

Bellevue-Santa Fe Charter School(BSFCS) COVID-19 Operations Written Report

Local Educational Agency (LEA) Name	Contact Name and Title	Email and Phone	Date of Adoption
Bellevue-Santa Fe Charter School	Holly Warrick, Principal	hwarrick@bsfcs.org ; 805-595-7169	May 28, 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 Friday, March 13, 2020, in alignment and collaboration with local districts in San Luis Obispo County, BSFCS announced the initial closure of in person instruction necessitating families and staff members to take on physical supervision of their children during the previously calendarized school hours. This closure was incrementally extended through the end of the calendar year in conjunction with our authorizer, San Luis Coastal Unified School District, and other local districts. Families have had to be flexible in canceling their schedules, expanding knowledge base on technological platforms, and providing schooling at home while enduring the stress of a pandemic threat and unforeseen financial hardships. Students have been forced to learn remotely without physical social learning interactions with peers and pausing on the “unseen curriculum” of social play, group dynamics, cooperative learning, and problem solving that exists in schools.

A Distance Learning website on a Google Sites platform on Tuesday, March 17, 2020 with instructional opportunities for March 16th-Friday, March 20, 2020. Families received electronic devices in accordance with safety protocol by Friday, March 20, 2020. In addition to weekly updating of the overview site platform, each grade level team is providing daily standards-based core learning opportunities via Google Classroom (2nd-6th) and Seesaw (K-1st), along with multi-week virtual meetings. The Resource Specialist updates a Google Classroom with support resources for students that correlate to the assignments, communicates directly with families, and is providing virtual service. Families receive weekly email correspondence from the principal and classroom teachers. Individual arrangements (pick-up/drop off/mail) have been made via family communication with staff to provide hard copy resources as needed and to address technology support and/or provision of devices in accordance with safety protocol. Teachers will provide a narrative on Report Cards in lieu of academic grades. The campus has been thoroughly sanitized.

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

BSFCS coordinated devices distribution and has established verification of home internet access for each child. BSFCS families have received ongoing information for community resources for economic relief, free meals at designated schools across the county, local free pantries, and food bank information via the weekly communication. The principal has worked, through coordination with the classroom teachers, to monitor students with low-income status activity in distance learning via assignment completion, student attendance in virtual classroom meetings, and reciprocal communication with parents/guardians to confirm access. Families of students demonstrating struggle or low participation have been

contacted to inquire about needs, so that BSFCS staff can support. The small percentage of BSFCS families who meet the federal guidelines for free meals were contacted directly by the principal via email and phone to confirm knowledge of local support resources information and to provide further support. In addition, hard copies of the free meal/food bank information was mailed via US Postal to these families. Each qualifying family also received a gift card to a local grocery store per child enrolled at BSFCS in the equivalent amount of daily meal cost per day of closure. The principal has served as a point of contact for the facilitation, direction, and organization of resources for families in need. BSFCS does not have students who are English Learners and/or Foster Youth at this time. Should there be a need, the principal shall serve as the foster and homeless youth liaison and support for students who are learning English would be provided through communication with the classroom teacher related to that student's particular needs.

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

Common Platforms, Preparations, and Expectations: The grade level teacher teams implemented virtual, standards-based curriculum to include: independent tasks; incorporation of opportunities for connection via virtual platforms, teaching videos, interactive opportunities; identification of "core," standards-based concepts for weekly assignments in accordance to existing yearly units; provision of "extension" opportunities; and seeking activities that can be independent (limit abstract/supplies-oriented projects). Teachers' post on the designated digital platforms weekly assignments on Mondays to promote routine and stability. Teachers track assignment completion with personalized feedback, but will not penalize for late work. Tiered efforts for communication among staff and modes of contact were implemented for improved participation with documentation. BSFCS encouraged staff to practice wellness consciousness for mental health.

Electronic devices were provided to families with ongoing technology support. BSFCS confirmed all students have accessed Distance Learning through collaborative staff communication, documentation, and tiered efforts.

Report Cards: Narrative comments in lieu of academic marks for the final semester by: pandemic recognition; degree of participation; reflective statement for observations prior to closure

Adopted Base-Digital Platforms: Google Sites (weekly/daily overview of grade level assignments), Seesaw (K-1), Google Classroom (2-6), Google Apps for Ed, Zoom, Raz-Kids (adopted), Pearson Math (adopted) digital resources, Reflex Math, Social Studies Weekly (adopted) digital resources, use of online stories/reading access, etc. via YouTube.

Consistent Communication: Weekly email from principal and grade level newsletters via email by teachers. Individualized contact for higher risk and low participation populations. Hard copy via US Postal Service for formal documents as needed (Participation Letters, Food Distribution Information, Report Cards, etc.), and optional Summer Extension Packets.

Local Collaboration:

Weekly staff meetings for connection, alignment, and delegation of duties. Principal participation at state, county, and local stakeholder meetings (Governing Board, PTO, committees, etc). Grade level team collaboration in the preparation and shared workload for digital instruction and assignments.

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

BSFCS families receive ongoing information for free meals at designated schools across the county, local free pantries, and food bank information via the weekly communication from the principal and linked information on the Distance Learning Homepage. The meals are provided for any child and distributed curbside in accordance with safety protocol across the county. The small percentage of BSFCS families who meet the federal guidelines for free meals were contacted directly by the principal via email and phone to confirm knowledge of information and to provide support. In addition, hard copies of the free meal/food bank information were mailed via US Postal to these families. Each qualifying family also received a gift card to a local grocery store per child enrolled at BSFCS in the equivalent amount of daily meal cost per day of closure. Coordination with San Luis Coastal has established BSFCS families to receive food support through established procedures with longevity for continued access outside of school closure.

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

The principal has worked, through coordination with the classroom teachers, to monitor students activity in distance learning via assignment completion, student attendance in virtual classroom meetings, and reciprocal communication with parents/guardians. Families of students demonstrating struggle, low participation, or lacking in reciprocal communication have been contacted via tiered communication efforts across staff to provide resources and supports. Every BSFCS student has been accounted for. BSFCS works collaboratively with the San Luis Obispo County Office of Education and local districts in the county's efforts to provide child care for first responders. BSFCS, along with all the LEAs in San Luis Obispo, formed a partnership with local government agencies, Cuesta College, Cal Poly San Luis Obispo, and the San Luis Obispo County Office of Education to provide childcare supervision. Specific childcare locations were determined following a survey of stakeholders, and potential participants, resulting in childcare centers being strategically placed in the north and south areas of the county. Programming support was provided through community partners that included Champions Childcare, and the SLO YMCA. Child care was provided from 7:00-6:00 daily for families who complete online registration forms. The children of first responders, health care staff, and essential service workers were given priority enrollment. Children beginning at age three were eligible for services. Activities included support with distance learning assignments, language instruction, social development, outdoor education, athletics, movement, dance, and dramatic play. Nutrition was provided by various partner agencies. Data indicates that families requesting childcare services have had them provided. Atascadero Unified School District was selected as the north county child care location and San Luis Coastal Unified School District was selected as the south county child care location. BSFCS was not selected as a child care facility for our county, but remains communicatory and supportive in these provisions.