



**Learning for Life  
Charter School**

March 11, 2020

Dear LFLCS Community,

Schools throughout California are preparing in case there is an outbreak of a disease. Please find attached a description of how Learning for Life Charter School plans to operate in such a situation.

Please feel free to contact me if you have any questions or concerns. And remember, we can implement any of the strategies listed below at any time to increase access to learning. We do not have to wait for a big event; this is how we operate already.

Sincerely,

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## **Response to an epidemic or other event with community-wide impact**

### ***No requirement to be on campus***

Students at LFLCS are participating in an independent study program that relies primarily upon digitally-delivered instruction. Students do not have to come to campus to access their education. They have full access to it from anywhere there is an Internet connection: at home, at public libraries, at businesses that provide access to the Internet, etc. Via the Edgenuity platform, students can engage in all of their academic courses anywhere they choose.

### ***Students can work from home***

On any school day, and particularly in the event of an epidemic, a chemical release, or other circumstances that might make parents and students uneasy about coming to campus, school will remain open, but students can remain at home and work on their assignments from there. School staff will communicate and provide assistance using electronic means.

### ***Communication tools***

LFLCS provides access to all students to electronic communication tools. We operate a phone system that enables person-to-person and conference calls. Many electronic communication tools are available through our Google domain. Google tools include:

- Gmail (email)
- Hangouts (video conferencing)
- Hangouts Chat (chat)
- Voice (text messages and phone calls)
- Classroom (group meetings)
- Jamboard (interactive whiteboard)

Edgenuity has communication tools built into it as well. Users can email and chat with each other, and the school can post announcements on the dashboard of all students. Some teachers use a service called Remind to send text messages instead of Google Voice. In addition, the school can organize webinar-style meetings via Zoom or GoToMeeting.

Chromebooks issued by the school can support all of these tools. They have up-to-date browsers, built in microphones and cameras. Some students choose to use their own devices rather than the school-issued chromebook. If you are using a personal device and are unsure if it will support these tools, school staff can assess this for you. If your personal device does not support all the communication tools you would like, the school can issue you one of our chromebooks.

### ***Weekly Meetings***

When students and families cannot come to school for a weekly meeting, the supervising teacher will contact the family via one of the communication tools available from the school and make arrangements to keep the scheduled meeting remotely. Families can request these arrangements at any time.

***Remote assistance***

LFLCS teachers and tutors can provide tutorial assistance via electronic means. Our staff can use their computers, our interactive whiteboards, and other tools to connect with students, share screens and offer help using voice, text, or video. Students and families can arrange for remote assistance from their supervising teacher or a tutor.

Students can schedule tutoring sessions that are remote or on-campus. When a tutoring appointment is scheduled remotely, the tutor will contact the student to begin the session. When students cannot come to school for a scheduled on-campus tutoring appointment, the tutor will contact the student via one of the communication tools available from the school and arrange to keep the scheduled appointment.

***Special Ed***

***Services***

Special education services are usually scheduled to occur on campus, but they can be scheduled to occur off-campus or remotely. In the event that a student does not want to or cannot come to campus, the Education Specialist can make arrangements for the service provider to connect with the student in person off-campus or via electronic means. Families may request these arrangements at any time.

***IEP Meetings***

If a family does not want to or cannot come to campus for an IEP meeting, a conference call or a webinar-style meeting can be arranged. The Education Specialist can make these arrangements. Families may request these arrangements at any time.

***On-Site Learning Experiences***

LFLCS currently offers some on-campus learning experiences, including art classes and guitar lessons. If a student does not want to come to campus to participate in these experiences, the student may participate using electronic means. The art teacher or the guitar lesson coordinator can make arrangements for this. Families may request this arrangement at any time.