

# COVID-19 Operations Written Report for Kerman Unified School District

| Local Educational Agency (LEA) Name | Contact Name and Title           | Email and Phone                                  | Date of Adoption |
|-------------------------------------|----------------------------------|--|------------------|
| Kerman Unified School District      | Robert Frausto<br>Superintendent | robert.frausto@kermanusd.com<br>(559) 843 - 9001 | 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.

Distance learning was implemented as of March 16, 2020. A Distance Learning Committee was created, which included staff members from all sites and District Administrators. The committee met weekly via Google Hangouts to establish the Distance Learning Plan and check on its effectiveness each week. All school sites provided distance learning work packets (printed and online). Students were able to pick up the packets, access them online, get them delivered to their homes, or receive them from the bus drivers. Teachers made weekly contact with students via phone, teleconference, Google Hangouts, and/or email. The major impact of KUSD has been on families who do not have access to technology and/or the Internet. To address this issue, students were able to check out Chromebooks from their school sites as needed. Kerman Unified worked with the local phone company to provide hot spots for families who did not have internet access. In order to address social-emotional needs, students have been able to continue working with their counselors from All 4 Youth.

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

Unduplicated students received support from their teachers via teleconferencing and/or Google Hangouts. If a teacher is unsuccessful in reaching a student, the school administrator is informed and uses various methods to make contact. This includes home visits by an administrator or the District School Welfare and Attendance Officer. During packet pick up and distribution, students were given pencils, crayons, and other needed supplies. The District foster youth liaison has contacted foster families and provided them with extra materials and support.

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

Teacher teams worked closely to create high-quality learning packets for students in grades TK through 6th. Students had opportunities to get help with the packets via phone conferences and Google Hangout meetings. District Academic coaches provided demonstration lessons on distance learning strategies to teachers as needed. Teachers had "Office Hours" each week so that students could contact teachers as needed. At the secondary level teachers created packets to address the standards for their subjects. Many secondary teachers used Google Classroom to interact with students and provide guidance with work as needed. In terms of the grading process, the third quarter grades were used for the second semester. Students were given opportunities to improve their grades by completing work packers and/or makeup work from the teacher (for secondary students). Special education students were provided their service contact minutes via teleconference and/or by electronic means. An individualized "Emergency Distance Learning Plan," in collaboration with parents, was developed for each student to address student goals and to identify progress on those goals. Students on a Section 504 Plan were contacted by teleconference and/or by electronic means. Section 504 Coordinators made weekly contact with students/parents to identify any current needs, ensure that students' accommodations were being implemented, and to inquire if any additional accommodations that were deemed necessary were provided if possible and/or feasible.

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

Starting on Monday, March 16, the Kerman Unified Child Nutrition Center provided breakfast and lunch to anyone from one to eighteen years old. Students could pick up lunches between 10:00 and 12:00 pm at two different school sites. All staff distributing food wore masks and gloves and had their temperature taken before beginning to work each day. Staff members who packed the meals worked at least six feet apart from one another. The distribution at "grab and go" - cars pulled up, got their breakfasts and lunches, and left without making any physical contact with staff members. For families living in rural areas, the bus drivers and other district staff members delivered meals Monday through Friday at their regular bus stops. Students were encouraged to line up 6 feet apart from one another. All staff members wore masks and gloves throughout the process. The District served an average of 6,000 meals per day.

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

Kerman Unified created work schedules to accommodate staff members with children so that they would not need any childcare. CSEA members worked closely with the District Administration to ensure any classified employees with children would not have any childcare issues.