



COVID-19 Operations Written Report for Laytonville Unified School District

Local Educational Agency (LEA) Name	Contact Name and Title	Email and Phone	Date of Adoption
Laytonville Unified School District	Joan Potter Superintendent	jvpotter@mcn.org (707) 984-6414	June 25, 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.

Laytonville Unified School District provided Distance Learning for all students through weekly packets of work, online instruction including Google Classroom, Zoom, Class DoJo and other types of internet based platforms. Individual students voluntarily came to campus for tutoring and/or special education services as needed and/or requested. Teachers were required to make weekly contact with parents and students in order to monitor progress and provide support. Special Education services were provided using Distance Learning as well. Speech services were provided through Presence Learning either from the student's home or on the elementary school campus. Counselors provided services either by phone, the Internet or in one on one meetings. Teaching and counseling staff worked closely with the education Center at the local Tribal Center to provide tutoring services. Computers were provided for all students who needed them. The impact on students and families due to school closures was an abrupt change for all in terms of daily structure.

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

The English Language Learner instructor tried to make weekly contact with all students and parents. Daily supplemental materials were provided for students to work on in the Distance Learning packets. All students including English learners, foster youth and low-income

students had access and support from classroom teachers, instructional assistants, the reading intervention teacher and counselors throughout the school closure. Foster youth were provided with all necessary materials and supplies. Food was delivered to all bus stops daily.

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

Staff have participated in a variety of on-line training in order to continue delivering high-quality instruction. Administration has worked closely with the County Office of Education and other training agencies in finding opportunities for staff to participate in relevant training. Weekly online staff meetings have focused on delivery methods and models.

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

Both breakfast and lunch were provided by the LEA daily. Outreach to all families to assess who wanted to receive meals was conducted immediately upon school closure. Food was delivered to all bus stops of the families requesting to receive meals. Fewer families participated in the Food Service program than normally do when school is on campus.

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

The school district did not have any requests for supervising students during ordinary school hours.