

# COVID-19 Operations Written Report for Magnolia Science Academy-4

Local Educational Agency (LEA) Name	Contact Name and Title	Email and Phone	Date of Adoption
Magnolia Science Academy-4	Musa Avsar Principal	mavsar@magnoliapublicschools.org 310-473-2464	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.

On March 13, 2020, MPS Board of Directors passed the Resolution #20200313-01 concerning measures to address the organizational and educational impacts of the covid-19 virus. Also, on March 13, MPS leadership decided to shut down operations in all school sites. Due to the closures, MPS home office together with school teams developed and rolled out our emergency distance learning plans to be implemented in all schools starting March 16, 2020. Since then, MPS in collaboration with all stakeholders updating plans and implementing the Distance Learning programs continuously.

Distance learning in MPS includes both virtual and non-virtual means of providing education. All teachers are providing high quality distance learning using the proposed curricula and strategies during the closure by developing a plan to cover the content and standards necessary to complete the planned course syllabus per CDE and agency guidance.

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

English learners continue to receive both designated and integrated ELD, as outlined in our EL Master Plan and Distance Learning Guides and Protocols. All core class teachers provide integrated ELD, while students receive designated ELD in their ELA classes, and EL level 1 and 2 students receive an additional Designated ELD course. These courses continue to be offered virtually. Additionally, all EL students have access to their teachers, as well as the school site EL Coordinator and EL Paraprofessionals, via tutoring and/or office hours, email, Google Classroom, and virtual live class sessions. Teachers have been provided with ongoing professional development to support meeting the needs of ELs during Distance Learning, including but not limited to: English Learner Support Strategies, Designated ELD, and Addressing the Needs of LTELs.

Our Homeless/ Foster Youth Liaison stays in communication with the MPS Director of Students regarding access to resources and information that will benefit our most in need families. These liaison's and mentors have been checking in with specific families weekly. We also received additional training and support from Jennifer Kottke at LACOE regarding resources and outreach for our families experiencing

homelessness. During this training we also reviewed our outreach efforts to families struggling with basic needs and connecting them to free community resources. We are very aware that our low-income families are in need of support with basic needs, we surveyed our families regarding what they may need and how we can help, based on the responses provided our school leaders addressed requests. Our Principal designee oversees the attendance/ participation engagement system to follow up with any students who are not as active with biweekly check in. All teachers and support staff who are in contact with families and students via distance learning platforms are also aware of remote crisis intervention as needed. The MPS Executive Office Manager quickly mobilized response for providing food to families through our providers and there are currently centralized pick up locations for food distribution that our families can access. We have been fortunate to leverage partnerships with organizations such as One Family Los Angeles to nominate more than 100 families to receive additional financial help. We are sharing various resources and opportunities for families and keeping them updated via our school outreach platform Parent Square, school websites, phone calls and newsletters.

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

MPS has created a comprehensive distance learning plan to support high-quality learning. Distance Learning Guides and Protocols have been developed and clear expectations for all staff have been communicated to ensure various levels of support for students. Staff has been provided with ongoing professional development to support distance learning. Our distance learning platform was created to inform students and families of learning goals and is updated weekly. Both asynchronous and synchronous learning opportunities are provided to students in order to meet individual needs. Every teacher has created a Google Classroom to post assignments, resources and provide feedback to students. For students that do not currently have access to online resources, physical resources and assignments are provided. Instruction is conducted in a variety of manners. Students have the option to attend virtual live sessions with their teachers. These sessions are also recorded for students who are not able to attend the live sessions. Teachers conduct virtual office hours weekly to further support students and provide opportunities for them to get additional support. Teachers also post videos and resources, post discussion questions, and use various online programs to provide learning opportunities. Students have been assigned a mentor that checks-in with them on a regular basis and provides additional support as needed. In addition, teachers and staff reach out to both students in various manners, such as phone calls, video meetings, emails, and through the use of our parent messaging system. To support technology needs, our school has distributed Chromebooks and hot spots to students.

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

Our school continues to provide nutritious meals to all students who need them during the temporary closure of schools. To ensure students and families have access to daily meals, our school has immediately shared a list of centralized school meal pick up locations that our families can access. [MSA-6/First Lutheran Church 3751 Hughes Ave. Los Angeles, 90034. We refer our families to this location.] Families have access to nutritious “grab and go” meals at these locations on a daily basis while minimizing potential exposure to Covid-19. Meal servers are trained and aware of meal service guidelines. Servers have access to hand-washing stations and signs for safety directions are posted at the locations. Our Grab & Go sites are staffed weekdays from 8:00 a.m. to 12 p.m. To limit interactions each child can take home two nutritious meals.

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

Our school is implementing a distance learning education program. Our staff do daily check-ins with students, update engagement reports daily, and provide office hours. Adequate and necessary supervision has been provided during the meal pick up process while observing social distancing protocols. All special education and related services have been provided remotely. We recently sent a parent communication to inform families about child care offerings in our community. We work closely with LAUSD, LACOE and the city of Los Angeles to share the resources available to our community. We have also conducted a survey with our parents and the need for child care was not evident. We will continue to refer families in need of care to the childcare facilities in our community.