

# WESTERN PLACER UNIFIED SCHOOL DISTRICT BOARD OF TRUSTEES MEETING FACT SHEET

<b>MISSION STATEMENT:</b> Empower Students with the skills, knowledge, and attitudes for Success in an Ever Changing World.
<b>DISTRICT GLOBAL GOALS</b>
<ol style="list-style-type: none"> <li>1. Develop and continually upgrade a well articulated K-12 academic program that challenges all students to achieve their highest potential, with a special emphasis on students</li> <li>2. Foster a safe, caring environment where individual differences are valued and respected.</li> <li>3. Provide facilities for all district programs and functions that are suitable in terms of function, space, cleanliness and attractiveness.</li> <li>4. Promote the involvement of the community, parents, local government, business, service organizations, etc. as partners in the education of the students.</li> <li>5. Promote student health and nutrition in order to enhance readiness for learning.</li> </ol>

**SUBJECT:**  
COVID-19 Operations Written Report

**AGENDA ITEM AREA:**  
Action

**REQUESTED BY:**  
Kerry Callahan   
Deputy Superintendent

**ENCLOSURES:**  
Yes

**DEPARTMENT:**  
Educational Services

**FINANCIAL INPUT/SOURCE:**  
LCFF Base and Supplemental

**MEETING DATE:**  
June 25, 2020

**ROLL CALL REQUIRED:**  
No

**BACKGROUND:**

Executive Order (EO) N-56-20 was established on April 22, 2020, to address the impact of continued school closures in response to the COVID-19 pandemic and the local educational agencies' ability to conduct meaningful annual planning, and the ability to meaningfully engage stakeholders in these processes.

EO N-56-20 issued timeline and approval waivers for the Local Control and Accountability Plan and Budget Overview for Parents as well as waving certain budgetary requirements. The Executive Order also established the requirement that a local educational agency (LEA) adopt a written report (COVID-19 Operations Written Report) explaining to its community the changes to program offerings the LEA has made in response to school closures to address the COVID-19 emergency and the major impacts of such closures on students and families.

The COVID-19 Operations Written Report must include:

- 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.

## **WESTERN PLACER UNIFIED SCHOOL DISTRICT BOARD OF TRUSTEES MEETING FACT SHEET**

- A description of how the LEA is meeting the needs of its English learners, foster youth and low-income students.
- A description of the steps taken by the LEA to continue delivering high quality distance learning opportunities.
- A description of the steps taken by the LEA to provide school meals while maintaining social distancing practices.
- A description of the steps taken by the LEA to arrange for supervision of students during ordinary school hours.

The COVID-19 Operations Written Report must be adopted by the local governing board in conjunction with the adopted annual budget by July 1, 2020 and must be submitted to the county office of education in conjunction with the submission of the adopted annual budget.

Once adopted, the COVID-19 Operations Written Report must be posted on the homepage of the LEA's website.

### **RECOMMENDATION:**

Administration recommends the Board adopt the COVID-19 Operations Written Report.

# COVID-19 Operations Written Report for Western Placer Unified School District

Local Educational Agency (LEA) Name	Contact Name and Title	Email and Phone	Date of Adoption
Western Placer Unified School District	Scott Leaman Superintendent	sleaman@wpusd.org 916-645-6350	June 16, 2020

**Descriptions provided should include sufficient detail yet be 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.

Initially, we canceled co- and extracurricular activities in accordance with our county health official guidelines. We also made adjustments to our commencement ceremonies to ensure they adhered to health guidelines. The only changes made to our academic program offerings were those needed to allow for learning to continue from a distance for all students. We distributed over 1600 Chromebooks to families to support distance learning through our online platforms. In addition, several families received hotspots or gift cards for data (donated by our community) to ensure adequate connectivity to participate in online distance learning. Teachers shifted to primarily virtual instruction; although they did develop traditional work packets simultaneously to ensure students who live in rural areas, with little to no internet capacity, were also able to learn from a distance. Systems were developed that allowed teachers to provide timely feedback to students, whether remotely or during weekly packet distribution. Our educational technology coordinator, with the help of a team of teacher leaders, provided ongoing professional development for teachers to ensure they were able to provide distance learning utilizing various online learning platforms/tools (Schoology, Google Suite, Kami, Screencastify, etc.). Furthermore, our special education department worked diligently to ensure students received services in accordance with their IEPs.

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

Regular online tutoring sessions were provided to high school English Learners. Newcomers continued to access Rosetta Stone online; Rosetta Stone is a supplemental curriculum that accelerates English language acquisition. No learning activities were assigned that required families to purchase supplies out-of-pocket.

In addition to providing families with the necessary technology (Chromebooks, internet service) to participate in distance learning, our district's English Learner TOSA and Foster Youth liaison provided professional development and other support to teachers. This training and support ensured students in need of additional support received the assistance needed in a virtual environment. District pacing guides are in the process of being revised to address distance learning and include options for tiered interventions and language objectives.

Our bilingual parent liaisons and Educational Technology coordinator provided technical support for teachers and parents, including the development of self-help videos for our distance learning platforms in both English and Spanish. All teachers were required to check-in with all students regularly, and a tiered response was put in place to assist families who struggled to maintain contact with their children's teachers. Additionally, Wellness Together provided virtual counseling support to students in crisis.

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

WPUSD increased its 50% Educational Technology Coordinator position to 100% for the 2020-2021 school year. The Educational Technology Coordinator assembled a team of teachers ("Ed Tech Team"); the team consisted of volunteers who became our lead learners in distance learning. This team piloted new online resources/strategies with students and subsequently guided colleagues who experimented with the same resources/strategies. Teachers were provided ample opportunities to participate in a menu of professional development offerings to boost their capacity and success in delivering distance learning. We purchased district licenses for products that strengthened online instruction (i.e. - ScreenCastify, Kami, etc.). We also formed three Distance Learning Task Forces (Elementary, Middle, and High) to develop long-term systems, procedures, and expectations for ongoing, high-quality distance learning. The District surveyed parents to gather initial data regarding options for learning in the 2020-2021 school year and will survey them again for more information as plans for the fall progress. WPUSD is presently conducting a study to determine how to best move to a 1:1 technology model for students.

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

The WPUSD Food Service Department had the pleasure of serving approximately 1400 meal bags per week! The bags contained meals for five days, including five breakfasts and five lunches to help support our WPUSD students. The meal bags were made up of kid-friendly options including shelf stable items, menu selections that could be heated at home, and a variety of fresh fruit. We bagged our selections on Mondays and distributed the food on Tuesdays.

The Food Service staff successfully maintained social distancing practices. The following measures helped to ensure the safety of the food service team and the public:

- Several small teams with approximately 12 workers on each team. This helped with social distancing and minimized the number of potential contacts in the event of a positive COVID case. If one team was unable to work, we could still function with the other teams.
- Staggered shifts to ensure no contact between teams at start/end times.
- Bagging areas set up so that workers were spaced at least 6ft apart.
- Cleaned and sanitized all surfaces and high touch areas, including meal delivery vans, between shifts.
- All staff wore PPE, including gloves and masks during our shifts.
- Daily reminders to maintain appropriate social distancing.
- Operated a drive-through meal delivery system which allowed staff to place meal bags into vehicle trunks. This reduced contact with the general public.

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- Placed meals on tables for families that either did not have trunks or were walk-ups. Families then grabbed the meal bags from the tables, making no contact with staff.

The Food Service Department was thankful to continue to provide meals for students while also maintaining their safety and well being.

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

On March 20, 2020, the District contracted with STAR Education to provide onsite childcare in Western Placer School District. STAR is a licensed childcare program and meets or exceeds all state licensing and country regulations. During this pandemic, in compliance with current county health regulations, STAR allowed up to 10 students per classroom with a minimum of two teachers. All students who attended reside within the Lincoln community. STAR operated two classrooms and each classroom used their own set of student restrooms. Students and staff remained with their same group and did not rotate classrooms to limit contact. STAR offered Distance Learning support and worked closely with the district teachers to ensure the students were meeting standards.

In order to create 6 feet of social distancing, STAR assigned seating inside the classrooms and created zones outside for students. Students were given their own bag of supplies for indoor and outdoor enrichment, and students did not use the outside playground structure. Students brought their own prepackaged and disposable food. STAR disinfected all door knobs, seating, and light switches between rotations and student backpacks and technology upon arrival. STAR disinfected classrooms and bathrooms at the end of each day. STAR monitored students and staff for signs of illness and required them to go home and not return without a doctor's note.