

COVID-19 Operations Written Report for Chicago Park Elementary School District

Local Educational Agency (LEA) Name	Contact Name and Title	Email and Phone	Date of Adoption
Chicago Park Elementary School District	Katie Kohler Superintendent	katiek@chicagoparkschool.org 530 346-2153 ext.202	June 18, 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.

LEA is not having classes on campus. Currently, LEA is offering Distance Learning through meetings/classes via internet and paper packets. Paper packets are available for pick up 4 days a week (12 hours a day) bi-weekly and also available for download via school's website. Paper packets are mailed to families that have difficulty driving to school and do not have ability to download or print packet from website. School's library for is open for book exchange two days a week by appointment only to allow social distance. LEA has Chromebooks, computers, to check out to any students attending Chicago Park School. School internet is available to all students at the school site. Students can sit in car in back parking lot to have access to free internet. School personnel are available via Zoom or phone for support. Teachers check in with students once a week. School counselor is available via phone to all students.

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

LEA has Chromebooks, computers, to check out to any students attending Chicago Park School. School internet is available to all students at school. Students can sit in car in back parking lot to have access to free internet. Paper packets are available for pick up at school, as well as available for download via School's website. Paper packets are mailed to families that have difficulty driving to school and do not have ability to download or print packet from website. School personal are available via Zoom or phone for support. Teachers check in with students once a week. School counselor is available via phone to all students.

LEA does not currently have English learners.

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

Our Special Education Department offered two 30 minute Zoom or phone sessions per week. Office hours were offered to families during times that meetings were not taking place. A YouTube channel was created to make videos to support packets.

Transitional Kindergarten and Kindergarten met two times a week whole-class with lessons via Zoom. The teacher checked in with families & individual students on Bloomz two times a week as well.

1st grade students meet multiple times a week through Facetime individually with teacher.

2nd grade teacher connected with students whole class daily (four times a week) with Zoom meetings, small group (once a week) through Zoom, and one on one (one to two times a week) through Zoom. For students that were unable to participate in Zoom meetings, teacher reached out via phone call and email.

3rd grade connected daily with Zoom. On Wednesdays, teacher presents a power point presentation that reviews the lessons for that week. Teacher also offered daily private tutoring.

4th grade teacher met with students twice a week. Once in small leveled reading groups for 1.5 hours per session. There are between 4 and 6 students in each group. They read the selected novel out loud together, discuss, check comprehension, and complete related language arts activities. Teacher also met with each student one-on-one to edit writing, help with math content, and troubleshoot online logistics weekly.

5th grade connected via Zoom three to five times a week. Teacher also connected with students through Google Hangouts and Google Classroom. He connected with parents daily through Bloomz or email.

6th-8th grade connecting weekly via Zoom meeting with all three of their teachers. If students don't attend a Zoom meeting, teachers reached out via email and phone. Teachers connected via email multiple times a week with students, and additional individual Zooms when students have questions. Teachers also connected with students on work through Google Classroom. For packets, feedback come in the form of email to students with a completion percentage and work compliment and suggestion.

All teachers have attended training weekly provide by the District's Curriculum and Instruction Specialists on program to integrate into daily teaching via distance learning. Staff have also attended Professional Development provided by Nevada County Superintendent of Schools and Responsive Classroom. Nevada County Superintendent of Schools has provided training on UDL and on preparing for the return to school.

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

LEA is offering free meals for anyone under the age of 18 through Central Kitchen, owned by Grass Valley School District. Communication have gone out weekly, as well as posted on School's website and Facebook page on how to order. Families can call the school to order or go to the Central Kitchen location to pick up. If phoned in, time is arranged for families to come to school to pick up lunch. Lunches are picked up outside of school office so social distance can take place.

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

Parents requesting supervision of their children were referred to the Nevada County Superintendent of Schools office, who then referred them to local agencies within the county who were offering supervisory services for children.