

# COVID-19 Operations Written Report

Local Educational Agency (LEA) Name	Contact Name and Title	Email and Phone	Date of Adoption
Westlake Charter School	John Eick, Executive Director	916-567-5760; admin@westlakecharter.com	June 11 <sup>th</sup> , 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.

The COVID-19 pandemic has certainly affected the school, staff, students and our community. In broad strokes, within a matter of days Westlake Charter School developed a Distance Learning platform that was [recognized](#) by the California Department of Education. Students were able to access this platform for asynchronous academic and social-emotional supports on March 23, 2020. Since that time Westlake has expanded its outreach, communication and support to students to include the use of Google Voice for all teaching staff, as well as the use of Google Meet to conduct small group sessions. While these are challenging times, our staff and families have risen to support our students and their needs.

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

The WCS Student Support Services team has staff who have made personal contact with families of students who identify as English learner, foster youth and low-income. Additional supports include the use of an interpreter service, and connecting families in need with food supports, counseling resources, trauma response and internet connection providers. Our Psychologist and Counseling staff are being connected to families who might need some additional support. Our entire teaching team is committed to connecting with our students through an equity lens to assist with the social-emotional development of each student during these difficult times.

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

Through a unique platform developed utilizing Universal Design for Learning and an Equity lens, WCS teachers used both synchronous and asynchronous delivery to personalize learning for students and families. In addition to the platform developed by staff which was recognized by the CDE, and the learning that is occurring through that framework, our staff also distributed over 300 chromebooks and WiFi Hotspots to families in need. Additionally, WCS expanded its technical support team and offered real-time technical support to families through voice, email and chat channels. In addition, WCS helped connect families to network connectivity services for more reliable internet access.

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

Through an MOU between WCS and the Natomas Unified School District, school meals and uninterrupted distribution of nutrition has been provided to all local families – not just families of Westlake Charter School – since March 23, 2020. Our NUSD-partners have provided expanded meal service to families that include lunch, snacks and weekend meals. We appreciate the support of our local partners for continuing to serve our Natomas community.

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

In alignment with public health guidance and social-distancing requirements, the Westlake Charter School campus has remained closed since March. In order to support families in this area, we have connected families to external services for child supervision including the YMCA and Sacramento County Department of Human Assistance. In addition our Before and After School program staff have been developing standards and protocols that are now being aligned with the Sacramento county Office of Education School Year Planning Guide. . We are excited about the opportunity to bring this service back to our community.

California Department of Education  
May 2020