



DaVinci Academy

DISTANCE LEARNING PLAN

Updated: March 27, 2020

TABLE OF CONTENTS

Mission and Vision	2
What is Distance Learning?	2
How Will Distance Learning Work?	2
Attendance	2
Calendar	3
Testing	3
What to Expect from Teachers	3
Technology	3
Mental Health	4
Meals and Food Delivery	4
Supply Pick Up	4
Distance Learning Documents	4
Links to Distance Learning Documents by Teacher K-8	4
Student Workload	5
Student Expectations	5
Daily Schedule K-5	6
Daily Schedule 6-8	6
Meeting the Needs of All Students	7
Special Education, 504, and ELL students	7
Questions?	7
Staff Directory	7

Mission and Vision

Mission

DaVinci Academy of Arts and Science will awaken a passion for learning through an enriched and individualized approach to education. Students, parents and teachers will work together to ensure positive character development and build a strong foundation for higher education.

Vision

DaVinci Academy of Arts and Science will be known and respected for providing a dynamic educational experience in which students become lifelong learners with a sense of responsibility to society.

What is Distance Learning?

The MN Dept of Education (MDE) defines Distance Learning as:

- A continuum of learning outside the traditional brick and mortar building where students
- Receive daily interaction with their licensed teacher(s)
- Delivered in an equitable manner
- To sustain instructional delivery and progress in meeting standards.

How Will Distance Learning Work?

Starting March 30, DaVinci Academy teachers will provide distance learning lessons for all DaVinci students.

- Students will have contact with a licensed teacher everyday.
- We will utilize Google Classroom as our primary delivery platform. Individual teachers may also use Bloomz, Zoom, Email, Phone, and Remind to contact students and families.
- Teachers will deliver lessons, assess student work, and give feedback to students and families.
- Up to-date distance learning plan will be posted on the DaVinci Academy website.

Attendance

- Students need to check in daily for attendance with their advisory or homeroom teacher. DaVinci Academy is required by law to take attendance during this period of distance learning.
- Please communicate with the main office if you are unable to participate in distance learning due to illness or other reason as you would normally do. DaVinci Attendance Line: (763) 252-6130
- How will attendance be taken daily?
 - K-5 attendance will be taken by homeroom teachers in Infinite Campus
 - 6-8 attendance will be taken by advisory teachers in Infinite Campus
 - In order to be marked present, a student needs to make contact daily with their teacher (via video conference, email, phone, bloomz, google form, etc.)

Calendar

We will follow our current school calendar for breaks. Any pre-scheduled conference or non-student contact days will continue to be non-student days.

Testing

MCA testing will not take place this spring. The MN Department of Education has applied for a federal waiver to be exempt from testing requirements for the 19-20 school year.

What to Expect from Teachers

- Teachers will use email, phone, Bloomz, Google Classroom, Zoom, etc. to connect with students and families.
- Daily attendance will be recorded.
- Students will be assessed according to the standards and assignments given. Progress will be communicated with parents/students.
- Teachers will respond to parent/student questions within 24 hours.
- Teachers will set office hours and communicate schedules with parents/students.
- Learning goals will be clearly communicated.

Technology

How to utilize key programs

- [A Guide to logging onto DaVinci email account](#)
- [A Guide to Google Classroom](#)
 - Link to access Google Classroom: <https://classroom.google.com>
- [A Guide to Google Meet and Google Hangout](#)
 - Link to access Google Meet: https://meet.google.com/_meet
 - Link to access Google Hangout: <https://hangouts.google.com/>

Technology Support

We understand that our students may need additional technology support as we begin distance learning. We ask that you direct any technology questions to Brandee Palmer, Instructional Data Coach at bpalmer@davincicharterschool.org or 763.754.6577

Chromebook Requests

If you do not have sufficient access to technology at home to meet the digital learning needs of students please fill out this form: [Distance Learning Technology Survey](#)

Need for Internet Access

We are partnering with local internet providers in an effort to provide internet access to any family that doesn't currently have access. Please make sure that your child's teacher is aware that you do not have internet access. They will relay this information to our staff as we work closely with local internet providers. In the event that we are not able to coordinate internet access, your child will receive an alternative means for participating and learning.

Mental Health

We want all students to know that we are thinking about you. These are trying times and if you have mental health concerns make sure you are reaching out to our team or other community resources. We will continue to provide you with resources to focus on your overall well-being.

If you need immediate support there is a crisis line available 24 hours a day at 1-800-642-1525 or you can text MN to 741741 for free support. You can reach out to any of our student support team with your concerns regarding your overall well-being and we will get back to you as soon as we can.

Set up meetings with our Student Support Team by clicking the links below:

Melissa Derby, School Counselor www.calendly.com/msderby

Courtney Rowe, School Social Worker calendly.com/msrowe

Abi Dix, Student Success Coordinator <https://calendly.com/msdix>

Keith Pavelka, Student Success Coordinator <https://calendly.com/mrpavelka>

We are also continuing to work with the Lee Carlson Center and providing mental health therapy services. For more information refer to [this letter](#) and email Lindsey Moe at lmoe@davincicharterschool.org for more information.

Continue to watch your email for tips and support. [Click here](#) for a great resource for supporting your mental health from the MN Department of Health during COVID-19.

Meals and Food Delivery

DaVinci Academy will provide **free** student meals for any students 18 and under. You can pick up food on Mondays and Wednesdays between 10:00 am & 12:30 pm for your household. You need to pre-register so the appropriate number of meals are prepared for you. If you are unable to pick up meals and need meals to be delivered, or for any other food related questions please contact Cassy Anderson at canderson1@davincicharterschool.org or 763.754.6577.

Please refer to the district website for any updates/changes.

Supply Pick Up

Students will be able to pick up or drop off supplies between 10a.m. -12:30p.m. on Mondays and Wednesdays at the east door. There will be crates outside to put materials in. Please let a staff member know if you have arranged to pick up items with your child's classroom teacher and they will retrieve those items for you.

Distance Learning Documents

[Links to Distance Learning Documents by Teacher K-8 \(available only to DaVinci families\)](#)

Student Workload

- K-5 students will spend approximately 4 hours per day completing assigned tasks.
 - Small group instruction
 - ELA on Monday and Wednesday.
 - Math on Tuesday and Thursday
 - Science and Social Studies on Friday.
 - Students are expected to participate in specials throughout the week.
 - During non-instructional hours students are expected to complete activities from choice boards. Click [here](#) to see student choice boards. Teachers will also post the choice board for the week in their Google Classroom.
- 6-8 students will spend approximately 4.5 hours per day completing assigned tasks.
 - Large group, small group, and individual instruction
 - ELA and Social Studies on Mondays and Wednesdays
 - Math and Science on Tuesdays and Thursdays
 - Specials one time per week throughout the week with an emphasis on Friday
 - During non-instructional hours students are expected to complete activities from their Google Classrooms as well as independent reading, puzzles, board games, service learning, practicing their instrument, etc.

Student Expectations

Grades K-3

- I will follow the directions and complete the learning activities provided by my teachers.
- I will ask my family for support if I need help.

Grades 4-8:

Preparation Prior to distance learning :

- I understand how to access my course work in Google Classroom
- I know how to email my teachers when needed.
- I understand the ways to request support if my computer or other login information is not working.
- I will let my classroom teacher know if my family does not have internet access and/or WiFi access at home.

During distance learning :

- I understand that my teacher will post new learning materials each day. I will check to see what I need to do.
- I will follow the directions and complete the assignments provided by my teacher.
- I will ask my family for support if I need help.
- I will know my teacher's office hours and contact my classroom teacher if I have a question.
- I understand I am expected to submit my work through distance learning via Google Classroom.
- I will request support if my computer or other login information is not working.

Family Expectations Preparation Prior to distance learning :

- I know how to access the materials my child needs for distance learning.
- I understand how my child’s teacher is going to communicate with us during distance learning.
- I am prepared to support my child to contact their teacher with any questions about the coursework for distance learning.
- I understand the ways to request support if my child’s computer or other login information is not working.
- I will contact the school if we do not have internet and/or WiFi access at home.

During distance learning :

- I will have conversations with my child regarding his/her progress on distance learning assignments and provide support when needed.

Support Contacts

- Direct classroom questions about coursework to the classroom teacher using email or Bloomz
- Technical Issues: contact Brandee Palmer at bpalmer@davincicharterschool.org or 763.754.6577

Daily Schedule K-5

Monday	Tuesday	Wednesday	Thursday	Friday
ELA Specialists	Math Specialists	ELA Specialists	Math Specialists	Science Social Studies Specialists

Daily Schedule 6-8

Monday	Tuesday	Wednesday	Thursday	Friday
ELA Social Studies	Math Science	ELA Social Studies	Math Science	9:30 am Art 10:15 am 7th Choir/6th Health 11:00 am Band 11:45 am Orchestra 12:30 pm Tech 1:15 pm Theater II 2:00 pm Show Choir 2:30 pm Chamber Choir 3:00 pm PE
(2:30 pm) 7th Spanish 8th Choir	(2:30 pm) Theater I	(2:30 pm) 6th Spanish 7th/8th Health	(2:30 pm) 6th Choir 8th Spanish	

Meeting the Needs of All Students

Special Education, 504, and ELL students

We are committed to ensuring students with disabilities have access to equal opportunities and the provision of FAPE as well as ELL Support. Every student with a disability will be provided special education and related services in accordance with their IEP or 504 Plan. Special education instruction will focus on ensuring students make progress on their goals and objectives and in the general education curriculum. Special education teachers and paraprofessionals will work closely with general education teachers to provide accommodations and modifications; as well as ensure continued services are being provided.

Questions?

If you have questions regarding DaVinci Academy's Distance Learning Plan please contact:

Technology: Brandee Palmer bpalmer@davincicharterschool.org

K-5: Terry Moffatt tmoffatt@davincicharterschool.org

6-8: Jack Shields jshields@davincicharterschool.org

Operations and Logistics: Holly Fischer hfischer@davincicharterschool.org

Special Education: Amanda Wilmot awilmot@davincicharterschool.org

Human Resources: Jenny Kopecky jkopecky@davincicharterschool.org

Executive Director: Ahava Silkey-Jones asilkey-jones@davincicharterschool.org

Staff Directory

[Link to Staff Phone Extensions](#) Leave a message and a staff member will get back to you. When staff returns a call, the ID will list the number as unknown.