

# Gerber Union Elementary School

## Back to School Reopening Plan 2020-2021



**Every Student, Every Day!**

Tehama County Health Services Agency Approval Date: August 3, 2020

Gerber Union School District Board Approval Date: August 4, 2020

*Please note that the base part of this plan has been established in coordination with Tehama County Schools.*

## Introduction

As a result of the COVID-19 pandemic and subsequent state of emergency declared by Governor Newsom, Tehama County schools have been closed since March 16, 2020. We recognize that school and education, as we have known them, have changed in unprecedented ways. We recognize the call for a thoughtful reopening plan moving forward to ensure the health and safety of all our students and staff.

The Tehama County Schools' Reopening Plan ensures that we are moving together as a county to best support the families and employees we serve. It is expected that this plan will commence with the onset of the 2020-2021 academic year.

The following guidance was used in generating this plan:

- World Health Organization (WHO): *Considerations for school-related public health measures in the context of COVID-19* (10 May 2020)
- Centers for Disease Control and Prevention (CDC): *Interim Guidance for Administrators of US K-12 Schools and Child Care Programs* (15 May 2020)
- California Department of Public Health (CDPH): *Guidance for Schools and School-based Programs* (5 June 2020)
- California Department of Education (CDE): *Stronger Together: A Guidebook for the Safe Reopening of California's Public Schools* (8 June 2020)

The base plan of the Reopening Plan was reviewed and approved by the Tehama County Health Services Agency (TCHSA) to ensure that the plan met all requirements for health and safety. Each school district then added subsequent appendices to attend to the uniquenesses of the details at each district/school site. GUESD consulted with various stakeholder groups to give voice to the many details of the appendices of the plan. These stakeholder groups included: teachers, classified staff, management team, the GUESD Nurse, and other school employees. Parents/guardians were surveyed in June. Finally, the GUESD Back to School Reopening Plan was presented and approved by the GUESD School Board on 8/4/20.

It is our greatest intention to resume in-person educational opportunities for all of our students as soon as is safely possible. We continue to promote our unified vision, "Every student, every day!" It indeed will take all of us working collaboratively together to ensure we are able to meet the needs of all of our students in our community during this unprecedented time. We thank you in advance for your patience as you join us in this journey to get the children of Tehama County back to school!

The Tehama County Schools' Reopening Plan is supported by the following Districts:

*Antelope Elementary School District*

*Corning Union Elementary School District*

*Corning Union High School District*

*Elkins Elementary School*

*Evergreen Union Elementary School District*

*Flournoy Union School District*

*Gerber Union Elementary School District*

*Kirkwood Elementary School*

*Lassen View Union Elementary School District*

*Los Molinos Unified School District*

*Red Bluff Joint Union High School District*

*Red Bluff Union Elementary School District*

*Reeds Creek Elementary School*

*Richfield Elementary School District*

## **Local Conditions**

Physically reopening our Districts and enacting the TCS Reopening Plan will be guided by a continual risk-based approach to maximize the educational and health benefits for students, staff, and the wider community in Tehama County. We will continue to work in collaboration with Tehama County Health Services Agency (TCHSA) to ensure that our plan acts in response to the ever-changing local conditions; it will be scaled up or down for Districts/sites depending upon local cases and community spread until we are able to resume full operations in Phase 4 as classified by the Centers for Disease Control and Prevention (CDC) and California Department of Public Health (CDPH) (Plan A+). We will continue to seek out information from TCHSA, CDC, and CDPH as new scientific knowledge and subsequent guidance from them and the California Department of Education is given; we will then work in coordination with our local stakeholders to refine the details of our appendices as necessary.

## **The Tehama County Schools' Reopening Plan**

The TCS Reopening Plan can be seen on the following pages. All parts of the plan are rooted in a promotion of communication, promotion of healthy hygiene practices, the intensifying of cleaning, disinfecting, and ventilation, and illness prevention to ensure the health and safety of our students and staff.

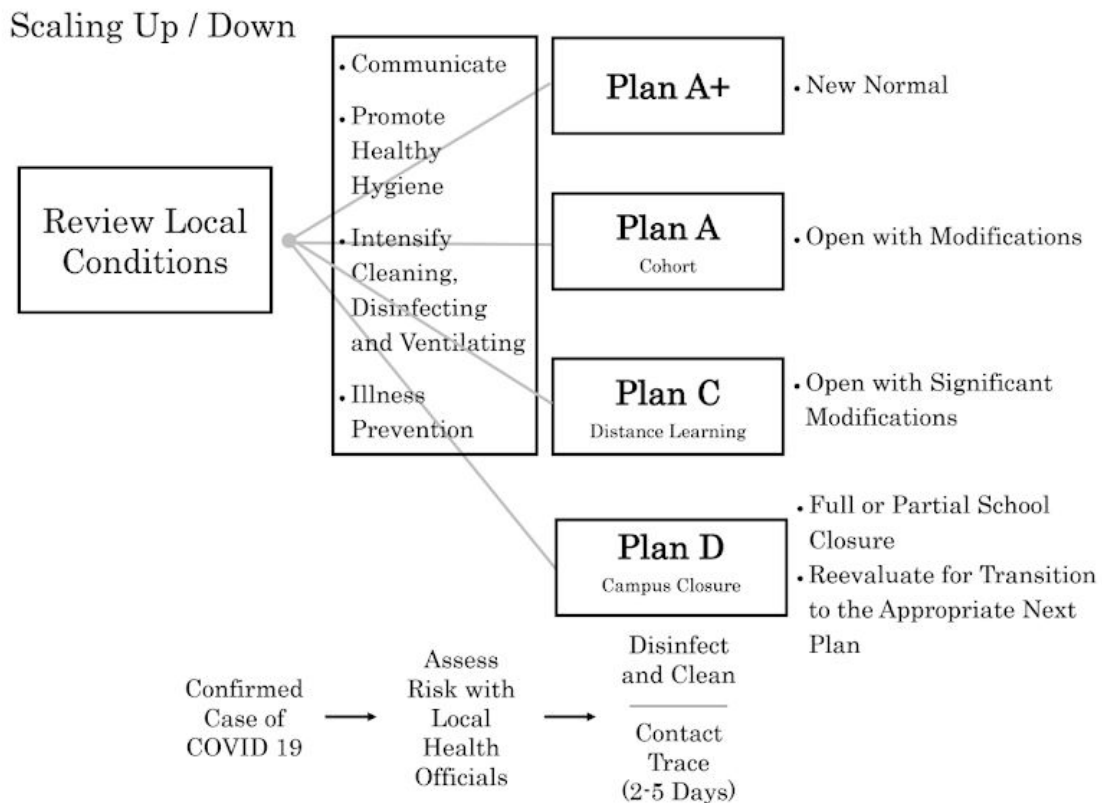
## **School Status**

When approved/directed by the county health official, our school/s will offer Plan A to families - open with modifications. This plan includes an in-person program for students who select it and an at-home Distance Learning/Independent Study Program for those families who prefer to keep their children home. This plan includes screening, monitoring, contact tracing, and the use of face coverings.

When/if the local public health official directs/approves, our school/s will offer Plan C to families - open with significant modifications. This plan includes an at-home Distance Learning Program and continues to offer the at-home Distance Learning/Independent Study Program. This plan also includes screening, monitoring, contact tracing, and the use of face coverings.

When/if we experience a positive Covid-19 case on a campus or a community surge, our school/s or site will implement Plan D. This plan involves assessing the risk within the specific community and potentially closing the school/site/portion of a site for a short period of time based upon public health guidance. It involves intensifying cleaning and disinfecting areas, contact tracing, and promoting social isolation.

	<b>Phase 1 Campus Closure Plan D</b>	<b>Phase 2 Distance Learning Plan C</b>	<b>Phase 3 Cohort Plan A</b>	<b>Phase 4 Plan A+</b>
School Status	Full or partial closure	Open with significant modifications	Open with modifications	New Normal
Illness Prevention	N/A	Screening & Monitoring Contact Tracing	Screening & Monitoring Contact Tracing	Monitoring
Physical Distancing/ Face Coverings	N/A	Required for staff and for students (parents when on campus)	Required for staff and for students	N/A
Educational Programs	A-Distance Learning B-Independent Study	A-Distance Learning B-Independent Study	A-In Person Learning <ul style="list-style-type: none"> <li>Trimester 1: Minimum days for cohorts or appt. based</li> </ul> B-Distance Learning/Independent Study	In person regular schedule
Movement on Campus	N/A	N/A	Classroom, playground, gym assigned space and time in cohort	Regular movement
Transportation	N/A	N/A	Bus-loading @ minimum capacity for eligible students, assigned seating with families  Staggered private vehicle-drop off/pick up	Open to eligible students
Food Service	Possible (curbside)	Grab and Go (curbside)	Classrooms or (assigned area with cohort) Grab and Go	Cafeteria/Outside Spaces
Child Care/Before & After School Program	Possible (GUESD staff only)	GUESD staff - Possible child care available	GUESD staff - Possible child care available  After School Program: Open to eligible students	Open to eligible students
Extracurricular Activities	N/A	Not available	Possible w/further guidance	Open to eligible students
Campus Access	N/A	Restricted	Restricted	Probable



**A/B Hybrid Blended Learning Model**

Based on the number of students participating in Distance Learning, GUESD will offer a modified master schedule to allow time for teachers to teach both in-person and distance learning. Using input from staff and parents, the superintendent will evaluate local conditions and make recommendations to the board.

- September Parent Survey Results indicate that over 30% of our student population will be participating in Distance Learning for Trimester 1. Another 30% preferred returning to school at half capacity and 40% p
- Due to the fact that the majority of parents prefer distance learning over in-person learning, the master schedule will be modified to half days for Trimester 1 to accommodate both in-person and distance learning. This will be reevaluated each trimester.

**Trimester 1 Master Schedule:**

7:55am-8:20am	Staggered arrival Screening in the parking lot or at bus stop
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7:55am-12:00pm	In-person learning in Cohorts
12:00pm-12:30	In-person learning students are released with a sack lunch
12:00pm-4:00pm	After School Program for eligible students
12:50-2:30	Distance Learning

**Appendix A  
Communication**

*Communication will be provided:*

- In varied communication platforms (email, Aeries Communication, Catapult Connect messaging system, REMIND, website posts, social media, printed mailings/handouts) aimed to meet the needs of the preferred audience/s and in families’ primary language.
- About the GUESD Reopening Plan and accessible to families/staff on the GUESD website or in print if requested.
- About which plan (A, C, or D) is currently being implemented in response to Covid-19. This includes communication about Plan D when there is a positive case for Covid-19.
- From the GUESD Office that includes critical information about Covid-19 to reduce confusion, anxiety, or misunderstandings and ensure one consistent message.
- On the health and safety measures the District is taking to ensure students can return to school buildings safely including:
  - Teaching and modeling healthy hygiene practices
  - Intensifying cleaning, disinfecting, and ventilating protocols
  - Screening, monitoring, and contact tracing
  - Expectations for physical distancing and the proper use of face coverings
- About basic information on COVID-19 and measures families/staff can take to stay safe when not at school.
- In the Parent/Student handbook on when to keep a student home and the process for notifying the school.
- In the Parent/Student handbook on procedures for when a sick child is sent home and when to return; this includes information on self-reporting symptoms.

- On the School-Parent Compact about expectations for the staff, parents, and students to promote the health and safety of all in the midst of this pandemic. This School-Parent Compact must be signed by each family.
- By school administrators and office staff as well as classroom teachers in order to consistently communicate with all families to ensure students are supported.

## **Appendix B**

### **Promoting Healthy Hygiene Practices**

#### **Intensifying Cleaning, Disinfecting, and Ventilating**

#### **Personal Protective Equipment**

#### **Equipment Availability**

#### **Cleaning Supply Availability**

### *Promoting Healthy Hygiene Practices*

- Handwashing
  - Teach and reinforce washing hands for 20 seconds with soap, rubbing thoroughly after application, and using paper towels to dry hands thoroughly when:
    - Arriving at school
    - Before and after eating
    - After coughing, sneezing, or blowing the nose
    - After being outside
    - Before and after using the restroom
    - After having close contact with others
    - After using shared surfaces or tools
  - Staff should model and practice handwashing when:
    - Arriving at school
    - Before and after eating
    - After coughing, sneezing, or blowing the nose
    - After being outside
    - Before and after using the restroom
    - After having close contact with others
    - After using shared surfaces or tools
  - Use fragrance-free hand sanitizer when handwashing is not practicable. Sanitizer must be rubbed into hands until completely dry. Note: frequent handwashing is more effective than the use of hand sanitizers. Children under the age of 9 should only use hand sanitizer under adult supervision. Ethyl alcohol-based hand sanitizers are preferred and should be used



when there is the potential of unsupervised use by children. Isopropyl hand sanitizers are more toxic and can be absorbed through the skin.

- Built in time throughout the day for routine hand washing by both students and staff.
- Contact/Covering
  - Teach avoiding contact with one's eyes, nose, and mouth.
  - Teach covering coughs and sneezes: use a tissue to wipe nose and cough/sneeze inside a tissue or their elbow.
- Signage
  - Post signs on how to stop the spread of COVID-19, properly wash hands, and promote everyday healthy hygiene practices.

#### *Intensifying Cleaning, Disinfecting, and Ventilating & Personal Protective Equipment*

- Buses should be thoroughly cleaned and disinfected daily. Drivers should be provided disinfectant and gloves to support disinfection of frequently touched surfaces during route transportation.
- School spaces should be thoroughly cleaned and disinfected daily by trained custodial staff:
  - Handrails
  - Door handles/surfaces on doors that are touched frequently
  - Light switches
  - Sink handles
  - Tables
  - Student desks
  - Chairs
  - Staff desks
  - Keyboards, phones, copy machines
  - Restroom surfaces
  - Playground equipment
- School staff should be provided disinfectant and gloves to support disinfection of frequently touched surfaces during the school day and as needed when children are present:
  - Door handles/surfaces on doors that are touched frequently
  - Light switches
  - Sink handles
  - Tables
  - Student desks
  - Chairs
  - Staff desks

- Keyboards, phones
- Toys, games, art supplies
- Instructional materials
- Physical education equipment
- Technology (following the directions from the technology department)
- Ensure safe and correct application of disinfectant and keep products away from students. Provide employees training on manufacturer’s directions, on Cal/OSHA requirements for safe use and as required by the Healthy Schools Act, as applicable.
- Custodial staff with the responsibility of cleaning and disinfecting the school site must be equipped with proper personal protective equipment, including gloves, eye protection, respiratory protection and other appropriate protective equipment as required by the product instructions. All products must be kept out of children’s reach and stored in a space with restricted access.
- Ensure proper ventilation during cleaning and disinfecting. Introduce fresh outdoor air as much as possible, for example, by opening windows where practicable. When cleaning, air out the space before children arrive; plan to do thorough cleaning when children are not present. If using air conditioning, use the setting that brings in fresh air. Replace and check air filters and filtration systems to ensure optimal air quality.
  - If opening windows poses a safety or health risk (e.g., allowing pollen in or exacerbating asthma symptoms) to persons using the facility, consider alternatives. For example, maximize central air filtration for HVAC systems (targeted filter rating of at least MERV 13).
- Depending upon which plan we are in (Plan A or C), we will suspend the use of drinking fountains and encourage the use of disposable water bottles.
- Take steps to ensure that all water systems and features (for example, drinking fountains and decorative fountains) are safe to use after a prolonged facility shutdown.

#### *Equipment Availability*

- Plans for an ongoing supply of personal protective equipment and face coverings to comply with CDPH guidance for students and staff (as appropriate for each staff job classification, respectively, as well as OSHA requirements).
- Plans for supply of no-touch thermal scan thermometers.

#### *Cleaning Supply Availability*

- Plans for ongoing supply of school-appropriate cleaning supplies to comply with CDHP guidance. When choosing cleaning products, use those that are

approved for use against Covid-19 on the Environmental Protection Agency (EPA) approved list and follow product instructions.

- To reduce the risk of asthma related to disinfecting, programs should aim to select disinfectant products with asthma-safer ingredients (hydrogen peroxide, citric acid or lactic acid).
- Avoid products that mix these ingredients with peroxyacetic (peracetic) acid, sodium hypochlorite (bleach) or quaternary ammonium compounds, which can cause asthma.
- Use disinfectants labeled to be effective against emerging viral pathogens, following label directions for appropriate dilution rates and contact times.
- Establish a cleaning and disinfecting schedule in order to avoid both under- and over-use of cleaning products.
- Plans for ongoing supply of hand sanitizer, soap, tissues, and paper towels.

## **Appendix C**

### **Illness Prevention**

#### *Illness Prevention*

- Educate students on the Covid-19 virus and the signs of illness, utilizing school nurses, when available, and incorporating professional development for the staff in order to assist in efforts.
  - Fever, cough, shortness of breath or difficulty breathing, chills, repeated shaking with chills, muscle or body aches, headache, sore throat, new loss of taste or smell
- Staff and students will be trained in self-screening for symptoms.
- Encourage staff and students who are sick or who have recently had close contact with a person with Covid-19 to stay home and self-monitor for symptoms. If symptoms do not develop, follow appropriate CDC guidance for home isolation.
- Strongly recommend that all students and staff be immunized each year against influenza unless contraindicated by personal medical conditions, to help:
  - Protect the school community
  - Reduce demands on health care facilities
  - Decrease illnesses that cannot be readily distinguished from COVID-19 and would therefore trigger extensive measures from the school and public health authorities.

#### *Self-Reporting*

- Parents/guardians of students are encouraged to report their child's symptoms and subsequent absence to the attendance clerk.

- Attendance clerks will follow-up with parents/guardians each day of students who have not called in to report an absence. This information will be recorded in Aeries.
- Staff members are required to report to their supervisor if they are absent. This information will be recorded on the Purple Absence From Duty Form.

### *Screening*

- Screening procedures for staff and students will be used upon entering the facility under Plans A, C, and D (when applicable), daily, and confidentiality will be maintained:
  - Visual wellness checks
  - Temperature screening (100.4) with a no-touch thermometer that is properly cleaned and disinfected after each use:
    - For bus students, at bus stop prior to boarding
    - For drop-off students, in the front parking lot
    - For staff or visitors, in the screening room, main office, or in front of the school prior to entry
  - Covid-19 questionnaire for adults

### *Monitoring*

- Monitoring procedures for staff and students will be used throughout the day and confidentiality will be maintained:
  - Visual wellness checks
  - Temperature screening (100.4) when sent to the screening room for a health check, as necessary (taking personal belongings with them at that time) with a no-touch thermometer that is properly cleaned and disinfected after each use.

### *When there is a fever of 100.4 or higher:*

- Sick staff and students at school will be required to put on a face covering and be isolated until they can be sent home. School nurses and other healthcare providers should use Standard and Transmission-Based Precautions when caring for sick people:
  - The isolation space will be cleaned and disinfected regularly throughout the day and ensure a safe and correct application of disinfectants using PPE and ventilation recommended for cleaning.
- If Covid-19 symptoms become severe, including persistent pain or pressure in the chest, confusion, or bluish lips or face, 9-1-1 will be called.

- Advise sick staff members and children not to return until they have met CDC criteria to discontinue home isolation. Access to instruction will be provided while that student is home.

*When there is a positive case of Covid-19:*

- Health staff should notify local health officials if there is a positive case of Covid-19 and vice-versa.
- In consultation with local public health officials, consider whether in-person school closure is warranted and length of time based on the risk level.
- The students/most staff will be dismissed for 1 to 5 days while contact tracing and cleaning/disinfection can occur (Plan D).
- The health staff in coordination with local public health officials should track incidents of possible exposure through contact tracing.
- The classroom/office where the Covid-19 positive individual was based will close temporarily (1-2 days) for cleaning and disinfecting.
- Additional areas of the school visited by the Covid-19 positive individual will need to be closed temporarily (1-2 days) for cleaning and disinfecting.
- District Office Administration will notify 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.
- Additional close contacts at school outside of a classroom should also isolate at home.
- Administration will work with staff to develop a plan for continuity of education and nutrition and other services as GUESD transitions to the appropriate next plan (A or C).

*Contact Tracing*

- Bus drivers keep a record of which students are riding the bus each day and will submit these documents to the school main office weekly for documentation.
- Teachers will take attendance each day and record which students are in attendance into Aeries.
- Students who are sent home with a fever or Covid-19 symptoms will be picked up by a parent and the health information will be recorded in Aeries.
- Students who use the bathroom during the day may be required to sign in and out of their classroom.
- Students who attend the State Preschool, Tehama County Special Needs Program, Child Care or the After School Program will be required to be signed in and out each day. The supervisor for each program will be responsible for

maintaining attendance records and upon request, sharing with Gerber's contact tracing team and/or public health if the need arises.

- Classified staff will sign in to and out of work each day. This includes noting on their Work Report Form which rooms/spaces they worked in that day and retain this for contact tracing should it be necessary.
- Certificated staff will check in and out each day at their respective campus and absences will continue to be recorded in Aesop. They will also keep a personal log on the Work Report Form of which rooms/spaces they worked in that day and retain this for contact tracing should it be necessary.
- Office Staff will continue to sign in/out of work each day in the Office and also keep a personal log on their Work Report Form and retain this for contact tracing should it be necessary.
- Maintenance/transportation will sign in/out of work each day in the Maintenance building and also keep a personal log on their Work Report Form and retain this for contact tracing should it be necessary.

## **Appendix D - Plan A and C**

### **Physical Distancing and Face Coverings**

#### ***Transportation***

#### ***Arrival/Departure***

#### ***Classrooms***

#### ***Movement on Campus***

#### ***Playgrounds/Outside Spaces/Athletics***

#### ***Staff Workplaces***

#### ***Physical Distancing and Face Coverings***

- All staff, students and visitors will be required to wear face coverings according to guidelines.
- Students will be required to wear face coverings that cover the mouth and nose consistent with public health guidance. To be clear, face coverings are not a replacement for physical distancing, but they should be used to mitigate virus spread when physical distancing is not feasible.
- Staff and students will be trained in physical distancing.
- Where maintaining physical distance of 6 feet is not practicable, physical barriers, such as sneeze guards or partitions that minimize face-to-face contact, may be used. (eg. school offices and elementary classrooms with tables)
- In order to comply with this guidance, schools 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. GUESD will provide face coverings to

students who inadvertently fail to bring a face covering to school to prevent unnecessary exclusions. In addition, we will offer Distance Learning for students who are excluded from campus for failure to comply with the expectation.

- Face coverings should be removed for meals or when it needs to be replaced. Lanyards will be provided to students to keep face masks on their person at all times throughout the day.
- Persons younger than two years old, anyone who has trouble breathing, anyone who is unconscious or incapacitated, and anyone who is otherwise unable to remove the face covering without assistance are exempt from wearing a face covering.
- Face coverings are not recommended for anyone who has trouble breathing or is unconscious, incapacitated, or otherwise unable to remove the covering without assistance. Students and staff with health issues will work with our Nursing/Human Resources staff to make the appropriate accommodations.
- Face shields should be used for teachers of younger students to see their teachers' faces and to avoid potential barriers to phonological instruction as well as by teachers who serve hearing impaired students. In addition, staff of students with special needs may prefer a face shield to a covering.
- Staff are required to wear cloth face coverings (or face shields as appropriate), unless Cal/OSHA standards require respiratory protection. Face shields should be used for teachers of younger students to see their teachers' faces and to avoid potential barriers to phonological instruction as well as by teachers who serve hearing impaired students. In addition, staff of students with special needs may prefer a face shield to a mask.
- Teach and reinforce the use of cloth face coverings, masks, or face shields; remind students and staff not to touch the face covering and to wash their hands frequently.
- Food Service staff are required to wear cloth face coverings and gloves as well as aprons.
- Front Office staff should use cloth face coverings when interacting with the public.
- Employees engaging in symptom screening should wear surgical masks or face shields and gloves.
- Information should be provided to all staff and families on appropriate removal and washing of cloth face coverings.

### *Transportation*

- Students are required to wear face coverings at bus stops and on buses.

- Bus Stops: Parents or guardians are required to stay with their child until screening is complete. If child presents 100.4 degree or higher temperature, the child will not be allowed on the bus and they are to return home. Students and parents will be instructed to maintain 6-foot distancing at bus stops and while loading and unloading.
- Students should be seated with their family in the same bus seat and all seats will be pre-assigned by the bus driver.
- Windows will be opened for ventilation when practicable.

#### *Arrival/Departure*

- Arrival and departure times will be staggered as practicable as to minimize cohort cross over, scheduling challenges for families, and the staff's abilities to attend to health checks. (Family cohorts will have consistent arrival and then departure times.)
- Students should wear face coverings when arriving and departing from school.

#### *Classrooms*

- Re-teach appropriate social skills encouraging minimal physical contact.
- To the extent possible, and as recommended by the CDC, students will remain with their homeroom cohort to minimize the mixing of student groups throughout the school day.
  - Upper grade students will remain in the same classroom all day, and if necessary, the teacher will move classrooms.
  - Single desks will be assigned to each student and should be arranged apart from one another when possible and in a way that minimizes face-to-face contact. Clear physical barriers may be used to separate students and adults.
- Other campus spaces will be utilized for instructional activities, as necessary.
- Teachers will develop instructions for minimizing movement in both their indoor and outdoor spaces that are easy for students to understand and developmentally appropriate.
- Teachers will develop procedures for turning in assignments to minimize contact.
- Arrange developmentally appropriate activities for smaller group activities and rearrange furniture, carpet areas, and play spaces to maintain separation, when possible.
- Ensure adequate supplies to minimize sharing of high touch materials to the extent possible (art supplies, equipment etc. assigned to a single student) or limit use of supplies and equipment by one group of children at a time and clean and disinfect between use.



- Keep each child's belongings separated from others' and in individually labeled containers, cubbies, or areas and taken home each day and cleaned, if possible.
- Backpacks should be hung on the back of the students' chair and a home lunch should be brought only in a paper or plastic disposable container and kept within students' own space or designated space by the teacher.
- Prohibit sharing of pencils and pens and other school supplies/learning tools.
- Avoid sharing electronic devices, toys, books, and other games or learning aids.
- Activities that involve singing must only take place outdoors.
- Windows will be opened for ventilation when practicable.
- The CDC recommends virtual activities in lieu of field trips and no intergroup events (such as assemblies).

### *Movement on Campus*

- Routes for entry and exit will be put in place to limit direct contact with others as much as practicable.
- Minimize congregate movement through hallways as much as practicable.
- Provide physical guides, such as tape on floors or sidewalks and signage on walls to ensure that students remain at least 6 feet apart.

### *Playgrounds/Outside Spaces/Athletics*

- Increase supervision to ensure physical distancing.
- Recess will be held in designated areas for designated homeroom cohorts.
- Physical education (PE) and intramural/interscholastic athletics should be limited to activities that do not involve physical contact with other students or equipment until advised otherwise by state/local public health officials.
- Face coverings are required at all times.

### *Food Service*

- Disposable bottled water will be provided to students when drinking fountains are closed.
- Physical interaction will be limited during meal service by providing meals in the classroom and making use of outside spaces on campus, when appropriate. Appropriate cleaning and trash removal systems will be put in place including tubs for liquid waste.
- Individually plated or bagged meals will be served.
- The sharing of foods and utensils will be prohibited.
- With an approved National School Lunch Program waiver, we will ensure Grab and Go meals for students on distance learning.

- Students who bring their own lunch must bring it in a disposable bag (paper or plastic).

### *Staff Workspaces*

- Physical distancing among staff in their work environment will be encouraged to reduce spread of the virus that includes:
  - Avoid staff congregation in work environments, break rooms, staff rooms, and bathrooms.
  - Avoid grouping staff together for training or staff development. Training may be offered virtually or, if in-person, ensure distancing is maintained.
- In accordance with Cal/OSHA regulations and guidance, all workspaces will be evaluated to ensure that employees can maintain physical distancing to the extent possible.
- Where possible, rearrange workspaces to incorporate a minimum of 6 feet between employees and students.

## **Appendix E Educational Programs**

### *In-Person Regular Schedule*

- Students will be provided learning opportunities in the following areas:
  - English Language Arts
  - Mathematics
  - Science
  - Social Science
  - Health/Physical Education
  - Social Emotional Learning
- Teachers will use CA State Content Standards to drive instruction and ensure consistency across the grade level as well as vertically to ensure students are growing toward the next grade level's expectations.
- Teachers will continue to focus on providing students with opportunities to engage in learning and consider offering them a menu of options to highlight their learning; this may include Distance Learning.
- Students and their parent/guardian will meet with their teacher (in-person, by phone, or via Google Meet) as necessary to discuss areas of focus and learning forward.
- Diagnostic, formative and summative assessments will be conducted, as appropriate and may be in-person or online.

- Students will be held accountable for their work, and Progress Reports and grades will be issued accordingly.
- Students who are English Learners will be provided with supports to meet their language needs from their classroom teacher.
- Students with IEPs or 504 plans will be provided with supports to meet their individual needs, and the special education staff will work in concert with the classroom teacher to this end.

### Distance Learning

- Students will be provided learning opportunities in the following areas:
  - English Language Arts
  - Mathematics
  - Science
  - Social Science
  - Health/Physical Education
  - Social Emotional Learning
- Teachers will use CA State Content Standards to drive instruction and ensure consistency across the grade level as well as vertically to ensure students are growing toward the next grade level's expectations.
- Chromebooks and hotspots will be available for checkout.
- Teachers may use digital instructional tools for those students who have access; additional digital options for students will continue to be pursued.
- Teachers may create a daily message to send out through Google Classroom or YouTube channel (good morning, guidance about work for the day, explain what the new learning concepts are from the packet).
- Teachers will continue to focus on providing students with opportunities to engage in learning and consider offering them a menu of options to highlight their learning.
- The Week at a Glance form will be used to guide instruction.
- Students will participate in both synchronous and asynchronous learning.
- Diagnostic, formative and summative assessments will be conducted, as appropriate, during the Distance Learning time.
- Students will be held accountable for their work, and Progress Reports and grades will be issued accordingly.
- Students who are English Learners will be provided with support to meet their language needs from their classroom teacher, and when appropriate, the ELD teacher.

- Students with IEPs or 504 plans will be provided with supports to meet their individual learning needs. The special education staff will work in concert with the classroom teacher to this end.

## **Appendix F**

### **Employee Support**

- Training (in-person or virtually) will be provided on:
  - The GUESD Reopening Plan overarching components and details
  - Healthy hygiene:
    - Frequent hand washing and proper technique
    - Cough/sneeze etiquette
    - Keeping one's hands away from one's face
  - Cleaning, disinfecting, and ventilating frequency, methods, and tools/chemicals in accordance with the Healthy Schools Act, CDPR guidance, and Cal/OSHA regulations.
  - Illness Prevention
    - Covid-19 virus information
    - Symptom screening including temperature checks
    - Self-monitoring
  - Physical distancing of staff and students
  - Proper use and cleaning of face coverings
  - Contact tracing
- Continued training on:
  - Social Emotional Learning
  - Other topics related to MTSS
- Staff are encouraged to contact Jenny Raschein, District Nurse, if they have Covid-19 health concerns regarding their student. Nurse Jenny is trained to oversee illness prevention, coordinate contact tracing, track exposure, and works closely with our local health department to ensure we have updated information about Covid-19 scientific knowledge, updated guidance, and testing information.
- Staff are encouraged to contact Pebbles Lomeli, Human Resources, if they have Covid-19 employment questions in relation to absences.

