

# Capistrano Unified School District

*District Goals  
2020-2021 School Year*



# Wildly Important Goals (WIGs)

## **Teaching and Learning**

Engage students in meaningful, challenging, and innovative educational experiences to increase post-secondary options for all students

## **Communication**

Communicate with, and engage students, parents, employees, and community members in Districtwide and community-specific decisions

## **Facilities**

Optimize facilities and learning environments for all students

# District Priorities for 2020-2021

1. Assemble, lead, and use all resources at our disposal to implement a plan for the reopening of CUSD schools.
2. Develop and monitor a realistic fiscal budget for 2020-21 that places emphasis on resilience and sustainability of instruction.
3. Confer and negotiate with District bargaining units that realistically fits within the District's 2020-21 budget, without creating unrealistic obligations for the District in later years and implements resilient and sustainable educational models that serve students well, whether classrooms are open or virtual. The models must allow for high-quality education that is able to continue uninterrupted whether delivered in person or online.
4. Prioritize and expand the community-support role of elementary schools and secondarily, prioritize services to high school Juniors and Seniors who are preparing for post-secondary education, whether it be college or vocational.

# Priority 1: Assemble, lead, and use all resources at our disposal to implement a plan for the reopening of CUSD schools.

## Education and Support Services

### ● Reopening Plan - Component #2: Curriculum and Instruction

- Principals will lead staff through the effective implementation of the PLC process to prioritize the most essential standards in each grade level and content area, develop and utilize frequent formative assessments and progress monitoring, and the analysis of assessment data to provide strategic intervention and extension to all students with a focus on students with disabilities, students learning English as a second language, and students who experienced learning regression during closure.
  - Literacy: Maintain student ELA performance and Smarter Balanced Assessment (SBA) ELA proficiency at 70.5% by standard met or exceeded
  - Numeracy: Maintain student Math performance and Smarter Balanced Assessment (SBA) Math proficiency at 61% by standard met or exceeded.

### ● Reopening Plan - Component #3: Social Emotional Learning and Cultural Proficiency

- District Social Emotional Learning (SEL) Guiding Coalition to review current practices, policies, CHKS data, PBIS & Restorative Practices, discipline data, attendance data, grade data and use of social media/technology, present 3 year district-wide strategic SEL plan by October 2020, and begin implementation of Year 1.
- Cultural Proficiency Task Force to examine districtwide equity gap data, establish goals, present an action plan to include a 3 year professional learning plan by October 2020, and begin implementation of Year 1.





# Human Resource Services

## **ALL BARGAINING UNITS**

Meet and confer regarding an MOU specific to online learning and hybrid learning allowing for the highest levels of instruction and flexibility in transitioning between models while committing to adhering to all safety practices outlined by the CDPH.

- Includes multiple stakeholder meetings with representatives from bargaining units
- Continue to meet and confer post MOU agreement regarding impacts on working conditions due to reopening needs and adjustments throughout the process
- Systematic weekly meetings with CUEA and CSEA to address current issues

## **DEVELOPING HUMAN RESOURCES**

- Support induction programs for teachers and administrators internally
- Continue professional learning for all bargaining units with priority towards hybrid and online learning tools and Implicit Bias modules
- Systematic learning provided through Assistant Principal and Principal meetings in practicable areas such as: evaluations, safety, investigations, PLC, contract knowledge, Title IX compliance, employee discipline and support, Cultural Proficiency, and Special Education



# Communications

**Goal:** Provide timely, clear, and consistent communication to families regarding reopening of CUSD schools and ongoing operations

## Strategies/Activities

- Utilize CUSD Insider, school messenger, video messaging, and social media to communicate with families
- Support CUSD leadership, departments, and school sites during times of emergency in order to maintain a high level of customer service and response

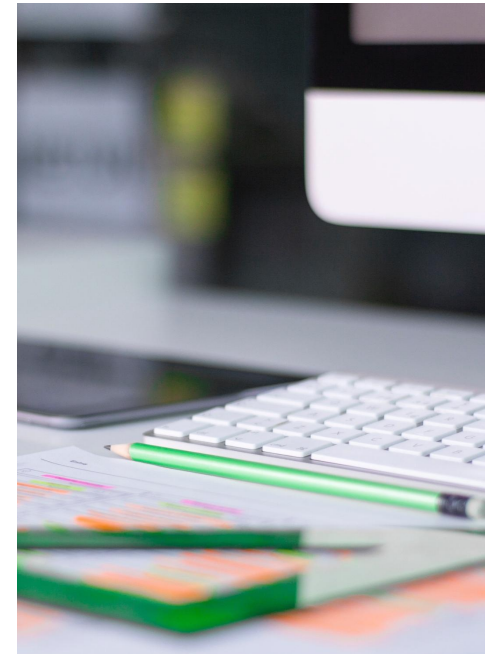
## Success Indicators/Evidence

- Schedule 2 school messenger messages per month to families
- Produce 1 video message per quarter to families
- During crises, create talking points for staff, assist with coordinating phone banks and email teams, and help departments work through what resources are needed to meet the needs of our families



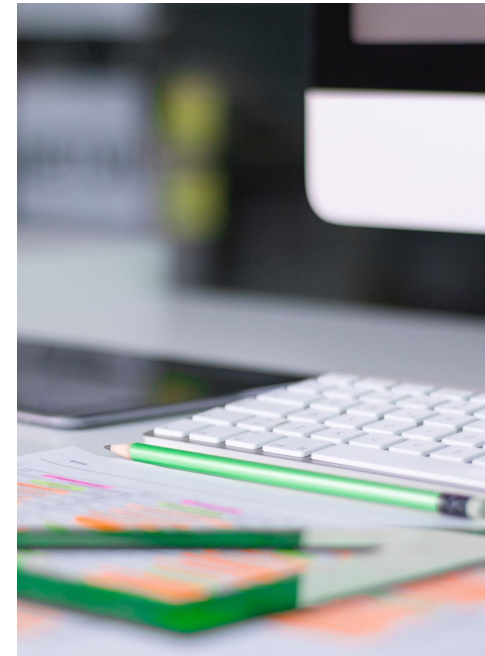
# Business Services

- Configure, train, and support students and staff in the use of the Canvas learning management system.
- Evaluate, timely procure, and distribute necessary PPE to ensure reopening of schools and maintain adequate inventory on hand: Goal is complete alignment with CDPH guidelines.
- Provide safe, on time services for all bus riders, while following CDPH guidelines: Goal is transportation for all who request it.
- Train, hire and retain new bus drivers. Goal is to keep all permanent positions filled and maintain at least 15 drivers in substitute pool at all times.
- Scheduled replacement of MERV 13 filters every three months to maintain safe air ventilation.
- Clean and disinfect sites daily. Restrooms cleaned twice a day and frequently touched surfaces cleaned throughout the day as practicable.



# Business Services

- Apply new insurance rates and payroll rates and conduct health benefit open enrollment as a result of CSEA negotiations settlement: Goal is to have employees paid at new rate and be paid retroactive pay by October 10th
- New virtual open enrollment process for insurance: Goal is to have employees enrolled by November 15th
- Increase payroll direct deposit rates for those employees still receiving hard copy checks: Goal is an increase of 5%
- Get new hires/newly benefited employees enrolled in a timely manner: Goal is 30 days

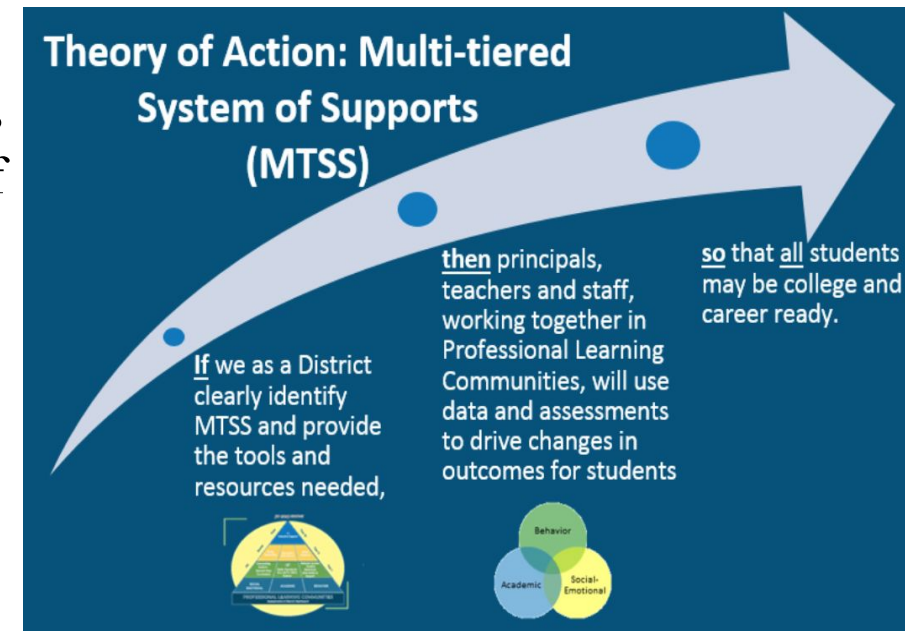




## Priority 2: Develop and monitor a realistic fiscal budget for 2020-21 that places emphasis on resilience and sustainability of instruction.

### Education and Support Services

- Complete the final restructure of Education and Support Services Department to align the organizational structure and all available resources to increase departmental efficiency and enhance support to all students through the Multi-tiered System of Supports framework.
- Mine talent within the organization to share innovative practices across the District and harness internal talent to build capacity of leaders and teachers and to support department decentralization.



# Communications

**Goal:** Provide communication to CUSD families, staff, and community members regarding our budget challenges and the District's prioritization of funds to support student learning.

## Strategies/Activities

- Utilize CUSD Insider, school messenger, Capo Talk, and social media to communicate with and engage internal and external stakeholders



# Business Services

- Support high technology learning through a 1:1 chromebook program.
- Use CARES Act monies along with State COVID funds to cover distance and extended learning costs: Goal is to cover all costs with COVID funds
- Submit application for FEMA funds for \$1.7 million in PPE costs for reimbursement: Goal is to be reimbursed for all PPE at 75% FEMA rate
- Maintain cash solvency during State cash deferrals and monitor other funds for cash availability: Goal is to borrow at lowest cost through the Orange County Treasurer
- Evaluate possibilities for reduction in spending: Goal is to present a balanced 3 year budget in December through the use of spending reductions
- Monitor cafeteria fund reserve, minimize deficit and avoid encroachment of general fund



**Priority 3: Confer and negotiate with District bargaining units that realistically fits within the District's 2020-21 budget, without creating unrealistic obligations for the District in later years and implements resilient and sustainable educational models that serve students well, whether classrooms are open or virtual. The models must allow for high-quality education that is able to continue uninterrupted whether delivered in person or online.**

## Education and Support Services

- **Reopening Component #2: Curriculum and Instruction**
  - Ongoing training and support for staff and families with Canvas Learning Management System and online curriculum
- **Reopening Component #4: Innovative Program Models**
  - Provide both on campus and 100% online options for students in general and special education, and provide a full day option for elementary and self-contained classes:
    - **Elementary:** Program A (full day on campus); Program B (hybrid); and Program C (100% online)
    - **Secondary:** Program A (hybrid) and Program B (100% online)





# Human Resource Services

## **ALL BARGAINING UNITS, INCLUDING CUMA**

Meet and confer regarding compensation, health and welfare and any topics related to meeting District financial obligations.

Focus on a multi-year plan for realistic financial obligations for the District.

## **ALL BARGAINING UNITS**

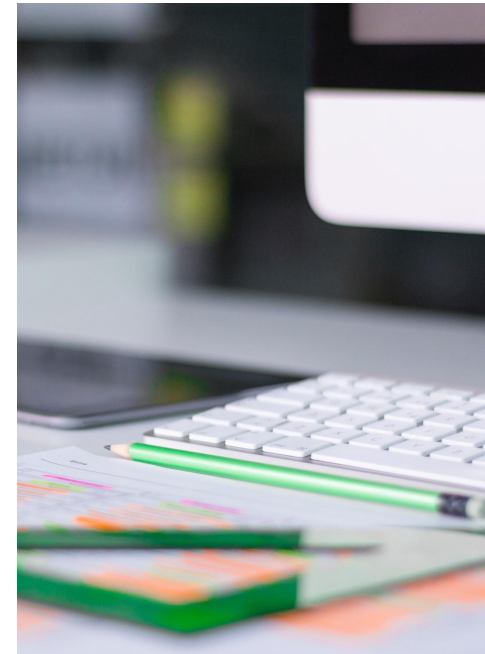
Meet and confer regarding an MOU specific to online learning and hybrid learning allowing for the highest levels of instruction and flexibility in transitioning between models while committing to adhering to all safety practices outlined by the CDPH.

Continue to discuss impacts on working conditions as plans and conditions evolve and change.



# Business Services

- Ensure purchase of all PPE is guided by CDPH guidelines
- Update Multi Year Projection (MYP) by 1st Interim to allow for long term financial planning.
- Increase number of meals served daily: Goal is to reestablish participation numbers pre-COVID



**Priority 4: Prioritize and expand the community-support role of elementary schools and secondarily, prioritize services to high school Juniors and Seniors who are preparing for post-secondary education, whether it be college or vocational.**

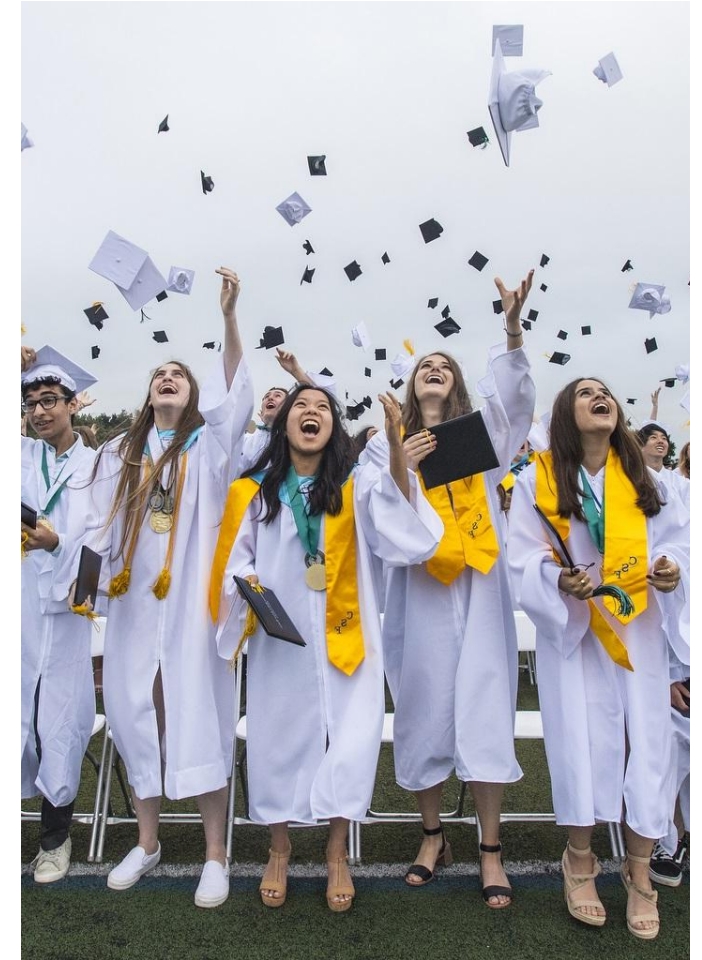
## Education and Support Services

### Elementary Schools

- Provide 100% on campus option for elementary families through Extended Learning

### Juniors and Seniors

- Increase support through Futureology counseling services both online and in person
- Provide temporary policies to provide flexibility with graduation requirements
- Strengthen partnership with Saddleback College to provide access to additional courses



# Communications

**Goal:** Prioritize and expand the community-support role of elementary schools and secondarily, prioritize services to high school Juniors and Seniors who are preparing for post-secondary education, whether it be college or vocational.

## Strategies/Activities

- Utilize CUSD Insider, social media, webinars, and events to engage the CUSD community

## Success Indicators/Evidence

- Publish 50 articles on CUSD Insider (and link from CapoTalk and social media) highlighting our work in extended learning, District partnerships, and share the stories of our elementary schools
- Publish 18 advertisements in local publications
- Produce and host 6 events with Hoag, as well as District leadership and various departments

