



Prosperitas Leadership Academy

Designed for Success Destined to Succeed

Remote Learning Newsletter (Vol.1)

March 11, 2020

The health and safety of students at Prosperitas Leadership is our top priority. As we have continued to monitor the spread of the COVID-19 virus it has become clear that to protect the students and the residents of our community, proactive rather than reactive guidance to our school campus is necessary.

In the event there mandated school closures, Prosperitas Leadership Academy will make plans to transition to e-learning instruction during normal school hours. Prosperitas Leadership Academy is well positioned with our current Apex Learning solution to meet the Florida DOE guidance on ensuring continuity of education. As we are already an e-learning provider, there is very little adjustment that needs to be made in moving students from onsite supervision to a virtual environment.

- All students will receive a school generated email and a generic password (Password1) firstname.lastname@pla1.org For example: janesmith@pla1.org .
- All instruction concerning e-learning (APEX) will be posted on APEX's landing page.
- Students must adhere to Prosperitas' Cornell Note taking procedures for unlocks and resets of course material.

UNLOCKS

- *Students must present Cornell Notes for a quiz or CST to be unlocked.*
- *For a quiz, the notes must be labelled with the section number and title.*
- *For a CST, present your notes for the entire section.*
- *No more than 2 quizzes will be unlocked at a time.*

RESETS

- *After the initial unlock, you may have 2 (two) resets.*
- *For you first reset, you should review your notes and use a highlighter or different color ink to show revisions.*
- *If a 2nd reset is required, you will need to complete additional notes for the section and/or unit. The need for multiple resets is an indication you have not written thorough notes.*



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PASSING GRADES

- *80% is the minimum passing grade for quizzes, CST's and final exams.*
- *IF you score a 70-75%, the teacher has the option of having you correctly answer a missed question on the quiz, or CST, for additional points.*
- *If a student scores lower than 60% the protocol for resets should be followed.*

FINAL EXAMS

- *The teacher of record must unlock the final exam. This should be done only after Cornell Notes and verified a grade of at least 80% has been earned on all quizzes and CST's.*
- *A student may retake the final exam once after 24 hours and reviewing and revising notes and/or study guides. A teacher has the option of enrolling a student in a special course if the final exam is not passed a second time.*
- *If a student fails a second time, a diagnostic will be administered to determine the area of weakness. Consequently, the student will be enrolled in a prescriptive course.*

CLASS/COURSE CLOSURE

- *A course/class may be closed once a student has earned an overall course grade of 80% or higher.*
 - *All Cornell Notes must be turned in to the course teacher.*
 - *The teacher will close the course after collecting all the student's Cornell Notes for the course. The notes will be retained in addition to the APEX completion letter. Teachers should scan to a USB.*
 - *Teachers have 2 business days from the receipt of the Cornell Notes, to close a course.*
 - *Course completions will be submitted to the Director of Student Academic Progress for review and signature*
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- *Cornel Notes will be provided electronically. Students will be allowed to take notes on this electronic version and submit to his or her teacher via email.*
 - *Teachers' email addresses will be provide on APEX's landing page*



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Teacher Expectations

In the event there mandated school closures, Prosperitas Leadership Academy will make plans to transition to e-learning instruction during normal school hours.

Teachers will work remotely during normal business hours of 7am -4pm.

Teachers will send an email addressed to AllStaff announcing check in, check out for lunch, check in after lunch,
and check out

For example,

Dr. Nadia Pierre- check in 7am

Dr. Nadia Pierre- check out for lunch 1:30pm

Dr. Nadia Pierre- check in after lunch 2:00

Dr. Nadia Pierre- check out 4pm

Teachers will communicate via email to students, teachers, and other staff members for the duration of this schoolclosure.

Teachers will grade, unlock, and reset all students' assignments in a timely manner.

Teachers will save all students' cornel notes in a folder to be printed at a later date.



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Free Grab-and-Go Meals

Grab-and-Go meals will be available for pick-up between 10 a.m. and 1 p.m. in the car loop of each school site. Students must be present to receive the meals. District staff will distribute the meals directly to those in their vehicle (drive-thru service). Meals will be given directly to any students walking and/or riding a bike. Based on recommendations from our federal and state leaders, all meals should be taken home to eat.

The following school sites will provide free student Grab-and-Go meals until further notice:

Aloma Elementary School - 2949 Scarlet Road, Winter Park, FL 32792

Apopka Middle School - 425 N. Park Ave., Apopka, FL 32712

Azalea Park Elementary School - 1 Carol Avenue, Orlando, FL 32807

Bonneville Elementary School - 14700 Sussex Dr., Orlando, FL 32826-3899

Carver Middle School - 4500 W. Columbia St., Orlando, FL 32811

Castle Creek Elementary Schools - 1245 N. Avalon Park Blvd., Orlando, FL 32828

Catalina Elementary School - 2448 W.29th Street, Orlando, FL 32805

Colonial High School - 6100 Oleander Dr., Orlando, FL 32807

Conway Middle School - 4600 Anderson Rd., Orlando, FL 32812

Dover Shores Elementary School - 1200 Gaston Foster Rd., Orlando, FL 32812

Dr. Phillips High School - 6500 Turkey Lake Road, Orlando, FL 32819

East River High School - 650 East River Falcons Way, Orlando, FL 32833

Eccleston Elementary School - 1500 Aaron Ave., Orlando, FL 32811

Edgewater High School - 3100 Edgewater Dr., Orlando, FL 32804

Evans High School - 4949 Silver Star Rd., Orlando, FL 32808

Forsyth Woods Elementary School - 6651 Curtis Street, Orlando, FL 32807

Frangus Elementary School - 380 Killington Way, Orlando, FL 32835



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Gotha Middle School - 9155 Gotha Road, Windermere, FL 34786

Hungerford Elementary School - 230 College Ave., Maitland, FL 32751

Ivey Lane Elementary School - 209 N. Silverton St., Orlando, FL 32811

Jones High School - 801 S. Rio Grande Ave., Orlando, FL 32805

Lake Gem Elementary School - 4801 Bloodhound St., Orlando, FL 32818

Lake Weston Elementary School - 5500 Milan Dr., Orlando, FL 32810

Lancaster Elementary School - 6700 Sheryl Ann Dr., Orlando, FL 32809

NEW - Liberty Middle School - 3405 S. Chickasaw Trail, Orlando, FL 32829

Maxey Elementary School - 602 E. Story Rd., Winter Garden, FL 34787

McCoy Elementary School - 5225 S. Semoran Blvd., Orlando, FL 32809

Meadow Woods Elementary School - 500 Rhode Island Wood Cir., Orlando FL 32824

Meadow Woods Middle School - 1800 Rhode Island Woods Cir., Orlando, FL 32824

Memorial Middle School - 2220 W. 29th St., Orlando, FL 32805

Mollie Ray Elementary School - 2000 Beecher St., Orlando, Florida 32808

Oak Ridge High School - 700 West Oak Ridge Rd., Orlando, FL 32809

OCPS ACE K-8 School - 701 W Livingston St., Orlando, FL 32801

Orlo Vista Elementary School - 3 N. Hastings St., Orlando FL 32835

DISCONTINUED - Pinar Elementary School - 3701 Anthony Lane, Orlando, FL 32822

Pine Hills Elementary School - 1006 Ferndell Rd., Orlando, FL 32808

Pineloch Elementary School - 3101 Woods Ave., Orlando, FL 32805

Rock Lake Elementary School - 408 N. Tampa Ave., Orlando, FL 32805

Rolling Hills Elementary School - 3607 Damon Rd., Apopka FL 32703

Rosemont Elementary School - 4650 Point Lookout Rd., Orlando, FL 32808

Sally Ride Elementary School - 9601 11th Ave., Orlando, FL 32824



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Shingle Creek Elementary School - 5620 Harcourt Ave., Orlando, FL 32839

Tangelo Park Elementary School - 5115 Anzio St., Orlando, FL 32819

Union Park Middle School - 1844 Westfall Dr., Orlando, FL 32817

University High School – 2450 Cougar Way, Orlando, FL 32817

Washington Shores Elementary School - 944 W. Lake Mann Dr., Orlando, FL 32806

Wedgfield K-8 School - 3835 Bancroft Blvd., Orlando, FL 32833

Wekiva High School - 2501 N. Hiawasse Rd., Apopka, FL 32703

Wheatley Elementary School - 1475 Marvin C Zanders Ave., Apopka, FL 32703

Wolf Lake Elementary School - 1771 W. Ponkan Rd., Apopka, FL 32712

Zellwood Elementary School - 3551 Washington St., Zellwood, FL 32798

Adjustments may be made based on daily participation.



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WHAT TO KNOW TO GRAB-AND-GO

- Children 18 and under, and any registered OCPS student, are eligible for Grab-and-Go meals.
- Children do not need to qualify for the free and reduced meal program.
- Children do not need to show identification.
- Meals will only be provided for children that arrive in person.
- Parents must bring ALL of their children to pick up Grab-and-Go meals for each child.
- Families and children are able to go to any of the designated schools to pick up Grab-and-Go meals. The student does not need to attend the school where the meals are distributed.
- LYNX is offering free bus service to all children and their parents from March 23-27, 2020. Parents must be accompanied by their child to receive free fare. Children and/or parents should inform the driver that they are going to the school for breakfast and/or lunch and they will not be charged bus fare.

IF YOU ARE GOING TO GRAB-AND GO

- Please be patient and follow all directions from OCPS staff on site. We are committed to maintaining a safe and healthy environment, reinforcing social distancing protocols, and creating a smooth traffic flow.
- Families using the drive-thru service must remain in their vehicle. Do not get out.
- Please place your car in the Parked (P) position to reduce the potential for injury to staff and pedestrians.
- Pedestrians must take their Grab-and-Go meals home and not remain in the area to eat.
- Pedestrians waiting in line, must maintain a 6-ft distance from other people. Do not shake hands with other individuals.
- Children walking or biking should bring a backpack to carry their Grab-and-Go meals home.



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School Closure- Extended Spring Break

New GOVERNOR CLOSES SCHOOLS TO STUDENTS UNTIL APRIL 15

Governor DeSantis announced that all schools will be closed to students until April 15. Remote or "distance learning" instruction will begin. State testing has also been cancelled this spring. (as of March 17)

Operations:

Student group 19-20 for email distribution was created in our share drive, the admin owners are all on the PLA administration team. Mr. Spiegler used student Apex usernames to create each student an email address proprietary to pla1.org all temporary passwords are Passowrd1. Those newly created email addresses have been added to each students account in APEX. Any private email addresses listed in the student's account were moved to coaches tab. I have included an attachment of the newly created emails and private emails as record. In addition, all students were given the following alert(s) and communication delivery methods in Apex Preferences:

- **Alerts**
 - a. Enrollment
 - b. Announcement
 - c. Scoring
 - d. Communication
- **Preferred alert delivery methods**
 - a. Website
 - b. Email
 - c. Phone numbers – confirmed and updated numbers will need to be entered



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The following announcements will be added to student announcements page in addition to mass email distribution.

Announcement 1: Continuity of Learning

The health and safety of students at Prosperitas Leadership is our top priority. As we have continued to monitor the spread of the COVID-19 virus it has become clear that to protect the students and the residents of our community, proactive rather than reactive guidance to our school campus is necessary.

In the event there mandated school closures, Prosperitas Leadership Academy will make plans to transition to e-learning instruction during normal school hours. Prosperitas Leadership Academy is well positioned with our current Apex Learning solution to meet the Florida DOE guidance on ensuring continuity of education.

Apex time stamps student login and activity, this form of activity and submission of Cornell notes via email will be used to record student attendance.

As we are already an e-learning provider, there is very little adjustment that needs to be made in moving students from onsite supervision to a virtual environment.

- All students will receive a school generated email and a generic password (Password1) `firstnamelastname@pla1.org` For example: `janesmith@pla1.org` .
 1. Go to <https://outlook.live.com/owa/>
 2. Sign in with your apex username@pl1.org
 3. Enter your temporary password [Password1](#)
 4. Create a password – Suggested to use your current Apex password
 5. Open the Cornell notes email
 6. Download both Cornell notes versions
 7. Once Cornell notes complemented send to teacher via email at the address provided below.
- All instruction concerning e-learning (APEX) will be posted on APEX's landing page.
- Students must adhere to Prosperitas' Cornell Note taking procedures for unlocks and resets of course material.



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Teacher / Staff Email Addresses:

English – Ms. Rodriguez – c.rodriguez@pla1.org

Reading/English Foundations- Mr. Fils-Aime – p.fils-aime@pla1.org

Social Studies – Ms. Lerch – a.lerch@pla1.org

Social Studies Elective – Ms. Blacknell – j.blacknell@pla1.org

Math, Math Elective – Mr. Providence – j.providence@pla1.org

Science, Science Elective – Dr. Shaw – j.shaw@pla1.org

Academic Advisor – Ms. Hairiston – l.hairiston@pla1.org

Attendance Clerk – Ms. Wafer – k.wafer@pla1.org

Operations Administrator - Ms. Gobin – s.gobin@pla1.org

Announcement #2 - Distance Learning classes will start on Monday, March 30, 2020

Each student has been issued an email address to be used to communicate with teachers for the purpose of unlocks and resets. Students will utilize writable PDF or Word version Cornell notes for Math Science and English and Social Studies, electives. The student code of conduct policies in regards to Cornell notes will remain the same with the implementation of electronically submitting Cornell notes.

Students have the following options for submitting Cornell notes electronically to their teachers. Teacher will be available via email during the hours of 8:00 a.m. to 1:00 p.m. Monday thru Friday.

Option 1: Download the writable pdf or word version of the Cornell notes from email or Apex Announcements page – Submit to the teacher of record via email, teacher will respond with direction to student.

Option 2: Handwrite Cornell notes in the format listed. Take a picture of the note and submit the note via teacher email address.

Handwritten notes must have the following content:

a. English, Reading, Social Studies and Elective Form

1. Header – Student Name, Date, Subject and Unit/Lesson
2. Main Idea / Questions
3. Vocabulary
4. Summary / Who, What , How, Where, and When
5. What Did I learn / What I still do not understand



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b. Math and Science Form

1. Header – Student Name, Date, Subject, Unit/Lesson
2. Main Idea
3. Vocabulary
4. Formula's
5. Summary of what I learned

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