

Colusa Unified School District
2020-2021
School Reopening and Safety Plan



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**MESSAGE FROM THE
SUPERINTENDENT**

BOARD OF EDUCATION

Melissa Yerxa Ortiz	President
Michael Phenicie	Clerk
Kelli Griffith-Garcia	Board Member
Chris Mcallister	Board Member
Kathie Whitesell	Board Member

Dear Colusa Unified School District Family,

There is nothing more each of us wants than the return of students to on campus education in a traditional way in the 2020-2021 school year. The beginning of the school year in the distance learning model has been challenging for everyone. I am proud of the resilience, grit and commitment of our parents, teachers, classified staff, and district and site administrators to support our students' academic success and social-emotional well-being. Our combined efforts as a school community and family have been remarkable.

As we look ahead to schools reopening, our first commitment is to the health and safety of our students and staff. The recommendations of the CUSD School Reopening Task Force are aligned with the California and Colusa County Public Health guidelines specific for schools and classrooms. The safety practices and protocols outlined in this plan are intended to mitigate the risk of COVID-19 transmission by providing a set of interventions that will greatly reduce this possibility; however, the risk cannot completely be removed. Currently, Colusa County is in Tier 1 (Purple-Widespread Transmission) of the state's Blueprint for a Safer Economy and, thus, schools are not permitted to reopen for in-person instruction, with an exception for waivers granted by local health departments for TK-6 grades. We continue to monitor the County's status on the Tier Framework and will update you on the status of the District's TK-6th grade waiver.

Colusa Unified School District, with the support of the Colusa Educators Association, the California School Employees Association and our parents, has submitted an application to Colusa County Public Health which would allow students in TK-6th grades to attend in-person instruction in stable cohorts in a blended learning model consisting of both on-campus and distance learning instruction. Principals, with the support of district administrators, have been working with teachers at their school sites to assess our readiness, develop cohorts and blended learning schedules, and provide information and training on health and safety practices to staff. The District will communicate the outcome of the waiver as soon as we have received notification. On a related note, according to the state guidance, schools may provide structured, in-person limited instruction and targeted support services for a specified subset of students. We have successfully arranged for our students with disabilities to receive services on campus and are currently working to bring cohorts of students in grades TK-12 to campus for targeted interventions.

Colusa Unified School District is committed to providing a rigorous and quality instructional program for students, and we are committed to providing a variety of educational options for families during the pandemic. Our plan includes the appropriate safety precautions as well as a clear outline of four pathways: traditional (when allowed), blended learning, homeschool/independent study and distance learning. Our team and Board of Education continue to work hard to offer these pathways for students, allowing families to make the choice they believe is best for their child(ren). After reviewing the options in the plan, parents who choose the blended learning model consisting of both on-campus and distance learning instruction will automatically have their child enrolled in that pathway. No additional action is required. Parents who select a 100% distance learning program or home school/independent study (unless your student is already enrolled in this pathway) are asked to contact their school office to enroll their student(s).

Thank you for your patience, support and understanding as we navigate this landscape which is new for all of us and strive to provide a safe learning environment and high quality instructional program for all Colusa students.

Please be safe and be Colusa strong!

Jeff Turner

HEALTH AND SAFETY PROTOCOLS



The health and safety of our students, staff, and families is our first priority as we plan for the return of students. This plan to reopen schools is based on current guidance from public health officials and state agencies and the recommendations of the Colusa Unified School District School Reopening Task Force.

SUPPLIES & PROTECTIVE EQUIPMENT

The following precautions are being put into place at each school site:

- Plexiglass office dividers
- Messaging signs and floor markers
- Handwashing stations

The following items have been sent to schools based upon student enrollment and number of staff members:

- Disposable Masks
- Cloth Masks
- Hand Sanitizer
- Disinfecting Wipes
- Thermometers and Temperature Check Stations

SCREENING AT HOME

- Families are strongly encouraged to take temperatures daily and monitor children for symptoms before going to school. Anyone with a fever of 100.4°F, without fever reducer/pain relief medication, or higher should not go to a school site. Personal illness, quarantine, and COVID-19 illness or symptom-related absences will be excused.
- Students and adults are strongly encouraged to self screen for respiratory symptoms such as cough and shortness of breath prior to coming to school each day. Students and adults experiencing these symptoms should not attend school.
- Students and staff members are required to have their temperatures taken prior to beginning school/work. If students and staff members are experiencing symptoms, they should stay home and staff should contact Human Resources.

OTHER HEALTH AND SAFETY PRECAUTIONS

Staff members will complete mandated COVID-19 training. Campuses will follow guidelines developed by the CDPH for cleaning, disinfection, and ventilation of school campuses. Common touch surfaces will be cleaned regularly (e.g., countertops, door handles, restrooms, student desks, student chairs). Staff and students will be expected to wash/sanitize their hands regularly. Schools will limit sharing of supplies

between students to the extent possible and encourage students to take home personal items for cleaning daily. Students will be encouraged to bring personal/refillable water bottles or have an option to use a disposable cup at the water source. Playground equipment will be regularly inspected and cleaned for student use.

FACE COVERING & PERSONAL PROTECTIVE EQUIPMENT

In accordance with the California Department of Public Health's (CDPH) Guidance, students and staff are expected to wear face coverings. Students must utilize face coverings:

- While in the classroom
- While waiting to enter campus
- While on school grounds to include areas of play (except when eating and/or drinking)
- While entering and exiting school
- While on the bus
- Personal Protective Equipment (PPE) will be provided to staff and students, **but it is highly encouraged for students to bring their own face covering.**
- Personal face coverings will be allowed in compliance with dress code policies.
- Gloves are not recommended for use by students or staff, with the exception of those conducting cleaning, first aid, or food service.

Age	Face Covering Recommendations
Under 2 years old	No
TK-3 Grade	Yes, unless exempt
4-8 Grade	Yes, unless exempt
9-12 Grade	Yes, unless exempt

- Students and staff members will be required to wear face coverings and have their temperature checked upon arrival.
- School sites will designate routes and specific locations or entry/exit in order to limit direct contact with others.
- School sites will have signage throughout campus to remind students and staff about wearing face coverings, distancing and hand washing.
- Parents and visitors will have limited access to school campuses. If a visitor needs to visit any location other than the school office, they will have their temperature checked and be asked the COVID-19 screening questions before being granted permission and issued a Visitor Badge.

HEALTH AND SAFETY PROTOCOLS



IMPLEMENTING SOCIAL DISTANCING

Social distancing will limit the spread of the virus.

Schools will adhere to the following strategies to maintain social distancing as much as possible:

- Minimize contact at school between students, staff, families and the community at the beginning and end of the school day. Prioritize minimizing contact between adults at all times.
- During regular school hours, school sites will restrict non-essential visitors, volunteers, and activities involving other groups and ask school community members to call the office instead of physically visiting it for routine office business. An appointment system will be used for non-routine meetings.
- Stagger arrival and drop-off times and locations as consistently as practicable as to minimize scheduling challenges for families.
- Minimize movement of students and teachers or staff as much as practicable. Not hold large gatherings such as assemblies, award ceremonies and performances and move to implement virtual events for families instead of on-campus gatherings for widely attended events such as Back-to-School Night and Open House.
- Routes will be designated to reduce face-to-face contact and directionality at entry and exit to recess, and other transition times.
- Staggered schedules for restroom breaks and hand washing. Modifications to instructional schedules, lunch and recess protocols to reduce concentration of students and build stable cohorts.
- Serve meals in classrooms. All school provided or purchased lunches will be individually packaged meals.
- Hold recess and play activities in separate areas designated by class.
- Each campus will have a designated isolation area to hold staff or students who show symptoms while at school.

Staff will be asked to practice social distancing, including but not limited to the following:

- When working indoors or in outdoor areas
- Before and after the work shift
- Coming and going from vehicles
- Entering, working, and exiting physical buildings or other structures
- During breaks and lunch periods

CONTACT TRACING

- Schools will maintain communication systems that allow staff and families to self-report symptoms and receive prompt notifications of exposures and closures, while maintaining confidentiality, as required by FERPA records and other privacy laws.
- Using the CDPH guidance and in collaboration with CCPH staff, the Superintendent will serve as the primary contact and contact tracer, to the extent practicable, when situations arise with a possible COVID-19 exposure or a student tests positive.
- The Chief Business Officer will serve as the primary contact and contact tracer, to the extent practicable, when situations arise with a possible COVID-19 exposure or staff member tests positive for COVID-19. CDPH defines close contact within 6ft or greater for more than 15 minutes, without a face covering.
- The Superintendent will supervise and coordinate any additional efforts regarding communication with staff or families who have been in close contact, maintaining confidentiality according to FERPA.
- School principals will be the designated contact for the local health department.

Classroom Spaces

- Classrooms will be arranged to remove nonessential furniture, allowing maximum space for students and staff.
- Student desks will be spaced six feet from the teacher's desk.

HEALTH AND SAFETY PROTOCOLS



Student or staff with COVID-19 Symptoms (e.g., fever, cough, loss of taste or smell, difficulty breathing):

Action Guidelines

- Send home student or staff immediately, place in school site isolation area while awaiting pick-up
- Recommend COVID-Testing
- School/classroom remain open

Student or staff with close contact to a confirmed COVID-19 case:

- Send home student or staff immediately, place in school site isolation room while awaiting pick-up
- Quarantine for 14 days from last exposure
- Recommend COVID-testing
- School/classroom remain open
- Provide school or classroom community notification of a known contact

Staff or student with confirmed COVID-19 case infection

- Notify the local public health department
- Isolate case and exclude from school for 14 days from symptom onset or test date
- Identify close contacts, quarantine and exclude exposed contacts; could be entire cohort for 14 days after the last date the case was present at school while infectious
- Recommend testing of contacts, prioritize symptomatic contacts
- Disinfection and cleaning of classroom and primary spaces where case spent significant time
- School or classroom community notification of a known case
- School remains open

Staff or student tests negative after symptoms:

- Staff or student may return to school 3 days after symptoms resolve
- School/classroom remain open

- Consider school or classroom community notification if prior awareness of testing

What is the criteria for closing a school?

The California Department of Public Health recommends individual school closure based on the number of cases, the percentage of the teacher/student/staff positive for COVID-19, and following consultation with the local health officer. Individual school closure may be appropriate when there are multiple cases in multiple cohorts at a school or when at least 5 percent of the total number of teacher/student/staff cases are within a 14-day period, depending on the size and physical layout of the school.

The local health officer may also determine school closure is warranted for other reasons, including results from a public health investigation or other local epidemiological data.

If a school is closed for in-person learning, when may it reopen? Schools may typically reopen after 14 days and the following has occurred:

- Cleaning and disinfection
- Public health investigation
- Consultation with the local public health department

What are the criteria for closing a school district?

The California Department of Public Health recommends a superintendent should close a school district if 25% or more of schools in a district have closed due to COVID-19 within 14 days, and in consultation with the local health department. If a school district is closed, when may it reopen? Districts may typically reopen after 14 days, in consultation with the local health department.

*These action guidelines may change in accordance with recommendations from CDPH and the local county health officer.

Cleaning and Disinfecting Protocols



The safety of students and employees at Colusa Unified School District is our first priority. Schools have been completely cleaned and disinfected, and Colusa Unified will continue to adhere to all necessary safety precautions. In addition to the deep cleaning of the office and school before employees and students return, the cleaning steps outlined below will be followed:

CLEANING - Physical removal of soil (dirt and debris) from surfaces which can include the use of water and detergent. **SANITIZATION** - Treating a surface to effectively reduce microorganisms of public health significance. Cleaning before sanitizing is always recommended when time permits.

SANITIZE THE FOLLOWING DAILY

- Desks and chairs
- Keyboards, phones, headsets, copy machines
- Door handles, handrails, restroom surfaces and sink handles, light switches
- Public interface/Interaction areas
- Kitchens and food preparation areas

SANITIZE THE FOLLOWING WEEKLY

- Playground equipment
- Bike racks

HANDWASHING

Handwashing one of the most effective ways to prevent the spread of any biological pathogen, including COVID-19.

- Wash hands thoroughly with soap and water for at least 20 seconds
- Thoroughly dry hands

Handwashing stations are being deployed to supplement existing facilities, especially where food is eaten and in common areas. Types of handwashing stations:

- Self-contained system- foot pump operated water and soap handwashing stations
- Hand sanitizer dispensers-dispensers
- Hand sanitizer bottles - readily available

DRINKING WATER

Students should provide their own reusable water bottles to reduce sharing and encourage environmentally friendly alternatives to disposable water bottles. In addition, students will be provided with water in recyclable water bottles during meal times and as needed.

INDOOR AIR QUALITY

Indoor air quality is essential to providing a safe and comfortable environment for schools and offices. Proper temperature and humidity levels can help slow down the reproduction of viruses and bacteria. Colusa Unified School District is ensuring proper preventive maintenance is being performed on all HVAC units and is changing filters on a regular basis and providing adequate air filters. The Center for Disease Control recommends increasing air filtration as high as possible (target MERV 13) without diminishing air flow and enforcing the existing indoor air quality plan.

Instructional Programs



TRADITIONAL SCHOOL OPENING WITH HEALTH AND SAFETY PRECAUTIONS

Students who remain in the traditional schooling pathway will attend school in the format which aligns to state and county health guidelines for opening schools. These students could spend time in three different learning environments during the 2020-2021 school year, with the desired outcome being to participate in on-campus instruction, when legally allowable. Students in the traditional schooling pathway may, at some point during the school year, participate in the three settings below, based upon health guidelines:

Traditional Setting with Health & Safety Precautions - Return to campus for a full-school day in a classroom with the typical number of students, but with additional health and safety enhancements.

Blended Learning - Return to campus for part of the week in a classroom with approximately 50% of the typical of students. Students learn remotely the remaining part of the week utilizing the school's PLP learning management system (i.e., Google Classroom, Zoom, and Infinite Campus). Students are placed into one of two cohorts.

Distance Learning - Students participate in 100% remote instruction, utilizing the school's PLP learning management system, following the distance learning schedule for their grade level and taught by their regularly assigned teacher(s).

TRADITIONAL SETTING: HEALTH & SAFETY ENHANCEMENTS

In a traditional setting, students would return to on-campus instruction with increased health and safety protocols to include:

- Designated supplies and protective equipment for students, staff and facilities
- Face covering and Personal Protective Equipment protocols
- Home symptom screening protocols
- School arrival temperature checks and symptom screenings
- Increased cleaning and sanitization protocols
- Social distancing protocols
- Modified recess/lunch protocols
- Removal of non-essential classroom furniture
- Use of outdoor learning space
- COVID-19 testing and screening protocols

In addition to the above listed areas of health and safety enhancements, school sites will utilize instructional schedules that mitigate student concentration at arrival, dismissal and during passing periods.

COLUSA HIGH SCHOOL

Sample Traditional Learning Model With Precautions

Daily Schedule

M,Tu,Th,F	
Period 0	7:00-8:00
Period 1	8:10-9:04
Period 2	9:09-9:58
Period 3	10:10-10:59
Period 4	11:04-11:53
Period 5	12:33-1:22
Period 6	1:27-2:16
Period 7	2:21-3:10

Wednesday	
Period 0	7:00-8:00
Period 1	8:10-8:57
Period 2	9:02-9:42
Period 3	9:54-10:34
Period 4	10:39-11:19
Period 5	11:19-11:54
Period 6	12:44-1:24
Period 7	1:29-2:10

COLUSA ALTERNATIVE HIGH SCHOOL

Sample Traditional Learning Model With Precautions

Daily Schedule

M,Tu,Th,F	
Period 1	8:10-9:04
Period 2	9:09-9:58
Period 3	10:03-10:59
Period 4	10:59-11:30

Wednesday	
Period 1	8:10-9:04
Period 2	9:09-9:58
Period 3	10:03-10:59
Period 4	10:59-11:30

EGLING MIDDLE SCHOOL***Sample Traditional Learning Model With Precautions*****Daily Schedule:**

4TH GRADE		5TH GRADE	
8:15 -9:05	Elective	8:15-10:00	Class Time
9:05-10:00	Class Time	10:00-10:15	Snack Recess
10:00-10:15	Snack Recess	10:15-11:00	Elective
10:15-11:05	Class Time	11:00-11:45	Class time
11:05-11:45	Lunch	11:45-12:25	Lunch
11:45-1:20	Class Time	12:25-1:20	Class Time
1:20-1:30	Recess	1:20-1:30	Recess
1:30-2:30	Class Time	1:30-2:30	Class Time

6TH GRADE	
8:15-9:12	Science/Social Studies
9:15-10:00	Elective
10:03-10:45	Math/English Language Arts
10:45-10:55	Break
10:58-11:25	Math/English Language Arts
11:25-12:05	Break
12:08-12:50	Math/English Language Arts
12:50-1:05	Break
1:08-1:40	Math/English Language Arts
1:43-2:30	Elective

EGLING MIDDLE SCHOOL

Sample Traditional Learning Model With Precautions

Daily Schedule:

7th-8th GRADE Block Schedule					
Monday and Wednesday		Tuesday and Thursday		Friday	
8:10-9:25	1st Period	8:10-9:25	2nd Period	8:10-8:47	1st Period
9:25-9:40	Break	9:25-9:40	Break	8:50-9:25	2nd Period
9:43-10:53	3rd Period	9:43-10:53	4th Period	9:25-9:35	Break
10:56-12:06	5th Period	10:56-12:06	6th Period	9:38-10:13	3rd Period
12:06-12:46	Lunch	12:06-12:46	Lunch	10:16-10:51	4th Period
12:49-2:00	7th Period	12:49-2:00	8th Period	10:54-11:29	5th Period
2:02-2:45	Elective	2:02-2:45	Elective	11:32-12:06	6th Period
				12:06-12:46	Lunch
				12:49-1:24	7th Period
				1:27-2:02	8th Period
				2:05-2:45	Elective

BURCHFIELD SCHOOL

Sample Traditional Learning Model With Precautions

Daily Schedule:

Kindergarten	1st Grade	2nd Grade	3rd Grade
8:13-10:45	8:13-9:52	8:13-9:52	8:13-9:52
10:45-11:30	9:52-10:10	9:52-10:10	9:52-10:10
11:30-12:30	11:10-11:15	10:10-10:45	10:10-12:15
	11:15-12:00	11:45-12:30	12:15-1:00
	12:00-2:15	12:30-2:15	1:00-2:15

BLENDING LEARNING

Return to campus for part of the week in a classroom with approximately 50% of the typical number of students. Students learn remotely the remaining part of the week utilizing the school's PLP learning management system (i.e., Google Classroom, Zoom, and Infinite Campus). Students are placed into one of two cohorts.

EGLING MIDDLE SCHOOL

Blended Learning Schedule

4th Grade		5th Grade		6th Grade	
8:15-9:05	Specials	8:15-10:00	Class	8:15-9:05	Class
9:10-10:15	Class	10:00-10:15	Recess	9:10-10:00	Specials
10:15--10:30	Recess	10:15-11:00	Specials	10:00-10:15	Recess
10:30-12:00	Class	11:00-11:30	Lunch	10:15-10:45	Class
12:00-12:30	Lunch	11:30-12:30	Blended Learning	10:45-11:30	Blended Learning
12:35-1:25	Blended Learning	12:30-1:25	Class	11:30-12:00	Lunch
				12:00-1:25	Class

BL Learning=Blended Learning
Monday- "A" Group at School/ "B" Group at Home
Tuesday- "B" Group at School/ "A" Group at Home
Wednesday-All Distance Learning
Thursday- "A" Group at School/ "B" Group at Home
Friday- "B" Group at School/ "A" Group at Home

BURCHFIELD PRIMARY SCHOOL

Blended Learning Model

	Monday	Tuesday	Wednesday	Thursday	Friday
8:15-10:45	AM cohort Instruction		Distance Learning via Zoom 8:15-9:15 am		
8:10:45	AM Pick-up Students take their lunch and go home	AM Pick-up Students take their lunch and go home	9:15-10:45 am Asynchronous Work	AM Pick-up Students take their lunch and go home	AM Pick-up Students take their lunch and go home
10:45-11:45	Lunch at Home	Lunch at Home	Lunch at Home	Lunch at Home	Lunch at Home
12:00-2:15	AM Cohort Synchronous PE/Music/Library Asynchronous home work	AM Cohort Synchronous PE/Music/Library Asynchronous home work	11:45-1:45 am Asynchronous Work	AM Cohort Synchronous PE/Music/Library Asynchronous home work	AM Cohort Synchronous PE/Music/Library Asynchronous home work
8:15-10:45	PM Cohort Synchronous PE/Music/Library Asynchronous home work	PM Cohort Synchronous PE/Music/Library Asynchronous home work		PM Cohort Synchronous PE/Music/Library Asynchronous home work	PM Cohort Synchronous PE/Music/Library Asynchronous home work
10:45-11:45	Lunch at Home	Lunch at Home		Lunch at Home	Lunch at Home
11:45-2:15	PM cohort Instruction	PM cohort Instruction		PM cohort Instruction	PM cohort Instruction
2:15	PM Pick-up Students take their breakfast for the next day	PM Pick-up Students take their breakfast for the next day		PM Pick-up Students take their breakfast for the next day	PM Pick-up Students take their breakfast for the next day

Distance Learning

Students participate in 100% remote instruction, utilizing the school's PLP learning management system, following the distance learning schedule for their grade level and taught by their regularly assigned teacher(s).

Colusa High School **2020-21 Distance Learning Schedule**

Week at a Glance

	Monday	Tuesday	Wednesday	Thursday	Friday
7:50-8:00 <i>(10 min)</i>	Teacher Prep	Teacher Prep	Teacher Prep	Teacher Prep	Teacher Prep

7:25-8:00 <i>(35 min)</i>	0 Period Attendance 35 synchronous minutes	0 Period Attendance 35 synchronous minutes	0 Period Attendance 35 synchronous minutes	0 Period Attendance 35 synchronous minutes	0 Period Attendance 35 synchronous minutes
8:04-8:37 <i>(33 min)</i>	Period 1 Attendance 33 synchronous minutes	Period 1 Attendance 33 synchronous minutes	Period 1 Attendance 33 synchronous minutes	Period 1 Attendance 33 synchronous minutes	Period 1 Attendance 33 synchronous minutes
8:42-9:15 <i>(33 min)</i>	Period 2 Attendance 33 synchronous minutes	Period 2 Attendance 33 synchronous minutes	Period 2 Attendance 33 synchronous minutes	Period 2 Attendance 33 synchronous minutes	Period 2 Attendance 33 synchronous minutes
9:19-9:52 <i>(33 min)</i>	Period 3 Attendance 33 synchronous minutes	Period 3 Attendance 33 synchronous minutes	Period 3 Attendance 33 synchronous minutes	Period 3 Attendance 33 synchronous minutes	Period 3 Attendance 33 synchronous minutes
9:56-10:29 <i>(33 min)</i>	Period 4 Attendance 33 synchronous minutes	Period 4 Attendance 33 synchronous minutes	Period 4 Attendance 33 synchronous minutes	Period 4 Attendance 33 synchronous minutes	Period 4 Attendance 33 synchronous minutes
10:33-11:07 <i>(34 min)</i>	Period 5 Attendance 34 synchronous minutes	Period 5 Attendance 34 synchronous minutes	Period 5 Attendance 34 synchronous minutes	Period 5 Attendance 34 synchronous minutes	Period 5 Attendance 34 synchronous minutes
11:07-11:22 <i>(15 min)</i>	Student Meal Break	Student Meal Break	Student Meal Break	Student Meal Break	Student Meal Break
11:22-12:02 <i>(40 min)</i>	Period 6 Attendance 40 synchronous minutes	Period 6 Attendance 40 synchronous minutes	Period 6 Attendance 40 synchronous minutes	Period 6 Attendance 40 synchronous minutes	Period 6 Attendance 40 synchronous minutes
12:06-12:40 <i>(34 min)</i>	Period 7 Attendance 34 synchronous minutes	Period 7 Attendance 34 synchronous minutes	Period 7 Attendance 34 synchronous minutes	Period 7 Attendance 34 synchronous minutes	Period 7 Attendance 34 synchronous minutes
12:45 - 1:15 <i>(30 min)</i>	Teacher Lunch	Teacher Lunch	Teacher Lunch	Teacher Lunch	Teacher Lunch
1:15-2:50 <i>(95 min)</i> <i>*Wed Noted</i>	Office Hours asynchronous learning and targeted learning support required	Office Hours asynchronous learning and targeted learning support required	Office Hours 1:15 - 2:30 <i>(75 min)</i> asynchronous learning and targeted learning support required	Office Hours asynchronous learning and targeted learning support required	Office Hours asynchronous learning and targeted learning support required
2:50-3:40 <i>(50 min)</i> <i>*Wed Noted</i>	Teacher Prep	Teacher Prep	Collaboration 2:30 - 3:40 <i>(70 min)</i>	Teacher Prep	Teacher Prep

Total Weekly Minutes: 1,650 Instructional Minutes	240 Synchronous Instructional minutes 95 Asynchronous and/or Target Learning Support	240 Synchronous Instructional minutes 95 Asynchronous and/or Target Learning Support	240 Synchronous Instructional minutes 70 Asynchronous and/or Target Learning Support	240 Synchronous Instructional minutes 95 Asynchronous and/or Target Learning Support	240 Synchronous Instructional minutes 95 Asynchronous and/or Target Learning Support
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Colusa Alternative High School
2020-21 Distance Learning Schedule

Week at a Glance

	Monday	Tuesday	Wednesday	Thursday	Friday
7:50-8:00 <i>(10 min)</i>	Teacher Prep	Teacher Prep	Teacher Prep	Teacher Prep	Teacher Prep
8:04-8:37 <i>(33 min)</i>	Period 1 Attendance 33 synchronous minutes	Period 1 Attendance 33 synchronous minutes	Period 1 Attendance 33 synchronous minutes	Period 1 Attendance 33 synchronous minutes	Period 1 Attendance 33 synchronous minutes
8:42-9:15 <i>(33 min)</i>	Period 2 Attendance 33 synchronous minutes	Period 2 Attendance 33 synchronous minutes	Period 2 Attendance 33 synchronous minutes	Period 2 Attendance 33 synchronous minutes	Period 2 Attendance 33 synchronous minutes
9:19-9:52 <i>(33 min)</i>	Period 3 Attendance 33 synchronous minutes	Period 3 Attendance 33 synchronous minutes	Period 3 Attendance 33 synchronous minutes	Period 3 Attendance 33 synchronous minutes	Period 3 Attendance 33 synchronous minutes
9:56-10:36 <i>(40 min)</i>	Period 4 Attendance 40 synchronous minutes	Period 4 Attendance 40 synchronous minutes	Period 4 Attendance 40 synchronous minutes	Period 4 Attendance 40 synchronous minutes	Period 4 Attendance 40 synchronous minutes
10:40-11:21 <i>(41 min)</i>	Period 5 Attendance 41 synchronous minutes	Period 5 Attendance 41 synchronous minutes	Period 5 Attendance 41 synchronous minutes	Period 5 Attendance 41 synchronous minutes	Period 5 Attendance 41 synchronous minutes
11:21-11:36 <i>(15 min)</i>	Student Meal Break (Optional)	Student Meal Break (Optional)	Student Meal Break (Optional)	Student Meal Break (Optional)	Student Meal Break (Optional)
12:45 - 1:15 <i>(30 min)</i>	Teacher Lunch	Teacher Lunch	Teacher Lunch	Teacher Lunch	Teacher Lunch
1:15-2:50 <i>(95 min)</i> <i>*Wed Noted</i>	Office Hours asynchronous learning and targeted learning support required	Office Hours asynchronous learning and targeted learning support required	Office Hours 1:15 - 2:30 <i>(75 min)</i> asynchronous learning and targeted learning support required	Office Hours asynchronous learning and targeted learning support required	Office Hours asynchronous learning and targeted learning support required

2:50-3:40 <i>(50 min)</i> <i>*Wed Noted</i>	Teacher Prep	Teacher Prep	Collaboration 2:30 - 3:40 (70 min)	Teacher Prep	Teacher Prep
Total Weekly Minutes: 1,350 Instructional Minutes	180 Synchronous Instructional minutes 95 Asynchronous and/or Target Learning Support	180 Synchronous Instructional minutes 95 Asynchronous and/or Target Learning Support	180 Synchronous Instructional minutes 70 Asynchronous and/or Target Learning Support	180 Synchronous Instructional minutes 95 Asynchronous and/or Target Learning Support	180 Synchronous Instructional minutes 95 Asynchronous and/or Target Learning Support

Egling Middle School
2020-21 Distance Learning Schedule

Week at a Glance

	<u>Monday</u>	<u>Tuesday</u>	<u>Wednesday</u>	<u>Thursday</u>	<u>Friday</u>
8:15-9:05 <i>(50 min)</i>	Period 1 Attendance 30 synchronous minutes 8 minutes Targeted Intervention 12 minutes asynchronous learning	Period 1 Attendance 30 synchronous minutes 8 minutes Targeted Intervention 12 minutes asynchronous learning	Period 1 Attendance 30 synchronous minutes 8 minutes Targeted Intervention 12 minutes asynchronous learning	Period 1 Attendance 30 synchronous minutes 8 minutes Targeted Intervention 12 minutes asynchronous learning	Period 1 Attendance 30 synchronous minutes 8 minutes Targeted Intervention 12 minutes asynchronous learning
9:10-10:00 <i>(50 min)</i>	Period 2 30 synchronous minutes 8 minutes Targeted Intervention 12 minutes asynchronous learning	Period 2 30 synchronous minutes 8 minutes Targeted Intervention 12 minutes asynchronous learning	Period 2 30 synchronous minutes 8 minutes Targeted Intervention 12 minutes asynchronous learning	Period 2 30 synchronous minutes 8 minutes Targeted Intervention 12 minutes asynchronous learning	Period 2 30 synchronous minutes 8 minutes Targeted Intervention 12 minutes asynchronous learning
10:00-10:10 <i>(10 min)</i>	Break	Break	Break	Break	Break
10:15-11:05 <i>(50 min)</i>	Period 3 30 synchronous minutes 8 minutes Targeted Intervention 12 minutes asynchronous learning	Period 3 30 synchronous minutes 8 minutes Targeted Intervention 12 minutes asynchronous learning	Period 3 30 synchronous minutes 8 minutes Targeted Intervention 12 minutes asynchronous learning	Period 3 30 synchronous minutes 8 minutes Targeted Intervention 12 minutes asynchronous learning	Period 3 30 synchronous minutes 8 minutes Targeted Intervention 12 minutes asynchronous learning
11:10-12:00 <i>(50 min)</i>	Period 4 30 synchronous minutes 8 minutes Targeted Intervention 12 minutes asynchronous learning	Period 4 30 synchronous minutes 8 minutes Targeted Intervention 12 minutes asynchronous learning	Period 4 30 synchronous minutes 8 minutes Targeted Intervention 12 minutes asynchronous learning	Period 4 30 synchronous minutes 8 minutes Targeted Intervention 12 minutes asynchronous learning	Period 4 30 synchronous minutes 8 minutes Targeted Intervention 12 minutes asynchronous learning
12:00-12:30 <i>(30 min)</i>	Lunch	Lunch	Lunch	Lunch	Lunch
12:35-1:25 <i>(50 min)</i>	Period 5 30 synchronous minutes	Period 5 30 synchronous minutes 8 minutes Targeted	Period 5 30 synchronous minutes 8 minutes Targeted	Period 5 30 synchronous minutes 8 minutes Targeted	Period 5 30 synchronous minutes 8 minutes Targeted

	8 minutes Targeted Intervention 12 minutes asynchronous learning	Intervention 12 minutes asynchronous learning	Intervention 12 minutes asynchronous learning	Intervention 12 minutes asynchronous learning	Intervention 12 minutes asynchronous learning
1:25-2:05 <i>(40 min)</i>	Office hours	Office hours	Office hours	Office hours	Office hours
2:00-2:45 <i>(45 min)</i>	Prep	Prep	Prep	Prep	Prep
Total Weekly Minutes:	250 Instructional minutes	250 Instructional minutes	250 Instructional minutes	250 Instructional minutes	250 Instructional minutes
1,050 Instructional Core Minutes	200 minutes of PE/MUSIC/COMP for 4-6 Weekly	1,250 Core Instructional Minutes for 7/8 Weekly	*All students to receive 40 minutes Targeted Intervention daily		

Burchfield Primary School
2020-21 Distance Learning Schedule

GRADE 3rd OVERVIEW:

Week at a Glance Schedule:

7:45 - 8:15 <i>(30 min)</i>	Prep	Prep	Prep	Prep	Prep
8:15-8:30 <i>(15 min)</i>	Attendance Synchronous Learning Block / Morning Meeting	Attendance Synchronous Learning Block / Morning Meeting	Attendance Synchronous Learning Block / Morning Meeting	Attendance Synchronous Learning Block / Morning Meeting	Attendance Synchronous Learning Block / Morning Meeting
8:30-9:15 <i>(45 min)</i>	Targeted Instruction	Targeted Instruction	Targeted Instruction	Targeted Instruction	Targeted Instruction
9:15 - 10:20 <i>(65 min)</i>	Synchronous Learning Block	Synchronous Learning Block	Synchronous Learning Block	Synchronous Learning Block	Synchronous Learning Block
10:20 - 10:30 <i>(10 min)</i>	Break	Break	Break	Break	Break
10:30 - 12:00 <i>(90 min)</i>	Synchronous Learning Block	Synchronous Learning Block	Synchronous Learning Block	Synchronous Learning Block	Synchronous Learning Block
12:00 - 12:30 <i>(30 min)</i>	Synchronous PE/Music/Library (Teacher prep)	Synchronous PE/Music/Library (Teacher prep)	Synchronous PE/Music/Library (Teacher prep)	Synchronous PE/Music/Library (Teacher prep)	Synchronous PE/Music/Library (Teacher prep)
12:30 - 1:00 <i>(30 min)</i>	Lunch	Lunch	Lunch	Lunch	Lunch
1:00-2:45	Office hours / Prep	Office hours / Prep	Office hours / Prep	Office hours / Prep	Office hours / Prep

<i>(15 min prep 90 min OH)</i>			Collaboration		
Total Weekly Minutes: 1,075 Instructional Core Minutes 150 minutes of PE/MUSIC/Library	245 Instructional minutes including specials (30 min)				

GRADE 2nd OVERVIEW:

Week at a Glance Schedule:

	<u>Monday</u>	<u>Tuesday</u>	<u>Wednesday</u>	<u>Thursday</u>	<u>Friday</u>
7:45 - 8:15 <i>(30 min)</i>	Prep	Prep	Prep	Prep	Prep
8:15-8:30 <i>(15 min)</i>	Attendance Synchronous Learning Block / Morning Meeting	Attendance Synchronous Learning Block / Morning Meeting	Attendance Synchronous Learning Block / Morning Meeting	Attendance Synchronous Learning Block / Morning Meeting	Attendance Synchronous Learning Block / Morning Meeting
8:30-9:00 <i>(30 min)</i>	Synchronous PE/Music/Library (Teacher prep)	Synchronous PE/Music/Library (Teacher prep)	Synchronous PE/Music/Library (Teacher prep)	Synchronous PE/Music/Library (Teacher prep)	Synchronous PE/Music/Library (Teacher prep)
9:00 - 10:00 <i>(60 min)</i>	Synchronous Learning Block	Synchronous Learning Block	Synchronous Learning Block	Synchronous Learning Block	Synchronous Learning Block
10:00 - 10:10 <i>(10 min)</i>	Break	Break	Break	Break	Break
10:10 - 11:15 <i>(65 min)</i>	Synchronous Learning Block	Synchronous Learning Block	Synchronous Learning Block	Synchronous Learning Block	Synchronous Learning Block
11:15 - 12:00 <i>(45 min)</i>	Targeted Instruction	Targeted Instruction	Targeted Instruction	Targeted Instruction	Targeted Instruction
12:00 - 12:30 <i>(30 min)</i>	Lunch	Lunch	Lunch	Lunch	Lunch
12:30 - 12:45 <i>(15 min)</i>	Synchronous Learning Block	Synchronous Learning Block	Synchronous Learning Block	Synchronous Learning Block	Synchronous Learning Block
12:45-2:45 <i>(30 min prep 90 min OH)</i>	Office hours / Prep	Office hours / Prep	Office hours / Prep Collaboration	Office hours / Prep	Office hours / Prep

Total Weekly Minutes: 1,000 Instructional Core Minutes 150 minutes of PE/MUSIC/Library	230 Instructional minutes including specials (30 min)				
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GRADE 1 OVERVIEW:

Week at a Glance Schedule:

	Monday	Tuesday	Wednesday	Thursday	Friday
7:45 - 8:15 <i>(30 min)</i>	Prep	Prep	Prep	Prep	Prep
8:15-9:15 <i>(60 min)</i>	Attendance Synchronous Learning Block	Attendance Synchronous Learning Block	Attendance Synchronous Learning Block	Attendance Synchronous Learning Block	Attendance Synchronous Learning Block
9:15 - 9:45 <i>(30 min)</i>	Synchronous PE/Music/Library (Teacher prep)	Synchronous PE/Music/Library (Teacher prep)	Synchronous PE/Music/Library (Teacher prep)	Synchronous PE/Music/Library (Teacher prep)	Synchronous PE/Music/Library (Teacher prep)
9:45 - 9:55 <i>(10 min)</i>	Break	Break	Break	Break	Break
9:55 - 10:30 <i>(35 min)</i>	Synchronous Learning Block	Synchronous Learning Block	Synchronous Learning Block	Synchronous Learning Block	Synchronous Learning Block
10:30 - 11:15 <i>(45 min)</i>	Targeted Instruction	Targeted Instruction	Targeted Instruction	Targeted Instruction	Targeted Instruction
11:15 - 11:45 <i>(30 min)</i>	Lunch	Lunch	Lunch	Lunch	Lunch
11:45 - 12:45 <i>(60 min)</i>	Synchronous Learning Block	Synchronous Learning Block	Synchronous Learning Block	Synchronous Learning Block	Synchronous Learning Block
12:45-2:45 <i>(30 min prep 90 min OH)</i>	Office hours / Prep	Office hours / Prep	Office hours / Prep	Office hours / Prep	Office hours / Prep
			Collaboration		
Total Weekly	230 Instructional				

Minutes: 1,000 Instructional Core Minutes 150 minutes of PE/MUSIC/ Library	minutes including specials (30 min)				
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GRADES TK/Kinder OVERVIEW:

Week at a Glance Schedule:

	Monday	Tuesday	Wednesday	Thursday	Friday
7:45 - 8:15 <i>(30 min)</i>	Prep	Prep	Prep	Prep	Prep
8:15-9:20 <i>(65 min)</i>	Attendance Synchronous Learning Block	Attendance Synchronous Learning Block	Attendance Synchronous Learning Block	Attendance Synchronous Learning Block	Attendance Synchronous Learning Block
9:20 - 9:30 <i>(10 min)</i>	Break	Break	Break	Break	Break
9:30 - 10:15 <i>(45 min)</i>	Targeted Instruction	Targeted Instruction	Targeted Instruction	Targeted Instruction	Targeted Instruction
10:15 - 10:45 <i>(30 min)</i>	Synchronous PE/Music/Library (Teacher prep)	Synchronous PE/Music/Library (Teacher prep)	Synchronous PE/Music/Library (Teacher prep)	Synchronous PE/Music/Library (Teacher prep)	Synchronous PE/Music/Library (Teacher prep)
10:45 - 11:15 <i>(30 min)</i>	Lunch	Lunch	Lunch	Lunch	Lunch
11:15-12:15 <i>(60 min)</i> 11:15 - 12:45 *Full Day <i>(90 min)</i>	Synchronous Learning Block	Synchronous Learning Block	Synchronous Learning Block	Synchronous Learning Block	Synchronous Learning Block
12:15-1:15 <i>(60 min)</i> 12:45 - 1:15 *Full Day <i>(30 min)</i>	Prep	Prep	Prep	Prep	Prep
1:15-2:45 <i>(90 min)</i>	Office hours	Office Hours	Office Hours Collaboration	Office Hours	Office Hours.

<p>Total Weekly Minutes:</p> <p>850 - tri 1 1,000 - tri 2,3</p> <p>Instructional Core Minutes</p> <p>150 minutes of PE/MUSIC/Library</p>	<p>200 Instructional minutes including Specials (30min) during first trimester.</p> <p>230 Instructional minutes including Specials (30min) during 2nd/3rd trimesters.</p>				
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SPECIAL EDUCATION AND MENTAL HEALTH



SAFETY CONSIDERATIONS FOR STUDENTS WITH DISABILITIES

- Students with disabilities will adhere to the guidelines previously outlined to maintain social distancing and follow safe practices as much as possible.
- Students with sensory/cognitive/behavioral needs will not be required to wear facial coverings, but are encouraged to utilize a face shield or covering when possible.
- Students who are deaf/hard of hearing will not be required to wear facial coverings, but will be encouraged to wear a face shield.
- School personnel will work closely with families of students who are immunocompromised regarding specific needs when returning to school.

CONSIDERATIONS FOR STAFF WORKING WITH STUDENTS WITH DISABILITIES

- Staff will be provided a face covering which is most conducive to addressing specific student needs.
- IEP services will be delivered while adhering to CDPH guidelines by wearing facial coverings, and/or the use of desk shields or table guards, social distancing, increased hand washing, and sanitizing to the greatest extent possible.
- All staff who work with students who require more hands on services such as diapering, catheterization, feeding, etc. will utilize both face coverings and gloves.

INDIVIDUAL EDUCATION PLAN PROCEDURES

"In person" IEP meetings will be determined in conjunction with public health guidelines. All special education timelines resume on the day school reopens. IEP meetings should not be held during the student's direct instruction time.

RELATED SERVICES

- Related service providers will take data upon return to school to determine if regression has occurred in the area of each goal and objective. If regression has occurred, staff will take ongoing data to determine the level of recoupment of skills.

ASSESSMENTS

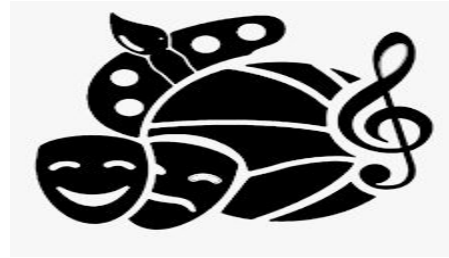
- Assessment timelines resume on August 31, 2020
- All late assessments, partially completed, or not started due to the closure, will be completed within the first 30-60 days of school.

- Starting on the first week of school, all related services will resume to ensure the district is providing FAPE. Occupational Therapy, APE (Adapted Physical Education), Orientation and Mobility, and PT (Physical Therapy) may require additional planning regarding how to provide services within public health guidelines.
- For elementary students enrolled in the general education program, SAI services will be delivered during the non-general education session.
- If classroom observations need to occur as part of the assessment process for school psychologists, safety procedures will be followed. County public health guidelines will determine if virtual assessments need to occur, if public health guidelines do not support in-person assessment between student and special education team members.

MENTAL HEALTH & SOCIAL EMOTIONAL WELL-BEING

District and school staff are committed to supporting students' social emotional wellness and offering resources to ensure students transition back to school smoothly. Support may include social emotional learning, building relationships, community building activities, and increased access to mental health/wellness services. Families and schools will need to work together to check how students are feeling and assess their individual needs to provide the support our students need during these challenging times. Families can access resources by calling the office at their respective school sites and/or the school district office.

**EXTRACURRICULAR
AND ATHLETIC
ACTIVITIES**



Reopening Guidelines

The California Interscholastic Federation (CIF) Sports Medicine Advisory Committee has developed a comprehensive document to help school districts prepare for their student athletes and performing arts students to return to athletic activities and program conditioning. Colusa Unified will resume athletics/performing arts adhering to the guidelines. With guidance from the California Department of Health (CDHP), California Department of Education (CDE), and CIF, CUSD determines the level and duration of each phase for a gradual full physical return to athletics and performing arts. As of August 10, per CDPH guidance, District athletic/performing arts programs will operate under the guidance.

LOW-RISK ACTIVITIES	MODERATE RISK ACTIVITIES	HIGH RISK ACTIVITIES
<ul style="list-style-type: none"> ● Cross Country ● Golf ● Sideline Cheer ● Tennis ● Track-Specific Events 	<ul style="list-style-type: none"> ● Baseball ● Basketball ● Soccer ● Softball ● Volleyball ● Track Specific Events 	<ul style="list-style-type: none"> ● Choir ● Band ● Football ● Track Specific Events
PHASE 1	PHASE 2	PHASE 3
<ul style="list-style-type: none"> ● 10 people > indoors ● 10 people > outdoors ● No locker rooms ● Six feet distance ● No athlete contact ● No shared equipment ● Pods of 5-10 students ● Vulnerable individuals can not participate 	<ul style="list-style-type: none"> ● 10 people > indoors ● 50 people > outdoors ● No locker rooms ● Six feet distance ● No athlete contact ● No shared equipment ● Vulnerable individuals can not participate 	<ul style="list-style-type: none"> ● 50 people > indoors/outdoors ● Locker rooms open (6-ft apart) ● Three to six feet distance ● Athlete contact ● Shared equipment ● Vulnerable individuals social distance

All field trips are currently suspended and schools will consider virtual field trips when possible.

Assemblies, dances, athletic competitions, and rallies are also currently suspended.

APPENDIX 1 COVID 19 FAQ

What do I do if my child is experiencing COVID-19 symptoms while at home? What if someone in our household tested positive for COVID-19?

If your child is experiencing COVID-19 symptoms, please keep him/her home and contact your child's health care provider. Please contact your school to report the absence; a COVID-19 related absence is excused.

What if someone in our household tested positive for COVID-19?

If someone in your household tested positive for COVID-19 and is currently under quarantine or self-isolation, your child should follow the guidelines from the Colusa County Public Health (CCPH) on how long to remain at home and when to return to school.

What happens if a positive COVID-19 case occurs at a school site?

For any positive COVID-19 case the following protocol will be applied in accordance with state and local laws and regulations. School administrators will notify the District Office designee with the following information: Name of person confirmed; If known, the date of potential exposure; Date of test; Last date on CUSD school site; Names of individuals who had physical contact with an infected person or spent 15 minutes or more within six feet of distance without a face covering. The District Office designee will coordinate a response with CCPH. After receiving direction from CCPH, the District designee will only notify students, staff, and families who have been potentially exposed to COVID-19 and provide health recommendations and guidance from CCPH. A positive COVID-19 case may lead to a classroom, multiple classrooms, or a school to return to distance learning for a period of time. Any closures will be determined by the District administration after consultations with CCPH. The classroom or impacted areas will receive extensive cleaning and sanitation following District Maintenance & Operations guidelines.

How are others notified they were in contact with an individual who tested positive for COVID-19?

The District works with CCPH to determine close contacts and low risk contacts. Individuals identified by CCPH are contacted via an email that outlines specifics regarding how long the individual must quarantine, steps to mitigate contracting the coronavirus, and list symptoms associated with the virus. All HIPAA notifications and guidelines for privacy are always followed.

APPENDIX II ELEMENTARY GUIDANCE

CDPH = California Department of Public Health

CCPH = Colusa County Public Health

FERPA = Family Educational Rights and Privacy Act

HIPAA = Health Insurance Portability and Accountability Act

Cleaning and Disinfection: Shared surfaces will be regularly cleaned and disinfected and shared items will be minimized.

- (Page 5) Outlines details on cleaning and sanitization, in addition all classrooms will have supplies to clean and sanitize desktops, and commonly touched surfaces throughout the school day as needed. For example, before going out to recess, after lunch and anytime a student moves to a new seat in the classroom. This shared responsibility inside the classroom with staff will be coupled with the daily cleaning and sanitation routines of the custodial staff.
- Each student's belongings will be separated in individually labeled storage containers, plastic bags, cubbies or designated storage areas. Teachers will ensure belongings are taken home each day to be cleaned as outlined on (Page 2).
- Additional orders of commonly shared items in classrooms, math manipulatives, physical education equipment, etc., have been ordered to minimize sharing of high-touch materials and/or limit use of supplies and equipment to one group of children at a time and will be cleaned and disinfected between uses.
- Schools will operate on a 1:1 model of electronic devices for all students.
- Educational toys, books and other games or learning aids will be cleaned and disinfected between uses when sharing occurs.

Cohorting: Students will be kept in small, stable groups with fixed membership that stay together for all activities (e.g. instruction, lunch, recess) and avoid contact with other groups or individuals who are not part of the cohort.

- (Page 7) Outlines the elementary school plans for return to classroom cohorts, where students only interact with their classroom peers and assigned classroom teacher. Students stay together for recess and lunch recess in designated play areas and eat lunch inside their classrooms.
- (Page 8) Outlines the elementary schools plans for return to campus utilizing classroom cohorts. Students in a classroom are divided into two separate cohorts. Cohorts will stay together as a stable cohort, and only have interaction with half of their classroom peers and their assigned classroom teacher.
- In both settings outlined above, students do not traverse campus for specialized instruction, for example, music or media center, and instead the specialist provides instruction via videoconferencing, asynchronous lesson preparation or outdoor instruction with social distancing guidelines.

Entrance, Egress, and Movement Within the School: Movement of students, staff, and parents will be managed to avoid close contact and/or mixing of cohorts.

- (Page 7) Outlines the scheduling at the elementary schools with staggered arrival and departure times for all students and assigned entry and exit points on campus. Schools will minimize the concentration of students, staff and parents and avoid close contacts. In addition, parents will not be allowed past the entry/exit gates on campus and students will use the social distancing guides, 6-feet of distance, on the

ground when queuing at the gates.

- (Page 3) Outlines that routes will be marked on campuses with directionality as well, to further minimize face-to-face contact. Face Coverings and Other Protective Gear: CDPH's face covering requirements will be satisfied and enforced. (Page 2) Outlines the implementation and enforcement of the CDPH guidelines for face coverings. Students in grades 3-5 who do not comply will be excluded from school and offered distance learning. In addition, all sites are stocked with extra cloth and disposable face coverings to offer to staff and students, if someone arrives to campus without their own face covering. Health Screenings for Students and Staff: Students and staff will be screened for symptoms of COVID-19 and will be separated from others and sent home immediately if symptoms arise. (Page 2) Outlines the shared responsibility for both staff and students in temperature checks and symptom screening. Staff and students will receive a daily message, via email/text, to remind them to pre-screen prior to arriving on campus. This pre-screening includes taking their temperature and checking for symptoms commonly associated with COVID-19. In addition, when staff and students arrive to campus their temperature will be checked and they will also be screened for symptoms by checking posted signage at entry points and answering questions involving the screening of symptoms. (Page 4) Outlines the protocols and action steps of COVID-19 screening, aligned with CDPH guidelines, when a staff or student displays symptoms. Staff/students will immediately be taken to the school site isolation room so they are separated from others should symptoms arise.

Healthy Hygiene Practices: Hand washing stations and hand sanitizer will be available, and promoted and incorporated into school routines.

- (Page 5) Outlines the availability of both hand sanitizer and hand washing stations on campuses.
- (Page 3) Outlines that staggered schedules for restroom breaks and hand washing will also be in use on school sites.
- Staff, students and families will also receive training that educates stakeholders on the importance of healthy hygiene practices to diminish the spread of COVID-19, which includes regular handwashing and/or the use of hand sanitizer.

Identification and Tracing of Contacts: Staff will take action when there is a confirmed case of COVID-19. The District and each school site has designated staff persons to support contact tracing, such as creation and submission of lists of exposed students and staff to the local health department and notification of exposed persons. Each school site principal is the designated contact person for the local health department.

- (Page 3) Outlines the District designees and process for contact tracing.

Physical Distancing: Space and routines will be arranged to allow for physical distancing of students and staff.

- (Page 3) Outlines the physical distance measures in place, in addition to the following:
 - Removal of non-essential classroom furniture
 - Creation of outdoor learning spaces
 - Establish directional hallways and passageways for foot traffic, if possible, to reduce instances where individuals pass one another face-to-face
 - Clearly mark areas where students, staff and visitors must queue to maintain physical distancing, or use alternative entry requirements
 - Limiting nonessential visitors, volunteers, and activities. Use an appointment system, stagger appointments and reduce walkins at school sites
 - Reconfigure waiting areas, lobbies, workstations and employee break rooms, if possible, to allow for at least six feet of distance
 - Limiting communal activities where practicable
 - Serving meals in classrooms or outdoor areas where practicable.
 - Adjusting staff meetings (videoconferencing)

- Classroom space will be reconfigured to ensure 6-feet between staff and student desks

Staff Training and Family Education: Staff will be trained and families will be educated on the application and enforcement of the plan.

- Site principals will provide training to all staff members on the application and enforcement of the plan.
- The Director of Maintenance, Operations and Transportation Services will provide training for District office staff.

Testing of Students and Staff: School officials will direct families and staff who have symptoms of COVID-19 or have been exposed to someone with COVID-19 to be tested and provide instructions on what to do while waiting for test results.

- The District will test staff periodically, as testing capacity permits and as practicable. Examples of recommended frequency include testing all staff over 2 months, where 25% of staff are tested every 2 weeks, or 50% every month to rotate testing of all staff overtime.

Triggers for Switching to Distance Learning: Criteria the superintendent will use to determine when to physically close the school and prohibit in-person instruction has been determined.

- (Page 4) Outlines the protocols for closing a school site of the District, which are aligned with CDPH recommendations.

Communication Plans: The superintendent or designee will communicate with students, staff, and parents about cases and exposures at the school, consistent with private requirements such as FERPA and HIPAA.

- (Page 4 & Appendix II) Outline the action steps that will be taken to communicate with stakeholders about positive cases and exposure.
- All communication will be consistent with privacy requirements (FERPA/HIPAA).

	<u>CUSD SCHOOL REOPENING TASK FORCE RECOMMENDATIONS</u>
APPENDIX III	
APPENDIX IV	<u>LEARNING CONTINUITY AND ATTENDANCE PLAN</u>
APPENDIX V	<u>DISTANCE LEARNING PLAN</u>

APPENDIX VI COVID-19 SCENARIO CHART

Student or staff member arrives at school with temperature over 100.3 or exhibiting symptoms

- Student/staff member is sent home
- Instructed to follow guidance of Symptom Decision Tree (Appendix VII) or get tested
- No communication is needed

NEGATIVE

Student/staff member may return to school 24 hours after the fever subsides & other symptoms begin to improve according to Symptom Decision Tree (Appendix VII)

NO TEST

Student/staff member doesn't return to school until they meet the guidelines according to the Symptom Decision Tree (Appendix VII)

POSITIVE

- Student/staff sent home if not already quarantined
- Student/staff instructed to isolate for 10 days after symptom onset OR test date
- School-based close contacts identified & instructed to test & quarantine for 14 days
- School administration notified
- Public Health Department notified

Positive case letter to school community. Close contacts receive close contact with COVID-19 letter. Individual receives COVID-19 positive letter.

Student or staff member with (or a close contact of) someone who tests positive for COVID-19

- Individual is sent home
- Instructed to contact doctor
- Instructed to quarantine for 14 days after last exposure (or when household member's quarantine is complete)
- If individual tests positive see steps below
- Notify school administration
- Send low-risk template letter

NEGATIVE

Student/staff member must remain in quarantine for a full 14 days after:

- (1) date of last exposure to COVID-19 positive non-household contact or
- (2) date that COVID-19 positive household member completes their isolation

POSITIVE

- Student/staff sent home if not already quarantined
- Student/staff instructed to isolate for 10 days after symptom onset OR test date
- School-based close contacts identified & instructed to test & quarantine for 14 days
- School administration notified
- Public Health Department notified

Positive case letter to school community. Close contacts receive close contact with COVID-19 letter. Individual receives COVID-19 positive letter.

APPENDIX VII COVID-19 SYMPTOM DECISION TREE

Student Symptom Decision Tree

Screen all students for potential COVID-19 symptoms or exposure

Low-risk: general symptoms



Fever ($\geq 100.4^{\circ}\text{F}$)



Sore throat



Congestion/runny nose



Headache



Nausea/vomiting/diarrhea



Fatigue/muscle or body aches

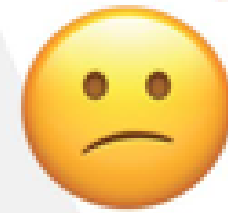
High-risk: red flag symptoms



Cough



Difficulty breathing



Loss of taste/smell

Exposure to COVID-19 positive person?

Close contact: less than 6 feet, 15 minutes or longer

NO

▶ 1 **low risk** symptom



Send home

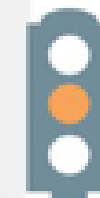


Return to school 24 hrs after symptom resolution (without fever reducing medication)

▶ ≥ 2 **low risk** symptoms
OR 1 **high risk** symptom



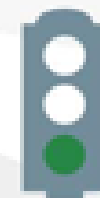
Send home



Evaluation by health care provider

1

Health care provider confirms alternative diagnosis for symptoms. A health care provider's note must be on file. SARS-CoV-2 PCR test not needed.



Return to school after 24 hrs without fever and symptoms improving

2

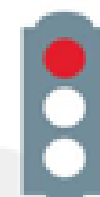
Negative SARS-CoV-2 PCR test.



Return to school after 24 hrs without fever and symptoms improving

3

Positive SARS-CoV-2 PCR test
OR
No provider visit or test.

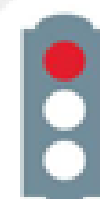


Return to school only after 10 days since symptom onset and 24 hrs without fever. Quarantine close contacts of confirmed cases.

YES



Stay home*



Return to school after 14 days from last contact, unless symptoms develop. If symptoms develop, perform SARS-CoV-2 PCR test.