COVID-19 Operations Written Report

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<tr>
<th>Local Educational Agency (LEA) Name</th>
<th>Contact Name and Title</th>
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<tr>
<td>CHIME Institute’s Schwarzenegger Community School</td>
<td>Erin Studer, Executive Director</td>
<td><a href="mailto:estud@chimecharter.com">estud@chimecharter.com</a> 818-346-5100</td>
<td>6/23/2020</td>
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**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.

During the current COVID-19 crisis CHIME Institute’s Schwarzenegger Community School closed its campus and transitioned to a distance learning program for the safety of our students, staff, and families on March 16th. This closure extended through the school year and will continue through our ESY session this summer.

Our distance learning program was predicated on several principles that are described below. The core principals were communicated to families at the outset of establishing our distance learning program.

1) Families, including CHIME staff’s families, are experiencing this pandemic in a variety of ways, many of them challenging. Therefore, our program must be flexible enough to allow children to interact in engaging and meaningful ways with the curriculum, their teachers, and their peers, yet with enough asynchronous opportunities to allow families to meet the demands of their own current situation.

2) Screen time while necessary during this time of distance learning, should not be so excessive as to be detrimental. Children should spend time daily engaged in their schoolwork while not logged in live to a Zoom session.

3) Children with special needs will be supported through digital co-teaching as well as through direct outreach to them and their families as appropriate in order to help them access the school’s distance learning program.

4) Our distance learning program will necessarily evolve and develop as we progress through the weeks of distance learning. We will offer additional live teaching opportunities and create new ways to engage our learners as the program moves forward and as the sophistication of our student users increases in the new digital environments.
Given this, families were provided each week for their child a weekly schedule of materials to be covered, links to those materials to be accessed digitally, video material related to the content, and a schedule of “Go Live”-Zoom opportunities that will include live teaching, community circles, social activities and office hours. Families who did not have access to technology and internet access were provided laptops and received online connectivity assistance from the school. We distributed approximately 130 Chromebooks during this process. We also continued to provide meals for families who requested meal service throughout breakfast and lunch program. In addition we collaborated with our authorizer LAUSD to inform our families about the Grab and Go meal centers operated by LAUSD that were located throughout Los Angeles.

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

In compliance with the Governor’s order, CHIME maintained the full classroom staffing who were employed on March 13th prior to closure throughout the duration of the school year that ended on June 4th. We utilized the full compliment of instructional staff (general education teachers, special education teachers, paraprofessional staff, and DIS service providers) to ensure that the needs of English Learners, foster youth, and low-income students were met. We provided small group virtual learning sessions, social emotional learning times, individualized instruction, and outreach to families to ensure that all of our students could access the distance learning program and have an opportunity to engage meaningfully. By providing a high number of learning and contact hour times throughout the week in live sessions (in most cases in excess of 8 hours of live instruction weekly in addition to extra small group learning opportunities and family outreach) CHIME was able to achieve a student engagement rate of over 95% of students meaningfully participating in the school’s distance learning program.

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

CHIME utilized Google Classroom for its distance learning platform combined with live teaching sessions on Zoom. All students were provided Google Classroom accounts (if they did not have them prior to closure) and students and parents were provided a tutorial on using the software. The live Zoom teaching sessions included direct classroom instruction, social emotional learning opportunities, special education instruction, DIS service provision, and family engagement. CHIME also acquired additional software to record lessons for asynchronous learning opportunities such as Screencastify and Explain Everything. CHIME also utilized existing online learning programs that had been implemented prior to closure such as MobyMax, ReadLive, and Amira Reading to further enhance student’s access to high quality learning and instruction.

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

CHIME was able to continue its meal service to families who requested ongoing meal service beginning the first week of closure on March 16th. Prior to closure CHIME food service staff reached out to families to secure food orders for the following week and work with our vendor Revolution Foods to establish a food delivery schedule. Food staff and administration designed a “touchless” delivery system and we worked with families to put in place a weekly ordering process via email and phone. Additionally, the program was advertised on a weekly basis via the weekly Director’s Update broadcast on Facebook and the ParentSquare update notifications. Information about accessing our food service
program was also included in a Distance Learning information page that was established on our website. CHIME also collaborated with our authorizer LAUSD to inform our families about the Grab and Go meal centers operated by LAUSD that were located throughout Los Angeles.

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

Los Angeles Office of Education operated childcare centers that were available to families during time of closure. North Valley Regional Center also provided respite care for families of children with special needs. It is worth noting, Los Angeles county had one of the highest infection rates of COVID-19 in the state and in the nation during the school closure from March 16th to June 4th. In addition, the county was under a highly restrictive “Safe at Home” order by LA County Public Health Department as well as additional restrictions by the Mayor of Los Angeles. Unfortunately it was neither safe nor practical for CHIME to establish its own a childcare program during this time of school closure.

California Department of Education
May 2020