

SANTA CRUZ CITY SCHOOLS DISTRICT  
SPECIAL MEETING  
FOR THE ELEMENTARY AND SECONDARY DISTRICTS  
MONDAY, NOVEMBER 16, 2020  
OPEN SESSION BEGINS AT 6:00 P.M.

POSTED  
DATE:  
TIME:  
LOCATION:  
EMPLOYEE:

**COMMUNITY MEMBERS CAN PARTICIPATE REMOTELY VIA ZOOM:**

[Click on this link to join meeting](#). Meeting Password: SCCS

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**AGENDA**

Item	Purpose / Support
<b>Agenda</b>	
<b>1. Convene Open Session</b>	<b>6:00 p.m.</b>
1.1. Roll Call	
<b>2. Public Comments</b>	<i>For presentations of matters <b>not</b> on the Agenda. 3 minutes for individuals; 15 minutes per subject.</i>  <i><b>Note to Members of the Public:</b> Thank you for taking the time to attend this meeting. Santa Cruz City School Board Members appreciate your presence and your comments regarding items not on the agenda are valued. Per Santa Cruz City Schools Board Bylaw protocols, Trustees will not comment on Public Comments during this time.</i>
<b>3. Items to Be Transacted and/or Discussed</b>	
<b>3.1. Educational Services</b>	
3.1.1. <a href="#">New Business: Schedules for Hybrid Instruction</a>	<b>6:05 p.m.</b> Recommendation: Approve the recommended Elementary and Secondary schedules for Hybrid Instruction.
<b>4. Adjournment</b>	

The board book for this meeting, including this agenda and back-up materials, may be viewed or downloaded online: [http://sccs.net/board\\_of\\_education](http://sccs.net/board_of_education) or may be viewed at the District Office, 133 Mission St. Ste. 100, Santa Cruz, CA 95060.

**Public Participation:**

All persons are encouraged to attend and, when appropriate, to participate in meetings of the Santa Cruz City Schools Board of Education. If you wish to speak to an item on the agenda, please be present at the beginning of the meeting as any item, upon motion, may be moved to the beginning of the agenda. Consideration of all matters is conducted in open session except those relating to litigation, personnel and employee negotiations, which, by law, may be considered in closed session.

**Translation Requests:**

Spanish language translation is available on an as-needed basis. Please make advance arrangements with Alyssa Martinez by telephone at (831) 429-3410 extension 220.

**Las Solicitudes de Traducción:**

Traducciones del inglés al español y del español al inglés están disponibles en las sesiones de la mesa directiva. Por favor haga arreglos por anticipado con Alyssa Martinez por teléfono al numero (831) 429-3410 x220.

**Board Meeting Information**

1. The Study Session on November 18, 2020, 6:00 p.m., will be held remotely via Zoom.

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**AGENDA**

2. The Special Meeting on December 2, 2020, 6:00 p.m., will be held remotely via Zoom.
3. The Regular Meeting on December 15, 2020, 6:30 p.m., will be held remotely via Zoom.
4. The Regular Meeting on January 13, 2021, 6:30 p.m., will be held remotely via Zoom.
5. The Regular Meeting/Study Session on January 27, 2021, 6:30 p.m., will be held remotely via Zoom.
6. The Regular Meeting on February 10, 2021, 6:30 p.m., will be held remotely via Zoom.
7. The Regular Meeting on February 24, 2021, 6:30 p.m., will be held remotely via Zoom.
8. The Regular Meeting on March 10, 2021, 6:30 p.m., will be held remotely via Zoom.
9. The Regular Meeting on March 24, 2021, 6:30 p.m., will be held remotely via Zoom.
10. The Regular Meeting on April 14, 2021, 6:30 p.m., will be held remotely via Zoom.
11. The Regular Meeting/Study Session on April 28, 2021, 6:30 p.m., will be held remotely via Zoom.
12. The Regular Meeting on May 5, 2021, 6:30 p.m., will be held remotely via Zoom.
13. The Regular Meeting/Study Session on May 19, 2021, 6:30 p.m., will be held remotely via Zoom.
14. The Regular Meeting on June 2, 2021, 6:30 p.m., will be held remotely via Zoom.
15. The Regular Meeting on June 16, 2021, 6:30 p.m., will be held remotely via Zoom.

## **SANTA CRUZ CITY SCHOOL DISTRICT**

**AGENDA ITEM:** Hybrid Instruction Schedules Recommendation

**MEETING DATE:** November 16, 2020

**FROM:** Dorothy Coito, Assistant Superintendent of Educational Services

**THROUGH:** Kris Munro, Superintendent

### **RECOMMENDATION:**

Approve the recommended elementary and secondary hybrid instructional schedules for expanded in-person services.

### **BACKGROUND:**

Santa Cruz City Schools is scheduled to expand services to students in hybrid learning in January, 2021. Since school closures in March, 2020, the District has undergone an exacting planning process for expanded services that included input from teachers, classified staff, administration, families, and students. The product of this ongoing process are the schedule recommendations detailed below.

## **Stakeholder Input Process and Timeline**

### **Superintendent's Reopening Advisory Committee Meetings**

October 19, 2020  
October 26, 2020  
November 2, 2020  
November 12, 2020

### **Elementary Stakeholder Engagement**

October 6, 2020 - Elementary Reopening Instructional Planning Committee meeting  
October 14, 2020 - Parent Leader Dinner  
October 15, 2020 - DELAC meeting  
October 20, 2020 - Elementary School Reopening Teacher Input meeting for all interested staff  
October 21-25, 2020 - Elementary Teacher Input Survey  
October 30-November 12, 2020 - Elementary Parent Survey

### **Secondary Stakeholder Engagement**

September 29, 2020 - Secondary School Reopening Instructional Planning Committee meeting  
October 13, 2020 - Secondary School Reopening Instructional Planning Committee meeting  
October 14, 2020 - Parent Leader Dinner  
October 15, 2020 - DELAC meeting  
October 20, 2020 - Secondary School Reopening Input meeting for all interested staff

November 4, 2020 - Secondary Teacher Hybrid Schedule Q&A Webinar  
 November, 3-6, 2020 - Secondary Teacher Survey  
 November 9-13, 2020 - Secondary Student & Parent Survey

## Elementary Hybrid Schedules

Schedule #1: 2 days per week

	Monday	Tuesday	Wednesday	Thursday	Friday
In person hours: 9:00-12:20 (TK/K) 9:00-1:40 (1st-3rd) 9:00-2:00 (4th-5th)	Group 1-In person attendance	Group 1-In person attendance	Art, music, library, life lab, and social emotional assignments at home for all students	Group 1- At home Zoom meeting and independent assignments	Group 1- At home Zoom meeting and independent assignments
	Group 2- At home- Zoom meeting, independent assignments	Group 2- At home- Zoom meeting, independent assignments		Group 2-In person attendance	Group 2-In person attendance

Schedule #2: AM/PM

	Monday	Tuesday	Wednesday	Thursday	Friday
Group 1 8:30-11:00	At school-- individual assignments at home in the PM	At school-- individual assignments at home in the PM	Art, music, library, life lab, and social emotional assignments at home	At school-- individual assignments at home in the PM	At school-- individual assignments at home in the PM
Group 2 12:00-2:30	At school-- individual assignments at home in the AM	At school-- individual assignments at home in the AM		At school-- individual assignments at home in the AM	At school-- individual assignments at home in the AM

## Strengths and Challenges

There are a number of strengths and challenges for each of the two elementary hybrid schedules under consideration. These strengths and challenges have been categorized into four different categories: Curriculum and Instruction, Health and Safety, Teacher and Parent Feedback.

The following was considered in evaluating these two schedules:

*Health and Safety:*

- Schedule #1 has five days between times when students come to campus, allowing more time for contact tracing and development of symptoms for students.
- Schedule #1 has one full day for disinfecting classes between groups. Schedule #2 only allows for one hour between groups.
- Teachers see one group of students per day on schedule #1, as opposed to two per day on schedule #2.
- Schedule #1 requires lunch and recess, both present concerns for keeping students masked and socially distant.
- Schedule #2 is less time for students to be wearing masks.

*Curriculum and Instruction:*

- Schedule #2 has more in person minutes per week, allowing teachers to cover more new material.
- Schedule #2 requires fewer minutes of at home, asynchronous work for students and families.
- Schedule #1 requires 3 days per week of asynchronous time with very little required live time with teachers.

*Parent Input:*

- Schedule #1 has a longer school day and is more accessible for working parents.
- Schedule #1 can make it easier to set up day care for families.
- Schedule #2 requires to support fewer lessons at home learning.
- Schedule #2 midday pickups and drop offs can be challenging.

*Teacher input:*

- 60% of teachers preferred schedule #2 because of the continuity of daily instruction and the amount of in-person minutes.
- Teacher concerns about schedule #2 were the ability of parents to get their children to and from school and the greater risk of exposure with daily interaction with all students.

**Elementary 100% Distance Learning Plan**

The distance learning plan for elementary has not been finalized as it depends on the number of families that opt for distance learning. Once we have the schedule finalized, we will ask parents for a final commitment to return to in person or stay in distance learning. Then we will either create full distance learning sections, or have teachers zoom students into their classes from home for key instructional portions of the day.

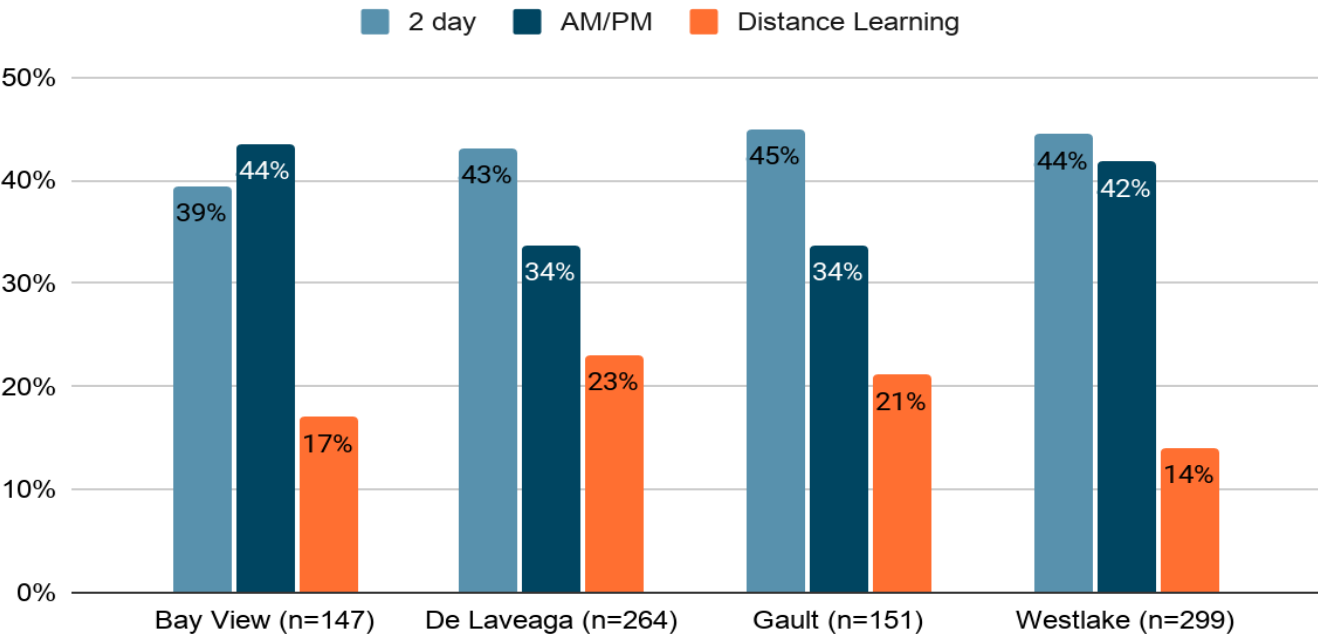
### Elementary Survey Data

Elementary Parent Survey overall responses

	Total Responses	Schedule #1	Schedule #2	Distance Learning
All parents	60% (n=861)	43% (n=373)	38% (n=329)	18% (n=159)
English	719	42% (n=301)	41% (n=294)	17% (n=124)
Spanish	142	50% (n=71)	25% (n=35)	25% (n=35)

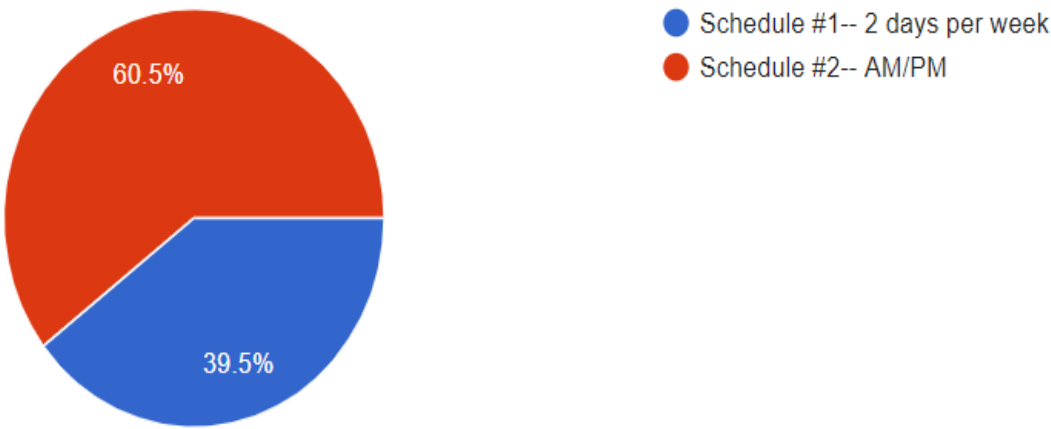
### Elementary Parent Survey data by site

# Parent Survey results by site



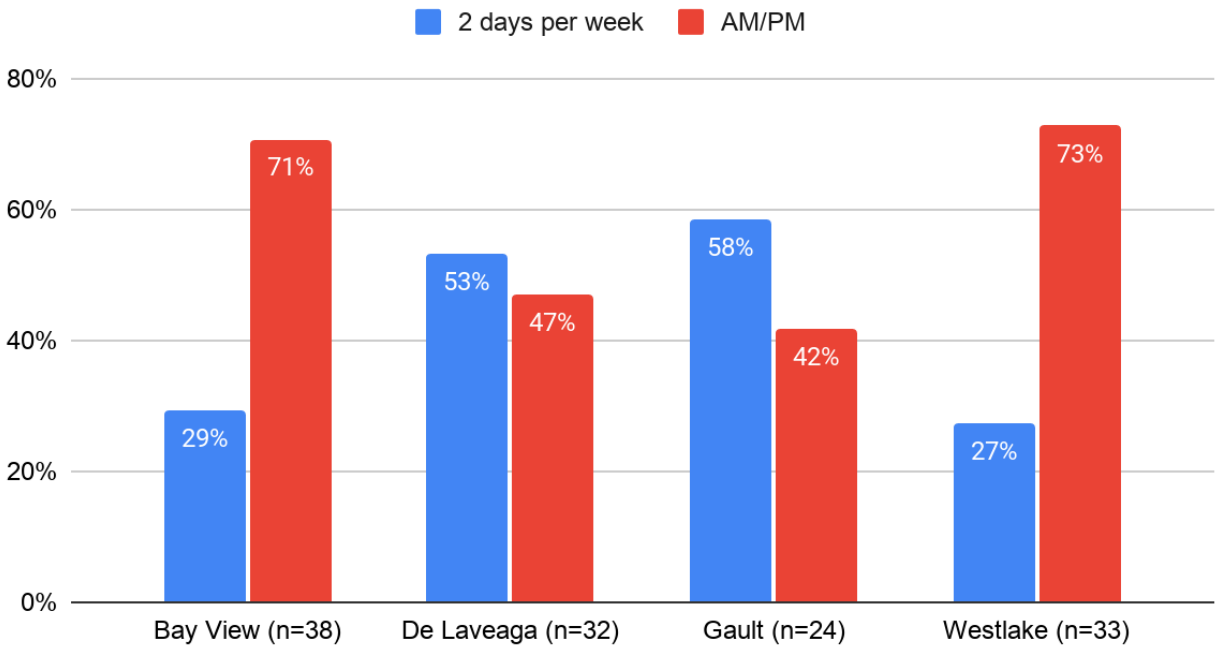
Elementary Teacher Survey

129 responses



Elementary Teacher Survey by Site

Staff response to schedules by site





## Secondary Hybrid Schedules

### Option 1:

#### Option 1: In-Person & Zoom Hybrid Schedule (HHS/SHS/MHMS/B40MS)

Synchronous Online Instruction Schedule		In-Person & Zoom Hybrid Schedule				
Time	Monday	Time	Tuesday	Wednesday	Thursday	Friday
7:40 - 8:20	0 Period		Group 1 - In Person Group 2 - Participates from home		Group 2 - In Person Group 1 - Participates from home	
8:30 - 9:10	1st Period	7:40-8:20	0 Per	0 Per	0 Per	0 Per
9:20 - 10:00	2nd Period	8:30-9:50	1st Per	4th Per	1st Per	4th Per
10:10 - 10:50	3rd Period	10:00-11:20	2nd Per	5th Per	2nd Per	5th Per
11:00 - 11:40	4th Period	11:20-11:35	Break			
11:40 - 12:10	Lunch	11:40-1:00	3rd Per	6th Per	3rd per	6th Per
12:15-12:55	5th Period	1:00-1:30	Lunch (grab & go)			
1:05 - 1:45	6th Period	1:35-2:50	*PLCs, Meetings, Collaboration, Professional Development, Trainings, IEP/504 Meetings			
1:55 - 2:50	*See T - F Schedule					

#### Option 1: In-Person & Zoom Hybrid Schedule (SCHS)

Synchronous Online Instruction Schedule		In-Person & Zoom Hybrid Schedule - SCHS		
Time	Monday	Time	Tuesday /Wednesday Group 1 - In Person Group 2 -Participates from home	Thursday/Friday Group 2 - In Person Group 1 -Participates from home
7:40 - 8:20	0 Period	7:40 - 8:20	0 Period	0 Period (Group 2)
8:30 - 9:10	1st Period	8:30 - 9:50	1st Period (Group 1)	1st Period (Group 2)
9:20 - 10:00	2nd Period	10:00 - 11:20	2nd Period (Group 1)	2nd Period (Group 2)
10:10 - 10:50	3rd Period	11:20 - 11:50	Lunch	
11:00 - 11:40	4th Period	11:55 - 1:15	3rd Period (Group 1)	3rd Period (Group 2)
11:40 - 12:10	Lunch	1:25 - 2:45	4th Period (Group 1)	4th Period (Group 2)
12:15-3:15	*See T - F Schedule	2:50 - 3:15 (25 minutes)	PLCs, Meetings, Collaboration, Professional Development, Trainings, IEP/504 Meetings	

### Option 1 Description

- Students Participating in the In-Person Hybrid Schedule:
  - Students come to school for in-person instruction 2 days a week (Tuesday/Wednesday or Thursday/Friday) for three 80 minute long periods each day they are on campus
  - On days when students aren't on campus for in-person instruction, they participate from home via Zoom
  - Teachers broadcast live from their classroom for the first 30 minutes (and up to the entire 80 minute period) to engage both in-person students and at home students in direct instruction and to assign and explain independent work assignments for students at home
  - Teachers have the option to use their computer camera or to use a webcam that allows for better resolution and a wider picture angle
  - On in-person days, students bring their school issued Chromebook or personal Chromebook/laptop and use this while their teacher is broadcasting live so students can engage in the tech tools that teachers use during the lesson. In person students will also be able to collaborate with peers and maintain social distancing by using their Chromebook/laptop
- Students Participating in 100% Distance Learning with Option 1:
  - Students do not come to school for in-person instruction
  - They participate via Zoom from home
  - The first 30 minutes (and up to the entire 80 minute period) will be broadcast for students at home to get direct instruction and information regarding their independent assignments

## Option 2:

Option 2: (HHS/SHS/MHMS/B40MS)		Time	Tuesday	Wednesday	Thursday	Friday
<b>Synchronous Online Instruction Schedule</b>		<b>Distance Learning Morning Schedule:</b> All Students Participate				
		7:40-8:20	0 Per	0 Per	0 Per	0 Per
		8:30-9:10	1st Per	4th Per	1st Per	4th Per
		9:20-10:00	2nd Per	5th Per	2nd Per	5th Per
		10:10-10:50	3rd Per	6th Per	3rd Per	6th Per
		10:50-11:25	*PLCs, Meetings, Collaboration, Professional Development, Trainings, IEP/504 Meetings			
		11:25-11:55	Lunch			
		<b>Afternoon Schedule for In Person &amp; Asynchronous Work:</b>				
			<u>Group 1</u> - In Person <u>Group 2 &amp; DL</u> - Asynchronous Independent Work		<u>Group 2</u> - In Person <u>Group 1 &amp; DL</u> - Asynchronous Independent Work	
		12:00-12:40	1st Per	4th Per	1st Per	4th Per
		12:50-1:30	2nd Per	5th Per	2nd Per	5th Per
		1:40-2:20	3rd Per	6th Per	3rd Per	6th Per
		2:20-2:50	*PLCs, Meetings, Collaboration, Professional Development, Trainings, IEP/504 Meetings			
Time	Monday					
7:40 - 8:20	0 Period					
8:30 - 9:10	1st Period					
9:20 - 10:00	2nd Period					
10:10 - 10:50	3rd Period					
11:00 - 11:40	4th Period					
11:40 - 12:10	Lunch					
12:15-12:55	5th Period					
1:05 - 1:45	6th Period					
1:55 - 2:50	*See T - F Schedule					

## Option 2- Distance Learning & In-Person Hybrid Schedule (SCHS)

Monday		Tuesday	Wednesday	Thursday	Friday
Online Sync Everyone		Zoom Online Sync Everyone	Zoom Online Sync Everyone	Zoom Online Sync Everyone	Zoom Online Sync Everyone
0 - 7:40 - 8:20		0 - 7:40 - 8:20	0 - 7:40 - 8:20	0 - 7:40 - 8:20	0 - 7:40 - 8:20
1 - 8:30 - 9:10		1 - 8:30 - 9:10	1 - 8:30 - 9:10	1 - 8:30 - 9:10	1 - 8:30 - 9:10
2 - 9:20 - 10:00		2 - 9:20 - 10:00	2 - 9:20 - 10:00	2 - 9:20 - 10:00	2 - 9:20 - 10:00
3 - 10:10 - 10:50		3 - 10:10 - 10:50	3 - 10:10 - 10:50	3 - 10:10 - 10:50	3 - 10:10 - 10:50
4 - 11:00 - 11:40		4 - 11:00 - 11:40	4 - 11:00 - 11:40	4 - 11:00 - 11:40	4 - 11:00 - 11:40
11:40 - 12:30		Lunch/Travel/Prep			
12:40 - 3:15 PLCs, etc.		Group 1 in person Group 2 + DL Async	Group 2 in person Group 1 + DL Async	Group 1 in person Group 2 + DL Async	Group 2 in person Group 1 + DL Async
		1 - 12:40 - 1:40	1 - 12:00 - 1:40	3 - 12:40 - 1:40	3 - 12:40 - 1:40
		2 - 1:50 - 2:50	2 - 1:50 - 2:50	4 - 1:50 - 2:50	4 - 1:50 - 2:50
		2:50 - 3:15 Planning, SST/504/IEP, Meetings, etc.			

### Option 2 Description

- Students Participating in the In-Person Hybrid Schedule:
  - Tuesday- Friday mornings there is a distance learning schedule that includes three 40 minute periods each morning for all students
  - Students come to school for in-person instruction 2 afternoons a week (Tuesday/Wednesday or Thursday/Friday) for three 40 minute long periods each afternoon they are on campus
  - On afternoons that students do not come to campus, they work independently on assignments that were discussed and assigned during the morning distance learning portion of the schedule
- Students Participating in 100% Distance Learning with Option 2:
  - Students participate from home in the morning distance learning portion of the schedule
  - Tuesday-Friday afternoons students work independently on assignments that were discussed and assigned during the morning distance learning portion of the schedule

### Strengths and Challenges

There are a number of strengths and challenges for each of the 2 secondary hybrid schedules under consideration. These strengths and challenges have been categorized into 3 different categories: Curriculum and Instruction, Health and Safety, Student and Parent Feedback.

In evaluating the schedules, the following was considered:

#### *Curriculum and Instruction*

- Schedule 1 allows for students to get instruction with their teacher and then if at home, work on the independent assignment right away.
- With Schedule 2, all students have online instruction in the morning and then have to come back to their independent assignments in the afternoon.
- Schedule 1 is also a very similar schedule to the current distance learning schedule, and is more similar to a typical bell schedule, which lends itself to less disruption if schools are permitted to open up for a typical bell schedule or if restrictions increase and there is a need to move back to the distance learning schedule.
- Schedule 1 has twice the amount of time on campus as Schedule 2.
- With Schedule 1, students need to bring their Chromebook or laptop on campus.
- With Schedule 2, students do not need to bring their Chromebook or laptop on campus.
- With Schedule 2, teachers do not have to split their instructional focus between the in-person students and distance learning students, which is the case with Schedule 1.

	<b>In-person minutes/week</b>	<b>Independent/At home minutes/week</b>
<b>Schedule 1</b>	480 minutes per week	720 minutes per week
<b>Schedule 2</b>	240 minutes per week	960 minutes per week

#### *Health and Safety*

Another area to consider is Health and Safety.

- Both schedules have students at school in person for 2 consecutive days for in-person instruction and then gives them 5 days at home. During the 5 days at home, if students develop COVID symptoms, they then remain at home and participate in school virtually.
- Both schedules limit the amount of exposure students and staff experience if someone were to contract the virus.
- Schedule 1 includes a break and plans will need to be made to ensure social distancing. Additionally, the SCHS version of Schedule 1 has a lunch break, also requiring social distancing during unstructured time.
- Schedule 2 has no breaks on campus limiting unstructured time and the need for social distancing.

#### *Student and Parent Feedback*

Looking at these schedules from the student and parent perspective is also something that the committee considered.

- Schedule 1 may be more accessible for families needing to drop their students off at school before going to work

- Schedule 1 has students on campus longer and provides more needed time with peers
- Students note that Schedule 1 is similar to the distance learning schedule and the regular school schedule
- Students have also shared concern that the afternoon in-person meetings of schedule 2 may not work for students that have jobs, participate in league sports, and/or have to watch siblings in the afternoon
- It is also important to note that Schedule 2 currently does not have in person instruction for students that have a 0 period
- With Schedule 2, high school students that take a class at another high school would not have time to travel to the other school to attend their course on in-person days

## Secondary Survey Data

### Teacher Survey:

Total Teachers Surveyed	Schedule 1	Schedule 2
185	61% (n=113)	39% (n= 72)

### Student Survey:

School	Schedule 1	Schedule 2	# of student responders	Total Enrollment	% of School Student Pop that Responded
<b>B40MS</b>	47	12	59	421	11.60%
<b>MHMS</b>	94	27	121	574	13.90%
<b>Harbor</b>	398	108	506	1,027	17.70%
<b>Santa Cruz</b>	523	113	636	1,084	44.60%
<b>Soquel</b>	451	88	539	1,028	39.50%
<b>Totals</b>	<b>1513</b>	<b>348</b>	<b>1861</b>	<b>4134</b>	<b>45%</b>

1,861 students took the student Hybrid Schedule Survey, and of those 975 or 81% preferred Schedule 1 compared to 225 or 19% that preferred Schedule 2.

### Parent Survey:

School	Schedule 1 - English	Schedule 1 - Spanish	Schedule 2 - English	Schedule 2 - Spanish	# of parent responders	Total Enrollment	% of School Parent Pop that Responded
B40MS	152	4	17	2	175	421	31.11%
MHMS	186	3	20	0	209	574	31.53%
Harbor	209	20	34	3	266	1,027	19.18%
Santa Cruz	298	2	53	2	355	1,084	27.95%
Soquel	253	2	31	0	286	1,028	23.93%
Totals	1098	31	155	7	1291	4134	31%

1,291 parents took the student Hybrid Schedule Survey, and of those 1,129 or 87% preferred Schedule 1 compared to 162 or 13% that preferred Schedule 2.

### Recommended Elementary Schedule

Schedule 1: 2 days per week in person is the schedule that was recommended, though not by complete agreement of the advisory committee. A poll was taken and 75% of the participants wanted Schedule 1, while 25% wanted Schedule 2. Parent preference was split between the two schedules, and teacher preference also varied by site. The committee favored Schedule 1 because:

1. It was the best schedule for parents who are working, supporting the needs of our most marginalized students as seen from the parent survey
2. Longer school day and no midday pickups and drop offs both help working families
3. The 5 day break between students being on campus supports contact tracing and the two day per week schedule keeps teachers exposed to only one group of students per day
4. Cleaning and disinfecting could be done more thoroughly than with the AM/PM schedule

The Committee agreed that there are still concerns about the workload that this schedule will put on teachers, and that students will have three days of asynchronous learning, as well as fewer in person minutes. Curriculum staff are committed to helping find ways to mitigate these concerns if we should reopen.

### **Recommended Secondary Schedule**

Schedule 1: In-Person & Zoom Hybrid Schedule is the Secondary Hybrid Schedule recommended for implementation in January or when the virus is not widespread. Schedule 1 is the schedule that the Superintendent's Advisory Committee recommended, and is the clear schedule preference of students, staff, and parents.

### **Technology Required for Hybrid and Distance Learning**

#### Chromebooks:

All students will need to bring a Chromebook or laptop to school for in-person learning. Currently, 55% of students have district-issued Chromebooks, and the rest are using their own personal device to access distance learning. We anticipate a number of students will need to check out additional Chromebooks and a number must be available to address tech issues that may arise.

#### Webcams:

To provide students at home access to instruction, teachers will benefit from using a webcam. This will allow teachers to more easily broadcast their whiteboard or other physical learning materials that are not digital.

#### Microphone:

To ensure students attending class in-person are able to hear their teacher while masked, a desktop microphone will support instruction.

#### Sound Bar/Speaker:

The sound bar will project the microphone sound into the classroom, ensuring that students can hear the teacher even through a mask and face shield.

#### Headphones:

Students, when in-person, will need to wear headphones with microphones in order to limit/eliminate feedback that occurs when computers in close proximity run Zoom or similar video conferencing software.

#### Technology in the Classroom:

In the hybrid model, teachers will set up a Zoom meeting at the beginning of class, and students at home will log into the meeting. Depending on the teacher, students in the class could either log into Zoom and watch the lesson on their computer, or the teacher could use a Webcam to record the instruction they do in their classroom while both students at home and students in the classroom watch. The devices listed above will help to ensure that all students have access, and there is quality video and sound.

#### Technology use post COVID:

Laptops/Chromebooks are a classroom supply, and will continue to be used both in the classroom and at home. Our technology plan calls for one-to-one devices in grades 3-12 by

2023. These purchases help us get closer to that goal. As we return to a post-COVID classroom, we will have to decide the best way to disperse these devices to support students in class and at home. Microphones and sound bars are always useful in any classroom setting. Our current tech plan included There are studies that show that increasing the volume of a teacher's voice increases engagement in a classroom. Webcams can be used to continue video conferencing, professional development, or recording lessons for classes. COVID has transformed teaching and learning. Post-COVID, staff and students will be able to apply what they have learned to create new instructional and learning opportunities. A potential example of this is that students may be able to access courses on different campuses remotely using this technology without the need to travel.

**FISCAL IMPACT:**

There is a fiscal impact to implementing the Hybrid Schedules and 100% Distance Learning. Technology is needed to implement these instructional models. Quantities below are estimates.

Item	Quantity	Estimated Cost	Funding Source
Chromebooks	1400	\$285 each \$399,000 total	(CARES Act, Restricted)
Webcams	350	\$87 each \$30,450 total	(CARES Act, Restricted)
Microphones	350	\$125 each \$43,750 total	(CARES Act, Restricted)
Sound Bars	350	\$160 each \$56,000	(CARES Act, Restricted)
Student Headphones & Mics	3500	\$7.50 each \$26,250	(Learning Loss Mitigation, Restricted)
<b>TOTAL COST ESTIMATE</b>			<b>\$555,450</b>

This work is in direct support of the following District goals and their corresponding metrics:

Goal #1: All Santa Cruz City Schools students will be prepared to successfully access post-secondary college and career opportunities.

Goal #2: SCCS will create positive, engaging school environments that promote the development of cognitive skills and the social emotional well-being of all students.

Goal #3: We will eliminate the achievement gaps that currently exist between demographic groups within the SCCS student community.



Goal #4: We will develop a highly collaborative, professional culture focused on supporting effective teaching.

Goal #6: SCCS will maintain strong communication and partnership with its diverse community.

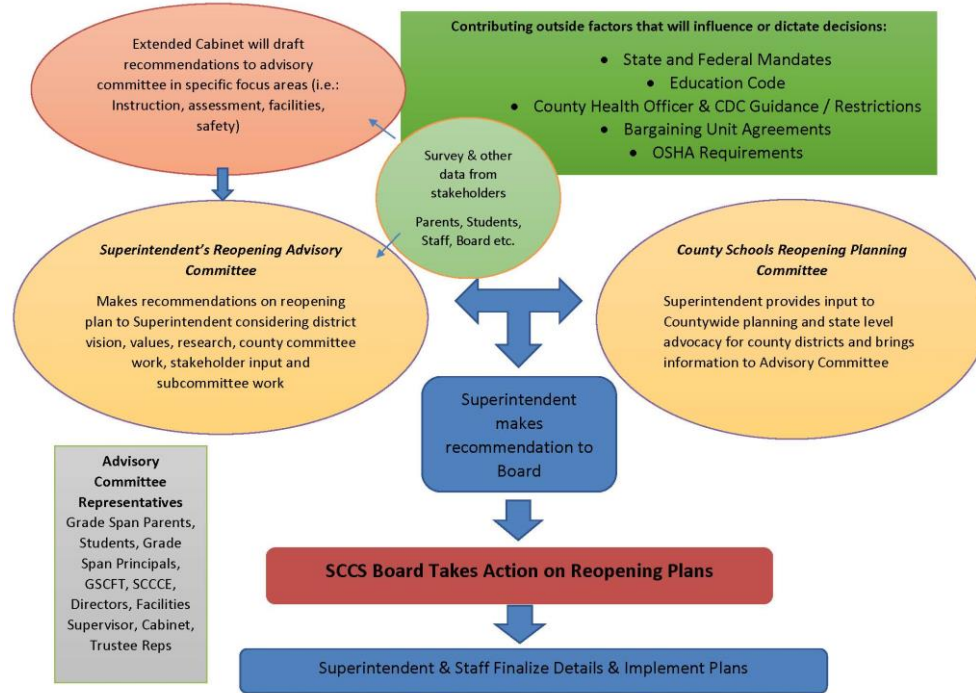


# Hybrid Instruction Recommendation

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MONDAY, NOVEMBER 16, 2020

## REOPENING SCHOOL SCCS DECISION MAKING FLOW CHART



# Stakeholder Input Process

Meetings were held with the following groups:

- Elementary Teacher Instructional Team
- Secondary Teacher Instructional Team
- Parent Leaders
- Secondary Students
- District English Learner Advisory Committee
- Open Teacher Input Meetings
- Family Webinars on Reopening
- Reopening Advisory Committee

Surveys were sent to:

- Families
- Students
- Staff

# Elementary Schedules Considered

## Schedule #1: 2 day per week Schedule (Elementary)

	Monday	Tuesday	Wednesday	Thursday	Friday
In person hours: 9:00-12:20 (TK/K) 9:00-1:40 (1st-3rd) 9:00-2:00 (4th-5th)	<b>Group 1</b> -In person attendance	<b>Group 1</b> -In person attendance	Art, music, library, life lab, and social emotional assignments at home for all students	<b>Group 1- At home</b> Zoom meeting and independent assignments	<b>Group 1- At home</b> Zoom meeting and independent assignments
	<b>Group 2- At home-</b> Zoom meeting, independent assignments	<b>Group 2- At home-</b> Zoom meeting, independent assignments		<b>Group 2</b> -In person attendance	<b>Group 2</b> -In person attendance

## Schedule #2: AM/PM Schedule (Elementary)

	Monday	Tuesday	Wednesday	Thursday	Friday
Group 1 8:30-11:00	At school-- individual assignments at home in the PM	At school-- individual assignments at home in the PM	Art, music, library, life lab, and social emotional assignments at home	At school-- individual assignments at home in the PM	At school-- individual assignments at home in the PM
Group 2 12:00-2:30	At school-- individual assignments at home in the AM	At school-- individual assignments at home in the AM		At school-- individual assignments at home in the AM	At school-- individual assignments at home in the AM

Overall Results				
Schedule #1	60.5%			
Schedule #2	39.5%			
Results by site	Bay View	DeLaveaga	Gault	Westlake
Schedule #1	29%	53%	58%	27%
Schedule #2	71%	47%	42%	73%

## Elementary Staff Survey

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	Total Responses	Schedule #1	Schedule #2
<b>Total Parent Response</b>	849	367	326
<b>English Survey</b>	753	314	303
<b>Spanish Survey</b>	96	53	23

# Elementary Parent / Guardian Survey

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# Elementary Hybrid Schedule Recommendation - Schedule 1

	Monday	Tuesday	Wednesday	Thursday	Friday
In person hours: 9:00-12:20 (TK/K) 9:00-1:40 (1st-3rd) 9:00-2:00 (4th-5th)	<b>Group 1</b> -In person attendance	<b>Group 1</b> -In person attendance	Art, music, library, life lab, and social emotional assignments at home for all students	<b>Group 1- At home</b> Zoom meeting and independent assignments	<b>Group 1- At home</b> Zoom meeting and independent assignments
	<b>Group 2- At home-</b> Zoom meeting, independent assignments	<b>Group 2- At home-</b> Zoom meeting, independent assignments		<b>Group 2</b> -In person attendance	<b>Group 2</b> -In person attendance

# Secondary Schedules Considered

# Option 1: In-Person & Zoom Hybrid Schedule (HHS/SHS/MHMS/B40MS)

Synchronous Online Instruction Schedule	
Time	Monday
7:40 - 8:20	0 Period
8:30 - 9:10	1st Period
9:20 - 10:00	2nd Period
10:10 - 10:50	3rd Period
11:00 - 11:40	4th Period
11:40 - 12:10	Lunch
12:15-12:55	5th Period
1:05 - 1:45	6th Period
1:55 - 2:50	*See T - F Schedule

In-Person & Zoom Hybrid Schedule				
Time	Tuesday	Wednesday	Thursday	Friday
7:40-8:20	0 Per (group 1)	0 Per (group 1)	0 Per (group 2)	0 Per (group 2)
8:30-9:50	1st Per (group 1)	4th Per (group 1)	1st Per (group 2)	4th Per (group 2)
10:00-11:20	2nd Per (group 1)	5th Per (group 1)	2nd Per (group 2)	5th Per (group 2)
11:20-11:35	Break/ Descanso			
11:40-1:00	3rd Per (group 1)	6th Per (group 1)	3rd per (group 2)	6th Per (group 2)
1:00-1:30	Lunch (grab & go)			
1:35-2:50	*PLCs, Meetings, Collaboration, Professional Development, Trainings, IEP/504 Meetings			

# Option 1: In-Person & Zoom Hybrid Schedule (SCHS)

Synchronous Online Instruction Schedule	
Time	Monday
7:40 - 8:20	0 Period
8:30 - 9:10	1st Period
9:20 - 10:00	2nd Period
10:10 - 10:50	3rd Period
11:00 - 11:40	4th Period
11:40 - 12:10	Lunch
12:15-3:15	*See T - F Schedule

In-Person & Zoom Hybrid Schedule - SCHS		
Time	Tuesday /Thursday	Wednesday/Friday
7:40 - 8:20	0 Period (Group 1)	0 Period (Group 2)
8:30 - 9:50	1st Period (Group 1)	1st Period (Group 2)
10:00 - 11:20	2nd Period (Group 1)	2nd Period (Group 2)
11:20 - 11:50	Lunch	
11:55 - 1:15	3rd Period (Group 1)	3rd Period (Group 2)
1:25 - 2:45	4th Period (Group 1)	4th Period (Group 2)
2:50 - 3:15 (25 minutes)	PLCs, Meetings, Collaboration, Professional Development, Trainings, IEP/504 Meetings	

Option 2:  
(HHS/SHS/MHMS/B40MS)

Synchronous Online Instruction Schedule	
Time	Monday
7:40 - 8:20	0 Period
8:30 - 9:10	1st Period
9:20 - 10:00	2nd Period
10:10 - 10:50	3rd Period
11:00 - 11:40	4th Period
11:40 - 12:10	Lunch
12:15-12:55	5th Period
1:05 - 1:45	6th Period
1:55 - 2:50	*See T - F Schedule

Time	Tuesday	Wednesday	Thursday	Friday
Distance Learning Morning Schedule: All Students Participate				
7:40-8:20	0 Per	0 Per	0 Per	0 Per
8:30-9:10	1st Per	4th Per	1st Per	4th Per
9:20-10:00	2nd Per	5th Per	2nd Per	5th Per
10:10-10:50	3rd Per	6th Per	3rd Per	6th Per
10:50-11:25	*PLCs, Meetings, Collaboration, Professional Development, Trainings, IEP/504 Meetings			
11:25-11:55	Lunch			
Afternoon Schedule for In Person & Asynchronous Work:				
	<u>Group 1</u> - In Person <u>Group 2 &amp; DL</u> - Asynchronous Independent Work		<u>Group 2</u> - In Person <u>Group 1 &amp; DL</u> - Asynchronous Independent Work	
12:00-12:40	1st Per	4th Per	1st Per	4th Per
12:50-1:30	2nd Per	5th Per	2nd Per	5th Per
1:40-2:20	3rd Per	6th Per	3rd Per	6th Per
2:20-2:50	*PLCs, Meetings, Collaboration, Professional Development, Trainings, IEP/504 Meetings			

## Option 2- Distance Learning & In-Person Hybrid Schedule (SCHS)

Monday		Tuesday	Wednesday	Thursday	Friday
Online Sync Everyone		Zoom Online Sync Everyone	Zoom Online Sync Everyone	Zoom Online Sync Everyone	Zoom Online Sync Everyone
0 - 7:40 - 8:20		0 - 7:40 - 8:20	0 - 7:40 - 8:20	0 - 7:40 - 8:20	0 - 7:40 - 8:20
1 - 8:30 - 9:10		1 - 8:30 - 9:10	1 - 8:30 - 9:10	1 - 8:30 - 9:10	1 - 8:30 - 9:10
2 - 9:20 - 10:00		2 - 9:20 - 10:00	2 - 9:20 - 10:00	2 - 9:20 - 10:00	2 - 9:20 - 10:00
3 - 10:10 - 10:50		3 - 10:10 - 10:50	3 - 10:10 - 10:50	3 - 10:10 - 10:50	3 - 10:10 - 10:50
4 - 11:00 - 11:40		4 - 11:00 - 11:40	4 - 11:00 - 11:40	4 - 11:00 - 11:40	4 - 11:00 - 11:40
11:40 - 12:30		<b>Lunch/Travel/Prep</b>			
12:40 - 3:15 PLCs, etc.		Group 1 in person Group 2 + DL Async	Group 2 in person Group1 + DL Async	Group 1 in person Group 2 + DL Async	Group 2 in person Group 1 + DL Async
		1 - 12:40 - 1:40	1 - 12:00 - 1:40	3 - 12:40 - 1:40	3 - 12:40 - 1:40
		2 - 1:50 - 2:50	2 - 1:50 - 2:50	4 - 1:50 - 2:50	4 - 1:50 - 2:50
		2:50 - 3:15 Planning, SST/504/IEP 3145 Meetings, etc.			

<b>Hybrid Schedule Survey Results (n = 185)</b>	
<b>Option 1: In-Person and Zoom Hybrid Schedule</b>	<b>61.1% (n = 113)</b>
<b>Option 2: Distance Learning and In- Person Hybrid Schedule</b>	<b>38.9% (n = 72)</b>

## Secondary Staff Survey

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<b>Hybrid Schedule Survey Results (n = 1,861)</b>	
<b>Option 1:</b>	<b>81.3% (n = 1,513)</b>
<b>Option 2:</b>	<b>18.7% (n = 348)</b>

## Secondary Student Survey

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<b>Hybrid Schedule Survey Results (n = 1,291)</b>	
<b>Option 1:</b>	<b>87.5% (n = 1,129)</b>
<b>Option 2:</b>	<b>12.6% (n = 162)</b>

## Secondary Parent / Guardian Survey

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# Secondary Hybrid Schedule Recommendation - Schedule 1

B40 MS, Mission Hill MS, Harbor HS and Soquel HS

Synchronous Online Instruction Schedule	
Time	Monday
7:40 - 8:20	0 Period
8:30 - 9:10	1st Period
9:20 - 10:00	2nd Period
10:10 - 10:50	3rd Period
11:00 - 11:40	4th Period
11:40 - 12:10	Lunch
12:15-12:55	5th Period
1:05 - 1:45	6th Period
1:55 - 2:50	*See T - F Schedule

In-Person & Zoom Hybrid Schedule				
Time	Tuesday	Wednesday	Thursday	Friday
7:40-8:20	0 Per (group 1)	0 Per (group 1)	0 Per (group 2)	0 Per (group 2)
8:30-9:50	1st Per (group 1)	4th Per (group 1)	1st Per (group 2)	4th Per (group 2)
10:00-11:20	2nd Per (group 1)	5th Per (group 1)	2nd Per (group 2)	5th Per (group 2)
11:20-11:35	Break/ Descanso			
11:40-1:00	3rd Per (group 1)	6th Per (group 1)	3rd per (group 2)	6th Per (group 2)
1:00-1:30	Lunch (grab & go)			
1:35-2:50	*PLCs, Meetings, Collaboration, Professional Development, Trainings, IEP/504 Meetings			

# Secondary Hybrid Schedule Recommendation - Schedule 1

## Santa Cruz HS

Synchronous Online Instruction Schedule	
Time	Monday
7:40 - 8:20	0 Period
8:30 - 9:10	1st Period
9:20 - 10:00	2nd Period
10:10 - 10:50	3rd Period
11:00 - 11:40	4th Period
11:40 - 12:10	Lunch
12:15-3:15	*See T - F Schedule

In-Person & Zoom Hybrid Schedule - SCHS		
Time	Tuesday /Thursday	Wednesday/Friday
7:40 - 8:20	0 Period (Group 1)	0 Period (Group 2)
8:30 - 9:50	1st Period (Group 1)	1st Period (Group 2)
10:00 - 11:20	2nd Period (Group 1)	2nd Period (Group 2)
11:20 - 11:50	Lunch	
11:55 - 1:15	3rd Period (Group 1)	3rd Period (Group 2)
1:25 - 2:45	4th Period (Group 1)	4th Period (Group 2)
2:50 - 3:15 (25 minutes)	PLCs, Meetings, Collaboration, Professional Development, Trainings, IEP/504 Meetings	

# 100% Distance Learning Elementary

To be determined...

Once we know our schedule, we will ask parents for a commitment to distance or in person learning. Distance learning will:

1. Be with current school
2. May not be with current teacher
3. Could be a distance learning only section
4. Could live stream with current teacher

# 100% Distance Learning Secondary

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Students participate via Zoom from home



The first 30 minutes (and up to the entire 80 minute period) of each class period will be broadcast live from the classroom for students at home



If students are not kept on Zoom for the entire 80 minute period, they will have an independent assignment to complete. Instructions and guidance provided by the teacher during the live broadcast

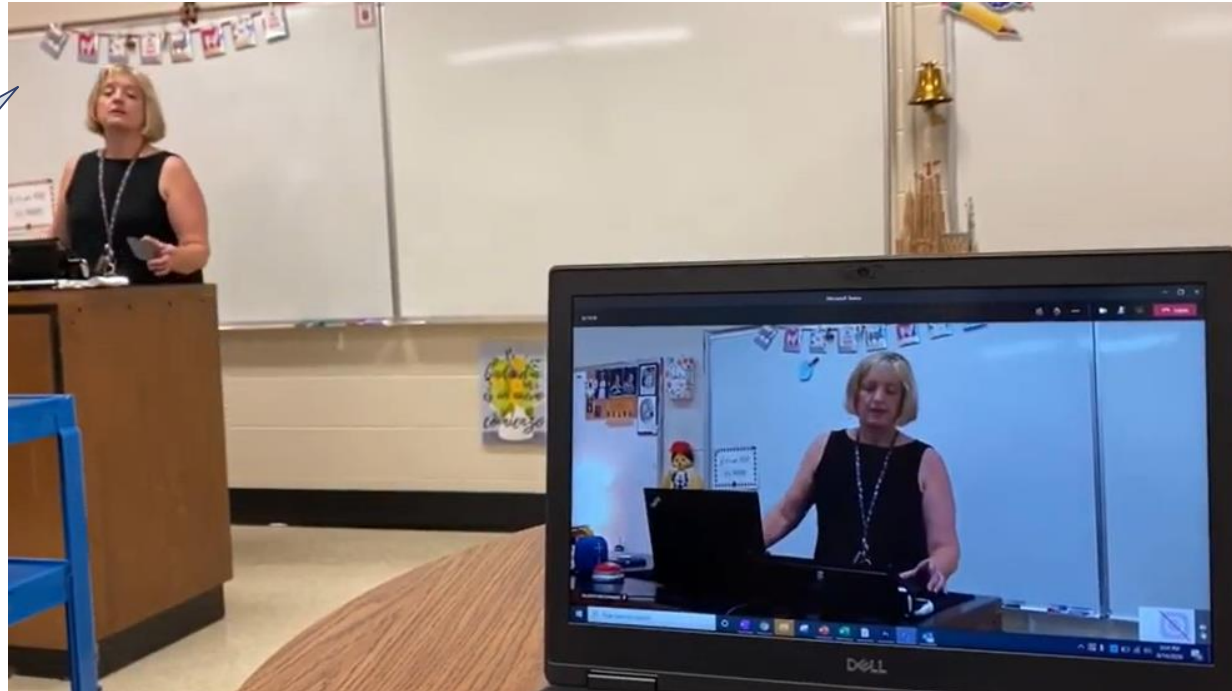
# Technology to Support 100% Distance Learning with Hybrid Schedules

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Item	Number of Items	Estimated Costs	Funding Source
Web Cameras	350	\$30,450	CARES Act
Sound Bars	350	\$56,000	CARES Act
Microphones	350	\$43,750	CARES Act
Student Headphones & Mics	3,500	\$26,250	Learning Loss Mitigation Funding
Chromebooks	1400	\$399,000	CARES Act
Total Estimated Cost	\$555,450		

# What could the classroom look like?

Kids in class see the teacher in front of them.



Kids at home see the teacher and board on their computer screen.



Webcam records what the teacher says and does

Soundbar and mic makes sure everyone can hear the teacher



Students at home can be seen on Zoom on a monitor in the classroom or on the TV in the classroom  
They can see what is being recorded by the webcam



Students in class can hear the teacher because of the mic and sound bar, can see the instruction in front of them, and could interact with students at home if they are on Zoom

The laptop runs it all

## How will this technology be used post COVID?

- Laptops/Chromebooks are a classroom supply used post-COVID
- Microphones and sound bars are useful in any classroom setting and increase engagement in a classroom
- Webcams can be used to continue video conferencing, professional development, collaboration across schools and recording lessons
- In the future, students may be able to access courses on different campuses remotely using this technology without the need to travel

