COVID-19 Operations Written Report and Local Indicators

California Department of Education

May 19, 2020

Session Goals

- Overview of Impact of Executive Order N-56-20 on the Local Control and Accountability Plan (LCAP) process and timelines

- COVID-19 Operations Written Report

- Local Indicators

- Frequently Asked Questions and Answers

- Resources

Overview of Executive Order N-56-20 (1)

- Extends the deadlines for the 2020–21 LCAP

- Aligns the submission and approval deadlines of the 2020–21 Budget Overview for Parents with the new submission deadline for the LCAP

- Delays implementation of the three-year LCAP template adopted by the State Board of Education (SBE) at its January 2020 meeting until the 2021–22 through 2023–24 school years

Overview of Executive Order N-56-20 (2)

- Waives certain LCAP related budgetary requirements, including the following:
  - Adopting an LCAP prior to adopting the 2020–21 budget
  - Including LCAP expenditures necessary to implement actions in an LCAP in the 2020–21 budget

- **Establishes a reporting requirement** to provide an overview of changes to program offerings local educational agencies (LEAs) are making in response to the COVID-19 emergency, the major impacts on students and families, and how the LEA is meeting the needs of unduplicated students.

Overview of Executive Order N-56-20 (3)

LEAs (county offices, school districts and charter schools) are required to complete the COVID-19 Operations Written Report, which includes steps LEAs have taken to:

- Deliver high-quality distance learning opportunities;

- Provide school meals in non-congregate settings; and

- Arrange for supervision of students during ordinary school hours.

Notes: The COVID-19 Operations Written Report is NOT the same form as the Certification Form for COVID-19 Closure.

COVID-19 Operations Written Report

Process

Stakeholder Feedback

To the extent practicable, LEAs should seek stakeholder feedback to inform the development of the COVID-19 Operations Written Report consistent with the stakeholder engagement process used to develop its annual budget.

Due Date / Approval

The COVID-19 Operations Written Report must be adopted with the LEA's budget, which is due on or before July 1, 2020.

On or before July 1, 2020, an LEA's local governing board or body approves the COVID-19 Operations Written Report in conjunction with the adoption of its budget.

Submission

A school district and county office of education must submit its adopted COVID-19 Operations Written Report to the appropriate budget approving entity, in conjunction with the submission of the adopted annual budget;

- ◦ A charter school submits the adopted Operations Written Report consistent with its annual reporting requirements (California *Education Code* Section 47604.33)

Although the COVID-19 Operations Written Report must be submitted, it does not require approval by the county superintendent of schools or the Superintendent of Public Instruction.

Posting

Once adopted by the local governing board or body, the COVID-19 Operations Written Report must be prominently posted on the homepage of the LEA's website.

Questions

COVID-19 Operations Written Report

Template

COVID-19 Operations Written Report

COVID-19 Operations Written Report

Local Educational Agency (LEA) Name	Contact Name and Title	Email and Phone	Date of Adoption
[Insert LEA Name here]	[Insert Contact Name and Title here]	[Insert Email and Phone here]	[Insert Date of Adoption here]

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.

[Add text here]

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

[Add text here]

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

[Add text here]

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

[Add text here]

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

[Add text here]

California Department of Education
May 2020

COVID-19 Operations Written Report Considerations

- The audience for this document is the LEA's community.

- Provide stakeholders with a broader understanding of the changes the LEA has put into place in response to the COVID-19 emergency.

- Responses should include sufficient detail yet be sufficiently succinct.

  - Each description should not exceed 300 words.

COVID-19 Operations Written Report Prompt 1

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.

[Add text here]

COVID-19 Operations Written Report Prompt 2

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

[Add text here]

COVID-19 Operations Written Report Prompt 3

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

[Add text here]

COVID-19 Operations Written Report Prompt 4

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

[Add text here]

COVID-19 Operations Written Report Prompt 5

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

[Add text here]

Supervision of Students (1)

Taken from COVID-19 Guidance for Child Care and Student Supervision in the Event of a School Closure*

- LEAs that have physically closed **should, to the extent practicable**, continue to provide essential services for children and families in their communities **during ordinary school hours**.

- LEAs should collaborate with local partners and other entities to ensure students are supervised during school hours.

*https://www.cde.ca.gov/ls/he/hn/documents/caresupervisionguidance.docx

Supervision of Students (2)

- Develop a plan for ensuring that students are supervised during school hours.

- Consider allowing school sites for use as critical pop-up childcare programs for working families in need of care for their children.

- Partner with local resource and referral agencies to connect families in need of care. These agencies can help link families to available care facilities in the area.

Supervision of Students (3)

- Inform families that they can call the statewide consumer education hotline at 1-800-KIDS-793.

  - Or refer to the website at https://rrnetwork.org/ and https://rrnetwork.org/family-services/find-child-care.

- Provide families with a list of known local programs that remain open for services.

Supervision of Students (4)

- Collaborate with Local Planning Council and other local childcare entities to ensure continuity of services to families in need of childcare.

- Work with the Regional Community Care Licensing office, which may have a list of facilities that are open, to identify providers that can serve children at this time.

Questions (1)

Local Indicators

Executive Order N-56-20

From paragraph 9:

Education Code section 52064.5(e)(2) requiring [LEAs] to review data to be publically reported for Dashboard local indicators in conjunction with the adoption of the LCAP is waived with respect to the review and adoption that would otherwise be required by July 1, 2020.

Meaning: The deadline to review by July 1, 2020 is waived.

California *Education Code* Section 52064.5(e)(2)

"…***standards*** [emphasis added] for local indicators shall, at a minimum, ensure that the governing board of a school district, the county board of education, and the governing body of a charter school review any data to be publicly reported for local indicators in conjunction with adoption of the local control and accountability plan [LCAP]…"

State Board of Education (SBE) Local Indicator Standards (1)

Local indicators apply to all LEAs, which are defined by statute as:

- County Offices of Education
- School Districts
- Charter Schools

Note: Local indicators do not apply to non-charter schools

State Board of Education (SBE) Local Indicator Standards (2)

- Annually measure the LEA's progress in meeting the requirements of the specific Local Control Funding Formula (LCFF) priority.

- Report the results at a regularly scheduled public meeting of the local governing board/body, as applicable, as a non-consent item **in conjunction with the adoption of the LCAP**.*

- Report results to the public through the California School Dashboard (Dashboard) utilizing the SBE-adopted self-reflection tools for each local indicator.

*Local Indicator standards were revised and adopted by the SBE at its January 2020 meeting

Informing the LCAP

Standard: Annually measure the LEA's progress in meeting the requirements of the specific LCFF priority.

- The LCAP planning process encourages LEAs to consider their analysis of local data and what they learn from the self-reflection process.

Reporting Results

Standard: Report the results at a regularly scheduled public meeting of the local governing board/body, as applicable, as a non-consent item **in conjunction with the adoption of the LCAP**.

The deadline to review by July 1, 2020 is waived.

Reporting Local Indicators - Dashboard

Standard: An LEA must report its performance regarding local indicators using the self-reflection tools in the California School Dashboard.

Executive Order N-56-20 did not waive the reporting of data on the California School Dashboard.

Local Indicator Reporting Timeline in Response to EO N-56-20

Measure progress of relevant LCFF Priority

Report results in Dashboard no later than November 1, 2020

Publicly report results in conjunction with LCAP adoption by December 15, 2020

Resources (1)

California Department of Education's COVID-19 web page

https://www.cde.ca.gov/ls/he/hn/coronavirus.asp

COVID-19 Guidance for Child Care and Student Supervision in the Event of a School Closure

https://www.cde.ca.gov/ls/he/hn/documents/caresupervisionguidance.docx

COVID-19 Guidance for Expanded Learning Programs

[invalid link removed]

Resources (2)

Executive Order N-56-20

[invalid link removed]

LCAP Executive Order Frequently Asked Questions (FAQs)

[invalid link removed]

Questions (2)

Local Agency Systems Support Office
at LCFF@cde.ca.gov