



Frequently Asked Questions Distance Learning Plan

September 23, 2020

Background

Executive Order 2020-41 requires LEAs to submit distance learning plans. School districts and charters may make revisions to improve their plans at any time, but must submit those changes in writing to the Arizona Department of Education or Arizona State Board for Charter Schools within 10 days of any substantive revision.

What would constitute a “substantive revision”?

If the modification is one that changes the basic nature, delivery methodology, or various dates submitted in the previous plan, a revision should be sent in.

Should we submit an updated plan if our overall enrollment numbers submitted are changing?

Enrollment changes are expected. If that change has no impact on what is in the plan, an update is not needed. If the enrollment change causes modification to your plan based on an increase or decrease in enrollment, the number change and the impact change should be updated.

Since our initial plan we have modified the delivery and make-up of our hybrid model. Should this be updated?

Yes, for example, if you are offering a hybrid that was not defined in the original plan, it should be updated. If you are offering a hybrid that changes the days of the week students will be in attendance, an update should be submitted. Any changes an outside observer would find inconsistent with your plan, should be submitted.

We have modified our benchmark schedule based on our initial assessment of students.

The new dates/windows/timeframes should be submitted in an update.

What do we need to do to submit an update?

Should you choose to modify your plan, please use the same template and only modify the section you wish to change. Please clearly **highlight the section you are modifying**. When submitting the document via email to EmergencyDL@azed.gov, please include in the subject of the email the text, “Update”.

What if we need to send a second updated plan?

You can submit as many as you need to reflect your structure. Be sure to remove previous highlights and follow the step above.