**Return to School Committee Meeting**

**Monday, August 10, 2020 at 4:00pm**

**Attendees:** Lopez, Gibbs, Finnell, Aguayo, Worthington, Horne, Mosher, Brooke, A Arevalo, Reed, Coyne, Phillips, Hodgkin, Castillo, Wells, Huerta-Price, Gustafson, Martinez, Gillies, Zavala

We see more teachers coming back onto campus to get ready for the start of the school year.

Office staff is creating a distribution list of those needing Chromebooks as requested on the first survey. Distribution is planned for next week. A email will go out with distribution dates/times. The class lists will be available for view earlier this year to give teachers time to meet with parents via Zoom.

We’ll be working with the grade levels to help them support our families as much as possible.

Mrs. Horne asked about having a hot spot on campus in either the parking lot for parents to access in the evenings or in a multipurpose room during the day. We have access to it, but it hasn’t yet been installed. Parents would be able to access our hot spot in the parking lot to download assignments to work on at home. Once we’re sure how many and which families are in need of internet, we’ll move forward with getting something accessible for them. We currently have 18 families who will need wifi support at this time.

Have the schedules been solidified and when will parents know how much time they’ll need to be available for face-to-face time? The schedules are almost complete, but Mr. Lopez is hoping to have the block times available tomorrow. About 50% of each instructional block will be asynchronous: Instruction, work on their own, instruction, work on their own, etc. One concern will be families with multiple children who all need to access Zoom at once.

When will staff trainings begin? For classified staff it will be August 24th. Will the teachers be able to meet with their aides prior to the start of school?

CLASSIFIED:

* Instructional Aides – aides will continue to assist teachers with clerical needs as well as support with distance learning. They’ll also assist with food distribution out of the cafeteria. Rather than a daily pick-up, we’re looking into having families pick up meals twice a week for all 5 days of meals. Hopefully we’ll be able to do all food serves out of the Corfman mpr. If someone happens to test positive, this would allow services to move to the McCabe mpr while the Corfman mpr is disinfected. Will families be charged for 2 or 3 days even if they don’t want the food that is bundled?
* M&O – The McCabe campus is completed cleaned and now the crew moves over to the Corfman campus. Both campuses should be presentable in the next week.
* Office Staff – The office staff continues to move forward with registrations, Chromebook distributions, committee notes, etc. Office hours are back to public access M-F, 7:30am-4:00pm.
* Technology – Jonathan is working to get all classrooms up and ready to go with technology as well as supplemental programs and devices for students.

TEACHERS:

* Administration continues to meet with lead teachers to get input and assist with navigating all of the new programs they’ll be using with students. Teachers are very excited to start the school year and the new things they’ll use to work with students.

REVIEW THE PLANS:

* The Early Continuity Plan has really spoken to our program and help hit those things we haven’t thought about. Parents will be emailed a Google form for parents to pre-order lunches for the week possibly from 11am-12pm. The time of pick-up may make a difference with parents. The next survey will ask parents how many of them will partake in picking up lunches. Perhaps have parents pre-order for the month? When will parents pick up food for Tuesday if Monday is a holiday? Pupil engagement is another topic we’ve discussed. Live daily interaction is a must. How do we engage students and contact parents if students aren’t engaged? Learning loss is something we need to consider for intervention and supplemental services.
* We’re still in the process of cleaning campus. The Reopening Plan or Safe At School Plan goes along with the IIPP Plan and is almost ready to go. Ruiz and Associates has helped with getting us ready for the start of school. What’s happening on the physical side and what’s happening on the instructional side? The Safe At School Plan will be presented at tomorrow’s 9am school board meeting. The hybrid model is very subjective at this time. This is a live document and can be updated at any point in time. For students who are absent but do the assignments the day they are assigned, they will be given credit for attendance for that day. One option for the hybrid model is students on site 2 days a week and at home for distance learning 3 days a week – OR – students on campus minimal hours for 5 days a week. Mr. Lopez scrolled through the basics of the Safe At School Plan for the committee.

SURVEY:

* The second parent survey will go out soon, hopefully Tuesday afternoon for feedback by Friday. Mr. Lopez will send the draft of the second survey for this committee to review. As Mr. Herbert suggested, Mrs. Horne has contacted the County for specifics on the possibility of bringing students on campus through a waiver. If the guidance from the County is the possibility of having specific students/grade levels on campus, we will look into filing a waiver. If/when this happens, we would move into a hybrid model which will take about 2 weeks to switch over.
* Family Needs Assessment – Mr. Lopez shared the draft second survey with the committee for thoughts. Were we able to fit in the question about parent’s thoughts for students to be on a block rotation schedule or daily meeting schedule?
* The next survey meeting will be 8/11 at 2pm.
* A student survey will come next.

DISTANCE LEARNING/HYBIRD MODELS:

* Once in a hybrid model and students are attending 2 days a week (M/W, T/Th) would the 5th day be fore teacher prep?
* What is required for a student to be considered in attendance? We want students to participate in the instructional piece of the day. If they show up to live instruction, they are considered as asynchronous. If they do not show up in an asynchronous form but do complete daily assignments, they will be considered present for the day.

***Next Meeting: Monday, August 17, 2020 at 4:00pm***