



## COVID-19 Operations Written Report for Central Unified School District

Local Educational Agency (LEA) Name	Contact Name and Title	Email and Phone	Date of Adoption
Central Unified School District	Andrew G. Alvarado Superintendent	agalvarado@centralunified.org 559-274-4700	June 23, 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 signed executive order N-26-20. The order provides that even if schools close temporarily because of COVID-19, school districts must continue delivering high-quality educational opportunities to students through other options, distance learning, and independent study, safely provide school meals through the Summer Food Service Program and Seamless Summer Option in a manner consistent with the requirements of the California Department of Education and U.S. Department of Agriculture, to the extent practicable arrange for supervision for students during ordinary school hours, and continue to pay employees.

In response to this order, Central Unified School District (USD) suspended on-site educational programs on March 13, 2020, effective March 16, 2020. The district moved immediately to deploy resources to initiate distance learning for those with internet access and print packets for students without digital access. As Central transitioned during this time, staff provided community updates through ParentSquare, Facebook, Twitter, and on the Central USD website. Abiding by approved social distancing protocols, students ages 1-18 were able to pick up free breakfast and lunch at selected food-distribution schools.

Teachers, administrators, and support staff reached out to all families, surveying digital access, and then came together to plan for distance learning needs. District office staff conducted professional learning for teachers. Liaisons and the Parent Involvement Coordinator

communicated with families to ensure they understood how to support their students while they were learning at home and stayed available throughout school closure to answer parent questions.

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

Central USD is meeting the needs of English Learner (EL), foster youth, and low-income students utilizing a combination of distance learning and independent study packets. To the extent practicable, all actions/services from the 2019-20 LCAP are continuing. EL students receive both integrated and designated English Language Development (ELD) instruction regardless of the mode of learning. Integrated ELD is supported in the content area instruction, while designated ELD is provided utilizing “Imagine Learning” web-based learning and printed resources. Teachers made contact and held office hours to support students weekly. Students and their parents have access to “Central On Call” which is online support/tutoring for students & parents for the remainder of the school year. Interpretation is available through Language Line and/staff interpretation services.

Teachers of EL, foster youth and socio-economically disadvantaged students have access to professional learning for serving the needs of their students via webinar, with virtual coaching available to sustain best practices. Central USD has created an online resource page for teachers that includes specific resources designed to guide best practice instruction for the above-mentioned students.

Central USD’s Parent Involvement Department has helped to organize food distribution, answer questions about COVID 19 guidance and refer EL, foster youth, and low-income families to other county and city social services. Central Unified’s Student Services Team partnered with a local church and the Granville Teague Community Resource Center to create “I Love My City-Meal Program”. Low income, homeless, foster youth, and EL families have been able to pick up a grab-n-go style dinner on a regular basis. Families are checked on often to make sure they have food, clothing, hygiene items, and school supplies. In addition, the Student Services Team has partnered with Central California Legal Services to provide free services to families that have need of their assistance.

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

Central Unified created guidelines to provide direction, information, and resources to ensure that: learning continues for all students, families are provided with routines and structures to stay connected to school, and that district staff maintains a lens on equity with the primary goal of doing no harm.

Instruction was provided via online or through print packets for students without tech access. Lessons were conducted in two-week cycles focused on priority standards agreed to by district teachers. Teachers were provided support from instructional coaches. When planning instruction, approximate time suggestions for online learning and print packets were established for each grade level TK - 12 with the inclusion of non-screen activities like reading, writing, and exercise. The teaching staff was expected to share a weekly pre-recorded video, engage and support various learning styles, use formative assessments, provide weekly feedback on online student work, host live class online meetings, integrate ELD supports and requirements. Special education students met with their regular education teachers and

received additional support online to meet the expectations of their IEP. Speech therapists provided minutes for the students in a synchronous environment.

The utilization of pre-existing systems for communication kept students and parents up to date on district and community support resources. In an effort to provide extra academic and technical support for students and parents Central Unified arranged to host a phone-in support service called “Central On Call” and created a parent support website with bilingual resources. A continuous professional development plan including a teacher support website provided teaching staff with training and resources in foundational online learning technological skills.

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

The district recognizes that many of the children in its community may lack access to nutritious meals on a regular basis. To address this need during school closure, the district began providing meals on March 16 and is continuing this distribution through the remainder of the school year ending June 11, and during the summer months until school begins in the fall. The district has been providing breakfast and lunch meals each week (including spring break) for pick-up at 7 of its school site locations which are spread across the district. Meals are provided during a two-hour availability window and are distributed by way of drive-thru lines or walk-up access in the school parking lot. Employees at the meal distribution sites complete a health assessment upon arrival and are provided with gloves and masks. Workers practice good hygiene and are asked to maintain six feet of physical distance from others. Meals are provided in pre-packaged bags to limit exposure.

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

Teachers and support staff have reached out to students and families on a regular basis. Contact has been made using both email and phone. As online classrooms have been implemented, teachers supervise students via online classrooms such as Google Classroom, Class Dojo, Screencastify, or Zoom, as well as keeping virtual office hours for additional consultations. Central USDs Parent Involvement office has provided an additional layer of supervision by assisting teachers and following up with families that have not responded to contact requests. Central USD has added Language Line telephonic interpretation support to facilitate immediate conversations between school staff and the parents/students. In the pursuit of supervision and high digital citizenship standards, all students learn both zoom and google meet etiquette, as well as completing a student acceptable use policy that outlines appropriate online behavior. For additional support, Central USD has arranged to host online support for students & parents during the spring semester. “Central On Call” is staffed by teachers and features morning and evening hours during which students and parents can call in for additional help and tutoring. Interpretation is available through Language Line and staff services.