

COVID-19 Operations Written Report for Solano County Office of Education

Local Educational Agency (LEA) Name	Contact Name and Title	Email and Phone	Date of Adoption
Solano County Office of Education	Amy Chavez Director - Student Services, Equity, and Support	achavez@solanocoe.net 707-399-4840	June 24, 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.

Solano County Office of Education operates two Juvenile Court and Community Schools (JCCS) programs: the Golden Hills Community School (GHCS) with one site in Fairfield and one site in Vacaville (with a distance learning program as an option) and the Evergreen Academy at the Juvenile Detention Facility. Current overall student enrollment totals 88 students in grades 7 through 12.

After the decision to close school sites due to the Covid-19 pandemic, we decided to continue providing instruction remotely and communicated with our families about the changed circumstances. Administrators prepared the Chromebooks for check out. The Director of Student Services met with Solano County Probation to discuss the rollout in Evergreen Academy. The Director collaborated with the Instructional Technology department to identify technology resources for all students' needs. She also scheduled a virtual meeting to communicate with staff to discuss the next steps and changed expectations. Finally, she communicated the plan to students and families.

The negotiating teams from the Solano County Educational Association (SCEA, representing certificated staff) and for SCOE developed a memorandum of understanding to address the changed work environment due to the shelter in place order.

Chromebooks were issued to all our students in the GHCS at the Fairfield and Vacaville sites. Each family received a time for a drive-through pickup at the school sites. In some cases, laptops were delivered directly to the student's home. The process was repeated for new incoming students. We then polled families to determine their access to Wi-Fi. We purchased prepaid hot-spot devices and distributed them to the families that needed them.

All our students had been working with individual Chromebooks at the beginning of the school year and all our students were familiar with the EdGenuity online platform that allows them to access any class in our course of studies and which, under normal circumstances, is used for credit recovery and to access elective courses. All our students also had been given a log-in for the Google Classroom which was beginning to be implemented prior to the school closures. Our teachers were undergoing training, which is continuing, to use Google Classroom for differentiated instruction and to manage student productivity. Teachers assigned each student online courses needed to progress toward graduation in collaboration with our student support specialists.

At the Evergreen Academy, Probation suspended access to all outsiders, including our educational staff. Each student was given a Chromebook through which they would be able to access EdGenuity. In each pod, dedicated computers were assigned for students and teachers to be able to communicate via e-mail and Google Classroom. These computers were also used by Probation to make possible family visits.

Services for students with an IEP were shifted to remote delivery to the extent possible.

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

The large majority of our students are from low-income households, are foster or homeless children, or English learners. Our instruction and support strategies and services are designed primarily to address the needs of the unduplicated student with the understanding, backed by research, that all students will benefit from such an instructional approach.

All staff (administration, teachers, and student support specialists) are able to communicate with every student every day online. Students and teachers communicate daily via the EdGenuity online learning portal email system. Teachers assign appropriate courses individually and monitor students' progress providing direct instruction and feedback through the EdGenuity e-mail system, the Google Classroom platform, and through Zoom meetings.

Student support specialists conduct weekly check-in with all the students to case manage progress toward the completion of their Individual Learning Plans, which include the course of study and requirements established by the sending district or Probation. They also support students through social-emotional learning instruction. Our wellness specialists (MFTs) continue following their cases remotely for students in need of more intensive individual counseling.

Administrators and student support specialists are currently working with receiving district staff through readmit conferences for the GHCS program for next year. Readmit meetings have been scheduled and will be held with districts over a 2-day period in May.

Special Education services have been coordinated with each program to provide students with services via Zoom with their Special Education teacher and the rest of the teaching staff. To support Special Education services in the Evergreen Academy, the educational specialist Zooms into each pod on the scheduled day and provides services to students virtually.

SCOE community school staff meet virtually with groups of students to provide online support and they engage students in need of additional assistance through individual conferences.

Students in the Evergreen Academy also have individual Chromebooks and log-in for their EdGenuity courses under Probation's supervision. We installed dedicated all-in-one desktops in each pod to allow teachers to interact with students via Zoom conferences. The student support specialist communicates with students via Zoom, phone, or through the EdGenuity platform to prepare them to transition to the district of

residence if they are being released. The student support specialist also coordinates the student's reentry in the district with the receiving staff and works with the family to support the transition. Mental health services at the Evergreen Academy are provided by Probation.

English learners receive support for their teacher to access the core curriculum on EdGenuity and also receive daily English Language Development via Zoom conferences. Teachers continue to consult with our English learners coordinator to implement appropriate strategies as included in our LCAP.

Foster and Homeless programs continue to provide educational support to Child Welfare Services and community partners. Recent support has included assistance with enrollment, linkage to special education, and retrieval of educational records. In addition, the foster youth coordinator has provided professional development to the Solano County Child Welfare Service newly hired staff through the Zoom platform. A follow-up training is scheduled during the month of May.

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

To promote the rigorous implementation of the curriculum and the full use of all EdGenuity features, the entire staff continues to participate in EdGenuity training provided online through recorded modules. Teachers have also received training on using Google Classroom for instructional purposes.

SCOE administration meets virtually via Zoom with each individual JCCS department on Tuesdays for an hour. They answer questions and provide support while updating our staff on any new information regarding our families and students. On Fridays, SCOE administration meets virtually via Zoom with the entire program staff to check-in, collaborate, provide important information, and discuss targeted strategies implementation.

New referrals continue to be processed and registered within our program. When applicable, a device delivery is scheduled and provided to the new student.

All students/families that have been in contact with staff have had a device distributed to them at this time. For a newcomer, we deliver devices directly to the family's house in a secure and sanitary format. Devices are delivered after being disinfected and the staff wears gloves and mask to hand-deliver the devices.

All teachers are connecting and making contact with each family each week to ensure they have the support and resources that are needed during this time. Some of these connections are via text, phone call, or Zoom video. Should any of our staff come in contact with a family that has an immediate need, we evaluate the situation and making referrals on the family's behalf so we can provide the family the support that is needed during this time.

For families /students that have not been in contact with our program at this time, JCCS staff sent out a letter of concern/support to check in with the family and let them know we can potentially support them with resources during this time, and that we are also checking in to provide support with the educational needs for their child.

Teachers are holding “office hours” that allows students to join in with them via a Zoom meeting, set up by their teacher, so they can receive academic and social-emotional support individually.

The administrator provides staff with weekly EdGenuity participation reports which track individual and group progress. Teachers and administrators contact the families of students who are not being productive on the online platform and discuss ways to remove barriers and improve their children’s productivity and learning time.

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

During the school year, meals for students are provided by their district of residence at the community site, while the meals at the Evergreen Academy are provided by probation. During the period of school site closures, meals are available for our students at their school districts of residence distribution sites.

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

We informed parents and guardians of available resources for supervision and child care through the consumer education hotline at 1-800-KIDS-793 and we referred them to the <https://rrnetwork.org/family-services/find-child-care> website for information and resources. In addition, we provided families with a list of known local programs that remain open for services in collaboration with First 5.