



COVID-19 Operations Written Report for Orland Joint Unified School District

Local Educational Agency (LEA) Name	Contact Name and Title	Email and Phone	Date of Adoption
Orland Joint Unified School District	Dwayne Newman Superintendent	dnewman@orlandusd.net (530)865-1200	

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 consultation with the Glenn County Health Department, and the Glenn County Office of Education, OUSD took the following steps:
- 1) Communicated with the Orland community on a frequent basis as the situation unfolded. Every effort was made to ensure that communications included both English and Spanish versions.
 - 2) Held an Emergency Board meeting to obtain authorization for closing the schools and switching to distance learning.
 - 3) Closed the schools to in-person instruction and began the process of identifying essential workers.
 - 4) Made arrangements for Nutrition Services to continue providing meals.
 - 5) Worked with staff and GCOE to provide training to teachers on effective distance instruction and assessment.
 - 6) Under guidance from the state, set protocols for grading, awarding credit, and graduation.
 - 7) Teachers called every student in the district to check on them and determine whether they had the ability to access online instruction.
 - 8) Created and mailed thousands of work packets for students who do not have internet access at home.
 - 9) Distributed almost 700 Chromebooks for students who have internet access, but needed computers.
 - 10) Continued with business operations; including necessary public work projects, maintenance and instructional support activities.
 - 11) Continued professional development for staff, and began planning for the reopening of schools.
 - 12) Continued to process payroll for employees.

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

Multiple announcements have gone out to all parents through our parent portal system to provide updates during the COVID 19 closure.

In addition to the above:

As a district, we have called every parent (including low income, Foster-youth and EL) to ensure that they have what they need and to offer support. Those parents who needed something were reached out back to by the appropriate contact and we have done what we can to help them. Teachers and parents have set up systems to keep the lines of communication open so we are continuing to support them as needed.

Site EL Coordinators have been and still are preparing designated ELD lessons via packets and on-line and pushing out through google classroom. The coordinators have also supported the general education teachers on how to support their EL students during distance learning. Teachers have taken the opportunity to participate in many of the free PD sessions provided by California Together and BE GLAD and are gaining knowledge on how to better meet their EL students' needs around distance learning. We are currently calling all of our "Newcomer" parents again to ensure that they know about the lunch program and other resources they may need since they are not as well established in the community. Donated backpacks with a variety of supplies were distributed to homeless and foster youth.

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

All teachers have access to training and support on: 1) Delivery of quality distance learning instruction. 2) The guidelines and rules for equitable grading practices during the closure. 3) OUSD's Education Tech Coach and the Tech Department have taken a leading role in helping teachers utilize software to organize and host synchronous distance instruction. 4) Additional resources available to supplement and support learning in an online environment. 5) Online collaboration using a PLC model.

Parents and students are supported with: 1) Information about what they should expect in a distance learning environment. 2) Model schedules to use while students are learning at home. 3) Numerous resources, outside OUSD adopted curriculum, for use at home. 4) Phone calls from each student's teachers to check progress, discuss needs, and encourage participation. 5) Instructional videos developed by OUSD staff on how to access and use the various programs and web sites.

Currently, high quality distance learning opportunities continue via: 1) Synchronous and asynchronous direct standards-based instruction. 2) Packet work based on the independent study model for those students lacking internet access. 3) Additional support from learning coaches and educational specialists for students who are identified as needing additional support services. 4) Offers of support from Counselors, School Social Workers, and School Psychologist to support the social and emotional needs of students and families.

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

OUSD's Nutrition Services Department has worked tirelessly through the entire crisis. They are serving two meals per day, five days a week, to, on average, one thousand Orland youth.

During preparation, the staff wear personal protective equipment (PPE), and maintain social distancing as much as possible. During meal distribution, social distancing between staff and community members is strictly observed. Staff, still wearing PPE, set bags containing meals on curb-side tables. After the staff member moves away, the families drive up, exit the car to retrieve the bags, re-enter their vehicle and drive away with their meals. Families who arrive on foot stand on a line and wait for the staff to set their meals on a low wall. After the staff member walks away, the family advances and picks up their meals. The sidewalk is marked to indicate appropriate social distance to maintain.

To further limit exposure, meals are distributed three days each week. Monday and Tuesday's meal bags contain a breakfast and lunch. Wednesday's bag contains three breakfasts and three lunches; the additional meals intended to be stored and eaten on Thursday and Friday.

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

After considering the options, and analyzing capacity, OUSD determined it was not possible to provide student supervision and maintain social distancing requirements during ordinary school hours.