



COVID-19 Operations Written Report for Jamestown School District

Local Educational Agency (LEA) Name	Contact Name and Title	Email and Phone	Date of Adoption
Jamestown School District	Contessa Pelfrey Superintendent	cpelfrey@jespanthers.org 209-984-4058	June 17, 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.

In response to school closure Jamestown School District made the transition to distance learning on March 16, 2020. The district developed a Distance Learning Plan to communicate the policies and practices in order to support staff in moving to a distance learning model. A technology needs assessment was conducted of our staff and families to determine the need for home devices, and the availability and reliability of Wi-Fi access. A district issued device was given to all families who were in need and who requested a device. Instruction was delivered by classroom teachers through both online platforms and paper-pencil packets. Each classroom teacher developed a regular system for parent communication and support, and the District created a distance learning hotline for parent concerns and questions. Special Education services also transitioned to a distance learning and service model. Each special education teacher developed an individual distance learning plan for each student, IEPs were held virtually through teleconference, and services were delivered through both online platforms and paper packets. Each student and family were contacted, and if no contact could be made, a home visit was scheduled to check in and see what type of help or support the family needed. The largest impact of school closure was how to address the obstacles and barriers of our highest need students and families, as well as the challenges of at home learning and supervision that must be provided by families. Mental health support services are a priority, and we immediately began identifying and connecting at risk students with the school counselor for one-on-one services via telephone, as well as serving those students already on his caseload. The district also contracted with a Board-Certified Behavior Therapist (BCBA) who developed and shared with students, parents, and staff numerous behavioral resources and strategies. Frequent district communication was delivered to staff and families through autodialer messages and emails.

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

Jamestown School District continued to provide services to our English learner population through both integrated ELD by classroom teachers, and with designated support by staff. English Language Learner newsletters were provided to families in order to assist them in understanding the educational changes to distance learning. Professional development webinars were pushed out to teachers on considerations and strategies for supporting ELs in distance learning. Classroom teachers were in regular contact with all families and paid careful attention to foster and homeless students. If contact was not made or there were transportation challenges for homeless or low-income families that prevented them from coming to school to pick up necessary items such as food, technology, and paper-pencil packets were addressed by home visits by staff to distribute those items. Those families that could not afford internet service were assisted by staff in applying for special promotional opportunities with internet service providers.

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

Jamestown School District classroom teachers provided distance learning opportunities to all of their students through a variety of technology platforms as well as through paper-pencil packets. District teachers in the county along with Tuolumne Superintendent of School Office created an Extended Learning Opportunities website that developed high quality learning opportunities with short-term and long terms objectives and a large repository of educational resources (both academic standards-based and those to support social emotional learning) for educators, students and their families. Differentiated lessons were also made available. Teachers made individual contact with each of their students regularly through emails, phone calls, or communication platforms such as Remind and Class Dojo. Teachers provided high quality enrichment lessons through virtual platforms such as Google Hangout, Zoom, Google Classroom which allowed for students to meet in larger class groups and allowed for individualized instruction and feedback. Music and art lessons were provided to students, as well as Reading Intervention support for Title I students. Professional development opportunities were provided to teachers and support staff to enhance and expand knowledge in distance learning instruction and technology. In order to allow for parent preference and to provide equity and access to all students, grade level specific targeted instruction packets were provided weekly through the drive-through process on meal distribution days, or mailed if requested.

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

Jamestown School District has a 76% Free and Reduced population and implemented a grab and go drive through meal distribution service at our Jamestown School campus. Both breakfast and lunch meals were distributed between the hours of 11 AM-1 PM, three days a week (M/T/TH), with two days' worth of meals on T/TH for any school age child. On average the district served 150 meals a day. Cafeteria staff prepared state approved meals in advance, bagged them holding perishable items in a refrigerated area, and wearing PPE, distributed meals to families while they remained in their vehicles. In addition, the district has a Family Resource Center which provided larger meal boxes for families in need by appointment. If families were unable to drive to school for pick-up, meals were delivered to their homes.

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

During the school school closure period beginning March 16, 2020, the Tuolumne County Superintendent of Schools and LEAs in partnership with Infant Child Enrichment Services (ICES) provided referrals to childcare facilities and caregivers. There is access to any and all families that needed supervision of students during the school hours with preference given to children of essential workers. The information about the availability of ICES services was distributed through social media campaigns, radio ads, and by direct mailing. The availability of childcare spots have remained consistent and there has been no need to operate any pop-up childcare facilities.