



Learning for Life Charter School

# One Year Tactical Plan 2020-2021

Final

October 29, 2020

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# Tactics

## Tactical Goals

### Manage Impacts of COVID-19 on Learning

Safeguard students and staff

Provide continuity of learning

Respond to new Social/Emotional needs

In three scenarios:

Lowest Risk/Campus Closed

More Risk/Campus Partially Opened

Highest Risk/Campus Open

### Manage Impacts of COVID-19 on the Organization

Manage enrollment growth during a pandemic

Maintain financial health during economic downturn

### Look Ahead

Continue to develop Career Technical Education pathways

Prepare for the Legislature's overhaul of NCB charters

Prepare to launch a classroom-based program

## Work Tracks

The following work track are defined to coordinate the efforts of different staff members.

### Virtual LFLCS

### On-Campus Operations

### The Classroom-Based Program

### Career Technical Education Pathways

# Implementation Status Reporting

The implementation status of this Tactical Plan will be reviewed at LFLCS Board Meetings. At each meeting of the Board, starting in October, one Work Track will be reported upon.

The following questions may be asked when needed to improve performance in an area:

1. What was supposed to happen?
2. What actually happened?
3. What did we learn from that?
4. What will we do differently moving forward?

# Appendix A: Work Track Plans

## Virtual LFLCS Work Track

### Tasks and Timelines

Provide continuity of learning			
Task Area	Task	Planned Completion	Status
Assess learning status of all students	Assess all students with students MyPath diagnostic	September 30	Completed
	Use results to help determine learning status: ahead, on track, behind		Completed
	If behind, determine if learning loss occurred. Report to ED.		In Progress
Remediate learning loss	Assign MyPath, Learning Loss, or Booster class as appropriate.	End of Q2	In Progress
	Track completion rate, final grade. Report to ED.		In Progress
	ED reports to Board		
Respond to insufficient engagement with a tiered reengagement plan	Develop Tiered Reengagement Plan	Q1	In Progress
	Implement. Track reengagement, transfers.	SY 20-21	In Progress
	ED reports to board	2x Annually	

Respond to elevated Social/Emotional needs			
Task Area	Task	Planned Completion	Status
Increase access to pupil personnel support providers	Increase staffing of counselor, psychologist/therapist	August 14	Completed
	Replace school-community liaison with a school social worker	August 14	Completed
	Inform families of availability of services	Q1	Completed
Assess wellness	Develop wellness assessment	Q1	
	Administer to all students	Q2	
	Review, respond to, report results	Q3	
Connect students to services	Revise, send out Request for Counseling appointment form	August 14	Completed
	Remind all students of availability in weekly meetings, tutoring	SY 20-21	In Progress

	sessions		
Schedule group learning experiences for students	Propose courses	August	In Progress
	Build schedule		In Progress
	Alert students/sign up for courses		In Progress
	Start sessions	September	Completed
	Engage CSUMB interns, build workshops into schedule	September	In Progress
Provide PD to staff on TIC during a pandemic	Assess needs	August	Completed
	Identify providers	Q1	In Progress
	Schedule sessions	SY 20-21	In Progress

Acquire supplemental IT, curriculum, tools to support the continuity of learning			
Task Area	Task	Planned Completion	Status
Add equipment to the site and for working at home that enhances teaching and learning at a distance	Assess needs Review available resources Develop solutions Schedule acquisition	SY 20-21	In Progress
Acquire more curriculum resources and learning tools that engage students remotely	Assess needs Review available resources Develop solutions Schedule acquisition	SY 20-21	In Progress
Leverage CSI grant to provide resources in out years	ID vendors Stagger purchases to maximize cash flow	August SY 20-21	Completed In Progress
Enhance communications	Provide staff remote phone numbers	August	Completed
	Enable mass emails		Completed
	Enable mass texting		Completed
	Enable video conferencing		Completed
	Create a paperless interface for families		Completed
	Enable more efficient remote interoffice communications		Completed
	Enhance use of the postal system	SY 20-21	In Progress

	Join MCOE's County Communications Group's Weekly Communications Check-In	September	Completed
	Expand communications to families vis blogs, messaging	SY 20-21	In Progress

Support students with unique needs			
Task Area	Task	Planned Completion	Status
Enhance supports from tutors	Increase PD for paraprofessionals	SY 20-21	In Progress
	Retrain select tutors as paraprofessionals	Q2	
Increase effectiveness of virtually-delivered services	Explore how to make video conferencing more engaging	SY 20-21	In Progress
	Explore alternatives to video conferencing		In Progress

Redesignate English Learners			
Task Area	Task	Planned Completion	Status
Assessment	Schedule ELPAC testing Fall Spring	October May	In Progress
Evaluation	Hold LRT meetings to identify candidates for redesignation Fall Spring	October May	
Action	Redesignate Fall Spring	October May	
	Update records Fall Spring	October May	

## Metrics

Metric	Baseline	Q1	Q2	Q3	Q4
Percent of students experiencing learning loss Percent of students recovered from learning loss					

Percent of students with insufficient participation in IS					
Percent of students reengaged after insufficient participation in IS					
Percent of students returned to full-time in-person instruction					
Attendance rate	85% (2019-20)				
Chronic Absenteeism	44.5% (2019-20)				
Average number of credits earned per quarter	13.2 (2019-20)				
Number of students progressing to graduation in 4, 5, and 6 years	70% (2019-20)				
Number of clients served by counselor, psychologist/therapist	n (2019-20)				
Number of clients served by the social worker	n (2019-20)				
Types of services provided/partnerships developed by social worker	list (2019-20)				
<b>Metric</b>	<b>Baseline (2019-20)</b>	<b>EOY</b>			
Graduation rate, A—g rate	91%				
Still Enrolled rate	5.6%				
Drop-out rate	3.4%				
RFEP rate (10% of ELLs)	29%				



# On Campus Operations Work Track

## Tasks and Timelines

Develop a Reopening Plan			
Task Area	Task	Planned Completion	Status
Create	Compile a COVID-19 Response Plan	June	Completed
Publish	Distribute the plan	June	Completed
Update	Update the plan as conditions, regulations change	SY 20-21	In Progress
Monitor	Monitor for/respond to/report on cases of COVID-19	SY 20-21	In Progress

Provide a safe facility			
Task Area	Task	Planned Completion	Status
Equip the facility	Physically distanced work spaces Hard surfaces Sneeze guards Active ventilation	Q1	In Progress
Develop screening tools	Staff Parent/student	August	Completed
Provide oversight	Monitor compliance with --Screening --Safe behaviors --Sanitation	August	In Progress

Organize Students' Return to Campus			
Task Area	Task	Planned Completion	Status
Staff	Survey Staff for availability	Each quarter	In Progress
High priority students	Survey Staff for student need Analyze data Invite students Provide academic services	Q1 Fall break Q2 Q2	Completed Completed In Progress
All students	Survey students Schedule appointments Provide additional services	After Monterey County enters the Moderate (orange) tier	In Progress

Provide Meals			
Task Area	Task	Planned Completion	Status
Gather	Acquire food for distribution --Food boxes --Compliant meals	SY 20-21	In Progress
Give out	Distribute meals and food boxes		In Progress
Monitor	Monitor and report usage		In Progress

Conduct Standardized Testing			
Task Area	Task	Planned Completion	Status
Understand testing requirements	Review print materials	Q2	
	Participate in training	Q2	
	Train staff	Q3	
Implement proper testing protocols	Review	Q2	
	Acquire needed supplies	Q3	
	Implement protocols &		
	Monitor participation in testing	Q4	

## Metrics

Metric	Baseline	Q1	Q2	Q3	Q4
Average number of people campus each day: --Staff --Students engaged with on-site supports	(2019-20) n n				
Cases of COVID-19 on campus Exposures to COVID-19 on campus	0 0				
Meals distributed	n (2019-20)				
Metric	Baseline (2018-19)	EOY			
SBAC Participation rates	ELA 56% Math 51%				
Percent Meeting or Exceeding Standard on SBAC	ELA 20.5% Math 2.8%				

# The Classroom-Based Program Work Track

## Tasks and Timelines

Legislative action			
Task Area	Task	Planned Completion	Status
Monitor	Monitor legislative action regarding NCB charters	September 2021	
Inform	Inform LFLCS community of important changes	Q3, Q4	
Advocate	Participate in advocacy	SY 20-21	

Prepare to offer a Classroom-Based (CB) program			
Task Area	Task	Planned Completion	Status
Professional Development	Provide professional development in CB TIC	Q1, Q2	
Facility	Create classroom space	Q3	
	Equip the classrooms		
Pilot	Schedule a pilot/build a CB master schedule	Q4	
	Staff the pilot		
	Enroll students in the pilot		
	Implement and evaluate the pilot		
Full program	Scale up to a CB program	Summer 2021	

## Metrics

Metric (Baseline year)	
No. of students interested in the CB program	
Available sites	
Possible revenues, expenses, surplus (RES) of the CB program	
Degree of impacts of new legislation on the RES of the NCB program	
Timeline for implementation—study, pilot, full program	

# Career Technical Education Pathways Work Track

## Tasks and Timelines

CTE Credentials			
Task Area	Task	Planned Completion	Status
Support staff in acquiring CTE credentials	Enroll staff in CTE credential program	Q2	
	Develop teaching opportunities	Q2—Q4	
	Provide supervision/ support	Q2—Q4	

CTE curriculum			
Task Area	Task	Planned Completion	Status
Expand CTE curriculum	Develop pathways	Q2	
	Announce their availability	Q3	
	Recruit and enroll students	Q3	

## Metrics

Metric (Baseline year)	
No. of teachers completing the CTE credentialing program	
No. of articulated CTE pathways	
No. of students enrolled in each pathway	
No. of successful student completers of CTE pathways	