

COVID-19 Operations Written Report

Local Educational Agency (LEA) Name	Contact Name and Title	Email and Phone	Date of Adoption
Laguna Beach USD	Dr. Jason Vilorio, Superintendent	jvilorio@lbusd.org , (949)497-7700	June 18, 2020

Descriptions provided should include sufficient detail yet be sufficiently succinct to promote a broader understanding of the changes your LEA has put in place. LEAs are strongly encouraged to provide descriptions that do not exceed 300 words.

Provide an overview explaining the changes to program offerings that the LEA has made in response to school closures to address the COVID-19 emergency and the major impacts of the closures on students and families.

On March 13, 2020, Governor Gavin Newsom issued Executive Order N-26-20 regarding the physical closure of schools in response to the COVID-19 pandemic. This executive order requested that schools continue to deliver high-quality educational opportunities to students to the extent feasible through, among other options, distance learning and/or independent study. In response to this change in our student’s daily learning environment, a distance learning plan was developed with feedback from stakeholders, related educational research, and state guidance. The plan provides a roadmap on the level of support, routines, and resources that students and families should expect. To provide a comprehensive response that ensures student and staff safety, the District works closely with state and local agency partners to provide a comprehensive response, including the California Department of Education (CDE), California Department of Public Health (CDPH), Orange County Department of Education (OCDE), Orange County Health Care Agency (OCHCA), and the Laguna Beach Fire and Police Departments.

LBUSD has focused on five essential categories during school closures: 1) access to distance learning, 2) engagement in learning, 3) support for family and student wellbeing, 4) access to social-emotional learning and support, and 5) communication structures and processes.

Access to distance learning has included providing Chromebooks (and iPads for kindergartners) for all students and internet access. Any LBUSD families that have technical difficulties, should contact the LBUSD help desk at: helpdesk@lbusd.org. Teachers continue to deliver instruction, assignments, and assessments with online tools and resources, using both synchronous and asynchronous methods. Virtual workshops continue to be developed to help families with student needs. Support staff provides a range of interventions for at-risk students, including English learners, foster youth, and low-income students. School Counselors, Student Support Specialists, and Intervention Specialists are available during school hours to support students’ academic needs and social-emotional wellness. The district actively and systemically identifies, monitors, and intervenes with students experiencing learning progress or social-emotional concerns. Student breakfasts and lunches have been made available each weekday at the high school from 11 AM to 1 PM. LBUSD staff follow the health and safety guidance from the Orange County Health Care Agency and the Governor’s Executive Orders. Regular communication is provided by the district and schools to families through email, ParentSquare, social media, and websites. Resources for students and families for distance learning are located on the District’s website at www.lbusd.org/resources/covid19/distance-learning, which can also be found on the dedicated COVID-19 page, www.lbusd.org/covid19.

Provide a description of how the LEA is meeting the needs of its English learners, foster youth and low-income students.

During school closure, LBUSD has worked closely with the Orange County Department of Education (OCDE) and Orange County Health Care Agency (OCHCA) to provide the necessary resources and support for our English learners, foster youth, and low-income students as well as their families. The District Community Liaison, English Language Development (ELD) Lead Teacher, and Director of Assessment and Accountability directly coordinate resources with these families and communicate any changes and updates related to services and programs. Academic resources have been provided and are available for these students including district Chromebooks and internet access hotspots, along with live push-in support for online classes and one-on-one online support after classes.

Organizational and technology (i.e. Google Meets, Zoom, Beachport, PowerSchool, etc.) support is provided for these students and their parents by designated staff. ELD staff adjust curriculum, provide consultation, and facilitate training for teachers, as needed. Counseling and social-emotional support continue to be provided for students by the previously mentioned staff, as well as school counselors, psychologists, and social workers. Family resources and referrals, including childcare, financial support, free meals/local food pantries, housing, health services, and employment, are shared with specific in-need families, posted on the district website, and sent through online communications. Student breakfasts and lunches have been made available for pick up at the high school from 11 AM to 1 PM on weekdays. Interpretation and translation assistance is arranged and provided as needed to families. Phone consultation for in-need families is available during evening hours through the District Community Liaison and ELD staff. Additionally, extended academic online learning will be provided for English learners and at-risk students during the summer.

Provide a description of the steps that have been taken by the LEA to continue delivering high-quality distance learning opportunities.

LBUSD is committed to making sure that students continue to learn and grow through the care and commitment of our faculty, even during this unprecedented time of extended school campus closures. We recognize that this distance learning approach does not replicate the high-quality in-person classroom experience we are accustomed to providing our students. Our goal in distance learning is to facilitate opportunities for students to engage in learning essential knowledge and skills that they need in order to be successful when face-to-face classroom learning resumes. When faced with a challenging situation like the one we are facing now, with little notice and time, we are grateful that our staff has continued to innovate, be flexible, and creative on ways to approach teaching and learning in new and thoughtful ways.

With distance learning, teachers provide instruction both synchronously and asynchronously. During synchronous learning, students learn at the same time, communication is in real-time, and instant feedback and clarification are available. Some examples include videoconferencing, live chat, interactive webinars, and direct instruction. For asynchronous learning, students learn at different times, at their own pace, and communication is not live. Examples include posted assignments, reading articles, discussion forums, screencasts, and assignments within Google Classroom and PowerSchool. On average during distance learning, staff has facilitated over 2000 virtual meetings each week via Zoom or Google Meet.

LBUSD has enabled students to complete state and local graduation requirements with needed flexibility associated with the nature of assignments and mode of grading during school closure. Assessment of student learning will be determined using all assigned work. Considerations for determining student learning progress and any grades will include preserving the progress students made prior to school closures and enabling them to demonstrate further learning in ways that are appropriate to their context.

The District actively identifies, monitors, and intervenes with any student experiencing learning or social-emotional concerns, based on need. We maintain a systematic student monitoring process where administrators and student support staff collaboratively problem-solve student supports. ELD staff and Intervention Specialists provide teacher support, individual student lessons, online learning support, and individual student conferences. For students who receive specialized services, such as special education services, counseling, speech therapy, etc., staff makes every attempt to provide a level of service virtually, to the extent possible. For students who have an Individual Education Plan (IEP) or Section 504 accommodation plan, service providers or case managers communicate the provision of services to include how accommodations and/or modifications will be delivered. Special education services are delivered virtually through various platforms consistent with a student's IEP to the maximum extent possible. Teams schedule IEP Meetings virtually through Google Meet or Zoom to include Annuals and Triennials where testing has been completed as well as Transition Meetings. Additional IEP meetings may be held for students struggling to access virtual learning experiences. Extended academic online learning will be provided for all K-12 students who are academically at-risk, students with disabilities, and English learners during the summer.

Teachers and staff are provided with regular and ongoing professional learning opportunities, including one-on-one instructional coaching, department and grade-level team support, and a range of distance learning related webinars. The district continues to add additional online courses for staff as needed. Follow-up staff tech training and coaching are conducted on an as-needed basis by Ed Tech staff and Instructional Coaches/TOSAs. Time is also provided for staff to share resources and collaborate amongst colleagues to provide the best distance learning instruction possible.

Provide a description of the steps that have been taken by the LEA to provide school meals while maintaining social distancing practices.

The district provides student breakfasts and lunches each weekday at the high school from 11 AM to 1 PM at the side of the campus along St. Ann's Drive at the cafeteria driveway. The district has worked closely to follow the health and safety guidance from the Orange County Health Care Agency and the Governor's Executive Orders. For on-site staff, safety guidelines include a COVID employee screener, temperature check, training on hand hygiene, respiratory etiquette, and stay-at-home requirements, personal protective equipment (PPE), face masks, related posted signage, and ongoing communication.

Provide a description of the steps that have been taken by the LEA to arrange for supervision of students during ordinary school hours.

LBUSD does not provide state-subsidized child care programs, as referenced in MB 20-06 that includes services provided to currently-enrolled families or "Emergency Childcare" for essential workers and other populations designated after the signing of Executive Orders (EO) N-33-20, EO N-45-20, and EO N-47-20. Alternatively, LBUSD has made an effort to partner with local resources and referral agencies to connect families with child care and a list of programs that remain open. Staff provide child care referrals for families through targeted outreach, ongoing district communication, and posted resource information and links. During ordinary school hours, school teachers and staff provide academic teaching and learning opportunities for all classes that are focused on engagement and continuous growth. For any students who are disengaged, staff follows up to provide additional support and resources. A set of related resources can be found at <https://www.lbusd.org/resources/covid19>.