

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):

Leslie Bartsch - Chico Oaks Adventist Elementary School

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

Number of Schools: 1 Enrollment: 105 (Grades K-6 is 76)

Superintendent (or equivalent) Name: Leslie Bartsch - Principal

Address: 1859 Hooker Oak Avenue

Address Line 1 & 2

Chico

City

CA

State

95926

Zip

Proposed Grades Reopening: TK K 1st 2nd 3rd 4th 5th 6th

Proposed # of Students per Grade: 12 10 9 16 8 10 11

Proposed Reopening Date: 8/24/20

School Website Link where the Reopening Plan is Posted:

chicooaks.org

Name of Person Completing Application: Leslie Bartsch

Phone Number: (530) 570 -9801 Email: lbartsch@chicooaks.org

Signature: Leslie Bartsch Date: 8/7/20

■ **Parent and Community Organizations**

We are a small school with a close knit community that keeps in close contact with each other. Throughout the spring and summer we have kept our parents up to-date with our reopening plans. Our parents and community have a strong desire for their children to be on our campus learning in-person from our teachers. Attached you will find a small sampling of letters of support from our parents and local church pastor.

We have kept in contact with parents via our website, emails, phone calls, and Zoom meetings. Our latest Parent Zoom Meeting was on August 4. Attached you will find a brief summary of that parent meeting; notes were taken by a current School Board Member. This was a meeting where we discussed our reopening plan, talked about our different instruction models, and of course a lot of time for questions and answers.

As you will see in our reopening plan we have three models of education that we are prepared to implement at any given time. We are ready to reopen safely and have our parent and community support.

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>

School Site Staff

August 6, 2020

To Whom It May Concern,

My name is Leslie Bartsch and I am the Principal here at Chico Oaks Adventist Elementary School. I also teach with the 5th/6th graders.

I am writing this letter asking you to grant us the waiver we need to start in-person instruction here at our school.

I have spent the last 4 months getting things ready to begin in-person instruction for our students. They are not just our students, they are our kids. We love them and have planned our school year with their physical safety as our highest priority.

My staff is of the utmost importance too. We are on this journey together. We have spent countless hours rearranging our rooms, ordering PPE's, planning new scheduling, and educating ourselves on what it will take to get our kids back here safely. Every teacher wants to be here in-person with our students.

Our community is so supportive of our school. We have a diverse student body and love that we have been part of the Chico community since 1905. Our parents are ready and willing to follow any of the local and state guidelines issued in order to have their kids back in school. Our mission is to educate the "whole child." We want to provide for their physical, emotional, academic, social, and spiritual needs. We feel we can best provide for those needs by being here on campus with our students.

Thank you for your time and consideration,

A handwritten signature in cursive script that reads "Leslie Bartsch".

Leslie Bartsch

Principal, Chico Oaks Adventist Elementary School

August 6, 2020

To Whom It May Concern:

My name is Jason Eyer and I am currently the Vice Principal at Chico Oaks Adventist School in Chico, CA. The purpose of this letter is to urge you to grant our school the waiver to allow for in person education for our students. I firmly believe that our administrative team has developed a comprehensive reopening plan that would allow our students to resume in person instruction in a safe environment. Not only do we have a solid plan to safely reopen but we also have small class sizes that allows us to maintain social distancing requirements very easily throughout the school day. We also have unanimous support from all our teachers and staff to resume in person instruction.

For these reasons, I feel we should be allowed to resume in person instruction so our students can return to the best learning environment as possible. Being a small private school, our students benefit most when they are able to be with their teacher in the classroom. Thank you for your consideration.

Sincerely,

Jason Eyer
Vice Principal
Chico Oaks Adventist School

Carina Espinoza



Butte County Health Dept.
Oroville, CA

To whom it may concern,

This letter is to show my support for in-person instruction at Chico Oaks Adventist School. I am a parent as well as the School Office Manager here at COAS. We are a small private school with a large campus which makes it easier to social distance our students. We have also taken all the necessary precautions for a safe learning environment for all of our students. I believe that having our students at school would be a benefit to them; they learn better with in-person instruction, and I say that by experience (I'm a parent). Like I mentioned before, we have made all the arrangements for a safe return to school. We have planned for each student, teacher, and staff member by supplying PPE and following all safety measures.

Thank you for your time and consideration.

Sincerely,


Carina Espinoza

August 6, 2020

To Butte County Public Health,

I am the kindergarten teacher for Chico Oaks Adventist School. I have enjoyed teaching at this school for over 30 years. We are a small school and community. I am writing this letter in recommendation of our school being allowed to open with students in the classroom this fall. My kindergarten class has an enrollment of 12 students. I have a larger classroom with plenty of room to space students apart and allow for social distancing. I will be adding more handwashing sessions into my daily curriculum. I will be having my students wash their hands each time they enter the classroom, either from recess or the beginning of the day. We have a full-time custodian at our school who will be helping us with cleanings throughout the day, in addition to my efforts to keep the surfaces and equipment sterilized.

Because we are a small community I have direct contact with the parents of my students. I am able to help them keep their child at home if they show any symptoms of sickness. We will be monitoring the students daily with temperature checks and observation. We are very committed to opening responsibly and with the well being of all in mind. I believe we can do that and that it will be of great benefit to our students to be able to have in-person classes. Thank you for considering our waiver.

A handwritten signature in cursive script that reads "JoAnn Moon". The signature is written in black ink and is positioned above the typed name.

Sincerely, JoAnn Moon

August 6, 2020

Butte County Public Health Department

To Whom It May Concern;

I am the first and second grade teacher at Chico Oaks Adventist School. I would like to show my support for in-person learning for the upcoming school year. Our administration has been working diligently to obtain and put into place safety measures for both students and staff. Our Conference has provided us with the necessary PPE's, such as hand sanitizer, masks and face shields. We have a small school with small class sizes and many opportunities to conduct classes outside, as we have a large covered picnic area and a large field. We would be able to follow the social distancing requirements.

Thank you for your consideration in this matter.

Sincerely,

A handwritten signature in cursive script that reads "Cheryl Miceli".

Cheryl Miceli

Dear, Butte County Health Department

The educational experience is profoundly impacted by the ability to meet in person or meeting online. This impact is not only felt by students, but teachers. As a first year teacher having the opportunity to engage student's in-person will greatly promote the classroom experience for both myself and my students. With a background in Psychology I write and teach with the lens of human development.

Relationships are deepened through face-to-face interactions. The quality of learning is deepened through face-to-face interactions. At the elementary and middle school level students' minds are still developing their sense of identity, autonomy, social capital, and how to navigate real-life social situations. Online education adds a road block to this development and an even greater roadblock to students who need specialized instruction.

Both the classroom and campus is large enough to accommodate socially distant seating and moving around. There is ample outdoor space to hold classes which can be done in place of being indoors. My 7th grade class is less than 15 students, which is notably smaller than the average classroom cohort in the state of California, 23.4.

With understanding that COVID-19 is still prominent around the world taking measures both big and small has proven to help reduce the number of cases. These measure will be implemented in my classroom in accordance with School, State, and Federal guidelines to ensure that I and the students are safe.

I write in favor of allowing Chico Oaks Adventist School to open for the 2020-2021 school year so that students can truly and holistically learn and develop.

Sincerely,



Rajesh Inparaj, Teacher Grade 7

8/6/2020

Parent and Community Organizations

August 4, 2020

To: Butte County Health Department

I have reviewed the re-opening plans submitted by Leslie Bartsch, our Principal at Chico Oaks Adventist School. I find the detailed plans to be very adequate to care for the safety of our students. As the Lead Pastor of the Chico Seventh-day Adventist Church I am strongly in support of these plans and respectfully ask that they be allowed to proceed.

Thank you for your consideration in this matter.

Most sincerely,

Marvin Wray, Lead Pastor
Chico Seventh-day Adventist Church

Marvin Wray, Interim Lead Pastor
Chico Seventh-day Adventist Church

Chico Oaks Adventist School

August 4, 2020

Parent Zoom Meeting

Attendees: 53 online representing primarily parents and guardians, as well as several teachers and staff

The topic of the meeting was to discuss re-opening plans for the start of the 2020-2021 school year. Leslie Bartsch, Principal, walked through the current State restrictions for opening with in-person instruction. The precautions and safety measures that have been put in place for in-person instruction were explained in detail. Bartsch also explained that there is a waiver available that we may be able to apply for to have K-6 grades meet in person.

Some of the discussion centered around keeping our students in smaller pods, with recesses and lunches split up in order to facilitate this and limit larger group interaction. Kids will wash hands every time they enter classroom, and hand sanitizing stations have been set up around campus. During pickup time, younger kids will be walked to their cars by teachers so that parents do not need to get out of their cars.

Masks were also discussed during the meeting, noting that grades 3-8 will be required to wear masks and grades K-2, though not required, will be encouraged to wear masks. Teachers or staff will wear masks or face shields at all times unless they are outside and able to maintain distance from the kids. The school will look for as much outside study time as possible for the kids.

The questions, comments and concerns raised by parents primarily centered around what kind of masks would be required, if they would be able to walk their younger children to school, how much time the distance learning would require from parents, and how much time would be spent interacting with parents online. After each topic presented Bartsch opened up the floor for questions, and again when all of the information had presented there was open time for questions. The meeting started at 6:00 pm and was completed by 6:40 pm. There were few questions asked during the open question time at the end of the meeting, but several parents expressed support for the effort the school is putting into opening safely.

The general feeling was that parents are supportive of precautions and coming back in-person.

Dear Butte County Public Health,

The parents of students at Chico Oaks Adventist School would like to kindly request that you approve our waiver and allow our school to start in-person school on August 24. Our school is highly organized and proactive about keeping the school clean and safe for our students and teachers. We are also a very small school and our classroom sizes are very small compared to public schools. Our principal has put lots of safety protocols in place that all of the families are willing to follow. We have lots of outdoor space and plan to do a good portion of learning outside. When the kids are in the classroom, they will all be wearing face coverings.

Since we are a small Christian school, I fear that our school will not be able to survive another shut down. And with the closing of the other Christian school in Chico, I feel it is so so important to keep Chico Oaks as a place for Christian Education in Butte County.

Our numbers of Covid cases in Butte County have been relatively low compared to other cities. The parents at the school feel very comfortable sending our kids for in-person school and are hoping that Butte County Health will approve our waiver as quickly as possible.

We appreciate your time,

Kelly Murray

David and Julie Saad



August 4, 2020

Butte County Public Health
202 Mira Loma Drive
Oroville, CA 95965

Via E-mail

Re: COVID-19 Elementary School Waiver for Chico Oaks Adventist School

To Whom It May Concern:

As parents of a child entering the second grade, we are writing in support of our child's school opening for in-person learning on August 24th, and vehemently hope that you grant the waiver request applied for by Chico Oaks Adventist School.

We have put much time into coming to this decision, and have weighed the various risks. The evidence we have studied indicates that children pose a low-risk of transmission of COVID-19; and the detrimental impacts to learning and mental health from distance-only education is of far greater concern in our minds. This risk-benefit analysis has been echoed by the CDC and the American Academy of Pediatrics in their recent guidance.

The leadership of Chico Oaks Adventist School has been tireless in their efforts to implement a safe environment for students, teachers, and staff. They have communicated to us their plans for distancing and personal protective equipment, and we feel confident that our child can safely attend school on campus this year.

Thank you for your time and consideration.

Sincerely,

David J. Saad, DDS
Julie C. Saad, CPA, MBA

August 5, 2020

To whom it may concern:

I am writing this letter because I have a daughter who is going to be entering 1st grade at Chico Oaks Adventist School this coming late August. I believe that being able to begin the school year with in person education is vital to her education and her development. It is widely known that the learning process that happens within the classroom is instrumental in shaping our children's success in life. In addition to that, the religious education that she gains through Chico Oaks is also instrumental in how she deals with situations that will come up later in her life. The social aspect of child development such as empathy, friendship, participation is also a vital part of her development now as well as into her future adulthood. As a parent, I believe my child learns better while in school. She also develops positively in many ways that cannot be provided by distance learning.

In addition to that, the center for disease control have already provided evidence that children are at lower risk for contracting COVID 19 in comparison to adults. Studies have also stated that transmission among children in school is low, especially if proper precautions are followed which I believe Chico Oaks is prepared to implement.

Education forms the foundation of any society. It is responsible for the economic, social and political growth of society in general. In person education that is provided when children attend school plays an important role in molding the nation's future by facilitating the development of its future citizens. I believe our children should not be robbed of the opportunity school gives them so therefore I am in favor of starting in person instruction coming this late August.

Sincerely,



Jessica Leeman

August 4, 2020

To Whom It May Concern:

As we are approaching the beginning of the school year, we would like to express our desire to have our children return to in-person classrooms. We feel the social, emotional, and academic achievement is far greater in a classroom setting and feel extremely comfortable with the steps our school has taken to ensure a safe return.

We feel fortunate to be enrolled in a small, private school where the classroom size is already such to maintain social distancing.

We have two children going into 1st and 3rd grade and both have said they want to go back to school because they miss their friends and teachers.

Sincerely,

Phillip & Melissa Jones

8/6/2020

Dear County and State,

I am a second grade parent at Chico Oaks Adventist School, I would like you to allow our school to open for in person instruction. COAS provides not only a good education, but it provides a wonderful Christian social setting for my child.

My child lives at home with two loving parents who HAVE to work. We would not be able to afford our home (which we rent) without us both working full time. We barely managed to get our child to participate in the distance learning in March, April and May. We CANNOT do this for an entire school year, or even one semester.

Please think about the impact that distance learning is having on families, we need school. Our school is very small, less than 120 kids total, it would be VERY do able for my child to wear a mask and social distance on campus. I want my daughter to be safe and remain healthy, and our family follows state guidelines on travel and non-essential store shopping, BUT, we need school.

Please let COAS open for in person instruction in August. Please consider all of the negative effects that closing schools are going to have on children...who cannot advocate for themselves. You as state and county leaders need to consider families who have no options, no help with their children.

Also, childcare centers are open---so school should be too. Let parents decide if online or in person works best. Families who can make online learning work should be able to choose that, for those who cannot do online learning, they should be able to choose in person

I write this on behalf of children all over the US who NEED school.

Please, let Chico Oaks Adventist School open August 2020 for in person instruction.

Taryn Jewett

August 6th, 2020

To Whom It May Concern:

I am writing this letter with the intent of urging you to consider the waiver submitted to allow in-person instruction at Chico Oaks Adventist School. I have two children, ages 6 and 9, who will be attending Chico Oaks this year. My husband and I are very concerned about the long-term effects that distance learning will have on the development of our children and their education. In addition to those concerns, both my husband and I work full time and will need to place our children in day care if in person instruction does not resume. I am a Registered Nurse at our local hospital, Enloe Medical Center and my husband is a General Contractor who is helping rebuild Paradise after the devastating Camp Fire. Unfortunately, neither of our professions allow for us to be available to teach our children full time, while also serving our community in our vital roles.

Distance learning did not work for either of my children in the Spring and frankly, I am alarmed with the amount of screen time that distance learning forces them to endure. My children, like the majority of others, thrive in the traditional school environment where they are able to receive in person instruction from their trained and experienced teacher, while also having the opportunity for the social interaction required for appropriate development. Teachers are, in my opinion, the most essential workers of our community and our children need them in-person now more than ever.

Chico Oaks Adventist School has communicated the many precautions they plan to take in an effort to ensure the safety of the children and the staff during this pandemic. Chico Oaks is able to maintain small class sizes with appropriate social distancing, comparable to the number of children that are allowed to congregate in day care settings, summer camps and "tutoring" groups that are open right now.

Please consider allowing in-person instruction for this small, private school. It would make all the difference to our own children, the other students at this school and also to the other essential working parents of Chico Oaks children who are out of options. The school is unmistakably committed to taking the necessary precautions to ensure the safety and health of the students and staff during these unprecedented times.

Thank you for your consideration,



Dustin and Kristin Battenfield



August 7, 2020

To Whom It May Concern,

I am a parent of three school-aged children, one in seventh grade, one in fourth grade and one going into Kindergarten. We attend Chico Oaks Adventist School and have since my now seventh grader was in Kindergarten. This school is our small church school and we love it! My kids love going to school and were devastated when in-person instruction stopped this past school year in March. My children thrive on interpersonal interactions with their fellow peers and their amazing teachers. All three have expressed extreme sadness at the thought of not going back to school this fall.

Earlier this Summer when the American Academy of Pediatrics recommended that children go back to school this Fall we were so excited! Then, when the CDC shared in that recommendation, we were even more excited! My kids miss all the fun that school brings. My 12-year old expressed to me that he was really struggling with this "new way of life". There are lessons kids learn in school that cannot be taught through home instruction.

I feel extremely safe sending my kids back to Chico Oaks Adventist School this school year. We are so blessed to have an extremely wise principal and amazing teachers and staff. I trust them with my children and have been for seven school years. My children need to be in school, school is fun and social and they thrive in that type of learning environment. We love our school and we love our community and are looking forward to this next school year with in-person instruction.

Thank you for your time.

Sincerely,

A handwritten signature in cursive script that reads "Casey Gustafson". The signature is written in black ink and is positioned above the printed name.

Casey Gustafson



Butte County Public Health:

This letter is written to express to you my families desire to restart our education in person this fall. My daughter will be entering the sixth grade and is an only child. While I am more than capable of providing the academic instruction she needs for distance learning I cannot support her needs for the classroom environment. Last spring she spent more time on a screen than she has in her life, which I do not feel is healthy in many ways.

I am still working full time and so to support distance learning I will have to work all weekends while my husband works during the week which will not allow my family to spend time together. I feel that it is important for a family to have free time together and be able to bond. That will not be available to my daughter as long as distance learning is in place.

“Distance learning” will not allow my daughter will not be exposed to and learn all the social norms of being a young lady in school and learning to deal with how to interact with other young classmates. How to cope when you are not chosen first how to have friends and learn to navigate the nuances of those friendships and they change throughout a school year; How to show respect for teachers and listen to other adults in an academic environment. She needs to be involved in a group setting where she must work with others to achieve success, to learn how to hear others and form differing opinions and to share those appropriately.

I have complete confidence that in our small school environment that we will be able to follow and maintain the appropriate guidelines needed to make the school year both a success and safe for everyone.

Again I cannot stress enough that these formative years are more than academic and a needed portion of a child’s growth emotional and spiritually.

Sincerely,

Jennifer Jeffries RN CCRN MSN

adress
Website adress



**Elementary
School
Reopening Plans**



**RETURN TO SCHOOL PLAN:
COVID-19 PROTOCOLS**

**Chico Oaks Adventist Elementary School
Chico, CA**

August 5, 2020

Est. 1905

Introduction

This plan has been formulated to help navigate the reestablishment of our school where employees, students, and families feel safe, and to reduce the impact of COVID-19 conditions upon returning to our schools.

Chico Oaks Adventist School is applying for a waiver to allow our school to open for in-person instruction in August. Please find the waiver application and reopening plan attached.

In addition to our attached plans for ensuring student, teacher and staff safety, the following points may be helpful for you to consider.

- Small private school: 100 students and 6 teachers
- Kindergarten to 8th grade
- Students do not rotate between classrooms or teachers. All class groups remain the same throughout the day.
- Average class size is 17
- Our campus allows for significant outdoor time in dispersed areas for some instruction time, covered but outdoor eating and playing at lunchtime, as well as typical outdoor play on a large field and playground.
- Our gymnasium is large enough for indoor play in inclement weather while still maintaining social distancing.
- Students from each classroom do not have to transit through shared indoor spaces since all classrooms can be accessed directly from outside.

The following pages show three plans for reopening our school in August 2020 and what safety measures we have put in place for our students, staff, and families. The guidelines referenced in this plan are based on guidance from the Centers of Disease Control and Prevention (CDC), the American Association of Pediatrics, as well as recommendations from state, county, and local authorities. This plan will be updated regularly based on current information.

Our top priorities are:

Safety: Mitigating and slowing the growth of COVID-19 in the context of a return to work and schools.

- Cohorts (pods): In the spirit of “reducing the denominator,” Students are organized into classroom cohorts to minimize the spread of COVID-19 between classrooms.
- Hygiene: Within cohorts, we will emphasize strong hygienic practice.
- Distance Options: We will provide distance learning opportunities to students while they are away from school due to COVID-19.

Presence: Keeping school open daily. We do not want to burden parents with challenging schedules that require them to stay home and out of work - we want our students at school in their classroom cohort for the full day.

Growth: Despite limitations, we want our children to continue their academic progress at grade level in their faith and in all core academic standards.

This document will be updated regularly. The school principal will share the updated document on the school website and distribute the updated version to parents via the school information system.

If you have any questions please feel free to contact me at (530) 342-5343 or (530) 570-9801.

Thank you

Leslie Bartsch
Principal, Chico Oaks Adventist School

Chico Oaks Adventist Elementary School

Reopening Plan

2020-2021

1. General Measures

- We will regularly monitor communications from local and state authorities (including the California Department of Public Health and the California Department of Education) to receive information and guidance regarding protecting our community from COVID-19.
- We will consult with other local educational agencies in our region, including the county office of education and our parent organization (Northern CA Conference of Seventh-day Adventist Education Department) regarding best practices for protecting our community from COVID-19.

2. Promoting Healthy Hygiene Practices

- Students and staff will be reminded to use tissue to wipe their noses and to cough/sneeze inside a tissue or their elbows.
- Students and staff will have routines for washing their hands before entering the classroom at the beginning of the school day, after lunch, and after recess. (In order to minimize the need for student movement and congregation in bathrooms, each classroom contains a sink).
- Fragrance-free hand sanitizer will be available for staff and student use when it is not practical to wash their hands at a sink (hand sanitizer dispensers will be installed for this purpose).
- Students and staff will be required to use face coverings in accordance with CDPH guidelines.
 - Under 2 years old - No Face Covering is Required
 - 2 years old - 2nd grade - Strongly encouraged
 - 3rd grade - High School - Yes, unless exempt
 - All staff must use face coverings in accordance with CDPG guidelines.
- Hot lunch volunteers will use gloves and facial coverings when preparing meals. Food will be dished out by staff, self-service will not be allowed.

3. Cleaning, Disinfection, and Ventilation

- Frequently-touched surfaces will be cleaned/disinfected as needed.
- Frequently touched surfaces in the school include, but are not limited to:
 - Door handles
 - Light switches

- o Sink handles
- o Bathroom surfaces
- o Tables
- o Student Desks
- o Chairs
- We will clean and disinfect items and equipment, such as toys, games and art supplies to the extent that is practical between uses.
- We will use disinfectants labeled to be effective against emerging viral pathogens, following label directions for appropriate dilution rates and contact times. We will provide employees training on manufacturer's directions, Cal/OSHA requirements for safe use and as required by the Healthy Schools Act.
- We will provide custodial staff with proper protective equipment, including gloves, eye protection, respiratory protection, and other appropriate protective equipment as required by the product.
- All products will be kept out of children's reach and stored in a space with restricted access.
- We will establish a cleaning/disinfecting schedule that facilitates proper use of cleaning products.
- We will ensure proper ventilation during cleaning and disinfecting times. We will introduce fresh outdoor air as much as possible, for example, by opening windows and doors where practical. When cleaning, we will air out the space before children arrive; and plan to do thorough cleanings when children are not present. If using air conditioning, we will use the setting that brings in fresh air. We will replace and check air filters and filtration systems to ensure optimal air quality. **There are separate HVAC systems and independent HEPA filtration units for each classroom. Each classroom will also have their own Air Purifier unit.**

4. Implementing Distancing Inside and Outside the Classroom

ARRIVAL AND DEPARTURE

- Upon arriving at school, all students will have their temperatures checked using a non-contact thermometer before entering the school gym. Parents will wait in vehicles to confirm students have no signs or symptoms.
- Once in the gym, students will be assigned to small groups following social distancing protocols. Students will remain within the same groups as much as possible; keeping the students and staff consistent with each group, to the greatest extent possible to limit exposure from other groups.
- We will designate routes for entry and exit, using as many entrances as feasible. We will put in place other protocols to limit direct contact with others as much as practicable.
- Departures: Parents will wait in cars while staff members bring students to cars following social distancing protocols.

CLASSROOM SPACE

- We will configure seating arrangements to facilitate appropriate physical distancing. (Our average class size is approximately 17 students).
- Staff will develop instructions for maximizing spacing and ways to minimize movement in both indoor and outdoor spaces that are easy for students to understand and are developmentally appropriate.

NON-CLASSROOM SPACES

- We will limit nonessential visitors and activities involving other groups while students are at school.
- We will use outdoor space for instruction when practicable.
- We will serve individually plated meals in classrooms or outdoors that facilitate appropriate grouping and distancing.
- Outdoor recess activities and outdoor lunches will be staggered in four separated periods (K-2, 3-4, 5-6, and 7-8).

5. Limit Sharing

- Each child's belongings will be kept separated and individually labeled in storage containers, cubbies or desks.
- PE equipment will be assigned to each individual class cohort.
- Students will have their own electronic devices, books and other learning tools as much as practicable.

6. Training and Education of Staff and Families

- We will provide education to staff and families regarding the following safety actions:
 - Enhanced sanitation practices
 - Physical distancing guidelines
 - Use of face coverings
 - Screening practices
 - COVID-19 specific symptom identification
- When practicable, we will conduct training and education virtually.
- We will provide Information to all staff members and families regarding proper use, removal, and washing of cloth face coverings.

7. Checking for Signs and Symptoms

- We will develop policies to encourage staff and students to stay at home when they are sick without fear of reprisal. We will ensure that staff, students, and families are aware of these policies.
- We will be alert throughout the day for signs of illness in staff or students.
- We will Implement screening and other procedures for all staff and students entering the facility.

- o We will conduct visual wellness checks of all students and take students' temperature with a no-touch thermometer.
- o We will ask all individuals about COVID-19 symptoms within the last 24 hours and whether anyone in their home has had COVID-19 symptoms or a positive test.
- o We will make available and encourage the use of hand-washing stations or hand sanitizer stations.
- o We will document/track incidents of possible exposure in the FACTS system and notify local health officials, staff and families immediately of any positive case of COVID-19 while maintaining confidentiality, as required under FERPA and state law related to privacy of educational records.
- o If a student is exhibiting symptoms of COVID-19, staff will communicate with the parent/caregiver and refer to the student's health history form and/or emergency card to identify if the student has a history of allergies. If deemed necessary we will send the student to the "isolation room" until the student can be picked up from a parent/caregiver.

8. Plans for When a Staff Member, Child or Visitor Becomes Sick

- We will designate an isolation room to separate anyone who exhibits symptoms of COVID-19.
- Students or staff who exhibit COVID-19 symptoms will immediately be required to wear a face covering and wait in the isolation room until they can be taken home. These symptoms include, but are not limited to:
 - o Fever
 - o Cough
 - o Shortness of breath or difficulty breathing
 - o Chills
 - o Repeated shaking with chills
 - o Muscle pain
 - o Headache
 - o Sore throat
 - o New loss of taste or smell
- If we become aware that a student or staff member is COVID-19 positive we will do the following:
 - o Notify staff and family members (while maintaining confidentiality as per FERPA and state law related to privacy of education records)
 - o Notify local health officials
 - o Document/track incidents of possible exposure

- Close all areas that were occupied by that person until they have been thoroughly cleared and disinfected.
- We will advise sick staff members and students who have been absent from school due to COVID-19 to isolate at home until they have met the CDC criteria to discontinue home isolation. This includes being symptom free, 3 days with no fever, and 10 days since symptoms first appear.
- We will provide distance learning opportunities to students while they are away from school due to COVID-19.

9. Maintaining Healthy Operations

- We will monitor staff absenteeism, and we will ensure that other staff are available to fulfill the duties of staff members who are absent.
- We will monitor the types of illnesses and symptoms among our students and staff and address them as deemed appropriate.
- We will designate a staff liaison to be responsible for responding to COVID-19 concerns. Workers should know who they are and how to contact them.
- We will maintain communication systems that allow staff and families to self-report symptoms and receive prompt notifications regarding exposures and closures. We will do this in a way that maintains confidentiality, as required by FERPA and state law related to privacy of educational records.
- We will support students who are at higher risk for severe illness or who cannot safely distance from household contacts at higher risk, by providing distance learning opportunities.
- We will consult with local health departments if routine testing is being considered by a local educational agency.

10. Plans for Partial or Total Closures

- We will monitor communications from state and local authorities regarding COVID-19 transmission and/or closures in our area, and we will adjust operations accordingly.
- If a student or staff member tests positive for COVID-19 and has exposed others at the school, we will implement the following steps:
 - In consultation with the local public health department, the school principal will decide whether school closure is warranted (including the length of time necessary).
 - We will maintain regular communications with the local public health department.
 - All areas of the school visited by the COVID-19 positive individual will be closed temporarily for cleaning and disinfection.

- We will advise those who have been in contact with the COVID-19 positive individual to isolate at home.
- We will implement communication plans for school closure to include outreach to students, parents, staff members and families.
- We will provide guidance to students, staff members, and families regarding the importance of physical distancing measures while school is closed (including discouraging gathering elsewhere).
- In order to maintain continuity of education, we will implement one of the following three instruction strategies (as applicable):

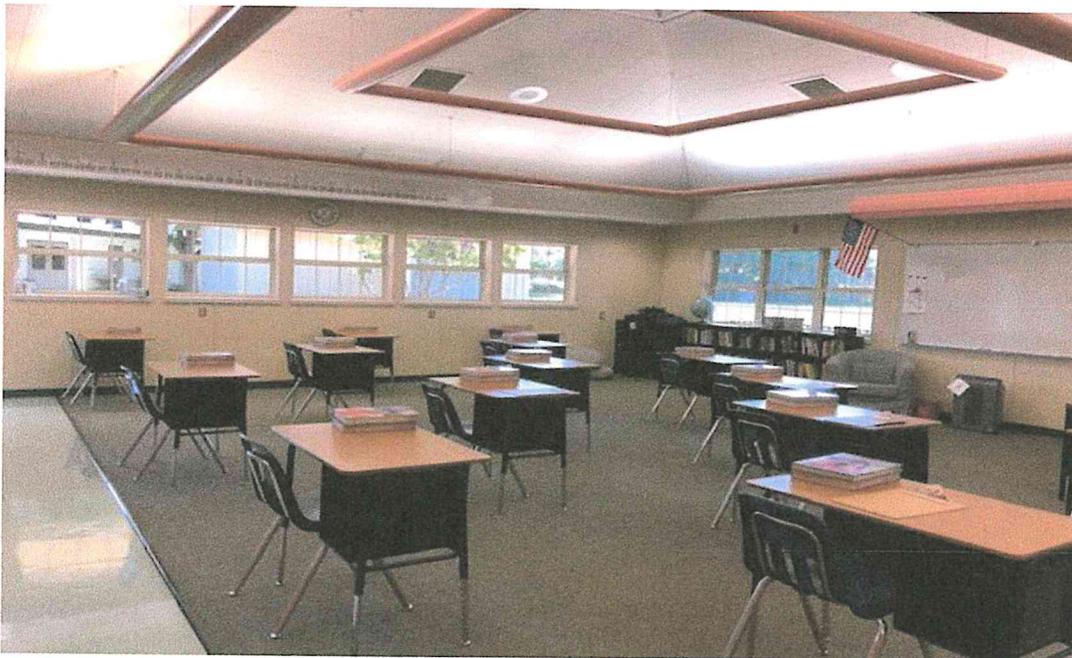
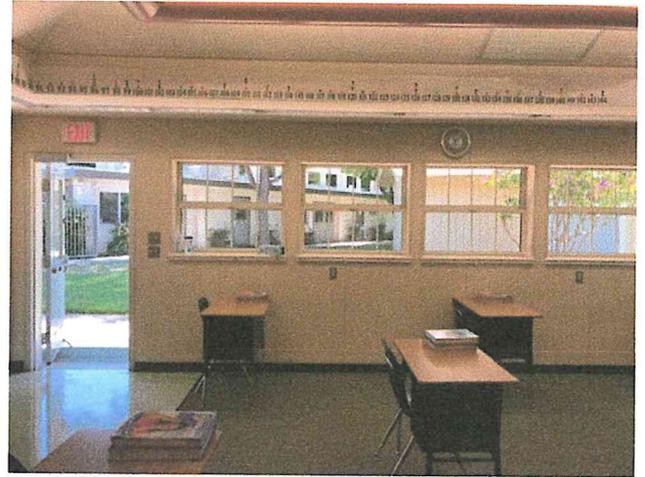
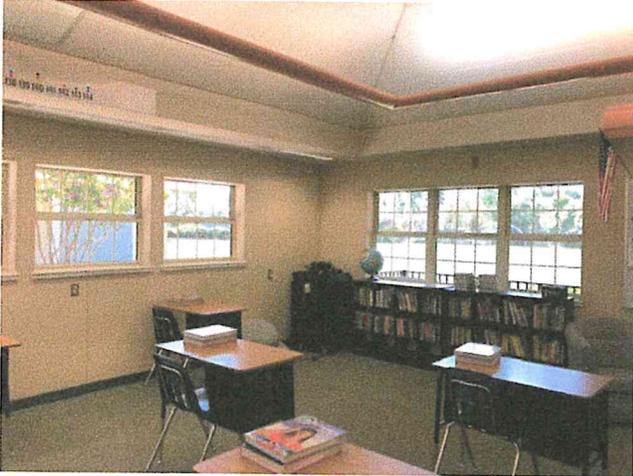
Below is a brief summary of each type of learning model:

1. In-Person Learning: With safety measures in place, students will be taught by their teacher (in-person) five days a week, as is traditionally done.

2. Adaptive Learning: If it is determined that some students need to isolate at home while others attend school, teachers will provide “in-person” instruction at school to students who are able to safely attend school, and will use distance instruction platforms and strategies to make instruction available to students who, due to COVID-19, are not able to attend school.

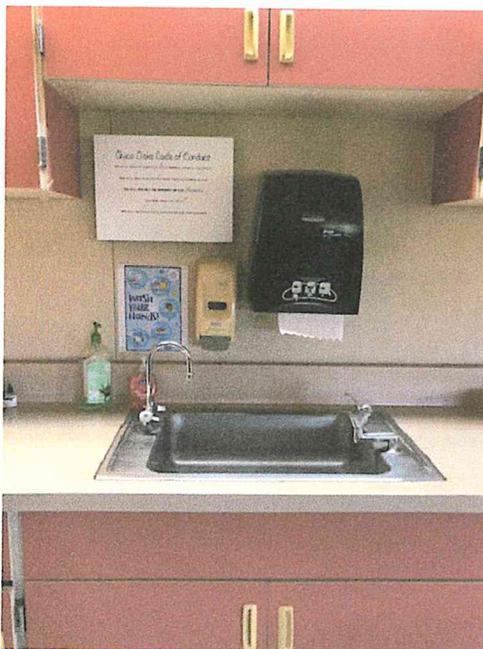
3. Distance Learning: If it is determined that the entire school needs to close due to COVID-19, teachers will use distance instruction platforms and strategies to instruct students while they isolate at home.

FACILITY/CLASSROOM ADJUSTMENTS



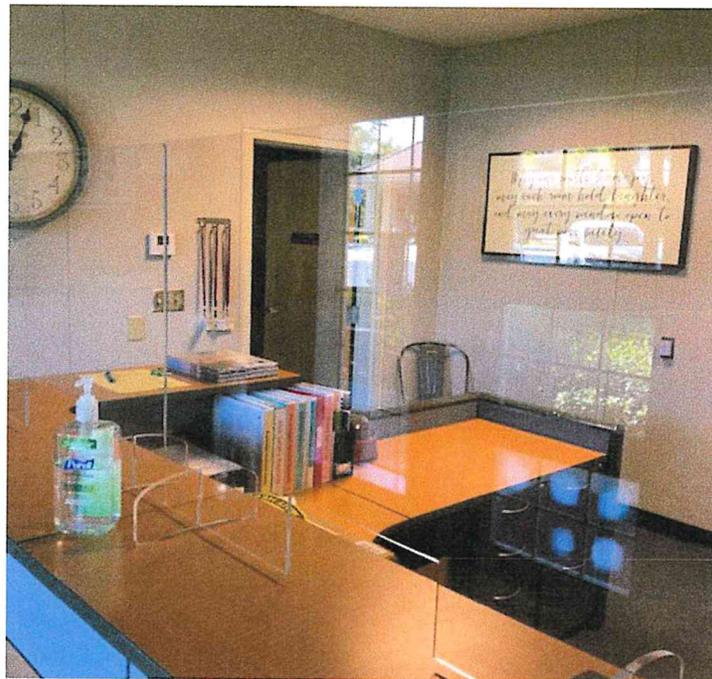
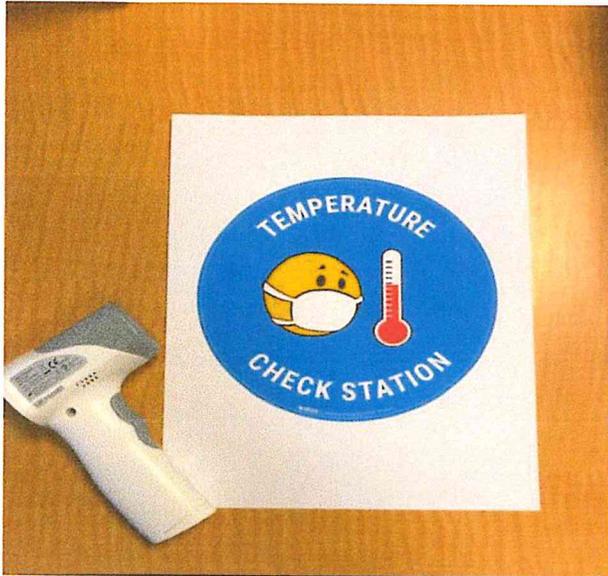
- Group tables and classroom rugs have been removed and individual desks installed with appropriate distancing between students.
- Students have their own designated space (desk/table) with their own supplies.
- All classrooms have multiple windows and doors that will be open for ventilation.
- All rooms will have their own air purification unit.

PROTOCOL SIGNAGE



- Social distancing and best practices signage posted around campus
- Spots outside classrooms and restrooms are designated six feet apart for student lineup
- Each classroom has sinks. Students will wash or disinfect hands upon entering or returning to class.

SCREENING & SANITATION



- Students and staff will have temperature checks at the beginning of each school day.
- Hand sanitizer stations will be installed outside all classrooms, library and school front office.
- Sneeze guard installed in front office area.

- In order to maintain continuity of education, we will implement one of the following three instruction strategies (as applicable):

Below is a brief summary of each type of learning model:

1. In-Person Learning: With safety measures in place, students will be taught by their teacher (in-person) five days a week, as is traditionally done.
2. Adaptive Learning: If it is determined that some students need to isolate at home while others attend school, teachers will provide “in-person” instruction at school to students who are able to safely attend school, and will use distance instruction platforms and strategies to make instruction available to students who, due to COVID-19, are not able to attend school.
3. Distance Learning: If it is determined that the entire school needs to close due to COVID-19, teachers will use distance instruction platforms and strategies to instruct students while they isolate at home.



- We will clean/disinfect frequently-touched surfaces on a regular basis.
- We will clean/disinfect shared objects between uses to the extent practicable.
- We will use disinfectants labeled to be effective against emerging viral pathogens, and we will follow label directions for appropriate dilution rates and contact times.

HEALTH SCREENS (Students)

The screenshot shows a user interface for a student's health record. At the top, the name "Danny" is displayed in a blue header bar. Below the name is a profile picture icon. The interface is divided into two main sections: a left sidebar and a main content area. The sidebar contains two sections: "PERSONAL INFO" and "MEDICAL INFO". The "PERSONAL INFO" section lists "ID:", "UDID:", and "Grade: 05". The "MEDICAL INFO" section lists "Birth Date:", "Age in Years: 9", and "Age in Months: 119". The main content area is a grid of six panels: "Medical Events", "OTC Medications", "Contacts", "Immunizations", "Medical Notes", and "Screenings". Each panel is currently empty.

Danny

PERSONAL INFO
ID: [REDACTED]
UDID: [REDACTED]
Grade: 05

MEDICAL INFO
Birth Date: [REDACTED]
Age in Years: 9
Age in Months: 119

Medical Events

OTC Medications

Contacts

Immunizations

Medical Notes

Screenings

- Health screens will be tracked through our FACTS system.

< OFFICE USE ONLY >

If a person is exhibiting symptoms or exceeds the body temperature allowable by the resident county HHS they will be instructed to go home or to the nearest health center.

Then, complete the following section of this form:

Date the employee was sent home: _____ Recorded temperature:

Are visible signs of respiratory illness present? _____ Yes _____ No

Date the employee returned to work: _____