



COVID-19 Operations Written Report for Richmond Elementary School District

Local Educational Agency (LEA) Name	Contact Name and Title	Email and Phone	Date of Adoption
Richmond Elementary School District	Vicky Leitaker Superintendent/Principal	vleitaker@richmondelementary.com (530) 257-2338	June 25, 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.

COVID-19 brought an abrupt change to classroom education beginning March of 2020. Our teachers, parents, and students had to immediately convert to a distance learning program. Our distance learning program provided an educational program that focused on essential standards. However, distance learning was not able to provide the kind of education that encompassed all students to engage in the curriculum provided. Parents resolved to do the best that they could to provide their children with an education that was not designed to learn off campus. Some parents had difficulty accessing technology and connectivity; while others, were comfortable with the technological challenges. Many of our parents are essential workers. Therefore, education of their children were left in the hands of grandparents and/or guardians.

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

Although we currently do not have any English learners or foster youth, we do provide help for special education students and low-income students. For instance, our special education teacher would record herself reading passages and directions for assignments for her upper grade students to access. Throughout our school, teachers, parents, and students set up private Zoom meetings to assist those students that were having difficulty with specific assignments. Teachers were also modifying assignments to help with the needs of their students.

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

When the pandemic hit and the campus closed, most of the upper grade teachers and students were familiar with Google Classroom (docs, forms, and slides). We immediately purchased Screencastify which allowed teachers to record lessons and post these lessons on the website and/or Google Classroom. Some of our teachers also joined the virtual CUE conference to educate themselves with the technology available to provide distance learning for students. We had our tech-savvy teachers work with those teachers that were struggling. As a staff, we decided to have paper packets for students in grades K-2nd. Grades 3rd-8th were provided online resources unless parents could not access the technology needed. The teachers used the technology provided with their curriculum. They also used a combination of NoRedInk, EdPuzzle, Zoom, Kahoot, Peardeck, Edpuzzle, YouTube, Quizlet, Padlet, Flipgrid, Remind, and Mystery Science.

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

Our classified employees assisted the Lassen High School employees on a daily basis to pack lunches to be distributed throughout the county.

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

The executive order made it possible for families and schools to partner on supervision. It was determined in conjunction with the local health department, that licensed child care providers would be sufficient for essential workers in Lassen County. Collaboration across the county with the Local Planning Council and/or Resource and Referral helped families of essential workers find child care.