

Operational Needs Reporting Protocol-Academics

The number of District-Approved Remote Assignments was 90, corrected number is 38.

APPROVED
AS CORRECTED
2021-02-05
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Exceptional Student Learning Support (ESLS)
Operational Needs Reporting Protocol

- The ESLS Division will review current data of students attending in-person instruction at schools
- Flexibility was provided for remote work opportunities for BTU Bargaining Unit staff with the following considerations:
 - if the student is returning to in-person instruction to school campus, the service provider/instructional staff member needs to provide in-person instruction
 - if the student remains remote, then remote services can be kept in place
 - flexibility is provided for work that is not direct instruction (such as report writing, paperwork)
 - if a school requested assistance, the offering of in-person support is offered to the school as a first priority, but can also be provided remotely
 - student service and need were and will continue to be the priority
- The ESLS Division has increased operational efficiency in the virtual environment by supporting teachers with reduced time in transportation between sites and the immediacy of support being provided both to school sites and to multiple teachers at a site or within the District with like needs.
- All available remote work assignments have been given in accordance with the priority levels outlined in the September 29, 2020 MOU with BTU.
- The ESLS Division will continuously review their current operational needs to serve the District.

Number of District-Approved Remote Assignments for Fall 2020: 54

Number of Approved Remote Assignments for Spring 2021: 48 ϕ

Saemone Hollingsworth

Saemone Hollingsworth, Executive Director, Exceptional Student Learning Support

~~Used 2020-02-04~~ **CORRECTED**
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Student Assessment and Research Operational Needs Reporting Protocol

- The Student Assessment and Research (SAR) Department reviewed current support, initiatives and training being provided to schools virtually.
- The Assessment and Research staff operate efficiently in a remote environment. Staff collaborate regularly through Microsoft TEAMS. The whole department meets weekly with the Director every Monday at 1pm. The Assessment team meets with the Director each Thursday at 1pm, the Research team meets with the Director each Wednesday at 10:30am, and the Title 1 team meets with the Director each Friday at 1pm. Problem solving and collaboration occur continuously and immediately through ad hoc TEAMS calls.
- SAR staff can perform all tasks remotely. Staff access the server and data warehouse applications through VPN on District issued laptops. Staff analyze data using software loaded locally on each laptop device. Staff share reports and files instantaneously on Microsoft One-Drive.
- In previous years, the Assessment Specialists would only meet monthly with high school Student Assessment Specialists (SAS) at school sites and central locations throughout the district. This year, Assessment Specialists meet virtually on TEAMS with SAS's and have increased the frequency of these meetings to every two weeks. This is a preferred method of delivery as it saves travel cost and time for both school staff and department staff. The Assessment Specialists are able to share information in a more timely manner and troubleshoot issues as they arise.
- The SAR Director determined the staff granted a continued remote work assignment could continue to work remotely due to the ability to perform their work at the same level or higher. This determination will be reviewed monthly along with department/district needs.
- All available remote work assignments have been given in accordance with the priority levels outlined in the September 29, 2020 MOU with BTU.
- The SAR Department will continuously review their current operational needs to serve the district.

Number of District-Approved Remote Assignments for Fall 2020: 5 2

Number of Approved Remote Assignments for Spring 2021: 5 2

Richard Baum

Richard Baum
Director, Student Assessment and Research

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2021-02-05

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Bilingual/ESOL Operational Needs Reporting Protocol

- The Bilingual/ESOL Department reviewed current support, adoption work, initiatives, professional learning, and training being provided to schools virtual in the areas of ESOL, World Languages, Dual Language, and Parent Support.
- The Bilingual/ESOL Department has increased operational efficiency in the virtual environment by supporting teachers with reduced time in transportation between sites and the immediacy of support being provided both to school sites and to multiple teachers at a site or within the District with like needs.
- The Bilingual/ESOL Department Director reviewed these needs and assessed the ability to perform the same or greater level of service to schools/teachers.
- The Bilingual/ESOL Department Director determined the teachers granted a continued remote work assignment could continue to work remotely due to the ability to perform their work at the same level or higher. This determination will be reviewed monthly along with department/district needs.
- All available remote work assignments have been given in accordance with the priority levels outlined in the September 29, 2020 MOU with BTU.
- The Bilingual/ESOL Department will continuously review their current operational needs to serve the district.

Number of District-Approved Instructional Remote Assignments for Fall 2020: 2 ϕ

Number of Approved Instructional Remote Assignments for Spring 2021: 2 ϕ

Victoria B. Saldala

~~Victoria B. Saldala~~
2021-02-04

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2021-02-05

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Applied Learning Operational Needs Reporting Protocol

- Applied Learning has increased operational efficiency in the virtual environment by expanding teacher support due to a reduction in time needed for transportation between sites as well as providing an immediacy of support to school sites and to teachers at those sites.
- The Director of Applied Learning reviewed current school program support, teacher and coach support, extracurricular support, program-specific initiatives, professional learning, content development and grant goals, expectations, implementation.
- The Applied Learning Director reviewed the teachers granted a remote working assignment through First Semester, their corresponding responsibilities and completion of tasks based on pre-COVID and current-COVID implementation. Based on the demonstration of their ability to perform their work at the same level or higher, they were provided with an extension of their remote work assignment which will be reviewed periodically according to department/district needs.
- All available remote work assignments have been given in accordance with the priority levels outlined in the September 29, 2020 MOU with BTU.

Number of District-Approved Remote Assignments for Fall 2020: ~~3~~ 4

Number of Approved Remote Assignments for Spring 2021: ~~3~~ 4

Susan M. Cantrick

Susan M. Cantrick
Director, Applied Learning

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2021-02-09

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