LAGUNA JOINT SCHOOL DISTRICT BOARD OF TRUSTEES 2657 Chileno Valley Road, Petaluma, CA 94952

The September 1, 2020 Laguna Joint School District Board Meeting will be held at 2657 Chileno Valley Road, Petaluma and open to the public. State COVID-19 guidelines, including wearing masks, social distancing, and maximum audience attendance will be adhered to for this meeting. Public may also join the meeting via Zoom at the address below.

Join Zoom Meeting

https://us02web.zoom.us/j/85269524123?pwd=aEQ2djUvWEFJTzRSaW1xMFROVE9FUT09

SPECIAL MEETING Tuesday, September 1, 2020 6:30 p.m.

1.	Call to Order	Action
2.	Roll Call	Action
3.	Approval and Adoption of Agenda	Action

PUBLIC COMMENT

4. Public Forum - non-confidential matters only______Info This is an opportunity for the public to direct questions or comments related to school business to the Governing Board concerning matters not on the agenda.

ACTION ITEMS

5.	Interdistrict Transfer Agreements Requests for Interdistrict Transfers to Laguna Joint School District will be reporte for Governing Board action.	Action d
6.	Public Hearing on the Reorganization of the Laguna Joint School District A Public Hearing will be held to discuss the reorganization of the Laguna Joint School District.	Action
7.	Public Hearing on the Learning Continuity and Attendance Plan (LECAP) A Public Hearing will be held to discuss the Learning Continuity and Attendance (LECAP).	
8.	Reopening of School and Waiver UpdateD The Board will discuss reopening school activities and the waiver application to the Marin County Public Health Office.	viscussion
9.	Other Business	Info
10.	Adjournment	Action

The next regular Board Meeting will be held on Tuesday, September 8, 2020

Laguna Joint & Lincoln Union School Districts

PUBLIC HEARING ON PROPOSED REORGANIZATION SEPTEMBER 1, 2020



Laguna Joint School District

* 2657 Chileno Valley Road * Petaluma CA 94952

Summer, 2020

Dear Residents of the Laguna Joint School District,

After 114 years of providing quality education to generations of Chileno Valley area children, Laguna School is facing a difficult decision. For the last decade, declining enrollment has been affecting schools throughout California. That, coupled with very high special education costs, has depleted the school's financial reserves such that Laguna will be unable to continue operation after the 2020-2021 school year. Your school board has made repeated efforts to increase enrollment by attracting out-of-district students to improve our ADA (Average Daily Attendance) funding. Unfortunately, this effort has not produced results that will reverse the trend.

Lincoln School one room schoolhouse

1300 Hicks Valley Rd. Petaluma, CA 94952-9407 (707) 763-0045 phone <u>Info@lincoln-unionschool.org</u> Lincoln-unionschool.org



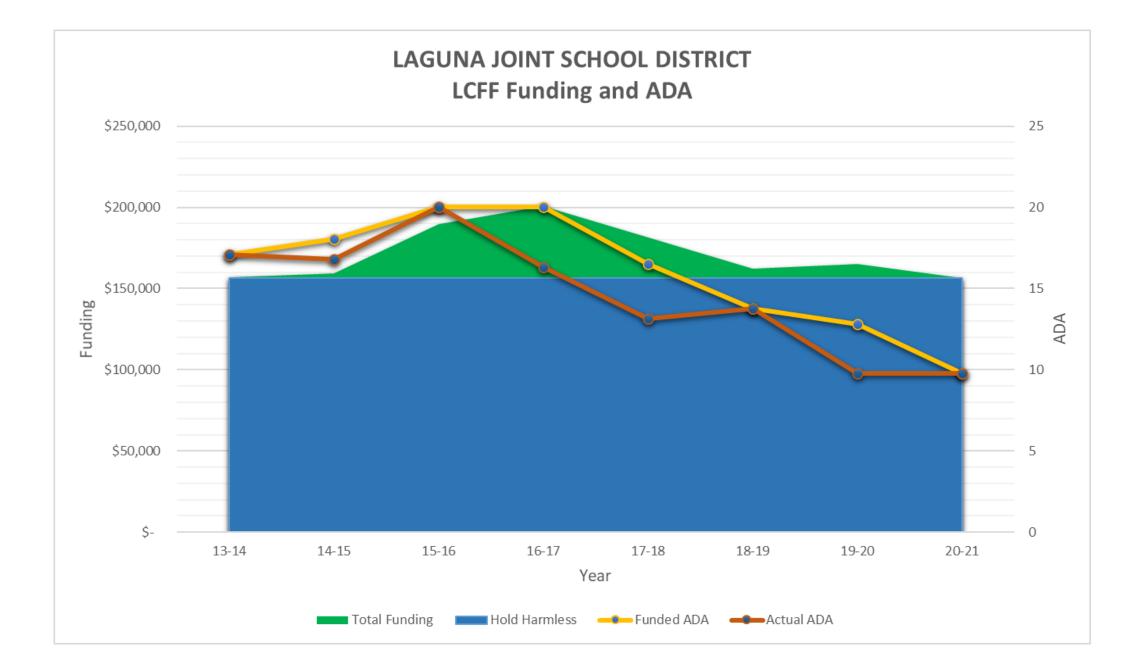
July 31, 2020

To Residents of the Lincoln Union School District,

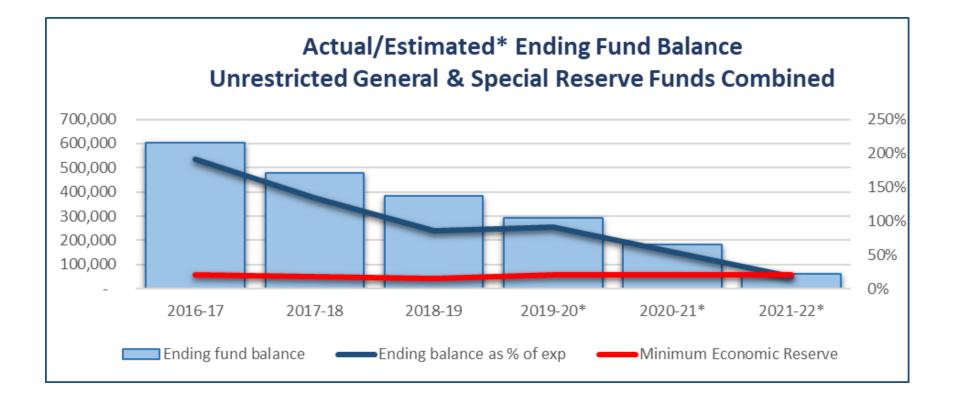
Lincoln Union School District is facing a difficult decision. For the last decade, declining enrollment has been affecting schools throughout California. Our Board and Staff have made a concerted effort over the past two years to attract additional students, with minimal success. The Board of Trustees has made repeated efforts to increase enrollment by attracting students to improve our Average Daily Attendance (ADA). This included a major upgrading of the facility and conducting a concentrated marketing effort. Unfortunately, this effort has not produced results that will reverse the trend. That, along with the State of California Office of Education's decision to not increase our revenue beyond that provided in 2012/2013 makes it impossible to continue operation after the 2020-2021 school year. Our District has been fiscally responsible over the past several years which has resulted in a more than sufficient reserve, but our student enrollment is not sufficient, by state codes, to keep the school open beyond the 2020/2021 school year.

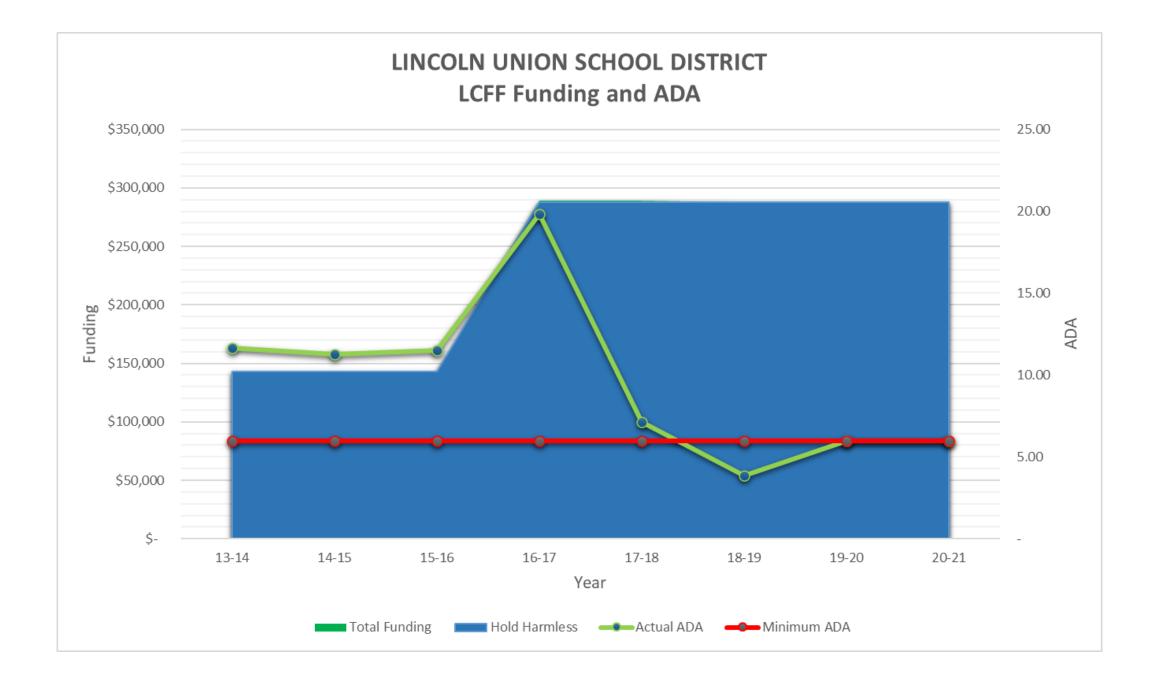
Letters to the Community

As a result, your school board is exploring the idea of a merger to create a single school district. This plan would allow both schools to remain open and continue to serve the needs of both groups of students. Our two (2) districts do not presently have any Bonding, Parcel Taxes or other forms of taxation and this merger will not affect that status.

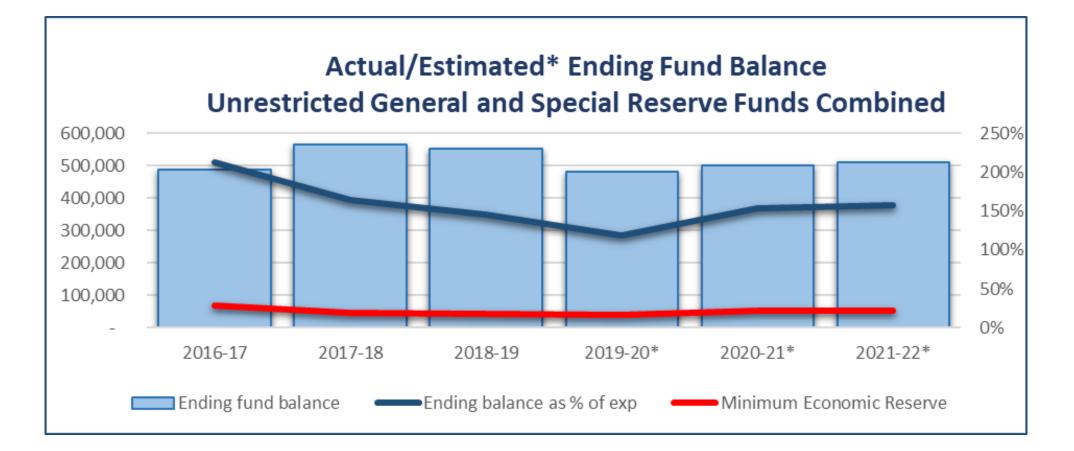


Laguna Joint School District Reserves



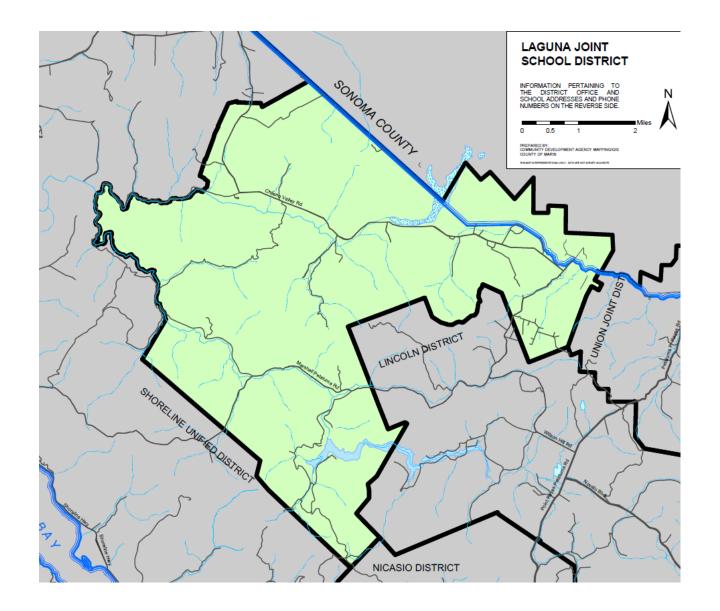


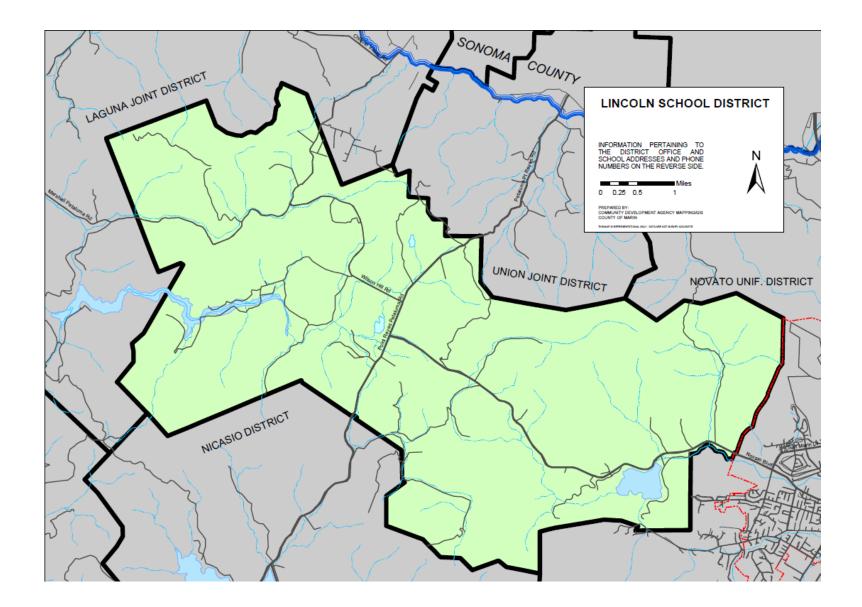
Lincoln Union School District Reserves

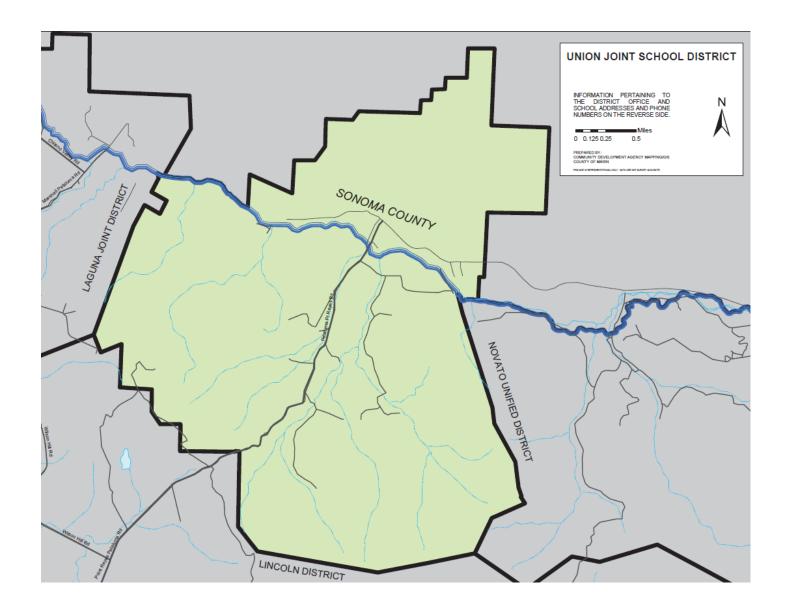


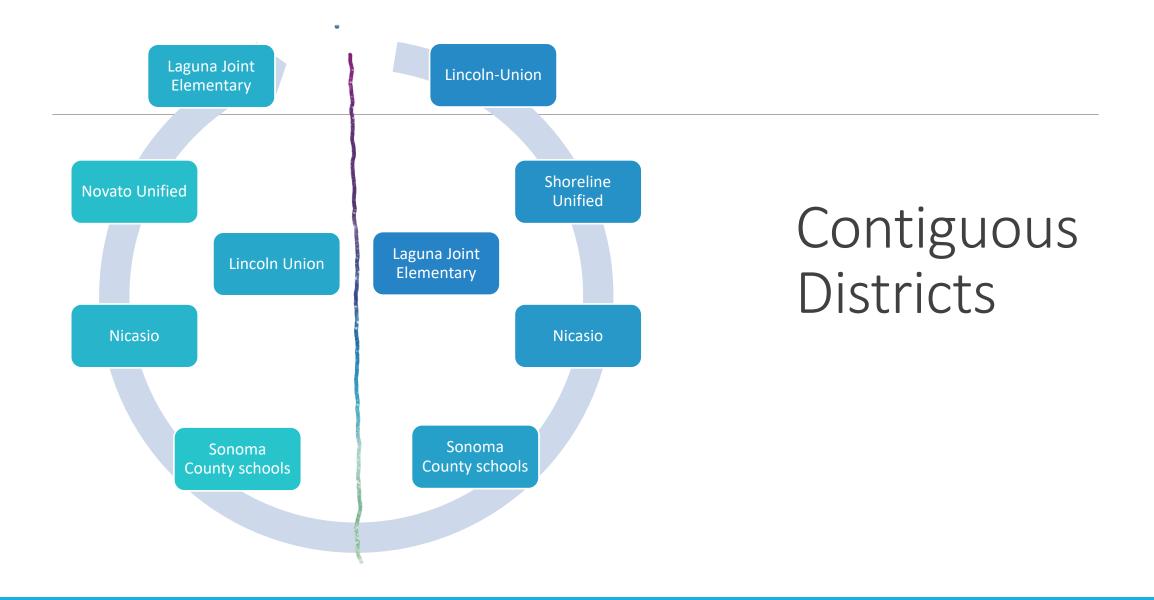
Operating two schools after reorganization

		Lincoln		Reorg	Reorganized
	Laguna	Union	Total	Changes	District
Revenue	208,231	317,295	525,526	(17,885)	507,641
Operating 2 Schools					
Teacher/Aide each site	169,447	171,174	340,621	_	340,621
Other Costs	132,416	102,203	234,619	(34,000)	200,619
Total Expenditures	301,863	273,377	575,240	(34,000)	541,240
Surplus/(Deficit)	(93,632)	43,918	(49,714)	16,115	(33 <i>,</i> 599)









District	GO Bond	Parcel Tax	
Laguna Joint	None	None	
Lincoln	None	None	
Novato Unified	\checkmark	\$	251.00
Shoreline Unified	\checkmark	\$	212.16
Nicasio	\checkmark	\$	664.80
Sonoma Co Schools	\checkmark	\checkmark	

General Obligation Bonds & Parcel Taxes

Laguna Joint / Lincoln Union Reorganization TimeLine and Benchmarks - revised 8 -26-2020						
February 11, 2020	February 11, 2020 March 17, 2020 April 9, 2020 April 21, 2020 July 14, 2020 Summer 2020					
Joint Board Meeting Discussion of Conditions at each district Action taken to appoint Dan Hess to reorganization committee by Laguna Board <u>Resources</u> Provided Fiscal Analysis of alternate operating models including Background conditions for each district and Budget & MYP Scenarios	<u>Board Meetings</u> <u>Lincoln-Union</u> Action taken to appoint Jim Grossi to the reorganization committee. 2nd Interim budget approved P2 ADA < six (6) <u>Laguna Joint</u> Action taken to approve second interim budget with quaified certification	Reorganization Committee MeetingDiscusion of various ways in which reorganization can be effected, options available and timeline for actionResources Provided 1-Reorganization flowcharts prepared for Union's reorganization. 2-Reorganization Handbook 3-Reorganization in more than one county 4-Effects of school district reorganization	Board meetings 1- Report to full boards on reorganization processes 2. Board Action to set next joint board meeting Resources Provided 1-Petition process & flowchart 2-Lapsation process 3-Timeline and benchmarks 4-Staff support	Joint Board Meeting 1-Report to full boards on State budget 2- Report to full boards on reorganization processes 3 -Board action to give re-org committee and staff direction	Board letters inviting the community to attend a public hearing on a potential reorganization prepared and mailed to all households in both Districts	

Laguna Joint / Lincoln Union Reorganization TimeLine and Benchmarks - revised 8 -26-2020							
September 2020	October 2020	JANUARY 2021		FEBRUARY 2021	MARCH 2021	MAY 2021	PROPOSED JULY 2021
Sept 1, 2020 PUBLIC HEARINGS To take public input on proposed reorganization from members of each district's community Sept 8, 2020 Board Meetings Each Board to consider approval of a Resolution of Intent to Reorganize	<u>I</u> Conduct com	Agreements f) Outstanding b) Board policies c) Staff/salary considerations d) Land, building & equipment considerations e) Joint Powers Agreements f) Outstanding liabilities g) Records		PUBLIC HEARINGS To take public input on the reorganization plan from members of each district's community	Board Meetings Each Board to consider adoption of a Reorganization Plan by resolution	CCSDO Public Hearing on proposed lapsation reorganization	Districts are reorganized into a single district operating two schools serving a minimum combined total of at least six (6) ADA in grades 1-6

Resolution of intent to reorganize

To be considered at public board meetings scheduled for

September 8, 2020

WHEREAS, the Lincoln Union School District (Lincoln Union) and the Laguna Joint School District (Laguna) are both one-room school houses that have been operating since the 19th century serving students in West Marin; and

WHEREAS, Lincoln Union and Laguna share a long history of collaboration; and

WHEREAS, Lincoln Union shares a territory boundary with Laguna; and

WHEREAS, a reorganization of Lincoln Union with Laguna would allow the two districts to pool resources and preserve the historic local option of the one-room school house; and

WHEREAS, Laguna and Lincoln Union held a joint board meeting on February 11, 2020 to discuss conditions at each district and begin consideration of a merger of the two districts; and

WHEREAS, Laguna and Lincoln Union formed a reorganization subcommittee appointing Dan Hess from Laguna and Jim Grossi from Lincoln Union to represent their respective boards; and

WHEREAS, Lincoln Union and Laguna held a joint board meeting on July 14, 2020 at which the boards gave staff direction to provide support to assist the districts to implement a reorganization of the two districts; and

WHEREAS, Lincoln Union and Laguna notified their respective public of public hearings held in each district on September 1, 2020 to guide both governing boards in their consideration of a merger of the two districts; and

THEREFORE, be it resolved the Lincoln Union School District [Laguna Joint School District] does hereby intend to partner with Laguna Joint School District [Lincoln Union School District] in a school district reorganization to take effect on July 1, 2021 pending confirmation by the Marin County Committee on School District Organization.



QUESTIONS AND COMMENTS

If participating by zoom please type your question or comment into the chat box or use the tools to raise your hand to speak

Learning Continuity and Attendance Plan Template (2020–21)

The instructions for completing the Learning Continuity and Attendance Plan is available at https://www.cde.ca.gov/re/lc/documents/Irngcntntyatndncpln-instructions.docx.

Local Educational Agency (LEA) Name	Contact Name and Title	Email and Phone
Laguna Joint School District	Luke McCann Superintendennt	Imccann@marinschools.org 415-499-5890

General Information

[A description of the impact the COVID-19 pandemic has had on the LEA and its community.]

Laguna Joint SD is a one school, rural district located in western Marin County. 100% of the students are on the FRL Program and 90% are English Learners. Since our community is rural, we have spotty internet issues, which leads to frequent interruptions of synchronous learning. Since March, we have migrated all students to virtual platforms such as Zoom, google classroom, and a variety of learning apps. There are inconsistencies around completion of work because families either work, have a language barrier, or have other siblings to help. For fall 2020, Laguna Elementary is doing distance learning and is facing the same issues around connectivity and consistency. We hope to have students return to campus soon, as our cohort is only 11.

Additionally, our 6 families rely on the free lunch program contracted through an adjacent district. Getting food was difficult in Spring with pickups in the next town at only certain times. We have coordinated delivery to our school so our families can handle pick up more easily.

Stakeholder Engagement

[A description of the efforts made to solicit stakeholder feedback.]

The rural aspect of Laguna School has made the stakeholder engagement somewhat challenging. The Laguna Principal-Teacher has given a pen/paper survey to the parent community, used USPS mail, email (only three families have email), social media, text messages, and the Remind app to solicit stakeholder feedback. All communications are translated, as our families all speak a second language. Efforts to reach pupils have happened over Zoom video calls and a survey in Google Classroom. Some home visits have occurred. Notices are also posted on the bulletin board. Laguna does not have a Teacher union as there are only 2 staff members. Staff members discussed Distance Learning and In-Person plans via conference calls.

Board members have been included in developing these plans as well via face-to-face, socially-distant meetings and over Zoom.

[A description of the options provided for remote participation in public meetings and public hearings.]

Laguna Joint SD held board meetings to which all families were invited to attend via video or phone conferencing. Notice of Board meetings is posted in advance of all meetings. Computers were available at the school site for community members to join with social distancing. Social media and electronic notice is given to families as well.

[A summary of the feedback provided by specific stakeholder groups.]

Responses to parent surveys (33%) expressed that they would like in-person instruction to resume & 16% want to have online learning until the numbers of cases decline, but want their children's safety to be the top priority. The School Board expressed a similar desire for school to resume in-person, but for the appropriate safety to be in place. Teacher-Principal wants in-person with safety protocols in place.

[A description of the aspects of the Learning Continuity and Attendance Plan that were influenced by specific stakeholder input.]

The parents' desire for students to be safe first and in school second has led to developing a detailed plan for reopening Laguna with PPE, social distancing, training, and

frequent cleaning emphasized. Our small size and small enrollment enables us to implement a very safe in-person model

Continuity of Learning

In-Person Instructional Offerings

[A description of the actions the LEA will take to offer classroom-based instruction whenever possible, particularly for students who have experienced significant learning loss due to school closures in the 2019–2020 school year or are at a greater risk of experiencing learning loss due to future school closures.]

The Laguna classroom-based instruction will follow our regular calendar M-F from 8:30- 2:30. The schedule for classes is 8:30-10:15 for language arts, 10:40 - 12:00 for math instruction, 12:45 - 1:30 for science or social studies, and 1:30 -2:30 for geography, technology, P.E. or SEL. A model schedule will be attached at the end of this document. Student progress will be gauged through a variety of formative assessments in class and with online programs. Student safety and training for safe protocols will occur throughout the day during the first weeks of school. Details of our campus access, hygiene practices, ppe, physical distancing are explained in detail on the SSPP, which will be attached at the end of this document. Students who have experienced significant learning loss due to closures will receive intervention in areas where there are assessed learning gaps. Given the small size of the classes at Laguna this can be accomplished easily within the normal school day. The implementation of intervention strategies to accelerate learning for students at risk of experiencing continued learning challenges due to the impacts of COVID-19 and ongoing distance learning will be addressed as soon as in-person learning commences. .Classroom furniture will be moved to allow for social distancing and PPE (see spreadsheet at end of this document) will be distributed to the classroom. -First 4 weeks of instruction will emphasize review and assessment to provide intervention for any learning loss due to pandemic.

Actions Related to In-Person Instructional Offerings [additional rows and actions may be added as necessary]

Description	Total Funds	Contributing
Laguna will resume in-person classes as soon as permitted. All 6 Families will be notified of when classes start up again by phone, mail, email, social media, and text.		
Certificated Salaries & Benefits	\$99,740	No
Classified Salaries & Benefits - Bilingual Aide	\$57,879	Yes
Classified Salaries & Benefits	\$3,261	No

Description	Total Funds	Contributing
Materials & Supplies	\$17,681	No
Services & Other Operating	\$142,476	No

Distance Learning Program

Continuity of Instruction

[A description of how the LEA will provide continuity of instruction during the school year to ensure pupils have access to a full curriculum of substantially similar quality regardless of the method of delivery, including the LEA's plan for curriculum and instructional resources that will ensure instructional continuity for pupils if a transition between in-person instruction and distance learning is necessary.]

An allocation of technology and devices to each family such that our 11 students can easily engage with online resources and join virtual lessons DAILY via Zoom. iPads and Chromebooks are preloaded with the apps/programs needed. We facilitate 4-5 hours of academics each day using packets and online resources. Reading, writing and math are addressed each day and Science, Social Studies, Geography, technology, Art and Music are weekly or bi-weekly. We routinely use ReadingEggspress, Khan Academy, Sum Dog, Prodigy Math, and Google Docs and Slides platforms. Each student will have a backpack, binder and other supplies as well so that they all have the same access. The significant change is that the students are required to complete assignments independently with minimal support. We are using projects and hands-on type lessons such that the burden of instruction is not solely on parents. Daily assignments are facilitated through Google Classroom. All families have Internet access in our district.

Access to Devices and Connectivity

[A description of how the LEA will ensure access to devices and connectivity for all pupils to support distance learning.]

Each student will have a backpack with either a chromebook or iPad, binder and other supplies as well so that they all have the same access. Daily assignments are facilitated through daily Zoom sessions at each grade level and Google Classroom. All families have internet access in our district. Any challenges or tech issues will be addressed by the Teacher-Principal with a home visit to troubleshoot, fix or replace the item. Challenges around attendance will be addresses via home visit as well. Purchased 4 new chromebooks and 1 new iPad that will run programs needed.

Pupil Participation and Progress

[A description of how the LEA will assess pupil progress through live contacts and synchronous instructional minutes, and a description of how the LEA will measure participation and time value of pupil work.]

The teacher-principal and teacher aide will engage students with online resources and DAILY lessons via Zoom. iPads and Chromebooks are provided to all 11 students with the apps/programs needed. We facilitate 4-5 hours of academics each day using packets and online resources. Academics are addressed each day. We routinely use Google Classroom platform as well as adopted curriculum resources. Each student will have a backpack, binder and other supplies as well so that they all have the same access. Participation time will be measured by attendance to zoom lessons and work completion. Our student needs are met in a variety of ways while we distance learn. Laguna has a statistically significant percentage of English Learners and Low Income families. Many of the strategies that we incorporate regularly are being continued during the COVID -19 Distance Learning period. Students utilize online reading programs at their own pace and level which is tailored to each individuals reading abilities. Leveled readers, guided reading, text-to-speech, and one-on-one zoom sessions are used when appropriate to aid in ELD reading and writing. Resources, such as Chromebooks, were handed out to each family to ensure that each student has equity of access to their learning as it migrated online. Assessments are done individually and through projects that can reflect individual language acquisition levels and capabilities. Staff will tracking student participation daily and communicate with families.

Distance Learning Professional Development

[A description of the professional development and resources that will be provided to staff to support the distance learning program, including technological support.]

Staff have participated in professional development related to utilizing Zoom, google classroom as relates to distance learning. The Certificated teacher attended a class for teaching STEAM with Social-Emotional and cross-curricular components. The bilingual IA completed a reading comprehension course.

Staff Roles and Responsibilities

[A description of the new roles and responsibilities of affected staff as a result of COVID-19.]

Both staff members and support staff will conduct lessons via zoom and upload assignments via google classroom or deliver paper packets. Both staff members will also perform deep cleaning in classrooms once we return to in-person learning.

Supports for Pupils with Unique Needs

[A description of the additional supports the LEA will provide during distance learning to assist pupils with unique needs, including English learners, pupils with exceptional needs served across the full continuum of placements, pupils in foster care, and pupils who are experiencing homelessness.]

To assist pupils in the following groups and to assure that learning gaps do not increase Laguna School will provide the following : *English learners will receive daily, small-group instruction and on-going assessment to assure progress.*Pupils with exceptional needs receive services via virtual platforms as specified in their IEPs,*Laguna does not have Pupils in foster care currently, and*the LEA does not currently have any Pupils who are experiencing homelessness.

Actions related to the Distance Learning Program [additional rows and actions may be added as necessary]

Description	Total Funds	Contributing
All instruction and adopted curriculum is geared toward addressing the needs of English learners or low-income students, as 100% of the student population of Laguna School is in this category. *ELD strategies have been and continue to be incorporated into daily lessons, such as the use of leveled readers and providing one-to-one technology resources.		
Salaries & Benefits	See In-Person Instruction	No
Materials & Supplies	\$4,059	No

Pupil Learning Loss

[A description of how the LEA will address pupil learning loss that results from COVID-19 during the 2019–2020 and 2020–21 school years, including how the LEA will assess pupils to measure learning status, particularly in the areas of English language arts, English language development, and mathematics.]

Laguna has a statistically significant percentage of English Learners and Low Income families. Many of the strategies that we incorporate regularly are being continued during the COVID -19 Distance Learning period. Students utilize online reading programs at their own pace and level which is tailored to each individuals reading abilities. Leveled readers, guided reading, text-to-speech, and one-on-one zoom sessions are used when appropriate to aid in ELD reading and writing. Resources, such as Chromebooks, are handed out to each family to ensure that each student has equity of access to their learning as it migrated online. Assessments are done individually and through projects that can reflect individual language acquisition levels and capabilities. Staff will track student participation daily and communicate with families as needed. Assessments are done throughout lessons and online programs have formative tests as well. Start-of-year, end-of-unit, and end-of-year tests will be given and review tailored to student needs.

Pupil Learning Loss Strategies

[A description of the actions and strategies the LEA will use to address learning loss and accelerate learning progress for pupils, as needed, including how these strategies differ for pupils who are English learners; low-income; foster youth; pupils with exceptional needs; and pupils experiencing homelessness.]

Student who seem to have learning loss or gaps will be given extra zoom time for one-on-one instruction with leveled readers, guided reading, text-to-speech when appropriate to aid in addressing loss areas in reading and writing as well as math. Resources, such as Chromebooks, are handed out to each family to ensure that each student has equity of access to their learning. Laguna's bilingual instructional aide will work with Spanish speaking families to communicate and make sure they are fully aware of all activities their students should be engaged in as well as strengthening home-school connections.

*Online assessments such as ELPAC, SBAC, and Khan Academy or Reading Eggspress

*Extra one-on-one time with individual students built in to daily schedule as needed

*Leveled readers or paper assessments already owned by district as our student demographic is 100% low income and 90% EL

Effectiveness of Implemented Pupil Learning Loss Strategies

[A description of how the effectiveness of the services or supports provided to address learning loss will be measured.]

The effectiveness of the services or supports provided to address learning loss will be measured with online assessments, one-on-one holisitic teacher evaluation, end of unit tests, and portfolios of student work.

Actions to Address Pupil Learning Loss [additional rows and actions may be added as necessary]

Description	Total Funds	Contributing
Salaries & Benefits	See In-Person Instruction	No
Materials & Supplies	\$104	No

Mental Health and Social and Emotional Well-Being

[A description of how the LEA will monitor and support mental health and social and emotional well-being of pupils and staff during the school year, including the professional development and resources that will be provided to pupils and staff to address trauma and other impacts of COVID-19 on the school community.]

Staff will develop a system to connect with students and families to check in on their social and emotional well-being;

*Staff will assess, identify, and monitor student and staff mental health and social and emotional well-being with frequent video calls and check ins;

*Staff plan to support mental health & social and emotional well-being of pupils and staff throughout the year by continuing arts & enrichment education as a way of expressing emotions and encouraging participation in daily stretching and yoga to begin the day and reduce stress; *Staff will use school-wide interventions such as Second Step social-emotional learning, trauma-informed practices, mindfulness practices etc., to address and support student and staff social and emotional well-being;

*Staff will engage with the county office of ed to support the mental wellness of staff and students as

*Staff participated in professional development through the county office that addressed SEL, trauma, and mindful practices; and*Resources recommended by MCOE will be provided to pupils and staff to address trauma and other impacts of COVID-19.

Pupil Engagement and Outreach

[A description of pupil engagement and outreach, including the procedures for tiered reengagement strategies for pupils who are absent from distance learning and how the LEA will provide outreach to pupils and their parents or guardians, including in languages other than English, when pupils are not meeting compulsory education requirements, or if the LEA determines the pupil is not engaging in instruction and is at risk of learning loss.]

The procedure for re-engagement of pupils who are absent from distant learning is:

- First parent contact via phone call or text by Teacher-Principal or bilingual instructional assistant.
- Second home visit by staff to connect with parents and students.

School Nutrition

[A description of how the LEA will provide nutritionally adequate meals for all pupils, including those students who are eligible for free or reduced-price meals, when pupils are participating in both in-person instruction and distance learning, as applicable.]

100 % of Laguna's pupils are eligible for free or reduced-price meals. Our district has a contract with Petaluma City Schools and includes delivery of bagged/grab-n-go lunches (which can be picked up from the schoolhouse) during distance learning and delivery of meals during normal operations. If the Shelter-In-Place is phased up, meals are available for pick up from locations at PCS sites 2 times/week.

Additional Actions to Implement the Learning Continuity Plan [additional rows and actions may be added as necessary]

Section	Description	Total Funds	Contributing
	[A description of what the action is; may include a description of how the action contributes to increasing or improving services]		

Increased or Improved Services for Foster Youth, English Learners, and Low-Income Students

Percentage to Increase or Improve Services	Increased Apportionment based on the Enrollment of Foster Youth, English Learners, and Low- Income students
22.75%	\$28,713

Required Descriptions

[For the actions being provided to an entire school, or across the entire school district or county office of education (COE), an explanation of (1) how the needs of foster youth, English learners, and low-income students were considered first, and (2) how these actions are effective in meeting the needs of these students.]

The District is a single school district with an unduplicated count of students described in 5 CCR 15496(a)(5) equal to 90% of the total student population. These actions are all provided district-wide as the entire single school district is 20 pupils or fewer. District-wide actions are an effective means of ensuring the target population meets the district's goals.

[A description of how services for foster youth, English learners, and low-income students are being increased or improved by the percentage required.]

We will continue to provide a bilingual Instructional Aide to support EL needs for differentiated instruction. The district functions on a one teacher one aide model, the addition of bilingual aide increases services by 100% based on total FTE. This maintains the increase in our staffing ratio and is an effective use of funds to differentiate instruction for English Learner students as well as any additional support needed for our students with socio-economic status.