

COVID-19 Operations Written Report for Happy Valley Elementary School District

Local Educational Agency (LEA) Name	Contact Name and Title	Email and Phone	Date of Adoption
Happy Valley Elementary School District	Michelle McKinny Superintendent	mmckinny@hvesd.com 831-429-1456	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.

Due to the COVID-19 pandemic, Happy Valley School District closed campus on Friday, March 13, 2020. We quickly shifted to distance learning thanks to a countywide collaboration with all District Superintendents and the Santa Cruz County Office of Education. This early collaboration allowed the school districts to work collaboratively and accelerated the distance learning conversion. During the week of March 16-20, teachers and staff provided curriculum packets to students, to keep learning moving forward. Also during this week, teachers attended webinars and professional development regarding how to deliver online learning programs starting the week of March 23. Chrome books were deployed, passwords and online programs, such as Class Dojo, Mystery Science, Google Classroom, ZOOM, Khan Academy were accessed. These programs are free, so they were readily available. Zearn was purchased to access math curriculum and provide ongoing assessments. Freckle was used as an ELA tool, but that program was being used before the closure of campus. For 1st grade, Simply Skilled for reading, and Spelling City were purchased. In addition, the Art and Music teachers provided lessons online and feedback using Google Classroom. Our coding teacher provided online coding and fun science projects. Daily messages were delivered by the Superintendent via Class Dojo, and student Cooperation Awards were given each day via this platform as well. Over the course of time, teachers and instructional aides added services and supports to students and their families including the addition of individual, small group and whole group instruction and check in's. Special Education teachers were able to continue to provide services to students. A school mental health counselor was available when needed. Attendance was taken on a regular basis and 100% of our students were able to access the curriculum and continue to make progress during distance learning. Programs that were not able to continue to fruition were Life Lab, Library and Math Coaching. The Life Lab Coordinator created videos of the Life Lab, and the Librarian read to groups of students through ZOOM. The Math Coach was available if needed, but her services were not used. Arts Alive, an after school parent program was also discontinued. As a result of the pandemic, the parent club had to cancel one of the potentially biggest fundraisers, which was the Open House Music Festival honoring the Heroes of Happy Valley. The talent show, 6th grade play and Shakespeare on the GO was also cancelled. Online connectivity was spotty in some areas, yet all families were able to adapt to the distance learning. Third trimester report cards were modified to provide accurate feedback while honoring the "hold harmless" approach based the shared value that no student would be issued a failing grade and that all students would be promoted as planned.

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

Technology resources, including school devices and internet connectivity assurance, was provided to all low-income students. Although Happy Valley has only two English learners and no Foster youth, prioritization of Low-Income students was a key focus when reaching out to families to ensure they could participate fully in all aspects of distance learning programming. School-based services for these students, including counseling support for qualifying students and academic intervention was provided with one on one zoom meetings or office hours. Instructional staff contacted each low-income family on a regular schedule to seek feedback and determine how to best serve their needs. Many parents expressed appreciation for the 'above and beyond' outreach to ensure they were connected and accessing instruction as we pivoted to full scale distance learning. Parents were also surveyed to determine quality of home internet services.

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

Happy Valley was able to pivot very quickly into distance learning. Teachers sent out paper packets the first week, and then after that time went completely to online learning. Chromebooks and Ipads were deployed. Teachers also provided literature books and journals. Teachers sent home emails every day and weekly lessons and ZOOM meeting times. Professional development regarding the use of Google Classroom, ZOOM, Google Chat, and Class Dojo was given in the first week of school closure. A teacher who had been distance learning from China was also brought in to provide professional development regarding platforms, pace and length of lessons. This allowed the teachers to give rich, academic focus without overwhelming the parents. There was one day a week that was for low or no tech, and office hours for interventions could be accessed. Happy Valley School uses Engage NY as their math curriculum. Zearn is an online component that was purchased to allow teachers to give assessments and determine the student's progress with distance learning. Teaching Through Problem Solving or (TTP) continued to be used as a ZOOM lesson and was found to be very interactive for a online lesson. For ELA, Lucy Calkins is our adopted curriculum and lessons continued with ZOOM. Freckle, another online platform, was used for assessments. For Science, HVS has adopted FOSS and also uses Mystery Science. Mystery Science continued, and FOSS added a "no tech", at home science projects and lessons that proved to be very valuable. Coding was taught as an extra by a retired teacher who was providing that service before school closure. Staff met weekly to debrief on the week, to report any students who were having a hard time connecting or completing work, and to reflect on practices, pace and well being of their students as well as to check in with staff wellness.

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

Happy Valley School District partnered with Santa Cruz City Schools in the first week of school closure to ensure access to student meals while following social distancing. Families were notified of the times and places of meal distribution with an assurance that all meals would be free. While Happy Valley does not have a cafeteria program, we are eternally grateful to the leadership at SCCS for providing these services to our students at no cost to our district. These sort of partnerships are incredibly valuable as small school districts such as ours, do not have full programs as larger districts.

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

Information was provided to all parents regarding services through the Santa Cruz County office of Education. In addition, the office stayed open for three days a week to assist parents with any issues that came up during the shelter in place. A counselor was used when a family reported some mental health issues because of COVID 19. The office staff regularly answered questions and gave information to those needing help with any issue, including but not limited to: technology, connectivity, questions of clarity around school closure, and mental health. Uplifting messages were given each day via Class Dojo with students being honored each day for the rest of the school year.