

COVID-19 Operations Written Report for Iftin Charter School

Local Educational Agency (LEA) Name	Contact Name and Title	Email and Phone	Date of Adoption
Iftin Charter School	Ali Hori Principal	hori@iftincharter.net (619) 265-2411	06/19/2020

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.

A Virtual Instruction Plan was developed to target all learners and be accessible to all. The Virtual Learning plan developed require teachers to provide weekly learning objectives to students and families, and provide weekly schedules for class meetings via: Restricted Zoom, google meets, seesaw or other virtual meeting sites. Teachers will also provide schedules for small group or 1:1 meetings, teacher office hours, and assignment due dates. Students will have access to online learning platforms such as: National Geographic Learning, Eureka Math, Active Classroom, Google Classroom, IXL, Acellus, Readworks.org), specific lessons in core subjects provided via: teacher created video, online learning platform, uploaded charts, with access to necessary materials for learning, short videos from teachers with instructions, objectives, and teaching points and activities that can be completed at home. Students will participate in virtual learning maximum of 12 hours of weekly.

Supplemental and support teachers will schedule time to meet with individual students daily during designated days and times to ensure all students are receiving instruction accordingly.

Iftin Charter School's grading practices during this time are as follows: Q3 grades will act as their final or Q4 grade. Online work will be graded by teachers, however grades and/or non participation will not negatively impact student final grades, however student work will be used to drive instruction. New students who were new and did not receive grades prior to school closing will be assigned grades from previous school. Attendance will be tracked by teachers for school records. Teachers will use weekly video check-in, 1:1 meetings, google classroom stream or student work as attendance for the week. Teachers will continue to reach out to students who are unresponsive via email or phone calls home and will notify administration of unresponsive students and administration will attempt to reach out to families as well.

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

English Language Development (ELD): The ELD teacher will be added to all Google Classrooms and Virtual Learning Platforms so she can view the work students are being assigned. The ELD teacher will meet with ELD students weekly in a 1:1 or small group virtual learning classroom. Virtual Instruction may include but is not limited to: Work on Rosetta Stone program providing help when needed, Word, Spelling or Vocabulary work, Reading instruction on specific skill, Literacy groups (for upper grades), Assistance on completing class assignments

Foster Youth and Low Income Students: Our parent liaison contacted each family after the closure to ensure each family had the necessary technology, including internet to be successful with our virtual learning model. Our parent liaison also delivered prepared packets to families that did not have access to the internet or could not use the technology efficiently. Our parent liaison, teachers, and administration have been in contact with our families frequently to provide assistance and ensure families feel supported. On our school website we have also provided families with the locations of where they can pick up free meals.

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

Here are a few school-level highlights that are relevant to our planning for our transition to a virtual learning model:

- + 100% of teachers have been in contact with administration, colleagues, students and families.
- + 100% of teachers report that they offered learning opportunities to their students during the three weeks of school closures.
- + 75% of teachers report that they have checked in with their students
- + About 95% of students and families have been contacted and are ready to move to virtual learning
- + A majority of teachers asked for further professional development to be able to make best use of tools such as Zoom, Google Classroom, and Google Hangout.
- + All teachers participated in “Virtual Instruction” training on March 27

Iftin Charter School has taken many steps to ensure we deliver high-quality distance learning opportunities. Teachers participated in professional development on virtual learning prior to our implementation of our Virtual Learning Plan and as part of our agreement, they have participated in at least 2 hours of PD monthly. Teachers, our parent liaison and leadership have been in constant contact with families to provide guidance and help during our virtual learning. Teachers participate in weekly staff meetings to address any new developments or concerns. Our teachers hold virtual class meetings, small group lessons, and 1:1 instruction with their students and communicate with families on a daily basis.

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

ICS provided our families with SDUSD food distribution sites as well as Feeding San Diego Distribution sites. This information is also uploaded to our school website as well as provided to families by our teachers. ICS has communicate with families frequently through teachers, messages, and morning announcements to remind families of the social distancing practices.

Iftin Charter School has allowed teachers access to our building. We followed social distancing practices by allowing teachers to pull up to their classroom to allow for distance and asked teachers to wear their mask when they entered the office area.

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

Iftin Charter school has provided families with a way to reach out if aid is needed. Parents have access to reaching out to teachers, parent liaison, or leadership through email, phone, or our school web site which has a support request form. Parents that reach out us in regards to needing supervision for their students are provided with local areas that could provide them with supervision and financial aid will be considered on case by case basis.