



Maplewood Richmond Heights
School District

Alternative Methods of Instruction (AMI) Plan 2022 - 2023

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Mission and Goals

Maplewood Richmond Heights (MRH) School District Mission

The mission of the Maplewood Richmond Heights School District is to inspire and prepare students as leaders, scholars, stewards, and citizens for a diverse and changing world.

Goals

A “theory of change” has been created for each goal area and is summarized below:

Goal 1: Mission Vision

If the MRH community (staff, students, parents) clearly understands, articulates, and demonstrates the MRH Mission, Vision, and Metaphors; then our students will embody stewardship, leadership, scholarship, and citizenship.

Goal 2: Student Achievement

If we create the expectations and conditions for high-quality, responsive instruction, and programming, then all students will achieve at higher levels.

Goal 3: Community Engagement

If we develop a comprehensive communication and engagement plan, that includes all of our stakeholders, we will create a diverse, engaged, and supportive community for the Maplewood Richmond Heights School District.

Goal 4: Facilities

If MRH maintains innovative, high-quality, safe, and inspirational spaces that support our mission, vision, and metaphors for our growing enrollment then our students' diverse needs will be met in a sustainable and technology-rich environment.

Goal 5: Human Resources

If MRH hires, retains, and invests in an exceptional staff that represents the unique diversity within our district, then our diverse population of students will have outstanding opportunities to develop as leaders, scholars, stewards, and citizens.

[Learn More](#)

Why does this document exist?

Beginning in school year 2020-21, a school district in Missouri will not be required to make up school hours that are lost or canceled due to exceptional or emergency circumstances (up to 36 hours) if the LEA implements an [Alternative Methods of Instruction \(AMI\) Plan that is approved by the Department of Elementary and Secondary Education \(DESE\)](#). Please see the information below to assist with your district's AMI Plan.

- [Administrative Memo QS-20-002 - Alternative Methods of Instruction](#)
- [Section 171.033, RSMo](#)
- [Quality Schools Guidance Document](#)
- [Special Education Guidance](#)
- [Alternative Methods of Instruction Application](#) (MO500-3226)

What is an AMI Day?

Legislation ([Section 171.033, RSMo](#)) allows the Maplewood Richmond Heights School District to create alternative methods of instruction for students and eliminate make-up days for the Maplewood Richmond Heights School District.

If snow, ice, or other unexpected circumstances affect the school district and school is closed for the day, students will be able to access assignments via the internet or other specially-prepared learning materials. Technology provided by the school system will enhance teachers' abilities to communicate with students.

The Maplewood Richmond Heights School District is currently approved to provide up to 36 hours of AMI without having to make up any of the days at the end of the calendar year.

Teachers and employee representatives will be involved in the district's planning and implementation of the AMI so plans for make-up are developed and easily accessible by all teachers and employees.

How will we know?

Students and/or families would receive a notification from the district that an AMI day is being utilized. A notification from their respective principal and/or teacher will provide information on classwork/projects/activities to be completed from home on these days. Additional information regarding the AMI Days can be found in the Frequently Asked Questions below, which can be accessed by [clicking here](#).

What are the expectations for AMI Days?

It will be an expectation at all buildings that students will log in to the district Learning Management System (ItsLearning) to access their learning for the day, connect with their teacher, and turn in any work that is assigned. Connecting with their teacher via zoom, and/or completing work will be used to count attendance for that day of school. Additional Special Education Specific Information for grades K-12 is referenced in [this link here](#).

An important piece of information to know is that any AMI Day would not need to be made up at the end of the school year; thus, the last day on the board-approved academic calendar would stand.

What is the schedule for an AMI Day?

PreSchool

No schedule. Teachers will email out extended learning opportunities

Early Childhood and Elementary

Time	A/B day
9-9:50	Morning Block 1
10:00 -10:50	Morning Block 2.
10:50-11:20	Break/Lunch
11:20-12:10	Afternoon Block 3
12:20-1:10	Afternoon Block 4
1:10 - 2:00	Teacher office hours

Middle and High School

Time	A/B day
9-9:50	1A/B
10:00 -10:50	2A/B
10:50-11:20	Break/Lunch
11:20-12:10	3A/B
12:20-1:10	4A/B
1:10 - 2:00	Teacher office hours

Where are the links to classes?

In the event that we have inclement weather and we are unable to be on campus with students, we will still hold classes scheduled for that day virtually. Students can find the Zoom links for each class on ItsLearning. All students are expected to attend and will need to make up any work they miss if they do not join class virtually.

What if we have technical issues and how do we gather support?

Tech Hotline is available on virtual days if students are having issues logging in. Students should make sure they are accessing Zoom Links from their school email account.

Tech Hotline - (314) 446-3999

Frequently Asked Questions (FAQs)

What is the focus of our AMI day?

The focus of AMI days can be to review and reinforce previously taught skills, introduce new concepts or extend the learning.

What do synchronous and asynchronous mean?

In 2020 we began using words like synchronous and asynchronous learning.

Synchronous - adjective - existing or occurring at the same time. EX: "glaciations were approximately synchronous in both hemispheres"

Asynchronous - adjective- (of two or more objects or events) not existing or happening at the same time

An AMI day may have a zoom link (synchronous) with the teacher or materials will be provided for students through ItsLearning (asynchronous).

How will the Maplewood Richmond Heights School district communicate the purpose and expectations of AMI to students and parents?

Details and expectations will be integrated into student handbooks, on our website and communicated through ItsLearning, the district learning management system. Additional details may be communicated in social media posts and through parent/student meetings. Details can be found on our district website: <https://www.mrhschools.net/domain/81>

How many times will these AMI days be communicated?

Communications will be strategically done early in the school year, with reminders at least quarterly and prior to any forecasted inclement weather.

Should an unexpected emergency occur (such as malfunctioning of transportation) notification of AMI days will be notified at the earliest possible convenience.

How will I know an AMI day will be implemented?

The district will communicate in all the manners it normally does for inclement weather and emergency responses including but not limited to: Social media, Email, Phone call, District Website, or Text. Details can be found on our district website: <https://www.mrhschools.net/domain/81>

On AMI days, the Maplewood Richmond Heights School District will use the following types of materials and assignments to effectively facilitate teaching and support learning for the benefit of the students:

- Electronic/web-based
- Textbooks
- Library/classroom library books
- Manipulatives

Learning games
Teacher created materials

On AMI days where do students get their assignments?

The district has adopted ItsLearning as our Learning Management System. All students will receive resources, instruction and assignments through ItsLearning. Students will receive instruction on how to access ItsLearning during in-person instruction or through the enrollment and first quarter of school procedures.

On AMI days, attendance will be determined by the completion of lessons and activities in the following manner:

- Completion of lessons and activities turned within the next day of attendance
- Electronic submission of lessons and activities on the day of AMI or within the next 24 hours of attendance (The next academic day).
- Log of electronic/web-based/app activity

The Maplewood Richmond Heights School District will utilize the following AMI experiences:

- Independent practice and application of previously taught concepts
- App or web-based software to teach/reinforce concepts
- Virtual instruction
- Assigned reading, study, or activity to introduce new concepts
- Reinforcement of learning through games, family interaction, or structured experiences

If electronic methods will be used, please describe how students who do not have access to the internet or computers will access instruction:

From the start of the year the communication will be clear that this AMI day is an option available to the district. Each teacher will communicate to their class and to parents how the AMI day will be handled for their specific class using the linked expectations above. Should a family not have internet access at home, a hot spot for internet access will be provided in advance of inclement weather.

What if my child has an Individualized Education Plan?

The Maplewood Richmond Heights School District assures that the instructional plan for AMI days for students with disabilities is documented in each individual student's individualized education program (IEP) according to the [guidance developed by the Missouri DESE Office of Special Education](#). Individualized plans are developed as a part of the IEP to meet each student's individualized needs for school closures, but communication will be provided by the special education teachers to support during AMI days as related to students' individual needs.

How will teachers and other certified personnel be available to communicate with students on AMI days?

- Email
- Messaging/chat through the learning management system (ItsLearning)
- Messaging through other electronic means (Remind, Social Media, etc.)

Will all days in which school is canceled be AMI Days and not be made up in the existing academic calendar?

Not necessarily. To the extent possible, the district will attempt to use AMI Days when it is necessary to cancel school due to inclement weather. However, there might be instances when planning for an AMI Day is not feasible and it may be necessary to make that day up.

Would the AMI Days need to be made up at the end of the school year?

No. These days would not need to be made up, thus, making the last day of school listed on the district-adopted calendar final.

How would an AMI Day look for my child?

If/when classes are canceled due to inclement weather and the AMI Day plan occurs, families would receive a notification from either their building principal and/or teacher that would provide instructions on classwork/projects/activities to be completed on this day. Anything completed on the AMI day can be logged in the district Learning Management System or handed to the teacher the next day of in-person school.

Is the expectation that my child is on their device all day to complete work?

No. While it is essential that the teacher and students interact with one another during the day, not all work will need to be completed on a device. There might be some class work to be completed on a device and other work may not, it's at the discretion of the teacher and the needs of the lesson.

What if my child does not have access to the internet at home?

If your child does not have internet access at home, you are encouraged to contact your child's school so that accommodations can be made to have internet access available for them at home.

Where do students log in?

<https://mrhsd.itslearning.com/index.aspx>

Why doesn't MRH have all days missed due to inclement weather be AMI Days?

There might be instances when not enough advance notice is available to prepare for a successful AMI Day. In addition, if we experience a high volume of inclement weather days the district might determine that making up days through in-person attendance is necessary.

Does MRH expect the AMI Day plan to continue in future years?

Given that the state lawmakers have mandated a later-than-normal start date, AMI Days are likely to continue.

If my child has an IEP, how are their services going to be delivered on an AMI day?

Please refer [DESE guidance listed here](#) and contact your child's case manager.

Who should I contact if I have questions about the AMI day assignments?

Students/families are encouraged to contact their classroom teacher or building administrator if you would have any questions.

How will my child receive their assignments for the AMI Day?

If/when classes are canceled due to inclement weather and the AMI Day plan occurs, families would receive a notification from either their building principal and/or teacher that would provide instructions on classwork/projects/activities to be completed on this day. Anything completed on the AMI day can be logged in the district Learning Management System or handed to the teacher the next in-person school day.

A Maplewood Richmond Heights School District student (Grades K-12) will receive their assignments through the online learning management system platform that their teachers utilize.