

# COVID-19 Operations Written Report

Local Educational Agency (LEA) Name	Contact Name and Title	Email and Phone	Date of Adoption
Bay Area Technology Charter School	Dr. Seth Feldman, Executive Director	sfeldman@baytechschool.org	Monday July 22, 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.

Starting the week of March 2nd, we started to prepare for some type of closure, anticipating a few weeks that would have bled into our previously planned spring break. The administrative team decided that having a standard set of curriculum for each grade was more effective and efficient than each individual teacher giving assignments for two weeks. The administration started reviewing types of curriculum we could use from online to paper packets. Concurrently, we sent out a student survey identifying students who did not have a computer or internet access. Earlier in the year we had identified curriculum for SBAC rehearsal. Our students were already using several online programs as part of the regular school curriculum: iReady, CPM, NoRedInk, UWorld, Rosetta Stone, iXL, Google Classroom.

We decided on a hybrid online/packet of work for the initial closure. Each grade had a grade appropriate novel and their SBAC curriculum packets for math and English. In addition, students were expected to continue the adaptive math and reading programs we had been implementing the whole school year. The weeks following the closure, the campus was open for students and families that needed to pick up Chromebooks, packets, and the assigned novels.

As the first week of closures continued and the landscape of the longer term closure came into focus, our team moved to our distance learning plan. For high school students, they have access to their Personalized Learning Platform or “PLP” for specific online classes to finish the quarter along with adaptive writing program, NoRedInk, and iXL for math which was already part of the curriculum. In addition, teachers were continuing their use of google classroom, office hours, and google hangouts to continue engaging students in lessons. Middle school has CPM math and iReady, both online programs that have been used throughout the year. Teachers also continued content through google classroom, office hours, and google hangout. Teachers, administrators and support staff made direct contact with those students who did not sign onto their classes.

Support staff were assigned to different grade levels to help monitor, call, email, text, and ensure as most of our students were accessing curriculum. They also connected families to various resources especially wifi.

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

Our staff have been contacting every student several times a week to monitor student progress and offer support, sometimes as little as saying “Hello” or “Hola” in this difficult time. Students and families were able to come to the school to take a Chromebook home per student and without charge. We also have paper copies of work available to families that wifi/computer/logistics is a barrier even with our support. We also worked with case managers and probation officers to provide the same materials to the students we had in common. Our school “Calling Teams” are fluent in Spanish so parents and teachers can connect in both English and Spanish. Several of our materials are also available in Spanish. The school has also been connecting with parents, caregivers and students via text, email and telephone. We have connected with our students who are living in our catchment area and with those who have temporarily moved out of our local control. The key to providing service has been connecting personally with students and then connecting them with the appropriate service provider. We also used this time to work one on one with our ELD population on re-designation. Our case managers explained the process, worked with students, teachers, parents and administrators to identify students who meet the BayTech redesignation criteria. BayTech was able to re-designate nearly 20% of its ELD students as they met the criteria.

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

Much of our distance learning was built upon the school culture of the “Tech” in BayTech; Adaptive online software to meet students where they are at in order to accelerate their individual learning needs and opportunities. Most high school students had an online class already either for making up a failed course or to accelerate their learning through online college courses. Our middle schoolers also work with their teachers through Zoom and have daily live instruction in math. The school is using a variety of materials such as i-Ready, NoRedInk, ReadWorks and Google Classroom to provide structure and ensure that our lessons are aligned with the CCSS. The school distributed nearly 200 ChromeBooks to those students who needed them for their work.

The administration has taken the lead in calling families. The principal and his team make nearly 300 phone calls a week. This process allows the school the opportunity to connect students with teachers, case managers or other support staff, as needed. This has also allowed the school the chance to monitor our special education services, classroom activities and make changes when necessary.

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

N/A The school serves meals as part of the Oakland Unified School District’s “Grab n Go” service.

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

N/A. The school is not open to the public.

