

COVID-19 Operations Written Report for Cayucos Elementary School District

Local Educational Agency (LEA) Name	Contact Name and Title	Email and Phone	Date of Adoption
Cayucos Elementary School District	Scott Smith Superintendent	ssmith@cayucosschool.org 805-995-3694	6/10/2020

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.

Cayucos Elementary School District closed its campus on March 16, 2020 alongside all the other school districts in San Luis Obispo County. The campus and school was closed for nine school days and six days of spring break. We launched our Distance Learning Programs on April 6, 2020. This quick turnaround of only nine days of instructional days lost enabled our students to continue their progress toward grade level Standards. The District continued Distance Learning until the last day of our adopted calendar June 3, 2020. During Distance Learning, the District worked diligently to provide all of the services we would normally provide through online platforms and take home instructional packets.

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

Cayucos Elementary School District has been determined to continue to provide educational services, social emotional supports, and other related resources to students and families during the COVID crisis. The District utilized both integrated and designated English Language Development instruction during our Distance Learning Program at all grade levels. English Learners, foster youth and low-income students all received whole group instruction and the appropriate small group intervention in order to ensure academic progress. Every English Learner, foster youth and low-income student received an electronic device to take home so they were able to actively participate in our Distance Learning Program. We also helped all families who needed assistance with internet connectivity by referring to outside providers and setting up our own wireless network so all students could access the internet.

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

Cayucos Elementary School District launched our Distance Learning programs on April 6, 2020 and continued to provide services through the end of the school year June 3, 2020. Not only did students receive overall general education Distance Learning but we also provided remote Special Education Services, counseling services, small group intervention, small group tutoring sessions, and academic support meetings for parents/students with administration. During the first week of Distance Learning, teachers provided online training for parents

on "How to support your child during Distance Learning". These services were provided remotely through Google Hang Out and Zoom online meetings. All students were issued an electronic device on April 6, 2020. Electronic devices were sanitized prior to dispersal. Kindergarten students received an iPad and all other students received a Chromebook. Google Classroom was used to assign and manage student work. The District was already using multiple computer assisted learning programs in order to support student achievement. These programs were also utilized to support progress toward the grade level Standards. These programs included: ST Math, Wonders ELA, Students also received physical instructional support packets as appropriate depending on the grade level. We relied more on the instructional support packets at the lower grade levels. Not only did students receive overall general education Distance Learning but we also provided remote Special Education Services, counseling services, small group intervention, and small group tutoring sessions. These services were provided remotely through Google Hang Out and Zoom online meetings. In addition to the direct instructional support that teachers provided students, administration also met with students and parents to provide academic support meetings as necessary to ensure all students were actively participating in Distance Learning. Data shows that we had a very high participation rate. The fact that the District already had enough devices in order to provide an electronic device for every student and the fact that most of our students already had internet access at home made our transition to Distance Learning easier. This enabled us to provide remote electronic distance learning for every student.

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

Cayucos Elementary School District never stopped providing meals for our families during the COVID crisis. When our campus closed on March 16, 2020, we continued providing meals at no cost for all families that confirmed they needed assistance. This was available for all families whether or not they qualified for free or reduced meals under the National School Lunch Program. Parents were able pull up to the school site for curbside service and staff would place meals in the trunk of their car. Staff used appropriate PPE (personal protective equipment) including face masks and gloves. We provided both breakfast and lunch for all of our families in need. Our meals continued to meet the nutritional guidelines provided under the National School Lunch Program. The meals we provided were designed to have a longer shelf life in order to enable families to use all of what was provided and not have the waste that you would have if you only provided perishable foods. Our feeding program continued until the end of our regular school calendar June 4, 2020.

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

Cayucos Elementary School District, 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.

Childcare 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.