

# COVID-19 Operations Written Report

| Local Educational Agency (LEA) Name  | Contact Name and Title                   | Email and Phone   | Date of Adoption |
|--------------------------------------|--|---|------------------|
| Ánimo Westside Charter Middle School | Annette Gonzalez, Chief Academic Officer | <a href="mailto:angonzalez@greendot.org">angonzalez@greendot.org</a> , (323) 565-1600 | June 26, 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.

Ánimo Westside Charter Middle School is part of Green Dot Public Schools California, a non-profit charter school network serving 11,500 students in the greater Los Angeles area. Ánimo Westside Charter Middle School has made every effort to ensure continued academic engagement for 100% of its students since closing its school building on March 13, 2020. Ánimo Westside Charter Middle School sent out a parent letter every week accompanied by automated calls and text messages instructing families to visit the school’s website for additional information. All communication was available in English and Spanish. Ánimo Westside Charter Middle School distributed computers to every student and hot spots to families in need of internet connectivity free of charge. Students receive instructional content through Google Classroom, and parents were invited to Google Guardian to receive a daily email with a summary of student assignments. Teachers provide individualized support via video-conferencing, email and telephone. To ensure students’ social and emotional needs are being met, students participate in daily Advisory lessons with their teachers and peers. To monitor academic progress, students complete daily exit slips and assessments are administered every other Friday in the form of quizzes, short answer responses or other assignment that demonstrate mastery of learning for the week. Distance learning ensures students are learning virtually and provides students with an opportunity to improve their grades. Additionally, Ánimo Westside Charter Middle School is committed to ensuring the needs of students with disabilities are met during this unprecedented time. To ensure services continue, Ánimo Westside Charter Middle School has transitioned the majority of our services to a virtual service delivery model. To do so, we have modified responsibilities for specific roles related to serving students with disabilities, retained vendors who provide services to students with disabilities and identified when supports will be provided during the school day. School counselors continue to provide individual counseling services and academic support for students in a virtual model.

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

Ánimo Westside Charter Middle School is committed to ensuring all students are prepared for college, leadership and life. Ánimo Westside Charter Middle School has an unduplicated count percentage of 83.1%. Ánimo Westside Charter Middle School created a distance learning approach that adapted the charter-wide educational program. The needs of low-income students are largely met based on the charter-wide educational model, with additional services provided for foster youth and English Learners. To eliminate barriers to learning, Ánimo Westside Charter Middle School purchased and distributed computers to every student and hot spots to families in need of internet connectivity. This ensured that all students were able to access the curriculum and engage with the school community. To support English learners, Ánimo

Westside Charter Middle School is using the Imagine Learning curriculum, which is delivers personalized learning online. Additionally, Green Dot California's Education Team has adapted resources for sheltered teachers to use online with English learners. Ánimo Westside Charter Middle School is committed to ensuring its foster youth are cared for during this time. To do so, school staff conduct regular Wellness Checks with foster youth students and collaborate with Department of Children and Family Services and the Los Angeles County Office of Education to support with immediate enrollment for homeless and foster youth and provide technology.

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

Ánimo Westside Charter Middle School developed a distance learning academic model that is as similar as possible to that of a classroom environment. To ensure students are able to access distance learning, Ánimo Westside Charter Middle School distributed computers to all students and secured internet connectivity to families in need. Distance learning instruction is implemented both synchronously and asynchronously. For synchronously instruction, instruction is delivered when teachers and students are online at the same time or able to communicate with each other in real time. During asynchronous instruction, teachers and students can be online at different times. Ánimo Westside Charter Middle School's distance learning approach prioritizes the social-emotional well-being of our students, core academic classes and maintaining student-teacher relationships. Ánimo Westside Charter Middle School is also ensuring students are continuing to develop their literacy skills through the Green Dot Reads program and to provide additional support to students below grade level through adaptive computer software for both Literacy and Math.

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

Ánimo Westside Charter Middle School has been providing pre-packaged breakfast and lunch at its school site or at a neighboring Green Dot California school since school buildings were closed on March 13, 2020. Breakfast and lunch are available between 11 a.m. - 2 p.m. Food distribution hours and locations are kept up to date on the school's website to ensure families have real-time information about Green Dot California's food distribution locations. In compliance with the Los Angeles Department of Public Health, Green Dot California adopted a Social Distancing Protocol for all of its schools, including Ánimo Westside Charter Middle School. During lunch distribution, in particular, the school implemented tools to ensure visitors and employees stand at least 6 feet apart. Additionally, all staff distributing meals must wear a face covering and gloves and self-serving is not permitted. Hand sanitizer is available at meal distribution stations and Ánimo Westside Charter Middle School cleans and disinfects frequently touched objects and surfaces.

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

Students are expected to participate in distance learning during regular school hours. Students participate in daily advisory lessons as well as two 90 minute blocks of core content instruction as well as additional enrichment and electives. While attendance is not formally reported, Ánimo Westside Charter Middle School monitors student engagement and reaches out to students who have not recently engaged in distance learning. Ánimo Westside Charter Middle School performed wellness checks with every family as well as follow-up visits with at-risk student groups, including students who are experiencing homelessness, foster youth, students with disabilities and English Learners.

Ánimo Westside Charter Middle School informs families of available childcare and student supervision resources through Green Dot California's website, which has an easily accessible COVID-19 Resource Page (<https://ca.greendot.org/covid19/>). Families can find resources for childcare, mental health and additional social services by clicking on "Social Supports." This website includes information for Los Angeles County's 211 service, which connects families to free resources, including childcare. Additionally, families can call Ánimo Westside Charter Middle School directly for information and support. Members of Ánimo Westside Charter Middle School's staff are available for in-person guidance during lunch distribution and office hours, in accordance with social distancing protocols.

California Department of Education  
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