

COVID-19 Operations Written Report for Santiago Charter School

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.

In response to COVID-19, Santiago transitioned from traditional in-person school and instruction to remote learning on March 13th, 2020. The following are changes in the program offerings in response to this closure:

- **HOT SPOTS:** For two years, Santiago has been a one-to-one chromebook school with integrated technology and online portfolios so ensuring accessibility to technology was not a need at Santiago. Although students have devices and teachers have digital classrooms, Santiago provided Hot Spots for students who did not have internet access at their homes to ensure connectivity was possible for all students.
- **NUTRITION SERVICES:** Students were rerouted to a neighboring campus for pick-up of breakfast(s) and lunch(es).
- **INSTRUCTION:** Instruction moved to synchronous and asynchronous sessions weekly through Blackboard Collaborate and Google Meet platforms.
- **MENTAL HEALTH SUPPORT:** Students are provided weekly virtual advisory meetings with mental health surveys to ensure students and families are supported during this time. In addition, all students took a Heads Up Check Up Survey and are provided mental health support through our local mental health partnerships. Our counselor and psychologist hold daily office hours for students who are in need of counseling and mental health support.

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

We continue to offer online courses and advisory sessions for all students. For our students of special populations, we have meetings with advisory teachers to ensure the needs of the students are met and in addition, we have additional virtual tutoring sessions for students who need specific academic support. We have resources, for example food, hygiene products, etc., for students and families who need support.

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

Since moving to remote learning on March 13th, our students participate in various high-quality distance learning opportunities such as:

- **SYNCHRONOUS Learning Session:** On a weekly basis, each class, holds a 60 minute synchronous instructional learning time where the students and teacher log in at the same time and experience a more traditional learning experience. During this session, students are asked questions and participate in a live online class with their peers.
- **ASYNCHRONOUS Learning:** Each teacher maintains regular instruction and a traditional calendar of expectations through their online platform. Teachers either maintain this platform through Google Classroom or through PowerSchool.
- **Virtual OFFICE HOURS:** Each teacher holds two one-hour sessions a week for digital office hours. During this time, students can log into the office hour session and get any questions they have answered about the course expectations or work for the given week.
- **Digital Student Portfolio:** Students at Santiago Charter continue to contribute to their Digital Portfolio pieces of work that shows growth in each class. These portfolios are shared at the end of a student's 8th grade year with teachers and families.

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

In coordination with our authorizing school district, Orange Unified School District, Santiago students have the opportunity to pick up free breakfast and free lunch at a neighboring campus everyday school in in session. These campuses are set up in accordance to CDC Social Distancing Guidelines to ensure a healthy distribution of meals to families.

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

Students, during this remote period, are at home during regular school hours and thus are supervised by family members. During this time, the students are actively in online instructional sessions and a part of our counseling office hours, if support is needed.