
LGSUHSD

Fall 2020 Planning

Board Update

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July 28, 2020

Recommended School Reopening Model

Recommendation: Pursue a four-phase approach to reopening beginning with all students in a distance learning model and gradually introducing in-person instruction over time as conditions permit.

School Reopening Phases

Phase 1: Reopen on August 13th with robust distance learning for all students.

Phase 2: As conditions permit, bring targeted students back for support and/or SEL activities.

Phase 3: As conditions permit, bring all students back in-person in a part-time/Blended model.

Phase 4: As conditions permit, bring all students back in-person in a full-time modified or normal schedule.

Note: It is impossible to predict a timeframe for each phase - timing will be dictated by community health conditions and guidelines. It is also possible to revert back to previous phases if conditions dictate.

Rationale for Recommendation

- Maximizes health and safety
- Allows a focus on developing high-quality, robust online teaching & learning
- Allows us to learn how to bring students back safely and gradually rather than all at once
- Aligns with the plan of other neighboring districts
- We will explore ways to mitigate SEL concerns associated with distance learning
- Provides flexibility and minimizes risk of failure

Guiding Principles

Staff & Student Health & Safety:

- Maximize student and staff health & safety
- Follow guidance from SCC Public Health Department & CDE to greatest degree possible

Equity & Access:

- Ensure students have appropriate academic, technological, physical, and social-emotional support to effectively engage in each learning model
- Ensure that staff has the appropriate training and support to effectively implement each learning model

Return to School:

- Return to in-person instruction as soon as it is safe & practically feasible

Inclusion & Transparency:

- Engage in regular and transparent communication with all stakeholders
- Seek feedback on options under consideration
- Include all stakeholder groups in the advisory process

State Requirements for School Re-Opening

In order for our schools to return for in-person instruction:

Santa Clara County must be off the State Watch List for 14 days

Counties continue to be on the list if they have high numbers based on new infections per capita and test positivity rates (Infection Case Rate >100 per 100,000 OR Case Rate >25 per 100,000 AND Test Positivity Rate $>8\%$) or hospitalization rates ($>10\%$ increase).

Local Health Officer Waivers for early in-person instruction are not available for grades 6-12.



Distance learning standards for schools

Following a spring of uneven distance learning expectations for schools across California, the new state budget sets standards for fall instruction.



'Daily live interaction' required

Teachers will have to connect with their students each school day through online instruction and/or phone check-ups.



Taking student attendance

Schools must take students' attendance and participation under distance learning, or risk losing state funding. Students who don't participate will factor into schools' chronic absenteeism figures.



Minimum instruction

Students must receive a minimum amount of daily instruction that can be met by a combination of teacher instruction and "time value" of work assigned.

- **3 hours per day** for kindergartners.
- **3 hours, 50 minutes** for grades 1-3.
- **4 hours** for grades 4-12.



No set requirements for live instruction

The state does not mandate a minimum daily amount of synchronous, or live, instruction, though experts strongly suggest it be a part of students' distance learning.



Preventing disengagement

Schools must form a plan for re-engaging students who are absent from distance learning for more than three schooldays a week.



Checking families' connectivity

Schools will have to ensure that students and families have the devices and connectivity necessary to participate in distance learning, or make accommodations if they do not.



Weekly engagement records

An additional data requirement, schools must keep "weekly engagement records" noting how much synchronous or asynchronous instruction a student has received.



Replacing accountability plans

Schools will team up with parents and teachers to create a "learning continuity and attendance plan" by Sept. 30, replacing schools' usual annual planning documents.

Staff Steering Committee/WorkGroup and Leaders

1. **Safety** - Tony Palma
2. **C&I/Remote Learning** - Carrie Bosco, Julie Grenier
3. **Schedule/Class Composition** - Brian Thompson
4. **Student Support & Outreach** - Heath Rocha
5. **Student Health & Attendance** - Heath Rocha
6. **Staff Health, Wellness & Support** - Brian Safine
7. **Technology** - Tony Palma, Julie Grenier
8. **Food Services** - Kristi Grasty
9. **Communications/Feeder District Coordination** - Mike Grove

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Remote Learning Bell Schedule

Monday/Thursday Odd Day	Wednesday Slate Day	Tuesday/Friday Even Day
1st PERIOD (75) Period begins 8:30 Period ends 9:45 Break (20) 3rd PERIOD (75) Period begins 10:05 Period ends 11:20 Break (20) 5th PERIOD (75) Period begins 11:40 Period ends 12:55 Lunch (35) 7th PERIOD (75) Period begins 1:30 Period ends 2:45	STUDENTS *Students will work asynchronously on at least four hours of assigned coursework 1st PERIOD (35) 8:30-9:05 2nd PERIOD (35) 9:10- 9:45 3rd PERIOD (35) 9:50 -10:25 Break (10) 4th PERIOD (35) 10:35 11:10 5th PERIOD (35) 11:15-11:50 Lunch (35) 6th PERIOD (35) 12:25-1:00 7th PERIOD (35) 1:05 -1:40 TEACHER SCHEDULE 8:30 - 11:40 Curriculum Planning Department Meetings Professional Development 11:40 - 12:10 Lunch 12:15 - 3:45 Teacher Office Hours 1:1 Student Meetings Small Group Meetings Student Outreach	2nd PERIOD (75) Period begins 8:30 Period ends 9:45 Break (20) 4th PERIOD (75) Period begins 10:05 Period ends 11:20 Break (20) 6th PERIOD (75) Period begins 11:40 Period ends 12:55 Lunch (35) Office Hours 1:30-2:45 Collaboration 2:45-3:45

Synchronous:

Students move at the same pace as teacher. Students can ask questions in real time. Teachers can give specific timely feedback then and there.



Asynchronous:

Students move at their own pace. Students can read, watch videos, participate in online discussions, complete work at their own pace.



Remote Learning Instruction

- Students will be expected to participate in daily instructional activities.
- State mandates that students receive a minimum of four hours of daily instruction for grades 4-12. Instructional minutes can be met by a combination of teacher instruction (synchronous) and “time value” of work assigned (asynchronous).
- The District and DTA leadership will meet to negotiate an MOU to address the bell schedule and the minimum expectations for instruction during class periods. Each class period will include a mix of live instruction and asynchronous learning activities.

Attendance & Grading

- Student attendance is required, and will be taken on A days and B days in Aeries.
- Students will be required to complete asynchronous assignments during the Wednesday “Slate” Day.
- A-F letter grades will be assigned for all classes.

Supporting students with disabilities (IEP)

- Communicate with all special education families about our district's general plan to begin the school year in distance learning.
 - In this communication, parents will be advised that their child's case manager will be in contact with them to provide an individualized distance learning plan for their child.
- Provide each family with an individualized distance learning plan.
 - Service minutes should align with the IEP frequency/duration to the greatest extent possible.
 - IEPs should continue to reflect the child's Free and Appropriate Public Education assuming in-person instruction.

Supporting other at-risk students (non-IEP)

- Approximately 250 students have been identified who struggled with distance learning in the spring.
 - This list includes incoming 9th grade students who were identified by our feeder schools.
- Identify key classified staff to assume mentoring role.
- Goal of mentoring is to increase engagement with distance learning, as well as provide immediate and targeted support regarding obstacles to distance learning.
- Train mentors by site counseling/admin teams re: CANVAS, AERIES, Google Voice, Documentation, etc.
- Assign up to (15) mentees per mentor.
- Site admin from both sites will develop and disseminate communication to teachers regarding mentors and their role for the 20/21 school year.

Professional Development, Training & Support

To ensure a robust, consistent, remote learning experience for students, the district will provide PD, training and support for:

Students & Parents

- Remote Learning Guidelines, tutorials and other resources posted on district website
- Remote Learning tools, training, and norms
- Freshman Orientation/Wildcat Days & Falcon Fest

Staff

- Remote learning schedule & norms
- Remote learning lesson planning & technology tools
- Assessing student learning
- Student engagement & connectedness
- Course alignment & essential learning standards

Human Resources- Classified Next Steps

- Met with CSEA on 7/27 and 7/31 to discuss conditions for returning to work on-site/remotely
- Plan reassignment/redistribution of job duties for classifications not suited to remote work
- Survey colleagues on tech needs/physical set-up of remote work space
- Train colleagues returning to work on health/safety protocols
- Publicize resources for staff support in work/life balance
- Publicize resources for staff needing to get treatment/quarantine/take leave

Human Resources- Certificated Next Steps

- Explain phase one work environment options:, teachers may choose to perform remote teaching from their classroom or from their home.
- Meet with DTA on 7/29/20 to negotiate conditions for school reopening including schedule
- Promote PD training for remote teaching
- Survey colleagues on tech needs/physical set-up of remote work space
- Train colleagues on health/safety protocol
- Publicize resources for staff support in work/life balance
- Publicize resources for staff needing to get treatment/quarantine/take leave

Safety Protocols

In line with requirements and recommendations by the Santa Clara County Office of Education (SCCOE), SCC Department of Health, and F2C Safety Sub-Group, the following safety guidelines are in development for a return to campus in remote teaching:

- Post Signage and Safety Reminders Throughout Campuses
- Provide Staff with Safety and COVID Trainings
- Communicate Daily Screening Requirements to Staff
- Restrict Public Office Hours and Site Access to Specific Users and Times
- Provide and Require the use of Protective Equipment
- Communicate Required Cleaning Protocols

Next Steps

- Continue to communicate with & seek feedback from all stakeholders
 - Parent/Student & Staff Survey
 - Zoom stakeholder town hall
- Continue to meet with employee associations to negotiate MOU's
- Continue to develop detailed implementation plans
- Develop potential criteria for moving forward/backward in phases
- Continue coordination with feeders & other districts
- Continue to monitor community health conditions & guidelines
- Continue to update Board and seek approval on Learning Continuity and Attendance Plan by Sept 30th
 - Template to be released by Aug 1
 - SCCOE training Aug 5