



**District or Charter School Name**

Cornerstone Christian College Preparatory Day  
& High School (A236)

**Section One: Delivery of Learning**

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- 1. Describe how you will deliver continuous learning opportunities for all students, including special student populations.**

Cornerstone Christian College Prep School is committed to ensuring that student learning is protected and proceeds uninterrupted as much as possible during the COVID-19 Pandemic Crisis. Accordingly, Cornerstone Christian College Prep School began remote instruction with its students on March 16, 2020. The Learning Management System platform used for delivery of instruction to students is through Blackboard Coursesites. Blackboard Coursesites is utilized for students in grades 2-12. Grades 6-12 Liberal Arts and Honors College Academic Enrichment audio lectures are delivered via Blackboard Coursesites as well. Instructors are online daily with students and submit assignments weekly. Household that have been identified with no internet access, are mailed instructional packets weekly. Students in grades K – 1 are all mailed instructional packets weekly. Instructors are available daily to these students via teleconference through free conference calling (GoToMeeting) and all packets are returned via a special drive-thru protocol at C-Prep once a week. Cornerstone Christian College Prep School currently does not have special student populations, however, if this condition changes, we are prepared to implement the following steps: students will receive additional time to complete assignments. Parents and instructors will collaborate closely in an effort to create a plan that will enable parents to help their student complete assignments under the guidance of the instructor, via video and verbal instruction. The process will continuously be evaluated and altered as needed.

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**2. Describe how your district communicates expectations for continuous learning implementation to 1.) students, 2.) families, and 3.) staff.**

Cornerstone Christian College Prep School is committed to ensuring that student learning is protected and proceeds uninterrupted as much as possible during the COVID-19 Pandemic Crisis. Accordingly, A) Cornerstone Prep communication to students takes place via Blackboard Coursesites, Gradelink, Cisco Webex Meeting, GoToMeeting (teleconference) Discussion Boards and the school's website; B) Parent communication is a regular occurrence via communication tools within Gradelink, parent phone calls to homes and the school's website; and C) Staff meetings occur on a bi-weekly basis via teleconferencing (GoToMeeting), Cisco Webex Meeting, and email.

**3. Describe student access to academic instruction, resources, and supports during continuous learning.**

Cornerstone Christian College Prep School is committed to ensuring that student learning is protected and proceeds uninterrupted as much as possible during the COVID-19. Accordingly, Cornerstone Christian College Prep School began remote instructions with its students on March 16, 2020. Instructors provide video lessons, audio lectures and links to additional resources, such as Khan Academy classroom, Education.com, K5Learning, New Path, IXL, e-textbooks, etc. Instructors are online daily for a minimum of 4 hours to instruct, assist and/or to provide feedback to students. Lessons are given (3) days a week (gr. K-5) and (4) days a week (gr. 6-12) to include Liberal Arts Honors College Academic Enrichment.

**4. What equipment and tools are available to staff and students to enable your continuous learning plan? Please list.**

Cornerstone Christian College Prep School is committed to ensuring that student learning is protected and proceeds uninterrupted as much as possible during the COVID-19 Pandemic Crisis. Accordingly, equipment and tools available to staff and students include Blackboard Coursesites, GoToMeeting, Gradelink, its school's website and subscription access to academic materials. \*In addition, instructional staff has bi-weekly staff meetings via GoToMeeting to troubleshoot areas of concern and clarification of any issues so that students do not fall through the cracks. Professional Development training will also continue.

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**5. Describe how educators and support staff are expected to connect with students and families on an ongoing basis.**

Cornerstone Christian College Prep School is committed to ensuring that student learning is protected and proceeds uninterrupted as much as possible during the COVID-19 Pandemic Crisis. Accordingly, educators and support staff communicate directly with students and families via the following: Blackboard Coursesites Discussion Board, GoToMeeting, Gradelink, Email, and its school's website which allows them to both receive questions from students and or families and to be able to provide feedback and clarity to students and families. Parent phone calls and teleconferencing is also a tool provided to students and families. Students and families also have daily access to the school's tech support personnel who monitors and fields questions throughout the day.

**6. Describe your method for providing timely and meaningful academic feedback to students.**

Cornerstone Christian College Prep School is committed to ensuring that student learning is protected and proceeds uninterrupted as much as possible during the COVID-19 Pandemic Crisis. Accordingly, Instructors are mandated to be online for a minimum of 4 hours and/or available via teleconference each day, during which time instructors can give instruction and support to students. Instructors make hours of availability known to all students and families as well. Students grades are reported via Gradelink, which is our student information system. Student correspondence is also conducted via email. Students receive timely feedback concerning grading of their assignments and assessments.

## Section Two: Achievement and Attendance

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- 7. Does your continuous learning plan provide an avenue for students to earn high school credits? If so, describe the approach.**

Cornerstone Christian College Prep School is committed to ensuring that student learning is protected and proceeds uninterrupted as much as possible during the COVID-19 Pandemic Crisis. Accordingly, the continuous learning process is an extension of regularly scheduled courses based on courses that students were already enrolled in. Students are required to continue all lessons and projects required to receive course credit. Students access assignments through the LMS called Blackboard Coursesites and or academic packets. Students complete required assignments by designated deadlines. Students are assessed on mastery of each lesson to show proficiency. Those students needing additional assistance in the form of reteaching of old concepts to be able to bridge to the new concepts are given those tools and time with instructors. A concerted effort is made with all families, especially high school seniors, to ensure student's academic progress is not interrupted.

- 8. Describe your attendance policy for continuous learning.**

An attendance activity report is generated twice weekly of students who have not responded to daily discussion boards, submitted assignments by the due date and of any student that has not logged in to learning management system or returned instructional packets. The support staff contacts parents directly to inquire if there are any issues and to remind them that participation is mandatory.

- 9. Describe your long-term goals to address skill gaps for the remainder of the school year.**

Cornerstone Christian College Prep School is committed to ensuring that student learning is protected and proceeds uninterrupted as much as possible during the COVID-19 Pandemic Crisis. Accordingly, Cornerstone Christian College Prep School began remote instruction with its students on March 16, 2020. Any skill gaps are addressed through various means such as: online tutoring, telephonic tutoring, use of Skype or tutorial packets.

### Section Three: Staff Development

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**10. Describe your professional development plan for continuous learning.**

Cornerstone Christian College Prep School is committed to ensuring that student learning is protected and proceeds uninterrupted as much as possible during the COVID-19 Pandemic Crisis. Accordingly, the final staff professional development in-service for the 2019-2020 academic year is scheduled for April 20, 2020 at 9:00 am., via a group telephonic conference format. Between May 18-29, 2020, staff end-of-the-year professional development individual conferences will be conducted via the telephone in order to discuss self-assessments and overall professional development progress. In addition, this will facilitate clear discussion of needed future professional growth, including providing staff with opportunities to gain greater knowledge and insight into ways to deliver instruction to students through new technology, outside of the traditional classroom. This includes, but is not limited to online learning formats and sensitivity to students' individual learning styles.