



COVID-19 Operations Written Report for Mark Twain Union Elementary School District

Local Educational Agency (LEA) Name	Contact Name and Title	Email and Phone	Date of Adoption
Mark Twain Union Elementary School District	Julia Tidball Superintendent	jtidball@mtwain.k12.ca.us (209)736-1855	June 18, 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.

MTUESD students, staff and families did not have the opportunity to prepare in advance for the school closures, nor did they choose to adopt the distance learning model of instruction. Despite these facts, the District rapidly responded to the unanticipated school closures by shifting to a distance learning model for all students. General education and Special Education teachers and service providers worked with paraeducators to ensure that MTUESD students continued to receive a standards-based education despite the significant challenges that the school closures presented. The District provided access to distance learning materials both online and in a hard copy format to address the needs of all students. Technology devices and internet service to MTUESD students was also made available. Weekly drive-through periods at each school allowed hard packets, Chromebooks and meals to be distributed to families while maintaining social distancing practices. Staff received training on effective techniques and platforms for distance learning during the school closures. Although staff worked diligently, the District acknowledges that the forced distance learning model due to the COVID-19 school closures made it more difficult for staff to provide the depth of instruction and interpersonal connection to students that would have been possible if on campus learning could have been continued.

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

Due to the rural location and high percentage of low-income students in the District, not all families had access to technology devices or the internet at home. The District worked with the Calaveras County Office of Education to provide internet hotspots at each of the school's campuses. In addition, the District shared information with all families opportunities to access free internet during the remainder of the school year through commercial providers and local private companies. Each student who needed a device, including English learners, foster youth and those with low-income, was assigned a Chromebook by the District in order to access online distance learning without a fee. All written and dialer communication to families was provided in both English and Spanish. The District collaborated with the Calaveras County Foster Youth Coordinator, in addition to Child Protection Services to monitor and address the needs of students.

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

Within a week of the school closures, on March 19, 2020 the District began providing grade level distance learning and Special Education services on Thursday, March 19 by providing online learning or paper learning packets. As teachers were able to collaborate and plan distance learning shifted to classroom specific State standard based assignments on March 31. All lessons assigned were graded and recorded by teachers on a weekly basis. Teachers provided a minimum of one-hour instruction daily via video or online conferencing daily, in addition to individual contact with students weekly. Teachers utilized a variety of platforms such as Google Classroom, YouTube, Zoom Conferencing and Class Dojo to support student learning and facilitate communication between home and school. Lesson plans were posted weekly on the District Google website in addition to being available via hard copy.

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

The District provided daily breakfast and lunch on a daily basis (Monday-Friday) to students under the Seamless Summer Waiver program between March 23 and April 17, 2020 excluding Spring Break (April 6-13) via a daily "drive-through" at both of the District's schools. Commencing April 21, 2020 and ending on June 2, 2020 the District provided weekly meals of breakfast and lunch distributed during a Tuesday "drive-through" at both of the District's campuses. All meals provided were prepared by District staff following safe and sanitary procedures and met meal requirements. Meal distribution by staff members wearing masks and gloves occurred during the designated drive through period with no direct physical contact with families. The availability of school meals for students was advertised through flyers, dialers and District websites.

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

The District is unable to provide for supervision of students during ordinary school hours due to the directive of the Calaveras Public Health Officer to close Copperopolis Elementary School on March 11, 2020 and the remainder of Calaveras County Schools, including Mark Twain Elementary, on March 15, 2020. This closure of all school campuses in the District and in the county remained in effect to the end of the instructional school year and as a result, no supervision of students on school campuses has been permitted.