COVID-19 Operations Written Report

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<tr>
<th>Local Educational Agency (LEA)</th>
<th>Contact Name and Title</th>
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<tr>
<td>Kern Workforce 2000 Academy</td>
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<td><a href="mailto:raguilar@kernhigh.org">raguilar@kernhigh.org</a>, 661-827-3216</td>
<td>June 29, 2020</td>
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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.

Kern Workforce 2000 Academy (Workforce Academy) instructional program offerings converted to a distance learning model on March 18, 2020 in response to the school closures to address the COVID-19 emergency. This model consisted of both on-line instruction, on-line assignment distribution and assignment completion as well as printed (hard copy) learning packets. Major impacts to students and families included a lack of continuity with in-progress student behavior or academic interventions, complex financial struggles that required students to work in order to provide basic needs, the need to supervise younger siblings so that parents could work, and the lack of consistent Wi-Fi/internet access.

While the district office and school sites are closed, bilingual personnel are available during modified business hours to assist students and families. Administrators, support staff, teachers, and counselors are available via email or phone messages. KHSD also provides technical support to students, families, and staff weekdays via a designated email and phone number (1-833-827-2855).

KHSD intervention staff continue to provide support services to students remotely. Staff continue to engage with students on a weekly basis by phone and/or email, and virtual groups. Social workers provide direct mental health services, case management, crisis services, basic needs support, and linkage to community agencies. Intervention and support teams continue to meet virtually on a weekly basis to problem-solve and discuss best practices. All special education services and instruction are provided remotely, including mental health counseling and speech. Due to the legal requirements of formal assessments for triennial IEPs; many will need to be completed after school is in session and observations can be completed. Annual IEPs continue to be conducted remotely as much as possible.

As KHSD modified and refined program offerings and supports during school closures, KHSD communicated changes to students and families through various means including district all-calls, the district website, and local English and Spanish media.

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

Following the lead of our charter authorizer, the Kern High School District, Chromebooks were distributed to all Workforce students who needed computer devices in order to complete schoolwork. Wi-Fi access was also made available at all KHSD campuses, which include all Workforce campuses. Bilingual staff conducted outreach phone calls to parents and students in their home language. Messages and communications continued to be delivered to parents in both English and Spanish. Follow-up phone calls were made with students and parents regarding...
grades, timelines, and instructional supports that were available. Bilingual Parent Center Liaisons conducted outreach phone calls to update parents of English Learner students on grading policies, graduation, food services and instructional resources.

During school closures, KHSD created bus routes to act as Wi-Fi hotspots; however, KHSD stopped offering this as an option due to extremely low student usage and the development of a county-wide effort to provide parking lot accessible Wi-Fi at all elementary, middle and high school locations. Wi-Fi continues to be available from every school parking lot. KHSD counselors and social workers, in collaboration with the KHSD Foster/Homeless Coordinator, are doing check-ins with homeless and foster youth.

To ensure equitable grading for all students, pass/no pass grading was instituted during school closure to help mitigate the social and emotional stressors that Workforce students may have experienced due to fears created by COVID-19, and any other adverse effects that it may have on them and their families. It also helped to mitigate the shortened preparation time teachers and students experienced in adapting to the abrupt change to distance learning. Through distance learning, students were provided opportunities for remediation and improvement if they had a failing grade at the time of the school closure.

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

Teachers engaged in the use of familiar instructional learning platforms (Google classrooms) and focus was placed on the essential standards in each subject area. Teachers provided various points of contact from weekly “office hours” using Google Meet, online virtual tutoring, and flexible due dates for assignments. Teachers utilized student-familiar online learning platforms that provided extension activities and practice (academic intervention).

Kern High School District (KHSD) teachers on special assignment (TOSA) from Instructional Services and Student Behavior & Supports collaborated to create online academic and social-emotional learning (SEL) resources for Workforce staff to utilize in distance learning instruction. Additionally, KHSD and Kern County Superintendent of Schools (KCSOS) provided staff trainings on available academic and SEL online resources and technology tools to promote student learning and engagement.

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

Since the beginning of the school closure, all Kern High School District students, which include Workforce Academy students, could receive both a lunch and breakfast meal from any Kern High School District school site. In order to minimize exposure to staff, KHSD coordinated with local K-8 districts to take a regional approach and ensure each area of town had a meal distribution site to serve children ages 2 to 18. KHSD now serves meals at 12 of the 18 comprehensive high schools and one continuation school Monday through Thursday with children receiving additional meals on Thursday for Friday. Meals are placed in bags in the site kitchen and pushed on carts to the curb where they are distributed at a drive-thru pick-up. Students with an IEP that includes curb-to-curb transportation services received curbside meal service in which meals were delivered to their home for the student and any child aged 2-18 in the household, if requested. Meal service continued throughout spring break. KHSD will continue to provide meal service to children ages 2-18 during the summer (June 1-July 9) at 15 of the 18 comprehensive high schools and one continuation school Monday through Thursday with children receiving additional meals on Thursday for Friday; however, curbside meal service concluded on May 28. As meal service was modified and refined during school closures, KHSD communicated changes to students and families through various means including district all-calls, the district website, and local English and Spanish media.

Provide a description of the steps that have been taken by the LEA to arrange for supervision of students during ordinary school hours.
In communicating with parents and families through Parent Center Liaisons at each school site, supervision of high school students was not determined to be an area of need for families. Families in need of childcare for younger children were referred to the Community Connection for Childcare website, which includes relevant COVID-19 information and resources, and/or the statewide hotline (1-800-KIDS-793).

California Department of Education
June 2020
COVID-19 Operations Written Report

Local Educational Agency (LEA) Name | Contact Name and Title | Email and Phone | Date of Adoption
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Kern High School District | Brenda Lewis, Ed.D. Associate Superintendent, Instruction | bleigh@kernhigh.org (661) 827-3129 | June 29, 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.

Prior to school closure, Kern High School District (KHSD) began preparing students, families, and staff for distance learning. Distance learning began on March 18, 2020 with printed learning packets and Google Classroom. KHSD distributed Chromebooks to students and provided Wi-Fi at school parking lots. While Google Classroom was the primary method of instruction, sites continued to provide printed learning packets for students who needed them. Beginning June 1, 2020, KHSD transitioned to the Canvas learning management system to provide distance learning for summer school. All teachers were offered professional development to enhance their skills in distance learning programs.

KHSD staff continue to provide support services to students remotely. Intervention and support staff engage with students weekly, provide distance support plans, and virtual group check-ins. Social workers provide mental health services, groups, case management, crisis services, basic needs, and linkage to community agencies. Intervention and support teams meet virtually to problem solve and discuss best practices. All special education services and instruction are provided remotely, including mental health counseling and speech. Due to the legal requirements of formal assessments for triennial IEPs, many will need to be completed after school is in session and observations can be completed. Annual IEPs continue to be conducted remotely as much as possible.

While the district office and school sites are closed, bilingual personnel are available during modified business hours to assist students and families. Administrators, support staff, teachers, and counselors are available via email or phone messages. KHSD also provides technical support to students, families, and staff weekdays via a designated email and phone number (1-833-827-2855).

As program offerings and supports were refined, KHSD communicated changes to students and families through various means including district all-calls, the district website, and local English and Spanish media.
Provide a description of how the LEA is meeting the needs of its English learners, foster youth and low-income students.

District staff contacted students and families by phone and email to assess their need for intervention and support resources. KHSD distributed Chromebooks to students who needed them. KHSD created 23 bus routes to act as Wi-Fi hotspots, but this was stopped due to low usage and the development of a county-wide effort to provide parking lot accessible Wi-Fi at all elementary, middle, and high school locations. Counselors and social workers coordinated with the Foster/Homeless staff and conducted check-ins with foster/homeless youth. Parent and Family Centers provided parent education opportunities and supports, assisted with district communications, and provided referrals to community resources as listed on the district’s website.

To ensure equitable grading during school closure, KHSD instituted pass/no pass grading to help mitigate social and emotional stressors to students, and the shortened preparation time teachers and students experienced in adapting to the abrupt change to distance learning. Students were provided opportunities for remediation and improvement if they had a failing grade at the time of the school closure. Each school site implemented a plan to contact students in danger of failing and provided additional resources. Programs continued to provide students services remotely, including foster/homeless youth counselors, EL coordinators, and ELD teachers. KHSD is currently providing summer school remotely through Canvas for students who need remediation. Additionally, the district is participating in the Early College Enrollment program for students to concurrently take courses at Bakersfield College for acceleration and/or remediation.

For all students with a passing grade, the district focused on essential learnings and enrichment opportunities. In response to stakeholder concerns regarding the potential impact of pass/no pass grading on the GPAs of students enrolled in AP and honors courses, KHSD devised a plan that allowed students enrolled in these courses to receive the GPA bump when passing the course.

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

When distance learning initially began on March 18, 2020, sites provided students with printed learning packets and teachers provided items online via Google Classroom. KHSD teachers on special assignment (TOSA) collaborated to create online academic and social-emotional learning (SEL) resources for KHSD staff to utilize in distance learning instruction. Additionally, KHSD and Kern County Superintendent of Schools (KCSOS) provided staff trainings on available academic and SEL online resources, and technology tools to promote student learning and engagement. To address student technology needs, KHSD worked with sites to distribute over 12,000 Chromebooks to students. KHSD created bus routes to act as Wi-Fi hotspots in neighborhoods; however, the district stopped offering this as an option due to extremely low student usage and the expansion of school site Wi-Fi availability at all Kern County school sites. This county-wide effort to develop a common Wi-Fi logon for all school districts allowed any student to access the Internet from the local elementary, middle, or high school location in their neighborhood. Wi-Fi continues to be available from every school parking lot. Additionally, the special education staff created a Distance Learning Plan to document parent input on how to address goals of students with disabilities; a Prior Written Notice (PWN) was used to document non-response to attempts to contact and provide special education services to remain in compliance with IDEA. KHSD continues to evaluate and monitor online services with stakeholder feedback and recommendations to provide students with high-quality distance learning opportunities.
Provide a description of the steps that have been taken by the LEA to provide school meals while maintaining social distancing practices.

KHSD began serving meals on the first day of school closures and initially provided meal distribution at all comprehensive high schools and one continuation school Monday through Friday. The continuation school was chosen because it is the only KHSD school in an unincorporated community southeast of Bakersfield. In order to minimize exposure to staff, KHSD coordinated with local K-8 districts to take a regional approach and ensure each area of town had a meal distribution site to serve children ages 2 to 18. KHSD now serves meals at 12 of the 18 comprehensive high schools and one continuation school Monday through Thursday with children receiving additional meals on Thursday for Friday. Meals are placed in bags in the site kitchen and pushed on carts to the curb where they are distributed at a drive-thru pick-up. Students with an IEP that includes curb-to-curb transportation services received curbside meal service in which meals were delivered to their home for the student and any child aged 2-18 in the household, if requested. Meal service continued throughout spring break. KHSD provides meal service to 9,000-10,000 children, including 1,700 children in the curbside meal service program, and distributes 18,000-20,000 meals (breakfast and lunch) daily. KHSD will continue to provide meal service to children ages 2-18 during the summer (June 1-July 9) at 15 of the 18 comprehensive high schools and one continuation school Monday through Thursday with children receiving additional meals on Thursday for Friday; however, curbside meal service concluded on May 28. As meal service was modified and refined during school closures, KHSD communicated changes to students and families through various means including district all-calls, the district website, and local English and Spanish media.

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

In communicating with parents and families through Parent Center Liaisons at each school site, supervision of high school students was not determined to be an area of need for families. Families in need of childcare for younger children were referred to the Community Connection for Childcare website, which includes relevant COVID-19 information and resources, and/or the statewide hotline (1-800-KIDS-793).

California Department of Education
May 2020