

## CSI Guidance for Implementing K-12 Remote Learning Flexibilities in Response to COVID for 2021-2022

### Remote Learning Options for 2021-2022

As CDE's [100% Remote Learning Option](#) and [Temporary Remote Learning Option](#) guidance indicates, schools have the option to offer one or more of the three following remote learning flexibilities:

1. **100% remote learning option –**
  - a. Refers to a 100% remote learning option implemented by the school to families who, because of public health and safety measures or precautions associated with the COVID-19 pandemic, do not want their student(s) to receive in-person learning for the duration of a term as defined by the school.
  - b. Utilizing this option should be an exception and exclusively based on parent choice due to COVID-related health concerns.
2. **As-needed hybrid option –**
  - c. Refers to traditional educational settings (i.e., brick-and-mortar schools) that are implementing a combination of both in-person and remote learning at the student level because of public health and safety measures associated with the COVID-19 pandemic.
  - d. Hybrid learning is not meant to include regular or pre-scheduled remote learning days in the school or district calendar. Rather, it is intended to be used to respond on an as-needed basis to the COVID-19 pandemic.
3. **As-needed and temporary remote learning option –**
  - e. Refers to short term/temporary instances when students are quarantined due to COVID-19 exposure/illness, or shift to 100% remote learning as a result of an executive order or local public health order suspending in-person learning, county COVID-19 dial levels indicate higher risk, or other types of locally-determined precautions related to COVID-19.

And, as communicated in the [CSI Remote Instruction for 2021-2022 Advisory Bulletin](#), schools are **not** obligated to offer a full-time 100% remote learning option.

### School Requirements for Accessing Remote Learning Options for 2021-2022

Given the uncertainties for next year, CSI is requiring all schools to have a contingency plan should hybrid and/or remote learning options need to be used in response to COVID-19. In order to access *any or all* of the three remote learning options for 2021-2022, CDE has outlined a variety of instructional, audit, and data reporting assurances and related documentation that must be submitted by schools and CSI. Therefore, **CSI schools must fulfill the following requirements by the deadlines set forth below** to ensure access to remote learning flexibilities for the 2021-2022 school year.

Additional details about each of the required submissions are included in the CSI Google Classroom and through the various resources referenced below. All of the requirements should be submitted through the CSI Google Classroom.

1. **2021-22 Board-Approved Calendar and Bell Schedule Due June 15, 2021\***

Submit the school's board-approved calendar and bell schedule(s) for the 2021-2022 school year. Please review [CSI's Annual School Calendar Submission Guidance](#) to ensure submissions meet all requirements.

Additionally, for schools anticipating the need to use any of the state's allowable remote learning options (100% remote learning due to COVID-19, temporary hybrid, temporary remote learning), should the school's remote learning bell schedule differ from the traditional bell schedule, please also submit the remote learning bell schedule(s). As a reminder, school bell schedules for instances of remote learning must include a minimum of 20% of synchronous instruction for each course or class weekly in the case of 100% remote learning options, or daily in the case of hybrid or temporary remote learning options.

Questions about school calendars and bell schedules can be directed to [submissions\\_CSI@csi.state.co.us](mailto:submissions_CSI@csi.state.co.us).

*\*Each school's 2021-22 Board-Approved Calendar and Bell Schedule was initially due on May 14, 2021 but has been extended to June 15, 2021 given that schools accessing remote flexibility options may need to submit additional bell schedules for the remote learning and hybrid options should those formats not align with the school's traditional bell schedule. Board-approved calendar and bell schedules for standard school days that have already been submitted via email do not need to be resubmitted through Google Classroom.*

## 2. **2021-22 School Board Policy Due June 15, 2021**

Submit a school board-approved policy/resolution that addresses the implementation of remote learning in response to the pandemic. This adopted local policy must include the following information:

- Definition of "educational process" that includes the use of remote learning and how its planned use is specifically in response to the COVID-19 pandemic
- Description of how instruction will be delivered during remote learning. (This includes synchronous and asynchronous learning activities that would demonstrate a student is "engaged in the educational process" (as described in the adopted local board policy)
- List of documentation the district will provide to evidence a student was in attendance during periods of asynchronous remote learning.

The submission should include the date of board adoption or a separate attachment with of board minutes that indicate the date in which the policy was adopted.

CSI has drafted a [sample board resolution](#) that satisfies these requirements.

Questions about the school board policy requirement can be directed to [legalandpolicy\\_csi@csi.state.co.us](mailto:legalandpolicy_csi@csi.state.co.us).

## 3. **2021-22 Remote Learning Assurances Due June 15, 2021**

Submit assurances related to instruction, October Count audit, and data reporting. These assurances are based on the requirements set forth in [CDE's Remote Learning Guidance](#). The Assurances can be completed directly within the Google Classroom.

*Questions about the remote learning assurances can be directed to [submissions\\_CSI@csi.state.co.us](mailto:submissions_CSI@csi.state.co.us).*

**4. 2021-22 Remote Learning Plan Due August 16, 2021**

Submit a remote learning plan for the 2021-22 school year. The plan should address requirements set forth in the Remote Learning Assurances, including accessibility, student engagement, parent/guardian communication, examples of synchronous and asynchronous instruction, assessment, students with IEPs and ALPs, attendance and types of documentation being collected as evidence of attendance. More details about plan requirements, including an optional plan template, can be found on the [2021-2022 Remote Learning Plan webpage](#).

*Questions about the remote learning plans can be directed to your school's assigned CSI School Support Contact.*

**[Accessing the Google Classroom](#)**

To access the Google Classroom, sign in to the Gmail account you created for your 2020-21 Organizational Submissions (e.g., [SchoolSubmissions@gmail.com](mailto:SchoolSubmissions@gmail.com)). Once you are signed in, follow [this link](#). If you are unable to successfully sign in to the Google Classroom using the link provided, contact [legalandpolicy\\_csi@csi.state.co.us](mailto:legalandpolicy_csi@csi.state.co.us).

\*CDE has [separate guidance and requirements](#) for implementing remote learning options for children enrolled under the CPP Act or found eligible for Preschool Special Education entitlements. If your state-funded preschool is seeking remote flexibilities, reach out to Jessica Welch ([jessicawelch@csi.state.co.us](mailto:jessicawelch@csi.state.co.us)) to discuss next steps.