



Date: April 20, 2020
To: Board of Directors
Submitted By: Kirsten Carr
Subject: Response to COVID-19

Background

As with all of our California counterparts and most schools across the country, all Navigator campuses have been facing physical closures since March 13. For the past five weeks our students, staff, and families have been navigating the waters of distance learning and working to create a structure to best address this new normal.

Actions

Navigator's response to the COVID-19 impact on schools was compartmentalized into instructional and operational activities with consistent cross-collaboration to establish the best all-around approach to this new normal.

Distance Learning

To ensure students could utilize online resources, staff conducted a Wi-Fi access survey and determined 90 families needed to be provided with internet assistance and/or hot spots. Starting March 23rd, students began the first phase of distance learning which predominantly focused on printed packets and supplying all students with a device loaded with educational programs. The activities were designed to be completed on a schedule convenient for parents.

Navionline.org was launched on March 30th with structured educational activities for grade spans. These lessons included Humanities and STEM screencasts, blended learning programs, PE videos, and enrichment opportunities. Students could access and complete the programs on their own time frame with instructional staff available to assist with questions and concerns. This Phase I of distance learning was utilized while the Navigator Academic Leadership Team worked to create Phase II which was launched on April 20th (please see the Distance Learning Board report for more details)

The Student Services Team has worked closely with the site leadership teams in their efforts to meet the needs of students with special needs. Paraprofessionals are meeting with their students via Zoom and telephone calls. (Please see the Distance Learning update for more information)

Navigator will be conducting a series of parent surveys to guide distance learning protocol with the initial survey sent on 4/16. The survey is still open with current findings listed below:

1. How supported do you feel by your child's school?
 - a. Very supported/supported: 83%
2. Please choose your level of satisfaction - The communication I receive from Navigator Schools is relevant and easy to understand.

- a. Very satisfied/satisfied - 88%
- 3. Please choose your level of satisfaction - I have received consistent messaging about Navigator Schools' response to COVID-19.
 - a. Very satisfied/satisfied - 92%
- 4. Since we started distance learning there have been:
 - a. Just the right amount of schoolwork assignments - 66%
 - b. Too many assignments - 14%
- 5. Since we started distance learning my child's teachers:
 - a. Provided enough instructions to complete the assignments - 76%

Meal Services

Providing meals for our students during this time has been of utmost importance to the food services team and students have not gone without meals at all since schools closed physical campuses. Families can pick up breakfast and lunch for all children in their household on Mondays for the week. The amount of meal counts has been increasing weekly with the current week seeing 250 families pick up meals from GPS and 215 from WPS. HPS is serviced by the Hollister School District so we do not have those numbers.

Family Support Services

Families are facing numerous challenges as unemployment numbers rise and their needs are much broader than just educational support. Communication logs are set up by site to capture the conversations instructional staff is having with families and highlight if the family is experiencing a need beyond educational support. Community Engagement staff has a caseload of 50-60 families they are supporting through unemployment application assistance, food bank referrals, and housing connections. Site counselors are also in constant communication with the students on their caseloads to provide support and assistance.

Impact on Staff

On the morning of Friday, March 13th staff came to work thinking it was a normal day of educating Navigator's 1254 students. No one knew when they left that day they wouldn't be teaching their children in their classrooms for the remainder of this school year. This change has impacted them in ways we are still discovering and the Support Office team is continuing to explore opportunities to meet their needs while they educate our students.

As per federal law, staff was informed about the leave opportunities available to them if they were either diagnosed with the COVID-19 virus, caring for someone who had been diagnosed, or unable to perform their duties as needed because of other COVID-19 related complications. No Navi staff member took leave and instead we had two staff members return from maternity leave early to provide support to students and staff.

The expectations of staff vary by position with coaches and site leaders working together to ensure organizational needs are being met and staff is not being overtasked for an extended period of time. Human Resources staff contacted all yard duty staff to discuss redeployment opportunities to assist with food services, engagement, and/or instructional needs. These types of redeployment will continue to help with IT needs and other hot spots that arise.

In addition to constant email updates, staff have participated in weekly all-staff Zoom meetings where the leadership team has incorporated network updates with games and a little bit of the joy factor. Staff was also surveyed to gauge their stress level as well as the areas of need during this new phase of educating.

Staff Survey Results

Please rank your level of stress after 2 weeks of conducting distance learning activities:

High stress 10%

Stressed but managing 47%

Tense but got this 39%

Cool as a cucumber 3%

Concerns included:

- Balancing workload for students with level of support they receive at home
- How to balance teaching students while also homeschooling children
- Concerns for students who may fall behind
- Amount of Zoom meetings

Preparing for Impact

We all know the effects of the long term shelter-in-place orders are going to have both fiscal and educational impacts on our organization. Through daily Directors and Chiefs meetings the team has been preparing for a variety of scenarios.

- *Enrollment and Recruitment* - Navigator held a virtual lottery on April 11th for all three school sites. After the lottery was conducted, each site has a waitlist:
 - GPS - 404
 - HPS - 220
 - WPS - 88Office staff and the engagement team will maintain consistent contact with the new families to keep them engaged and invested.
- *Summer learning* - the summer school team is preparing for both an extended distance learning session as well as the possibility of a social distancing format. The team is planning for more students than are usually enrolled in summer school.
- *Fiscal impact and planning* - The true fiscal impact is relatively unknown at this point but Navigator leadership is creating several scenarios which could absorb financial losses in the worst-case scenarios. Possible solutions include hiring and salary freezes, increased class size, and staff reassignments. Each possible action has significant consequences for sites which will be discussed at the board level. Navigator has been incredibly fortunate to receive financial assistance during this time from the Charter School Growth Fund and the Hastings Foundation. Staff is pursuing additional funding opportunities to assist with COVID-19 related needs.

Navigator staff is continuing to stay involved with its authorizers at all sites and will modify any planned activity as new information is received by the state.