



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

| Local Educational Agency (LEA) Name | Contact Name and Title   | Email and Phone                                      | Date of Adoption |
|-------------------------------------|--|--|------------------|
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**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.

On 3/13/20 the first day of physical school closures for NUSD, staff immediately began identifying online resources families could access during closure. When it became clear that distance learning would be required, staff began dismantling Chromebook carts, sorting and cleaning them for distribution to be used at home. With a focus on eliminating the digital divide, NUSD distributed over 6,463 Chromebooks to students who stated they needed them through a survey and distributed 398 hotspots to those that did not have internet access at home. Teachers were given a 2-week pilot to test out resources and decide how they would continue teaching and learning during the closure and parents/students were able to get familiar with the tools for distance learning.

Knowing distance learning would be a learning curve for everyone, staff developed online orientations for teachers, families, and students and developed websites that included resources, tutorials, technology support, and frequently asked questions.

To check the social-emotional learning needs of NUSD students from afar, staff created a list of “at-risk” students and made personal contact with them by phone to determine their needs. An email was sent to all 6-12th grade students letting them know of the resources available to them and staff created a social-emotional needs website so that students/families could have resources in a centralized location.

Free meal service was provided at all 15 NUSD sites for families with children 18 years and younger Monday -Friday in a mobile/pick-up style to practice social distancing. Staff served the packaged meals in personal protective equipment. As of 5/21/20, we provided 11,000 meals and 3,600 snacks daily.

On 4/6/20, the district and schools reopened with virtual offices so that parents and community members could reach staff and business could continue.

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

At the onset of school closure, staff made sure that all students, including EL, Foster, and Low-income were fed with free breakfast and lunch meals Monday - Friday and weekend meals and snacks beginning 5/4/20. Information was advertised in English and Spanish on a regular basis through voice recordings, email, school/district websites and social media.

All parent communications are provided in English and Spanish, our primary languages. Parents can speak to someone in their preferred language through a translation service provided by the district or directly with a staff member through our virtual offices. The district has a distance learning website in English and Spanish and the Google Translator feature available for families requiring additional languages.

To ensure educators have the tools to meet the needs of all students, teachers/staff were provided with training focused on equity for EL, Foster, Low-Income, Homeless, and Students with disabilities. To support educators with distance learning lessons, staff created an ELD website to assist. The website has distance learning resources including ELD lessons to support English language acquisition during distance learning. It also has ELD resources for students/families. A team of bilingual teachers are available to support students and families with distance learning instruction, in their primary language.

To meet the needs of our low-income students, we made Chromebooks and hotspots available to take home for distance learning. Students will keep them over the summer for learning and social emotional support access.

To stay connected with our foster and homeless youth, we identified “at-risk” students during the shelter in place and called each one to assess their needs in the area of technology, mental health, academic resources, and food/clothing. Staff also created a Foster Youth and Homeless tab section with resources for families to easily locate.

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

With a focus to eliminate the digital divide for distance learning, on 3/17/20, NUSD staff sent a technology survey to all parents in the district to determine each family’s technology needs. Staff advertised the survey with phone calls, email, websites, text messaging, social media, and referrals from other families. Over 75% of families responded. Phone calls were made to the families we hadn’t heard from. Staff was able to reach all but 3 students and distributed 6, 463 Chromebooks and 398 hotspots. We also partnered with Comcast Essentials to provide internet services to families where the hotspots were not strong enough for distance learning at the district’s expense.

All NUSD teachers have MacBooks to support distance learning. We reached an agreement with our teachers to have two-weeks of piloting distance learning to give them an opportunity to experiment with the variety of tools available and to determine the best way they should

move forward with teaching and learning. This period also gave students/parents time to get familiar with distance learning, access online orientations and presentations, and get into a routine of learning virtually.

On April 20th, teachers and parents were fully engaged with distance learning. Throughout this time, teachers continued to engage with each other to learn how best to use online instructional materials, educational technology tools, and engage students and families. A weekly newsletter was provided to teachers which highlighted resources and provided a schedule of online “office hours” for teacher support with distance learning needs.

To make it easy for students and parents to locate information, we created a centralized website in English and Spanish with updates, communications, and resources during distance learning. We also created school distance learning websites so that students could get to their teacher’s web pages and virtual school offices quickly.

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

On 3/13/20, NUSD announced to its families that although NUSD schools would be closed for three weeks, free meal service would be available beginning 3/16/20 and throughout the closure at all 15 school sites to children 18 years and younger between 11:30 am. - 12:30 p.m. The meals included breakfast and lunch and on occasion additional items such as fruits and vegetables donated from local food suppliers and businesses. We expanded our meal service on 5/1/20 to include supper, snacks and weekend meals.

To ensure social distancing was practiced, families were encouraged to stay in their vehicles for mobile pickup and remain 6 feet apart for walk-up service. NUSD posted visible signs at each site for families to see and adhere to social distancing. Families were served by staff in personal protective equipment and prepackaged meals. NUSD regularly communicated with families via phone calls, emails, text messaging, social media, and district and school websites of the availability of meals.

When the closure was extended, NUSD notified families that free meal service would continue. NUSD continued providing meals through Spring Break, through the end of the school year, and throughout the summer as part of the summer feeding program. We continued with our farm to school efforts and nutrition education lessons and rotated our Food Truck Lunch Box to different sites to have the ability to serve hot meals. As of May 21, we were providing 11,000 meals and 3,600 snacks daily.

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

NUSD does not provide childcare during ordinary school hours. We do provide programs for preschool, transitional kindergarten, and students in grades K-12. NUSD created virtual websites for preschool and transitional kindergarten that included fun and enriching activities and lessons that parents could utilize at home. While this was not physical supervision, it did provide guidance to parents in supporting their

students at home. Distant learning websites, resources, lessons, videos, and activities were all created and used for grades K-12. Teachers had the flexibility to determine what worked best for their students. Beyond the ordinary school hours, our enrichment providers that normally provided Afterschool programs hosted continued virtually with online activities to keep students connected and engaged with others while they were in “shelter in place.” NUSD leadership did engage with the City of Sacramento who provided day care in the city for children of first responders.