



# LCUSD

District Update

4/21/2020 Board Meeting

# Superintendent's Office



- Working closely with the Principals and Technology Department to create and implement the Required/Graded Learning Guidelines
- Planning with LCHS Principal and Governing Board President Senior Class of 2020 Recognitions and Alternative Celebrations
- Coordinating with LCFEF and ALF regarding Summer School options
- Communicating frequently informational updates with LCUSD Community and LCUSD Teachers and Staff
- Communicating and planning regularly with Federal, State and Local elected officials, agencies, and departments

# Superintendent's Office



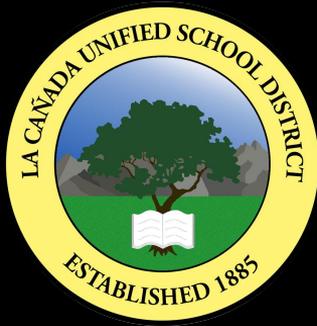
- Sharing information frequently with Superintendents of neighboring districts regarding policy development and best practices responses
- Communicating daily with LCUSD Leadership Team
- Working with Associate Superintendent of Business and Administrative Services regarding budget cuts and multi-year projections given fiscal crisis
- Communicating frequently with LCTA and CSEA to ensure positive communication and information sharing

# Ed Services Offices



- Transitioned to graded mandatory assignments starting April 14, 2020
- Started the textbook ordering process for the 2020-2021 to prepare for next school year
- Distributed information on Advanced Placement (AP) assessments to students and families to help them prepare accordingly
- Communicating our needs with PD providers to plan for next school year
- Working closely with 7-12 administration in the planning of master schedule for the next school year

# Personnel Services



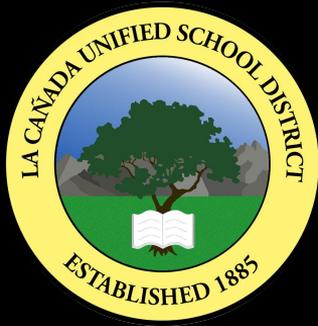
## **Human Resources**

The Human Resources staff are working remotely, continuing to assist and respond to a variety of needs for all LCUSD staff. HR staff are available online Monday through Friday during normal work hours and are going into the office 2-3 times per week to process registration documents and connect with Business Services regarding personnel matters.

## **Negotiations**

LCTA and CSEA have been very collaborative in developing MOUs related to the effects and working conditions due to the COVID-19 health crisis. Agreements were reached with both Associations, however they understand the situation is fluid and are willing to meet again as new information is received.

# Personnel Services



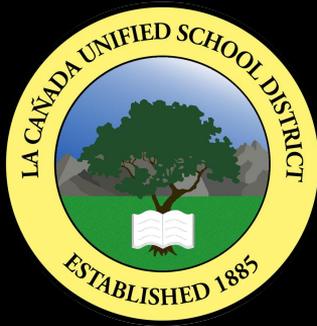
## Hiring

LCUSD has 10 active postings for certificated positions for the 2020-21 school year as well as current open paraprofessional positions. We will schedule and conduct interviews virtually throughout the school closures, and engage in our vetting processes remotely to fill vacant positions.

## Training/Professional Development

A positive effect from the school closures is that it provides an opportunity for staff to participate in online trainings and professional development from home. These will include required topics such as Sexual Harassment training, but also preventative topics, such as Injury Prevention professional development.

# Business Services



## Business Services

Business Services is an Essential Operation for the District. Staff continue to work - remotely when possible or with minimal members in the office as needed.

## Ongoing Functions:

Payroll

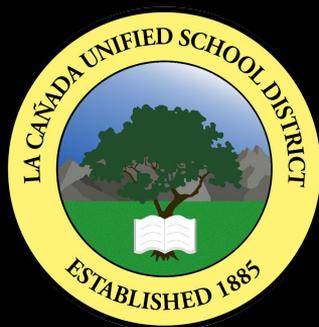
Receivables and Payables

Benefits Management

Funding

Budget

# Food Services

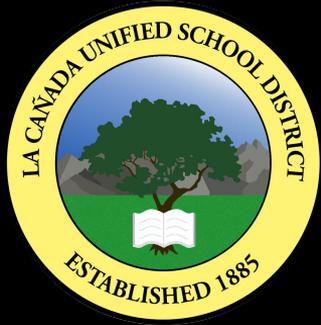


Grab and Go lunches continue to be served at LCHS each school day from 11 AM until Noon.

Families are asked to wear masks and observe social distancing when coming for meals.



# Facilities and Maintenance



## Cleaning and Maintenance Plan

1. Finishing up sanitizing classrooms
2. Replacing all HVAC filters
3. Monitoring sites while empty
4. Doing routine maintenance tasks
  - a. Annual fire extinguisher checks
  - b. Routine maintenance on LCHS chillers
  - c. Regular equipment servicing
  - d. Repairs to carpets, walls, etc
5. Emergency Repairs
  - a. Utility lines
    - i. Water lines
    - ii. Gas lines
6. Projects while students are gone
  - a. PCY landscaping
  - b. PCY Fireline installation



# Custodial Cleaning Items Order - Not Received

- Safety glasses
- Additional Versa II Restroom Cleaning Machines
- Single Use Aprons
- Extension Poles and Duster Heads

# Technology Office



- Publishing a weekly newsletter for teachers that curates the most common questions and solutions
- Trainings on Video Lesson Security and Etiquette
- Trainings on assessments, recording lessons, and other topics scheduled
- All families and students can get tech support at [help.lcusd.net](http://help.lcusd.net)
  - Articles to support accessing Classlink and other resources
  - Submit a support ticket
- Tech support for teachers and staff happening remotely. Staff coming on to sites only for device pick up or preparing devices.
  - A lot of chatting on Slack
  - Zoom/Hangout tech support
  - Drive-through tech support