

# COVID-19 Operations Written Report for Island Union Elementary School District

Local Educational Agency (LEA) Name	Contact Name and Title	Email and Phone	Date of Adoption
Island Union Elementary School District	Charlotte Hines Superintendent/Principal	charlottehines@island.k12.ca.us (559) 924-6424	06-24-2020

**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.

The Island Elementary School District moved into distance learning immediately after the school closure. We disseminated information to our families through our school website, all calls, teachers directly connecting with parents via Remind, Dojo, text, school messenger and phone calls, and Zoom and Google meets online meetings. We provided information and access to meals for our families in need. We also provided information on how to access free internet, and meal distributions. Staff was immediately sent home to shelter in place as directed. We kept our families informed on a weekly basis, sometimes more often. We gave staff, students and parents access to our School Psychologist and Behavior aide for social emotional support and mental health support if needed, as well as having Behavioral Health resources available on the parent page of our website and a separate Behavioral Health Resources tab. Teachers kept alert and aware of their students and made extra efforts to support them by making personal contact via Zoom with students when needed. It takes a team to be successful and Island School staff and parents worked together to keep each other, and our students, safe and healthy.

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

Island Elementary School currently has 0 foster youth students. We have a designated foster youth coordinator who is actively involved in the Kings County Foster Youth Cohort. Our low income students, as with all of our students, were provided with their devices, as well as a hot spot to access the internet if they did not have wi-fi in their home. Our English Learners were supported by their teachers by weekly direct connection with them. They continued to have integrated and designated ELD for their English Learners. Parents were contacted by our bilingual instructional aide to check in to see what further supports were needed. We offered rapid device and tech support for students by having parents/students contact their teacher when they had an issue. The teacher then immediately informed our tech support person. Tech support immediately resolved the issues. We also have Go Guardian on each device which allows our tech person to continually monitor the internet use who alerts the teacher and administration if any concerns arise.

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

From the first week we provided independent study hard copy packets for each student. We immediately moved to distributing our one to one devices to our students. Once all devices were distributed (as well as hotspots where needed) we began providing online learning as well as packets, so that families could choose the most beneficial learning format for them. Some parents preferred both. School equipment, materials and supplies accessible ie paper, pencils, protractors, books. Teachers planned weekly online live lessons using the platforms Zoom and Google Meets to teach concepts in a lesson format. Each teacher made sure to provide individual weekly contact with students and families. Teachers were available for individual student support each day during regular school hours, and many times after hours, to help students with their specific questions and needs. Grade level bins were placed outside of our school office for parents to place completed work packets. Teachers provided feedback to all students online and/or in written form weekly. We also made sure our students had access to our online library system. The district office was accessible daily with a skeleton crew for any family needs. We had regular staff meetings via Zoom meetings to work through hurdles, present solutions, collaborate and share useful tools and platforms with cross grade level articulation, constantly seeking to improve our program.

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

We are a Charter School District and have 52% of our students coming to us from a variety of nearby towns. We worked in unison with county districts to support our families with meals. Specific locations and times were provided to the parents so that they could determine the most convenient location for them to retrieve meals. When parents were surveyed we found some needing support accessing meals, therefore we began to deliver them directly to them each week.

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

Once the executive order and our local Public Health Department required the school closure, we sent our employees home. They then were able to work remotely and therefore provide their own childcare. Due to the closure it was not practicable for our school to provide child care for our students. We provided Kings County Action Organization contact for those parents needing childcare. Jeff Garner and his amazing team at Kings County Action Organization are working with our local public health department to provide meals to families of those who have tested positive for COVID-19. Moving forward, the District will continue to examine school reopening procedures consistent with the Resilience Roadmap. Upon entering the appropriate Stage in the reopening, and with County Public Health guidance, the District will move forward with a planned school reopening keeping student and staff safety in the determination of school practices.