limited to – learning materials in a take home bag, books, virtual assistance to parents who are supporting their child’s education while at home, and the use of an instructional aide.

Special Education / 504

Students receiving special education services through an IEP are unique and require special services in the event of a closure. Guidance from the United States Department of Education indicates that once schools provide learning opportunities to students during a closure, and our LEA – West River Student Services – must and will make every effort to provide special education services and related services to a child in according with their IEP.

Communicate and Plan

Building principals, 504 and IEP case managers will connect with students and families concerning continuation of services. This communication will be done in a way that ensure access by all parties who are normally part of the IEP team. Case managers will focus on the resumption of services, duration and scheduling of services, and providing educational services. We will use multiple modalities for communication such as Zoom, Seesaw, Teams, text messaging, emails, Remind, and phone calls to communicate with our students and their families.

Hosting an IEP meeting

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The Belfield School District will offer two options for IEP meetings, face-to-face and virtual. The Belfield School District can use Microsoft Teams, Zoom, or phone calls to meet with the required IEP team members. We will review and complete the necessary planning for each student with an IEP.

Services at School

The Belfield School District will provide services to students based on the needs outlined in each child's IEP and updated Prior Written Notice. Educational service decisions will comply with guidance from the United States Department of Education, West River Student Services, and the North Dakota Department of Public Instruction. Unless the state is moved to red, the District intends to continue to bring in students receiving special education services into the school using Microsoft Teams. We will provide the additional support through contacting families by email, texting, and phone calls. If appropriate, we can offer small group instruction through online platforms.

Assistive Technology

The Belfield School District, in partnership with the West River Special Education Unit, will contact families with students who may require assistive technology to ensure continued access to quality education and services during any prolonged closure.

English Language (EL) Learners

The Belfield School District will continue to implement each student's individual language plan (ILP) and provide highly qualified EL guidance and instruction. We will do this by using online platforms such as Teams and Zoom to provide one-on-one and small group instruction. Utilizing emails, phone calls, text messaging provides additional avenues to reach our students and their respective families. The district will provide the necessary technology – such as iPads – to students utilizing the Rosetta Stone software – to continue to develop their mastery of the English language.

Counseling and Student Support Services

The Belfield School District will continue to offer school counseling services, but for no more than six weeks within a school year. If it is believed that additional counseling is needed, the school will suggest pursuing a referral outside of the school. Our counselor adheres to the ASCA virtual learning guidance and ethics

Should the state move to red, the Belfield School District will connect with students individually or in small groups by using the Microsoft Teams platform or through phone calls. In grades 7-12, Belfield will set up adult mentor groups with about six students to each adult which will allow us a chance to continue to provide support to our students as they transition to online learning. Belfield's K-12 counselor also set up a Facebook counseling page to provide guidance and resources for families. If in red, our counselor will set up office hours that will be made available to our students and their families.

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Over the summer, teachers were trained in a piece of restorative justice called circle. This will be used by multiple classroom teachers across all grade levels.

Our guidance counselor will continue to communicate with our students and their families regarding career and college choices, college applications, and scholarships through email and her webpage which can be found on our school website.

The Belfield School District anticipates that our students may need additional counseling support because of the natural consequences of social distancing. As a result, we will provide the phone numbers for mental health distress and the suicide hotlines. Further, the Belfield School District will pair groups of students up with the adults they typically would have seen in the school building when they were in school in order to continue to develop those relationships and to provide the support our students may need.

High-Quality, Effective, Standards-Based Education

Provisions for Instructional Support

The Belfield School District will continue to utilize instructional supports as we did previously. In the online environment, we will offer one-on-one instruction for students who are struggling with content. This can be done through the classroom teacher or a paraprofessional. Using the many avenues available to us – video conferencing, phone calls, and Remind to name a few – we strongly believe that we will be able to provide all of the instructional supports as we did prior to this extended closure.

Assessment and Evaluation

Continuing to assess and evaluate our students will continue to be a cornerstone of what we do. Moving into an online format, the Belfield School District will provide on the spot assessments through online platforms such as Teams. Using online surveys provides valuable feedback to ascertain a student's knowledge. Using online tools such as Microsoft Notebook, Flipgrid videos, and IXL provides valuable feedback that will allow us to not only provide targeted instruction but to help us identify potential learning gaps as we move into online learning. Setting up teacher office hours allows teachers to quickly assess a student's learning. Finally, the daily collaboration time allows a student's team of teachers to truly assess and evaluate a student's performance. With the online learning dictum, we understand that the nature of assessment and evaluation will change, but with the items identified above, we are ready to begin an authentic assessment and evaluation of our student learning.

For those who are not moving to an online platform, teachers intend to closely work with their students and their parents to check for student comprehension. With the busing opportunity that the Belfield School District



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will offer, not only can we provide the learning packets to families, we will use it to receive completed student work. Additionally, we will have a drop-off location for parents to return student work to the school. Both of these approaches provide teachers a chance to review student work and offer video conferencing or call the parent if the student's work indicates a lack of understanding.

Academic progress monitoring and grades

The Belfield School District will continue to follow current policies, practices, and grading structure during an extended closure because of the COVID-19 pandemic.

Monitoring student progress will change with the move to an online environment. As such, this will be accomplished through Microsoft Teams, Flipgrid, emails, and phone calls. The Belfield School District will begin to utilize daily online collaboration time for grade level teachers to monitor student progress and involvement. This will also give us the opportunity to discuss and plan for students who are not making progress. Belfield School District will make frequent contact with students and/or their families to remain abreast of a student's academic progress. Should the feedback indicate that a student is not making sufficient progress, it will be discussed as a team and additional support will be provided to the student and their family.

Student Meals & Feeding

While in an extended closure, the Belfield School District will continue to provide our students with breakfast and lunch. To limit the amount of physical contact and potential spread of COVID-19, the Belfield District will provide a week's worth of meals at a time. These meals will be available for pickup every Monday. In order to know how much food to prepare, parents are expected to call the school by each Tuesday of each week to notify us of their intent to participate in the food pickup for the following week.

District Processes, Protocols, and Policies

Approved by our school board, the Belfield Public School District will continue to follow its current payment plan for all certified and classified staff throughout this extended school closure. Staff will work closely with their respective principals if they are in need of an extended absence. The District will ensure operations amidst local health requirements or other state and/or federal requirements.