

# COVID-19 Operations Written Report for Round Valley Joint Elementary School District

Local Educational Agency (LEA) Name	Contact Name and Title	Email and Phone	Date of Adoption
Round Valley Joint Elementary School District	Karen Marshall Superintendent/ Principal	kmarshall@roundvalley.us 760-387-2525	6/10/2020

**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 16, 2020, Round Valley School announced its physical closure due to Covid-19. Students were sent home with learning packets that contained two week's worth of educational content. The following week was Spring Break, then, beginning March 30, 2020, students started receiving a blended learning model which included packets and online activities. Computers were distributed to any families that needed them, so that all our families had 100% connectivity (3 hot spots were given to remote families within two weeks). The staff made use of multiple online resources that students had familiarity with and access to (such as MobyMax, IXL, Scholastic Learning, TrueFlix and BookFlix) and several teachers implemented Google Classroom (for those students that were familiar with this suite). All students began using Google Hangouts for face to face time with teachers and instructional aides. A Distance Learning record keeping sheet was developed to keep track of student engagement which included Google Hangout time, packet completion, online minutes for MobyMax, and parent contacts (including emails, phone calls, text and Reminds). Weekly news bulletins are sent to all families to communicate progress. Additionally, a meals-on-wheels program was implemented where five days worth of breakfasts and lunches are assembled and distributed to families via our bus schedule, local drive by pick up, or delivery by an instructional aide (our families are spread over a wide geographical area.) Packets are collected and distributed using the same method. The impact on learning has yet to be determined, but all content areas are being accounted for (with the exception of PE minutes) and we have enhanced our instructional model over time by adding music, hands on science and art kits, a virtual Spirit Week, a virtual Staff Appreciation Week, and many fun surprises in student packets (watercolors, Bobcat pencils, kites, butterfly nets, face masks to decorate) all to keep family spirit and connectedness. A parent survey is being developed to get input from families on future enhancements.

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

Our school has a very limited unduplicated student population. Our three English Language learners did receive their testing before the shutdown. We have no identified foster youth and all our low income families are receiving breakfast and lunch meals. Three low income

families were provided hot spots for Internet connectivity. Our Special Needs student goals are being served one-on-one via Google Meets. IEP meetings are being held via Google Meets as well.

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

As time progressed and we receive feedback from our families, our staff created better packets that clarified instructional timelines, and we reduced our student output expectations. Our "master schedule" became very routine for families so that they could juggle their working hours around our instructional hours. Teachers have expanded their work day to well beyond 3:00 pm to accommodate family schedules. As teachers and aides became more comfortable with online resources, they began doing more online face-to-face instruction in Google Meets, online read alouds, assigning virtual field trips, etc., and began to record lessons to post on our newly developed learning website. This site was developed to consolidate all the on line tools that families were making use of and provides a place to post the tutorials in a one stop location, making access universal. Many educational publishers began providing free access to their products, so we would evaluate their usefulness and incorporate these products as applicable. We provided Professional Development remotely for many Google Suite tools and teachers are transitioning to Google Classroom so that we have a common approach to Distance Learning (and to be more prepared for distance learning opportunities in the future.

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

School meals are provided once weekly via our bus runs, parking lot drive by delivery, or school pick up (depending on the living location of the family) so that there is only a small grouping of families at any one time. The bus driver and instructional aide wear PPE when they distribute meals and instructional packets. Each group of meals is bagged and labeled and is directly handed to the family member. Families are asked to cue six feet apart and to wear masks, and newly collected packets are disinfected and "aired out" for two days before teachers handle them. During meal preparation, masks and gloves are worn and working surfaces are disinfected regularly. All families requesting meals are receiving them regardless of income levels.

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

The supervision of students during school hours was arranged in partnership with families and caregivers in the home. Round Valley Joint Elementary School District provided families with schedules, meaningful activities and a combination of on and offline coursework to assist with supervision. District staff maintained contact with families through a variety of communication tools including phone calls, texts, and emails to assess supervision and other needs.

In addition, the District was able to refer families to the County Office of Education which houses the county-wide Child Care Resource and Referral contract (R&R) from CDE, Early Learning and Care Division. The R&R is able to provide the District and any family, referral information and services for those in need of child care services and supervision during school closures. The R&R can provide:

Referral to child care providers that best match the family's needs (center-based and home-based)

Information regarding the child care supply (i.e. capacity, open vacancies by age, site closures)

Child care subsidized for low-income families (Alternative Payment Program).

R&R website as an available resource that explains all services (<https://childcareconnect.inyocoe.org/>)