

COVID-19 Operations Written Report - Final

| Local Educational Agency (LEA) Name | Contact Name and Title | Email and Phone | Date of Adoption |
|-------------------------------------|-------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------|------------------|
| Larchmont Charter School | Esmeralda Sandoval Director of Compliance and Operations | esmeralda.sandoval@larchmontcharter.org 323-380-7893 ext 302 | 6/3/2020 |

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.

Larchmont Charter School has moved to a distance learning model, TK-12, where students can expect to engage in virtual learning in multiple ways. Students and teachers begin their time together via Zoom where there are whole class discussions, presentations, collaboration and independent lesson overview. Students also spend time working on other platforms, like Seesaw, Flipgrid, Google Classroom on assignments, projects, and assessments. Teachers provide directions on these platforms for the independent work time that is age-appropriate. In the younger grades, teachers also provide small group direct instruction via Zoom on a weekly basis. Teachers also provide feedback through conferences, email, and through the platforms. Teachers hold office hours where parents and or students can attend.

The change in programmatic offerings from classroom based instruction to distance learning has impacted students and families in that we needed to ensure that everyone had access to the new learning model. Larchmont Charter has distributed Chromebooks to any student that needed one and we have supported families in finding internet for their home. Our staff is also supporting families in understanding the new learning platforms in order to support their children at home.

Larchmont Charter has also been distributing grab and go meals to our families twice a week.

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

Larchmont Charter School has been supporting our English learners, foster youth and low-income students in the following ways:

Teachers are holding small group sessions for direct instruction. Teachers are also differentiating lessons to support student access and understanding. Teachers are also planning with each other to discuss different instructional strategies to implement distance learning to support our most vulnerable students.

Our teachers and support staff have taken a case management support model by calling each family to find out if they need support with educational needs for their child, food, and other resources that we can refer them to. Additionally, we have deployed our hourly staff to provide targeted tutoring and instructional support as needed to ensure students are accessing the curriculum and progressing in mastering grade level standards.

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

Teachers and staff engaged in professional development to research different online learning platforms and alternative school models to determine scheduling and which would best suit our constructivist model. Teachers lead professional development to teach each other how to use the online platforms and provide continuous support for each other. Larchmont set aside additional planning time for teachers in grade level and department groupings to revise their scope and sequence to ensure they addressed the most important standards to ensure students remain on track in their mastery of content. Then they created lessons that would be engaging, high-level, differentiated and stay true to our model. Teachers are also reflecting and modifying the delivery of the direct instruction lessons and the self-guided assignments that students need to complete. Additionally, Larchmont surveyed parents at multiple intervals and polled their campus councils to gather important feedback on what was working well and what was challenging in the transition to distance learning and then refined the program based on that feedback. Finally, Larchmont has increased monitoring of engagement both in terms of students attending live zoom class sessions and submitting class work online to ensure that all students are engaged and learning. Larchmont held parent teacher conferences remotely and continues to provide feedback on student work so students and parents know how they're progressing in mastering grade level standards.

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

Larchmont Charter is providing Grab and Go meals with a carpool system model. Cars pull up in our driveway, parents indicate how many meals are needed, our staff places bagged meals in either the trunk or back seat of the car and then the family drives out of the driveway. Staff are wearing masks and gloves during this process.

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

Larchmont Charter School is not currently providing supervision of students but we have provided families resources with locations that are open.