**COVID-19 Operations Written Report for Santa Maria-Bonita School District**

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<tr>
<th>Local Educational Agency (LEA) Name</th>
<th>Contact Name and Title</th>
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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 Santa Barbara (SB) County Office of Education, other county school districts, and the public health department, the Santa Maria-Bonita School District (SMBSD) made the difficult decision to close its twenty schools and transition to distance learning beginning March 16, 2020. With proactive decisions prior to the closure, SMBSD was able to implement a plan that immediately served thousands of students and their families. The changes and considerations made were influenced by federal, state, and local guidance keeping in mind the many barriers to distance learning facing our highest need students and families. With school closures having a significant impact, our focus was on developing a plan with an equity lens in mind. Our immediate response included: adapting to delivering high-quality instruction via a distance learning model, providing meals in non-congregate settings, arranging for supervision of students during ordinary school hours, ensuring stability for staff, all while meeting the educational, health and safety, as well as the social and emotional needs of our students, educators and families.

In order to alleviate the most pressing challenges, the first two days of school closures were used as transition days. SMBSD set up a meal distribution system, student technology and supplies distribution center, and established a COVID-19 multilingual call center. Students and families were provided access to information, take-home technology devices and other resources. Other structures put into place included: procedures for ongoing communication, a distance learning platform, a schedule for ongoing distribution efforts, a remote support center for students and families in need of social/emotional support, and guidance for families needing additional resources within the community.

As we continue to respond to unique circumstances and plan for the 2020-21 school year, SMBSD is preparing to facilitate all possible options related to the form that teaching and learning will need to take in order to meet the public health requirements. A variety of models being considered include: Distance Learning, Blended Learning and Traditional Classroom-Based Setting. As we continue to plan, we are committed to providing a culture of learning with high expectations through effective instructional practices for all of our students.
Provide a description of how the LEA is meeting the needs of its English learners, foster youth and low-income students.

SMBSD serves 92% unduplicated students. To address the significant impact on English learners, foster youth and low-income student groups, appropriate modifications were made to support daily practices and identified plans to support students with disabilities along with the establishment of a districtwide learning platform for all grade levels and instructional areas.

In order to ensure equity of access to learning opportunities, SMBSD immediately distributed Chromebooks to ensure that all students were able to remain connected to learning opportunities. Families were provided support to access free and discounted Internet services or district Internet hotspots and a trilingual call center for technical support was established.

SMBSD conducts all instruction, professional learning, monitoring and intervention of English Learners (ELs) in virtual/digital formats. The core ELA curriculum with lessons for integrated ELD as well as designated ELD lessons continues to be provided. Teachers differentiate designated ELD lessons based on the student's instructional level. EL Instructional Coaches co-teach lessons and push into virtual classrooms to provide additional support. Language acquisition apps are provided to reinforce English language practice. Office hours are provided for students to gain access to extra support, as needed. Bilingual Instructional Assistants provide an additional layer of support for ELs by assisting teachers with contacting parents and supporting instruction.

SMBSD continues to provide a variety of health/well-being support services and links to community-based organizations. Wellness check home visits have been conducted for all students not responding to emails, calls, or text messages. Family Outreach Advocates help connect families with resources and attend appointments with some families. Outreach Mentors and School Based Counselors meet with students remotely, to ensure students are receiving the support they need in both their academic and their social-emotional areas. Community Liaisons support built-in networks for locating homeless families and children in order to account for every child within our district, provide support and access to information in multiple languages, manage caseloads for students living in motels, check in with students/families to provide support and resources, and assist with the district Call Center. They also support newly identified families that may have become homeless during school campus closure to process necessary affidavits and provide community resources. Truancy Mentors and Foster Youth Liaisons check in with students on their caseload, to provide necessary resources and to ensure that they are accessing curriculum online.

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

Upon school closure, the SMBSD shifted from a traditional learning model, to Distance Learning (DL). The transition included:

- Development of a DL plan to include a website designed to place all District-adopted digital learning content in a central location
- Distribution of learning resources to students, including prekindergarten and in some specialized programs
- Coordination with online vendors to extend learning resources
- Creation of various training videos to support teachers in setting up virtual learning environments
- Ongoing work to define safe, effective platforms for live instruction to include Zoom and Google Meet

Once the initial structures were in place, the focus transitioned to adding other learning opportunities. Schools developed schedules and routines to allow for consistency in delivery of instruction, administrative teams designed systems for tracking student involvement, and Band
and Physical Education teachers layered learning opportunities on top of Core offerings. Additionally, the staff worked to develop systems for ensuring the needs of students with disabilities were being met. Special education teachers paired up with general education classroom teachers to provide resource support to students, and special educators of students in Special Day Classrooms coordinated with parents and various service providers to ensure individualized learning activities were in place.

The Teaching and Learning Department also organized a variety of professional learning opportunities and resources for both staff and parents. These include:

- Tools for Engaging With Students Resource Guide
- Student and Parent Resource Guide
- Professional learning in collaboration with Google and EdTech
- Professional learning to support the core science adoptions, along with how to best use these programs in a distance learning model

Due to the multiple pathways for students to access learning, we were able to increase the number of students staying connected. Weekly student usage rates average 74%, and peaked at 94%. DL efforts have culminated in an increase of over 2,870% in the usage of video conferencing, which is further evidence of student engagement in DL.

In preparation for the summer months, SMBSD designed a multitude of DL programs for at-risk students entering grades 1-3, Migrant students, and Long Term English Learners. All students (except for 8th grade) were able to keep Chromebooks and will continue to have access to Clever in order to provide opportunities for students to learn, explore and communicate. SMBSD created a Guide for Summer DL Opportunities and students are encouraged to take advantage of these learning opportunities in order to prepare for the 2020-21 school year. The IT Hotline will also continue to provide students and families support in English, Spanish, and Mixteco.

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

The SMBSD Food Service Department in collaboration with administrators, and the YMCA ASES support staff currently provide approximately ten to twelve thousand grab-and-go student meals per day at eight schools geographically dispersed throughout the district. Although we began serving meals to the community at all SMBSD schools using a drive-thru methodology, on March 23, 2020, the district reduced the number to eight sites based on geographically dispersed locations throughout the district.

Meals are provided Monday - Friday, both breakfast and lunch, for children between the ages of 0 to 18. The first week we served approximately 19,706 breakfasts and 41,653 lunches to children in our community. The second week the number served doubled and the number continued to steadily increase. When a calendared school holiday means that staff are not available to create or distribute meals, students are given double the amount of food the distribution day before to ensure they receive enough nutritious food during the holiday.

SMBSD staff and the YMCA ASES staff are required to follow current county health and safety guidelines to include self-monitoring their health status daily before coming to work. Using our central kitchen to package meals has made it possible to adhere to social distancing requirements. Safety protocols at meal distribution sites include: staff wearing face coverings, remaining six feet apart, and wearing gloves. Having meals pre-bagged allows for staff members to distribute meals using a drive-thru method and sliding the bags on a tray into the car window for hands-free transfer. Walking families pick up meals from a designated distribution table.
SMBSD in collaboration with the Santa Barbara County Food Bank will continue to serve meals throughout the summer. We will monitor the number of meals being served and may decrease the number of feeding sites based on the ability of the Santa Barbara County Food Bank to address meals in the community. Starting on June 8, 2020, meals will be served at seven school sites and two community parks.

SMBSD families express appreciation for the availability of healthy meals for children and show gratitude to the staff members that serve the meals.

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

In response to Executive Order N-56-20, SMBSD in collaboration with Santa Maria Valley YMCA, has arranged for supervision of students. Childcare is being offered from 8:00 a.m. - 5:00 p.m., Monday - Friday to cover traditional school hours and more. The location of the childcare is at William Rice Elementary School. The care is provided for twenty six children of essential workers, which includes first responders, health care and county employees including public health, behavioral/mental health and sheriff/police.

Once essential agencies were chosen, a survey outlining the guidelines for Emergency Care was sent out and dispersed to those staff members to determine if child care was needed. If there was a need, registration forms and program details were sent out. Interested essential workers submitted all registration forms and questions to YMCA Child Care Director to enroll. Due to private funding through United Way of Santa Barbara County, which was augmented with Essential Childcare Funding for front line employees and the partnership between SMBSD and the YMCA, there is currently no cost for care.

During childcare, each student has his/her own dedicated space and supplies. Students are provided time to work on their regular distance learning assignments, Google Classroom lessons, arts and crafts, STEM activities, and experiential learning lessons. A pre-packaged lunch is provided for students each day. Health order guidelines are followed including: maintaining a ratio of 1:12, social distancing of 6 feet, wellness checks, use of personal protective equipment, careful monitoring of hand-washing, stable groups each week, inclusion of Distance Learning, and sanitizing and disinfecting of the room each evening after children and staff leave.

After the school year ends, ASES funding will be used through June 30, 2020. Following June 30, 2020, the program will be adjusted accordingly to future needs, funding, and the executive orders.