

COVID-19 Operations Written Report

Local Educational Agency (LEA) Name	Contact Name and Title	Email and Phone	Date of Adoption
Santa Maria Joint Union High School District	Steve Molina, LCFF Task Force	smolina@smjuhsd.org , 805-878-8136	June 16, 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 Santa Maria Joint Union High School District made the difficult decision on March 13, 2020, to close schools and convert to remote learning for the remainder of the year. Staff and students were impacted with the transition to distance learning by not only moving to teach and learning online, but all services including counseling, school administration, parent engagement, as well as our special education services for continued IEP support and related services. The continued support from our Food Service Department provided meals of an average of over 6,000 meals a day for both breakfast and lunch. Since the closure, our Maintenance and Operations Department has provided a high standard of maintenance to ensure a safe and healthy environment at each of the schools. This includes sanitation stations placed throughout campuses and the deep cleaning of each classroom.

District and site administration understand the importance of continuing educational services for students, and their well-being and safety was at the forefront of these unprecedented times. Communication to all stakeholders was critical to ensure that learning was to continue in an equitable manner that provided access to all students. Because the District has a one-to-one laptop device for every student and uses the learning management system Canvas, the transition to online learning provided students with familiar technology used during the school day. Certificated and classified staff reached out to students assessing their needs with personal check-ins to both students and families. Communication to all parents continues to be a priority, especially to our Spanish and Mixteco speaking parents to keep engagement in line with services. Because Mixteco has no written language, videos developed by our interpretation/translation services provide communication with parents. Relevant parent information and online educational resources are provided in both English and Spanish in virtual sessions as well as a resource page on the District website. Link to all school closure resources: <http://www.smjuhsd.k12.ca.us/>.

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

The Santa Maria Joint Union High School District continues to provide services to English learners, foster youth and low-income students and is a priority to assure the learning structures and systems are in place to provide meaningful academic growth. District and site employees have worked with families to provide technical support through one-to-one laptops for every student and internet access through hotspots for those families in need. The District has provided technical assistance to students and teachers through Technology TOSAs who assure the guidance and access to online academic materials, resources, and video instruction to navigate technical guidelines. The District purchased the video conferencing product ZOOM for face to face communication with parents, students, teachers, support staff, and administration. District staff has assisted school sites and District programs in delivering instructional materials along with necessary supplies via home delivery or through the mail.

The District Director of Multilingual and Migrant Education Program for English learners has provided continued support for student learning to progress. Teachers were provided with resources and discussion boards for sharing English learner strategies and concerns in continuing the delivery of the District adopted curriculum. Bilingual instructional assistants continue to provide students with support via ZOOM tutoring sessions, emails, and calls home. Professional development activities for bilingual instructional assistants and teachers on best practices to provide academic support for students remotely. English learner PLC groups with the continued work of revising pathway courses, curriculum maps, and syllabi for the upcoming year.

The District's programs for foster youth, homeless, and low-income students continue to provide support and resources for families and students to stay engaged in their learning. This remains a priority. The District's partnership with non-profit organizations has provided services to foster youth, homeless, and low-income families to assist with mental health counseling, basic necessities, shelter to families, and the attainment of essential items. Because of the need for shelter, the District in coordination with other non-profits offered and used the Santa Maria High School gymnasium as the only homeless shelter provided by a school district for the county.

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

The Santa Maria Joint Union High School District has utilized a learning management system (LMS) for several years. The District's LMS is Canvas and has been in place for the last three years, and to date, the usage by teachers and students is over 93% Districtwide. Having an established LMS in place allowed for other educational software integration to apply to student learning. The District, in collaboration with site administrators and teachers, established distance learning instructional practices and communicated to parents what to expect from our online delivery. A collaborated effort outlined the number of hours per day, scheduled expectations, highlighted the blend of live or pre-recorded lessons, independent assignments, and opportunities for live interactions. Activities provided to students have varied, which included the opportunity for student creativity as well as multiple days to complete required tasks. Teachers have communicated to students when their available office hours are for students to reach out for additional assistance. The Special Education Department has continued with support services assuring that IEP goals continue to progress. IEP and 504 meetings have continued across the District with interpretation services provided for meetings as always. These services extended to academic counseling as well, where ZOOM meetings covered course scheduling, graduation, A-G

status, financial aid, and other services. The District opened up online courses through Plato with flexible single sign-on integration and implementation options for all students that are at grade level, intervention support, or advanced. The access to learning through an LMS provided students with online resources that focused on skill-building in core content areas along with interactive activities posted on Canvas. Adaptive PE teachers and PE teachers offered a variety of activities through Canvas and via ZOOM demonstrations. Also, daily professional development was provided by Tech TOSAs as a continued support system of improvement for the delivery of instruction.

The District in collaboration with site administrators and teachers, established a grading policy. The District Grading Policy is in line with recommendations from the CDE and the guiding philosophy was to hold students harmless and be equitable for all. The link provided takes you to the District Grading Policy which is in English and Spanish along with other resources:

<http://www.smjuhsd.k12.ca.us/?L=1&DivisionID=24306&TabNo=2>.

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

The Santa Maria Joint Union High School District provides a grab and go breakfast and lunch for any student in need within and outside of the District. In collaboration with feeder school districts, it was agreed that students closest to any school in the community would be the most convenient for families to travel. Services for meals served are available from 11:00 AM to 1:00 PM at any of the three comprehensive school sites. Meals were distributed on Monday, Wednesday, and Friday. Meals for Tuesday and Thursday are provided on Monday and Wednesday distribution. Meal distribution will continue through July 8, 2020.

To date, Santa Maria Joint Union High School District has served over 150,000 meals to students throughout the District. The District Food Services Department aligned to all regulations provided by the CDE and CDC. All meals are pre-bagged by Food Service staff with meals placed on tables for pick-up. Staff uses personal protective equipment (PPE) such as face mask, gloves, hand sanitizer, plexiglass COVID guards at all times during meal distribution when dealing with the public. Staff maintains 6-foot minimum physical distancing both in the workplace and when dealing with the public. The District will continue to monitor Executive Order N-56-20 for updates regarding PPE and social distancing to ensure the safety of its staff and the families of the Santa Maria Valley.

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

The Santa Maria Joint Union High School District has followed and is aligned to the Governor's Executive Orders, and County recommendations and ordinances. Teachers and staff have been tracking students to ensure they are logging in for instructional engagement. The students that have not been reached are being offered outreach services to determine what needs they may have.