

COVID-19 Operations Written Report

Local Educational Agency (LEA) Name	Contact Name and Title	Email and Phone	Date of Adoption
Alma Fuerte Public School	Adriani Leon, Operations Manager	adriani.leon@almafuerteps.org , 626-204-5265	June 23, 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.

We have created a daily schedule for students that provides live daily academic, social-emotional and fun activities.

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

Families receive outreach from teachers, associate teachers, and administrators. Correspondence is sent out in English and in Spanish through email, Facebook and ClassDojo. Students who do not attend class are followed up with and escalated to different staff members depending on the family situation/need. Daily individual check-ins are performed to identify understanding and needs on the part of the student and the family.

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

We worked to improve our website to help parents find the information that they needed, we distributed chromebooks, and provided best practices for families to employ at home. We also distributed resources (whiteboards, markers, erasers and other materials) to aid the families while at home. Support websites, links and online apps are continually distributed. Each class has been divided into small leveled groups of about 5 students. Each group meets with the teacher for an hour of direct instruction. Any students that struggle to understand the lesson are then invited to a study hall where they receive further direct attention from the teacher. Our Teacher's Assistants support our teachers by taking note of attendance, student engagement/ understanding and will break into "Break out rooms," for further support as required. They have also been an immense asset in handling the technological part of distance learning, helping parents get set up, troubleshoot, as well as muting/un-muting students to help manage participation.

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

School meals were provided during the first week of closure, however very few families participated. We have provided families information on local food pickup locations and delivery services.

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

Families have been provided with resources for childcare via our school newsletter and social media.

California Department of Education
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