

COVID-19 Operations Written Report

Local Educational Agency (LEA) Name	Contact Name and Title	Email and Phone	Date of Adoption
Upper Lake Unified School District	Giovanni H. Annous, Ed.D. Superintendent	gannous@ulusd.org 707-275-2655	June 23, 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.

Effective March 16, 2020, our schools moved into distance learning for all students grades TK-12. The impact of off campus learning was embraced by our site administrators and enacted by our classroom teachers. Within three days time our TK-5th grade students were supported with three weeks’ worth of hard copy class work, including instructions, to be completed at home. 97% of this work was picked up by our community to support our students with the remaining materials being personally delivered. Within one week our students in grades 6-8 were supported with personal check-in phone calls with packets of work being available one week at a time. Within one-weeks’ time, our students in grades 9-12 were presented with engaging, cross-curricular resources to continue and engage their learning.

The impacts of the closures on students and families have been addressed. Some of the challenges have been around the lack of ability to access online resources due to wireless connectivity in our rural community. ULUSD provided devices to any family in need of additional devices to support student learning. In addition to connectivity, another major impact on our community is the challenge that some students faced by not having an adult at home to support them with social-emotional and academic progress during this time.

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

Upper Lake Unified School District has provided over 200 Chromebooks to our community to ensure that students have access to the online learning platforms that they were using prior to distance learning as well as accessing new learning opportunities during distance learning. Priority for these devices has gone to Foster Youth, Low Income and English Learners. These students all have online accounts (including designated ELD) at their level to meet their academic needs. Our students in grades K-5 were provided school supplies, books and materials needed to continue their learning at home. All families in the elementary school receive an audio story with mini lessons daily emailed to their home to ensure continued literacy development for families who may not have reading materials in the home.

Students in grades 6-11 who were unable to complete distance learning received an “incomplete”. During the summer months, students are receiving follow up contact from staff to ensure that students have the opportunity to earn credits and complete course expectations. All students in grades K-12 received feedback and were supported to continue their learning without harm to their academic (grade) standing.

The ULUSD School Board recognizes the needs of our Foster Youth, Low Income, Homeless and English Learner students and has adopted a one-year policy to ensure that they are sufficient in credits to graduate from High School with the minimum state graduation requirements.

ULUSD reached out to provide social-emotional, online support through behavioral health. ULUSD partnered with Healthy Start to reach out to families to check on their emotional well being as well as resources (food and basic necessities).

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

Students were provided work to continue to review and expand their learning every three weeks for students in grades TK-5. Teachers also reached out a minimum of two times weekly to support the social-emotional status of the family and the student. Students were invited to Zoom lessons threaded discussions through other learning management systems to support their academic progress and maintain emotional connections to the class. Students who do not have internet or access online capabilities are contacted via telephone and text. Maintaining the personal connections with our students has been well received and intentionally addressed to support the emotional transition back into the classroom.

Students in grades 6-12 receive continued work and personal check-in calls as well as opportunities to still be involved. Club offerings and committees have been established to engage students and ensure that they “have a voice” and participate in decision making for their time in school. These opportunities have been made available online. Students in grades 6-8 received work weekly, and students in grades 9-12 received interdisciplinary units every two weeks.

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

Our cafeteria staff has partnered with our transportation staff to deliver meals into our community, and through a local partnership, our neighboring community. All children age 18 and under are provided a sack breakfast and lunch daily, Monday through Friday, including spring break. We currently run four delivery routes with approximately 12 stops each. Our daily meal service provides approximately 950 meals daily. Due to supply concerns, warm meals are also provided on a rotating schedule and for pick up at the school site. Our transportation department and district volunteers daily spend 2-3 hours in the community ensuring that meals are available and delivered. Meal delivery began during distance learning (March 2020) and will continue (without interruption) during the summer months.

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

Our After School Program (ASES) has worked to create activities to engage students while off campus. These activities are planned and created to require minimum resources and engage students without adult supervision. Some of these activities include resources to plant a vegetable, virtual egg hunts, paper foldables and more. Children of essential school employees have been provided childcare during ordinary school hours on site. Lake County Office of Education reported that the Lake Childcare Planning Council (QRIS) identified more than 100 available, high-quality, vacant childcare slots. ULUSD was not requested to arrange for additional supervision for students during distance learning. Resources within our community have been shared to ensure that parents are aware of the childcare available. Teachers have also ensured that they are connecting with students and families outside of the ordinary school hours to ensure students are accessible and families are supported.