



Meadow Nuyen, Principal

COVID-19 Preparedness Response Plan for Phases 1-3 (CPRP)

August 11, 2020

Dear CELA Families,

Governor Whitmer implemented a [six-phase approach](#) to reopening the state to mitigate the impacts of COVID-19 and protect the wellbeing of all Michiganders. Comstock Early Learning Academy will be complying in the following manner to risk levels 1-3 (1 is uncontrolled growth, 2 high risk, 3 medium-high risk)

- Required distance learning starts if Kalamazoo county is in Phase 1, 2, or 3 of Michigan's safe start plan.
- The school building will remain closed to students if Kalamazoo is in phase 1-3.
- We will offer remote learning options to all students. These options will be flexible and designed to specifically meet the needs of you and your family.

As we navigate these unprecedented times, we hope to work together to support your preschooler's education during the 2020-2021 school year. This document was created in the event that the region moves to Phase 1, 2, or 3, meaning we will not be able to learn in person at the physical school building.

Please find the attached work packet for home learning for your Pre-K student. It is meant to help your child learn and grow academically while we are away from the physical school building. If your child is enjoying it a great deal, encourage them to extend their learning by doing activities and writing or drawings on blank paper. If your child is struggling, encourage them to take breaks and do the packet sheets in small increments.

We are excited to welcome our students and will always strive to make CELA the best place to be! Please feel free to reach out with any questions or comments. Thank you, happy learning, and let's make this a great school year!

Sincerely,
Ms. Nuyen, Principal

Comstock Public Schools CELA At Home Learning for Phases 1-3, 2020-2021 School Year:

This plan is subject to change when guidance from the state regarding GSRP is given.

Pre-K students do not have Chromebooks at CELA, so we will use paper and pencil/hands-on packets.

1. The CELA Principal and Teachers will create paper packets on Friday, September 11 and distribute to the GSRP students enrolled in CELA's GSRP classes and ECSE class (**Monday, September 14 - see times below**). There will be a cover letter/instructions for the packet from the Principal and Teachers. The packet is 45 pages 2 sided, there's a 1 page cover letter and an additional small packet of calendar activities and SEL pages from the school social worker (10 or less pages). In addition to packets, hands-on learning materials will be prepared for at home learning: books, crayons, pencils, name tags, notebooks, markers, pony beads, pom poms, glue, scissors, etc. in plastic containers or reusable bags for each child.
2. Before School Year Home Visits: staff from GSRP Pre-K will conduct virtual home visits before our packet pick up date (our first day of school) on September 8, 9, and 10.
3. **Packet pick-up day/time:**
 - a. **Monday, September 14 at 9:00 - 11:00am & 1:00 - 3:00pm**
 - b. **Principal will mail all packets not picked up, Tuesday, September 15**
4. The Teachers will connect with parents of students who have devices via the Remind App, YouTube, or Facebook and offer online learning activities as well. Teachers will contact each student every week and record their communications on the [CELA Weekly Student Communication Sheet](#). 9:00am-3:00pm are the hours for teachers to contact families.
5. The Teachers will attend virtual staff meetings and complete PD online with Principal approval.
6. Comstock Public Schools Special Education Department and case managers will be reaching out to students and families via technology to determine any student and/or family needs. Based on these conversations, IEP team members will document the communication and develop a contingency plan, in agreement with the family, to address extended learning plans for the remainder of the school year. Staff office hours will be established and shared with families to ensure frequent two-way communication takes place.