

COVID-19 Operations Written Report for Elk Hills Elementary School District

Local Educational Agency (LEA) Name	Contact Name and Title	Email and Phone	Date of Adoption
Elk Hills Elementary School District	Ricardo Esquivel Superintendent/Principal	riesquivel@elkhills.org (661) 765-7431	June 9, 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.

The Elk Hills School District (EHSD) shifted its programmatic offerings to provide virtual distance learning and grab and go/drive-through meal service with a focus on individual student support services based on academic and socio-emotional needs. Changes to program offerings required short-term and longer-term planning strategies which included twice a week team meetings among operational and academic EHSD team members. All staff members were divided into two working groups (onsite and offsite). Staff members working onsite were deemed "essential" and included administrative, custodian and meal support staff. All other staff members worked from their home and engaged in distance learning and outreach with families.

Various online training for teachers on distance learning were scheduled and provided by the Kern County Superintendent of School's Office. Topics included the utilization of various online learning platforms such as Google Classroom and the Canvas Learning Management System. Families were engaged through outreach initiatives through-out the course of the closure in order to understand the challenges families were facing and provide solutions and support services. The district's superintendent engaged and collaborated with the Kern County Superintendent of Schools Office which held virtual meetings to all LEA superintendents in addition to facilitating several task force committee meetings multiple times a week. Topics and direct support services for school districts ranged from technology, meal services, professional development, labor management/liability, budget development and several other topics aligned with the Governor's stay-at-home executive order. The collaboration ensured decisions were thoughtfully discussed and decisions addressed the local community needs for each unique LEA.

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

Teachers captured virtual attendance daily with the use of an academic case management data tracker noting engagement and learning patterns related to distance learning access and overall success. The case management tracker has been the school-wide method for

tracking achievement among English learners, students with learning disabilities, and low-income students (EHSD does not currently have any enrolled students considered homeless or foster youth). As a result of the year long focus on student group achievement, the same tracker was utilized during our school's closure. The data allowed teachers to balance supports in virtual whole group, small virtual groups and one-on-one virtual settings.

The school's special education teacher engaged with the intervention support staff and organized meetings held twice a week in order to review student needs and accommodations by grade level. As a result, the team continued to align support services, especially for students with learning disabilities aligned to individual educational plans. The special education teacher created secure virtual folders with IEP summary pages and accommodations. Accommodations were noted and continued to be made available and adapted virtually by the teachers.

The school's community coordinator and social worker's primary responsibility included daily monitoring of the school's case management tracker based on teacher input and student engagement trends. Several students continued to have connection issues and several tools were deployed such as switching of devices, upgrading of mobile hotspots and training for individual students and families.

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

The EHSD utilized Google Classroom as the primary distance learning online platform along with other virtual online tools such as NextGen Math, Screencastify, FlipGrid, & Youtube. Synchronous and asynchronous learning lessons were provided daily. The focus during the school's closure remained aligned with the district's school-wide math initiative based on the LEA's academic dashboard indicators. In order to ensure access for all students, particularly low-income, students with learning disabilities, and english learner students -- a technology survey was issued during the week of March 9 to determine the technology needs (internet connectivity and computer) of all EHSD students and sub-groups. The survey was issued via email, text and phone. Based on survey results, 25 total households out of an enrollment of 192 students (13%) indicated a need for a computer and/or internet in their home. The EHSD issued chromebooks to all families and also ensured families with siblings had access to an additional chromebook. Moreover, mobile internet hotspots were issued to families and an additional internet connection hub was installed near the school's parking lot for greater internet connection during the school day. 100% of families had the tools necessary to access distance learning opportunities.

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

Elk Hills School continues to provide "Grab and Go" daily lunches and breakfast to children 18 years and younger. The district prepares pre-packed meals and issues breakfast and lunch meals for each day Monday through Thursday for a 2.5 hour time frame. Meals were also provided during Spring Break with the exception of Good Friday, April 10. The "Grab and Go" meal service is set up in the outdoor main entrance of the school where families pick up meals drive-through style and/or walk up to the meal distribution booth. The school is adhering to local, state, and federal health guidelines. For example, the sidewalk has been labeled to ensure there is adequate social distancing between families who pick up meals. Additionally, meal service employees are equipped with hand sanitation stations and personal

protective equipment which are all required for all essential employees during school closure and the Governor's executive stay-at-home order (gloves and masks).

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

The Elk Hills School District administered a telephone survey to all parents regarding their needs for the supervision of their children during ordinary hours. The survey results indicated that parents in our district were not interested in this service. We believe the lack of interest in this service is due, in part, to parents genuine apprehension to send their children into the public setting during the COVID-19 pandemic. Additionally, we surmise parents and extended family members are home as a result of the Shelter in Place Order resulting in responsible adults available to supervise their children during this time.