

COVID-19 Operations Written Report

Local Educational Agency (LEA) Name	Contact Name and Title	Email and Phone	Date of Adoption
McGill School of Success	Norma Sandoval	nsandoval@mcgillschoolofsuccess.org	June 11, 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.

In response to COVID-19 school closures, McGill School of Success shifted its traditional on-site program to distance learning on March 16, 2020 after notifying families on May 13, 2020 that school would be closing.

INSTRUCTION: On Monday, May 16, 2020, McGill distributed laptops to its 159 students to begin distance learning through Google Classroom. As a Google site, all students and staff had a Gmail and applications to support distance learning.

By Friday, May 20, 2020, all McGill students had 1) received a laptop or 2) confirmed via email that they had one available at home. Distance learning via McGill Google Classroom was in full motion. Online curriculum and daily instruction in core, PE, and electives was provided in all grades. Enrichment activities for families were provided by YMCA on Fridays. Families in need of wireless service were assisted by the office staff to apply for free online services provided by Cox & AT&T. Reimbursement of fees as well as invoices owed were paid by McGill to support internet connectivity.

The Distance Learning Plan was passed on April 16, 2020 by the McGill Board of Directors.

Students did a daily check-in as a class during Google Classroom scheduled time. Our school psychologists reached out to families pointed out by staff whom seemed to be having difficulty w/transition. Principal & office staff reached out to families whom failed to check-in or do their online work to ensure students were safe and with all necessary resources.

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

McGill supported English Learners, foster youth, and low-income students via their grade-level tutors who supported them in daily hour distance learning 1-1 or small group sessions via Google Meet. The tutors checked in with the grade-level teachers to follow-up on student progress. Our ELD aide scheduled 30min sessions rotations daily with students in every grade-level via small-group instruction. IEP students also met with their SpEd teacher, providers, & tutor via Google Meet. To stay connected as a school, the staff held a check-in every Mon/Thurs @ 3pm.

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

Dance PE, music, art, and Spanish Enrichment classes were offered via Google sessions that all children could access.

McGill had office staff and IT supported students who needed troubleshooting or technical assistance. Data continued to be gathered through online assessments. Students were allowed to keep their laptops and continue working on online programs through summer. Summer School, an extended day 2020-2021 program, and Saturday Academy will be offered to continue supporting students during COVID-19.

McGill also provided staff members with a stipend for internet home service. Families who requested assistance received assistance in applying for free online services and extended reimbursement for their internet fees after the internet providers' free period.

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

A letter was written to all families explaining the various supports including free meals. Families were rerouted to a neighboring campus for pick-up of breakfast(s) and lunch(es). A list of the various schools was included in the letter. Later, when PEBT was offered, principal sent an email notifying families of the opportunity to apply for meal vouchers.

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

The letter sent to all families included information about free daycare being available. Families were invited to contact the principal for YMCA contact they could reach out to for a facility. McGill staff also reached out personally to families whom they felt may be in need of daycare. No McGill family expressed a need. Those who were contacted expressed worry about taking their children outside their home.