



COVID-19 Operations Written Report for Westside Preparatory Charter

Local Educational Agency (LEA) Name	Contact Name and Title	Email and Phone	Date of Adoption
Westside Preparatory Charter	Niamh Conner Principal- Westside Campus	niamh.conner@twinriversusd.org 9165661990	6/30/2020

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.

A districtwide message was sent to all staff and families on March 13th 2020 providing notification that our schools would be closed due to the guidance from the California Department of Health and the Sacramento County Public Health agency.

On March 19th 2020, we sent out additional health guidance updates to our district community and we asked for survey input from our families to make sure we were meeting their needs. We also launched a new Student Services Support Line as well on weekdays from 8am to 4pm. This service provided access to information and resources from our TRUSD nurses, counselors, child welfare staff and foster care liaisons.

On March 26th 2020, we signed an MOU with bargaining units establishing clear guidance for our program design. Following this we announced the launch of our Phase One continued learning website. This website was provided access to resources designed to build a habit for learning at home, keep students engaged and curious in learning, and provide Twin Rivers Unified with time to design a thoughtful Distance Learning plan. This website work was launched and supported through the collaboration of the entire School Leadership Department.

On March 30th 2020, we announced our plan to provide Chromebooks and hotspots to students to support their distance learning needs. We set up four central pickup locations across the district and allowed families to make appointments or to drop in so we could ensure social distancing and health guidelines were in place.

On April 27th 2020, we launched virtual classroom learning for students.

The 2019-2020 school year ended safely on June 4th with virtual graduations and end of the school year celebrations. During this time we have continued to deep clean all of our school sites and learning locations to ensure we are prepared when a return to school decision is made per county and state guidelines.

We continue our extensive planning to ensure a successful 2020-2021 school year. This work includes an examination of all district, school site and department practices and includes options for in-person, hybrid or distance learning scenarios. Having multiple options are critical to keeping our students and staff safe.

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

Twin Rivers is designated as a Title 1 School-Wide School District and we focus and direct all of our support to meet our diverse student needs including targeted support for English Learners, foster youth, low-income students, as well students in special education.

On March 19th 2020, we launched a Student Services Support Line with services available weekdays during business hours. The support line provided access to resources from our TRUSD nurses, counselors, child welfare staff and foster care liaisons for students. Individual outreach was conducted to all special education students to maximize engagement.

From April 20-24 we provided extensive professional development to staff including a total of 180+ workshops and supported served approximately 2,900 staff. These trainings were developed to ensure high quality services and support were provided to our students with an emphasis on English Learners, foster youth, low-income students, and special education students.

To best support our staff with providing high quality services to students we centrally developed a standards-based 6-week instructional resources that focused on the most essential standards for students by grade level and content area. We also continued to provide IEP services to support students within the distance learning environment.

The English Learner Services Department continued to provide translations services to students and families to remove language barriers to accessing critical information about food and computer distribution, distance learning, and available resources.

The Special Education Department continued to conduct IEP meetings and they adapted their support to ensure high levels of student engagement and progress towards their IEP goals were taking place.

The Student Services Department continued to provide resources and access to foster students, maintaining contact and connection, placing new enrollments, providing referrals for students for food and housing, connecting students with credit recovery and the Independent Living Program through virtual platforms.

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

On March 26th we launched a distance learning website to ensure access to learning materials for students and families during school closures. This website was designed to provide resources while we developed a more extensive plan with our staff. Special Education support continued to be provided to students per their IEP guidelines. Adjustments were made as needed to support the progress and engagement of special education students.

From April 20-24, extensive professional development was provided to staff including a total of 180+ workshops and support which served approximately 2,900 staff. The majority of the trainings focused on teacher implementation of distance learning. However, several workshops focused on student engagement including best practices and social emotional learning. In addition, specialized professional development and trainings were provided to special education staff.

On April 27th, we launched virtual classroom learning for students with the support of a standards-based 6-week instructional resources that was organized by grade level and content. These tools were developed with a focused on the most essential standards in ELA and Math, but also included lessons for Social Emotional Learning, Visual and Performing Arts. English Language Development, Physical Education Science and Social Studies. Lessons specifically designed for our special needs population and address their learning goals were included as well. Teachers from throughout the district were invited to submit lessons to be posted on the website.

During school closures we distributed 17,000+ Chromebooks and 1,700 internet hotspots to TRUSD Students. We also confirmed that all teaching staff, including para-educators, had access to a district laptop and we offered wifi hotspots for staff who needed them.

A plan was developed to allow students who are returning to TRUSD schools in 2020-2021 to keep their Chromebook and/or hotspot over the summer and further access district instructional resources.

We developed a 1:1 student Chromebook plan so every TRUSD student will have a Chromebook on their 1st day of the 2020-2021 school year.

All students, in grades PK-12 have a TRUSD email account so teachers and students always have a way to communicate with each other?.

Together, TRUSD Transportation and Technology Departments are installing WiFi equipment on one of our TRUSD buses as a proof of concept as another way to provide internet to our TRUSD families

Moving into the 2020-2021 school year, TR will continue to provide high quality instruction for both synchronous and asynchronous learning, so students' education is not interrupted.

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

Our schools were closed per guidance from the California Department of Health and the Sacramento County Public Health agency on the afternoon of March 13 2020. At that time our district administration and nutrition services teams began working on a plan to ensure access to food for all students.

As of June 12th 2020 - we have served 662,000 meals to students. Our meal services have been offered at central school sites across our district. After the school year ended on June 4th, we switched our program to a Meals 2 Go Program and we have continued to offer meals to our students. Listed below are the 19 feeding locations we are operating Tuesdays to Fridays from 11am to 12:00pm. We also began offering weekend meals in June as well.

School Sites

1. Foothill High School - 5000 McCloud Dr., Sacramento, CA 95842.
2. F.C. Joyce - 6050 Watt Ave, North Highlands, CA 95660
3. Grant Union High School (West) - 1221 South Ave, Sacramento, CA 95838
4. Highlands High School - 6601 Guthrie St, North Highlands, CA 95660
5. Harmon Johnson - 577 Las Palmas Ave, Sacramento, CA 95815
6. Norwood Jr High - 4601 Norwood Ave, Sacramento, CA 95838
7. Ridgepoint Elementary - 4680 Monument Dr., Sacramento, CA 95842
8. Rio Linda High School - 6309 Dry Creek Rd, Rio Linda, CA 95673
9. Smythe Academy of the Arts K-6 - 2781 Northgate Blvd, Sacramento, CA 95833
10. Westside Elementary - 6537 W 2nd St, Rio Linda, CA 95673
11. Madison Elementary - 5241 Harrison St, North Highlands, CA 95660
12. Northwood Elementary - 2630 Taft St, Sacramento, CA 95815
13. Oakdale Elementary - 3708 Myrtle Ave., North Highlands, CA 95660
14. Orchard Elementary - 1040 Q St, Rio Linda, CA 95673
15. Pioneer Elementary - 5816 Pioneer Way, Sacramento, CA 95841
16. Regency Park Elementary - 5901 Bridgecross Dr, Sacramento, CA 95835
17. Garden Valley Elementary - 3601 Larchwood Dr, Sacramento, CA 95834

Community Sites

18. Madison Apartments, 4901 Little Oak Ln, Sacramento, CA 95841

19. Antelope Ranch Apartments, 7330 Watt Ave, North Highlands, 95660

We continue to follow all county health and sanitation guidelines and our staff have been trained by our district nursing team to ensure safe practices are taking place. We encourage families to continue to be proactive in reducing the risk of COVID-19 by not staying at the school site once meals have been distributed, by continuing to wash hands often, and by reminding them to stay home if they are ill.

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

Twin Rivers has not provided supervision for students during the time of school closures. We continue to work with our staff and after school program agencies to ensure virtual support and engagement services continue during the school year and summertime. Current planning and preparation efforts are underway to explore potential services to provide supervision of students before, during, and after school in alignment with state and county guidance.