

COVID-19 Operations Written Report

Local Educational Agency (LEA) Name	Contact Name and Title	Email and Phone	Date of Adoption
Stella Middle Charter Academy	Jane Han Principal	(213) 253-8900 jhan@brightstarschools.org	6/29/2020

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.

In response to Covid-19 the schools educational program shifted to distance learning on March 17th. The school's initial distance learning plan was written to address short term remote learning. The plan included outlined expectations of school and instructional academic support staff during Covid-19, these expectations were shared with school staff in midMarch. The plan included expectations for teachers to create Google



As noted above the school administered a needs assessment survey to better understand how our students housing and food security was being affected by Covid-19. School counselors then worked with families and students to connect them with resources as needed, including cash gift cards and grocery vouchers provided by donors. The school also consistently provided meals to all children 18 or younger in households, from the start of closure until present.

In order to ensure all students but especially our low income, english learners and foster youth continued to receive support during this crisis the leadership team set the following expectations of counseling staff. Counselors were asked that they continue to host both individual and small group circles with students in their caseload virtually. Each counselor was asked to host at least two virtual circles per week. They were also asked to make contact with at least 10 students and/or parents on their caseload per day to ensure continuous student and family engagement. Additionally, counselors were asked to share one video per week with their caseload of students. The videos were instructed to include a

