

COVID-19 Operations Written Report for Mountain Home School Charter

Local Educational Agency (LEA) Name	Contact Name and Title	Email and Phone	Date of Adoption
Mountain Home School Charter	Michael Cox Director	Director 559--642--1422	06/16/2020

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.

Mountain Home School Charter developed, trained teachers, and implemented a distance learning program within 1 week of Governor Newsom's Issued Executive Order of school closure on 3/13/20. Mountain Home's math instructional classes changed to an online delivery method beginning the week of 3/23/20. Once our math courses were underway, we focused our attention to distance learning for our enrichment classes which began 4/20/20, after our Spring week-long school break.

Mountain Home School Charter continued to provide services and accommodations to students with disabilities and to our unduplicated pupils (low income, EL, homeless/foster youth) by holding meetings and classes in an online format and ensuring that these students had access to a laptop or chromebook to continue services.

When the school shutdown occurred, families enrolled at Glacier were notified, by our school communication system called Parent Square, that our packaged breakfasts were available for any family with pick-up at our school campus. In addition, our local partner school districts (FUSD and YUSD) provided school breakfast and lunches for any child in the community, up to the age 18, irregardless of what school the child attended. This meal service operated Monday through Friday throughout school closures.

As an independent study, personalized learning school, our teaching staff met with parents and students by either telephone or video conference on a regular weekly and/or monthly basis. Administrative and staff meetings were held regularly via video conference to connect with members of our school team.

No major facility changes were needed to move into a Distance Learning model. Our school already provided every student with a chromebook prior to school campus closure. In addition, for a few students needing internet access in their home, local community internet services granted families internet access free of charge during the shutdown.

Planning for the 2020-21 school year, Mountain Home School Charter will follow all state directives for safe reopening including social distancing and health & sanitation guidelines. As such, we have planned for a hybrid instructional program encompassing distance learning instruction with small class size on site classes.

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

Mountain Home is a public California Elementary school which operates a program of Personalized Learning, a unique blended classroom and non-classroom based educational model that is tailored to the needs and interests of each individual student. We work cooperatively with parents and students to ensure that curricular and instructional pieces are built around each student's needs, abilities, and interests. Our personalized learning focus allows us to serve all pupils of diverse learning needs including English learners, foster youth, and low-income. This allows Mountain Home to tailor the education methods best suited to the needs of each individual student. Regardless of socioeconomic status, limited English, or those in foster youth, learning continued during school closure. As with all students who attend Mountain Home, our standards-aligned curriculum includes integrated learning models for EL students. In addition, every EL, foster youth, and low-income student is provided with a credentialed advising teacher who works closely with the student and his/her parent on a frequent, regular basis providing needed guidance and support. All unduplicated students have access to weekly on campus and distance learning classes which serve as added supports. Of our total enrollment of 2019-20 in Mountain Home, 42.35% were unduplicated pupils with 0.26% homeless/foster youth; 1.53% for EL pupils; and 40.56% qualified as low-income.

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

Mountain Home School Charter developed, trained teachers, and implemented a distance learning program within 1 week of Governor Newsom's Issued Executive Order of school closure on 3/13/20. Mountain Home's math classes changed to an online delivery method beginning the week of 3/23/20.

The Distance Learning Plan was implemented by our math teachers at Mountain Home as follows:

Instructional Methods:

Live Google Meet Classes: Live Google Meet classes were scheduled during their normal ONSITE scheduled time.

Recorded Classes: All live Google Meet classes were recorded and posted for those students that were not able to join the live Google Meets.

Instructional Video Links: Teachers posted links to instructional videos that either replaced or supplemented student learning in that class.

Student Tutoring Sessions: Teachers created individual or small group tutoring sessions for students that needed additional help. These tutoring sessions were also recorded but may not have been posted in Google Classroom.

Teachers typically replied to a student's question and email within a 24 hour period window (on a school day).

The preferred method of communication was EMAIL or Google Meets (sometimes audio only).

Teachers assigned work that could be turned in virtually through their Google Classroom. They also posted directions on how and when to turn in these assignments.

Teachers were also able to offer guidance to students regarding late assignments if students were having difficulties turning in work. Teachers were able to help connect students to our tech support.

Teachers continued their normal grading policies and procedures and emailed students a monthly progress report. For grading, we continued to use letter grades A, B, C. We did not assign D or F grades. If a student earned a D they would receive a "P" or pass for credit. If a student earned an F they would receive a "NC" or NO CREDIT for the class. We removed a late work penalty. If a student was not passing a class, the teacher reached out to the student's parent/legal guardian and documented communication. This documentation was also provided to the principal. Teachers were expected to provide all current IEP and Section 504 Plan accommodations during their distance learning classes. In addition, teachers contacted our SPED Administrator regarding any IEP questions and the principal regarding any Section 504 Plan questions.

Mountain Home School's (ungraded, optional) Enrichment classes for kindergarten through grade 8 began on 4/20/20. Teachers offering this educational option to students used the same instructional methods as our graded math courses, that is, they held Live Google Meet Classes with some teachers posting videos and assignments through Google Classroom, depending upon the type of enrichment provided.

Technology Assistance and Training: Teachers watched technology training videos, in addition to a one day IN Person training day. Teachers were also able to give basic Tech Support to students while presenting in their Google classes.

Teachers had access to tech support in the following ways:

Tech Support request document

From our Tech Coordinator, Tech Administrator and Certified Google Classroom teacher

Teachers had access to the following distance learning instructional materials:

Laptops

Headphones

Promethean boards

Document cameras

Students & Parents were given access to the following Tech Support: Help Videos shared through Parent Square (i.e. How to Get on Google Meet).

Students were able to:

1. Request Tech Support by contacting their Advising Teachers and reach out to the appropriate Tech Support staff;
2. Contact the distance learning teacher for basic troubleshooting and navigating through Google Classroom features
3. All students had hard copies of student textbooks, novels, and/or manuals needed for each class at home.

4. Any other instructional aides or supports were provided in their Google Classes.
5. Mountain Home provided all students with the option of receiving a student chromebook as part of their school materials.

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

In August 2019, Mountain Home School Charter began a meal program for the first time. We used a vending machine that we stocked with milk and ready-to-go USDA-approved school breakfast meals. These meals were available at no cost to any student qualifying as Free or Reduced Meal status. Further, these meals were available to all other students at our school at minimal cost. When the school shutdown occurred, families enrolled at Mountain Home were notified, by our school communication system Parent Square, that our packaged breakfasts were available for any family with pick-up at our school campus. In addition, our local partner school districts (YUSD and FUSD) provided school breakfast and lunch for any child in the community, up to the age 18, irregardless of what school the child attended. This meal service operated Monday through Friday throughout school closures.

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

Mountain Home's educational model was not disrupted due to the closure because students were already being supervised by their parents/guardians during the school day. Furthermore, we have been fortunate to maintain a close connection with all of our families and all staff members.

Mountain Home School Charter is a California public, personalized learning charter school that operates an independent study program for students in TK-8 grade. We meet the needs of students who, together with their parents/guardians, have decided that a home-based style of education best suits them. This parent-led education, with parents assuming the role of teacher, creates an effective and successful environment for educating their children. Mountain Home believes that incorporating and empowering parents within the educational process is critically important, and is an essential part of how we operate as a charter school. The parents' priorities, their leadership, and their daily hands-on involvement are essential to the progress and success of each student. This involvement is guided by a credentialed teacher who has also been trained as an advisor, counselor, and curriculum specialist. As an independent study, home-based program, students and their parents meet frequently with their assigned, credentialed Advising Teacher to discuss not only a student's academic progress, but also the well-being of each student. Our Advising Teachers, the student, and their parent/guardian work cooperatively and develop a strong relationship and trust with the family.