



## COVID-19 Operations Written Report for Sage Oak Charter School - Keppel

| Local Educational Agency (LEA) Name | Contact Name and Title                 | Email and Phone                              | Date of Adoption |
|-------------------------------------|--|--|------------------|
| Sage Oak Charter School - Keppel    | Krista Woodgrift<br>Executive Director | 888-435-4445<br>kwoodgrift@sageoak.education | 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.

Changes that occurred during this time of “social distancing,” included the supplemental in-person learning opportunities, special education services, Living History Day, and student council/ambassador meetings being moved to a virtual platform. In consultation with parents and teachers, we planned a smooth transition that was minimally disruptive to student learning and services as we shifted to a virtual platform.

Sage Oak also added a new enrichment learning platform that was available to enrolled students and the general public. The enrichment learning platform included classes that support all core subjects and additional enrichment electives.

In line with safety guidelines, supplemental learning opportunity classes were held in a variety of formats such as live Zoom classes and pre-recorded classes. Students and parents had an opportunity to give suggestions on types of supplemental classes they felt would be interesting and engaging. The Sage Oak staff assisted with creating more than 93 unique virtual enrichment classes. Communication of the classes were posted on the school website, social media accounts, and emailed out to families and the community to enroll. The response was significant with over 2,520 students enrolling.

Based on the survey results of 735 respondents, 90% felt that the additional learning resources offered by Sage Oak during this time had a positive impact on their student's educational plan.

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

Our foster youth and low-income students had curriculum and learning materials in place for independent study prior to the school closure. To maintain their teacher-student relationship, teachers provide students support in the continuation of their educational plan and communicate the virtual learning resources available to them.

Sage Oak special education students continue to be provided the services and attention needed to be successful academically and emotionally through virtual means. We continue to hold and complete all IEP meetings, including our transition IEPs for students moving from 8th to 9th grade. Our special education team meets via Zoom to ensure students are receiving the services in their IEPs which includes access to specialized academic instruction, speech and language services, occupational therapy services, counseling services, and some additional specialized services. Students have been able to continue to work with their specialists which has helped to maintain consistency of care with all special education services and therapy and a low level of disruption and a high level of continuity.

Additionally, the school purchased, with board approval, three licenses through Presence Learning to allow our school psychologists to complete online formal assessments with our students.

Based on our enrollment and needs of our at-promise students, we are continuing our dedication to providing high-quality instruction, an emphasis on monitoring and evaluating progress of our student groups, timely application of Multi-Tiered System of Supports (MTSS); and, an increase in our support for professional development.

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

Our teachers are highly-qualified and receive on-going training to support the distance learning instruction of our students. Teachers support students in their required courses and provide support through weekly feedback, and one-on-one support.

Sage Oak provides the technology and hotspots to all students, including our homeless students, for connectivity, as needed. Students have access to the digital devices and the internet service they need to complete required schoolwork. Technical support is available virtually, and computer replacement, if needed, is arranged at an agreed upon location with COVID-19 safety precautions in place.

To maintain regular communication with students and families, email, texts, and/or Zoom are used for regular check-ins for support with lessons, coursework, and, more importantly; they are used as an opportunity to connect emotionally with students and families, to do wellness checks and to communicate connections to community resources as needed. Leadership does wellness check-ins with teachers and staff through email surveys and during regular meetings, as well. During this time of “Safer-at-Home” guidelines, attention to the social emotional well being of our student groups and staff is heightened.

The school's counseling coordinator attended a variety of training provided by the California Association of School Counselors (CASC) and other reputable counseling organizations about supporting students during the pandemic. She has applied these skills by sending out resources to our families through the school newsletter. Additionally, the counselor sent a survey to all families to determine the need for individual and group counseling sessions for students and families.

State Consumer Education Child Care:  
1-800-KIDS-793  
<https://rrnetwork.org/>

WeeCare Referral Agency:  
(323) 421-7479  
(323) 285-3718  
<https://covid19.ca.gov/childcare/>

California Child Care Resource & Referral Network ((800)543-7793), website: <https://rrnetwork.org/family-services/find-child-care>.