

RESCUE UNION SCHOOL DISTRICT

AGENDA ITEM: School Re-Entry Plan

BACKGROUND:

In mid-march, all RUSD schools engaged in distance learning in response to the COVID-19 pandemic and a Shelter-in-Place Order issued by the State of California, as well as guidance from the El Dorado County Public Health and El Dorado County Office of Education.

At this time, RUSD administration and staff are developing reopening plans for the fall. RUSD continues to collaborate closely with El Dorado County Office of Education, El Dorado County Public Health, the other districts in the county, RUSD Board of Trustees, teachers and staff to develop our reentry plans. At this time, in accordance with the above mentioned agencies, we are planning a return to full time in a traditional in-person instructional model as well as offer the RUSD Frontier Virtual Academy for those not comfortable with a full return to school. This program will be a rigorous, standards based program with an online platform to provide consistency for students and families.

This item is an ongoing item on the agenda so as to provide the RUSD Board of Trustees with an update regarding our status and plans for the future.

STATUS:

A team of certificated, classified, administrative, and management personnel have been assembled to discuss reopening guidelines and provide procedural recommendations to the Board of Trustees of the Rescue Union School District. The committee has examined four main areas including health and safety, academics, social emotional supports, and technology needs. The discussion has also included the need for teachers and staff to be provided appropriate, professional development in use and development of virtual/digital curriculum, as well as cleaning instructions. A summary of the work to date will be provided. The Board will discuss the two programs to be offered and either vote to approve them or request additional research.

To support this work, a sign up form has been administered to families across the district for the Frontier Virtual Academy, along with a description of each program. The results of this sign up will be shared with the board.

FISCAL IMPACT:

Approximately \$300,000.00 has been allocated from state and federal funding.

BOARD GOALS:

Board Focus Goal I - STUDENT NEEDS

- A. Student Safety and Well Being: Enhance and encourage social, emotional, ethical and civic learning by providing a safe, supportive and diverse environment.
- B. Curriculum and Instruction: Provide a meaningful, innovative learning environment using Common Core, and other student content standards and research-based, progressive, effective instructional methodology, instructional materials, staff development and technology that will ensure student success in career and college.

Board Focus Goal II – FISCAL ACCOUNTABILITY

Keep the district fiscally solvent through prudent LCAP aligned budget processes in order to meet the needs of our students.

Board Focus Goal II - COMMUNICATION / COMMUNITY INVOLVEMENT

Establish and maintain consistent and effective communication that is transparent and timely in an effort to provide and receive information that will engage and educate our District and community.

Board Focus Goal IV - STAFF NEEDS

Attract and retain diverse, knowledgeable, dedicated employees who are skilled and supported in their commitment to provide quality education for our students.

Board Focus Goal V - FACILITY / HOUSING

Build, improve and maintain school facilities to meet current and future education needs while integrating the most effective and efficient use of resources.

Board Focus Goal VI – CULTURE OF EXCELLENCE

Create and promote programs that support, reward and incentivize employees to perform at exceptional levels for the benefit of our students.

RECOMMENDATION:

Staff recommends that the RUSD Board of Trustees adopts the 2020-2021 School Year opening Plan.

RUSD Classroom Guidelines for COVID

The following guidelines should be considered when arranging your classroom for traditional instruction during the Coronavirus Pandemic.

General Safety Measures

- Limited access will be allowed onto each campus. Parents of TK-1st will be allowed on campus to drop off and pick up their students but they must wear a mask at all times. Parents of 2nd-8th grade students are strongly encouraged to remain in vehicles at drop off and pick up time.
- Parent volunteers will not be utilized in the classroom.
- All field trips and assemblies will not occur at this time.
- Meetings between parents and staff should be conducted remotely whenever possible. If in-person meetings must occur, social distancing and wearing face coverings is required.
- **Orientations** and Back to School Nights will need to occur remotely.

Sanitation and Disinfecting

- Sanitizer stations will be available in all offices, classrooms, common areas.
- Standard precautionary measures to limit the spread of coronavirus, such as masks, face shields, privacy testing barriers, etc. are permissible. However, please speak with your site administrator prior to constructing, installing, or using any other devices. Large, heavy, or unwieldy barriers may cause fire hazards or present other unintended problems. All masks must be professional in nature.
- Extra hand washing stations will be installed at school sites.
- Classroom water fountains should not be used, unless it is to fill up a water bottle. Please encourage all students to bring their own reusable water bottle.
- Recycling programs that require students to touch objects that were handled by other people should be discontinued. Students should be encouraged to recycle their own water bottles, paper, etc. at home.
- Students' lunch boxes should be kept separate from others. Rather than placing all lunch boxes into a large bin or wagon, they should be carried by the owner to and from lunch. Principals will explain specific procedures for their individual sites.
- Staff will be trained on disinfecting, hand washing procedures, physical distancing, face covering and screening practices and protocols.

RUSD Classroom Guidelines for COVID

Classroom Guidelines

- To the extent possible, spread students desks out to provide more distance between classmates.
- When possible, configure student desks in rows with students facing the same direction.
- Assign students a specific desk and ask that they refrain from sitting or touching others' desks or property.
- Limit the sharing of materials between students. When possible, assign students the same, Chromebook, textbook, or other regularly used equipment. When students must share with students from their class or from other classes, encourage students to wash their hands immediately and refrain from touching their face during or after. Shared materials should be disinfected as soon as possible. Disinfecting guidelines will be explained in a staff training.
- Limit students' browsing of classroom libraries. When possible, select books for students or ask the library media coordinator to check one out to them from the library.
- Limit small group instruction where students must sit close together. If pull out instruction, such as RtI groups, is needed, ensure that students are appropriately distanced. Shared tables should be cleaned and disinfected prior to another group using them.
- Common seating areas in classrooms, such as couches and bean bags, should not be used unless they can be appropriately disinfected between student use and allow for social distancing.
- Comfort corners and other areas designed to regulate students may continue to be used, but should be disinfected between use. If objects such as fidgets, rainsticks, or stress balls, are used in these areas, they should be disinfected before another student uses them. Social distancing should be encouraged when possible.
- When possible, students should line up appropriately distanced from their peers and remain facing the same direction.
- Students should be reminded not to congregate at the teacher's desk or in other groups within the classroom.
- As practical, student assignments should be digitized to reduce the need to handle paper.
- For classes using tables instead of desks, teachers should consider taping off grids on the tables for students to stay in their area.

DRAFT 06.23.2020 – CUSTODIAL STANDARDS DURING COVID-19

Classroom Cleaning Standards

- Areas in classrooms to be disinfected nightly
 - Student desks and chairs
 - Classroom countertops/flat surface areas
 - All high touch surfaces – Doors, sinks, pencil sharpeners, light switches, etc.
 - Disinfectant will not be wiped off therefore food will not be allowed
- White Boards will not be cleaned
- Teacher work areas will not be cleaned
 - Teachers will be required to take IPM Training
 - Supplied with Clorox wipes for self-cleaning
- Skip cleaning will be required to cover night duties – some duties will not be completed to prioritize disinfecting
 - Schedules will be site specific
 - Checklist of duties will be created

CLASSROOM EXPECTATIONS FOR OCCUPANTS

- No food or drinks except water in classrooms
 - Exceptions may occur during inclement weather
- Recycling blue boxes are suspended during COVID cleaning schedules and all items will be placed in trash cans only
 - Recycling during lunch will occur
- Best practice is to minimize the number of trash cans and have near the door at end of day
- Students/staff will need to clear all countertops, floors, and desks at the end of the day in preparation of disinfection
 - Name tags on desks may be damaged due to disinfection process
- Student equipment/toys will not be sanitized by custodial unless identified and discussed by team
 - Other staff may be tasked with supporting this process
 - Look at method to streamline cleaning of equipment

Cleaning Expectation for other rooms/offices/bathrooms

- Non-essential/empty classrooms will be closed, signed and not used unless approved by Principal and Assistant Superintendent of Business Services
- Every site will identify a “clean” classroom to move to if needed
 - If a case of COVID has been identified that classroom will be closed and the “clean” room will be used until deep cleaning has occurred
- Every site will have two (2) health office areas one for regular needs and one as an isolation location for students to be if identified with symptoms
 - Staff will work with the principal and nurse to identify these locations and setup requirements
- Bathrooms, offices, MPs, gyms, and common rooms (i.e. breakrooms, work rooms, etc.) used will have areas disinfected if they are cleared of all debris by staff ahead of time.
 - Will try to minimize use of non-necessary rooms
 - Custodial will not clean breakroom equipment such as coffee pots, microwaves, refrigerators, etc.
- Drinking fountains will be turned off but filling stations may be left on
 - In the classroom sinks will only be used to fill water bottles
 - Daily sanitation will be necessary for sinks
 - Cups maybe provided to drink from classroom faucets
 - Highly recommended students/staff bring water from home
- Rooms identified as having a current COVID case will be deep cleaned including the teacher station, whiteboard, etc.
 - Additional procedures will be generated for this process.

Lunch Service

- Potential staggering of schedules
 - Will be site specific
 - Speak with Principal to determine timelines/processes
- Disinfecting of tables will be needed throughout lunch services
 - Current disinfectant will require 2 or 10 minutes dry time and then must be wiped off with clean wet rinse towel
 - Will work to have yard supervisors support
- Disinfecting of playground equipment
 - Large equipment such as jungle gyms will be closed

- May open up depending on current requirements
- Small equipment such as balls, ropes will need to be disinfected or be assigned to a single class

Mid-Day Cleaning

- Elementary Mid-Day Cleaning (during lunch)
 - High Touch Areas
 - Door handles
 - Hand rails (May be optional)
 - Classrooms Sink and faucets
 - Possibly K rooms once full day schedule starts
 - Bathrooms all high touch areas
 - Office Areas/Nurse Stations

- Middle School Mid-Day Cleaning
 - High Touch Areas
 - Door handles
 - Hand rails (May be optional)
 - Bathrooms all high touch areas
 - Office Areas/Nurse Stations
 - Classrooms
 - Could only be disinfected during lunch due to drying time requirements
 - Student Desks (may not be doable without support of teachers)
 - Sinks including faucets
 - Doors
 - Classrooms would not be available for use during lunches to complete disinfecting

Hi Custodial Team -

I wanted to share some exciting information with you regarding our plans to replace the QT products for disinfecting.

The District has purchased a machine (Hypogen 5.0) that will allow us to generate 15 gallons/day at 1000 ppm concentrate (ratio of water will determine final PPM) of hypochlorous disinfectant. This disinfectant will replace the QT products and will have some significant benefits including no PPE required, it can be touched while still wet, and it has a dwell rate for coronavirus as quick as a few minutes (depending on concentration). Hypochlorous is an EPA approved solution for killing coronavirus and is the ingredient that gives bleach its antimicrobial power. Additionally, there has been extensive research on the gentleness and efficacy of HOCl when it comes to killing bacteria. It is so trusted and effective, that hospitals use it as a disinfectant in both the US and Japan.

Some benefits of this product are we can provide this solution to teachers and staff to be used in classrooms and equipment with no toxic concerns or safety equipment, the solution can be sprayed and quickly the surfaces can be touched even if not dry, and we have the ability to produce enough for all needs for sites.

We are still working out details including how much we will dilute it, the confirmed dwell time, distribution to sites, and best methods for spraying. We are working with the folks at Folsom Cordova USD as they are implementing this system at their schools and so we hope to have more details soon. The delivery date is during the first week of August so we will have a short time to get everyone training and systems up and going with this new product, so I will be in contact soon to schedule dates for staff to get all the information needed to use this product for when students return.

We are also looking at different options for delivery of the solution including hand pump backpacks, electrostatic guns, and other options. We are also planning on getting 32 oz bottles for classrooms so that each teacher will have the ability to spray the solution as needed. If you have ideas of the best solution for your team or site, please email me.

Below and attached is some additional information for your review about the new system.

Please let me know if you have any questions.

Cheers
Sean

Hypochlorous Fast Facts:

- *Hypochlorous is naturally produced in the white blood cells of all mammals. Since it is endogenous, it causes no harm, neither tissue damage nor skin irritation.*
- *The white blood cells make it as needed to kill pathogens, including viruses, bacteria and fungus.*
- *Hypochlorous chemistry is used in many ways: for eye infections, to kill germs in neo-natal hospital wards with preemie babies, for eczema, to cleanse Stage IV diabetic ulcer, and to kill bacteria on produce in grocery stores through produce misters.*
- *Hypochlorous has been used in the medical field for years, and has many studies supporting positive results across numerous treatments and therapies.*
- *Hypochlorous chemistry is approved for use by both large governing bodies: the EPA for surface disinfecting and the FDA for use on skin. In Europe it's approved through the EU Biocide and CE Mark.*
- *Hypochlorous is even used to extend the life of fresh flowers, to eliminate germs on fresh eggs and even used to help rice plants grow faster.*

RUSD Instructional Models Offered for the 2020-2021 School Year

It is time to select the program that fits your family!

Dear RUSD Families,

Thank you for participating in our initial survey regarding your family's desired instructional model for the 2020-2021 school year. We greatly appreciate hearing from you and receiving your input. We also want you to know that we are very excited to welcome your students and families back this August! We have missed you.

The last few months have brought many changes to the way we all go about our everyday lives. Yet one thing has not changed – our students still need to learn and grow, and we are exceptionally proud of our community for continuing to rise to that challenge. Our staff is demonstrating flexibility and innovation in quickly developing ways to teach our students remotely as well as in person, and also the ability to provide meaningful social connections. We are proud of our students for increasingly taking charge of their own learning with independence and resilience. Our parents have done a wonderful job partnering with us too, as we navigate this unfamiliar territory. Rescue Union School District will continue supporting our students and families.

Based on current guidelines, recommendations, and discussion with the California Department of Education, El Dorado County Public Health, El Dorado County Office of Education, the surrounding neighboring districts, Rescue Union Board of Trustees, and also the survey data collected from our families, teachers, and staff, we will be providing two options for families. One option will be to return to a traditional model of instruction, full time, five days per week. For families who do not yet feel comfortable returning to school, we will also be providing a virtual academy with a limited amount of face to face contact and interaction with teachers.

In developing the plan of action for our families and staff, the District worked to balance issues including the local prevalence rate (i.e. the risk of the virus), impacts on the student and employee experience, and impacts on home and work life. With the understanding that the prevalence rate of COVID-19 could increase or decrease within our community, the District, in consultation with our County Public Health Officer, will consider modification of our programs as needed.

Please also note that each family will receive a COVID-19 Reopening Compact with very specific details regarding all aspects of our reopening, but the information below is intended for you to be able to make your decision regarding your child's educational experience for the start of the 2020-2021 school year.

Option 1: Traditional In Person Instructional Program

- All students selecting this program will attend their home school 5 days per week, full time, with the understanding that physical distancing within classrooms will be difficult.
- At this point in time, CDE Guidelines require face coverings. Until this requirement is lifted, we will need to require staff and students to wear face coverings except for times such as when outside for PE, lunch, and recess. ***(If a child or staff member has a health condition that makes a face covering dangerous, a doctor's note will allow that child or person not to wear a face covering.)***
- Classrooms will be arranged so that all desks face the same way, with as much space as possible between them.
- Classrooms with tables will establish a system by which to mark each child's area at the table.
- Each student will have their own texts, supplies, computer device, and materials so there is as little sharing as possible.
- Teachers will have individual clear partitions to utilize during small group instruction times so that students involved can socially distance safely.
- Additional disinfecting will occur mid-day in classrooms and common areas and each evening in all areas of the school.
- Students are strongly advised to bring their own filled water bottle each day. Drinking fountains will be turned off, but classroom sinks can be used to refill water bottles.
- Each room, common areas, and cafeterias will have additional hand sanitizing stations.
- Teachers, School Nurses, and Health Clerks shall provide developmentally appropriate instruction to students regarding hygiene practices necessary to stem the spread of the virus, how to wash their hands appropriately, and to keep their hands away from their face.
- Students will be prompted to wash their hands using sanitizer or soap and water before and after recess, prior to eating, after coughing or sneezing, and before and after using the restroom.
- We will require parents to screen their child/children each morning before bringing them or sending them to school. We will provide a list of screening questions. If you do not have a thermometer to use in taking your child's temperature each morning, you may ask for one from your child's school office.
- At the start of the year, schools will refrain from large group gatherings, such as in person field trips, assemblies, programs, and such. Schools will seek options such as virtual field trips. Award ceremonies and other special events will be held within classrooms with their own cohort of students.
- Cohorts of students will be kept together as much as possible at lunch, recess, and other times throughout the day to minimize contact with additional people.
- If a parent comes on campus, they will be required to wear a face covering and to physically distance in the office or walking anywhere on the campus.

- Extended Day will be provided by El Dorado County Office of Education before and after school. Information will come from EDCOE regarding signups for that program in the near future.

Option 2: RUSD Frontier Virtual Academy with Limited In-Person Contact With Teachers

Students selecting the Distance Learning Program, entitled RUSD Frontier Virtual Academy, will be assigned to a highly qualified, certificated RUSD teacher.

- Frontier Academy's foundation will be K-8 California State Standards Curriculum.
- Students will be graded using the RUSD report card system.
- There will be a comprehensive and robust learning platform where curriculum, communication with teacher, student performance data, and audio-visual tools will be housed and accessed by students, teachers, and families. The platform is adaptive and gives instant feedback to students as they work through activities. Parents are able to access the platform and monitor real time data alongside their student.
- Teachers will be able to upload additional materials, lessons, videos, and video-taped lessons into the platform for easy access for families.
- 6-8th grade students will have access to optional enrichment courses in addition to their four core subjects, such as art or Spanish.
- Frontier Virtual Academy will provide students with daily synchronous (live) instruction and support from their teacher. Participating students will also receive asynchronous instruction and resources through a standards-aligned online curriculum which will contain pre-recorded lessons, activities, and tutorials.
- Daily attendance is required with the virtual learning model, so students need to expect to be engaged daily in the lessons and class activities provided.
- K-5 Frontier Virtual Academy students are provided with a robust kit of standardized curriculum materials, such as workbooks, books and letter tiles that are delivered directly to the student's home at the start of the school year.
- Students may be invited to meet in person with their teacher in small groups. A schedule will be developed so that physical distancing can occur.
- Students enrolled in the Frontier program will remain simultaneously enrolled in their school of residence and may transfer back to the traditional setting in their neighborhood school as long as space is available at the grade level requested. To the extent possible, if a child desires to return to a traditional model, we will make every effort to honor your request to re-enroll in the home or previous school based on availability.
- Enrollment and related staffing for the Frontier program are being established now. Students wishing to enter the Frontier program after the start of the year, or after transferring back into the traditional program, may be placed on a waiting list, pending space availability. Enrollment into the program is not for short term absences from school. Students should plan on remaining in distance learning for a minimum of one trimester.

- Participation in the program requires students to engage in learning activities over the Internet. Participating students will need reliable Internet access and a device, such as a Chromebook or computer. If necessary, a device may be checked out to your child.
- Although the lessons and learning activities will be taught and facilitated by a Rescue Union School District teacher, parents, guardians, or caregivers with a student in distance learning should be prepared to provide additional academic support and encouragement to their child.

If you would like to select the Distance Learning Program for your child for the 2020-2021 school year, please fill out the application by clicking on the link below and sign up no later than Monday, July 13 to secure your spot in this program. If you do not fill out the link below, it will be assumed that you are selecting the traditional instructional model and we will assign your child his/her class at your home school.

[Link to Distance Learning Enrollment Form](#)

<https://forms.gle/LuCg5BFRDmBmUiN5A>

Thank you for your time and we look forward to serving you during the 2020-2021 school year..

Most sincerely,

Cheryl Olson, Superintendent

RESCUE UNION SCHOOL DISTRICT



DRAFT

School Plans

Green Valley School
Reopening Guidelines and Procedures for 20-21
DRAFT

This is a draft copy of Green Valley's reopening plan. It is continually being updated as we receive information and as we find areas that need adjusting.

General Information:

- Kindergarten Orientation on August 7
 - One parent per student in the gym with social distancing
 - Students to their classroom
- Back to School Night will be held virtually via zoom
 - Schedule and date to be determined- may need to be held over two nights
- IEP/504 Meetings will be in person with proper distancing
- When possible, for the first trimester, hold any parent meetings between teacher and parent virtually or by phone.
- No Field trips
- No Large Assemblies
 - Awards assemblies in classrooms? Or in the Plumb Center by grade level?
- No Parent Volunteers (at least through 1st trimester)
- No Parents on campus for pickup/drop off except for TK/Kinder and 1st grade students
- No switching classes for activities such as "Fun Friday" etc. (may look at teacher being able to switch rooms for academics)
- Teach and enforce hand washing (specifically after recesses and at lunch)
- No PTO events..... for now

Masks

- Currently mandated by governor
 - If mandate is lifted masks may become optional for both staff and students
- Worn at morning line up and when traveling to other places on campus
 - Do not need to be worn during outdoor recess activity
- We will have extras on site for those who do not have/ forget/ something happens to their mask

Arrival:

- Students will line up on black top before school (no playing for at least the first month- this will continually be evaluated based on health and safety of students and staff)
- TK and Kindergarten students will line up outside their classroom. Parents should be with their student and properly distanced. Students who arrive without a parent should wait in the Plumb Center. They will be walked to class.

- Students should not arrive before 8:40am (accept those having breakfast)
- Morning Announcements done via zoom for at least the first month

Classrooms:

- Desks will all be facing forward- no groups with as much space as possible between desks
- Small group tables wiped down between groups.
 - Teachers will need to do Pesticide training
- Students need to have their own materials (crayons, scissors, glue etc)
- No sharing of materials unless they can be cleaned between uses

Recess:

- Each grade level will have a designated play area for recess. Activities will be monitored for distancing. (for example: students can shoot hoops with basketball but no games at this time)
- Play structure will be available to grade levels on a rotating basis. It will be sprayed down each morning.
- Students will wash their hands at the end of each recess. (beginning too?)
- Classes line up in their designated spot on the blacktop. Each class will have two lines which will allow for proper distancing

Lunch:

- Lunch will be staggered to provide time for disinfecting tables between groups.
- Students will sit two to a bench at a table by class- Maximum of 8 students per table
- Tables will be spaced to provide distance
- Grab and go lunches only- no salad bar
- Students will not be entering lunch numbers to speed up the process for serving- workers will do this
- Students who eat first will carry their own lunch to the lunchroom. Each class will be designated a table outside for placing their lunch box so it is not in a bin mixed with others.
- Still working on a plan for where student lunches will go for those who play first as it is too hot to leave their lunches outside in the heat.

Restrooms:

- Students will be taught to wait outside when all stalls are in use and that when one person exits then the next student may enter.
- We will place markers on the ground outside to show students where to wait.
- Restrooms will be part of the midday cleaning schedule

Dismissal:

- TK dismissal as usual
 - Parents encouraged to social distance while waiting
- Kindergarten dismissal as usual
 - Parents encourage to social distance while waiting
- Bus
 - Students will walk to bus in socially distance line and board the bus from the back to the front with the exception of TK/K students who always sit in the front for safety reasons
- Car Pick Up
 - Still working on a plan for how we can appropriately distance students. Looking at designating areas alphabetically so children from the same family will be in the same area for pick up

Library

- Closed before and after school
- Mrs. V will pull books for students in Kindergarten and 1st grade students
- 2nd-5th grade can reserve books. (may be able to go in small groups to check out books)
- All books will be cleaned when returned to the library
- Mrs. V. will go to classes to read stories every other week

Computer Lab

- Used only by K-2
- Maximum of two classes per day- one am and one in pm with cleaning in between (wiping mouse, keyboard etc.)

Band

- Instruments 5th grade only by class so class cohorts remain together
- All 4th grade will receive music instruction

Office

- Limit the number of people in the office. If maximum number is reached people will wait outside
- Parents will enter and exit through the front door
- Students will enter and exit through the side door
- All deliveries will be left in the office- no parent delivery to classes (lunches, instruments etc.)
- Reduce seating to accommodate 6 ft distance
- No students should be sent to the office to finish work or for classroom time out without calling the office first.

Health Office

- Students may come to take medications
- All surfaces will be wiped down after each student's visit

- Sick students
 - Send to the office for evaluation
 - Call ahead to let us know they are coming
 - “Containment room or area will be utilized for students who display COVID type symptoms (either VP office or outside tent area)
 - Health office nurse will supervise and office staff will cover the health office if this occurs

Staff Lounge

- Each staff member needs to wipe down their table space after eating
- No parent volunteers in teacher workroom

PE

- Only one class at a time to ensure proper distancing
- Students will wash hands at the end of PE before going back into the classroom
- Any equipment used will be wiped down before being used again
- Units will be non contact activities for at least the first trimester

Extra Curricular Activities/ Events:

- None allowed at this time

What if there is a case of COVID 19?

- We will notify the District Office who will in turn notify County Public Health Official
 - County Public Health will evaluate and make a determination on next steps
 - We will follow the guidelines/recommendations that they put in place

DRAFT
Reopening of Jackson Elementary School
Thoughts, Guidelines and Procedures
July 1, 2020

Assumptions

- 1 Daytime Custodian; 1 Night time Custodian; Part time Custodian
- 25% Cut to Site Budget
- Much of this info is predicated on us being in Phase 3

General Information

- At this time, all stakeholders are expected to wear masks (Staff, Students, Parents). Parents can provide a doctor's note for their child not to wear a mask.
- Parents will do a health check of each child before coming to school in the morning to make sure the child doesn't have a fever or that the child isn't presenting as ill.
- Videos will be produced, one for parents, and one for students, and released via email, to review new guidelines one week prior to school starting.
- TK/Kindergarten Assessment Days (8/4 and 8/5) – Social Distancing; Parents wear masks.
- Kindergarten Orientation (8/7) in the Gym. Two sessions:11:00-11:30 and 12:00-12:30. One parent with the child, no siblings. Parents will have socially distanced seating in the Ruppel Center.
- Back to School Night will need to be virtual; Zoom meetings recommended
- Parent Conferences are in person (20 minutes in between for cleaning) or by Zoom if needed. You can also have two or three seating areas in the classroom so you can rotate and do three conferences and then clean.
- IEP Meetings are in person (Can be virtual if more than 8 people) - Order DocuSign or Check SEIS for virtual signature ability
- 504 Meetings are in person – B-3 (Can be virtual if more than 8 people)
- Try to hold any parent meetings between teacher and parent virtually or on the phone
- No Field Trips (Including at this time Spelling Bee, Oral Interpretation)
 - Creativity will be needed to provide virtual field trips or potentially having the trip come to us to observe from a distance.
- No Large Assemblies
 - Awards Assemblies in Gym by grade level OR
 - Can go into classrooms if needed
- No Class Plays or Presentations unless done virtually and only one class in a space at a time - No parents/visitors
- Classes should not cross mingle in closed in spaces
- No Parent Volunteers or Credentialed Volunteers at least through the first trimester (Will be evaluated)
- No Fun Friday Flip / Switching Classes for activities, 4/5th electives, etc.

- PTO support will need to be different than what is done in the past
- No Science Fair or make it Virtual with pre-recorded presentations from students
- Teach and enforce hand washing each time students come into class and before and after eating/restroom use.

Arrival

- Students line up at their own classroom on the purple X's each morning before school starts.
- Students are not to arrive until 8:45 am- school starts at 8:55 this year.
- Kindergarteners report to their building; One class lines up on each side of the building. Parents need to be with their student and social distance.
- Kindergarteners that arrive on the bus will be walked to the kinder line.
- Masks are strongly recommended for all parents coming onto campus to drop off their students (per state mandate).
- Parents walking their children to school from Fairchild Village and Saint Andrew's Village should stay at the front of the school and let their children walk to class if they are in 2nd-5th grade. Kinder and first grade parents can walk their children to the classroom line-up location and stay with them until the bell rings.

Recess

- Each class has their own bag of equipment (order rubber balls, soccer ball, basketball, jump ropes, etc.) and a tub of board games, chalk, etc.
- Each class is responsible to take it out and back at each recess.
- Students will have a colored lanyard for each class, They will wear the lanyards out to recess. The teachers will check the large map outside the Ruppel Center to see which play zone a class is assigned for recess and will walk the class to that zone. Restrooms will have three hooks for lanyards, one set for the boy's bathroom and one for the girl's bathroom, when all three hooks have lanyards hanging on them the restroom is full. Students wait on the purple Xs until someone comes out, retrieves their lanyard and the next student in line can hang their lanyard and go inside.
- Students wash their hands at the end of recess. Two large handwashing stations will be brought on campus.
- Yard Supervisor stationed at restrooms to monitor student entrance/upper blacktop zone.
- Basketball is "Knock Out" like games without physical contact.
- Other activities: 4 square and tetherball on lower blacktop.
- Classes line up in their designated locations arms-length apart (1st-3rd in marked areas around the Ruppel Center on Xs.) (4th-5th on upper blacktop)
- Two large handwashing stations will be installed for students to wash their hands (12 person washing stations)

Lunch

- Kindergarten eats on picnic tables under trees in lunch area. One class eats and one class plays in the Kindergarten area. Then they switch. Tables will be disinfected in between.
- Kindergarten aides will pick up school lunches.
- Lunch for 1st-5th will be staggered, half eat and half play (20 minutes) and then they have 5 minutes to switch. An airhorn will be used to signal the switch.
- Two tables per class inside the Ruppel Center so students can have extra space for seating.
- Tables cleaned and disinfected between class seating for first and second half of lunch.
- Grab and go lunches only (No salad bar and one entrée choice)
- Yard Supervisor to monitor line to ensure social distancing, students stand on purple Xs.

Library

- Closed before and after school
- Library will have a sanitation center located in the front of the library for students to sanitize their hands as they enter the library.
- Students in grades 1-5 will have a library pass made for them that will be kept in the classroom. This will be used as their library card.
- Zoom or similar format to read stories and or train students on Destiny
- TK & K students will have a pre-selection of books brought to class to pick from. Library bags will be provided, book will be placed in their bag and librarian will pick up basket of bags and then check out to students.
- 1-3 students would be coming into the library as a small group (5-7) for approximately ten minutes to pick from pre-selected books from the tables and possibly on top of shelves.
- 3rd grade students will be taught after several weeks to use Destiny to make a wish list and or place a hold on books.
- 4-5 students will be taught by Zoom or similar format to use Destiny to make a wish list and or place a hold on books. The Librarian will check out the first two books that are available to the student. Names will be placed on the books and put in cart for the class. Either the librarian or a student would bring the cart to the class. The Teacher can pass out books to students.

- Books can be returned into the book drop that will be located in front of the library daily.
- All books will be cleaned when returned to the library.

Computer Lab

- Closed.

Band/Music

- Students practice by instrument
- Spread out in the band classroom (Social Distance)
- Band will practice outside if Mrs. Olson wants whole group together.
- Julie Reimer will come to classrooms for music instruction and class recorders will be kept in classrooms in individual student cases and will be used once per week.

Classrooms

- Students and staff wear masks/face shields
- Desks all facing forward
- As much space as possible between desks
 - Each grade level will look at their rooms to assign a seating arrangement that will work for their respective grade level for all aspects of their day
- Small group tables wiped down between groups.
- Students all have their own materials (crayons, scissors, pencils, glue, ruler, etc) in their own pencil box.
- No sharing of materials unless they can be cleaned between uses.
- There will be midday cleaning of classrooms (i.e. doorknobs, sinks, counters, faucets).
- Students are asked to bring or have their own water bottles that they can fill. Students will not use drinking fountains.
- Students going to the Learning Center will need to wash their hands upon arrival. Each learning area will need to be wiped down between each group of students.

Front Office

- Drop off box for materials being handed in.
- Limit of numbers of people in the office; Folks wait outside to come in, X's on ground.
- People cannot come past the front counter.
- Parents only enter/exit through the front door

- Reduce seating to accommodate 6 ft distancing
- Limit number of people in the office, Xs on the floor for students signing in tardy.
- All deliveries of lunches, etc. left in the office, no parent delivery to classes.
- Parents cannot sign-in to eat lunch with their students or to volunteer.

Health Office

- Students may come up to take medications as done in the past
- All surfaces will be wiped down after each student's visit.
- Sick Students
 - Send sick students to the office for evaluation
 - Call ahead and let us know they are coming
 - Use "Containment Room" for students that may display COVID or other symptoms (Admin 3)
 - Health Office Nurse will supervise that space
 - Office staff will assist in the Health Office if this occurs

Students in the Office

- No students should be sent to the office to finish work or for classroom timeout unless on a referral from principal.
- Students sent to the office for discipline - you must call ahead to let us know they are coming.
 - Principal or Teacher-in-Charge may need to go and pick up that student

Afternoon Pick-Up

- Kindergarten
 - Kinder dismissal as usual along the kindergarten yard fence line and on the opposite side of the Kindergarten building. Parents - social distancing is encouraged and masks per state mandate.
- On Campus/Car Line Parent Pick Up
 - Parents can come on to the campus for picking up 1st graders and socially distance. Parents picking up for 2nd through 5th grade will wait in cars or in front of the school if on foot.
 - Teachers will have 4th & 5th classes on upper blacktop - students will be called by last name to car circle.
 - Students in 1st-3rd will have locations out in front of school for their class line as they wait for parent picking up in cars - their classes must stay lined up unless the student is walking home, going to Extended Day OR sees their parent out front on campus- then they can ask the teacher to leave the line.

- Parents will place name cards in their windshield to assist staff with pick up. School to provide name cards for windshields.
- Bus
 - Students will form line down below in front of the bus pull out- social distancing on Xs.
 - Staff supervision will monitor to ensure students are seated appropriately.

Staff Lounge

- Each staff member wipes down the table after eating.

P.E.

- Classes will line up on their spots outside for warm ups
- Students will wash their hands at the beginning and end of PE
- Units will be non-contact activities with social distancing encouraged
- PE specialist and principal will evaluate possible seating arrangements for students during inclement weather days.
- Equipment will be cleaned each day.

Extracurricular Activities

- No Cross Country
- No Basketball
- No Choir
- No JAG
- Volleyball has not been cancelled yet.

What will happen if there is a case of COVID-19?

- Notify Rescue District Office
- Notify County Health Office
 - They will evaluate
 - They will make a recommendation regarding closing a class/school
 - They will determine number of days of closure
 - They will determine number of quarantine days
- Custodial staff does cleaning and sanitizing in the classroom.
- County will notify us of official cases.

Things to think about...

Rainy Day Before School Procedures – Students currently meet in the Ruppel Center but we will have to have half of the students in the Ruppel Center and half eating in classrooms. If the rain is more than one day we will rotate the classes so they can switch and eat in the Ruppel Center and not have the same classes eating in classrooms day after day.

- Class Pictures will continue to use the Multipurpose Room. One class per time. Discussions will need to happen regarding class pictures in the Spring
- COVID Compact – Parents will be asked to sign an agreement of expectations to assist us with their children. That agreement is being developed.

**LAKE FOREST ELEMENTARY
REOPENING PLAN FOR AUGUST 2020**

July 9, 2020 Updated Version

Additionally, all stakeholders received this plan and had the opportunity to evaluate it, and submit questions and concerns for inclusion. Meetings with all staff and parent groups (SSC/PTC) were held this week via Zoom to gather feedback and suggestions. Questions and concerns brought to me from other parent emails regarding the opening of school were also considered in this plan

General Information/Beginning of the Year Activities

- Every effort will be made to provide the safest environment possible for our students in all areas of campus. The health and safety of our students is always the top priority. Each area of this plan will focus on social distance measures, hand washing and sanitizing materials used by anyone
- Parents commented and had numerous questions regarding the importance of sharing expectations with our learning community about new health protocols. It will be imperative that communication is sent to families as soon as it can be developed to improve implementation as quickly as possible
 - Class lists may be available to parents sooner than in recent years to establish home-school communication prior to the first day
 - Increased communication from the school regarding new guidelines (parents on campus, pick up/drop off, recess and lunch to name a few) will need to be sent as soon as possible so parents can discuss with their children prior to starting school
 - Use of videos developed by the I SWIM team in addition to morning announcements to remind students of school policies will be utilized
- Teaching and enforcing hand washing each time students come into class and especially before and after eating. This is a huge item for every staff member to remember and support
 - Two or three hand washing stations will be positioned in designated areas of the school to support the practice and

minimize loss of instructional time. They need to be in areas with water access and will be stored in the gym each night

- Ideally, at least one but possibly two stations will be located near the lunch area to improve access when eating and improve flow of traffic coming and going from the lunch area. This will assist in reducing the number of students in bathrooms as well
- Another station located between the B & C wings (where most students will be housed) may reduce loss of learning time before and after recesses and lunch.
- Adults will monitor each station (up to 12 students) and supervise distancing
- Hand sanitizer will be available throughout areas of campus
- The current state directive from the Governor's office states that students and staff wear face coverings at all times. The California Department of Public Health is encouraging students to wear masks as well. *We know that this is a big concern and we will reevaluate our policy on face coverings as new guidelines and protocols are received from the state, county and district in the coming weeks*
- All Teachers/Staff will have supervision responsibilities the 1st week of school to ensure that students know where to go and what to do
 - Visual markers and signs will be created in high traffic areas (lunch area, bathroom and office) to remind distancing procedures with students
 - Communication from school to home to reinforce procedures will be ongoing
- Many detailed schedules are still being developed and may depend on the number of classes we ultimately begin the year (Kindergarten procedures, recess and lunch schedules, yard duty supervision, and SEL supports)
- Kindergarten Orientation (8/7)
 - Social Distance Seating for families
 - Children will be able to attend and meet their teacher with safeguards in place
 - Kindergarten teachers will develop a plan for introducing themselves to new students. This may involve staggering times for each class

- Back to School Night (TBA) will be via Zoom/remote access
 - Parents will be notified of their child's class as soon as possible so information on the new year and expectations will be shared before the first day of school
 - Teachers Zoom with their families and email documents
 - Teachers may do multiple sessions to break up the group for better management of the presentation if needed
 - SEL support needs assessment will be sent out at the beginning of the year to collect feedback from families about students that we can support early in the year
 - Parent Volunteers will not be allowed on campus for at least the first trimester
 - We can still give out fingerprint clearing info for those who want to volunteer when possible
 - Art and garden docents will not be able to work with classes until further notice except for Gina Johnston, our Garden Coordinator
- Field Trips
 - No field trips will be scheduled during the first trimester of the year
 - The Coloma trip for last year's 4th graders was moved to November 30th but has now been cancelled. Alternate activities for this grade (current 5th) will be explored
 - Current 4th graders are scheduled to attend Coloma in May 2021. Decisions about that trip will be made later in the year.
 - Teachers and staff will continue to look for other enriching opportunities other than physical field trips (virtual trips like Sutter's Fort, etc.)
 - Visitors/presenters will not be scheduled in classes until the second trimester
 - The A Touch Of Understanding presentation (4th grade only) for early December is still scheduled but will be discussed in November
- Assemblies
 - Welcome/recess training assemblies usually held in the gym by grade level will most likely be given individually in each class by Bruce
 - Possible recording/streaming of award presentations

- No parents/visitors to any activity, even those in classrooms. We will look for ways to give parents virtual access
- PTC Events/Usage of Facilities by Outside Users
 - No PTC Events are likely to be scheduled for fall. Schools are looking into virtual fundraisers
 - A Read A Thon may be presented early in the year
 - Fall festival will likely not be possible
 - Movie Night (unless a socially distanced event can be established but that will need to be approved by RUSD)
 - Santa Breakfast TBD
 - No outside organizations will be able to use our facilities (gym) unless it's on the field or through EDH CSD
 - Classroom usage by outside organizations will have to be cleared through RUSD and abide by health/safety guidelines. This may not be possible until after the first trimester

Morning Drop Off

- Students will line up at their classroom door for the 1st week of school or another spot established by the teacher that encourages distancing and provides supervision
- Parents can stand with their child, but they will be expected to wear face coverings. The parent base will be encouraged to avoid being on campus before or after school if at all possible. Kindergarten and 1st grade families will be an exception during the first weeks of school (likely longer) to support our youngest learners
 - Kindergarteners will come to their classroom building A1, A2 or B2 and up line on numbers inside the fence. Parents need to be with their student and social distance with face coverings.
 - We can work to train our newest students to be more independent so that less adults are in each area
 - Support by Principal and other staff may be necessary in Kindergarten yard
- Teachers will train students on lining up at their respective spots on the blacktop *or develop a grade level area for each grade to sit before the bell rings such as the outdoor stage, in front of the library, areas between B & C or D & E wings of school. However, areas must be visible to supervising staff*
- Students line up before school and cannot freely roam the playground
- Students cannot arrive before 8:35 AM

- Only students and staff will be allowed into classrooms at the start of the year

Classrooms

- Students and staff will be required to wear masks/face shields (please see explanation above) as directed by recommendations from health professionals
- The district is providing 4 masks per student for the 1st 60 days of school.
- Desks all facing forward and not in groups facing one another
 - As much space as possible between desks
 - Each grade level will look at their rooms to assign a seating arrangement that will work for their respective grade level for all aspects of their day
 - Small group tables wiped down between groups
- Chromebooks will be issued to each student and not shared
 - Staff will monitor usage and distribution of technology to avoid unnecessary contact with multiple students
- Headphones will need to be bagged and labeled for each student. Ideally they will come from home but we will have units available for students.
- Students all have their own materials (crayons, scissors, pencils, glue, ruler, etc)
- Teachers will consider reducing the need for backpacks, which can take up classroom space
- No sharing of materials unless they can be cleaned between uses.
- Material list needs to be updated for each grade level and available for families on the school website. We will provide supplies for those unable to purchase them on their own
- Midday cleaning/disinfecting will be done in commonly used areas (Doorknobs, sinks, counters, etc.)
- Student desks will be cleaned daily after school
- Excess furniture will be stored to make space to create space in classrooms
- If at all possible, use only one trash can during the day. The teacher can have his/her own but please empty it into the larger receptacle to save time for the custodian
- Barriers for each class (as appropriate for the classroom) will be installed by the RUSD maintenance staff and school custodians

Academic Considerations

- Leveled math groups may not be implemented first trimester to avoid mixing students with different teachers
- Science class may involve the teacher (Mrs. Brazzel) coming to each classroom but will still be held primarily in room F3
 - Science prep schedule will be developed to keep grade levels together on a specific day and avoid additional cleanings of F3 if possible during the day. This will also depend on the total number of upper grade classes configured. Longer class periods may be necessary to accomplish this
- Buddy classes are not going to be scheduled until after the first trimester at the earliest
- Student helpers from Marina and ORHS are not available until further notice
- Blended classes will have to conduct lessons in their own rooms and not with others during the first trimester. If possible, a classroom aide will assist blended classes to provide more individualized instruction

Recess

- Students *will not* be required to wear face coverings outside at recess
- A yard supervisor will be designated to work with one grade level for recesses and lunch to reduce student contact and provide consistency for the students
- SDC classes will choose which recess/lunch time to consistently attend and avoid exposure to multiple classes
- Each grade level will have their own set of equipment that will be handed out by yard supervisors at the beginning of each recess
- Students in each grade are responsible to bring equipment back after each recess to appropriate bin
 - Color coded equipment by grade may be helpful to track by grade
- Play Areas:
 - Grade levels will play together at recess according to a rotating play area schedule.
 - The red and blue structures will be available to grade levels on a rotating basis depending on grade level (Blue for 1st-3rd & Red structure for 4th and 5th).
 - Cleaning for different groups after using the play structure is needed
 - Other areas for student rotation (changing daily) will be:

- Blacktop (basketball, 4 square and wall ball). *We could separate the blacktop into two areas.*
 - Field when possible
 - Classrooms (indoor games)
- Students will wash their hands before and after recess. Teachers will coordinate with yard duty about where (using stations, classroom or bathrooms)
- Drinking fountains will be turned off and students are encouraged to bring their own water bottles
- Yard Duty Supervisors will be scheduled to supervise a specific grade level group throughout the day. For instance, one person will be designated to supervise a certain first grade class, and will also work with them during lunch/lunch recess. They will assist in rotating the group appropriately throughout the day and week. They will watch this class/grade on the playground rotation throughout the week
- Games on courts, field or at the wall ball area will need to be reduced to small teams to avoid crowding, etc.
- Classes lineup on their lines when recess ends or in designated grade level areas. A routine for putting on masks, cleaning hands and reentering the class will be developed by teachers

Restrooms

- Yard supervisors/staff will monitor bathroom capacity and discourage overcrowding. Floor markers may be instituted to remind students of spacing while waiting
- Restrooms will be designated to certain grade levels to reduce multiple cleanings if possible. We only have three student restrooms on campus, so we will have to decide how to monitor/assign specific areas for each grade level to allow proper access and provide for cleaning
- Students will be encouraged to use restrooms at designated times, if possible, to reduce contact time between cleanings
- Paper towels will be provided in restrooms instead of air dryers to reduce airborne particles

Lunch

- Kindergarten *may* eat in the Kindergarten picnic table area (one class eats and one plays) on a rotating basis if space and scheduling allows

- Kindergarten aides will pick up school lunches if ready by the end of the aide schedule. Otherwise, yard supervisors will assist by bringing lunches to classrooms they are supervising
- Lunch will be staggered as usual *but we may look at having one class (Kinder) begin eating 20 minutes earlier than the others to assist with congestion in the play areas.* This would require additional yard duty time and would need to be cleared by the district. Ideally we are looking for solutions that don't necessitate adding hours. This may be ultimately decided based on how many classes we have
 - Kindergarteners will rotate to different play areas each day:
 - Play structure
 - Classroom
 - Grass or bike area
 - Other playstations that are easily cleaned
- Teachers will walk their classes to the lunch area.
- Each grade level will have their own area to sit with grade level peers
 - One will be in the gym
 - One group will be behind the gym outside
 - A rotating lunch schedule will be developed so that one table area is free to be cleaned between usage while the other is used by students
 - The gym may be big enough to hold two groups
 - Eating outside of classrooms on sunny days is possible
- Tables will be distanced as much as possible
 - Cleaned in between classes
 - Grab and go lunches only or lunches brought from home
 - Staff will monitor each line to ensure social distancing
 - Tables will be marked to remind students of spacing

Library

- The library will not open initially until late August/September
- A modified schedule will be developed so students do receive some library services
- The fall book fair will have to be offered online
- Library will be closed before and after school
- Bags for individual students may be used to allow check out but can be set aside later to ensure safety

- Mrs. Carpenter will create grade level appropriate bins of books that can be handed out in classrooms opposed to students perusing the collection (K-2nd)
- The “hold and list” features in Destiny program will be taught to students to select books in grades 3rd to 5th
- All books and materials will be quarantined when returned to the library
- Reading Counts quizzes and Reading Awards will be highly encouraged!

Computer Lab

- Our lab will be disbanded by the RUSD Tech Department and will issue all kids their own device (Kinder and 1st which currently are not 1:1)
- The room may be used for Health Services during the year

Band

- Mrs. Olson will see all band students on Friday
- Instrumental lesson times will be divided by grade level and class for pull out instruction (5th)
- Fourth graders will receive music instruction as a whole group in their individual classrooms
- If the group is small enough, F8 could be used. Depends on the number of band students and if social distancing can be created
- Band may practice outside or on the gym stage for more space if Mrs. Olson wants the whole group together

Office

- Masks will be required by parents and students entering office and will be available for those without
- No more than 3 non-staff members in office at one time
- Drop off boxes will be used whenever possible to avoid entry into the office
- Labeling of areas for waiting and addressing staff will be established
- All delivered items, instruments, assignments, lunches, etc., will be left in the office, no parent delivery to classes
- Back door and patio area will be open for staff to come and go without passing through office

Health Office

- Students will receive medications as in the past according to their specific schedule

- All surfaces will be wiped down after each student's visit
- Sick Students/COVID 19 symptoms observed. *This topic was addressed in meeting with all groups and of course we will adapt our policy as new information from health professionals is received:*
 - Teacher calls health office or secretary
 - Student is sent to the office with all belongings to avoid returning to room
 - Student evaluated by school health aide/nurse
 - We will utilize the containment room (empty office across from health office) for students that may display COVID or other symptoms
 - Health Office Nurse will supervise that space
 - Office staff will assist in the Health Office if this occurs
 - Students will wear a mask in office when being seen for symptoms regardless of mask requirements at that time
 - School will follow up for further direction on evaluation/notification of other students according to current practices

Students in the Office

- No students should be sent to the office to finish work or for classroom discipline unless on a referral from principal
- Students sent to the office for discipline must have a referral and staff must call ahead to let us know they are coming
- Buddy classes will not be able to be used for the time being for discipline or other time outs.
- Principal or Teacher-in-Charge may need to go and pick up disruptive students

Special Education/Intervention/504/Conferences

- IEP meetings will be in person (Can be virtual if more than 8 people)
- 504 meetings will be in person with Bruce (Can be virtual if more than 8 people)
- We will make every effort to hold any parent meetings between teacher and parent virtually or on the phone if possible for usual parent-teacher communication on progress
- Speech and Language services will continue but may be moved to a larger open room if A3 is too small for group work

- We will reassess trimester parent/teacher conferences later in the fall
- SDC mainstreaming will continue. Students in SDC will be placed in a same grade general education classrooms for academic/social instruction daily
- Student Study Teams will be available but only scheduled in Aug/Sept if absolutely necessary. Depending on the size of the group, the meetings may be held in person or via Zoom.
- Intervention groups will not begin until at least early September.
 - Groups will be made according to class or grade level to avoid mixing of students
 - Groups will be no larger than 6 students
 - Tables will be cleaned between groups
 - Pull out programs (Reading Intervention) may be a push-in format to start unless proper cleaning/safety procedures can be implemented in room F1 in between groups.

Afternoon Pick-Up

- Kindergarten/TK
 - Kindergarten will be dismissed at the play yard gates (front and back). Parents will need to remain behind the gate or outside the class door (A2) with social distancing in place
- Parent Pick up (1st-5th)
 - Parents will be allowed to stand near classrooms (or other designated area) to pick up dismissed students but wearing masks will be expected. It will be encouraged to pick up by car in either loop will be preferable to reduce campus congestion
 - Students will be walked to their designated line at either the west loop (near Marina) or in the east loop in front of the office. Students will wait with their class until called by staff to go to their parents car.
 - Parents can make name cards to display and assist staff with pick up.
 - No Safety Patrol students helping before or after school during at least the first trimester
 - The field may be another place for students to be picked up by parents on foot and/or various other locations like the ramp near Barisone area

- Crossing guards can walk students from across Kensington or Francisco in groups (masks) so that less adults need to enter campus at drop off or pick up
 - Bus transportation
 - Currently, only students in Mrs. Hart and Mr. Smith's SDC classes use bus transportation. They will be walked to the bus area by teachers and support staff
 - Staff supervision will monitor to ensure students are seated appropriately and remain distanced while waiting for bus to arrive
 - Spots on sidewalk to remind students of spaces who are waiting for the bus will clearly marked
 - Student seating in buses or vans will be facilitated by the driver

Staffroom

- All staff will clean area used after eating
- Protocols for using refrigerators and microwaves will be discussed
- No group potluck meals
- Mindful of distancing at all times
- Using patio will assist with staff lunch times

P.E.

- Students will wash their hands at the beginning and end of PE
- PE activities will be non contact skills with social distancing encouraged
- Equipment will be sanitized between class usage by teacher or custodian
- The gym will not be available for PE until further notice unless they can socially distance. Outside is best because they would not have to wear face coverings

Extracurricular and Fall Sport Activities

- Cross Country
 - County Season Cancelled
 - If we hold a cross country activity, it will only be for our own students and will be called a "running club" as in the past, possibly at recess within the recess rotation. There will be no meets with other schools in 2020.
- Volleyball
 - May not be possible as in the past.

- Shouldn't mix grade levels within team
- No games against other schools in 2020
- Basketball (TBD)
 - If a season is permissible, our season may only be with other RUSD schools and may start well after Winter Break
 - Intramural Basketball could be offered instead and would possibly be open to multiple grades
- Afterschool Enrichment (Fall, Spring Sessions)
 - PTC Enrichment offerings on hold until at least second trimester
 - Outside organizations must adhere to safety guidelines when allowed to rent facilities this year

Social and Emotional Health

- Our school and district recognizes the needs of our children to be supported during this challenging time.
- Practices will be largely be determined by Reopening Committee dedicated to Soc/Emotional health
- Needs assessments for students possibly requiring support will be going on all the time, but our documented yearly assessments will take place using school developed screeners in late August
- A parent questionnaire regarding student needs will be sent out at the beginning of the school year to identify students who need immediate support
- As a staff we will discuss all identified students during a staff development day
- Mrs. McKelvey, our school counselor, will be seeing students and providing supports to classroom teachers
- Group sessions and how they will be structured for health purposes will be determined in the fall
- Lunch bunch may be possible, but on a limited basis with only small grade level cohorts at one time unless a larger space is available

RUSD Classroom Guidelines for COVID

Lakeview Elementary Proposed Guidelines to Support Optimal Safety During COVID-19



The following guidelines are being proposed in order to offer the safest environment at Lakeview during the Coronavirus Pandemic. The safety measures and guidelines listed below are subject to change pending state or county recommendations and/or orders. Guidelines which were established through the work of the RUSD Reopening Committee are specified as “RUSD” and should be followed by all. The guidelines specified as “Site Specific” are meant for Lakeview only.

RUSD academic guidelines, social-emotional guidelines, technology guidelines, and custodial guidelines have been or are being finalized. Input from staff and parents will be gathered through survey or written feedback requests.

General Safety Measures (RUSD)

- Limited access will be allowed onto each campus. Parents of TK-1st will be allowed on campus to drop off and pick up their students but they must wear a mask at all times. Parents of 2nd-8th grade students are strongly encouraged to remain in vehicles at drop off and pick up time.
- Parent volunteers will not be utilized in the classroom.
- All field trips and assemblies will not occur at this time.
- Meetings between parents and staff should be conducted remotely whenever possible. If in-person meetings must occur, social distancing and wearing face coverings is required.
- Middle School Orientations and all Back to School Nights will need to occur remotely.
- Kindergarten Orientation will occur in person but social distancing will be encouraged when possible and face masks will be required. Food should not be provided or consumed. One parent per family would be invited and children including siblings shall not attend.

RUSD Classroom Guidelines for COVID

Sanitation and Disinfecting (RUSD)

- Sanitizer stations will be available in all offices, classrooms, common areas.
- Standard precautionary measures to limit the spread of coronavirus, such as masks, face shields, privacy testing barriers, etc. are permissible. However, please speak with your site administrator prior to constructing, installing, or using any other devices. Large, heavy, or unwieldy barriers may cause fire hazards or present other unintended problems. All masks must be professional in nature.
- Extra hand washing stations will be installed at school sites.
- Classroom water fountains should not be used, unless it is to fill up a water bottle. Please encourage all students to bring their own reusable water bottle.
- Recycling programs that require students to touch objects that were handled by other people should be discontinued. Students should be encouraged to recycle their own water bottles, paper, etc. at home.
- Students' lunch boxes and water bottles should be kept separate from others. Rather than placing all lunch boxes into a large bin or wagon, they should be carried by the owner to and from lunch. Principals will explain specific procedures for their individual sites.
- Staff will be trained on disinfecting, hand washing procedures, physical distancing, face covering and screening practices and protocols.

Arrival to Lakeview (Site Specific)

- Parents must screen their children for health concerns, using RUSD guidelines, prior to sending them to school each day. Students exhibiting symptoms of COVID-19 and students who have knowingly been exposed to COVID-19 in the last 14 days may NOT attend school.
- Students riding a bus to school must follow bus guidelines for COVID-19.
- Carpooling with other students, outside of the immediate family, is discouraged.
- Parents of TK - 1st grade students will be permitted to drop off and pick up their students. Face masks will need to be worn, and social distancing guidelines must be followed. Parents must exit the campus after escorting their children to class.
- Parents of students in 2nd-5th grades are strongly encouraged to drop their students off in the designated drop-off area.
- Students will be permitted to arrive on campus from various entry points.
- Students should not arrive on campus prior to 8:45 am (10 minutes early).
- Upon arrival, students must report directly to their assigned class meeting location. Teachers will need to work together to determine the best line-up location, review the

RUSD Classroom Guidelines for COVID

plan with Kathy and Scotty, then work as a team to mark line-up spots with temporary paint. A map will be created, indicating assigned areas, prior to the start of school.

- Classes must work to remain in a cohort and limit their access to others.
- Teachers will be trained to screen students as they arrive into the line-up area.
- Students exhibiting COVID-19 symptoms will be discretely asked to walk to the tent near the office for further monitoring. The office must be notified this student is on their way. When possible, the nurse or a staff member will meet and escort the student to the tent, maintaining six feet in distance.
- Students will need to be trained on procedures for entering their classroom. Hand washing and sanitizer opportunities must be structured throughout the day.

Classroom Guidelines (RUSD)

- To the extent possible, spread students desks out to provide more distance between classmates.
- When possible, configure student desks in rows with students facing the same direction.
- Assign students a specific desk and ask that they refrain from sitting or touching others' desks or property.
- Limit the sharing of materials between students. When possible, assign students the same, Chromebook, textbook, or other regularly used equipment. When students must share with students from their class or from other classes, encourage students to wash their hands immediately and refrain from touching their face during or after. Shared materials should be disinfected as soon as possible. Disinfecting guidelines will be explained in a staff training.
- Limit students' browsing of classroom libraries. When possible, select books for students or ask the library media coordinator to check one out to them from the library.
- Limit small group instruction where students must sit close together. If pull out instruction, such as Rtl groups, is needed, ensure that students are appropriately distanced. Shared tables should be cleaned and disinfected prior to another group using them.
- Common seating areas in classrooms, such as couches and bean bags, should not be used unless they can be appropriately disinfected between student use and allow for social distancing.
- Comfort corners and other areas designed to regulate students may continue to be used, but should be disinfected between use. If objects such as fidgets, rainsticks, or stress balls, are used in these areas, they should be disinfected before another student uses them. Social distancing should be encouraged when possible.

RUSD Classroom Guidelines for COVID

- When possible, students should line up appropriately distanced from their peers and remain facing the same direction.
- Students should be reminded not to congregate at the teacher's desk or in other groups within the classroom.
- As practical, student assignments should be digitized to reduce the need to handle paper.
- For classes using tables instead of desks, teachers should consider taping off grids on the tables for students to stay in their area.
- Food should not be consumed in classes and class parties should not involve food or activities in which students must share items.

Lakeview Classroom Guidelines (Site Specific)

- Students must wash their hands and wear masks upon entering the classroom.

Restroom Procedures (Site Specific)

- Students needing to take a buddy to the restroom must be trained to remain six feet apart. Buddy should wait outside of the restroom.
- Students must go, flush, wash thoroughly, dry hands with a paper towel, throw the paper towel in the trash can and go directly back to class.
- The number of students allowed in restrooms at one time will be limited to four.

Recess Procedures (Site Specific)

- Our bell schedule has been altered to promote optimal safety through limited exposure. Bells will no longer be sounded throughout the day - bells will only sound at the start and dismissal of each day.
- Students must wash their hands before entering the snack/recess area.
- Teachers will need to escort their class to the play areas at the designated play time.
- Students should bring water bottles for hydration and leave them in a specified area.
- There will be designated snack/play zones for classes (cohorts) for each recess (6-7 areas needed).
- A schedule will be made for each week, allowing classes variety in their daily play zones.

RUSD Classroom Guidelines for COVID

- Recess equipment will be used within each class play zone and sanitized after use.
- Students will be asked to freeze after the first whistle blows.
- After the second whistle blows, students will walk to their class line, facing forward and spaced appropriately. Markers will be painted on the blacktop.
- Teachers must pick classes up on time and escort them back to class.
- Classes will walk single file and stay to the right of any area.
- The play structure will likely not be used at this time.
- Kinder classes may play on the field to minimize numbers on the play yard at one time. Sanitization possibility of small play structure is being researched.

Lunch Procedures (Site Specific)

- Lunch and lunch recess times have been altered in order to keep numbers of students as low as possible.
- Students will now eat in grade level sessions, alternating inside and outside weekly.
- Teachers will need to escort their class to either recess or lunch, depending on their schedule. Students must wash hands before entering the lunch area.
- When entering the MP Room for lunch, teachers or yard supervisors will escort their class to the assigned tables. Students must enter through Door A or B and exit Door C or D. Those bringing lunch from home will go to their assigned table. Those playing first will set their lunches on an assigned table before playing.
- While eating lunch, students may not share food or touch others. Classes will be spread over 2-3 tables. Sticky dots will indicate spacing of seats.
- Students should raise their hands if they need assistance and should not get up without permission. Parents will be asked to pack lunches in easy-open packaging. Yards sups will wear gloves and sanitize after opening containers.
- The Lakeview quiet signal will be used to indicate the need for quiet and lunch dismissal.
- Students will throw away trash. If going out to play, they will place their lunch bag back on the assigned bag table and a yard supervisor will escort them to play. If going back to class, teachers will pick them up in the lunch area.
- Rainy days will involve classes eating on the stage and or classrooms.

PE Procedures (Site Specific)

- PE teacher will not be wearing a mask, due to medical needs. She will either pick students up outside of the classroom.
- Outdoor PE instruction with socially distant activities is encouraged whenever possible.

RUSD Classroom Guidelines for COVID

- Indoor PE instruction should be offered during inclement weather or during days with dangerous air quality. The classroom should be disinfected after each class.
- A blacktop and field area will be zoned for PE.
- PE equipment must be sanitized after each class use.
- Due to extended lunch periods, MP use will be severely limited at this time.
- Students will be assigned spots for lining up, stretching and activities/games.
- PE lessons and games will be structured to avoid contact.
- Wearing certain colors will be encouraged for classes (when important games are played, to avoid the use of too many pennies).
- Air high fives and air hand shakes will be used for encouragement.

Band Procedures (Site Specific)

- Mila will work with sites to establish appropriate procedures.

Office Procedures (Site Specific)

- Any student exhibiting COVID-19 symptoms should be escorted to the tent near the office by an adult. Student should bring their belongings with them. Teacher should call the office for help and ask the student to step outside of the classroom, with the door open for supervision, while waiting for the escort.
- Students must enter the office through the side door (near amphitheater) and wait in hallway for assistance. Masks must be worn in the office. Sanitizer will be provided for use. Students must sit or stand in specified area.
- Once student need is determined, permission will be given to enter for assistance.
- Students must exit through the front office door.
- Parents in need of office assistance will be asked to wait in a designated area outside and contact the office by phone, before entering through the front door.
- Parents will not be allowed to drop off homework, lunches, or band instruments which have been forgotten at home.
- Staff should enter the office through the Staff Room door.
- Please remain socially distant within the staff room and workroom.
- Wash hands upon entering the staff room or workroom.
- Disinfect key pad of copy machine before and after use, as well as other areas/tools used.
- Door knobs and common surfaces will be disinfected regularly.
- Whenever possible, please solve student office needs through phone calls or radio.

RUSD Classroom Guidelines for COVID

Dismissal and Pick-Up Procedures (Site Specific)

- TK-1st grade parents may pick up their students at classrooms after school. They should avoid arriving prior to 3:05 for pick-up, wear masks, and follow social distancing guidelines.
- Parents of students in 2nd-5th grades are discouraged from coming on site for pick-up. They should either meet their children in a predetermined location or pick them up in the designated pick-up area.
- Pick up procedures will be detailed and efficient. We are looking into a program where cars display a family number. Students have a tag, displaying that number on their backpacks. The number is called by a staff member once the car pulls in the pick up area. Students will line up, following guidelines, to wait for their car to pull forward. Staff will call their number to the "star" where the car will stop for loading.
- Staff should no longer open or close car doors for students, unless necessary.
- Students who are not picked up by 3:25 should remain outside the office window with staff supervision.

MVMS Reopening Procedures

July 2, 2020

Parent Feedback - Participants were Amanda Crowley, Colleen Triana, Samantha Casey, Shelle Limoncelli, Gina Johnson, Kelly Gordon

Questions Yet to be Addressed

- How are we mitigating the spread if we are not using social distancing guidelines?
- They would really like to see a block schedule for middle schools to reduce daily student contact.

Addressed in the Procedures Below

- Will the community be notified if a student or staff comes down with COVID.
- Do we put them on distance learning if they are diagnosed?
- What is the threshold for shutting down if there are cases of the disease?
- Do we have an outlined plan for shutting down?
- Can students bring cleaner to clean their desks?
- How are chromebooks being cleaned?
- Possible plexiglass or barrier. Music performance on Zoom as the kids play and parents watch or recorded for YouTube. (Students need digital media permission)
- Do parents need to wait for middle school students to get on the bus as well??
- Are students allowed to bring some type of wipes to clean their desks?
- Possible options to clean desks/surfaces/materials between students.
- Is it possible to shorten classes slightly to lengthen passing periods to clean?
- ChromeBooks- do students check one out for the day or how cleaned?
- Paper or mats a student carries from class to class to cover desk.
- Are we shutting down a class if a student is diagnosed with COVID-19?
- PE structure options: Students do their own PE and report minutes instead of class. Reduction of transitions/staying in same room for more than one class. Consider less than 30 students in class and number of students on campus/ hybrid or block schedule.

Teacher Feedback - Participants were: Shea Smith, Cathi Carnes, Daniel Childers, Laura Jarecki, Kami Larsen, Laura Bardini, Suzette Hubbard, Amy Trexler, Donna Bruch, Lisa Lawson, Liz Ulmer, Jamie Olson, Vickie Newton, Andrea Anderson, Christina Drever, Chris Yergensen, Melissa Jones, Karen Freed, Laura Dosh, Charlene Ferrara, Sami Gray, Gigi McBee, Ben Cain, Michele Noble, Janita Matzat, Amanda Crowley, Megan Ellis, Jessica Swartz, Scott Williams, Kate Gezi, Kim Cameron, Linda Stearn, Tara Lubic, April Kievernagel, Sarah Haliday, Jay Chopp, Sarah Ingraham, Soren Murphy, Cathy Avallone, Victoria Debenham

Questions Yet to Be Addressed

- Some teachers concerned and not comfortable about returning because the numbers in our county are changing.
- What if a student refuses to wear a mask or keeps taking it off... attend Frontier? Discipline?
- If the Gov's mask requirement changes to "optional" or recommended, versus required, will a teacher be able to require them in their own class for their own safety or due to health concerns?

Addressed in the Procedures Below

- What is our plan, as a classroom and as a school, when someone does test positive for Covid?
- Will we quarantine the entire school?
- When a student is confirmed having Covid will students and staff be tested and/or asked to self quarantine?
- If students have to quarantine, will that be considered independent study?
- Is there a threshold for the numbers in the county or the school?
- What about SPED students who have sensory issues or behavior issues that they can't or don't want to wear a mask. Can we legally require them to do distant learning?
- Chromebooks - are they checking one out? vs Cleaning
- Texts and novels - are they carrying them?
- The paper towel dispenser is disruptive & loud. Can we get fold over paper towels to set on the counter?^[P]_[SEP]
- Make a video with instruction on how to use recycle bins
- Can students wipe their own desk before they leave the room?

Students

Face Coverings- School appropriate face coverings are to be worn by students, staff, and parents while on campus. Exceptions are when students are outside for PE, lunch, and recess. If they do not have one, the school will provide a mask. Students with sensory or health issues will not be required to wear a mask if they provide a doctor's note. This will be part of the parent compact.

Morning Screening - Parents are asked to screen their child before sending them to the bus stop or taking them to school. This may include temperature checks and a list of questions to be developed by nurses. Students exhibiting symptoms of COVID-19 should not board the bus or go to school. Teachers will also perform a passive visual check on students as they arrive to the classrooms.

Transportation to School - Students should sit in the same seat each day when possible and should load the bus from back to front. Students riding to school on district transportation need to always face forward and are required to wear masks on the bus and at school. If siblings are riding the bus, they should sit together on the bus. If students are walking to school they should remain physically distant from each other. When driving students to school, parents will be encouraged not to carpool and only to transport their own students. This will be at the parent's discretion. Parents will not need to wait at the bus stop for middle school students.

Arriving at School - Students are now required to wear face coverings during school. If a student forgets their facemask, one will be provided by them. Students will continue to use multiple entry points to reduce student contact. Upon arrival at school, each student should go directly to their Grade Level Location (6th in the 6th grade quad, 7th into the lower quad, 8th to the lunch area/gym area. If students are observed exhibiting symptoms consistent with COVID-19 as they do arrive, they should be immediately brought to the school health office for additional screening.

Breakfast and Lunch - Upon entering the kitchen area, students are to observe the physical distance marking on the floor as they wait to pick up their food. Students eating breakfast will eat in the cafeteria. Students will be supervised eating lunch in the lunch area, amphitheater, and garden club areas. Staff will regularly visually screen students throughout the entire break. The lunch tables will be disinfected in between each lunch and each lunch will disinfect its recess equipment between each lunch. The option of grade level specific equipment will also be explored.

Breaks and Traveling on Campus - Students will be asked to clean their hands when leaving for and returning from break. Students will be divided into grade level cohorts and will be encouraged to socially distance themselves. Social distancing visual reminders will be painted throughout school. Traffic flow visuals will also be painted throughout the school. 7th grade to have break after 3rd period. 6th and 8th after 2nd period and in separate areas to keep grade level cohorts separated.

Sanitization - Students will be trained on washing their hands appropriately and be asked to sanitize their hands upon entering and exiting classrooms, the library, the kitchen area, the MP, and the gym.

When Symptoms are Observed in a Student - When COVID-19 symptoms are observed, students will be sent to the office with their backpack etc. to be evaluated by the school nurse. Students will be isolated in a designated space and sent home if symptoms are consistent with COVID-19. Guardians will be required to immediately pick up their students. If a student comes down with COVID or symptoms of COVID, County Health will be notified about the student's possible condition and begin working with the family as to testing, possible quarantine, contact tracing, recovery, and when the student can return to school. County Health will also work with the school to communicate with the community. Students who are required to stay at home will be placed on independent study during their recovery. We are working closely with County Health and the El Dorado County Office of Education. County Health is providing the guidance for those contingencies and is the agency that will be directing any type of closures. We will also be developing plans for partial operation or part time attendance once we finalize the current reopening plans. Again, we will be working with County Health on if and when those plans should be activated.

Facilities

Bussing - Busses will be cleaned and disinfected before any route. Drivers could possibly fog between routes. Hand sanitizers will be used entering the bus.

Hand Washing and Sanitizing - Hand washing stations will be at school entrances and in classrooms. Hand sanitizer will be provided as students enter and exit the classrooms, in the kitchen, in the MP, and in the Gym. Handwashing stations will also be available in the lunch area and up in the sixth grade quad area. Students will be instructed to clean their hands when entering and exiting classrooms. Teachers will have paper towels on the counter instead of the dispenser so students can just pick up the towel without the classroom disruption. Students will be allowed to wipe their own desks as part of our classroom cleaning protocols but will not be required to wipe down the desks.

Campus Cleaning - The classrooms and campus will be disinfected each night for the following day along with a daily disinfectant of common areas daily. A mid-day cleaning of classrooms, the office, and the bathrooms will be provided. The office will be closed daily for a mid-day cleaning. The lunch tables will be sanitized between each lunch. Students are allowed to bring their own cleaning wipes to clean their desk and other surfaces that they are using. Teachers will be provided cleaning supplies to clean desks between periods.

Drinking Fountains - Drinking fountains will be shut down outside and in the classroom so students will be encouraged to bring a water bottle to school. Students will be encouraged to carry personal water bottles and to fill them at the classroom sinks and/or bottle filling stations.

PE Equipment - Teachers will sanitize PE and lunch time equipment prior to new usage. PE equipment will be sanitized between classes. Additional PE equipment will be ordered.

Lunch Playground Equipment - Lunch equipment will be divided by grade level cohorts.

Restrooms - Staff will monitor restrooms to discourage overcrowding and restrooms will be divided into grade level cohorts. Paper Towels will be provided instead of air dryers to reduce the movement of airborne particulates.

Office Visits/ Health Office - No more than five non employees will be permitted into the office at a time. Face coverings will be required in the office/health office until otherwise communicated. Students will only be sent to the office for significant health, educational, or behavioral concerns. Health office will be reserved for students with Non-COVID symptoms and will be limited to two additional people for a total of no more than three people (including health related staff members).

Library - Small numbers of students will be permitted at a time in the library to promote distancing. Library books will be quarantined and/or disinfected upon return and sanitizing stations will be available

Classrooms

Core Classes - Students should be facing forward and no longer in groups or in Socratic seminar arrangements. Tables will be marked with each student's place. Each student will have their own texts, supplies, computer device, and materials so there is as little sharing as possible. Teachers will have individual clear partitions to utilize during small group instruction times so that students involved can socially distance safely.

Textbooks - Students will need to bring their textbooks and novels to and from school.

Chromebook - Students will have a chromebook checked out to them like a textbook.

PE - Until further notice, students will not be dressing out for PE. Students will need to bring and/or wear athletic shoes and will need to dress in clothing that permits proper PE movement. Students will do warm-ups and activities outside as weather permits. PE equipment will be sanitized between each class with the district cleaning solution.

Music Classes - Music classes are divided by grade level cohorts. Music Social distancing will be taken into consideration and additional spacing will be applied when available. Music Classes may practice outside when weather permits. Large music classes can hold class in the MP room to spread out. Music performances will be postponed until further notice. Virtual concerts or prerecorded concerts may be an option as a substitute for performances.

Staff and Parents

Parents on Campus - Parents continue to be welcome on campus. When walking students to school, parents should not congregate and should drop their students at school entrances. Parents and students need to wear face coverings when they come on campus.

Masks and Face Shields - Masks will be worn by staff in the classroom and while on campus. Face shields will be available for teachers to use.

Staff Cleaning Supplies - The staff will be provided cleaning supplies to clean their desk area in their classrooms.

Staffroom - Staff will be responsible to socially distance themselves while in the staffroom and will be encouraged to wash hands upon entry and exit of the staff room. Cleaning wipes available in the copy rooms and staff rooms so staff can wipe items down before and after use. Additional disinfection will occur in staff rooms and common areas.

Staff Attendance - Staff will self-monitor their health. Staff will remain home if ill or displaying symptoms.

Staff Meetings/Collaboration - Staff meetings and collaboration meetings will be held through video conferencing as the school year begins.

Activities

Back to School Night - Our back to school night will be held virtually for parents. More information will be coming.

Sports - Sports competition between schools will be postponed until further notice. Intramural

sports will be available for student participation. Reinstating school athletics will be evaluated as the school year progresses.

Assemblies and Dances - Assemblies and dances will be postponed until further notice. This includes the end of trimester awards ceremonies. Award ceremonies will be held in individual classrooms.

Music Concerts - Concerts will be postponed until further notice. Virtual concerts are an option.

PBIS Instruction Day - The PBIS instruction day will be held in the classrooms by the teachers and incorporate instruction on sanitary and social distancing requirements.

Enrichment Activities - We will be looking into providing virtual enrichment classes or after school club activities remotely.

Social and Emotional Support

Needs Assessment - Teachers and parents will be provided with a screener to assess the emotional needs of students at the start of the year. Students participating in distance learning will be provided this assessment on August 24th. Screeners for on campus students will be provided on August 31st. A Wednesday collaboration meeting will be held to discuss the needs of our students.

Physical Distancing - Lessons will be provided to students on the importance of physical distancing and the wearing of masks.

Providing Support - Counselors will provide support for students at school and through office hours for those participating in distance learning.

Parent Committee Comments/Questions:

Would like district to clearly communicate the following:

- System for checking out chromebooks. Is every kid guaranteed one?
- Communicate on upgrading air filters & how often they will be changed
- Quickly or very soon communicate the need for families to purchase face coverings. & clearly articulate what is allowed and not allowed: shield, mask...
- Communicate science behind vinegar solution for disinfection. Communicate if the health department backs it. Some would prefer bleach or proven CDC items be used throughout day and night cleanings. Some said they prefer more natural such as vinegar.
- Communicate that it is recommended for students to bring their own lunches if they can and to not share food.
- Would like clarification on why we are using terms such as “encourage sanitizing/handwashing” vs. mandatory and required.
- Would like a point person “health” expert who is an employee to be assigned and contact information given to parents: Janie Carlson???
- Would like to know if health department is going to work with families/school to provide cheaper testing/free testing
- Can we have outside distancing music concerts (fall concerts)
- Would like further information on independent study due dates if students are out sick with COVID-19. Will they have a few extra days to do all the work due to being too sick to do while “sick”?
- As soon as we have contingency plans, share them out. Would like a much more structured program or would like to know all families will have access to Frontier Academy or like it if school is closed down again.
- Would like Reading counts open to take tests at home since libraries will not be as accessible.
- Inquires about midday cleaning of common areas especially restrooms and eating areas.

PGMS ROC Draft Guidelines

June 17, 2020

Health and Safety

Health and Safety

Health and Safety Discussion

- Focus Areas
 - Area 1 - Social distancing and barriers

PG DRAFT: Reopening Plan

- Area 2 - Disinfecting and student hygiene
- Area 3 - Screening and Quarantining:

District Transportation to plan to come from Dee Spillers

FOCUS AREA 1 -

- *Students riding to school on district transportation need to always face forward.*
- *Students should sit in the same seat each day when possible.*
- *Wearing masks/Face Covering on the bus would be optional for students and drivers. Now required by the state.*
- *For middle school students, load from the back to the front as much as possible.*
- *If siblings are riding the bus, have siblings sit together on the bus.*
- *When parents purchase a bus pass in the transportation department only one person may enter at a time.*

FOCUS AREA 2 -

- *Buses cleaned and disinfected before any route. Drivers could possibly fog between routes.*

FOCUS AREA 3 -

- *Ask parents to screen their child before sending them to the bus stop, including questions and temperature checks. Questions to be developed by nurses.*
- *Students exhibiting symptoms of COVID-19 should not board the bus or go to school. We would either send the student home or drive them back home.*
- *Parents will need to be at the bus stop in case a child exhibits symptoms and needs to return home.*

Travel to and from School

Area 1

- Parents are asked to screen their students prior to leaving home.
- Please socially distance while walking to and from school.
- We will encourage parents not to carpool and only to transport their own students.
- Continue to use multiple entry points to reduce student contact.
- Parents walking students to school should not congregate and drop their students at school entrances.
- Social distancing visuals will be located outside in the bus zone and/quad.

Area 2

- Parents and students need to wear face coverings when they come on campus.
- Upon arrival at school, each student should go directly to their Grade Level Designated Location in the Quad (6th, 7th & 8th grade separation).
- Students will be asked to socially distance while waiting for the first bell.
- Washing stations at school entrances and in classrooms.
- Hand sanitizer will be provided as students enter the classroom.

Area 3

- Teachers will do a passive visual check as students enter classrooms.
- Students exhibiting symptoms of COVID-19 should not come to school.
- If students exhibit symptoms consistent with COVID-19 as they do arrive, they should be immediately brought to the school health office for additional screening.

Morning Breakfast

Area 1

- Students need to go to their grade level specified congregation points upon arriving at school unless

PG DRAFT: Reopening Plan

they will be eating breakfast.

- Students will enter the kitchen area, be served breakfast, and eat in the multipurpose room.
- There will be social distancing floor visuals in the kitchen/cafeteria area to promote distance learning.
- Yard duty will encourage social distancing and spread students out while sitting at tables to eat.

Area 2

- Campus will be disinfected each night for the following day.
Breakfast tables will be disinfected before lunch.
- Handwashing stations will be available in the lunch area and up in entrance areas
- Hand sanitizers in each classroom/kitchen/MP/GYM.
- Students will be trained on washing their hands appropriately.

Area 3

- Parents are asked to screen their students prior to leaving home.
- Teachers will do a passive visual check as students enter classrooms.

Cafeteria/Lunch

Area 1

- There will be social distancing floor visuals in the kitchen/cafeteria area to promote distance learning.
- Yard duty will encourage social distancing and spread students out while they are sitting at tables to eat.
- Additional tables will be available inside the cafeteria. Students can choose to sit inside or outside.
- Outside tables will be limited to 4 students per table vs. the usual 6-8.
- There will be a reduced number of lunch choices. Students will be encouraged to have a backup selection “think about backup selection to keep line moving”.
- Yard duty will be placed at the line entrance into the food area and encourage sanitizing.
- Cafeteria staff will place food on trays for students vs. students picking up food.
- Third “pizza window line” will be eliminated.
- Students will be required to remember their lunch number to enter into the machine/and or work with the lunch crew to identify students and enter numbers. Hand sanitizer will be located near the keypad.
- Social distancing line visuals will be placed near the outside service food window.

Area 2

- Handwashing stations will be available in the outside lunch area in addition to the sinks in the restrooms attached to the MPR/Cafeteria
- Hand sanitizers in each classroom/kitchen/MPR/GYM.
- Students will be trained on washing their hands appropriately.
- Disinfect cafeteria/eating areas after each group eats. Once students are done eating, they will no longer be permitted to sit at tables and socialize.

Academics/Classroom/ Learning Center

Area 1

- Until further notice, students are now required to wear face coverings during school. If a student forgets their face covering, one will be provided by them. However, students should have back up face coverings in their backpacks.
- Students should be facing forward and no longer in groups. Socratic seminar setups should be safe.
- Social distancing visuals will be placed outside classrooms to assist with lining up.
- When applicable, students will use alternative doors for entering and exiting. When not applicable, students will exit rooms while the next class waits on social distancing visual markers (creating spacing between entering and exiting students).

PG DRAFT: Reopening Plan

Area 2

- Daily disinfectant of common areas.
- Hand sanitizer stations will be available in each classroom and students will be instructed/encouraged to use them when entering and exiting the classroom.
- Drinking fountains will be turned off/off limits outside and in the classroom so students will be encouraged to bring a water bottle to school.
- Face shields will be available for teachers
- Mid-day cleaning of classrooms will be provided.

Area 3

- Nurses would determine whether or not a student needs to go home.
- Nurses will develop a process to use with ill students, including wearing a mask if possible, on the way to the office.
- 1.) Students come to the office if exhibiting symptoms of illness.
- 2.) Evaluated by the nurse. If possible COVID-19 infection is suspected then:
- 3.) Isolate the student in the conference room, tent, or nurses office.
- 4.) Call the parent to take the student home.
- 5.) The student is sent home and parents are notified that their student is exhibiting symptoms similar to COVID-19.
- 6.) The student remains home until student no longer exhibits any COVID-19 symptoms or we receive confirmation that the student does not have COVID-19
- We will follow the Health Department's recommendations regarding when a child can return to school.
- PBIS Day will be held in the classrooms by the teachers and incorporate sanitary and social distancing requirements.

Classroom Music

Area 1

- Classes are divided (for the most part) by grade level cohorts
- Social distancing will be taken into consideration and additional spacing will be applied when available
- Classes may practice outside when weather permits
- Music performances will be postponed until further notice
- Majority of risers will be removed from music room to create more available space to distance chairs
- All unnecessary furniture and instruments will be removed to provide more space for distancing

Area 2

- Students will be encouraged to sanitize/wash hands upon entering and exiting
- Mid-day cleaning/sanitizing

Area 3

- See above classroom screening expectations

PE

Area 1

- Until further notice, students will not be dressing down for PE.
- Students will need to bring and/or wear athletic shoes.
- Students will need to dress in clothing that permits proper PE movement.

Area 2

- Wash stations will be placed on the black top.
- Placement of sanitizing stations in the Gyms and MPR.

PG DRAFT: Reopening Plan

- Sanitization of equipment between classes.
- Students will carry personal water bottles.

Area 3

- See above classroom screening expectations.

Break

Area 1

- Students will be divided into grade level cohorts.
- Students will be encouraged to socially distance themselves.
- Social distancing visual reminders will be painted throughout school.
- Traffic flow visuals will be painted throughout the school.

Area 2

- Students will be encouraged to wash and/sanitize before going to and from break.
- Yard duties will monitor restrooms to discourage overgrouding.

Area 3

- Break yard duties will regularly visually screen students throughout the entire break.
- See above for steps taken if a student is displaying symptoms.

Restrooms

Area 1

- Restrooms will be divided into grade level cohorts.
- Paper Towels will be provided instead of air dryers.
- Restrooms will be periodically screened for overcrowding & students will be reminded to wait outside if the restroom is full.

Area 2

- Yard duties will monitor restrooms to discourage overgrouding
- Students will be reminded through the use of regular PBIS lessons how to properly wash hands.

Area 3

- Break yard duties will regularly visually screen students throughout the entire break.
- See above for steps taken if a student is displaying symptoms

Libraries

Area 1 (Info in red added this week)

- Small numbers of students will be permitted at a time to promoted distancing
- Students will reserve books using Destiny/Follett
- Only (20) Library computers can be used at a time and will be spread out to promote distancing
- Limited amount of students before/after school to allow social distancing
- Limited amount of students during lunch (must have a pass) to allow social distancing
- Open during break only to print (maximum number to be determined based on social distancing)

Area 2

- Library books will be quarantined and/or disinfected upon return.
- Sanitizing stations will be available.

PG DRAFT: Reopening Plan

- Library computers will be sanitized between lunches and/or off limit to students if sanitization is not available.

Area 3

- See above for steps taken if a student is displaying symptoms. Librarians and teachers will continuously visually screen students.

Office Visits/ Health Office

Area 1

- No more than five non employees will be permitted into the office at a time.
- Face coverings will be required in the office/health office until otherwise communicated.
- Students will only be sent to the office for significant health, educational, or behavioral concerns.
- Health office will be reserved for students with Non-COVID symptoms.
- Health office will be limited to two additional people for a total of no more than three people (including health related staff members).

Area 2

- Office will be wiped down throughout day.
- Closing of office for a mid-day cleaning. - Still working out logistics
- Students will be asked to wash/sanitize hands upon entering and exiting the health office.
- Team needs to establish a sanitizing routine for student use of office computers. Possibly keep computers behind the secretary desk. Students will request the use of a computer to print. Secretaries will sanitize computers once students have completed their task.

Area 3

- Students displaying COVID symptoms will be quarantined in alternate rooms.
- Guardians will be asked to sign a COVID Parent School Compact regarding protocols and procedures for health and safety.
- Guardians will be required to immediately pick up students displaying symptoms.
- When a student needs to be sent to the Health Office, the teacher needs to communicate with Health Office personnel and have the child put on a mask unless a child cannot wear one. Send a child's backpack, jacket, and lunchbox with them at the time.

Staffroom

Area 1

- Staff will be responsible to socially distance themselves while in the staffroom.

Area 2

- Encourage staff to wash hands upon entry to staff room,
- Wipes available in the copy rooms and staff rooms so staff can wipe items down before and after use.
- Additional disinfection will occur in staff rooms and common areas.

Area 3

- Staff will self-monitor their health. Staff will remain home if ill or displaying symptoms.

Reopening of Rescue Elementary School

Thoughts, Guidelines and Procedures

Updated June 29, 2020

Assumptions

- 1 Daytime Custodian; 1 Night time Custodian; Part time Custodian (2.0)
- 25% Cut to Site Budget
- Much of this info is predicated on us being in Phase 3
- Current mandate by the Governor is for students and staff to wear face coverings (6/18). There is still debate on whether or not this will be required of schools. California Department of Public Health is encouraging students to wear masks.

General Information

- Kindergarten Orientation (8/7) in the Gym. ~Social Distance Seating
- Back to School Night (8/13) will be virtual (Prerecorded Video from Mr. Haley; Teachers Zoom with their families).
 - Teachers may do 2 sessions to break up the group for more individualized communication if needed
 - Teachers could prerecord sessions and there will be a question link for families to ask questions and receive responses from the teacher.
- Parent Conferences are in person (20 minutes in between for cleaning)
 - Possibly only have only the conferences by request by either the family or the teacher.
 - Conferences could be on Zoom.
- IEP Meetings are in person (Can be virtual if more than 8 people) - **Order DocuSign or Check SEIS for virtual signature ability**
- 504 Meetings are in person – B-2 (Can be virtual if more than 8 people)
- Try to hold any parent meetings between teacher and parent virtually or on the phone
- No Field Trips (Including at this time Spelling Bee, Oral Interpretation)
 - Looking to provide more creative ways for students to experience field trips (i.e. virtual trips; perhaps having the trip come to our site)
- No Large Assemblies
 - Awards Assemblies in Gym by grade level
 - Can go into classrooms if needed
 - Possible recording of assembly events
 - Can we host assemblies outside?
- No Class Plays or Presentations unless done virtually and only one class in a space at a time - No parents/visitors
- Classes should not cross mingle in closed in spaces
- No Parent Volunteers at least through the first trimester
- No Fun Friday Flip / Switching Classes for activities, etc.
- **No PTO Events – For now...At least as we have previously done them.**

- No Science Fair or make it Virtual with pre-recorded presentations from students
- All Teachers will have supervision responsibilities the 1st week of school to ensure that students know where to go and what to do.
- Teach and enforce hand washing each time students come into class.

Arrival

- Students line up at their classroom for the 1st week of school. Parents can stand with their child, but they will need to wear face coverings.
- Teachers train students on lining up at their respective spots on the blacktop
- Students line up before school
- Students are not to arrive until 8:40am
- Kindergarten report to their building; Parents need to be with their student and social distance with face coverings.
- Kindergarteners that arrive on the bus will go into the Gym; Karrie Roberts will walk them to class.
- Only students will be allowed into classrooms at this time.
 - First Day Photo stations will be available; communication will be sent home ahead of time.

Recess

- Each class has their own of equipment (order rubber balls, soccer ball, basketball, jump ropes, hula hoops, etc in grade level colors)
- Each class is responsible to take it out and back at each recess
- Play Structure is available to grade levels on a rotating basis (i.e. Monday – 1st; Tuesday – 2nd; Wednesday – 3rd; Thursday – 4th; Friday – 5th)
- Students wash their hands at the end of recess.
- Handwashing stations will be placed for students to wash their hands. One by Kindergarten and one near the main playground.
 - Handwashing before AM recess and before lunch.
- Drinking fountains will be turned off and students are encouraged to bring their own water bottles.
 - Perhaps PTC can provide water bottles for students this year?
- Yard Supervisor stationed at restrooms to monitor student entrance
- Basketball is 3 on 3 only and half court
- Other activities: 4 square, soccer pass back,
- Classes line up in their designated locations arms-length apart

Lunch

- Kindergarten eats in the Kindergarten area (1/2 eat and half play)
- Kindergarten aides will pick up school lunches
- Lunch will be staggered (i.e. 2/3 eat; 1st grade plays and they switch, etc.)

- Utilize inside/outside eating for grades 2 and 3
 - 3rd grade eats outside picnic table area
 - Students getting school lunch come into the Gym via the East entrance and exit the West entrance to the picnic table area
 - 2nd grade eats inside the multipurpose room
 - All 2nd grade students sit at their designated tables
 - Staff will call up students getting school lunch by class to get in line after 3rd grade has received their lunches
- 2 students on each side of each table by class
- Open table between students (restaurant style)
- Cleaned in between classes
- Both 4th and 5th grade will eat in the multipurpose room
- Grab and go lunches only
- Staff monitor line to ensure social distancing

Library

- Closed before and after school
- Students in grades 2-5 can reserve books using Destiny/Follet
 - Needs to be on the Clever page
 - Parents need to be made aware of how to access the E-Books on Destiny for students
- Mrs. Allen will put out books for students in grades K-1 for checkout
- All books will be cleaned when returned to the library.
- Possible continued virtual reading to continue?
- Can Reading Counts be available at home for students to assist since they cannot access the quizzes in the library before or after school? – This really will provide maximum accessibility for students.
 - We can provide a video giving directions on how to use Reading Counts.
- Can Reading Counts tests be available on paper?

Computer Lab

- Closed except for...
 - 1st and 2nd grade - One class per day with cleaning in between classes

Band

- Students practice by instrument
- Spread out in the classroom (Social Distance)
- Band will practice outside if Mrs. Olson wants whole group together.

Classrooms

- Students and staff maybe asked to wear masks/face shields
 - The District is providing 4 masks per student for the 1st 60 days of school.
- Desks all facing forward
- Chromebooks will need to be issued to each student
 - What if classes don't have a class set of Chromebooks? Can they be shared? What is the protocol?
- Headphones will need to be bagged and labeled for each student
- As much space as possible between desks
 - Each grade level will look at their rooms to sign a seating arrangement that will work for their respective grade level for all aspects of their day
- Small group tables wiped down between groups (Teachers need to do Pesticide Training or use soap and water)
 - Could students bring their own wipes if they wished to use them on their desk?
- Students all have their own materials (crayons, scissors, pencils, glue, ruler, etc)
- No sharing of materials unless they can be cleaned between uses.
- Possible tape barriers showing student spaces for students on tables or common spaces?
- Material list needs to be updated for each grade level and available for families on the school website.
- Midday cleaning/disinfecting will be done of commonly used areas (Doorknobs, sinks, counters, etc.)
- Student desks will be cleaned daily after school.
- Excess furniture will be stored to make space to create space in classrooms.
 - Janice will work with each teacher

Front Office

- Drop off box for materials being handed in.
- Limit of numbers of people in the office; Folks wait outside to come in
- People cannot come past the front counter
- Parents only enter/exit through the front door; Students can only access the student entrance
- Reduce seating to accommodate 6ft distancing
- Limit number of people in the office, dots on the floor for students signing in tardy.
 - Door will be open and office staff will manage folks that enter.
- All deliveries of lunches, etc. left in the office, no parent delivery to classes

Health Office

- Students may come up to take medications as done in the past
- All surfaces will be wiped down after each student's visit.

- Sick Students
 - Send sick students to the office for evaluation
 - Call ahead and let us know they are coming
 - Use “Containment Room” for students that may display COVID or other symptoms (D-1)
 - Health Office Nurse will supervise that space
 - Office staff will assist in the Health Office if this occurs
 - Can the Office send out Health and Safety reminders for families that have to call their child out sick? (i.e. requirements regarding returning)

Students in the Office

- No students should be sent to the office to finish work or for classroom timeout unless on a referral from principal
- Students sent to the office for discipline must have a referral and you must call ahead to let us know they are coming
- Buddy classes will not be able to be used for the time being for discipline or other time outs.
 - Principal or Teacher-in-Charge may need to go and pick up that student

Afternoon Pick-Up

- Kindergarten
 - Kinder dismissal as usual at the gate; Parents behind the gate with social distancing encouraged
- On Campus Parent Pick up
 - Parents picking up for 1st through 5th grade will wait at picnic table area with social distancing encouraged. No waiting outside of classrooms
 - Parents can pick up by Rescue West
 - Possible Rescue West if families have a Kinder and a sibling?
- Car Line
 - Students will be seated outside of library with social distancing encouraged
 - Parents will place name cards in their windshield to assist staff with pick up
 - Have signs that remind parents to put their name in a car visor
 - Could teachers preprint student names on paper?
 - Could teachers volunteer to come and help out at Car Line for the 1st week? (4 to 5?)
 - Possible “Xs” placed on the wall and the ramp
 - Students pick a spot and stay there.
 - Could we have an updated video for proper procedures?
 - How to properly wear masks
 - Could PTC help make them?

- Bus
 - Students will line up in the Multipurpose Room by bus with social distancing encouraged
 - Staff supervision will monitor to ensure students are seated appropriately

Staff Lounge

- Each staff member wipes down table after eating
- What will Thankful Thursdays look like?

P.E.

- Classes will line up on their spots outside for warm ups
- Students will wash their hands at the beginning and end of PE
- Units will be noncontact activities with social distancing encouraged
- PE specialist and principal will evaluate possible seating arrangements for students during inclement weather days.
- Equipment will need to be cleaned each day.

Extracurricular Activities

- Modified Cross Country
 - Have team, but only compete against self
- Basketball (TBD)
 - If a season is possible, only doing it within Rescue; no outside schools
- Afterschool Enrichment (Fall, Spring Sessions)
 - Is this possible?
 - Limit number of students to 12?
 - Outdoor Options?
 - Be creative about what is offered
 - Gardening Option?

What will happen if there is a case of COVID-19?

- Notify Rescue District Office
- Notify County Health Office
 - They will evaluate and determine next steps (Class relocation, student quarantine info, etc.)
- Custodial staff does cleaning and sanitizing
- Notification to class/school?????

Random Things I Hadn't Thought Of...

- Rainy Day Before School Procedures – Students currently meet in the Multipurpose room and it is very crowded. Classrooms?
- Adjunct Duty List adjustment to meet COVID requirements?
- Will Reading Counts be accessible at home?
- At what point will PTC events be allowed? Phase 3 or 4?
- Can we use our Comfort Corners?
- Class Pictures a composite of individual pictures not a group picture
 - Set up by Library to make it quick
- Will families be able to switch to Distance Learning if numbers go up?
- Would the District require additional contacts on Parent Portal in the event that students needed to be picked up?
- Is there any testing for students/staff regarding COVID?
- Emphasis on continued communication regarding the expectations for Health and Safety
- Can there be a video for families to watch prior to complete the COVID compact? They would have to watch the video prior to signing and acknowledging the compact?
- How can we celebrate student birthdays?
- Possible parent volunteers that could assist with Before School or After School getting students to where they need to go? Parents are willing to help and want to know how they can help.

RESCUE UNION SCHOOL DISTRICT

AGENDA ITEM: Board Policy Updates

BACKGROUND:

The Governing Board believes that its primary responsibility is to act in the best interests of every student in the district. The Board also has major commitments to parents/guardians, all members of the community, employees, the state of California, laws pertaining to public education, and established policies of the district. To maximize Board effectiveness and public confidence in district governance, Board members are expected to govern responsibly and hold themselves to the highest standards of ethical conduct.

STATUS:

The following new policies are submitted to the Board for second reading and possible consideration of approval.

BP 0470 COVID-19 Mitigation Plan
BP 4113.5, 4213.5, 4313.5 Working Remotely
BP 6157 Distance Learning

FISCAL IMPACT:

NA

BOARD GOAL(S):

Board Focus Goal I – STUDENT NEEDS:

B. Curriculum and Instruction: Provide a meaningful, innovative learning environment using Common Core, and other student content standards and research-based, progressive, effective instructional methodology, instructional materials, staff development and technology that will ensure student success in career and college.

Board Focus Goal III – COMMUNICATION/COMMUNITY INVOLVEMENT:

Establish and maintain consistent and effective communication that is transparent and timely in an effort to provide and receive information that will engage and educate our District and community.

RECOMMENDATION:

Board receive the above listed policies for second reading and possible consideration for action.

RUSD Board Policy, Administrative Regulations and Board Bylaws
July 14, 2020

POLICY	TITLE	REQUIREMENT
<i>First Reading</i>		
BP 0470	COVID-19 Mitigation Plan <i>Adopt</i>	<p>As districts and county offices of education prepare to reopen schools in the fall while putting into practice social distancing, sanitation and other recommendations from state and local health departments, CSBA understands the difficult decisions our members are facing. Districts will require significant resources to reopen safely in the fall as they continue to face unprecedented challenges due to COVID-19 — that is why CSBA will continue our statewide advocacy efforts for additional state and federal funding that schools desperately need. Social distancing will require smaller class sizes and master schedule changes to provide healthy and safe environments for students and staff. Properly disinfecting schools and maintaining safe learning environments will be a top priority for students, staff and parents. All of these efforts will require additional staff and increased costs at a time when K-12 education may face significant budgets cuts.</p> <p>When and how to reopen campuses remains a local decision that should be made in consultation with state and local health officials. To assist districts in reopening school campuses, CSBA has created sample Board Policy 0470. The policy is intended for use during the coronavirus pandemic and supersedes conflicting provisions in other district policies and regulations, thereby eliminating the need to temporarily revise other policies and regulations. When the Governing Board determines, in conjunction with guidance from state and local health officials, that district operations may resume in a manner that makes this policy inapplicable, it should be removed from the district’s policy manual. In the meantime, we hope you will find these policies useful as you navigate the challenges of COVID-19 response in the service of California’s public school students.</p> <p style="text-align: right;">6/2020</p>
BP 413.5 4213.5 4313.5	Working Remotely <i>Adopt</i>	<p>New policy addresses issues applicable to employees who work from home or another remote location, whether due to a school closure resulting from a widespread illness, natural disaster, or other emergency condition or upon the request of an individual employee. Policy clarifies that there is no entitlement to work remotely and that employees who are granted the ability to work remotely are subject to the same compensation, benefits, or other terms and conditions of employment appropriate for the position. Policy also addresses work hours, work environment, use of district equipment, reimbursement of expenses, safeguarding of district records, evaluation of job performance, and discontinuance of the remote work arrangement at the district's discretion.</p> <p style="text-align: right;">4/2020</p>

RUSD Board Policy, Administrative Regulations and Board Bylaws
July 14, 2020

POLICY	TITLE	REQUIREMENT
BP 6157	Distance Learning <i>Adopt</i>	<p>New policy addresses the provision of distance learning opportunities to students, whether to all students due to a school closure or to individual students or classes as an alternative instructional method for academic purposes. Policy presents examples of the types of distance learning opportunities that may be offered, based on the California Department of Education's <u>COVID-19 Guidance for K-12 Schools</u>. Policy also addresses teacher training and support, availability to all students, use of district equipment, communications with students and parents/guardians, and grading criteria. Policy includes additional considerations in the event of a school closure, such as prioritization of content as well as maintenance of continuity, routine, and regular connections with students.</p> <p style="text-align: right;">4/2020</p>

CSBA Sample Board Policy

Philosophy, Goals, Objectives, and Comprehensive Plans

BP 0470(a)

COVID-19 MITIGATION PLAN

The following policy establishes actions that will be taken by the district to provide a safe learning and working environment during the coronavirus (COVID-19) pandemic, and shall supersede any conflicting language in existing district policies or administrative regulations until the Governing Board determines that the need for this policy no longer exists. The Board acknowledges that, due to the evolving nature of the pandemic, federal, state, and local orders impacting district operations are subject to change without notice. In the event that any federal, state, or local order may conflict with this policy, the order shall govern.

(cf. 2210 - Administrative Discretion Regarding Board Policy)
(cf. 5141.22 - Infectious Diseases)
(cf. 9310 - Board Policies)

The Board may also adopt resolutions or take other actions as needed to respond to such orders or provide further direction during the pandemic.

The Board recognizes that students and staff have the right to a safe campus that protects their physical and psychological health and well-being. School campuses shall only be open when deemed safe for in-person instruction. The Board's decision to reopen school campuses for classes, before or after school programs, child care centers, and/or preschool programs shall be made in consultation with state and local health officials, the county office of education, and neighboring school districts. The district shall evaluate its capacity to implement safety precautions and to conduct full or partial school operations, and shall consider student, parent/guardian, and community input.

(cf. 0400 - Comprehensive Plans)
(cf. 0450 - Comprehensive Safety Plan)
(cf. 3516 - Emergencies and Disaster Preparedness Plan)

Prior to the return to on-campus teaching and learning, the Superintendent or designee shall provide to students, parents/guardians, and staff current information about COVID-19, including its symptoms, how it is transmitted, how to prevent transmission, the current recommendations from the state and local departments of public health, and any other information and/or resources to prepare for a safe return to on-campus teaching and learning. The Superintendent or designee shall also provide information on the processes and protocols the district will follow to minimize the health risks associated with COVID-19, including, but not limited to, physically separating individuals (social distancing), limits on large gatherings, the provision of personal protective equipment (PPE) such as masks and gloves, and the sanitization of facilities.

(cf. 4131 - Staff Development)
(cf. 4231 - Staff Development)

COVID-19 MITIGATION PLAN (continued)

(cf. 4331 - Staff Development)

(cf. 6020 - Parent Involvement)

Student Support

The Board recognizes that the consequences of the COVID-19 pandemic, including fear for one's safety, the economic crisis, the loss of school-based relationships, and disruptions in student learning, impact all students but may have a disproportionate effect on the youngest students, students with disabilities, those students most vulnerable to basic needs insecurity or child abuse and neglect, and other at-risk students.

(cf. 0415- Equity)

As school campuses reopen, staff shall provide a caring and nurturing educational environment for students. The district may provide instruction on social-emotional well-being to all students, including information on how to deal with stress and anxiety in healthy ways and the importance of emotional well-being for academic success.

(cf. 6142.8 - Comprehensive Health Education)

Staff shall pay careful attention to students' increased mental health concerns. Counseling, other support services, and/or referrals to other agencies shall be available to assist students in dealing with the social and emotional effects of COVID-19, such as stress, anxiety, depression, grief, social isolation, and post-traumatic stress disorder.

(cf. 5141.5 - Mental Health)

(cf. 5141.52 - Suicide Prevention)

(cf. 6164.2 - Guidance/Counseling Services)

(cf. 6164.5 - Student Success Teams)

As needed, the district may provide referrals of students and families to basic needs assistance or social services, and may assess students for eligibility for the free and reduced-price meal program or assistance under the McKinney-Vento Homeless Assistance Act.

(cf. 6173 - Education for Homeless Children)

The Superintendent or designee shall ensure that staff understand their obligations as mandated reporters to report suspected child abuse or neglect, regardless of whether the student is on campus or participating in distance learning.

(cf. 5141.4 - Child Abuse Prevention and Reporting)

The Superintendent or designee may provide information to staff and parents/guardians regarding how to provide mental health support to students. The Superintendent or designee

COVID-19 MITIGATION PLAN (continued)

may also provide counseling to staff who are experiencing emotional difficulties as a result of COVID-19.

Instruction/Schedules

The district shall offer a combination of on-campus instruction and distance learning to meet the needs of all students.

(cf. 6157 - Distance Learning)

(cf. 6158 - Independent Study)

The Superintendent or designee shall work with school principals, teachers, other staff, students, and parents/guardians to recommend to the Board a schedule of on-campus instruction for each school. If all students cannot attend on-campus instruction for the entire school day due to space limitations as a result of social distancing requirements, the Superintendent or designee shall consider arrangements for rotating groups of students, such as on a daily or weekly basis, and/or shall provide on-campus instruction to students with the greatest need for in-person supervision.

(cf. 6111 - School Calendar)

(cf. 6112 - School Day)

Priority for on-campus instruction shall be given to the lowest performing students, students with disabilities, elementary level students, students at risk of child abuse and neglect, homeless students, foster youth, and English learners. To the extent practicable, the district shall also consider the needs of essential workers, as designated in the Governor's executive orders, for child care during normal school hours.

(cf. 6173.1 - Education for Foster Youth)

(cf. 6174 - Education for English Learners)

On-campus instruction may be prioritized for subjects that are difficult to deliver through distance learning, such as laboratory science, art, or career technical education.

For distance learning, lessons may be delivered through live video sessions, pre-recorded lectures, or other technology-based distance learning platforms and/or the district may supplement on-campus instruction with home assignments. As much as possible, distance learning shall be provided through small-group synchronous learning.

Appropriate training shall be provided to teachers and other instructional staff involved in distance learning, including training on how to use any technology or platform approved for distance learning by the school and opportunities for the sharing of best practices among instructional staff. Available training resources may also be provided to students and parents/guardians when necessary.

COVID-19 MITIGATION PLAN (continued)**Evaluation of Academic Progress Following Campus Closure**

Upon return to on-campus instruction following an extended campus closure, the Superintendent or designee shall evaluate the impact of the campus closure on students' academic progress. Such evaluation may:

1. Address student-specific needs arising from the transition back into on-campus instruction
2. Consider whether or not a student has experienced a regression of skills and/or lack of progress
3. If regression and/or a lack of progress is present, identify opportunities for recovery, including supplemental educational services and/or new or different support services

(cf. 6179 - Supplemental Instruction)

For students with disabilities, the evaluation of academic progress shall also be used to determine whether an additional or revised individualized education program (IEP) or Section 504 plan is needed for the student to be academically successful when returning to on-campus instruction. The Superintendent or designee may prioritize urgent student need in scheduling initial and triennial assessments and annual IEP meetings. The Superintendent or designee shall ensure district compliance with all procedural timelines for IEPs and Section 504 plans as required, unless amended by executive order.

(cf. 6159 - Individualized Education Program)

(cf. 6159.1 - Procedural Safeguards and Complaints for Special Education)

(cf. 6164.6 - Identification and Education Under Section 504)

Grading

For each grading period, student progress shall be reported in accordance with BP/AR 5121 - Grades/Evaluation of Student Achievement. However, in the event that school campuses are closed for an extended period of time during any grading period, the Board may, upon recommendation by the Superintendent or designee, adopt one or more alternative grading policies which may vary by grade level or type of course. Options for such grading include, but are not limited to:

1. Assignment of final grades based on the student's grades when the campus shutdown occurred, with opportunities to increase the final grade based on progress through distance learning or other assignments and assessments
2. Assignment of pass/no pass grades for all courses

COVID-19 MITIGATION PLAN (continued)

3. Grading based on students' understanding of applicable course content through assessments, projects, portfolios, or other appropriate means

(cf. 5121 - Grades/Evaluation of Student Achievement)

Health Screening of Students

To the extent feasible, students shall be screened for COVID-19 symptoms before boarding a school bus and/or upon arrival at school each day. The Superintendent or designee shall work with local health officials to determine the appropriate means of screening, which may include temperature checks with a no-touch thermometer.

If the screening indicates a fever or other COVID-19 symptoms, or if the student exhibits symptoms at any time during the school day, the student shall be placed in a supervised isolation area until the student's parent/guardian is contacted and the student can be transported home or to a health care facility. School staff may provide the parent/guardian with referrals to school or community health centers for further testing.

(cf. 5141 - Health Care and Emergencies)

(cf. 5141.3 - Health Examinations)

(cf. 5141.6 - School Health Services)

Student Absence and Attendance

The Board recognizes that COVID-19 will continue to impact the attendance of students following the reopening of school campuses. The Superintendent or designee shall notify students and parents/guardians of expectations regarding school attendance. Such notification shall direct any student who contracts the virus or lives with someone who has been diagnosed with COVID-19 to stay home in accordance with state and local health directives so as to curtail the spread of the disease.

Students who are infected with COVID-19 shall be excluded from on-campus instruction until a medical provider states in writing that the student is no longer contagious. (Education Code 49451; Health and Safety Code 120230; 5 CCR 202)

Students who are identified as being in a high-risk population for serious complications from COVID-19 because of a medical condition may request assessment and accommodations under Section 504 and/or an alternative instructional method that allows the student to continue receiving instruction off campus.

When a student is absent, the student's parent/guardian shall notify the school of the reason for the absence. A physician's verification of a student's illness or quarantine may be submitted, but is not required.

(cf. 5113 - Absences and Excuses)

COVID-19 MITIGATION PLAN (continued)

If a student would otherwise be required to attend on-campus instruction but is kept home by the parents/guardians due to concerns for the welfare of their child, the principal or designee shall work with the student and parent/guardian to find alternative means of instruction, which may include distance or blended learning, independent study, printed class assignments, or other reasonable means.

(cf. 6154 - Homework/Makeup Work)

The Superintendent or designee shall maintain enrollment and student attendance data, including the participation of students in distance learning, and shall report data in accordance with state requirements.

The district employee designated as the attendance supervisor pursuant to Education Code 48240 shall track patterns of student absence throughout the district and regularly report such information to the Superintendent. When a student who is participating in distance learning repeatedly fails to check in with the teacher when required, the teacher and/or attendance supervisor shall attempt to contact the student or parent/guardian to resolve the issues leading to the absence.

(cf. 5113.1 - Chronic Absence and Truancy)

(cf. 5113.11 - Attendance Supervision)

Social Distancing

In order to maintain a campus environment that allows for social distancing, the district shall assess the capacity of school facilities, including classrooms, cafeterias, multi-purpose rooms, gyms, and outdoor areas, and determine the means by which the facilities can best be utilized considering space and time alternatives. To the extent reasonably possible, the district may:

1. Within classrooms, space desks at least six feet apart and position them in a way that limits students facing each other
2. Stagger students in areas of high traffic, such as when students are using lockers, lining up for class, or passing between classes
3. Mark six-foot boundaries within classrooms, common areas, outdoor spaces, and places where students are likely to gather so that students and staff are more readily aware of and can more easily abide by social distancing requirements
4. Utilize restroom stalls and sinks in a manner that allows for social distancing, such as limiting the number of students and/or staff who may use the restroom at a time, blocking off every other stall or sink from use, and/or marking six-foot boundaries

COVID-19 MITIGATION PLAN (continued)

5. Minimize the mixing of students from different classrooms in common spaces, such as in cafeterias and libraries
6. Conduct recess and physical education classes in a manner that allows for social distancing and minimizes the use of physical education equipment
7. Assess the capacity of school buses and develop a plan for bus routes and bus seating consistent with social distancing objectives

(cf. 3540 - Transportation)

(cf. 3543 - Transportation Safety and Emergencies)

8. Encourage students to walk, bicycle, or travel by private vehicle to reduce the number of students traveling on school buses. Schools may provide designated areas with proper distancing for bicycles to be stored during the school day, and may mark spaces for private vehicle drop-off and pick-up zones.

(cf. 5142.2 - Safe Routes to School Program)

Large gatherings, such as assemblies, rallies, field trips, extracurricular activities, and athletic events, shall be suspended until the Board determines, consistent with guidance from state and local health officials, that it is safe to resume such activities. The Superintendent or designee may grant an exception if an activity can be arranged to take place in phases or per class, or modified in a manner that would keep participants from violating social distancing recommendations. When deciding whether an activity may resume, the Superintendent or designee may consider the size of the group that participates, the extent to which the students and other attendees have physical contact, whether the activity can be modified to avoid physical contact, if shared equipment is required for the activity, and if social distancing can be maintained.

(cf. 6145 - Extracurricular and Cocurricular Activities)

(cf. 6145.2 - Athletic Competition)

(cf. 6153 - School-Sponsored Trips)

Personal Protective Equipment and Hygiene Practices

The Board encourages students, staff, and visitors to wear PPE while on school campuses or school buses, especially in high-traffic areas and/or when social distancing is not possible. If the use of PPE in schools is required by state or local health officials, the district shall provide PPE to students and staff who do not bring their own personal PPE. Students and staff shall be provided instruction in the proper use, removal, disposal, and cleaning of PPE.

COVID-19 MITIGATION PLAN (continued)

Face coverings shall not be required for children younger than two years, or for anyone who has trouble breathing or is incapacitated or otherwise unable to remove the covering without assistance. Reasonable accommodations shall be made for anyone who is unable to wear a face covering for medical reasons.

The Board also encourages students and staff to practice good hygiene, such as appropriate covering of coughs and sneezes and regular hand washing of at least 20 seconds, including before eating and after blowing one's nose, coughing, or sneezing. The district shall provide adequate time and opportunity for students to wash hands, and shall make hand sanitizer available in areas where handwashing is less accessible. Signage regarding healthy hygiene practices and how to stop the spread of COVID-19 may be posted in and around school facilities.

Sanitization of Facilities and Equipment

School facilities, school buses, and shared equipment such as desks, tables, sports/playground equipment, computers, door handles, light switches, and other frequently used equipment and supplies shall be cleaned and disinfected daily with appropriate cleaning agents. Disinfectants and cleaning agents shall be stored properly and in a manner not accessible to students.

(cf. 3510 - Green School Operations)

(cf. 3514.1 - Hazardous Substances)

(cf. 4157/4257/4357 - Employee Safety)

The Superintendent or designee shall ensure that ventilation systems are operating properly and that air flow and ventilation within district facilities is increased, to the extent possible, by opening windows and doors and using fans and air conditioning. Garbage shall be removed daily and disposed of safely.

Food Services

The Superintendent or designee shall ensure that students have access to clean drinking water other than through a drinking fountain, and food which is procured, stored, and served in a manner that reduces the likelihood of COVID-19 transmission and follows state and national guidelines for nutrition.

(cf. 3550 - Food Service/Child Nutrition Program)

For meals that are consumed on school grounds, the Superintendent or designee shall ensure that students will be able to maintain proper social distancing while eating. In order to do so, the Superintendent or designee may consider the consumption of meals in classrooms, gyms, the outdoors, and/or other district grounds.

Meal service shall also be available to students participating in distance learning, which may include and/or entirely consist of a "grab and go" service or delivery.

COVID-19 MITIGATION PLAN (continued)

Due to the changing financial circumstances of many families as a result of COVID-19, the Superintendent or designee shall regularly provide information to students and parents/guardians regarding the free and reduced-price meal program, eligibility, and how to apply for the program.

(cf. 3553 - Free and Reduced Price Meals)

Staff

Prior to reopening campuses, the Superintendent or designee shall review staff assignments and, upon request, may reassign employees to reduce exposure to the virus, especially for high-risk staff. When feasible for the position, employees may be granted a remote work assignment.

(cf. 4030 - Nondiscrimination in Employment)

(cf. 4113 - Assignment)

(cf. 4113.4/4213.4/4313.4 - Temporary Modified/Light-Duty Assignment)

(cf. 4113.5/4213.5/4313.5 - Working Remotely)

In the event that employees are unable to perform their duties due to partial or full closure of campuses, the Board shall compensate employees as permitted by law.

(cf. 4151/4251/4351 - Employee Compensation)

Any employee who contracts the virus, shows symptoms of possible infection, or is caring for someone who has been diagnosed with the virus shall self-quarantine for the period of time recommended by health authorities in order to prevent the spread of the disease to students or other staff.

An employee may use personal illness and injury leave and/or family care and medical leave, as applicable, if the employee is unable to work or telework because the employee is ill or needs to take care of a spouse, parent/guardian, or child with COVID-19 or other serious health condition. (Education Code 44978, 45191; Government Code 12945.1-12945.2; Labor Code 245-249; 29 USC 2601-2654)

(cf. 4161.1/4361.1 - Personal Illness/Injury Leave)

(cf. 4161.8/4261.8/4361.8 - Family Care and Medical Leave)

(cf. 4261.1 - Personal Illness/Injury Leave)

Until December 31, 2020, an eligible employee may take paid sick leave for up to 80 hours, or the number of hours that a part-time employee works on average over a two-week period, if the employee is unable to work or telework because the employee is: (29 USC 2601)

1. Subject to a federal, state, or local quarantine or isolation order related to COVID-19

COVID-19 MITIGATION PLAN (continued)

2. Advised by a health care provider to self-quarantine due to concerns related to COVID-19
3. Experiencing symptoms of COVID-19 and seeking a medical diagnosis
4. Caring for an individual who is subject to a federal, state, or local quarantine or isolation order or has been advised by a health care provider to self-quarantine
5. Caring for the employee's child whose school or child care provider is closed or unavailable for reasons related to COVID-19
6. Experiencing any other substantially similar condition specified by the U.S. Department of Health and Human Services

Employees shall be paid their regular rate of pay for leave taken pursuant to items #1-3 above, or two-thirds their regular rate of pay for leave taken pursuant to items #4-6 above, within the limits specified in law. (29 USC 2601)

For the purpose specified in item #5 above, eligible employees who have been employed by the district for at least 30 calendar days shall be granted extended leave for up to 12 work weeks upon request. The first 10 days of such leave shall be unpaid unless the employee uses accrued vacation leave, personal leave, sick leave, or paid sick leave granted pursuant to 29 USC 2601. After the first 10 days, the district shall pay not less than two-thirds of the employee's regular pay for the number of hours per week the employee normally works, with a maximum of \$200 per day and \$10,000 for the total period. Eligibility for extended leave for this purpose is subject to the employee's eligibility for leave pursuant to the Family and Medical Leave Act. (29 USC 2601, 2620)

The district shall post, in conspicuous places where employee notices are customarily posted, a notice prepared by the U.S. Department of Labor regarding the requirements of 29 USC 2601 and 2620. (29 USC 2601)

Nondiscrimination

The Board prohibits discrimination based on actual or perceived medical condition or disability status. (Government Code 11135)

(cf. 0410 - Nondiscrimination in District Programs and Activities)

Individual students and staff shall not be identified as being COVID-positive, nor shall students be shamed, treated differently, or denied access to a free and appropriate public education because of their COVID-19 status or medical condition. Staff shall not disclose confidential or privileged information, including the medical history or health information of students and staff. (Education Code 49450)

COVID-19 MITIGATION PLAN (continued)

(cf. 4119.23/4219.23/4319.23 - Unauthorized Release of Confidential/Privileged Information)

The Superintendent or designee shall investigate any reports of harassment, intimidation, and bullying targeted at any student based on COVID status, exposure, or high-risk status.

(cf. 1312.3 - Uniform Complaint Procedures)

(cf. 5131.2 - Bullying)

(cf. 5145.3 - Nondiscrimination/Harassment)

Community Relations

The Superintendent or designee shall use a variety of methods to regularly communicate with students, parents/guardians, and the community regarding district operations, school schedules, and steps the district is taking to promote the health and safety of students. In addition, the members of the Board have a responsibility as community leaders to communicate matters of public interest in a manner that is consistent with Board policies and bylaws regarding public statements.

(cf. 1100 - Communication with the Public)

(cf. 1112 - Media Relations)

(cf. 9010 - Public Statements)

The district shall continue to collaborate with local health officials and agencies, community organizations, and other stakeholders to ensure that district operations reflect current recommendations and best practices for keeping students, staff, and visitors safe during the COVID-19 state of emergency. The Superintendent or designee shall keep informed about resources and services available in the community to assist students and families in need.

(cf. 1400 - Relations Between Other Governmental Agencies and the Schools)

(cf. 1700 - Relations Between Private Industry and the Schools)

While the Board recognizes the rights of parents/guardians to participate in the education of their children and the critical importance of parental involvement in the educational process, all visitors and volunteers are encouraged to respect guidelines regarding social distancing and large gatherings. School visitors and volunteers shall be limited in number and expected to observe all district protocols for COVID-19. The Superintendent or designee may place signage around the school advising that visitors and volunteers may be required to use PPE while on school sites and interacting with school personnel, and may keep a supply of such equipment available for their use.

(cf. 1240 - Volunteer Assistance)

(cf. 1250 - Visitors/Outsiders)

Use of school facilities by persons or organizations for community purposes involving large gatherings shall be suspended until the Board determines, consistent with guidance from state and local health officials, that it is safe to resume such activities. The Superintendent or designee may only grant an exception if the number of participants in the activity will be

COVID-19 MITIGATION PLAN (continued)

limited and the person or organization follows the processes and protocols established by the district to minimize the health risks associated with COVID-19.

(cf. 1330 - Use of School Facilities)

Potential Reclosure of Campus

The district shall monitor student and staff absences and data provided by local health officials to determine if there is a risk of resurgence of COVID-19 and a need to reclose school campuses for the protection of students, staff, and the community. The Superintendent or designee shall develop plans and procedures for alternative methods of operations to the extent possible in the event that reclosure becomes necessary.

If any person diagnosed with COVID-19 is known to have been in district building(s), the Superintendent or designee shall immediately notify local health officials to determine a course of action. The building should be closed until cleaning and disinfecting of the building can be completed and the district can consult with local health officials to determine, based on up-to-date information about the specific cases in the community, whether an extended closure is needed to stop or slow further spread of COVID-19.

If local health officials report that there has been no community transmission of COVID-19, or minimal to moderate transmission in the community, school campuses may not necessarily be closed, but the district shall continue to take all preventative measures described in this policy.

If local health officials report substantial community transmission of COVID-19, campus closures of more than two weeks may be necessary, and the Superintendent or designee shall cancel group activities and events during that period. Campuses shall not reopen until recommended by local health officials.

*Legal Reference:*EDUCATION CODE

44978 Sick leave for certificated employees

45191 Leave of absence for illness and injury, classified employees

48205 Excused absences

48213 Prior parent notification of exclusion; exemption

48240 Supervisors of attendance

49451 Exemption from physical exam; exclusion from attendance

GOVERNMENT CODE

11135 Nondiscrimination in programs or activities funded by state

12945.1-12945.2 California Family Rights Act

HEALTH AND SAFETY CODE

120230 Exclusion from attendance

LABOR CODE

245-249 *Healthy Workplaces, Healthy Families Act of 2014*
CODE OF REGULATIONS, TITLE 2
11087-11098 *California Family Rights Act*
CODE OF REGULATIONS, TITLE 5
202 *Exclusion from attendance*
306 *Explanation of absence*
420-421 *Record of verification of absence due to illness and other causes*
UNITED STATES CODE, TITLE 29
2601-2654 *Family and Medical Leave Act of 1993, as amended, especially:*
2601 *Paid sick leave*
2620 *Public health emergency leave*
UNITED STATES CODE, TITLE 42
1760 *Note National School Lunch program waivers addressing COVID-19*
CODE OF FEDERAL REGULATIONS, TITLE 29
825.100-825.702 *Family and Medical Leave Act of 1993*

Management Resources:

CSBA PUBLICATIONS

Sample School Board Resolution on Grading During Emergency School Closures

CALIFORNIA DEPARTMENT OF EDUCATION PUBLICATIONS

FAQs for 2019 Novel Coronavirus

FAQs on Grading and Graduation Requirements

CALIFORNIA DEPARTMENT OF PUBLIC HEALTH PUBLICATIONS

CDPH Guidance for the Prevention of COVID-19 Transmission for Gathering, March 16, 2020

School Guidance on Novel Coronavirus or COVID-19, March 7, 2020

CENTERS FOR DISEASE CONTROL AND PREVENTION PUBLICATIONS

Considerations for Schools, rev. May 19, 2020

Interim Guidance for Schools and Day Camps, May 2020

Interim Guidance for Administrators of U.S. K-12 Schools and Child Care Programs to Plan, Prepare, and Respond to Coronavirus Disease 2019 (COVID-19), March 25, 2020

OFFICE OF THE GOVERNOR PUBLICATIONS

Executive Order N-30-20, March 17, 2020

Executive Order N-26-20, March 13, 2020

OFFICE OF MANAGEMENT AND BUDGET PUBLICATIONS

Administrative Relief for Recipients and Applicants of Federal Financial Assistance Directly Impacted by the Novel Coronavirus (COVID-19) Due to Loss of Operations, Memorandum M-20-17, March 19, 2020

U.S. DEPARTMENT OF LABOR POSTERS

Employee Rights: Paid Sick Leave and Expanded Family and Medical Leave Under the Families First Coronavirus Response Act

WEB SITES

CSBA: <http://www.csba.org>

California Department of Education: <http://www.cde.ca.gov>

California Department of Public Health: <https://www.cdph.ca.gov>

Centers for Disease Control and Prevention: <https://www.cdc.gov/coronavirus/2019-ncov>

Office of the Governor: <https://www.gov.ca.gov>

Office of Management and Budget: <https://www.whitehouse.gov/omb>

U.S. Department of Labor: <https://www.dol.gov>

World Health Organization: <https://www.who.int>

CSBA Sample Board Policy

All Personnel

BP 4113.5(a)

4213.5

WORKING REMOTELY

4313.5

The Governing Board recognizes that working remotely at home or at another alternative location may be necessary at times when widespread illness, natural disaster, or other emergency condition makes the school or worksite unsafe or otherwise interrupts the district's ability to effectively conduct operations at the school or worksite. A full-time, part-time, or short-term remote work arrangement may also be granted by the Superintendent or designee to an individual employee, upon request, provided that the position is suitable for remote work, the employee has consistently demonstrated the ability to work independently and meet performance expectations, and the work arrangement does not hinder district operations.

(cf. 3516 - Emergencies and Disaster Preparedness Plan)

(cf. 3516.5 - Emergency Schedules)

(cf. 4030 - Nondiscrimination in Employment)

(cf. 4032 - Reasonable Accommodation)

(cf. 4113 - Assignment)

(cf. 4157/4257/4357 - Employee Safety)

(cf. 6157 - Distance Learning)

The opportunity to work remotely shall be entirely at the district's discretion, and no grievance or appeal right may arise from district denial of any employee request for remote work.

Employees approved for remote work shall comply with all district policies, administrative regulations, work schedules, and job assignments. Except when specifically agreed, approval of remote work shall not change the compensation, benefits, or other terms and conditions of employment of an employee.

(cf. 4141/4241 - Collective Bargaining Agreement)

(cf. 4151/4251/4351 - Employee Compensation)

(cf. 4154/4254/4354 - Health and Welfare Benefits)

Unless otherwise approved in advance by the Superintendent or designee, employees working remotely shall do so within regular work hours established for the position. Employees are entitled and expected to take appropriate, uninterrupted meal and rest breaks, and shall keep accurate records of the hours they work. Employees shall notify their supervisor when unable to perform work assignments due to illness, equipment failure, or other unforeseen circumstances.

(cf. 4161.1/4361.1 - Personal Illness/Injury Leave)

(cf. 4261.1 - Personal Illness/Injury Leave)

WORKING REMOTELY (continued)

Employees working remotely are expected to conduct their work in a location that is safe and free of obstructions, hazards, and distractions. Such employees shall report to their supervisor any serious injury or illness occurring in the home workspace or in connection with their employment as soon as practically possible in accordance with Board policy.

(cf. 4157.1/4257.1/4357.1 - Work-Related Injuries)
(cf. 4157.2/4257.2/4357.2 - Ergonomics)

The district shall provide to employees who work remotely all supplies, materials, apparatus, and equipment reasonably necessary to perform their jobs, including, as necessary, a technology device and Internet access. Employees shall use caution in accessing the Internet from public locations and in accessing information from networks outside of the district in order to safeguard confidential information. Employees shall be responsible for maintaining and protecting equipment on loan from the district and shall adhere to the district's Acceptable Use Agreement. The employee's personally owned equipment may only be used for district business when approved by the Superintendent or designee.

(cf. 4040 - Employee Use of Technology)
(cf. 4156.3/4256.3/4356.3 - Employee Property Reimbursement)

Work done at a remote work location is considered official public business. District records and communications shall be retained and safeguarded against damage or loss, and shall be kept confidential or made accessible to the public in accordance with law.

(cf. 1340 - Access to District Records)
(cf. 3580 - District Records)
(cf. 4119.21/4219.21/4319.21 - Professional Standards)
(cf. 5125 - Student Records)

Any employee working remotely shall be available during work hours to the employee's supervisor and other staff, students, parents/guardians, and members of the public, as appropriate, via email, phone, or other means. Lack of responsiveness on the part of the employee may result in discipline and/or termination of remote work responsibilities. Employees shall be required to attend virtual or in-person meetings when directed by their supervisor.

(cf. 4118 - Dismissal/Suspension/Disciplinary Action)
(cf. 4218 - Dismissal/Suspension/Disciplinary Action)

Employee productivity shall be evaluated on the basis of time spent on tasks and projects, task completion, and quality of job performance in the same manner as all employees in the same position at the assigned school or office.

(cf. 4115 - Evaluation/Supervision)
(cf. 4215 - Evaluation/Supervision)
(cf. 4315 - Evaluation/Supervision)

WORKING REMOTELY (continued)

Remote work arrangements may be discontinued at any time at the discretion of the Superintendent or designee.

Legal Reference:

GOVERNMENT CODE

6250-6270 *California Public Records Act*

12900-12996 *Fair Employment and Housing Act*

LABOR CODE

226.7 *Mandated meal, rest, or recovery periods*

6400 *Safe and healthful employment and place of employment*

6401 *Unsafe workplace*

UNITED STATES CODE, TITLE 42

12101-12213 *Americans with Disabilities Act*

Management Resources:

WEB SITES

California Department of Industrial Relations: <http://www.dir.ca.gov>

Considered: June 23, 2020

CSBA Sample Board Policy

Instruction

BP 6157(a)

DISTANCE LEARNING

The Governing Board recognizes that distance learning can be a viable alternative instructional strategy that supports student achievement of academic goals. Distance learning opportunities may be offered to students participating in independent study, credit recovery courses, enrichment courses, or other courses identified by the Superintendent or designee, or in the event that a school site is physically closed due to widespread illness, natural disaster, or other emergency.

(cf. 3516 - Emergencies and Disaster Preparedness Plan)

(cf. 3516.5 - Emergency Schedules)

(cf. 4113.5/4213.5/4313.5 - Working Remotely)

(cf. 6158 - Independent Study)

The district may offer distance learning through a variety of delivery methods as appropriate for the grade level and subject matter. Distance learning opportunities may include video, audio, and/or written instruction in which the primary mode of communication between the student and teacher is online interaction, instructional television, live or prerecorded video, telecourses, and other instruction that relies on computer or communications technology. They may also include the use of print materials with written or oral feedback.

The Superintendent or designee shall review and select distance learning courses, which may include those taught by district staff or others, that are of high academic quality and are aligned with district standards and curricula. As appropriate, courses may be self-directed to allow students to complete assignments at their own pace and/or may involve real-time interaction among the teacher and students.

(cf. 6141 - Curriculum Development and Evaluation)

(cf. 6143 - Courses of Study)

The Superintendent or designee shall, in collaboration with teachers, plan for schoolwide or long-term distance learning in the event of a school closure. In developing the plan, the Superintendent or designee shall analyze the course sequence, prioritize content and standards to be completed, and recommend the grading criteria. In such circumstances, students' social-emotional wellness shall be taken into account, and schedules and learning experiences shall be designed to build continuity, routine, and regular connections with students.

(cf. 5141.5 - Mental Health)

DISTANCE LEARNING (continued)

As needed, the Superintendent or designee shall provide teachers with training and ongoing support, including technological support and guidance, to effectively implement distance learning. The district shall also provide opportunities for teachers to communicate and collaborate with each other to exchange information on effective practices.

(cf. 4131 - Staff Development)

Staff shall comply with all copyright regulations in developing materials to be used in distance education courses.

(cf. 6162.6 - Use of Copyrighted Materials)

The district shall take steps to ensure that distance learning opportunities are available to all students, including economically disadvantaged students, students with disabilities, and English learners. Teachers may use multiple methods of providing instruction to meet student needs. All online programming and Internet content shall meet accessibility standards for students with disabilities, including compatibility with commonly used assistive technologies.

(cf. 0410 - Nondiscrimination in District Programs and Activities)

(cf. 0415 - Equity)

(cf. 6159 - Individualized Education Program)

(cf. 6174 - Education for English Learners)

The Superintendent or designee shall assess students' access to technological devices and the Internet and, consistent with the district's budget and technology plan, may loan devices to students to use at home and/or assist families in identifying free service providers. Students are expected to use district technology responsibly in accordance with the district's Acceptable Use Agreement. To the extent possible, the district shall make technical and academic support available to students.

(cf. 0440 - District Technology Plan)

(cf. 3311.4 - Procurement of Technological Equipment)

(cf. 3515.4 - Recovery for Property Loss or Damage)

(cf. 6163.4 - Student Use of Technology)

Teachers shall provide regular communications to students and parents/guardians about expectations, assignments, and available resources to assist the student in successful completion of distance learning coursework.

(cf. 6020 - Parent Involvement)

Grading of distance learning assignments and assessments of end-of-course knowledge and understanding of the subject matter shall be consistent with district policy on grading for equivalent courses.

DISTANCE LEARNING (continued)

(cf. 5121 - Grades/Evaluation of Student Achievement)
(cf. 6146.3 - Reciprocity of Academic Credit)
(cf. 6146.11 - Alternative Credits Toward Graduation)

Legal Reference:

EDUCATION CODE

35182.5 Contracts for electronic products or services; prohibitions

51210-51212 Course of study for grades 1-6

51220-51229 Course of study for grades 7-12

51740-51741 Authority to provide instruction by correspondence

51745-51749.3 Independent study

51865 California distance learning policy

PUBLIC CONTRACT CODE

20118.2 Contracting by school districts; technological equipment

UNITED STATES CODE, TITLE 20

7131 Internet safety

UNITED STATES CODE, TITLE 47

254 Universal service discounts (E-rate); Internet safety

Management Resources:

CALIFORNIA DEPARTMENT OF EDUCATION PUBLICATIONS

COVID-19 Guidance for K-12 Schools

WORLD WIDE WEB CONSORTIUM PUBLICATIONS

Web Content Accessibility Guidelines

WEB SITES

California Department of Education: <http://www.cde.ca.gov>

World Wide Web Consortium, Web Accessibility Initiative: <http://www.w3.org/wai>

Rescue Union School District
2390 Bass Lake Road, Rescue, California 95672

BOARD OF TRUSTEES
REGULAR MEETING MINUTES

Tuesday, June 9, 2020 - 6:30 p.m. Open Session (Closed Session at 5:30 p.m.)
 Rescue District Office Board Room

The Public's health and well-being are the top priority for the Board of Trustees of the Rescue Union School District and you are urged to take all appropriate health safety precautions. To facilitate this process, this meeting of the Board was held via Zoom.

DISTRICT MISSION

Rescue Union School District, in partnership with families and the community, is dedicated to the success of every student by providing a challenging, comprehensive, and quality education in a safe environment in which all individuals are respected, valued, connected, and supported.

ITEM	ITEM DESCRIPTION
CALL TO ORDER:	Board president call the meeting to order at 5:37 p.m..
ROLL CALL:	<ul style="list-style-type: none"> ✓Kim White, President ✓Stephanie Kent, Vice President ✓Tagg Neal, Clerk ✓Nancy Brownell, Member ✓Suzanna George, Member ✓Cheryl Olson, Superintendent and Board Secretary ✓Sean Martin, Assistant Superintendent of Business Services ✓Dave Scroggins, Assistant Superintendent of Curriculum and Instruction
PUBLIC COMMENT:	There were no public comments concerning items on the Closed Session Agenda.
CLOSED SESSION: District Conference Room	The Board adjourned to closed session to discuss matters of personnel, security, negotiations, student discipline, litigation, or other matters as authorized by Government Code Sections 3549.1, 54956.9, 54956.8, 54957, and 54957.6 and Education Code Sections 35146 and 48918.
Public Employee Performance Evaluation/Contract	Superintendent
Confidential Student Matters	<p>The Board received information on the status of readmission after expulsion for the following students:</p> <ul style="list-style-type: none"> 19-20A 19-20B 19-20C 19-20D
OPEN SESSION:	Convened open session in the Board Room at 6:40 p.m.
Welcome	The Board president provided an introduction to Board meeting proceedings.

Flag Salute	The Board president led the flag salute.
1. Adoption of Agenda (Consideration for Action)	Trustee George moved and Trustee Kent seconded to approve the agenda. The motion passed 5-0. Ayes: Trustee Neal, Brownell, George, Kent and White
STAFF AND COMMUNITY MEMBER RECGONITIONS:	
2. Recognition (Presentation) Superintendent	The Special Education staff honored Director, Student Support Services Laura Hendrix for her contributions to the Rescue Union School District.
3. El Dorado County School Boards Association Awards for Outstanding Community Member/Volunteer (Presentation) Superintendent	The Board and staff honored the recipients of the El Dorado County School Boards Association Awards for Outstanding Community Member/Volunteer. Patti Power Ben Glickman
REPORTS AND COMMUNICATION:	
Report from Closed Session	Board president reported no action taken in closed session.
4. Board Member Reports	<p>This item is provided as an opportunity for trustees to give District related reports.</p> <p>Trustee Brownell provided the following statement regarding recent events in El Dorado County.</p> <p>What has happened in our community and around the world the past 2 weeks demonstrates what liberty and justice for all does and does not mean. To see national guard checkpoints a few blocks from the district office, in our neighborhoods, speaks to the sheriff's priorities related to property damage and highlights the skewed notion that property matters more than black lives matter. My son easily passed through the checkpoints as a result of his white privilege however, his black friends may not have been so lucky in our community. Their families were on high alert about how young black teens, women and men must act when confronted by law enforcement in order to stay safe and return home alive. Driving while black. Be respectful no matter what you hear. Keep your hands on the wheel, don't reach for anything. Don't argue. Lay on the ground when told to. Stay calm. In our county, rumors of property damage received more attention that the small groups of protestors did sharing their frustrations, indignation and fear for the lives of black and brown people in our local communities and larger cities. Hence the no justice, no peace refrain.</p> <p>We have all witnessed and/or heard comments reflecting white privilege and conscious or unconscious racial bias in El Dorado county. Going forward, my hope is we deepen our commitment to dismantle racism in ourselves, our organizations, our schools, and in our community. During the past weeks we saw diverse communities across our state and the nation come together as one voice with messages</p>

	<p>of change, equity and social justice. We looked towards the messages of some of our most inspirational past leaders such as Martin Luther King, John F. Kennedy, Rosa Parks, John Lewis, and Cesar Chavez, those who created peaceful yet powerful movements giving ourselves and our nation the drive to move forward for a stronger more united country for future generations to come. And now we are hearing the words and seeing the actions of emerging leaders, sometimes at great personal cost; Kimberlé Crenshaw, LeBron James, Esmeralda Simmons, Colin Kapernick, and Alicia Garza all striving to reform policies and practices on educational inequities, racial and economic injustice and unbridled uses of force by law enforcement. Black lives have to matter if we believe in liberty and justice for all.</p> <p>The recent peaceful movements witnessed by millions around the world show a sign of solidarity, inspiring thousands including many younger generations of students. Students throughout our communities have held silent protests, beautifully inspired vigils and messages for change not just for the moment but for an everlasting positive impact for our future: justice, strength, kindness, generosity, equality and collective healing; liberty and justice for all.</p> <p>Moving forward I hope that we continue to learn and understand, to challenge one another to improve the learning lives and hopes and dreams of students and demonstrate courageous leadership in our communities. It must be our responsibility to teach white students what it means to process where the uncertainty and fear of their black and brown classmates comes from, disrupt it, and save lives. Moving forward I hope we listen better and learn more about how to truly identify and understand racism, both internalized and systemic, and the lack of equity in our own community, district and schools and take action to change it; to fight for social justice in Rescue and beyond so that we truly are one, indivisible, with liberty and justice for all.</p>
<p>5. Superintendent's Report (Supplement)</p>	<p>Superintendent Olson publically thanked Sean Martin and his business team for all they have done to prepare the budget and to work through the extremely difficult information. Then go line by line through the budget to ferret out everything possible to reduce or cut, all the while keeping those reductions as far away from students and current positions as possible. It has truly been phenomenal to watch him. He has worked literally countless hours, 7 days a week for the past month. Thank you to Sean, Kandace and your whole team.</p> <p>Mrs. Olson also thanked Dave Scroggins for his work to navigate the next unknown! He is directing work with RUFT, CSEA, and our leadership team to create our reentry plan and he too is doing a fantastic job. She mentioned his heart for kids, teachers, staff, and for doing what is best for everyone.</p> <p>Mrs. Olson went on to report our plans are coming along. The Reopening Advisory Committee met for the first time today. There are over 40 participants and each and every person there cares about our students, staffs and district. Mrs. Olson stated that this team is committed to meeting over the course of the summer to create the best, safest reentry plan. Already important feedback has come to light from safety protocols to surveying parents sooner, to thinking of other important considerations. Superintendent Olson thanked Dave, RUFT, CSEA, leaders and in particular Laurisa Stuart, RUFT President, and Natalie Hadden, CSEA President, for their time, efforts and positive leadership.</p> <p>Mrs. Olson finished by wishing the entire Rescue Union staff and families a wonderful summer, and the ability to refresh and rejuvenate after this incredible year we have faced; everyone is valued and appreciated.</p>

<p>PUBLIC COMMENTS:</p>	<p>Public comments were heard from:</p> <table border="1" data-bbox="667 174 1463 447"> <tr> <td data-bbox="667 174 967 310">Donna Bruch, Teacher</td> <td data-bbox="967 174 1463 310">RE: Re-entry to school and in favor of a hybrid model for reopening. Asked for further surveys/study regarding this option.</td> </tr> <tr> <td data-bbox="667 310 967 447">Amanda Warren</td> <td data-bbox="967 310 1463 447">RE: Re-entry to school and in favor of a hybrid model for reopening. Asked for further surveys/study regarding this option.</td> </tr> </table>	Donna Bruch, Teacher	RE: Re-entry to school and in favor of a hybrid model for reopening. Asked for further surveys/study regarding this option.	Amanda Warren	RE: Re-entry to school and in favor of a hybrid model for reopening. Asked for further surveys/study regarding this option.
Donna Bruch, Teacher	RE: Re-entry to school and in favor of a hybrid model for reopening. Asked for further surveys/study regarding this option.				
Amanda Warren	RE: Re-entry to school and in favor of a hybrid model for reopening. Asked for further surveys/study regarding this option.				
<p>GENERAL</p>					
<p>6. Readmission After Expulsion Student 19-20A</p> <p>(Supplement)</p> <p>(Consideration for Action) Superintendent</p>	<p>A student is eligible to apply for readmission after expulsion by providing evidence that the rehabilitation requirements have been met. The Board considered the recommendation of the administration regarding Student 19-20A.</p> <p>Trustee George moved and Trustee Brownell seconded to approve the readmission of Student 19-20A. The motion passed 5-0. Ayes: Trustee Neal, Brownell, George, Kent and White</p>				
<p>7. Readmission After Expulsion Student 19-20B</p> <p>(Supplement)</p> <p>(Consideration for Action) Superintendent</p>	<p>A student is eligible to apply for readmission after expulsion by providing evidence that the rehabilitation requirements have been met. The Board considered the recommendation of the administration regarding Student 19-20B.</p> <p>Trustee Brownell moved and Trustee Kent seconded to approve the readmission of Student 19-20B. The motion passed 5-0. Ayes: Trustee Neal, Brownell, George, Kent and White</p>				
<p>8. Readmission After Expulsion Student 19-20C</p> <p>(Supplement)</p> <p>(Consideration for Action) Superintendent</p>	<p>A student is eligible to apply for readmission after expulsion by providing evidence that the rehabilitation requirements have been met. The Board considered the recommendation of the administration regarding Student 19-20C.</p> <p>Trustee Brownell moved and Trustee George seconded to approve the readmission of Student 19-20C. The motion passed 5-0. Ayes: Trustee Neal, Brownell, Kent, and White</p>				
<p>9. Readmission After Expulsion Student 19-20D</p> <p>(Supplement)</p> <p>(Consideration for Action) Superintendent</p>	<p>A student is eligible to apply for readmission after expulsion by providing evidence that the rehabilitation requirements have been met. The Board considered the recommendation of the administration regarding Student 19-20D.</p> <p>Trustee George moved and Trustee Neal seconded to approve the readmission of Student 19-20D. The motion passed 5-0. Ayes: Trustee Neal, Brownell, George, Kent and White</p>				

<p>10. Local Control Accountability Plan (LCAP) COVID-19 Operations Written Report/Update</p> <p>(Supplement)</p> <p>(Consideration for Action)</p> <p>Assistant Superintendent of Curriculum and Instruction</p>	<p>The Board considered approval of the LCAP COVID-19 Operations Report and received information regarding our status and plans for the future due to COVID-19 restrictions.</p> <p>The Board discussed plans for reopening and asked administration to continue to explore options and provide additional data to include parent surveys.</p> <p>The Board continued to discuss plans for reopening. All site administrators reached out to their parent communities to get feedback on returning to school to guide our staffing and budgeting. The options discussed were to return to school in person with mitigations, or to offer a distance/remote learning program for families who would not be comfortable returning. This is currently the model the district has been moving toward. Data on these surveys will be provided to the Board.</p> <p>There was concern that as things continue to change on a daily basis that a more specific survey be provided since the previous information was geared toward staffing and budgetary concerns. In light of some of the discussions with the reopening committee, more information on what options are available could be addressed. In addition, we are currently surveying staff to help inform our decisions. There was also discussion regarding all the unknown factors and there is a need to pick a direction however; additional data still needs to be gathered.</p> <p>There was continued discussion regarding the complexity of the reopening scenarios and concern as to whether some of the models are sustainable. There is an increased cost to the hybrid models and some things such as an increase in the scope of the school day would need to be negotiated with our bargaining units. We also do not know how the ADA funding or instructional minutes may be revised to reflect the new models for student instruction. That information is still to come.</p> <p>Student wellbeing and social emotional supports are also in question as many of our most vulnerable students are in need of in person contact each and every day. Mental health is a significant factor that also cannot be overlooked. Four of our elementary principals commented that in person instruction, and coming to school every day, is the best option for students and student learning.</p> <p>The district will continue to move forward to work with the planning process/procedures needed to reopen with our current scenario but continue to be flexible as more data is gathered; explored and new information becomes available. This will be brought back for further review.</p> <p>Trustee George moved and Trustee Brownell seconded to approve the Local Control Accountability Plan COVID-19 Operations Written Report. The motion passed 5-0. Ayes: Trustee Neal, Brownell, George, Kent, and White</p>
---	--

<p>11. Board Policy - Revision (Supplement) (First Reading and Possible Consideration for Action) Assistant Superintendent of Curriculum and Instruction of</p>	<p>Periodically, the Board reviews and/or adopts Board Policy. The following policy is presented for first reading and possible consideration for action.</p> <p>BP 6158 Independent Study</p> <p>Trustee Neal moved and Trustee Brownell seconded to approve the revisions as presented to BP 6158. The motion passed 5-0. Ayes: Trustee Neal, Brownell, George, Kent and White</p>
<p>12. Budget Advisory Committee (Supplement) (Discussion and Possible Consideration for Action) Superintendent</p>	<p>The Board considered approval of the guidelines for the development of the Budget Advisory Committee.</p> <p>Trustee George moved and Trustee Kent seconded to approve the Budget Advisory Guidelines. The motion passed 5-0. Ayes: Trustee Neal, Brownell, George, Kent and White</p>
<p>13. California School Boards Association (CSBA) Annual Education Conference (Supplement) (Discussion) Superintendent</p>	<p>The Board discussed BB 9005 Governance Standards and BB 9240 Board Development as it relates to the CSBA Annual Education Conference and the current District budgetary developments.</p> <p>The Board discussed the importance of the CSBA conference for members. This is the only leadership development opportunity that allows members to collaborate with peers and provides practical ideas for the critical work of the governance teams. This year virtual attendance is also an option, at a reduced rate. This is a consideration in light of our current budget. Early registration rates are available through July 31, 2020.</p>
<p>PERSONNEL:</p>	
<p>14. Resolution #20-08 Declaration of Need for Fully Qualified Educators (Supplement) (Consideration for Action) Assistant Superintendent of Curriculum and Instruction</p>	<p>Due to legislative changes in the process for hiring teachers with Emergency Teaching Permits and Credentials, a Declaration of Need for Fully Qualified Educators must be authorized at a public meeting by the Governing Board and submitted to the Commission on Teacher Credentialing. This Declaration shall remain in force until June 30, 2021. District administration recommends approval of Resolution #20-08.</p> <p>Trustee Brownell moved and Trustee George seconded to approve Resolution #20-08 Declaration of Need for Fully Qualified Educators. The motion passed 5-0. Ayes: Trustee Neal, Brownell, George, Kent and White</p>
<p>15. Review of HR Director Position and Legal Costs (Supplement) (Information Only) Superintendent</p>	<p>The Board received information regarding legal costs incurred since the elimination of the HR Director position.</p>

<p>16. Update on Hiring Freeze (Supplement) (Information Only) Assistant Superintendent of Curriculum and Instruction</p>	<p>The Board received information regarding the current hiring freeze and personnel changes.</p>
<p>17. Classified Personnel (Supplement) (Consideration for Action) Assistant Superintendent of Curriculum and Instruction</p>	<p>Periodically changes in staffing occur due to hiring, resignations or request for leaves. The Board will consider approval of the following classified personnel changes:</p> <p><u>Promotion:</u> Scotty Harmon, Lead Custodian, (1.0 FTE), Lakeview, effective 5/26/20</p> <p><u>Employment:</u> Gelacio Rivera Zaragoza, Custodian, (.75 FTE), Marina Village, effective 6/1/20</p> <p>Trustee George moved and Trustee Brownell seconded to approve the classified personnel items as presented. The motion passed 5-0. Ayes: Trustee Neal, Brownell, George, Kent and White</p>
<p>BUSINESS AND FACILITIES:</p>	
<p>18. Public Hearing – Proposed Budget 2020-2021 (Supplement) (Hearing) Assistant Superintendent of Business Services</p>	<p>Each year the governing board of each school district shall hold a public hearing on the budget to be adopted for the subsequent fiscal year.</p> <p>OPEN PUBLIC HEARING: 9:02 CLOSE PUBLIC HEARING: 9:42</p> <p>At 9:25, Board President, Kim White called for a motion to extend the meeting. Trustee Neal moved to extend the meeting until 10:00 p.m. and Trustee Brownell seconded the motion.</p> <p>There were no public comments.</p>
<p>19. Statement of Reasons for Assigned and Unassigned Reserves Above the State Recommended Minimum Level (Supplement) (Discussion Only) Assistant Superintendent of Business Services</p>	<p>The Board reviewed and discussed the Statement of Reasons for Assigned and Unassigned Reserves Above the State Recommended Minimum Level. Per Education Code Section 42127(a)(2)(B) school districts are required to include this statement with the presentation of the adopted budget.</p>
<p>20. Certificated Staff – RUFT Tentative Agreement, MOU and AB1200 Compliance 2020-2021 (Supplement) (Consideration for Action) Assistant Superintendent of Business Services</p>	<p>The Board received a report and considered approval of the Tentative Agreement, MOU and School District Public Disclosure of the Negotiated Agreement – AB1200 Compliance for Certificated Staff.</p> <p>Trustee Kent moved and Trustee George seconded to approve the Tentative Agreement, MOU and AB1200 Compliance for 20-21 for Certificated Staff. The motion passed 5-0. Ayes: Trustee Neal, Brownell, George, Kent and White</p>

<p>21. Classified Staff – CSEA Tentative Agreement, MOU and AB1200 Compliance – 2020-2021</p> <p>(Supplement)</p> <p>(Consideration for Action) Assistant Superintendent of Business Services</p>	<p>The Board received a report and considered approval of the Tentative Agreement, MOU and School District Public Disclosure of the Negotiated Agreement – AB1200 Compliance for Classified Staff.</p> <p>Trustee George move and Trustee Brownell seconded to approve the Tentative Agreement, MOU and AB1200 Compliance for Classified Staff. The motion passed 5-0. Ayes: Trustee Neal, Brownell, George, Kent and White</p>
<p>22. Management/Confidential Staff AB1200 Compliance – 2020-2021</p> <p>(Supplement)</p> <p>(Consideration for Action) Assistant Superintendent of Business Services</p>	<p>The Board received a report and considered approval of the School District Public Disclosure of the Negotiated Agreement – AB1200 Compliance for Management/Confidential Staff.</p> <p>Trustee Kent moved and Trustee George seconded to approve the AB1200 Compliance for Management/Confidential Staff. The motion passed 5-0. Ayes: Trustee Neal, Brownell, George, Kent and White</p>
<p>23. Salary Schedules</p> <p>(Supplement)</p> <p>(Consideration for Action) Assistant Superintendent of Business Services</p>	<p>The Board considered approval of the revised salary schedules for Certificated, Classified, Administration and Confidential Employees.</p> <p>Trustee Brownell moved and Trustee Neal seconded to approve the revised salary schedules for Certificated. The motion passed 5-0. Ayes: Trustee Neal, Brownell, George, Kent and White</p>
<p>CONSENT AGENDA:</p> <p>(Consideration for Action)</p>	<p>All matters listed under Consent Agenda are considered to be routine or sufficiently supported by prior or accompanying reference materials and information as to not require additional discussion. A motion as referenced below will enact all items.</p> <p>Items 32 and 33 pulled for separate vote. Trustee George took this opportunity to thank both Sean Martin, Assistant Superintendent of Business Services and Dave Scroggins, Assistant Superintendent of Curriculum and Instruction for their hard work, dedication and contributions to the Rescue Union School District.</p> <p>Trustee Brownell moved and Trustee George seconded to approve the balance of the Consent Agenda as presented. The motion passed 5-0. Ayes: Trustee Neal, Brownell, George, Kent and White</p>
<p>24. Board Meeting Minutes</p> <p>(Supplement)</p>	<p>Minutes of May 12, 2020 Regular Board Meeting.</p>
<p>25. Board Study Session Minutes</p> <p>(Supplement)</p>	<p>Minutes of May 26, 2020 Board Study Session.</p>
<p>26. District Expenditure Warrants</p> <p>(Supplement)</p>	<p>Warrants must regularly be presented to the Board of Trustees for ratification. Detailed warrant order listings are available at the District Office. The supplement reflects expenditures from 5/6/20 through 5/27/20.</p>

<p>27. District Purchase Orders</p>	<p>Purchase orders must regularly be presented to the Board of Trustees for ratification. The supplemental reflects expenditures from 5/5/20 through 6/1/20.</p>
<p>28. Services Agreement: El Dorado County Office of Education (EDCOE) 2020-2021 Agreement for County School Services (Supplement)</p>	<p>The Board will consider approval of the El Dorado County Office of Education (EDCOE) agreement for county school services for 2020-2021.</p>
<p>29. Job Descriptions: Classified Employees (Supplement)</p>	<p>The Board will consider approval of the following updated job descriptions: School Secretary Elementary School School Secretary Middle School</p>
<p>30. Library Services MOU – RUSD and the El Dorado County Office of Education (Supplement)</p>	<p>The District has identified the El Dorado County Office of Education as the entity that will provide general oversight of school library services. Administration recommends approval of the Memorandum of Understanding (MOU).</p>
<p>31. Contract: Joint Food Services Director (Supplement)</p>	<p>A joint Food Service Director from Buckeye and Rescue School Districts has been found to be cost effective and efficient. Administration recommends approval of the joint Food Service Director Agreement.</p>
<p>32. Contract: Assistant Superintendent of Curriculum and Instruction (Supplement)</p>	<p>The Board considered the extension of the employment contract for Assistant Superintendent of Curriculum and Instruction to June 30, 2023. Trustee Brownell moved and Trustee Neal seconded to approve the extension to the employment contract for the Assistant Superintendent of Curriculum and Instruction. The motion passed 5-0. Ayes: Trustee Neal, Brownell, George, Kent and White</p>
<p>33. Contract: Assistant Superintendent of Business Services (Supplement)</p>	<p>The Board considered the extension of the employment contract for Assistant Superintendent of Business Services to June 30, 2023. Trustee Neal moved and Trustee George seconded to approve the extension to the employment contract for Assistant Superintendent of Business Services. The motion passed 5-0. Ayes: Trustee Neal, Brownell, George, Kent and White</p>

CLOSED SESSION:	The Board may reconvene to closed session as authorized by Government Code Sections 3549.1, 54956.9, 54956.8, 54957, and 54957.6 and Education Code Sections 35146 and 48918.
OPEN SESSION:	Reconvene open session
REPORT FROM CLOSED SESSION:	The Board president will report any action taken in closed session.
ADJOURNMENT:	Trustee Brownell moved and Trustee Neal seconded to adjourn the meeting at 9:58 p.m.

Rescue Union School District
2390 Bass Lake Road, Rescue, California 95672

BOARD OF TRUSTEES
REGULAR MEETING MINUTES

Tuesday, June 23, 2020 - 6:30 p.m. Open Session
Rescue District Office Board Room

The Public's health and well-being are the top priority for the Board of Trustees of the Rescue Union School District and you are urged to take all appropriate health safety precautions. To facilitate this process, this meeting of the Board was held via Zoom.

DISTRICT MISSION

Rescue Union School District, in partnership with families and the community, is dedicated to the success of every student by providing a challenging, comprehensive, and quality education in a safe environment in which all individuals are respected, valued, connected, and supported.

ITEM	ITEM DESCRIPTION
CALL TO ORDER:	Board president called the meeting to order at 6:37 p.m.
ROLL CALL:	✓Kim White, President ✓Stephanie Kent, Vice President ✓Tagg Neal, Clerk ✓Nancy Brownell, Member ✓Suzanna George, Member ✓Cheryl Olson, Superintendent and Board Secretary ✓Sean Martin, Assistant Superintendent of Business Services ✓Dave Scroggins, Assistant Superintendent of Curriculum and Instruction
OPEN SESSION:	Convened open session in the Board Room
Welcome	The Board president provided an introduction to Board meeting proceedings.
Flag Salute	The Board president led the flag salute.
1. Adoption of Agenda (Consideration for Action)	Trustee George moved to re-sequence the agenda moving Item 5 – Board Reserve Levels for Economic Uncertainty and Budget Guidelines Document before Item 2 – Adoption of the 2020-21 Budget and to pull Item 11 – June 9, 2020 Regular Board Meeting Minutes for revision. Trustee Brownell seconded the motion to approve the agenda with listed changes. The motion carried 5-0. Ayes: Trustee George, Brownell, Neal, Kent and White <i>(Item numbers and sequence will reflect this change)</i>
STAFF RECOGNITION:	Difference Maker Awards: District Office staff members, Virginia Tahmahkera, Personnel Technician and Sharon Laurel, Administrative Assistant were recognized.
PUBLIC COMMENTS:	There were no public comments.

<p>BUSINESS AND FACILITIES ITEMS:</p>	<p>These items are provided for Board information, discussion, and/or action.</p>
<p>2. Board Reserve Levels for Economic Uncertainty and Budget Guidelines Document</p> <p>(Supplement)</p> <p>(Consideration for Action) Assistant Superintendent of Business Services</p> <p><i>(previously Item 5)</i></p>	<p>The Board will consider approval of the Board Budget Guidelines for 2020-2021 regarding reserves for economic uncertainty.</p> <p>Assistant Superintendent, Sean Martin explained that in the past, this document was used when developing the District’s budget. This document was last approved in April of 2017 and included an assignment to increase the economic uncertainty reserve from the required 3% to 10% due to declining enrollment. At the June 9th meeting when the budget was presented, it was noted that the Board might need to update policy, regarding reserve levels due to the multi-year projections showing ending fund balance levels below 10%. Review of BP (3100) showed no record of being updated with this change, therefore the Budget Guidelines document has been updated to reflect the current economic factors facing the District. The Board was appreciative of this document showing the change and also showing the intent to restore the reserves as funding became available. Updating this document provides the most flexibility and it was also noted these guidelines will be useful for the Budget Advisory Committee in establishing parameters.</p> <p>Trustee George moved and Trustee Brownell seconded to approve the Board Reserve Levels for Economic Uncertainty and Budget Guidelines Document. The motion passed 5-0.</p> <p>Ayes: Trustee George, Brownell, Neal, Kent and White</p>
<p>3. Adoption of 2020-2021 Budget</p> <p>(Supplement)</p> <p>(Consideration for Action) Assistant Superintendent of Business Services</p> <p><i>(previously Item 2)</i></p>	<p>The 2020-2021 budget provides the District with a budget to meet the goals and needs of the District. District administration recommends adoption of the 2020-2021 budget.</p> <p>The budget was presented to the Board at the June 9, 2020 meeting and Assistant Superintendent, Sean Martin provided highlights regarding the Governor and legislative leaders recent budget agreement indicating the outlook is somewhat more positive for K-12 education.</p> <p>Highlights include:</p> <ul style="list-style-type: none"> - Instead of COLA and 10% cut now we will see no 10% cut and no COLA, flat funding based off 19-20 ADA which equates to about 2.3 million for Rescue and more less will help balance our budget. - This will be balanced with deferrals, which will still create cash flow issues in 2020-2021 and following year. - Federal one-time money for COVID-19 (some other funding), will help to address learning loss mitigation fund originally to support increase programs in the summer, or add extra services. The new model provides some funding for special education population, but also supplemental and concentration districts as well as some allocations for all districts. Funds can be spent on four general categories: student learning supports, general measures that extend instructional time for students, providing additional core academic support for students who need it and providing integrated services that support teaching and learning – such as student and staff technology needs,

	<p>mental health services, staff professional development and nutrition. These funds must be spent by December which would make it difficult to use for staffing as there would be an additional cost for the remainder of the year. It is also contingent upon the adoption of a Learning Continuity and Attendance plan. The template for the plan will not be available until August but must be adopted by September 30. This document will replace the LCAP for 2020-2021.</p> <ul style="list-style-type: none"> - The budget agreement includes and ADA hold harmless provision for the 2020-2021 that uses the adjusted ADA for 2019-2020 but still must meet the instructional minute requirements through a combination of in person and distance learning. - It also prohibits layoffs for certificated and specified classified employees (nutrition, transportation or custodial services) in 2020-21. <p>This is still preliminary information and more details to come.</p> <p>Mr. Martin concluded that we will continue to monitor the budget with further discussions in 2020-21 as we still have moving deficits and reductions.</p> <p>Trustee Brownell moved and Trustee Kent seconded to approve the adoption of the 2020-2021 Budget. The motion passed 5-0.</p> <p>Ayes: Trustee George, Brownell, Neal, Kent and White</p>
<p>4. Statement of Reasons for Assigned and Unassigned Reserves Above the State Recommended Minimum Level</p> <p>(Supplement)</p> <p>(Consideration for Action) Assistant Superintendent of Business Services</p> <p>(previously Item 3)</p>	<p>The Board considered approval of the Statement of Reasons for Assigned and Unassigned Reserves Above the State Recommended Minimum Level. Per Education Code Section 42127(a)(2)(B) school districts are required to include this statement with the presentation of the budget.</p> <p>Assistant Superintendent, Sean Martin reported that this was brought to the Board at the June 9, 2020 for review and is a requirement that annually when we adopt the budget an explanation of what our reserves are for and the intended purpose of use and is now presented for action.</p> <p>Trustee Neal moved and Trustee Brownell seconded to approve the Statement of Reasons for Assigned and Unassigned Reserves Above the State Recommended Level. The motion passed 5-0.</p> <p>Ayes: Trustee George, Brownell, Neal, Kent and White</p>
<p>5. Education Protection Account (EPA) Funds 2019-2020 and 2020-2021</p> <p>(Supplement)</p> <p>(Consideration for Action) Assistant Superintendent of Business Services</p> <p>(previously Item 4)</p>	<p>Revenues from Proposition 30, <i>The Schools and Local Public Safety Protection Act of 2012</i>, are deposited into a state account called Education Protection Account (EPA). Proposition 30 requires that the use of EPA funds be determined by the governing Board.</p> <p>Assistant Superintendent, Sean Martin reported the 2020-21 EPA funds will be spent on certificated staff (non-administration) and additionally the district is updating the 2019-20 allocation all of which will be spent on certificated staff (non-administration). Both comply with requirements from the state of California.</p>

	<p>Trustee George moved and Trustee Neal seconded to approve the Education Protection Account (EPA) Funds 2019-20 and 2020-21. The motion passed 5-0.</p> <p>Ayes: Trustee George, Brownell, Neal, Kent and White</p>
<p>GENERAL</p>	
<p>6. COVID-19 Update (Supplement) (Information and Discussion) Superintendent</p>	<p>The Board received information regarding our status and plans for the future as our schools continue to be closed due to COVID19 restrictions.</p> <p>Superintendent Olson started by providing information on the work of the reopening committee to date and survey results. The reopening committee, with over 40 members from RUFT, CSEA and Leadership, has been working hard over the summer to prepare our plans for fall.</p> <p>The committee is focused on 4 areas: Health and Safety, Academics, Social Emotional Supports and Technology. The purpose of the committee is creating the umbrella protocols that will be followed districtwide. Then after each area is developed by the committee the specific area gets sent to the appropriate department or site to refine the plan knowing that something might work better for one department and differently for another, but must stay within the developed parameters. The refined plans are returned to Superintendent and the Assistants Superintendents before it is sent to the appropriated union negotiations team, for possible negotiations.</p> <p>Health and Safety is pretty much complete. Ideas that would most likely not be feasible at this point have been taken out and these umbrella protocols have been sent to the appropriate department/sites for refinement.</p> <p>The Academic discussion started with a lengthy conversation about the possibility of a hybrid model. After through discussion, the committee determined that we could meet the needs of students not wanting to return to a traditional model by offering a distance learning program with limited in-person contact with teachers</p> <p>Initial conversations about a Distance Model, determined that the elementary program could look different than the middle school due to needs and configurations. The group discussed the pros and cons of having a learning management systems like Fuel Ed, Edgenuity or Canvas as a base platform, the cost is a challenge but it would provide consistency. Another benefit would be if there are not enough students to fill a class, we could more easily have a teacher with multiple grade levels. At middle school, we discussed the possibility of the keeping the students that are in Distance learning on their traditional rosters and they just come part of the time. This would allow students who might go back and forth between traditional and distance learning, to have space on the roster without a huge shuffle. Teachers would have to provide live streaming to those remaining at home or video-taped lessons of some sort, with additional logistics and details to be worked out. There was</p>

discussion that at the elementary level this would be difficult to keep the distance learning students on the traditional roster.

After discussing accountability of students and parents who are involved in a distance learning program, the recommendation at this point would be to go with a traditional grading methods like the high school did this spring, keeping track of scores and grades but then at the end of the trimester the student could decide whether to go with a traditional grade or a type of pass/fail system. Additional parent responsibilities would include: Distance Learning compact, transporting when students are assigned to attend – not participating in lunch, recess or other things like electives etc. or it negates their desire for social distancing. Parents will also need to ensure that the students are engaged in their work, participating in discussions etc. Also part of the discussion included special needs students desiring a distance learning program, IEP's would need to be revised.

There are also a number of other areas that still need to be discussed such as communication, check-ins, live/video instruction, attendance and tracking participation, access to devices, teacher selection and reassignment process, staff training, and social emotional supports.

Mrs. Olson went on to report the subcommittee researching ideas for a possible Block Schedule at the middle school level, shared the results with the entire committee. The question was raised about whether we would move to a block schedule for academic reasons, or is it more for health and safety and it was determined that it would mainly be for health and safety reasons. The catalyst and benefit was to reduce the number of student contacts per day. Challenges would include the Block schedules at Pleasant Grove and Marina Village may need to look somewhat different, daily repetition could be a concern for subjects like PE/music, absences – when a student is absent they would miss the equivalent of two days of instruction, PE supervision and indoor scheduling regarding rainy days or poor air quality. This conversation will be continued to determine if the benefits will outweigh the challenges.

The Board discussed the need for parent input, in an advisory capacity, regarding the Block schedule as it is a change from our current schedule. This model has however been used throughout the state for quite some time and has shown to be very effective.

Mrs. Olson shared there was also discussion about the latest guidelines put out by Governor Newsom and CDE regarding the wearing of face masks. We will need to require masks at this point unless we are outside and can socially distance. Additionally, as recommended by the CDE guidelines, we will seek to increase the space between desks to maximize the space between students. The Board discussed whether masks were appropriate for student use and what could be the long range impacts such as speech patterns for younger students (particularly pertaining to intervention strategies). Public health does provide recommendations, but one size may not fit all. Perhaps some other options might be considered, for instance when outside and distanced, masks are not required. It was also noted that many other countries who have used masks for a long time, for various reason, have been academically successful. Masks do provide protection to control the spread of the

	<p>virus and perhaps there are other options to consider such as face shields/visors. The goal is to provide the best education while keeping our students and staff safe.</p> <p>Survey results were shared and about 81% of our families had a desire to return to a traditional model, about 15% desired a hybrid model and 4% indicated their desire for a distance learning program. Due to the number and the desire for social distancing, the only two options that make sense are the traditional in conjunctions with a distance model. Another issue is the fact that each site has very few students who desire something other than traditional. It ranges from 16 students in the entire school, across all grade levels, up to about 120 at one of our middle schools. Our challenge will be making classes work with these numbers.</p> <p>The Board shared their appreciation to administration, and staff for their diligence and tremendous work throughout these unprecedented circumstances.</p> <p>Comment: Amber Alexander – Parent RE: Questions about block schedule limiting student contact, how would requiring masks change number of families desiring to return in person, and extended day offerings.</p>						
<p>7. Board Policy Revisions/Updates (Supplement) (First Reading and Possible Consideration for Action) Superintendent</p>	<p>The Board reviews and/or adopts Board Policy. The following policies are presented for first reading and possible consideration for action.</p> <table border="1" data-bbox="613 999 1386 1171"> <tr> <td>BP 0470</td> <td>COVID-19 Mitigation Plan</td> </tr> <tr> <td>BP 4113.5 4213.5 4313.5</td> <td>Working Remotely</td> </tr> <tr> <td>BP 6157</td> <td>Distance Learning</td> </tr> </table> <p>The Board reviewed these policies and determined they would be brought back to the July 14, Special Meeting for second reading and possible consideration of approval.</p>	BP 0470	COVID-19 Mitigation Plan	BP 4113.5 4213.5 4313.5	Working Remotely	BP 6157	Distance Learning
BP 0470	COVID-19 Mitigation Plan						
BP 4113.5 4213.5 4313.5	Working Remotely						
BP 6157	Distance Learning						
<p>PERSONNEL:</p>							
<p>8. Certificated Personnel (Supplement) (Consideration for Action) Assistant Superintendent of Curriculum and Instruction</p>	<p>Periodically, changes in staffing occur due to hiring, resignations or requests for leaves. The Board considered approval of the following certificated personnel changes:</p> <p><u>Leave of Absence (LOA)</u> Lynette Berry, Teacher, LOA 100% (.20 FTE), Lake Forest, effective 7/1/20 Jennifer White, Teacher, LOA .55 (1.0 FTE), Green Valley, effective 7/1/20</p> <p><u>Retirement</u> Kimberley Reyes, Teacher, (1.0 FTE), Pleasant Grove/Marina Village, effective 6/30/20</p> <p>Trustee Neal moved and Trustee Kent seconded to approve the above listed personnel changes. The motion passed 5-0</p> <p>Ayes: Trustee George, Brownell, Neal, Kent and White</p>						

<p>9. Classified Management (Supplement)</p> <p>(Consideration for Action) Assistant Superintendent of Curriculum and Instruction</p>	<p>Periodically, changes in staffing occur due to hiring, resignations or requests for leaves. The Board considered approval of the following classified management personnel changes:</p> <p><u>Resignation</u> Phil Jones, Maintenance & Operations Coordinator, (1.0 FTE), M&O, effective 6/30/20</p> <p>Trustee Brownell moved and Trustee George seconded to approve the above listed personnel changes. The motion passed 5-0.</p> <p>Ayes: Trustee George, Brownell, Neal, Kent and White</p>
<p>10. Classified Personnel (Supplement)</p> <p>(Consideration for Action) Assistant Superintendent of Curriculum and Instruction</p>	<p>Periodically, changes in staffing occur due to hiring, resignations or requests for leaves. The Board considered approval of the following classified personnel changes:</p> <p><u>Employment</u> Terese Ellis, Food Service Worker, (.44 FTE), Green Valley, effective 8/10/20 Julie Fruge, Food Service Worker, (.16 FTE), Green Valley, effective 8/10/20</p> <p><u>Promotion</u> Denise Thomas, School Secretary, (1.0 FTE), Lake Forest, effective 7/1/20</p> <p><u>Resignation</u> Alexis Ryan, Itinerant Independence Facilitator, (.75 FTE), Lakeview, effective, 5/29/20</p> <p>Trustee George moved and Trustee Brownell seconded to approve the above listed personnel changes. The motion passed 5-0.</p> <p>Ayes: Trustee George, Brownell, Neal, Kent and White</p>
<p>CONSENT AGENDA: (Consideration for Action)</p>	<p>All matters listed under Consent Agenda are considered to be routine or sufficiently supported by prior or accompanying reference materials and information as to not require additional discussion.</p>
<p>11. Board Meeting Minutes (Supplement)</p>	<p>Minutes of June 9, 2020 Regular Board Meeting.</p> <p><i>This item was pulled for revision and will be brought back to the July 14, 2020 Special Board Meeting</i></p>
<p>CLOSED SESSION:</p>	<p>The Board may reconvene to closed session as authorized by Government Code Sections 3549.1, 54956.9, 54956.8, 54957, and 54957.6 and Education Code Sections 35146 and 48918.</p>
<p>OPEN SESSION:</p>	<p>Reconvene open session</p>
<p>REPORT FROM CLOSED SESSION:</p>	<p>The Board president will report any action taken in closed session.</p>
<p>ADJOURNMENT:</p>	<p>It was noted that the next meeting of the Board will actually be held on July 14, 2020 and the next regularly scheduled Board meeting is August 11, 2020.</p> <p>Trustee Kent moved and Trustee Neal seconded to adjourn the meeting at 8:27 p.m.</p>

RESCUE UNION SCHOOL DISTRICT

AGENDA ITEM: Classified Personnel

BACKGROUND:

Periodically changes in classified staffing occur due to hiring, resignations or requests for leaves of absence. The Board must formally approve these requests.

STATUS:

The following classified personnel changes are listed on the agenda:

Name	Personnel Action	Position FTE	Position	School/Dept.	Effective Date
Barela, Jaymie	Resignation	.75	Itinerant Independ Facilitator	Jackson	06/30/20
De Roco, Jo Ann	Resignation	.75	Instructional Aide – Bilingual	Pleasant Grove	06/30/20
Ford, Sarah	Resignation	.38	Yard Supervisor	Lakeview	06/30/20

FISCAL IMPACT:

Fiscal impact will be reflected in the 2020-2021 budget years.

BOARD GOAL:

Board Focus Goal IV – STAFF NEEDS:

Attract and retain diverse, knowledgeable, dedicated employees who are skilled and supported in their commitment to providing quality education for our students.

RECOMMEDATION:

The Superintendent recommends the Board approve the above personnel actions.

Rescue Union School District

AGENDA ITEM: NGSS Materials Adoption Grades 6-8

BACKGROUND:

In 2013, California adopted the Next Generation Science Standards to guide science instruction for students in grades K-12. In 2018, the Instructional Quality Commission reviewed curricular materials, and the State Board of Education subsequently approved a list of recommended programs later that year. Shortly thereafter, middle school science teachers from Pleasant Grove Middle School and Marina Village Middle School began reviewing and piloting several programs to best align their instruction with the shifts contained in the NGSS.

STATUS:

After extensive review of materials recommended by the Instructional Quality Commission and a pilot of several programs, the middle school science departments from Marina Village Middle School and Pleasant Grove Middle School, in conjunction with the special education teachers from both schools, have determined that the Amplify Science program would best meet the needs of sixth grade students, while StemScopes would be best suited to the needs of 7th and 8th grade teachers. Given the differences inherent in teacher preparation and credentialing between sixth grade multiple subject teachers and the seventh and eighth single subject teachers, RUSD administration supports this split adoption.

With board approval, the District would adopt the abovementioned materials for use with students in grades 6-8 over the next six years. Funds used to support this adoption would come from categorically restricted sources designated for instructional materials.

FISCAL IMPACT:

Estimated cost for digital licenses, student materials, and teacher's manuals over the next six years is approximately \$100,000 and would be reflected in the 2020-2021 budget.

BOARD GOAL:

Board Focus Goal I – STUDENT NEEDS

- A. Curriculum and Instruction: Provide a meaningful, innovative learning environment using Common Core State Standards and researched-based, progressive, effective instructional methodology, instructional materials, staff development and technology that will ensure student success in career and college.

RECOMMENDATION:

The Board approve the adoption of the Amplify Science for sixth grade students and StemScopes for 7th and 8th grade students.

RESCUE UNION SCHOOL DISTRICT

AGENDA ITEM: 2020-21 Budget Update – 45 Day Budget Revision

BACKGROUND:

Education Code Section 42127(h) calls for the public review, within 45 days, of any budget revisions that the local agency decides to make based upon the enactment of the State Budget.

STATUS:

At the June 23 Board meeting the Rescue USD budget for 2020-21 was approved based upon the governor's May revised proposal. The budget assumed a 10% cut to LCFF funding, and other activities that projected an ongoing deficit of \$2.17M for 2020-21, which increased to \$3.2M in 21-22 and \$5M in 22-23. Additionally, starting in 21-22 the District would not meet the required 3% reserve level and budget adjustments would be necessary starting in 2021-22.

The primary changes from the adopted budget of note are:

- Fully funding of LCFF - Cut of 10% was eliminated but zero COLA – Increase in revenues of \$2.3M (Ongoing) from adopted budget
- Deferrals of state LCFF funding of over \$11B which will require additional borrowing through TRANS
- Average Daily Attendance (ADA) for 2020-21 will be based off of 2019-20
- Federal CARES act funding to mitigate learning loss related to COVID-19 is anticipated to be around \$1.3M (one-time funds) and the majority of funds must be spent by December 30, 2020 otherwise funds will revert back to CDE
- Local Control Accountability Plan (LCAP) will be replaced in 2020-21 with Learning Continuity and Attendance Plan.

Final language and interpretation of the budget is still ongoing and a complete budget update will be presented to the Board in December during first interim.

FISCAL IMPACT:

On-going revenues will be increased by \$2.3M, and one-time revenues and offsetting onetime expenses will increase by \$1.3M for the budget due to the final state budget agreement.

BOARD GOAL:

Board Focus Goal II – FISCAL ACCOUNTABILITY:

Keep the district fiscally solvent through prudent budget processes in order to meet the needs of our students.

RECOMMENDATION:

The District staff recommends the Board of Trustees review and approve the changes to the Rescue USD budget for 2020-21 due to the adoption of the state budget.



Rescue Union School District 2020-21 Adopted Budget 45 Day State Budget Update July 14, 2020

Board of Trustees

Kim White, President Stephanie Kent, Vice-President Tagg Neal, Clerk

Suzanna George, Member Nancy Brownell, Member



Rescue USD Budget Information and Timelines

- Legally required to adopt a budget by July 1, 2020
 - ⊕ This presentation is a user-friendly summary of the budget proposed for adoption.
 - ⊕ Documents in official “SACS” format included.
- Creates an adopted budget for 2020-21 based upon the Governor’s May State Budget Proposal, Legislative Analyst's Office, and current law
- Financial Cycle for 2020-21
 - ⊕ **If material changes due to state budget**
 - **Revise budget 45 days later – Budget signed on July 24 so presentation must occur by September 7**
 - ⊕ First Interim Budget - December 2020
 - ⊕ Second Interim Budget - March 2021
 - ⊕ June Budget Update – June 2021
 - ⊕ Final Actual Financials – September 2021
 - ⊕ Audit Report – January 2022



2020-21 Budget Highlights

■ Major State Budget changes from RUSD Adopted Budget

- ⊕ State Budget for LCFF Funding eliminated the 10% cut and the COLA
 - Funding for LCFF is \$2.35M more than adopted budget
- ⊕ Deferral of cash allocation from state - \$11.1B deferred into following year
 - Budget was projected at \$5.3B
 - Additional TRANS amount will be required due to cash flow issues – Est. at \$3M
- ⊕ Federal one-time funding allocation from CARES Program to “mitigate learning loss”
 - Funds allocated in three ways: Supplemental/concentration grant allocation, special education enrollment, and total LCFF allocation
 - Rescue qualifies for approximately \$1.3M
 - Funds will need to be expended by Dec 30, 2020 for the majority of funds, so funding cannot be used for costs that span the entire school year
 - Funds can be used for
 - Learning supports that begin prior to start of the school year & continue intensive instruction and supports into the school year
 - Extend Instructional school year/minutes/days
 - Additional academic services for students including devices and connectivity
 - Integrated student supports to address other barriers to learning



2020-21 Budget Highlights (Cont.)

- Items of note that are same from RUSD adopted budget
 - ⊕ Pension fund contribution of \$2.3B redirected toward employer rates
 - ⊕ Special Education funding allocation increase of \$545M
 - Funds after deficit and allocation to regional programs is included in budget
 - ⊕ Zero COLA to all other state program

- Additional Financial Items of Note
 - ⊕ State revenues/tax collections are still pending
 - ⊕ 2021-22 state budget concerns
 - \$11B in Deferrals will require state budget cuts in 21-22 which may be allocated to schools
 - Current MYP assumes no state cuts in future years
 - ⊕ Potential of loss of additional enrollment due to COVID19 but not projected in budget
 - Current MYP assumes flat enrollment and 97% attendance in future years



Updated Budget Summary

	2020-21 Adopted Budget			2020-21 45-Day Update		
	<i>Unrestricted</i>	<i>Restricted</i>	<i>Total</i>	<i>Unrestricted</i>	<i>Restricted</i>	<i>Total</i>
Total Revenue	29,559,645	6,340,900	35,900,545	31,913,189	7,640,900	39,554,089
Total Expenditures	27,636,587	10,516,376	38,152,963	27,636,587	11,816,376	39,452,963
Excess/(Deficiency)	1,923,058	(4,175,476)	(2,252,418)	4,276,602	(4,175,476)	101,126
Other Financing Sources	(4,031,310)	4,031,310	-	(4,031,310)	4,031,310	-
Net Inc/Dec to Fund Bal	(2,108,252)	(144,166)	(2,252,418)	245,292	(144,166)	101,126
Beginning Balance	5,634,523	648,167	6,282,690	5,634,523	648,167	6,282,690
Ending Balance	3,526,271	504,001	4,030,272	5,879,815	504,001	6,383,816

Unrestricted 20-21 Adopted Budget Adjusted for One-time Items

Narrative – The district is anticipating a surplus of \$245k in 2020-21 at state adoption. When adjusted for one-time revenues and expenses the ongoing surplus decreases to \$181k.

This surplus will become a structural deficit in future years and grow unless steps occur to create additional revenue or decreases in expense.

	<i>Unrestricted</i>	<i>Adjustment for one-time Items</i>	<i>On-going Unrestricted</i>
Total Revenue	31,913,189	(800,000)	31,113,189
Total Expenditures	27,636,587	(642,621)	26,993,966
Excess/(Deficiency)	4,276,602	(157,379)	4,119,223
Other Financing Sources	(4,031,310)	93,904	(3,937,406)
Net Increase /Decrease	245,292	(63,475)	181,817



Updated Ongoing Unrestricted Multi-Year Projection Details

Unrestricted Balance Changes	2021 - 2022		2022 - 2023	
Ongoing (Deficit) Balance from Previous Year		\$181,817		(\$907,829)
Additional LCFF Revenue (COLA Increase)	\$0		\$0	
Loss of Revenue for ADA Decrease	(\$508,529)		(\$733,749)	
Total Revenue Changes		(\$508,529)		(\$733,749)
Salary Schedule Step & Column Increases (Includes contributions to restricted accounts for step/column)	(\$546,400)		(\$564,272)	
EDCOE Special Ed Transportation Cost Increase	(\$29,914)		(\$42,220)	
Other Adjustments (One-time Items/RRM 3% Adj)	\$73,968		(\$32,928)	
STRs & PERs Increased Rates	(\$78,771)		(\$461,900)	
Total Expense Changes		(\$581,117)		(\$1,101,320)
Updated On-Going Surplus (Deficit)		(\$907,829)		(\$2,742,898)
Beginning Fund Balance		\$5,879,815		\$4,971,986
Updated On-Going Surplus (Deficit)		(\$907,829)		(\$2,742,898)
Ending Fund Balance		4,971,986		\$2,229,088

Narrative – The district has a growing deficit due to projected declining enrollment and an ongoing increase in pension costs. This projection assumes no cuts from the state in 2021-22 and 2022-23.

Additionally, the ongoing budget does not reflect future needs including refresh/replacement of instructional technology, modernization of facilities, replacement of buses, etc.

District reserves are currently sufficient to cover the ongoing deficit through 2022-23; however, the district should be conservative when making financial decisions. When opportunities arise for cost savings, the district should evaluate priorities of need versus savings.



Multi-Year Projection

	2020-21	2021-22	2022-23
Revenues & Other Financing Sources	39,554,089	35,488,007	34,754,258
Expenditures & Other Financing Uses	39,452,963	36,307,165	37,408,484
Net Increase (Decrease) to Fund Balance	101,126	(819,158)	(2,654,226)
Beginning Fund Balance	6,282,690	6,383,816	5,564,658
Ending Fund Balance	6,383,816	5,564,658	2,910,431
Required Economic Reserve of 3%	1,183,589	1,089,215	1,122,255
Projected District Reserve Level	16.18%	15.33%	7.78%

	2020-21		2021-22		2022-23	
	Unrestricted	Restricted	Unrestricted	Restricted	Unrestricted	Restricted
Revenues & Other Financing Sources	27,881,879	11,672,210	26,609,456	8,878,551	25,683,699	9,070,559
Expenditures & Other Financing Uses	27,636,587	11,816,376	27,517,285	8,789,880	28,426,596	8,981,888
Net Increase (Decrease) to Fund Balance	245,292	(144,166)	(907,829)	88,671	(2,742,897)	88,671
Beginning Fund Balance	5,634,523	648,167	5,879,815	504,001	4,971,986	592,672
Ending Fund Balance	5,879,815	504,001	4,971,986	592,672	2,229,088	681,343

Assumption Highlights – Going from 2020-21 budget into 2021-22 all prior one-time items are removed. Revenues are held constant except for LCFF funding based upon COLA/Gap funding assumptions from SSC/EDCOE and district projected attendance.

Expenditures for salaries and benefits include step/column, and STRS/PERS rate increases. All permanent positions are budgeted in 21-22 and 22-23. Accounts for supplies, services, and all other expenses are held constant except for one-time or carryover situations.



ADA & Instructional Minutes

- Sets 2020-21 ADA for funding purposes at 2019-20 P-2 levels
 - ⊕ 2019-20 P-2 ADA calculated on July 1, 2019 through February 29, 2020 attendance
 - ⊕ Holds LEAs harmless from declining ADA
 - ⊕ Not the traditional “Greater of current or prior year” soft-landing provision
 - ⊕ Need clarification on how prior year ADA will work in 2021-2022
- Suspends Annual Instructional Minutes requirement but maintains Minimum School day minutes requirement(s)
- Maintains Instructional Days (length of year) requirement(s) and penalty
- Suspends PE Minutes requirement
- Suspends process for to apply for credit for emergency ADA (J-13A)
- None of these requirements are waivable by the State Board of Education



Instruction in the 2020-21 School Year

- SB 98 provides three options for providing instruction in 2020-21:
 - ⊕ In-person instruction
 - ⊕ Distance Learning
 - ⊕ Hybrid instruction model through in-person and Distance Learning
- Legislature clarified intent was to provide LEAs flexibility in developing instructional models but that LEAs should provide in-person instruction “to the greatest extent possible”
- Distance Learning is modeled after Independent Study (IS) but is a distinct instructional model and attendance accounting methodology with separate requirements – IS not changed or limited by SB 98



Distance Learning

- LEAs may offer Distance Learning under one of two circumstances:
 - ✦ On an LEA or schoolwide level as a result of order/guidance from a state or local public health officer
 - Does not require LEA to obtain authorization from public health official
 - Distance learning should be part of instructional model that adheres to most recent available public health orders/guidance
 - ✦ For students who are medically fragile, would be put at risk by in-person instruction, or who are self-quarantining because COVID-19 exposure
 - “At-risk by in person instruction” undefined, open to interpretation by student’s parent/guardian
 - No requirement for medical note or verification



Accountability

- No Standard LCAP for 2020-21
- LEAs must adopt a Learning Continuity and Attendance Plan (Continuity Plan) by September 30, 2020
- Hold two public meetings:
 - ⊕ LEAs present Continuity Plan to governing board--must post 72 hours prior to hearing
 - ⊕ Second meeting to adopt Continuity Plan after first hearing and on different day
 - ⊕ LEAs must consult stakeholders, as specified, including Parent Advisory and EL Parent Advisory Committee for review and comment
- LCFF budget overview for parents adopted by December 15, 2020, with the first interim budget report
- Federal one-time funds can be spent before the adoption of the plan
- CDE, in consultation with the SBE executive director, will develop a template for the Continuity Plan by August 1, 2020