

MILPITAS  
UNIFIED SCHOOL DISTRICT

***LCAP  
&  
COVID19-Operations Written Report***

Board Meeting  
June 23, 2020

# EO-N-56-20

## COVID-19 Operations Report March -June

## 2020-21 LCAP Light

## 2021-24 3-Year LCAP

- Board Adoption by July 1, 2020
- Report posted MUSD Website
- Submitted to SCCOE with adopted 2020-21 Budget

- Board Adoption by Dec 14, 2020
- Report posted MUSD Website
- Hearing and approval by SCCOE Jan 14
- Template TBD

- Board Adoption by July 1, 2021
- Report posted MUSD Website
- Hearing and approval by SCCOE
- Same 3-Year Template approved Jan 20

# COVID19 Operations Written Report

**MILPITAS**  
UNITED SCHOOL DISTRICT

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

The COVID-19 Operations Written Report must be adopted by the local governing board or body in conjunction with the adopted annual budget by July 1, 2020. While the COVID-19 Operations Written Report does not need to be approved by the county superintendent of schools or the Superintendent of Public Instruction, the Written Report must be submitted in conjunction with the submission of the adopted annual budget.

Local Educational Agency (LEA)	Contact Name and Title	Email and Phone	Date of Adoption
Milpitas Unified School District	Cheryl Jordan, Superintendent	cjordan@musd.org	June 23, 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.

**Milpitas Unified School District's schools closed its doors on Monday, March 16th however, the learning continued through [MUSD EducateEvery Where Flexible Learning](#).** We followed the communication circles process to keep stakeholders consistently informed.

On Monday, March 9, we held a Pandemic Briefing meeting with certificated and classified management, leadership associations, and board members. The pandemic plan was shared and potential preparation needs school closures were discussed. On March 10th at our Regular Board Meeting Superintendent Jordan introduced the Milpitas Unified School District's COVID-19 [Pandemic Response website](#), which includes all preparations being made by administrators, teachers, and support staff towards flexible learning for students in the event of school closures. Superintendent Jordan explained methods of communication the District will continue to utilize to inform families of the latest developments of COVID-10 as well as the preventative measures at school. She explained how non-instructional staff members have been planning and identifying ways to work remotely if offices are closed.

Friday, March 13, an Emergency Board Meeting was held to share an update on the District's Pandemic planning with [MUSD EducateEvery Where Flexible Learning](#) for students and parents for Shelter in Place from March 16-18 April 3. The [three-phase](#) plan and timeline were shared. **Pre-planning** March shared instructional resources with site leaders. **Planning Phase** March 16-18 site teams engaged in collaboration and articulation around content and delivery methods. **Execution phase** [MUSD EducateEvery Where](#) began March 18th was launched and communicated with parents and students. March 17-20 Technology connectivity needs, provide hot spots and in some cases arrange for internet contracts with internet providers. A COVID-19 website and [EducateEvery Where](#) for teachers and parents with resources was created and is updated regularly with up-to-date information.

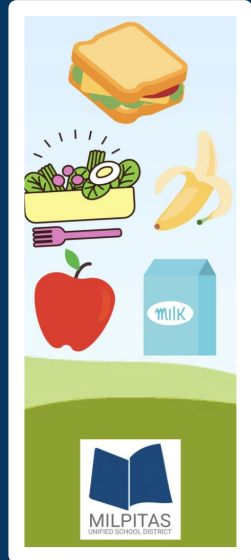
Friday, March 13, 2020, the Student Services team created a detailed protocol to address the [unique needs](#) of our Students with Individualized Learning Plans. The [protocol](#) included guidance for parent communication, assessments, Annual and Triennial IEPs meeting protocols, holding virtual meetings, obtaining DocuSign to ensure confidentiality. In addition, the Support Services team attended a week-long training on teletherapy to continue support services virtually. A [site dedicated](#) to Students with Disabilities was added to the [EducateEvery Where Flexible Learning](#) main website. MUSD [EducateEveryWhere Preschool](#) CSPP Subsidized also continued its services virtually.

## Changes to Program Offering

&

## Impact

# COVID19 Operations Written Report



# Q & A

Board Study Session May 19, 2020