

**ESSER III Expenditure Plan**

Local Educational Agency (LEA) Name	Contact Name and Title	Email and Phone
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School districts, county offices of education, or charter schools, collectively known as LEAs, that receive Elementary and Secondary School Emergency Relief (ESSER) funds under the American Rescue Plan Act, referred to as ESSER III funds, are required to develop a plan for how they will use their ESSER III funds. **In the plan, an LEA must explain how it intends to use its ESSER III funds to address students’ academic, social, emotional, and mental health needs, as well as any opportunity gaps that existed before, and were worsened by, the COVID-19 pandemic.** An LEA may also use its ESSER III funds in other ways, as detailed in the Fiscal Requirements section of the Instructions. In developing the plan, the LEA has flexibility to include community input and/or actions included in other planning documents, such as the Local Control and Accountability Plan (LCAP), provided that the input and actions are relevant to the LEA’s Plan to support students.

For more information please see the Instructions.

**Other LEA Plans Referenced in this Plan**

Plan Title	Where the Plan May Be Accessed
LCAP/ELO	<a href="https://www.pucschools.org/cces/lcap/">https://www.pucschools.org/cces/lcap/</a>

**Summary of Planned ESSER III Expenditures**

Below is a summary of the ESSER III funds received by the LEA and how the LEA intends to expend these funds in support of students.

**Total ESSER III funds received by the LEA**

\$756,982	
Plan Section	Total Planned ESSER III Expenditures
Strategies for Continuous and Safe In-Person Learning	\$491,153.00
Addressing Lost Instructional Time (a minimum of 20 percent of the LEAs ESSER III funds)	\$152,486.00
Use of Any Remaining Funds	\$113,343.00

**Total ESSER III funds included in this plan**

\$756,982

### **Community Engagement**

An LEA's decisions about how to use its ESSER III funds will directly impact the students, families, and the local community. The following is a description of how the LEA meaningfully consulted with its community members in determining the prevention and mitigation strategies, strategies to address the academic impact of lost instructional time, and any other strategies or activities to be implemented by the LEA. In developing the plan, the LEA has flexibility to include input received from community members during the development of other LEA Plans, such as the LCAP, provided that the input is relevant to the development of the LEA's ESSER III Expenditure Plan.

For specific requirements, including a list of the community members that an LEA is required to consult with, please see the Community Engagement section of the Instructions.

A description of the efforts made by the LEA to meaningfully consult with its required community members and the opportunities provided by the LEA for public input in the development of the plan.

At PUC **Community Charter Elementary School** stakeholder feedback is an important core practice to our work with our parents, teachers, students, and school staff. Throughout the 2020-2021 school year, PUC **Community Charter Elementary School**, collected feedback from parents, teachers, students, and school staff related to student needs and use of supplemental funding using the following platforms: online surveys, virtual meetings, and one-to-one virtual meetings to support our school's response to the school year under COVID-19. Our parents, teachers, students, and school staff are surveyed at various times throughout a school year allowing us at PUC **Community Charter Elementary School** to continuously gather stakeholder feedback related to our school's response, supports, and services. Our stakeholder feedback structure and yearlong survey cadence has allowed us at PUC **Community Charter Elementary School** to remain responsible, relational, responsive, and adaptive to the ever changing demands caused by COVID-19 on our students, school staff, families, and communities throughout the academic school year.

At PUC **Community Charter Elementary School** the school used the following platforms to gather continuous feedback from school community members in support of the school's ESSER III Expenditure Plan. The school gathered feedback from school community members around the following 1) prevention and mitigation strategies to continuously and safely operate the school for in-person learning 2) strategies to address the academic impact of lost instructional time through evidence-based interventions 3) any additional strategies to support the holistic needs of students & 4) progress monitoring to ensure interventions address the academic and social-emotional needs of all students particularly those disproportionately impacted by COVID-19. The school used the following platforms to collect school community member input, suggestions, and feedback, to best support the use of ESSER III funds for all students at PUC **Community Charter Elementary School**.

The school engaged school community members through its School Advisory Committee (SAC) and English Learning Advisory Committee (ELAC) to gather school community member feedback (i.e. parents, school staff, students, and community members) related to the school's use of ESSER III funds. The school also used scheduled professional development with school staff to gather school staff feedback, input, and suggestions to further the school's collective planning for the ESSER III Expenditure Plan. Lastly, the school also engaged students, community members, and the public at large through the use of focus groups hosted by the school to further gather feedback, input, suggestions and also **via Instagram, Facebook, and Twitter**. The ongoing engagement with school community members described above allowed the school to create an ESSER III Expenditure Plan that

is responsible and responsive to the various and unique needs of all students, particularly those disproportionately impacted by COVID-19, at **Community Charter Elementary School**.

Specifically, the school presented each school community group with the following opportunities:

**Parents & Guardians: (including parents/guardians of English Learner, Homeless, Low-Income, Foster Youth, and Special Education):**

- The school's ESSER III Expenditure Plan was presented to parents/guardians and school community members at the School Advisory Committee (SAC) and English Learning Advisory Committee (ELAC) to have them learn about the plan and gather ongoing feedback, input, and suggestions from parents/guardians and school community members.
- The school shared its School Success Plan, LCAP, & use of Supplemental Funds [i.e. ESSER III] for 2021-22 SY during a general parent meeting at the start of the year. This meeting was open to all parents/guardians, related to the school's success, where feedback, input, and suggestions were gathered related to the use of Supplemental Funds [i.e. ESSER III]. The meeting was held in both English and Spanish to meet the language needs of the parents/guardians at the school site. Documents being reviewed were provided online and shared on-screen during the meeting.

**Teachers & School Staff: (Principal, School Leaders, Paraprofessionals, Inclusion of Specialist-SPED Administration):**

- The school's ESSER III Expenditure Plan was presented to school teachers and staff at scheduled professional development. This time allowed them to learn about the plan and gather feedback, input, and suggestions from the teachers and school staff.
- The school shared its School Success Plan, LCAP, & use of Supplemental Funds [i.e. ESSER III] for 2021-22 SY during professional development at the start of the year. This meeting was open to all teachers and staff, related to the school's success, where feedback, input, and suggestions were gathered related to the use of Supplemental Funds [i.e. ESSER III].
- The school reviewed its student data related to student academics, behavioral, and social emotional needs by paying close attention to student groups that were disproportionately impacted by COVID-19, in support of the holistic supports and interventions for all students at the school.

**Students & Community(including individuals representing children with disabilities, English Learners, Homeless Students, Foster Youth):**

- The school's ESSER III Expenditure Plan was presented to student and school community focus groups. This time allowed them to learn about the plan and the school to gather feedback, input, and suggestions from students and school community members.
- The school shared its School Success Plan, LCAP, & use of Supplemental Funds [i.e. ESSER III] for 2021-22 SY at scheduled focus group sessions at the start of the year.

A description of how the development of the plan was influenced by community input.

The school community **and public at large** input, gathered from the platforms described above, influenced the school's response and development of the ESSER III Expenditure Plan. The school also incorporated stakeholder feedback, gathered throughout the previous academic school year related to supplemental fund use, to further its planning and use of supplemental funds in support of all students. Stakeholder feedback from previous stakeholder meetings supported the focus on student success through student outcomes, engagement, and conditions of learning as outlined in the school's LCAP and Expanded Learning Opportunities Grant. The stakeholder feedback from the previous academic school year highlighted strong support of the school to further its efforts and use of supplemental funds for all students and each significant subgroup. Specifically, community input influenced the development of the LCAP & Expanded Learning Opportunities Grant by highlighting the following: 1) Academics are important, especially mitigating learning loss caused by lost instructional time during virtual learning, 2) Children need more social emotional interactions with peers and adults, 3) Mental health education is important, and 4) Ensuring the school operates safely as students return to in-person instruction for the 2021-22 SY.

The ESSER III Plan includes the following based on community input gathered by the school site:

**1. Continuous and safe in-person learning that reduces and prevents COVID-19:** This includes following the PUC COVID-19 Containment, Response, and Control Plan. The plan requires routine cleaning of all buildings will occur daily. Additional campus personnel will be hired to ensure this is followed as prescribed in the plan. Standard public health and hygiene practices will be followed. The school will provide adequate supplies such as hand sanitizer, hand-washing stations, disposable gloves, and disposable masks.

As mentioned above additional campus personnel were hired to ensure that we are able to provide adequate supervision and support during recess and lunch. A campus personnel was assigned to each classroom, to ensure that we are containing each classroom to their own play area and eating area. In addition, the school site has ensured that all classrooms have been provided with all the necessary materials to support student learning. Students were also provided with their personal materials to store at their desk, thus limiting the amount of items that were coming from home. Per the parent feedback that was collected, parents were appreciative that the school was following all safety precautions and doing everything possible to ensure all stakeholders were safe. They stated that they sincerely appreciated the focus on safety, supervision and containment. Parents also stated that they know that "the school is supporting our children and the school has a plan to add additional resources when needed."

**2. Strategies to address the academic impact of lost instructional time through evidence-based interventions.** The school provides extended day programming, data driven student intervention, and supports and services for the school's significant subgroups. This year, our after school program includes an Academic Enrichment component where students are receiving intensive academic support in Reading and Math. Our support staff is partaking in professional development every month, conducting data dives, and collaborating with teachers in order to be well equipped with the resources and skills needed to host this Academic Enrichment program. In addition, our teachers have begun targeted intervention in both Reading and Math. Teachers used MAP and i-Ready data in order to identify the tier 3 students who needed the additional academic support and used the data to plan a six-week cycle focused on standards that needed to be addressed. Our inclusion team has also begun this type of intervention and meets with students five days a week. Another focus for PUC CCES has been around EL instruction, and we have designated a coordinator to lead a new initiative that supports EL students and their language development.

**3) Additional strategies to support the holistic needs of students.** The school provides mental health counseling and restorative practices for behavior, to further support the unique needs of all students, particularly those disproportionately impacted by COVID-19. This year, we have initiated weekly Wellness Groups for our students led by our clinical counselors. The wellness groups are focused around social emotional health; students are able to partake in different activities such as mindfulness, yoga, art therapy, and group discussions. In addition, we are working with a social worker (intern) to provide additional support for specific students and families. Our social worker will also be providing push in support in the classrooms in efforts to foster and provide non-academic support for students. As a school, we are continuing to explore different resources and programs that support the social emotional and behavioral needs of students. At this time, the school has also purchased social emotional learning books to address student behavior and facilitate social stories, and restorative conversations.

**4) Progress monitoring to ensure interventions address the academic and social emotional needs of all students particularly those disproportionately impacted by COVID-19.** The school will progress monitor the school-based interventions for the academic and social emotional needs of all students tied to the ESSER III Expenditure Plan throughout the academic school year at quarterly check points. The school's targeted interventions will use baseline assessment, along with additional student data points gathered by the school site, to determine the student's areas of growth and achievement. The school will use baseline data to then progress monitor the interventions and make adjustments to those interventions as needed throughout the year based on internal progress monitoring of student success. This will be done through site-level quarterly data analysis (academic, social emotional, & behavioral), ongoing data collection and tracking, & quarterly School Advisory Committee (SAC) & English Learner Advisory Committee (ELAC) throughout the school year.

The school leadership team reviewed student data prior to the beginning of the year and tailored professional development to ensure that we are meeting the needs of all students. The school invested in professional development led by leading expert in their respective fields. The professional development included, Capturing Kids Hearts, to address students' social emotional needs, Hello Literacy, to address student growth areas in reading and writing, Patterns of Power, to address student growth areas in grammar, and Great Leaps, to provide a comprehensive intervention program for all students, particularly those disproportionately impacted by COVID-19. In gathering input from the parents, they shared, "we are seeing that students have dropped in ability, I think we need to focus on tutoring, that would be helpful for students." As such, we implemented an Academic Enrichment component to our after school program that will utilize data to develop next steps to target and address student needs. Parents and school staff believed that this would be helpful to support student growth. During our parent meeting, parents also asked if, "we could have more tutoring available for students?" Three six-week intervention cycles have been included this school year, to address student needs. In addition, our Inclusion Department will be offering intervention and tutoring daily, for the entirety of the school year.

Data analysis has been embedded in the Professional Development Scope and Sequence to ensure that we are progress monitoring throughout the school year. In addition, we have incorporated one Data Day per semester to provide an opportunity for in depth data analysis, teacher collaboration, and lesson planning. All data points will be shared and tracked with the School Advisory Committee and English Learner Advisory Committee.

### **Actions and Expenditures to Address Student Needs**

The following is the LEA's plan for using its ESSER III funds to meet students' academic, social, emotional, and mental health needs, as well as how the LEA will address the opportunity gaps that existed before, and were exacerbated by, the COVID-19 pandemic. In developing the plan, the LEA has the flexibility to include actions described in existing plans, including the LCAP and/or Expanded Learning Opportunity (ELO) Grant Plan, to the extent that the action(s) address the requirements of the ESSER III Expenditure Plan.

For specific requirements, please refer to the Actions and Expenditures to Address Student Needs section of the Instructions.

**Strategies for Continuous and Safe In-Person Learning**

A description of how the LEA will use funds to continuously and safely operate schools for in-person learning in a way that reduces or prevents the spread of the COVID-19 virus.

The school will continue to support the health and safety of all students, school staff, and families by following the science, governance, and stakeholder feedback related to the school’s response to COVID-19. This includes following the PUC COVID-19 Containment, Response, and Control Plan and having a School COVID-19 Task Force to further support a collective effort to health and safety. The School COVID-19 Task Force will progress monitor the school’s COVID-19 data, implementation of safety mitigation strategies, and provide ongoing training and development to students, families, and staff [as needed] to help prevent the spread of COVID-19. This is a comprehensive plan that ensures that all federal, state, county, and local guidance is adhered to by the school in support of health and safety. The COVID-19 Containment Plan covers academics, operations, food services, response to positive COVID-19 cases, human resources for employees, and other aspects of COVID-19 Containment, Response, & Control. In support of cleaning and disinfecting high touch areas the school will hire additional campus personnel to further support health and safety. The school will follow standard public health mitigation strategies with all students and school staff to further support health and safety during in-person instruction. The school will provide adequate supplies such as hand sanitizer, hand-washing stations, disposable gloves, and disposable masks. The school will provide a daily COVID-19 screening application for all to use prior to entering the school building as well as routine COVID-19 testing for all students and staff. Lastly, the school will work closely with the governing agencies in the county to report and contact trace all positive COVID-19 student and staff cases to further prevent the spread of COVID-19.

**Total ESSER III funds being used to implement strategies for continuous and safe in-person learning**

\$491,153.00			
Plan Alignment (if applicable)	Action Title	Action Description	Planned ESSER III Funded Expenditures
[LCAP Plan, Goal #2, Action #1]	Custodial Staff	Custodial staff to ensure campus is cleaned on a regular basis and that health and safety protocols are followed.	\$5,000
[LCAP Plan, Goal #2, Action #1]	Campus aides & Supervision staff	Campus aides and supervision staff positions are adequately staff to ensure health and safety procedures are followed.	<b>\$123,866.67</b>

[ELO Plan & COVID-19 Containment Plan]	Cleaning and PPE Equipment	Hand sanitizer, soap, paper towels, disposable face coverings, gloves, hand-washing stations, etc.	\$5,000
Not Applicable	Teachers Assistants	Assist with Safe-In person learning SY21-22, SY22-23, SY23-24	\$357,286.33

### Addressing the Impact of Lost Instructional Time

A description of how the LEA will use funds to address the academic impact of lost instructional time.

The school will continue to focus on the academic needs of the student population in an effort to close achievement gaps and accelerate growth given the impact of the global pandemic. Schools will target funds into the following areas 1). Assessment and/or data collection to support with understanding where each student is on their pathway toward mastery. 2) Professional development focused on the analysis of data and responding to data as well as a focus on effective teaching strategies to accelerate learning 3) Systems of Intervention - embedding school-wide interventions to support student growth given the school's data analysis. 4) Professional development and/or coaching to support the growth of special populations (SWD, ELs, SED, Latinx) As mentioned above, our school has implemented new initiatives to further support the whole child. In addition to bringing experts and authors to our campus to provide our teachers and staff with professional development, we have also implemented new programs for our subgroups. The administrative team at our school is working closely with teachers to review data and provide strategic support for students in specific subgroups. We will continue to work with the teachers weekly to monitor student progress and assess the strategies/interventions in place for our students.

### Total ESSER III funds being used to address the academic impact of lost instructional time

\$152,486.00

Plan Alignment (if applicable)	Action Title	Action Description	Planned ESSER III Funded Expenditures
[LCAP Plan, Goal #3, Action #7]	Resources to accelerate learning	Resources to accelerate learning will be purchased to be used for targeted subgroups such as English Learners, Low-income, Homeless, Foster Youth, and Students with disabilities.	\$12,579

[LCAP Plan, Goal #3, Action #9]	Individual Academic Plan	Teachers will be provided time to provide each student with an Individual Academic Plan that will support any area of need due to learning loss.	\$8,679
[LCAP Plan, Goal #6, Action 1]	Intervention Programs for ELA and Math	English Language Arts and Math Intervention programs for Low-income, Foster Youth, English Learners. <ul style="list-style-type: none"> <li>● Smarty Ants (K-2)</li> <li>● Achieve3000 (3-5)</li> <li>● i-Ready Math (K-5)</li> <li>● i-Ready Reading (K-5)</li> <li>● Learning A-Z: Raz-Kids (K-5)</li> <li>● Patterns of Power Plus (K-5)</li> <li>● Great Leaps Research Based Reading Fluency Program (K-5)</li> </ul>	\$12,579
Not Applicable	EL Achieve	EL Achieve initiative that has been implemented to provide additional support to principals, teachers, and support staff who work with the English Learner population.	\$13,428.01
[ELO Plan]	Personnel for Extended Day	Frontline staff, campus aides, and Instructional personnel will be hired to support the Extended Day Program.	\$11,759.59
[LCAP Plan, Goal #6, Action #1 ]	Personnel for Summer School	Frontline staff, campus aides, and Instructional personnel will be hired to support the Summer School program.	\$17,099.40
Not Applicable	Personnel to Support Learning & Engagement	Support the school's subgroups/priority populations based on the academic, social-emotional, and behavioral data provided by the school site through the schools multi-tiered system of supports and the School Success Plan/LCAP Goals.	\$76,362

### Use of Any Remaining Funds

A description of the how the LEA will use any remaining ESSER III funds, as applicable.

The school will use any remaining ESSER III funds, as applicable, to further support independent study tied to both parent/guardian choice and COVID-19 needed quarantine, in-person instruction/daily in-person attendance tracking, and additional staffing for all site-based alternative planning in support of all students and significant subgroups. Edgenuity is the virtual instruction program that will be used for those students

who will have independent study. It provides flexible online courses and personalized learning. In-person instruction will be Monday through Friday with a regular bell schedule. The school will continue to track and engage students that are considered chronically absent from in-person school to further support their needs to fully engage in daily in-person instruction. ESSER III funds will be used to further provide Extended Day programs. Independent Study will be offered to those students who will need to be quarantined for a period of time due to COVID-19. Edgenuity will also be used to support these students while in quarantine. The school may use ESSER III funds to provide additional staff for alternative programming, independent study requirements under AB 130 in support of all students and each significant subgroup. Prior to our reopening, we analyzed the data gathered from our teachers and parents to inform our reopening plan. We knew that students would need additional support transitioning into in-person instruction. As such, we onboarded additional staff members that would be able to provide additional academic enrichment before school, during school, and after-school. During this time the additional staff members are responsible for providing tutoring support, homework support, and social emotional support. We are committed to continuing to provide professional development opportunities for all stakeholders based on our student and staff needs. We are also committed to establish an intervention program, led by a coordinator who would oversee the programs development and student growth. Based on our data analysis and current behavior trends, we are also looking into onboarding a student services coordinator who will provide additional support with developing new initiatives in support of our MTSS implementation.

**Total ESSER III funds being used to implement additional actions**

\$113,343.00

Plan Alignment (if applicable)	Action Title	Action Description	Planned ESSER III Funded Expenditures
[LCAP Plan, Goal #6, Action #6 ]	Social-emotional Support	Increased social-emotional support through increased Clinical counseling staff and hours at each school site.	\$10,000
Not Applicable	Behavioral Support	Addition of a Director of Behavior in support of student behavioral needs.	\$5,000
Not Applicable	Edgenuity for Independent Study	Edgenuity is the virtual instruction program used for those students who will have independent study. It provides flexible online courses and personalized learning.	\$16,000
ELO Plan	Saturday School to support In-person Study	Saturday School will be offered to selected students who need additional academic support due to loss of instruction.	\$3,843
ESSER III	Independent Study Stipend	Supporting short-term independent study (\$3500)	\$3,500

Not Applicable	Staff to support Quarantine Study	Additional staff will be hired to provide academic support to students in Quarantine Study.	\$75,000
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### Ensuring Interventions are Addressing Student Needs

The LEA is required to ensure its interventions will respond to the academic, social, emotional, and mental health needs of all students, and particularly those students most impacted by the COVID–19 pandemic. The following is the LEA’s plan for ensuring that the actions and expenditures in the plan are addressing the identified academic, social, emotional, and mental health needs of its students, and particularly those students most impacted by the COVID–19 pandemic.

Action Title(s)	How Progress will be Monitored	Frequency of Progress Monitoring
Custodial Staff	<p>Who Monitors: Operations Managers and/or Office Manager at the site-level monitor campus cleanliness and that health and safety protocols are followed.</p> <p>How Monitored: Custodial Staff fills out Bathroom Log each time they clean bathrooms.</p> <p>Who Monitors: This is filled out by the Operations Manager and Site Leader.</p> <p>How monitored: Quality Assurance Operations Review (QAR) checklist.</p>	<p>Frequency of Campus Cleanliness: Daily Basis</p> <p>Frequency of Safety protocols: Monthly</p>
Campus aides & Supervision staff	<p>Who Monitors: This is monitored by HR staff, Operations Managers and/or Office Manager</p> <p>How Monitored: Site Leader uses job duty statement to monitor staff and check-ins with HR to inform HR of needed positions. Time &amp; Effort Report is also generated. Site Leader fills out a Personnel Action Form (PAF) and submits to HR if additional staff is needed.</p>	Frequency: Monthly
Teachers Assistants	Who Monitors: This is monitored by Site Leader, and Office Manager	Frequency: Quarterly

	<p>How Monitored: Site Leader uses job duty statement to monitor staff and check-ins with HR to inform HR of needed positions. Time &amp; Effort Report is also generated. Site Leader fills out a Personnel Action Form (PAF) and submits to HR if additional staff is needed.</p>	
Cleaning and PPE Equipment	<p>Who Monitors: Site level: Custodial staff/ Office Manager and/or Ops Manager and District level: Finance</p> <p>How Monitored: Check purchase orders and GL Report to ensure proper purchase protocols are being followed.</p>	Frequency: Monthly
Resources to accelerate learning	<p>Who Monitors: Site level: Site Leader, District level: Chief Financial Officer and Finance Dept.</p> <p>How Monitored: Check purchase orders and GL Report to ensure proper resources are being purchased.</p>	Frequency: Monthly
Individual Academic Plan	<p>Who Monitors: Site Leader and teachers.</p> <p>How Monitored: During data analysis days, site leaders and teachers will review the Individual Academic Plan of each student.</p>	Frequency: Quarterly
Intervention Programs for ELA and Math	<p>Who Monitors: Site Leader and teachers</p> <p>How Monitored: During data analysis days, site leaders and teachers will review iReady ELA and Math data to gauge academic progress for each subgroup.</p>	Frequency: Quarterly
EL Achieve	<p>Who Monitors: Director of Language and Literacy and Site Leader and Teachers</p> <p>How Monitored: EL Achieve Lesson Observations/Self-reflection tool</p>	Frequency: Various

<p>Personnel for Extended Day</p>	<p>Who Monitors: This is monitored by HR staff and Site Leader, and Operations Managers and/or Office Manager</p> <p>How Monitored: Site Leader uses job duty statement to monitor staff and check-ins with HR to inform HR of needed positions. Time &amp; Effort Report is also generated. Site Leader fills out a Personnel Action Form (PAF) and submits to HR if additional staff is needed.</p>	<p>Frequency: Monthly</p>
<p>Personnel for Summer School</p>	<p>Who Monitors: This is monitored by HR staff, Operations Managers and/or Office Manager</p> <p>How Monitored: Site Leader uses job duty statement to monitor staff and check-ins with HR to inform HR of needed positions. Time &amp; Effort Report is also generated. Site Leader fills out a Personnel Action Form (PAF) and submits to HR if additional staff is needed.</p>	<p>Frequency: Weekly during the</p>
<p>Personnel to Support Learning &amp; Engagement</p>	<p>Who Monitors: Director of Student and Parent Engagement and Parent Engagement Coordinator</p> <p>How Monitored: Monitor parent engagement data, such as referrals . Additional supports are then determined, such as additional outreach and parent groups based on need. Additional questionnaires are provided on a monthly basis and data analyzed and future needs determined.</p>	<p>Frequency: Weekly &amp; Monthly</p>
<p>Social-emotional Support</p>	<p>Who Monitors: Director of Clinical Services and Clinical Supervisors</p> <p>How Monitored: The Clinical Supervisors monitor and approve additional hours for clinical counselors for group and individual counseling sessions.</p>	<p>Frequency: Weekly</p>
<p>Behavioral Support</p>	<p>Who Monitors: Director of Behavior Intervention and Site Leader</p>	<p>Frequency: Daily and On-going</p>

	How Monitored: Site level behavior data is. placed in Power School for site leader review. Use Behavior Growth plans and monitor and debrief with admin at various times during check-ins or observations.	
Edgenuity for Independent Study	Who Monitors: Site Leader, Office Manager, and Learning and Engagement Coordinator  How Monitored: Schoolzilla School-level Dashboard that tracks independent study data.	Frequency: Daily
Saturday School to support In-person Study	Who Monitors: Site Leader and teachers.  How Monitored: During data analysis days, site leaders and teachers will review student academic data (iReady ELA & Math Reports) to determine Saturday School overall effectiveness.	Frequency: Quarterly
Independent Study Stipend	Who Monitors: Site Leader, Office Manager, and Chief Financial Officer and Finance Dept.  How Monitored: GL Report is generated.	Frequency: Monthly
Staff to support Quarantine Study	Who Monitors: This is monitored by HR staff and Site Leader, Office Manager  How Monitored: Site Leader uses job duty statement to monitor staff and check-ins with HR to inform HR of needed positions. Time & Effort Report is also generated. Site Leader fills out a Personnel Action Form (PAF) and submits to HR if additional staff is needed.	Frequency: Monthly
Site Leader Development	Who Monitors: Chief Academic Officer  How Monitored: Schoolzilla Site-level data analysis along with use of Leader Development System (LDS)	Frequency: Quarterly and On-going throughout the year

## ESSER III Expenditure Plan Instructions

### Introduction

School districts, county offices of education (COEs), or charter schools, collectively known as local educational agencies (LEAs), that receive Elementary and Secondary School Emergency Relief (ESSER) funds under the American Rescue Plan (ARP) Act, referred to as ESSER III funds, are required to develop a plan for how they will use ESSER III funds to, at a minimum, address students' academic, social, emotional, and mental health needs, as well as the opportunity gaps that existed before, and were exacerbated by, the COVID-19 pandemic.

The plan must be adopted by the local governing board or body of the LEA at a public meeting on or before October 29, 2021 and must be submitted for review and approval within five days of adoption. A school district must submit its ESSER III Expenditure Plan to its COE for review and approval; a COE must submit its plan to the California Department of Education for review and approval. A charter school must submit its plan to its chartering authority for review and to the COE of the county in which the charter school operates for review and approval.

In addition, consistent with the requirements of the ARP, Volume 86, *Federal Register*, page 21201, April 22, 2021, the ESSER III Expenditure Plan must be:

- Written in an understandable and uniform format;
- Written in a language that parents can understand, to the extent practicable;
  - If it is not practicable to provide written translations to a parent with limited English proficiency, the plan must be orally translated for parents
- Provided in an alternative format to a parent who is an individual with a disability as defined by the Americans with Disabilities Act, upon request; and
- Be made publicly available on the LEA's website.

For additional information regarding ESSER III funding please see the ARP Act Funding web page at <https://www.cde.ca.gov/fg/cr/arpact.asp>.

*For technical assistance related to the ESSER III Expenditure Plan template and instructions, please contact [LCFF@cde.ca.gov](mailto:LCFF@cde.ca.gov). For all other questions related to ESSER III, please contact [EDReliefFunds@cde.ca.gov](mailto:EDReliefFunds@cde.ca.gov).*

### Fiscal Requirements

- The LEA must use at least 20 percent (20%) of its ESSER III apportionment for expenditures related to addressing the academic impact of lost instructional time through the implementation of evidence-based interventions, such as summer learning or summer enrichment, extended day, comprehensive afterschool programs, or extended school year programs.
  - For purposes of this requirement, "evidence-based interventions" include practices or programs that have evidence to show that they are effective at producing results and improving outcomes when implemented. This kind of evidence has generally been produced through formal studies and research. There are four tiers, or levels, of evidence:
    - **Tier 1 – Strong Evidence:** the effectiveness of the practices or programs is supported by one or more well-designed and well-implemented randomized control experimental studies.
    - **Tier 2 – Moderate Evidence:** the effectiveness of the practices or programs is supported by one or more well-designed and well-implemented quasi-experimental studies.

- **Tier 3 – Promising Evidence:** the effectiveness of the practices or programs is supported by one or more well-designed and well-implemented correlational studies (with statistical controls for selection bias).
    - **Tier 4 – Demonstrates a Rationale:** practices that have a well-defined logic model or theory of action, are supported by research, and have some effort underway by a State Educational Agency, LEA, or outside research organization to determine their effectiveness.
  - For additional information please see the Evidence-Based Interventions Under the ESSA web page at <https://www.cde.ca.gov/re/es/evidence.asp>.
- The LEA must use the remaining ESSER III funds consistent with section 2001(e)(2) of the ARP Act, including for:
  - Any activity authorized by the Elementary and Secondary Education Act (ESEA) of 1965;
  - Any activity authorized by the Individuals with Disabilities Education Act (IDEA);
  - Any activity authorized by the Adult Education and Family Literacy Act;
  - Any activity authorized by the Carl D. Perkins Career and Technical Education Act of 2006;
  - Coordination of preparedness and response efforts of LEAs with State, local, Tribal, and territorial public health departments, and other relevant agencies, to improve coordinated responses among such entities to prevent, prepare for, and respond to COVID-19;
  - Activities to address the unique needs of low-income students, students with disabilities, English learners, racial and ethnic minorities, homeless students, and foster youth, including how outreach and service delivery will meet the needs of each population;
  - Developing and implementing procedures and systems to improve the preparedness and response efforts of LEAs;
  - Training and professional development for staff of the LEA on sanitation and minimizing the spread of infectious diseases;
  - Purchasing supplies to sanitize and clean the facilities of an LEA, including buildings operated by such agency;
  - Planning for, coordinating, and implementing activities during long-term closures, including providing meals to eligible students, providing technology for online learning to all students, providing guidance for carrying out requirements under IDEA, and ensuring other educational services can continue to be provided consistent with all Federal, State, and local requirements;
  - Purchasing education technology (including hardware, software, and connectivity) for students who are served by the LEA that aids in regular and substantive educational interaction between students and their classroom instructors, including low-income students and children with disabilities, which may include assistive technology or adaptive equipment;
  - Providing mental health services and supports, including through the implementation of evidence-based full-service community schools;
  - Planning and implementing activities related to summer learning and supplemental after school programs, including providing classroom instruction or online learning during the summer months and addressing the needs of underserved students;
  - Addressing learning loss among students, including underserved students, by:
    - Administering and using high-quality assessments that are valid and reliable, to accurately assess students' academic progress and assist educators in meeting students' academic needs, including through differentiated instruction,
    - Implementing evidence-based activities to meet the comprehensive needs of students,

- Providing information and assistance to parents and families of how they can effectively support students, including in a distance learning environment, and
- Tracking student attendance and improving student engagement in distance education;

**Note:** A definition of “underserved students” is provided in the Community Engagement section of the instructions.

- School facility repairs and improvements to enable operation of schools to reduce risks of virus transmission and exposure to environmental health hazards, and to support student health needs;
- Inspection, testing, maintenance, repair, replacement, and upgrade projects to improve the indoor air quality in school facilities, including mechanical and nonmechanical heating, ventilation, and air conditioning systems, filtering, purification and other air cleaning, fans, control systems, and window and door replacement;
- Developing strategies and implementing public health protocols including, to the greatest extent practicable, policies in line with guidance from the Centers for Disease Control and Prevention (CDC) for the reopening and operation of school facilities to effectively maintain the health and safety of students, educators, and other staff;
- Other activities that are necessary to maintain the operation of and continuity of services in LEAs and continuing to employ existing staff of the LEA.

#### **Other LEA Plans Referenced in this Plan**

In developing the plan, the LEA has flexibility to include community input and/or actions included in other planning documents, such as the Local Control and Accountability Plan (LCAP) and/or the Expanded Learning Opportunities (ELO) Grant Plan, provided that the input and/or actions address the requirements of the ESSER III Expenditure Plan.

An LEA that chooses to utilize community input and/or actions from other planning documents must provide the name of the plan(s) referenced by the LEA and a description of where the plan(s) may be accessed by the public (such as a link to a web page or the street address of where the plan(s) are available) in the table. The LEA may add or delete rows from the table as necessary.

An LEA that chooses not to utilize community input and/or actions from other planning documents may provide a response of “Not Applicable” in the table.

#### **Summary of Expenditures**

The Summary of Expenditures table provides an overview of the ESSER III funding received by the LEA and how the LEA plans to use its ESSER III funds to support the strategies and interventions being implemented by the LEA.

#### **Instructions**

For the ‘Total ESSER III funds received by the LEA,’ provide the total amount of ESSER III funds received by the LEA.

In the Total Planned ESSER III Expenditures column of the table, provide the amount of ESSER III funds being used to implement the actions identified in the applicable plan sections.

For the ‘Total ESSER III funds included in this plan,’ provide the total amount of ESSER III funds being used to implement actions in the plan.

## Community Engagement

### Purpose and Requirements

An LEA's decisions about how to use its ESSER III funds will directly impact the students, families, and the local community, and thus the LEA's plan must be tailored to the specific needs faced by students and schools. These community members will have significant insight into what prevention and mitigation strategies should be pursued to keep students and staff safe, as well as how the various COVID-19 prevention and mitigation strategies impact teaching, learning, and day-to-day school experiences.

An LEA must engage in meaningful consultation with the following community members, as applicable to the LEA:

- Students;
- Families, including families that speak languages other than English;
- School and district administrators, including special education administrators;
- Teachers, principals, school leaders, other educators, school staff, and local bargaining units, as applicable.

"Meaningful consultation" with the community includes considering the perspectives and insights of each of the required community members in identifying the unique needs of the LEA, especially related to the effects of the COVID-19 pandemic. Comprehensive strategic planning will utilize these perspectives and insights to determine the most effective strategies and interventions to address these needs through the programs and services the LEA implements with its ESSER III funds.

Additionally, an LEA must engage in meaningful consultation with the following groups to the extent that they are present or served in the LEA:

- Tribes;
- Civil rights organizations, including disability rights organizations (e.g. the American Association of People with Disabilities, the American Civil Liberties Union, National Association for the Advancement of Colored People, etc.); and
- Individuals or advocates representing the interests of children with disabilities, English learners, homeless students, foster youth, migratory students, children who are incarcerated, and other underserved students.
  - For purposes of this requirement "underserved students" include:
    - Students who are low-income;
    - Students who are English learners;
    - Students of color;
    - Students who are foster youth;
    - Homeless students;
    - Students with disabilities; and
    - Migratory students.

LEAs are also encouraged to engage with community partners, expanded learning providers, and other community organizations in developing the plan.

Information and resources that support effective community engagement may be found under *Resources* on the following web page of the CDE's website: <https://www.cde.ca.gov/re/lc>.

## **Instructions**

In responding to the following prompts, the LEA may reference or include input provided by community members during the development of existing plans, including the LCAP and/or the ELO Grant Plan, to the extent that the input is applicable to the requirements of the ESSER III Expenditure Plan. Descriptions provided should include sufficient detail yet be sufficiently succinct to promote a broad understanding among the LEA's local community.

### **A description of the efforts made by the LEA to meaningfully consult with its required community members and the opportunities provided by the LEA for public input in the development of the plan.**

A sufficient response to this prompt will describe how the LEA sought to meaningfully consult with its required community members in the development of the plan, how the LEA promoted the opportunities for community engagement, and the opportunities that the LEA provided for input from the public at large into the development of the plan.

As noted above, a description of "meaningful consultation" with the community will include an explanation of how the LEA has considered the perspectives and insights of each of the required community members in identifying the unique needs of the LEA, especially related to the effects of the COVID-19 pandemic.

### **A description of the how the development of the plan was influenced by community input.**

A sufficient response to this prompt will provide clear, specific information about how input from community members and the public at large was considered in the development of the LEA's plan for its use of ESSER III funds. This response must describe aspects of the ESSER III Expenditure Plan that were influenced by or developed in response to input from community members.

- For the purposes of this prompt, "aspects" may include:
  - Prevention and mitigation strategies to continuously and safely operate schools for in-person learning;
  - Strategies to address the academic impact of lost instructional time through implementation of evidence-based interventions (e.g. summer learning or summer enrichment, extended day, comprehensive afterschool programs, or extended school year programs);
  - Any other strategies or activities implemented with the LEA's ESSER III fund apportionment consistent with section 2001(e)(2) of the ARP Act; and
  - Progress monitoring to ensure interventions address the academic, social, emotional, and mental health needs for all students, especially those students disproportionately impacted by COVID-19

For additional information and guidance, please see the U.S. Department of Education's Roadmap to Reopening Safely and Meeting All Students' Needs Document, available here: <https://www2.ed.gov/documents/coronavirus/reopening-2.pdf>.

## **Planned Actions and Expenditures**

### **Purpose and Requirements**

As noted in the Introduction, an LEA receiving ESSER III funds is required to develop a plan to use its ESSER III funds to, at a minimum, address students' academic, social, emotional, and mental health needs, as well as the opportunity gaps that existed before, and were exacerbated by, the COVID-19 pandemic.

## **Instructions**

An LEA has the flexibility to include actions described in existing plans, including the LCAP and/or ELO Grant Plan, to the extent that the action(s) address the requirements of the ESSER III Expenditure Plan. When including action(s) from other plans, the LEA must describe how the action(s) included in the ESSER III Expenditure Plan supplement the work described in the plan being referenced. The LEA must specify the amount of ESSER III funds that it intends to use to implement the action(s); these ESSER III funds must be in addition to any funding for those action(s) already included in the plan(s) referenced by the LEA. Descriptions of actions provided should include sufficient detail yet be sufficiently succinct to promote a broad understanding among the LEA's local community.

### **Strategies for Continuous and Safe In-Person Learning**

Provide the total amount of funds being used to implement actions related to Continuous and Safe In-Person Learning, then complete the table as follows:

- If the action(s) are included in another plan, identify the plan and provide the applicable goal and/or action number from the plan. If the action(s) are not included in another plan, write "N/A".
- Provide a short title for the action(s).
- Provide a description of the action(s) the LEA will implement using ESSER III funds for prevention and mitigation strategies that are, to the greatest extent practicable, in line with the most recent CDC guidance, in order to continuously and safely operate schools for in-person learning.
- Specify the amount of ESSER III funds the LEA plans to expend to implement the action(s); these ESSER III funds must be in addition to any funding for those action(s) already included in the plan(s) referenced by the LEA.

### **Addressing the Impact of Lost Instructional Time**

As a reminder, the LEA must use not less than 20 percent of its ESSER III funds to address the academic impact of lost instructional time. Provide the total amount of funds being used to implement actions related to addressing the impact of lost instructional time, then complete the table as follows:

- If the action(s) are included in another plan, identify the plan and provide the applicable goal and/or action number from the plan. If the action(s) are not included in another plan, write "N/A".
- Provide a short title for the action(s).
- Provide a description of the action(s) the LEA will implement using ESSER III funds to address the academic impact of lost instructional time through the implementation of evidence-based interventions, such as summer learning or summer enrichment, extended day, comprehensive afterschool programs, or extended school year programs.
- Specify the amount of ESSER III funds the LEA plans to expend to implement the action(s); these ESSER III funds must be in addition to any funding for those action(s) already included in the plan(s) referenced by the LEA.

### **Use of Any Remaining Funds**

After completing the Strategies for Continuous and Safe In-Person Learning and the Addressing the Impact of Lost Instructional Time portions of the plan, the LEA may use any remaining ESSER III funds to implement additional actions to address students' academic, social, emotional, and mental health needs, as well as to address opportunity gaps, consistent with the allowable uses identified above in the Fiscal Requirements section

of the Instructions. LEAs choosing to use ESSER III funds in this manner must provide the total amount of funds being used to implement actions with any remaining ESSER III funds, then complete the table as follows:

- If the action(s) are included in another plan, identify the plan and provide the applicable goal and/or action number from the plan. If the action(s) are not included in another plan, write “N/A”.
- Provide a short title for the action(s).
- Provide a description of any additional action(s) the LEA will implement to address students’ academic, social, emotional, and mental health needs, as well as to address opportunity gaps, consistent with the allowable uses identified above in the Fiscal Requirements section of the Instructions. If an LEA has allocated its entire apportionment of ESSER III funds to strategies for continuous and safe in-person learning and/or to addressing the impact of lost instructional time, the LEA may indicate that it is not implementing additional actions.
- Specify the amount of ESSER III funds the LEA plans to expend to implement the action(s); these ESSER III funds must be in addition to any funding for those action(s) already included in the plan(s) referenced by the LEA. If the LEA it is not implementing additional actions the LEA must indicate “\$0”.

### **Ensuring Interventions are Addressing Student Needs**

The LEA is required to ensure its interventions will respond to the academic, social, emotional, and mental health needs of all students, and particularly those students most impacted by the COVID–19 pandemic, including students from low-income families, students of color, English learners, children with disabilities, students experiencing homelessness, children in foster care, and migratory students.

The LEA may group actions together based on how the LEA plans to monitor the actions’ progress. For example, if an LEA plans to monitor the progress of two actions in the same way and with the same frequency, the LEA may list both actions within the same row of the table. Each action included in the ESSER III Expenditure Plan must be addressed within the table, either individually or as part of a group of actions.

Complete the table as follows:

- Provide the action title(s) of the actions being measured.
- Provide a description of how the LEA will monitor progress of the action(s) to ensure that they are addressing the needs of students.
- Specify how frequently progress will be monitored (e.g. daily, weekly, monthly, every 6 weeks, etc.).

California Department of Education

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