

COVID-19 Operations Written Report for TEACH Preparatory Mildred S. Cunningham & Edith H. Morris Elementary School

Local Educational Agency (LEA) Name	Contact Name and Title	Email and Phone	Date of Adoption
TEACH Preparatory Mildred S. Cunningham & Edith H. Morris Elementary School	Sharon Rhee Principal	srhee@teachps.org 323-872-0708	June 17, 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.

Since the school closure due to COVID 19, TEACH Preparatory Elementary School has implemented the following steps: 1. We notified parents of school closing doors for not meeting in person via Parent Square as well as through paper notification. 2. Teachers created standards based 2 week packets to be picked up between Monday- Thursday from 9am-12pm. We had a sign in table with workbook packets and a box with classroom labels to return finished works. Families were informed via Parent Square as well as through phone calls reminding them when packets were ready for pick up and for them to hand in assignments as students finished. 2. Chromebooks were passed out to all the 2nd grade students as well as for our Resource students who needed Chromebook to make sure their services were met by our providers. Our providers contacted our parents to schedule set times to have their services met.

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

Students who needed access to technology was provided with a Chromebook if families did not have technology at home. For our English Learners student work was explained individually by teacher, accommodations were made if needed, and ELA Coordinator attended zoom meetings with teachers and held separate lessons on zooms on scheduled times to meet student needs.

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

1. Standards based packets were created by teachers and provided for parents to pick up at school every two weeks from Monday-Thursdays. Packets were accommodated and modified for those students who needed extra support and extra work at higher grade level were provided for students who were advanced to work on on top of their given classwork. 2. Students in 2nd grade were provided with Chromebook and any resource students who needed a Chromebook for their services were also given one. Whole class as well as small group meetings were provided by classroom teachers to go over lessons as well as checking in with students each week. Teachers in each

grade had set dates and times and these were provided to all families via Parent Square. 3. Workbooks were sent home as well so students could work on assignments given and teachers would log into zoom to go over lessons as whole class, small groups, or individually to meet all student needs. 4. Teachers also created Youtube Channels so students can always check lesson taught in case they missed a Zoom Meeting. 5. Directions and QRL Codes were provided to all students to access Clever so they can work on online programs for ELA and Math at home as well. 6. Our office communication was open for parents to ask any questions or concerns from 9am-12pm Monday-Thursday each week.

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

TEACH provided Grab-and-Go food service for our 3 schools centralized at its 10045 S. Western Ave. site starting March 18, 2020, including during TEACH's spring break through June 12, 2020. TEACH offered 750 meals a day for our community and it has been very successful through different forms of communication (ParentSquare, Facebook/Instagram, phone blasts, etc.).

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

TEACH Public Schools contacted the Department of Social Services EL Segundo Regional Office for guidance on the Emergency Childcare Waiver Option 1 & 2. Option 1 involves using school sites as pop up child care programs. Option 2 allows for LEA's to partner with local resources and referral agencies to connect families with care, and provide families with a list of programs that remain open. Ultimately, TEACH was unable to get sufficient guidance and support to develop on site pop up childcare. The Department of Social Services did provide weblinks for connecting families with childcare. We posted these weblinks on the TEACH website and provided directions to TEACH families on how to access.

<https://www.ccrcca.org/parents/finding-child-care>