



**Kamehameha Schools  
Kapālama Campus**

**K-12 DISTANCE  
LEARNING PLAN**

**SY 2020 - 2021**

# 2020-2021 Kamehameha Schools Kapālama K-12 Distance Learning Plan (DLP)

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*Kamehameha Schools' mission is to fulfill Pauahi's desire to create educational opportunities in perpetuity to improve the capability and well-being of people of Hawaiian ancestry.*

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Whether on campus or from a distance, Kamehameha Schools is committed to ensure all students have access to a world-class Hawaiian-culture based education that includes rigorous learning experiences for our students focused on E Ola! Learner Outcomes. We remain committed to deliver a high-quality education and to fulfill our mission in a distance learning environment and are prepared to apply the lessons we learned in quarter 4 of the 2019-2020 school year in this revised Distance Learning Plan (DLP).

## 2020-2021 Distance Learning Goals

The purpose of this document is to provide campus guidance for the **Distance Learning Model** for students who elect a model of learning that is completely digital or in the event that the risk level is HIGH and physically closing our campuses is necessary.

In distance learning, we are committed to providing a world-class Hawaiian culture-based education grounded in [E Ola! Learner Outcomes](#) ensuring consistency and continuity of the learning experience in a digital environment. We will maintain the integrity and quality of the academic, cultural and social experience for students.

### In KS Kapālama distance learning environments:

- ❖ **Student well-being is our top priority**
  - Virtual learning environments are classroom communities where students can collaborate and are supported academically and socially through interaction with kumu, peers, and support staff.
- ❖ **We will take risks by innovating and creating with instructional technology**
  - Distance Learning is a new learning model for KS Kapālama. In the spirit of A'ō aku, A'ō mai, the integral relationship between teaching and learning, our kumu and haumāna will teach and learn alongside one another. We will be launching a new, single digital platform for a more seamless learning experience. Additionally, kumu and haumāna will explore new ways to leverage digital technology to learn and produce evidence of learning.

- ❖ **Learning is social and human interaction is essential**
  - Lessons and learning activities will be a combination of synchronous (live or occurring at the same time) and asynchronous (occurring at different times). This allows for the balance of live instruction and self-directed learning that fosters student independence, problem-solving and time-management.
- ❖ **Student engagement stems from relevance and clarity**
  - Clarity in communication is even more important in a digital environment. Learning expectations are rigorous, relevant and communicated clearly to students. Students help to co-construct learning through inquiry and choice. Kumu and haumāna provide each other with feedback on learning.

## Lessons Learned in Spring 2020

### Distance Learning Support

KS Kapālama will communicate with parents, students, and faculty/staff using this primary learning platform and other channels that support distance learning.

#### Primary Learning Platform

Platform	Audience	Description
Canvas	Students and teachers in Grades K-12.	Canvas is a learning management system and will serve as the primary learning platform for Grades K-12.

Channel	Audience	Description & Access
Email	Faculty, Staff, Parents, Students	Email will be used for all major communications and announcements, including those from the Po 'o Kula (Head of School) and Po 'o Kumu (School Principals). Faculty and Staff will also use email as well as other platforms to communicate with students.
Zoom	Students and teachers in Grades K-12	Zoom is a web-based video conferencing tool that allows online meeting with or without video.

Microsoft Teams Classes	Grades 9-12 students and teachers	MS Teams is a tool available to use as a virtual classroom.
Seesaw	Students and teachers in Grades K-6	Seesaw is a tool for students in Grades K-6 to share their learning using pictures, drawings and recordings. Elementary kumu will engage students in learning activities, gain insights about their learning and communicate with students & families using Seesaw.
Google GSuite	Students and teachers in Grades 4-12	Google GSuite (including Classroom, Docs, Slides, Sheets etc.) will continue to be used by many kumu.
KS Connect	Students, teachers and parents in Grades 7-12	KS Connect provides communication from schools to students and families regarding school bulletins, grades, etc.
Blackboard	Grades 9-12 students and teachers	Blackboard is primarily used as a learning management system that may contain student coursework, assignments, and announcements.
Remind	Grades 9-12 students, parents, and teachers	Remind is a communication tool that sends messages, links to sites, images, or attachments.

**Access to Distance Learning**

Students are expected to have a reliable broadband internet connection. To ensure optimal participation in a distance learning curriculum, all students will have access to a device.

Grades	Device
K-3	iPads will be assigned to students.
4-12	Laptops will be assigned to students.

# Roles and Responsibilities for Distance Learning

‘A‘ohe hana nui ke alu ‘ia.  
*No task is too big when done together by all.*  
 ‘Ōlelo Noe‘au #142

The roles and *kuleana* (responsibilities) of stakeholders described below outline the ways in which we will *laulima* (work together) in partnership for effective implementation of this DLP.

School Personnel Roles & Responsibilities	
Kapālama Campus Leadership Team (CLT) & School Level Leadership	<ul style="list-style-type: none"> <li>● Create and monitor KSK’s Distance Learning Plans (K-12 and school-specific).</li> <li>● Establish and maintain clarity in communication between faculty, staff, ‘ohana, and haumāna.</li> <li>● Partner with faculty, students and ‘ohana to support the distance learning environment.</li> <li>● Support kumu in DLP implementation and ensure high-quality learning experiences for all students.</li> </ul>
K-12 Kumu	<ul style="list-style-type: none"> <li>● Develop relevant and engaging student learning experiences.</li> <li>● Provide clear communication of learning expectations and timely feedback to students.</li> <li>● Communicate with parents, as needed.</li> <li>● Collaborate with colleagues to design Distance Learning experiences for haumāna in accordance with K-12 and school-level plans.</li> <li>● Partner with students and ‘ohana in the distance learning environment.</li> </ul>
Faculty & Staff	<ul style="list-style-type: none"> <li>● Support for distance learning will involve the entire school community and include specialized support from: Assistant kumu, Counselors, Behavioral Health Specialists, Librarians, Curriculum Coordinators, Learning and Innovation Coaches and Technology staff.</li> </ul>
Haumāna & ‘Ohana Roles & Responsibilities	
K-12 Haumāna	<ul style="list-style-type: none"> <li>● Identify a comfortable, quiet space in your home and a daily routine for learning.</li> <li>● Attend synchronous (live) sessions and complete required asynchronous coursework.</li> <li>● Regularly monitor online platforms and channels to check for</li> </ul>

	<p>announcements, assignments and feedback.</p> <ul style="list-style-type: none"> <li>● Do your best work, complete assignments with integrity and academic honesty.</li> <li>● Communicate proactively with your teachers about your learning.</li> <li>● Seek out and communicate with other adults at KS (e.g. teachers, counselors, technology support etc...) as needs arise.</li> </ul>
<p>Parents &amp; ‘Ohana</p>	<p>Support your child in the responsibilities listed above and work in partnership with the school to:</p> <ul style="list-style-type: none"> <li>● Establish daily routines and expectations for learning at home.</li> <li>● Define a regular physical space conducive to learning (access to technology, quiet, safe).</li> <li>● Maintain open communication with the school and communicate directly to your child’s teacher if you have questions or concerns about their learning.</li> <li>● Monitor your child’s attendance in synchronous (live) sessions and completion of asynchronous coursework.</li> <li>● Check-in with your child daily about their learning and support as needed.</li> <li>● Monitor how much time your child is spending in online and offline learning.</li> <li>● Support social and emotional balance by providing ample room and time for reflection, physical activity, conversation and play.</li> </ul>

## School-Level Distance Learning Websites

Each school is refining their school-level distance learning plans website with specific plans to support digital learning will be linked here when available.

- **Kula Ki‘eki‘e (High School) (link coming soon)**
- **Kula Waena (Middle School) (link coming soon)**
- **Kula Ha‘aha‘a (Elementary School) (link coming soon)**

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