

COVID-19 Operations Written Report

Local Educational Agency (LEA) Name	Contact Name and Title	Email and Phone	Date of Adoption
Weaver Union School District	John Curry, Superintendent	jcurry@weaverusd.org 209-723-7606	June 24, 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.

All Program offerings moved to Digital Distance Learning and/or Curriculum packets on March 19, 2020.

Extra and co-curricular events were postponed due to Merced County Public Health Order.

Counseling and Speech services continued via virtual meetings.

The District responded to technology needs by providing students with a device (Chromebook) and WiFi internet access at each school site and through Merced County Office of Education properties (information of available community resources and access on school site campuses for students who were in need of these resources.) Many options were given to families with regard to accessing educational opportunities such as paper/pencil (packets) work, online programs and online lessons with teachers.

Teachers kept daily office hours to help provide support to families and students as needed. Teachers and support staff continued to make calls home to check on families and assist with meeting the educational needs of the students. Staff continued to hold Family Support Meetings regarding possible retention for K-2 students on a virtual platform.

IEP Meetings were held for students who required a meeting such as an Annual IEP, Transition meeting or meetings requested by parents. Additionally, initial IEP and Triennial IEP meetings were held when possible.

(See attached Distance Learning Plans for each school site)

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

Our support ELD teachers each set up specific Parent Square links to support our newcomer students. Through these links they offered assistance and support to our newcomer students in completing classroom assignments. All teachers continued to utilize the strategies they have typically used in the classroom to teach and work with their EL students. ELD Teachers collaborated with colleagues, at least weekly, to help support ELD instruction within the Distance Learning Curriculum.

Our school counselors created drop-in meeting times to provide service to students that need extra support.

Our community liaisons and office staff continued to reach out to our Foster Youth and Homeless Students to provide support and wellness checks.

Student Groups such as Low income students, EL, Foster Youth and Homeless continued to receive breakfast and lunch throughout the week through our food services department in addition to the District providing them with a Chromebook and optional curriculum packets.

Sites continued to have grade level meetings (virtual) in order to discuss student concerns during distance learning and academic planning for next year.

(See attached Distance Learning Plans for each school site)

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

Teachers continued to offer virtual classrooms, digital lessons, and push out online activities to students. Teachers continued to touch base with students weekly. Families had the option of online and packet work and/or could choose just one option whatever met their family needs. Inspirational videos made by school personnel helped to keep morale up and parenting tips were sent home on how to help students through this pandemic.

With regard to special education services and supports, IEP Case Managers reached out to the parents of our students with special needs to review their individual child's distance learning plan, which considers the student's current IEP services, supports, and goals. IEP Case Managers continued to provide progress reports on student IEP goal benchmarks as designed by the IEP (progress report benchmark due date).

The teachers continued to hold weekly Grade Level meetings, Subject Area Meetings, participate in Professional Development podcasts and on-line seminars. All teachers were allowed to bring home all teaching tools and materials necessary to provide the Distance Learning Program from their homes.

The District purchased subscriptions to Zoom for all interested staff members and offered a cell phone stipend for April and May to all certificated staff.

Through our phone/internet program parents were able to call the school utilizing the school line, teachers were able to receive their messages, and were able to call homes with the school phone number. Parents and families also had the ability to email the staff throughout the closure.

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

Food services continued to provide breakfast and lunch with the use of a drive-through pick-up system at various sites within the district. Distribution days were twice a week.

We provided our volunteers with Personal Protective Equipment (PPE). Families were instructed to drive up, indicate how many students need meals and our volunteers placed the meals on a table. The vehicle then drove to the table and the driver/occupant put the meals in their vehicle. Employees had no direct contact with our parents/families.

We developed a bus route throughout our district to deliver meals to our students. We created a system with a slide that exits the side door (Emergency Escape) so there is no contact with parents, but they still were able to receive the meals they needed.

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

Weaver Union School District closed all their schools to students and staff beginning on March 19th. No supervision of students was necessary.

Weaver Middle School - Distance Learning Plan

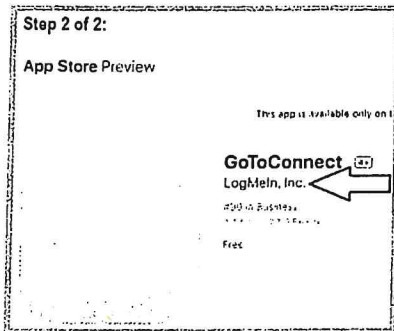
All material will be reviewed as if we were preparing for state testing. We want teachers to dive deeper into items that they have already taught. Grade level and subject will have the same work teachers will collaborate with Zoom to divide the work. Teachers will be looking at the students in their 9th period as a check in.

April (6-9) Chromebooks will be pulled from K-2

- Villa will send out a survey for teachers who need to get back into their rooms for planning material
- PART 1- ACADEMIC: Teachers will use Zoom or similar formats to plan for online learning that can translate into equitable packet materials
 - All materials will be diving deeper into concepts already taught that all students will get (THE BASIC)
 - All grade levels will have the same material for each subject matter
 - Each subject matter will have one objective a week or UNIT for the time off
 - Remember are student do have other responsibilities at home and maybe experience some anxiety over our current situation
 - Villa video
 - Zoom 4/6/2020
 - We want to be mindful and ensure we are not overwhelming them with assignments.
 - This must be an objective that can be conveyed to parents and students alike
 - Teachers can add additional Enrichment material via google classroom.
 - DUE DATE: 4/8/2020
 - Villa will call office depot

- PART 2: COMMUNITY: Teachers will be given a list of students who are in their 9th period classes to act as their "homeroom" teacher. This will be the group of students they are in most contact both parent and student to ensure they are working from home.

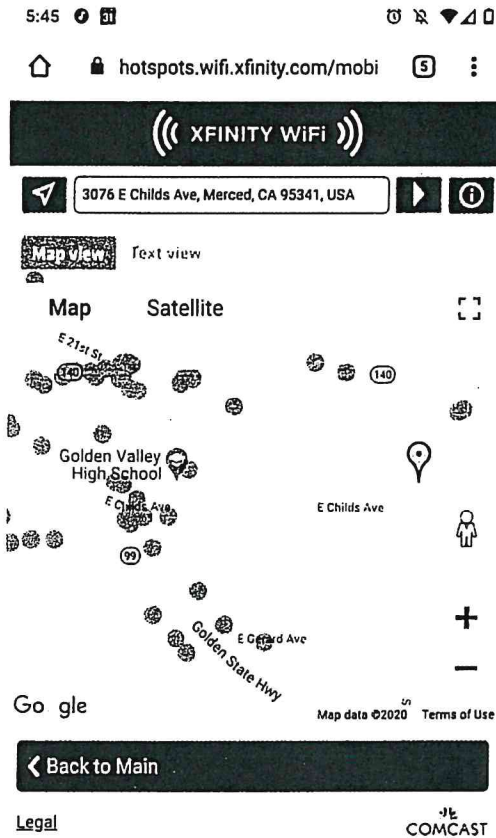
- Teachers who find students in their community group who are not completing work can contact an Administrator via email for support with that student.
- PE teacher will be given students from large 9th period class (Fierro, Mooneyham, Goulart)
 - Brumell?
 - Comes-Flores? Check in check out kids?
- Using the app recommended by the district - But not required
 - Training video? - Gong



- Google Voice - Gong Video

■ Asking the following questions for initial phone call **(Parent)**

- Do you have an electronic device that you can use to access your classwork online
- Do you have access to the internet
 - Whole house internet
 - Cell phone hotspot
 - Are you need a free xfinity hotspot



- Have you accessed you school email
- Have you been watching Mr. Gongs announcements - Student
 - Have completed the google form for the raffle - Student
- Did you collect the March Enrichment packet that included the book
 - 6th - Percy Jackson and the Lightning Thief
 - Read aloud classroom code - d7ojjh6
 - 7th- The Outsiders
 - Read aloud classroom code - mh7uifn
 - 8th - Lord of the Flies
 - Read aloud classroom code - jh65oar
- 1st- Tell **(PARENT) the following will be in a Letter in the Mail - just a check in**
 - It's ok not to have answers to their questions, it's important to just check in

- Our plan
- Our expectation for students
- Help parent set up "class" time for students to work
- Do they have any concerns?
- Provide your Email for parents to contact you as the HOMEROOM teacher for support

April 20th students will pick up chromebooks and chargers, having them checked out to each student.

- Arranged by Mike Weber
 - *Can these chromebooks connect to any wifi, as of right now they cant.*
- Google Form Check in only for this day
- Teacher contact #2 for material pick up for April
- Students will pick and drop off pencil paper with their lunch
 - Monday - pick up
 - Friday - drop off
 - Put in gym for the weekend prior to being (mailed/ Pickup) to assigned teacher to grade

Weekly Objective Goal for each Subject - 6 weeks of learning

- ELA: Unit 4 - Study Sync
- History: Enrichment that is engaging
- Science: Enrichment that is engaging
- Math: "Mars" task:
- PE: Activity Log
- Elective - not required in packet
 - 21century / Advanced
 - Art / Advanced
 - Leadership
 - Journalism
 - Music
 - TA

April 21st - Start Date

If you would like to do a Zoom Times

- Monday - Elementary Schools - Check in to start the week with HR
- Tuesday - ELA 9:00-10:30 / History 1:00-2:30
- Wednesday - Elementary Schools
- Thursday - Math 9:00-10:30 / Science 1:00-2:30
- Friday - Elective/ELD/Skills - 9:00-10:30 / PE 1:00-2:30 - Check in to see how the week went with HR

HOMEROOM - All questions will go to the "Homeroom" teacher 9th period teacher

Teacher Hours: By Subject Matter? Period?

- Zoom - teacher code?
- Phone?
- Email?
- You tube with frequently emailed questions / Google classroom
- Google Meet

ELD / Modified ELA to meet this need -6th/7th/8th

SPED - Check in an additional time with their caseload Monday-Friday
They can make modifications to assignments

Pioneer's Plan for Distance Learning

(This is uncharted waters - so we will make changes as we need and as we go)

The CA government mandated that new learning happens during school closure, therefore this is the tentative plan/information for Pioneer's distance learning.

April 2nd-8th - Grade levels plan, gather and make what we determined by grade level plan for distance learning.

Grade level emails and plans need to include special education teachers so that all collaboration includes our IEP students -

Distance Learning to begin: Tuesday, April 21st - June 5th

The CA government mandated that new learning happens during school closure. What this can look like is new skills building on where the child left off.

Examples of GRADE LEVEL weekly learning targets/objectives for parents:

- **Possible targets for K/1:** Send home a list of targets students need to get to such as count to, know, etc. (For instance this week students will count to 50, student will learn 6 sight words)
- **Possible targets for 2nd-5th:** guides for where students should be trying to reach to keep on some kind of pace - (For instance: this week students will know their multiplication facts for 7 and 8's, students will learn and practice a comprehension skill/phonics skill)
- **Possible weekly schedule to give to parents:**
 - For instance, this week students have the option of doing 20 minutes 2x weekly of Zearn and 2 writing pages, and read for 20 minutes daily- keep in mind what a parent can possibly accomplish for the developmental age, possible multiple children in the home, and if parent is single, and/or still working outside of the home - otherwise let's be reasonable for our families
 - Another idea: Mon. & Wed. - Math, Tues. & Thurs. - ELA (Reading/Writing), Fri.- Open day (Interactive/Board games, taking a walk, art, science, social studies, etc).

Grade Level Plan: To be determined by teachers/coach including the following components and completed by April 8, 2020:

Mandatory:

- Core academic subjects: Math, ELA/Reading, Writing - other subjects integrated are optional
 - Form of Parent communication (email, phone calls, Parent Square, Remind)
 - Online programs for core subjects (e.g., choose from i-Ready, Moby Max, Zearn, Spelling City, Flocabulary, IXL)/materials being used
 - Packets for April 21st-June 5th - (ALL grade levels must create a universal packet for their grade level that includes all of the core academic subjects) send completed packet to **Michele Lepe by Tuesday, April 7th, 12pm**
 - (sending packets to Michele needs to be PDF, file, and/or scanned - no images because it won't print correctly)
- Coaches can help with downloading and scanning**
- Collaboration with special education teacher (RSP) - send grade level plan so that the case manager can make accommodations for their caseload student
 - Other as deemed by grade level/coach
 - Method of monitoring completion of work is up to grade level discretion

Optional: (feel free to work/share with your grade level)

- Create activities - universal grade level
- Create and Post online lessons - teachers can share online lessons with each other
- INFORMATION: For families that possibly have multiple kids: If you plan to Zoom or do online lessons our days will be Mondays and Wednesdays, the middle school has requested Tuesdays and Thursdays
- Feel free to get creative and add what you would like

FARMDALE ELEMENTARY

4/2-4/3: Complete the Spreadsheet for internet and devices

4/2-4/9 & 4/20: Grade Level Planning for pacing and programs

4/21: Distance Learning Begins

Minimum Weekly Requirements for Teachers Starting the Week of 4/20:

- Individual check in with each student 1 time per week- phone call/zoom/google hangout (email if no other way)
- Set up classroom hours you are available- This would be a time that students could email and get a response right away. You might set up a Remind so that you can send out messages and get messages from parents.
- 2 lessons per week that are interactive- zoom, google hangout, etc. If you do not want to be recorded, you might find a way to pair up with another teacher to plan together. Lessons do not have to be live, but if you do a live lesson, you can record the lesson and then share out to students that were unable to come at the original time.
- Lessons and/or assignments pushed out through Google Classroom for grades 2-5. K-1 will work on a plan that is doable for those grade levels.
- Grade Level Meetings would need to be done at least once per week. Spielman will have the collaboration form out every Monday. Grade level can decide when the meeting is and rotate who is creating the meeting. Please feel free to invite admin as needed to those meetings. The district has Wednesday as a collaboration day. You do not have to meet with students on collaboration day. That will be a planning day.

K-2 Plans:

- Packets will be made for K-2. In addition 2nd will be using Google Classroom to 'push out' assignments. Grade levels will be giving Julia the packet information weekly. Packets will go out every

Monday. There will be boxes if parents want to return packets. Grade levels will be using their current pacing calendars for the remainder of the year.

3-5 Plans:

- 3-5 will be utilizing Google Classroom to push out assignments. For our students without the internet, we will have packets available weekly for pickup. Teachers will be calling to check in. Our online formats do have a way for students to call in with audio only to still hear the lesson. 4th Grade is doing a full packet for the remainder of the year. This packet will continue to be available every week if they didn't get it the first week.

PE has created a Google Classroom that students can join to get weekly activities to stay active. They are making it K-5 friendly.

Music will continue with Google Classroom and lessons in an online format for 4-5 students.

School Counseling groups once a week for 30 minutes as scheduled for social skills and worry superheroes lessons via Zoom. Phone, Parent Square, and email communication. Paper packets, supplies available for pick up, Jackie delivered remaining. Packets also shared as PDF to students' email addresses.

We will have a shared Distance Learning Folder where all information will be located for each other. We are a team and are #Farmdalefoxstrong

Mark Your Calendars

Grade level meetings on the April 6th through ZOOM to discuss and finalize distance learning grade level plans - time/Zoom number will be sent out soon

**Grade level ZOOM meetings on April 22nd 8:30 Kinder 9:15 1st 10:15 2nd 11:15 3rd 12:45 special ed 1:15 4th 2:15 5th
3pm Support staff**

Topics for discussion:

- 1. GRADE LEVEL PACKETS for 2020-2021 to wrap up planning for next year and distance learning questions etc. - time / zoom number will be sent out soon**
- 2. Grade level list of where students left off to know what needs to be reviewed for next year - put into pacing calendar for trimester 1**

Teachers will call to check in with families (who are not responding to parent square, remind and/or email) on:

1st call the week of: May 4th

2nd call the week of: May 18

Final call the week of: June 1

Grade Level Meetings -

Zoom Grade level Meeting May 6th

**8:30 Kinder 9:15 1st 10:15 2nd 11:15 3rd 12:45 special ed 1:15 4th 2:15 5th
3pm Support staff**

Zoom Grade level Meeting May 20th

**8:30 Kinder 9:15 1st 10:15 2nd 11:15 3rd 12:45 special ed 1:15 4th 2:15 5th
3pm Support staff**

Zoom Grade level Meeting June 3rd

**8:30 Kinder 9:15 1st 10:15 2nd 11:15 3rd 12:45 special ed 1:15 4th 2:15 5th
3pm Support staff**

***At this time we have no answers about report cards and/or retentions - stay tuned - Personally, I can't imagine having any grades for the 3rd trimester.**