

Biggs Unified School District

300 B STREET, BIGGS, CALIFORNIA 95917

(530)868-1281

Doug Kaelin
Superintendent

September 16, 2020

To: Butte County Public Health Department

Re: Waiver application for in-person elementary instruction

As the Superintendent of Biggs Unified School District I am officially submitting our waiver application to allow for in-person instruction at both Richvale Elementary (1-6) enrollment 38 students and Biggs Elementary (TK-6) enrollment 272 students. Both schools are in the Biggs Unified School District.

Sincerely,

Doug Kaelin



Superintendent

Biggs Unified School District

Butte County Waiver Application Cover Form

(for use by a Local Education Agency or equivalent)

Instructions:

Please submit one application for each local educational agency or equivalent. If applying on behalf of a school district please submit one application for elementary schools in the district that are seeking to reopen for in-person instruction. If applying for an independent, private, faith-based, or charter school, please submit an application for each school.

Background Information:

Name of Applicant/District (Local Educational Agency or Equivalent):

Biggs Unified School District

School Type: Traditional Public School
 Charter School
 Private, Independent, or Faith-Based School

Number of Schools: 2 Enrollment: Biggs Elementary 272 Richvale 38

Superintendent (or equivalent) Name: Doug Kaelin

Address: 300 B Street

Address Line 1 & 2

Biggs

City

CA

State

95917

Zip

Proposed Grades Reopening: TK K 1st 2nd 3rd 4th 5th 6th
Proposed # of Students per Grade: 7 47 46 49 34 41 41 44

Proposed Reopening Date: October 1, 2020

School Website Link where the Reopening Plan is Posted:

Biggs.org

Name of Person Completing Application: Doug Kaelin

Phone Number: (530)868-1281 Email: dkaelin@biggs.org

Signature:  Date: 9-16-17

I. Consultation

Phone number and email for the public to contact the District/School about the waiver:

Phone Number: 530)868-1281 Email: dkaelin@biggs.org

Please confirm consultation with the following groups and provide a detailed description of the consultation process. Include the Name of Organization(s), Date(s) Consulted, and any relevant information such as meeting minutes or notes. Attach additional documentation if needed.

Labor Organizations

The district have meet with the teachers union "BUTA" twice for consultation on the waiver application and the reopening plan. The meeting were very positive and productive. The BUTA/CTA consultant requested the district complete several documents which are attached. The two teachers at Richvale Elementary have submitted letters supporting the re-open of their school. Biggs Elementary teacher completed a survey on the waiver and re-opening Biggs Elementary. 70% of the teacher support re-opening and 30% do not.

The district has meet with CSEA who have indicated supporting the re-opening of schools

School Site Staff

**If no labor organization represents staff at the school, please describe the process for consultation with school staff*

NA

■ **Parent and Community Organizations**

Attached are two letter, one from "PAWS" Parents Working for Students which is the Biggs Elementary parents group supporting the waiver and re-opening schools. The second letter is from the Richvale parents Association support the waiver and re-opening of that school. Attached are 11 letters from Richvale parents supporting the waiver and re-opening of the school.

Those 11 parents maek up 95% of the parents with students at Richvale.

The district had parents complete a survey in August regrading re-opening of schools at that time.

76% of the parents supported re-opening. The district believes if that survey was given today the number would increase based on the emails and phone calls.

II. **Elementary School Reopening Plans**

Please confirm that elementary school reopening plan(s) addressing following, consistent with guidance from the California Department of Public Health and the local health department, have been published on the website of the local educational agency (or equivalent):

■ **Cleaning and Disinfection:** How shared surfaces will be regularly cleaned and disinfected and how use of shared items will be minimized.

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

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

■ **Face Coverings and Other Essential Protective Gear:** How CDPH's face covering requirements will be satisfied and enforced.

■ **Health Screenings for Students and Staff:** How students and staff will be screened for symptoms of COVID-19 and how ill students or staff will be separated from others and sent home immediately.

■ **Healthy Hygiene Practices:** The availability of handwashing stations and hand sanitizer, and how their use will be promoted and incorporated into routines.

■ **Identification and Tracing of Contacts:** Actions that staff will take when there is a confirmed case. Confirm that the school(s) have designated staff persons to support contact tracing, such as creation and submission of lists of exposed students and staff, including contact information, to the local health department and notification of exposed persons. Each school must designate a person for the local health department to contact about COVID-19.

■ **Physical Distancing:** How space and routines will be arranged to allow for physical distancing of students and staff.

■ **Staff Training and Family Education:** How staff will be trained and families will be educated on the application, enforcement of the plan, and information related to testing and contact tracing requirements.

■ **Testing of Students and Staff:** How school officials will ensure that students and staff who have symptoms of COVID-19 or have been exposed to someone with COVID-19 will be rapidly tested and what instructions they will be given while waiting for test results. Describe how staff will be tested periodically to detect asymptomatic infections in accordance with CDPH guidance.

■ **Triggers for Switching to Distance Learning:** The criteria the superintendent will use to determine when to physically close the school and prohibit in-person instruction.

■ **Communication Plans:** How the superintendent will communicate with students, staff, parents, and the local health department about cases and exposures at the school, consistent with privacy requirements such as FERPA and HIPAA.

Additional Resources:

CDPH and Cal/OSHA Guidance for Schools and School-Based Programs

<https://files.covid19.ca.gov/pdf/guidance-schools.pdf>

California Department of Education Stronger Together: A Guidebook for the Safe Reopening of California's Public Schools

<https://www.cde.ca.gov/ls/he/hn/strongertogether.asp>

CDPH COVID-19 and Reopening In-Person Learning Framework for K-12 Schools in California, 2020-2021 School Year

<https://www.cdph.ca.gov/Programs/CID/DCDC/CDPH%20Document%20Library/COVID-19/Schools%20Reopening%20Recommendations.pdf>

Re: COVID Waiver Approval for Biggs Elementary School (Biggs Unified School District)

To Whom it May Concern:

I am writing this letter with the intent of urging you to consider the waiver to allow in-person instruction at Biggs Elementary School for the 2020-2021 school year. I am not only a parent, but I serve as President for our schools PTO and I am a certified substitute for our district. I am very concerned about the long-term effects that distance learning will have on our children's development, socially and academically. With that being said I am pleading with you to consider our waiver.

I have experienced first hand the difference between in-class instruction and distance learning. In-class instruction creates face to face relationships and the quality of learning is deepened through these interactions. It is not possible to create this type of environment at home. Our children are still developing their identity, how to navigate real-life social situations, the ability to follow instructions and so much more. Here is a direct quote from the cdc.gov website titled [The Importance of Reopening America's Schools this Fall](#). "the harms attributed to closed schools on the social, emotional, and behavioral health, economic well-being, and academic achievement of children, in both the short- and long-term, are well-known and significant." They go on to say, "The in-person school environment does the following:

- provides educational instruction;
- supports the development of social and emotional skills;
- creates a safe environment for learning;
- addresses nutritional needs; and
- facilitates physical activity."

These factors and proof should be enough for you to allow safe and reasonable opening. Biggs Elementary has a big enough campus, classrooms and large outdoor areas to accommodate social distancing. The leadership at Biggs Elementary is working tirelessly to meet and exceed all measures to resume in-class instruction.

I urge you to approve our waiver at Biggs Elementary School. Our District and Teachers are committed to our children and are ready to take every necessary precaution to ensure the safety and health of every student and staff during these unprecedented times.

Thank you for your consideration.

Sincerely,

Chandra Vines
President of Parents Working for Students (PAWS-PTO)

August 11, 2020

To Whom It May Concern:

I am writing this letter in regard to the waiver submitted by Biggs Unified School District to allow for in-person instruction at Richvale Elementary. I'd greatly appreciate your consideration in approving our submittal.

I am a parent of 3 children, grades 2nd, 4th and 6th, who will be attending Richvale Elementary this fall. The overall physical AND mental health of our students and staff is of the utmost importance to me. I believe we can achieve physical safety while still providing an in-classroom learning environment in our unique school.

Richvale Elementary has always had a special and unique dynamic. Small student numbers, small group learning and one-on-one teacher/student time has always been a draw to parents of this charming country school. We have only 38 students in grades 1-6 enrolled this fall. Of those 38 students we have 8 sibling groups as well as many cousins making our community pool even smaller. Our staff includes 2 teachers and 2 aides in a 4 classroom plus multipurpose room building. Small group learning and independent study is our jam! It's the method we've always employed in our learning model. Our school can offer a smaller & safer learning environment than summer camps, day cares and study groups that are happening now. With proper PPE and safety protocol our school seems tailor made for this kind of special in-person learning we are faced with.

Parents, teaching staff, students and community members alike are all on board for us to reopen. I know our administrators and teachers have been preparing a plan to adhere to guidelines and proper safety protocol in hopes of the students being reintroduced into the classroom. A structured, in-person, peer stimulating environment is not just important to our children's success and development it is VITAL! I know we can accomplish this without comprising the safety and health of everyone involved.

Thank you for your consideration,

Tamara Williams

Richvale Parent Association President

August 11, 2020

To Whom It May Concern:

As parents of an incoming kindergartener at Biggs Elementary and a 2nd grader at Richvale Elementary School, we are writing this letter to express our encouragement for in person instruction for the upcoming school year. We support the waiver submitted by Biggs Unified School District and will voice the need on behalf of our students that it be granted. Located in a rural area, BUSD is a small-scale school district with limited enrollment numbers. The population of Richvale, CA is 244. We are surrounded by miles of agricultural acres and family farms. Our physical location promotes social distancing within itself, as supported by the lower level of community transmission over the last six months. We hope you take the collective voices of our teachers, parents, community members and organizations into consideration.

Our enrollment at the Richvale School campus is under 40 students total, spanning 1st through 6th grades. We are uniquely positioned with three grades under the instruction of one teacher. For example, our 1st/2nd/3rd grade class has three 1st graders, nine 2nd graders, and three 3rd graders. If granted in person instruction, our teacher would have the ability to instruct our students on a per grade basis, while the teacher's aide assists the other two grades. We have extra, open classrooms that would allow the maximum cohort of ten, as previously set forth by the guidelines (example: the nine 2nd graders with one teacher) to meet with more than the 6 feet between any two students. Each classroom has three doors that would allow for ample entrance, egress, and movement in a single direction, current construction on brand new code compliant sinks, in addition to the newly renovated restrooms to adhere to healthy hygiene practices. A majority of the students at Richvale Elementary also have siblings that attend the school, drastically decreasing the community transmission level potential.

We believe it is vital for our students to be considered as the whole person. Education is a single factor; I know our teachers and staff will rise to the occasion. This challenge will not be without heartfelt concern for the safety and wellbeing of everyone involved. Distance learning promotes screen time while the digital divide widens the socioeconomic gap. I believe our youth will be profoundly impacted for years to come by the decisions made today. As you are aware, when you remove the student from the classroom, you remove more than the hands-on education. You strip them of the consistent stability, the schedule structure, the social-emotional learning, and the human to human relational contact that is so imperative for our children. Richvale Elementary teaches our children holistically; we are proud to belong to our school family. We write to you with urgency to reopen in person instruction for the Biggs Unified School District.

Respectfully,

Ashley & Andy Stone

Richvale Parents Association Treasurer, BHS/RES Alumni, & current Richvale residents

August 11, 2020

To Whom It May Concern:

Please accept the waiver to allow Biggs-Richvale Elementary School to operate as an in-person school for the 20/21 school year.

I am writing this letter on behalf of my grandchildren Cashten Acosta (RES), Shay Jackson (RES) and my nephew Jared Romena (RES) who are to attend Richvale Elementary school, and my grandson Madden Jackson who is to attend Biggs Elementary School. I additionally have three grandchildren attending Biggs High School this fall, in which I am their guardian.

I firmly believe that distance learning will be detrimental to all children's education. I have seen evidence that proves COVID-19 is rarely found in young children and the reward of face to face learning will far surpass any risk. I work full time, just as the parents of the elementary school students do and I find maintaining the necessary routines for distance learning extremely challenging for both parents and students.

I feel confident that our children can safely attend Biggs-Richvale School District in person this year.

Thank you,

Cheryl Jackson

291 Chatfield Avenue

Biggs, CA 95917

jaxonranch@sbcglobal.net

Dear Sirs/ma'am,

We are parents of a 4th grade student and 1st grade student. My husband and I both work full time. When school was closed we arranged for a high school senior to come to our home and sit with our 2 children for a few hours each day. This cost our family quite a bit. We witnessed our children sliding backwards with their education by not being allowed to be with their teachers and schoolmates. While any amount of money spent on our children's education is well worth the cost it does not compare in any way as to what they missed out on while attending school. Returning to school even with social distancing guidelines is worth a million. Being able to return to school or any sort of normalcy is invaluable. We are asking you to truly look at what these last few months have taken away from our children, our communities, and our families. We cannot afford not to work. The children are begging to return to school, our school staff is praying to return and we are asking you to approve our waiver to allow our schools to reopen.

Sincerely,

Billy and Shelby Jackson

Re: COVID Waiver for Richvale Elementary (Biggs Unified School District)

To Whom it May Concern:

We are the grandparents of two students at Richvale Elementary School. All of our children have attended Richvale and we are very familiar with the school and its size. It is an extremely small school with ample room on campus and we have all the confidence in the world that they will create a safe and healthy environment for the students returning to in-class instruction.

Last Spring, I watched my daughter struggle to provide quality instruction to her children while maintaining their mental and social well-being. She was trying to work from home and teach two grades, while her husband worked full-time as an essential worker. This is the case for so many and the children are suffering. After raising 3 children I can assure you that in-class instruction not only provides quality learning, but so many life skills that are necessary in a child's development.

We strongly urge you to consider the Richvale Elementary School waiver and take into consideration the parents and students that are trying to navigate these difficult times.

Sincerely,

Dave and Marcie Chinchon

Re: COVID Waiver Approval for Richvale Elementary School (Biggs Unified School District)

To Whom It May Concern:

I am writing this letter with the intent of urging you to consider the waiver to allow in-person instruction at Richvale Elementary School (RES) for the 2020-2021 school year. As a parent of two Richvale Elementary students I am very concerned about the long-term effects that distance learning will have on their development, socially and academically. With that in mind I am pleading with you to consider our waiver.

As a Substitute Teacher at BUSD I have experienced first hand the difference between in-class instruction and distance learning. I am very familiar with the curriculum and struggled with teaching 2nd and 4th grade to each of my children last Spring without the structures created in a classroom. In-class instruction creates face to face relationships and the quality of learning is deepened through these interactions. It is not possible to create this type of environment at home. Our children are still developing their identity, how to navigate real-life social situations, the ability to follow instructions and so much more that is not attainable through on-line learning.

As a school of less than 40 students (large majority being siblings) Richvale Elementary has a big enough campus, classrooms and large outdoor areas to accommodate social distancing. The leadership at RES is working tirelessly to meet and exceed all measures to resume in-class instruction.

I urge you to approve our waiver at Richvale Elementary School. Our District and Teachers are committed to our children and are ready to take every necessary precaution to ensure the safety and health of every student and staff during these unprecedented times.

Thank you for your consideration.

Sincerely,

Jeff and Chandra Vines

To Whom It May Concern:

As a paraprofessional at Richvale Elementary and parent of a student at Richvale Elementary within the Biggs school district, I would like you to allow our school to reopen for in person instruction.

We are a small school with 38 kids and 4 classrooms to spread out in. A majority of our kids are siblings. We have plenty of space to social distance.

As a paraprofessional and parent, I believe our kids need to be back in school and have in person instruction. Some kids don't have access to internet which makes it hard for them. A lot of our parents work, which would leave them to quit their jobs or kids to be home alone. Which we know they won't do their work. Our kids need to be in the classrooms with their teachers and friends.

Thank you for considering our waiver.

Sincerely,

Rochelle Jones

Paraprofessional aide at Richvale Elementary 1-6 grade

To Whom It May Concern:

We have had guardianship of our nephew who attends Richvale Elementary School for the past 3 years. As soon as the schools shut down and we were made to do online instruction, my wife set up a desk in a quiet area to help replicate the in school atmosphere. I watched my wife help and try to oversee what he was working on and to tell you the truth it was extremely difficult. We are supposed to be extensions of his learning. We cannot duplicate the classroom structure that is a valuable component to his learning. He is missing out on so much more by not being in school. To see him and the other children in our community lose their time with classmates, teammates and friends is heartbreaking. Without these outlets, more and more kids are quadrupling their gaming times to communicate online with friends. Education is the utmost importance, but so is socializing our children and I believe the children would benefit both by being in the classroom and with their schoolmates even during the social distancing guidelines. Please do not take this away from our students. I am a parent who works 90 hours a week and cannot be his teacher. His teacher is highly valued and she also benefits from our school opening and being with her students. Thank you.

Sincerely,

Steven Milburn

To Whom It May Concern:

In these difficult and unprecedented times we have had to change our ways quite a bit. As older people, we can, albeit difficult as best, adapt to change. But watching our great grandchildren being stripped of practically everything they know is disturbing. Our youth need to be in school. They are taught so much more than reading, writing, and arithmetic. They are taught about following rules, sharing, how to handle rejection, discipline, joining in and how to be a friend. Working together with their teachers, classmates and getting group projects done where everyone contributes is also a learned skill. I could go on and on about why these children need to be in school. Many families feel the risk of contracting CV-19 is pale in comparison to losing years of formal education. I have also seen the side effects the closure has had on my daughter who has been an instructional aide for Biggs Unified School District for many years. She has truly missed working with students and supporting school staff.

On behalf of our students, teachers, support staff and administration, please approved our waiver to open in person learning for the 20/21 school year.

Thank you,

Bill and Mari Lair.
Biggs Residents

To Whom It May Concern:

As a parent of a student who attends Richvale Elementary I am all for opening our elementary school for the 20/21 school year. Richvale Elementary is a unique school with a small student body, that following the safe guidelines set by the Board of Education and Health Department would most definitely be very easily followed. The school has enough classrooms to allow a small group of students (10) to sit socially distant apart for safety and still get the educational instruction from an accredited teacher.

Our students need and deserve our schools to open. I understand that we are in a time that is most difficult to navigate through. I sincerely believe that our school could open and remain a safe piece or normalcy that our students deserve.

Thank you in advance for your time and consideration during this situation.

Respectfully,

Kendall Milburn

August 11, 2020

To Whom It May Concern:

As parents of two children entering Richvale Elementary School for the upcoming year, we are writing to express our support for in person instruction. As deemed essential workers, my husband and I are required to work full time at our occupations, while managing the academic duties and responsibilities for our children. We know that we are not isolated in sharing these responsibilities, however our school has always been unique in location, size and number of enrolled students. We, as parents, feel that we are not able to provide the distance learning support, as internet and web connections are even nil in our rural home location. We urge you to consider the application for in person instruction be granted for the Biggs Unified School District.

The experts at the American Association of Pediatrics and the Centers for Disease Control have voiced their support and informed encouragement for the return of schools for the elementary aged students. The in-person interaction cannot be replaced or replicated at home. This generation of youth has been extensively shortchanged on multiple occasions- The Camp Fire, The Oroville Dam Spillway Collapse, and now the COVID-19 pandemic. As an associate to local law enforcement, to say I am worried about our youth is an understatement. Social-emotional shortcomings will have an alarming ripple effect, and we urge you to act now to avoid the detrimental reaction that will surely follow.

The arrangements currently being made for childcare and paid tutoring for our children will only further the socioeconomic gap that is so prevalent in our country. Public school is a safe haven for many children, and we won't turn a blind eye on those kids left at home without the ability to connect with others and receive their education. A solid education is often the one thing that no one could strip of them of in their future, don't take that away from them.

Less than 40 students, 2 accredited teachers, and 2 instructional aides have four classrooms available, and a large multipurpose room. Fresh renovations are being completed now, and the guidelines set forth by Butte County Public Health will be obtainable including, but not limited to cleaning and disinfection, controlled numbering of cohorts, egress movement, personal protective equipment, health screenings, hygiene practices and physical distancing to name a few. We will strive to make this year safe while meeting the multitude of needs for our student body and staff. The framework and clear guidelines are obtainable for our school and for this reason we are in support and strongly suggest you grant the waiver on behalf of the Biggs Unified School District.

Thank you for your time,

Samantha and Travis Stopplemore

August 11, 2020

To Whom it May Concern,

My name is Wendy Hall. I am a current teacher and past parent at Richvale Elementary School. Richvale is a small community school with just two teachers, two aids and 37 students. Most families have more than one student attending, and it is common to have siblings in the same class.

My colleague, Jill Pearson and I, were eager for the opportunity to contribute this letter to the waiver application in support of face to face instruction. We both feel our school site lends itself easily to social distancing with four classroom options and smaller groups of children. We feel confident that we can responsibly and safely have students back at school while observing all necessary precautions.

Our unique teaching situation with three grades and curriculums makes distance learning nearly impossible. Our school thrives with differentiated instruction across three grade levels. We rely on our personal relationships with students to know where they are educationally as we loop from year to year. Students also learn from older peers in the classroom. Successfully teaching three grade levels as one person, remotely, is not meeting the needs of our Richvale Elementary students.

As teachers, we are committed to following CDC guidelines to ensure that our students and families are safe.

Respectfully,

Wendy Hall
whall@biggs.org
(4/5/6 Teacher)

Jill Pearson
(1/2/3 Teacher)
jpearson@biggs.org

August 11, 2020

To Whom It May Concern,

I am writing this letter to express my thoughts on the upcoming 2020-21 school year. As we know, Butte County is not currently allowing students back for in-person instruction due to the current pandemic. My children (2) 2ND and 4th grades currently attend Richvale Elementary School, this school currently has 38 students enrolled, with ample classroom and extra space for distance spaced learning and teaching. One of the many reasons why I choose this school for my children is the small class size with a group of teachers and Aides that offer a rigorous, nurtured teaching style for a higher academic Education with ample one on one instruction. The makeup of attendance is all families with more than one child currently attending the school. As we all know, in person instruction is a more valuable and enriching route for student success and academic growth in all areas. With that being said, I hope the waiver be approved to allow with continued academic success with the very small amount of children attending the school.

Should you have any questions and concerns, please feel free to reach out to me.

Thank you,

Kelly Lewis

Biggs/Richvale Elementary School Administrative Secretary/Attendance

530-868-5870 ext. 221

Biggs Unified School District
Elementary Schools Reopening Plan
For Biggs Elementary and Richvale Elementary

Cleaning and Disinfection

The District will be regularly cleaning and disinfecting its premises. Cleaning/disinfecting schedules may vary based on the type of surface and amount of use. Premises will be cleaned and disinfected with appropriate materials in accordance with CDPH/CDE/local public health department guidance for schools.

- In anticipation of heightened cleaning efforts throughout the campus, Biggs Unified School District reassigned classified personnel staff to Biggs and Richvale Elementary to assist in the increased sanitation efforts as recommended by the current health and safety guidelines. As recommended by CDC, the following protocols will be in place prior to the opening of school for in-person instruction.

- Training Staff: Completion of Target Solutions safety training modules provided by Keenan & Associates will be required by all classified and certificated staff prior to the opening of school. Staff will participate in the following trainings:

Coronavirus 101 - What You Need to Know (Newest Version)

Coronavirus 102 - Preparing your Household Coronavirus 104 - Transitioning to a Remote Workforce

Coronavirus 105 - Cleaning and Disinfecting your Workplace

Coronavirus 106 - DIY Cloth Face Coverings Respiratory Protection (EDU) Aerosol Transmissible Diseases (EDU) Emergency Preparedness & Response Smart Workplaces: Preparing for a Pandemic Flu Outbreak

- The training modules will ensure that all staff who use cleaners and disinfectants, read and understand instruction labels, understand safe and appropriate use, and are using the product appropriately.

- Limit use of shared objects: Funds have been utilized for additional school supplies to be purchased in order to limit the use of school supplies that are traditionally shared among students. Each student will have a school supply box at home and one at school so that materials will not be shared or transferred from home to school.

- There will be a schedule developed for increased cleaning and disinfection of high-touch surfaces: Light switches, Door handles, Handrails, Drinking fountains, Sinks, Restroom surfaces, Instructional materials, Playground materials/equipment, Desk/chairs/tables, Transportation seats, Chrome books, Phones, Headsets, Copy/fax machines.

- Classroom surfaces will be cleaned prior to each cohort arriving, for example, prior to the AM cohort starting and between the AM and PM cohort.

- Timing of increased cleaning and disinfection: When students are not present, sufficient time to air out space prior to students arriving, isolating and disinfecting areas used by sick individuals. Wait at least 24 hours (or as long as possible) prior to isolating and disinfecting.

- Sufficient school-appropriate cleaning supplies to deep clean/disinfect school buildings and sites in accordance with CDPH/CDE/local public health department guidance for schools will be provided: Hand sanitizer, Soap, Handwashing stations, Tissues/paper towels, No-touch trash cans.
- Safe and correct application of disinfectants when using PPE.
- Sufficient ventilation during school/business hours and when disinfecting.

Cohorting

● Instruction: Biggs and Richvale Elementary will implement a hybrid model reducing the class sizes in half by meeting with half the class enrollment in each of an (AM/PM) in-person instructional model. Based on square footage and desk size, social distancing will be maximized to the extent possible with fewer students in the room plus the teacher and at times, an aide. Small group work areas will be limited in order to minimize congregating.

- When allowed to open the district would start with a cohort of TK-1st grade for two days and then add 1st and 2nd grade, on the fifth day we would have 3rd and 4th with 5th and 6th being added on the seventh day of in-person instruction.

● Lunch: Lunch and breakfast will be provided in a “grab and go” manner. AM students will eat breakfast in their classroom and grab their lunch on the way out the door. PM students will eat lunch in their classrooms and grab their next day’s breakfast on the way out the door. ● Recess: There will be no recess scheduled during the hybrid (AM/PM) schedule.

● Library & Media Lab: The library and media lab will remain closed to students during the hybrid schedule.

● School Bus: Seating assignments will be made to allow siblings together and appropriately spaced from other sibling groups. All other students will ride one person in each seat. When weather allows, windows will be down to provide maximum ventilation. Masks, as on campus, will be required. Also, school bus drivers will have access to the online form as described in the section Health Screenings for Students and Staff. This form will notify the driver on who or who has not completed the health screening form. Students will not be allowed on the bus without the completion of the form. Bus will be properly sanitized before and after every morning and afternoon route.

- Other notable exceptions

No whole school assemblies until allowed by public health.

No field trips will be taken until allowed by public health.

No access to water fountains, students need to bring refillable water bottles (water bottles can be provided). Sports are postponed until further notice.

Classroom volunteers will not be approved

Entrance, Egress, and Movement Within the School

Access to District schools and sites by nonessential visitors will be limited. Due to the nature of the COVID-19 pandemic, the District may not be able to provide advance notice of changes to policies and procedures for access to school and District sites by those other than students and staff. Parents, family members, and all community members are strongly encouraged to contact the district office at 530-868-

1281 to inquire about the District's campus access procedure and need to schedule an appointment for any District-related business.

- It is important to note that the Biggs and Richvale campus has no indoor hallways.
- There will be temporary fencing erected in the front of the school to create one point of entry and another point of entry at the back of the school by the fenced parking lot gate.
- Access to the campus will be minimized to faculty, staff, students and essential personnel. There will be very limited to no access to non-essential visitors and volunteers.
- All faculty, staff, students and visitors will be required to participate in pre-screening upon arrival at the two points of entry.
- During hours of instruction the only entry/exit point will be the front of campus.
- Masks will be required upon entry of either location and hand sanitizing stations will be established to be compliant with hygiene requirements.
- Signage will be provided in walkways throughout the campus to reinforce social distancing.
- Parents will be encouraged to remain in their vehicles during drop off and pick up. Parents that need to escort younger children will be required to wear a mask and practice physical distancing.

Face Coverings and Other Essential Protective Gear

- All staff and students in 3rd grade and above will be required to wear a cloth face covering, mask, or face shield while at school or on a school bus. Students in 2nd grade and below are strongly encouraged to wear a face covering, mask, or face shield, while at school or on a school bus.
- Protective Equipment
 - Access and availability of protective equipment that complies with CDPH/CDE/local public health department guidance for schools. The following will be provided at Biggs and Richvale Elementary School:
 - Surgical masks, face shields, disposable gloves for screenings
 - Face coverings and disposable gloves for front office and food service employees
 - PPE for staff engaged in deep cleaning and disinfecting following Cal/OSHA standards
 - Plan for continuity of supply for protective equipment is on file at the district office
 - Thermometers have been purchased for temperature screening.
 - Every desk will have a three sided shield on the desk.
 - Requirements for different populations (e.g., students with disabilities, and individuals with medical, toileting, lifting, and/or mobility assistance needs) may be modified on a case by case basis

Health Screenings for Students and Staff

- Appropriate hand-washing, sneezing, face covering use, and other safe hygiene practices will be taught and encouraged throughout the 2020-2021 school year. Sharing of belongings is discouraged, and sharing of supplies will be minimized to the extent possible and practicable. Where sharing occurs, cleaning and disinfecting between uses is strongly encouraged.
- Any student or staff exhibiting a fever of greater than 100.3 or other symptoms while on District premises during school operation hours will be immediately sent home. The District will also encourage students and/or staff to stay home if anyone in their household is exhibiting any COVID-19 symptoms. The District will consult with local health authorities to determine whether surveillance testing may be implemented based on local disease trends. Staff may be tested periodically as testing capacity and as practicable. Additional COVID-19 prevention measures may be implemented pending further state and/or local guidance, resources, and/or technical assistance for COVID-19 investigations in school settings.
- Encourage screening at home (e.g., parents, older siblings, employees themselves)
 - The district will establish and communicate appropriate hand-washing, sneezing, and face covering use techniques, sanitizing practices/requirements for students, families, and staff, face mask/covering policy, limit/avoid sharing of materials, health office triage plan and transportation practices.
 - Parents/guardians will be educated on the screening criteria prior to in-person learning. This training will occur via recorded videos and pushed out through emails. Parents must sign-off that they have watched the videos before their child will be allowed to return to in-person learning.
 - Each morning, prior to dropping child(ren) off at school or getting on the bus, parents/guardians will screen their child for the following criteria: Fever greater than 100.3 or chills, cough, shortness of breath, difficulty breathing, fatigue, muscle or body aches, headaches, sore throat, congestion, or runny nose, recent loss of smell or taste and diarrhea.
 - Active monitoring/screening at school sites. The district will provide prior to opening school all of the following: Hygiene training for staff, Sufficient equipment for training, Proper disinfecting and disposing of screening items, Isolation area(s) for suspected symptomatic individuals which must be sufficiently large for social distancing within the area(s).
 - At both points of entry established on the Biggs and Richvale Elementary campus, active temperature screening and symptom screening/questioning will be conducted for anyone entering the campus.
 - Becoming Ill at School - Should either student or staff become ill during the school day, they will be separated from the class and sent home immediately. The district will recommend any who screen with symptoms, fever, or become sick to get a COVID-19 test with their healthcare provider or at a community testing site.

Healthy Hygiene Practice

- Students will be educated frequently on the importance of hygiene and respiratory etiquette.
- Hand sanitizer stations will be positioned outside every classroom, common areas and building entrance.
- Students will wash their hands anytime they use the restroom.

- Staff will model proper handwashing techniques and reinforce handwashing throughout the day.

Identification and Tracing of Contacts

- The district administrator, administrative assistant, and the district nurse will be the designated staff to support local contact tracing. The district nurse assigned to Biggs and Richvale will be the contact person for the local health department to contact regarding COVID-19.
- The district nurse will assist in the documentation and tracking of potential exposure. When warranted, local public health officials will be notified along with parents. Physical Distancing
 - The number of individuals on campus will be limited to half the student enrollment in the AM/PM sessions thereby creating class sizes half of the regular class sizes.
 - CDPH requires that all adults maintain six feet from one another and six feet away from children, while students should maintain six feet of distance from one another as practicable during school activities.
 - Appropriate signage and barriers to direct traffic and daily reminders to socially distance while at school during normal school/business hours
 - Plan to limit gatherings at various times
 - Privacy boards/clear screens in office and classrooms when social distance can't be met
 - "Grab and Go" (AM/PM) food service periods establishing physical barriers at appropriate areas, signage to ensure physical distancing, cleaning and trash removal plans
 - New transportation routes have been established to accommodate capacity limitations and limiting one student per seat except for siblings. Staff Training and Family Education
 - As outlined in Cleaning and Disinfecting, staff will participate in training specific to safety and hygiene regarding the Coronavirus.
 - Staff will be provided with educational materials for implementing protocols in their classrooms and with students.
 - Families will receive a copy of the Biggs Unified School District Reopening of Schools Safety Plan.
 - COVID-19 resources are posted on the district website. ● Hand washing instructions provided to every student to share at home.

Testing of Students and Staff

Protocols when a student, teacher or staff member has symptoms, is a contact of someone infected, or is diagnosed with COVID-19.

	Student or Staff with:	Action	Communication
1.	COVID-19 Symptoms (e.g., fever, cough, loss of taste or smell, difficulty breathing) Symptom Screening: Per CA School Sector Specific https://files.covid19.ca.gov/pdf/guidance-schools.pdf	<ul style="list-style-type: none"> ●Send home ●Recommend testing (If positive, see #3, if negative, see #4) ●School/classroom remain open 	No Action needed
2.	Close contact (†) with a confirmed COVID19 case	<ul style="list-style-type: none"> ●Send home ●Quarantine for 14 days from last exposure ●Recommend testing (but will not shorten 14-day quarantine) ●School/classroom remain open 	Consider school community notification of a known contact
3.	Confirmed COVID-19 case infection	<ul style="list-style-type: none"> ●Notify the local public health department ●Isolate case and exclude from school for 10 days from symptom onset or test date ●Identify contacts (†), quarantine & exclude exposed contacts (likely entire cohort (††)) for 14 days after the last date the case was present at school while infectious ● Recommend testing of contacts, prioritize symptomatic contacts (but will not shorten 14- day quarantine) ●Disinfection and cleaning of classroom and primary spaces where case spent significant time ● School remains open 	School community notification of a known case
4.	Tests negative after symptoms	<ul style="list-style-type: none"> ●May return to school 3 days after symptoms resolve ●School/classroom remain open 	Consider school community notification if prior awareness of testing

(†) A contact is defined as a person who is 15 minutes. In some school situations, it may be difficult to determine whether individuals have met this criterion and an entire cohort, classroom, or other group may need to be considered exposed, particularly if people have spent time together indoors. (††) A cohort is a stable group with fixed membership that stays together for all courses and activities (e.g., lunch, recess, etc.) and avoids contact with other persons or cohorts

Triggers for Switching to Distance Learning

Circumstances may require the District to close individual or multiple schools and/or premises during the 2020-2021 school year. Individual school closures will be dependent on a number of factors, including the number of COVID-19 cases, the percentage of the teacher/students/staff that are positive for COVID-19, and following consultation with the Butte County Public Health. The District will also comply with applicable local, state, and/or federal public agency findings, guidance, and/or orders that recommend school closure(s) for public health and safety reasons. If an individual or multiple District schools close, current public health guidance anticipates that the District will be able to reopen after fourteen days and the following have occurred: cleaning and disinfection, public health investigation, and consultation with the local public health department. Students, families, and the community will be notified after it is determined schools are safe to physically reopen. According to the California Department of Public Health, "Individual school closure is recommended based on the number of cases, the percentage of the teacher/students/staff that are positive for COVID-19, and the current guidance from the Local Health Officer. School closure will occur when there are multiple cases in multiple cohorts or when at least 5 percent of the total number of teachers/students/staff have cases within a 14 day period." Currently, we may reopen after 14 days and the following have occurred:

- Thorough cleaning and disinfecting of the campus
- Public health investigation
- Consultation with the local public health department

Communication Plans

The following guidance to staff and parents will be provided prior to returning to in-person learning: It is necessary for us to communicate when there are confirmed positive COVID-19 cases at Biggs or Richvale Elementary. There is a fine line between keeping our school community informed and protecting an individual's privacy. The purpose of this communication is to share with you how, and when, we plan to communicate COVID-19 information involving Biggs/Richvale students and staff. First, let's define our terms. Confirmed positive cases (verified by any County Public Health Department) are "Positive". People who are "Positive" are isolated in their home by Public Health request. A person who has been in contact with a confirmed "Positive", within 6-feet or less, for 15 minutes or more (with or without a mask) will be referred to as a "Close Contact". People identified, by Public Health, as "Close Contacts" are quarantined to their home and advised by public health to get tested. Public Health will direct the "Close Contacts" as to if, or how long, they should self-quarantine. Someone who is in contact with a "Close Contact" is referred to as a "Secondary Contact". "Secondary Contacts" are to monitor their symptoms and can continue going to school or work. If they become symptomatic, they should contact public health and their health care provider. When we become aware of a confirmed "Positive" case, either from the employee, student's family, or the public health officials directly, we will be in contact with public health for contact tracing and next steps. We will supply Butte County Public Health with contact tracing information relative to our site. Health officials will interview, reach out, and provide assistance directly to individuals with an elevated risk of exposure who may have been in recent close contact with the student or staff member. We will communicate confirmed positive cases districtwide in

a general sense informing stakeholders that a staff member, or student, tested positive. We will not state the person's name and be very nondescript about their role or position. We are all asked to please respect everyone's privacy during this time. If you suspect you have had Close Contact with someone who later was confirmed Positive, call Butte County Public Health at (530) 538-7581. You do not need to wait for the Contact Tracers to call you. The Centers for Disease Control and Prevention (CDC) recommends contacting your doctor if you believe you have been exposed to COVID-19 and develop a fever and other symptoms, such as coughing or difficulty breathing. Thank you for your continued support toward our collective purpose of slowing the spread of COVID-19, ensuring the health and safety of our students and staff, maintaining relationships, and facilitating student learning. By working together, we will meet the challenges of these unprecedented times.

Please provide the following information/documents. Question from CTA "BUTA
For meeting on 9-8-20

1. Since COVID-19 is a hazard in areas where people congregate (particularly indoors), it must be addressed in the District's Illness Prevention Program Standard (IIPP). Please provide a copy of the District's IIPP.
2. Please also provide full and complete answers to all of the following, referencing the IIPP as appropriate:
 - a. What are the systems to identify unsafe conditions and practices? Williams walk through by BCOE, custodian checks, employee submittals of work orders, principal walk through, daily maintenance checks, any reported public concerns.
 - b. What are the methods and procedures to correct the unsafe practices? All work orders are sent to custodial supervisor and superintendent, immediate safety needs/concerns are prioritized daily.
 - c. What are the procedures for implementing health screenings of staff upon arrival at school? We are still finalizing this process, currently face mask/coverings are required at this time. We are asking employees to do their own wellness check before coming to work. Each office has been provide temp check device that are being used daily.
 - d. What are the procedures for coronavirus testing of students/educators? At this time we are waiting for the health department to issue guidelines. They have not
 - e. What are the procedures for contact tracing? If a employee notifies the district of being exposed to contact Butte County Public Health as the lead in contacting tracing. Any employee we are aware of that has be in contract is sent home. Once we have a known case or possible exposures than the employee/admin are directed to contact the local health department for advisory. We have assisted the contract tracing process by helping individual's identify people or events in which they may have had contact with.
 - f. What are the procedures for securing each school site from members of the public? Specifically, the members of the public that do not check in at the school office before entering school grounds. We have security camera on all campus to help monitor them. We will have sign posted and ask parents to make office appointments before coming on campus. Campus are closed to the public. Outside gates will be locked as they are normally during school hours. If someone from the public is on campus they will be ask to leave the campus and make an appointment with the office.
 - g. What are the procedures for all persons for social/physical distancing inside and outside of the classroom? We have ask all employees to social distance, wear face mask and work in isolation whenever possible.
 - h. What are the procedures for face coverings of all persons inside and outside of the classroom? All staff have been ask to wear face covering. The district has also provided face covering.
 - i. What are the procedures to remove employees and members of the public that do not wear a face covering while on school grounds? Noncompliant individuals are referred to admin. If needed a call to the local SRO will be done.
 - j. What are procedures to exempt a person from wearing a face coverings on school grounds? The process would start with the employee contracting HR, identify the concerns, and ask for verification if applicable from a doctor,
 - k. What are the procedures for employees and members of the public that do not wear face coverings in accordance with California Department of Public Health COVID-19 Guidelines? If someone sees an employee or member of the public they should notify the sites office. The site office would make contact with the person. A meeting would

take place, if it's an employee we would ask that they have representation. We would remind the person that face covering are required on all district campuses. Depending on if they are an employee or member of the public would dictate the next steps.

- I. What are the procedures for isolation of those with known exposure to the virus? If at school we would isolate them in a predetermine area, call parents to pick up and have off campus as soon as possible. We would follow the flow chart and direction provided by the Butte County Health Department.
 - m. What are the procedures for isolation of those with suspected exposure to the virus? We would follow the follow chare and direction of the Butte County Health Department.
3. To comply with CDPH Guidelines for reopening schools, Districts "...must exclude students from campus if they are not exempt from wearing a face covering under CDPH guidelines and refuse to wear one provided by the school." What are the procedures for excluding such students? We would have a meeting with student and parents, determine why they are exclude and find a education setting that would allow the student to continue their education
 4. Are all HVAC systems fitted with MERV 13 filters, or equivalent as recommended by CDPH/CalOSHA? All of our classrooms have the Merv 10 filters in place.
 5. Are there any classrooms and or office spaces that members may use that share HVAC systems? Currently two building in the district have rooms with shared HVAC system. One at the high school has two teacher, one at BES has two teacher. For example, but not limited to, classroom A and classroom B or the school office and copy room use the same HVAC system. Provide a list of all such indoor spaces for each school site.
 6. Are HVAC systems set on the setting that produces the maximum amount of air exchanges per hour? All systems are set to their optimal efficiency stings.
 7. If the District is moves forward to apply for a waiver for in-person instruction:
 - a. What heath data is the District relying on to justify it is safe for employees to return to work at school sites? We would use the data from the <https://infogram.com/1pe66wmyjnmvkrhm66x9362kp3al60r57ex?live>
 - b. What health data is the District relying on to justify it is safe for the District to provide in-person instruction safely? Same
 - c. Please provide any and all writings between the District and State Department of Public Health regarding reopening schools to in-person instruction and the wavier. No writing have been sent
 - d. Please provide any and all writings between the District and Butte County Department of Public Health regarding reopening with in-person instruction and the waiver.As used in this request, the term "writing" has the meaning stated in California Evidence Code § 250. None at this time
 8. As meetings are set up, please provide us with the names, dates & times, and subject matter of the District's consultations or proposed consultations with parent and community organizations. We have not schedule any meeting yet, We have received several letters from parents requesting the opening of school to face to face instruction.

Thank you in advance for providing me the documents and information that I have requested. As a reminder, if the District is moving forward with a waiver application, please provide this information/documents in order for CTA/BUTA to provide meaningful consultation as required under the waiver process. As the documents and information become available, please mail the documents directly to me at the California Teachers Association, 1430 East Ave. Suite #1, Chico, CA 95926; or forward the documents to me electronically at mleach@cta.org. Should you or your office have any questions, please feel free to contact me at (530) 405-6319.

September 14th, 2020

Results compiled

September 17, 2020

Good Day BES/RES teachers.

The district is in the process of completing its waiver application to reopen schools for TK-6th grade students. Right now Butte County Public Health has not approved any waiver. This is a short questioner to help us prepare our application. If you would complete the questions, print it off and return to your site office or the district office that would be great. Please complete ASAP. Thanks in advance.

1. Do you support the district applying for a waiver? Yes 10 No 5

2. If the district was able to obtain a waiver, what type of schedule would you most likely like to see?
 - A. Normal schedule with all students
 - B. A –B schedule with half the students in AM, half in PM
 - C. Rotating schedule cohort: Monday/Wednesday Tuesday/Thursday

A -1 votes B – 5 votes C-9 votes

3. If the district was able to obtain a waiver, which options do you think would be best?
 - a. Bring all TK-6th grade students back at once 5 votes

 - b. Do a phase in reopen, TK – 1st for a few days, add 2/3 and then 4/5 and lastly 6th. 10 votes

4. What safety measure would you like to see in place before opening the school if a waiver was obtain?
 - a. Mask, temp check, cleaning, shields on desk, daily room cleaning, holding room for sick kids

 - b. Mask required, face shields, all staff/students tested, CDC protocols, schedules to keep 6 feet

5. If in person learning resumes, how concerned are you about your physical health?
 - a. Not at all – 2 b. Slightly concern -4 c. Somewhat Concern -4 d. Quite Concern -5

6. Is there anything else you would like to share about your preferences for returning to school?

Something needs to change we need to be consider essential worker
Fewer students in class, separated recesses and lunches, face shield for teachers
Safety first, be thoughtful about teachers work load
Half days for students, Sanitizing during the day, remind students to wash hands, bathrooms
Let's make this happen
Let's, get waiver turn in ASAP

Significant worries about my health and immune system

Need vaccine, mandatory regular testing, staff wearing mask, county number go down

Follow the science