



“Raising the Standards of Education”
Nate Seiferlein, Principal
Tracy Cohrs, Assistant Principal
Robert Girvin, Dean of Students/Dean of Students



Merritt’s Learning Plan
Action Plan for 2019-2020 School Year K-12
April 13- June 12

Mission Statement and Parent/Student Introduction Statement

The mission of Merritt Academy is to continue to support the whole child during these unprecedented times in our society due to the COVID-19 pandemic. Merritt Academy staff will continue to meet the academic, emotional, and social needs of our students to the best of our ability. We will accomplish this task through a digital platform (for those students who do have online access) and a ‘paper packet’ platform (for those students who do not have online access). For more information, please refer to Governor Whitmer’s Executive Order issued on April 2, 2020. Please know, we will get through these times together!

None of us have ever had to plan for something like this or teach under these circumstances. There is no way we, as administrators and teachers, thought about every aspect of this in the few days we had to put this together. We, more than ever, are going to have to work together, ask questions, and be open-minded.

We apologize that this plan has had to come together quickly. However, we needed to start with this as soon as possible in order for us not to have to extend our school year in June. One of the main goals of this plan is to **introduce** new material for the remainder of the school year. ■

Key Points of the Educational Plan

- All students (K-12) will be using Google classroom to complete and turn in assignments.
- Teachers will be recording lessons (1 per core subject area) and posting them in Google classroom every Monday morning.
- The main goal of the work being assigned is to provide students the opportunity to improve their grades.
- All teachers will have some type of check-in zoom call or office hours to answer student questions. In addition, students can always email teachers with questions.
- There will be one Zoom call per week that will focus on continuing to strengthen teacher/student and student/student relationships during this difficult time.
- There will be a separate email sent out over the weekend titled “Merritt Academy Online Instruction Information” that will have all the teachers contact information, zoom meeting times, and codes to get into each of your child’s meetings.
- Parents will be receiving communication from the teachers to let them know how their child/ren are progressing with the completion of assignments.

Technology Pick-Up

Families who need to borrow a chromebook will be able to pick one up in a drive-thru fashion on Monday April 13th from 3:00-6:00pm. Families will need to sign a user agreement to borrow the technology. This will take place in the Merritt Academy HS Parking Lot. Pull in front of the high school building and we will come to you. There is no need to get out of your car. We will come to you with the Chromebook and an agreement to sign.

**59900 Havenridge Road
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Elementary (K-5 grade)

Assignments - Students will be given 4 assignments a week. They will consist of 1 for math and 1 for ELA (use science or social studies text when able for cross-curricular). In addition, they will be assigned 1 Math MTSS and 1 ELA MTSS lesson. The MTSS assignments will be created by the teacher according to appropriate groups. All assignments will be posted in google classroom on Monday and must be submitted by students no later than the end of the day Sunday to receive credit.

Turning in assignments- Students can submit assignments through google classroom, they can take a picture of the assignment and email it to the classroom teacher.

Teacher/student interaction- Classroom teachers will have 3 ZOOM sessions a week. Two sessions will be a recorded lesson (one math and one ELA). ELA lessons will alternate between reading and grammar/writing skills. The third Zoom meeting will be a face-to-face "fun interactive call" to check on students mental well-being.

Special Education and MTSS- Students who are in special education or MTSS will still be receiving these support programs. Their teachers will be able to work directly with the student through their google classroom setup by the classroom teacher. Mrs. Washington has already set-up her own google classroom to work with her students. This plan will continue as it has been. For speech services Mrs. Femminineo will be reaching out to her students and parents about support services.

Grading- There will not be any 4th marking period grades. Any new assignment given to students from April 13th-June 12th will be assigned extra credit points. The maximum amount of extra credit a student can earn is 10 points per subject. This will be determined on June 12th and be based on the number of assignments completed by the student. The amount of extra credit would be added to their 3rd marking period grade. However, this extra credit can only raise their grade one full letter grade at the maximum.

Resource Materials and Personal Items Pick Up- . K-5 students will be able to pick-up their personal belongings and their consumable workbooks in a drive-thru fashion on April 16th from 2:00-6:00pm.

Student plan without internet access- The classroom teacher will send packets on a bi-weekly basis and also make a weekly phone call. Students will be provided a pre-paid envelope to send completed work back.

Parent Participation- Teachers will be communicating with you on the progress your child/ren are making. This communication will be done through Dojo, an email, or adding you to Google classroom.

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Counseling Services- Mr. Witkowski will be available to support students as needed. Please contact Mr. Witkowski if you need any assistance. His email is mwitkowski@merritt-academy.org.

Middle School (6-8 grade)

Assignments- Students will receive 4 assignments per week. These assignments will consist of 1 math, 1 science, 1 social studies, and 1 ELA (reading and writing will be combined). Assignments will be assigned on Monday and due by the end of the day Sunday.

Turning in assignments- Students can submit assignments through google classroom, they can take a picture of the assignment and email it to the classroom teacher. If students do not have access to technology they should return assignments in the envelope provided.

Special Education- Students who are in special education will still be receiving these support programs. Your son or daughter's resource teacher will be reaching out to parents to explain how they will be offering support services. Mrs. Washington has already set-up her own google classroom to work with her students. This plan will continue as it has been. For speech services Mrs. Femminineo will be reaching out to her students and parents about support services.

Grading- There will not be any 4th marking period grades. Any new assignment given to students from April 13th-June 12th will be assigned extra credit points ranging from 1 to 5 points. The amount of extra credit would be added to their 3rd marking period grade. However, this extra credit can only raise their grade one full letter grade at the maximum.

Teacher/student interaction- Classroom teachers will have 2 ZOOM sessions a week per content or grade level. One session will be a recorded lesson where the teacher is presenting new material. One session will be open office hours where students can log in and ask questions (like 9th hour). Due to the time limitations teachers will have to stay focused on answering and assisting students. Each elective teacher is assigned a grade level for a weekly ZOOM call that is a fun interactive one to build relationships.

Student Pick up plan for personal items- Sometime when the “Stay at Home” order is lifted, hopefully in the month of May, we will schedule a day for families to come up and get their personal belongings

Student plan without internet access- Packets sent on a bi-weekly and weekly phone call. Students will be provided a pre-paid envelope to send completed work back.

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Counseling Services- Mr. Witkowski will be available to support students as needed. Please contact Mr. Witkowski if you need any assistance. His email is mwitkowski@merritt-academy.org.

High School (9-11 grade)

Assignments- Students will receive 4 assignments per week. These assignments will consist of 1 math, 1 science, 1 social studies, and 1 ELA. Ninth grade will also receive 1 Spanish and 1 health assignment per week. Additionally, if a student is enrolled in a credit recovery class they will have an assignment for that class as well. Assignments will be assigned on Monday and due by the end of the day Sunday.

Turning in assignments- Students can submit assignments through google classroom, they can take a picture of the assignment and email it to the classroom teacher. If students do not have access to technology they should return assignments in the envelope provided.

Special Education- Students who are in special education will still be receiving these support programs. Your son or daughter's resource teacher will be reaching out to parents to explain their support services. Mrs. Washington has already set-up her own google classroom to work with her students. This plan will continue as it has been. For speech services Mrs. Femminineo will be reaching out to her students and parents about support services.

Teacher/student interaction- Classroom teachers will have 2 zoom calls a week per content or grade level. One call will be a pre-recorded lesson where the teacher is introducing new material. One will be open office hours where students can log in and ask questions (like 9th hour). Each elective teacher is assigned a grade level for a weekly zoom call that is a fun interactive one to build relationships.

Counseling & Career Planning Support-

Mr. Witkowski will be available to assist students with college/career goals. Please contact Mr. Witkowski if you need any assistance. His email is mwitkowski@merritt-academy.org.

Online Classes & Off-Site Courses (Pankow/Dual Enrollment)

Any students involved in online classes or off-site courses will need to finish those classes to receive credit in them. Please follow all guidelines provided to you by those institutions.

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Grading/Credits 2nd semester- Students will have the opportunity to redo any lower assignment/test grades or complete any missing assignments to improve their current grades. Credit will be issued based on their letter grade as of May 1. Any new assignments given to students from April 13th to June 12th will be given extra credit points ranging from 1-5 points.

Once the student grades are calculated on May 1st the extra credit can only raise their grade 1 full letter at most. An example is George has a 70% as of April 13th. He makes corrections to some lower assignments and a quiz. On May 1st he brought his grade up to a 75% C by making the various corrections. He has also completed all of the assignments from April 13-June 12. The extra credit will be added to his grade. His final grade can not be higher than an 85% B. This is one full letter grade higher than where he was on May 1st.

Student Pick up personal items- Sometime when the “Stay at Home” order is lifted, hopefully in the month of May, we will schedule a day for families to come up and get their personal belongings

Student plan without internet access- Packets sent on a bi-weekly and weekly phone call. Students will be provided a pre-paid envelope to send completed work back.

Parent Participation- Teachers will be communicating with you on the progress your child/ren are making. This communication will be done through phone calls, an email, or adding you to Google classroom.

Athletics and ExtraCurricular Activities

All athletic practices, events, games, extra-curricular activities, school field trips, and in-person school events have been cancelled for the remainder of the 2019-2020 school year, unless the Governor’s Executive Order is lifted.

High School (SENIOR ONLY SECTION)

Senior End Date- Seniors last day of having to do the remote learning is May 22nd. They are done after this date.

Assignments- Seniors will continue with MATH & ELA until May 22nd. (For seniors making up credits they may have additional classes to take in order to graduate). Assignments will be assigned on Monday and due by the end of the day on Sunday.

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Teacher/student interaction- Classroom teachers will have 2 zoom calls a week per content or grade level. One call will be a pre-recorded lesson where new material is being introduced. One will be open office hours where students can log in and ask questions (like 9th hour). Each elective teacher is assigned a grade level for a weekly zoom call that is a fun interactive one to build relationships.

Counseling & Career Planning Support-

Mr. Witkowski will be available to assist students with college/career goals. Please contact Mr. Witkowski if you need any assistance. His email is mwitkowski@merritt-academy.org.

Online Classes & Off-Site Courses (Pankow/Dual Enrollment)

Any seniors involved in online classes or off-site courses will need to finish those classes to receive credit in them. Please follow all guidelines provided to you by those institutions.

Grading/Credits 2nd semester- Students will have the opportunity to redo any lower assignment/test grades or complete any missing assignments to improve their current grades. These assignments will be due May 1st and grades will be calculated at this time. Beyond May 1st any new assignments given to students from April 13th to May 22nd will be given extra credit points ranging from 1 to 5 points. Once the students' grades are calculated on May 1st the extra credit can only raise their grade one full grade at the most. An example is George has a 70% as of April 13th. He makes corrections to some lower assignments and a quiz. On May 1st he brought his grade up to a 75% C by making the various corrections. He has also completed all of the assignments from April 13-May 22. The extra credit will be added to his grade. His final grade can not be higher than an 85% B. This is one full letter grade higher than where he was on May 1st.

Student Pick up personal items- Sometime when the “Stay at Home” order is lifted, hopefully in the month of May, we will schedule a day for families to come up and get their personal belongings. Students will not need anything from their lockers to complete work online.

Student plan without internet access- Packets sent on a bi-weekly and weekly phone call. Students will be provided a pre-paid envelope to send completed work back. .

Parent Participation- Teachers will be communicating with you on the progress your child/ren are making. This communication will be done through a phone call, an email, or adding you to Google classroom.

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SENIOR EVENTS

All senior events (Parade, Academic Night, Prom, Graduation, etc) are on hold until we receive further guidance from the State of Michigan regarding COVID-19. We will do our absolute best to hold these events in some format depending on orders from the state. More information will be released as soon as we have guidance.

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