

SCHOOL REOPENING GUIDEBOOK V2.1



2020-2021

Guidelines, Resources, and Best Practices for the Safe Reopening of Carmel Schools In COVID-19 Conditions



FOREWORD

OF SCHOOL REOPENING GUIDEBOOK

UPDATED: 3/5/21

This document has evolved over the past several months and has been revised based on changing public health guidelines, surveys and input from families and staff.

Carmel Unified School District (CUSD) staff have been working within and across departments, as well as with the California School Employees Association (CSEA) and Association of Carmel Teachers (ACT), to develop plans to safely and effectively reopen our schools.

In light of the Governor's "Resilience Roadmap," the California Department of Public Health (CDPH) guidelines, and the most recent Monterey County Health Orders, this guidance serves to provide Carmel Unified schools and families with information related to opening school facilities that will serve students in the 2021-2022 school year.

Please note that this guidance is based on current knowledge of how COVID-19 is transmitted. The guidebook will continue to be updated based on information from the California Department of Public Health and Monterey County Public Health orders.

We know there are unique challenges facing each school site and their respective communities. It is the hope of District Administration that this School Reopening Guidebook will provide our stakeholders with ongoing information and transparent planning in an ever-changing, rapidly evolving landscape. We know this school year will look different and require adjustments and flexibility. Our ultimate goal is to ensure our schools open safely and continue to provide a healthy learning environment for each and every student.

Thank you for your patience as we continue to plan for the reopening of school in these uncertain times.



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VALUES

FOR REOPENING SCHOOLS SAFELY

UPDATED: 3/5/21

THE FOLLOWING CORE VALUES HAVE GUIDED THE WORK OF CARMEL UNIFIED'S INTERIM SUPERINTENDENT, STAFF, ADMINISTRATORS AND TEACHERS TO ENSURE A SMOOTH AND SAFE 2020-21 SCHOOL YEAR FOR EACH AND EVERY STUDENT:



FOLLOW CALIFORNIA DEPARTMENT OF PUBLIC HEALTH (CDPH) GUIDELINES AND MONTEREY COUNTY PUBLIC HEALTH ORDERS



MAINTAIN AN INCLUSIVE, CARING AND SUPPORTIVE SCHOOL CULTURE



ESTABLISH CLEAR PROTOCOLS FOR HEALTH AND SAFETY



TIMELY, FREQUENT COMMUNICATION AND TRANSPARENCY

REOPENING SAFELY

The health and safety of our students, staff, and families is of utmost importance. Due to new health and safety measures set forth by the County of Monterey and the California Department of Public Health, our school year looks much different than in years previous. The District is focused on academic instruction as well as the programs that are crucial for the mental, social emotional, and physical well-being of students.

SCREENING AT HOME:

- Students and staff are asked to self-screen for [symptoms](#) such as cough, shortness of breath, runny nose and fever at home before coming to school or getting on a school bus.
- Anyone with a fever of 100°F or more should not go to a school site. Those experiencing symptoms including persistent cough, shortness of breath, or runny nose should not attend school.
- Staff members are required to self-screen and complete a daily temperature check prior to coming to a CUSD site.
- Use the ParentSquare app or website to submit your daily health screening. Look for the orange **Submit Daily Health Screening** button on the right side of your web browser or at the bottom right of the app:



ARRIVING AT SCHOOL:

- Arrival/departure times and campus entry points will be managed to allow for appropriate physical distancing.
- Physical barriers will be installed in areas where face-to-face interaction with the public occurs.
- School sites will have signage throughout campus to encourage physical distancing and proper sanitation.
- Temperatures will be taken and health screening questions will be asked at school entry points if you have not submitted the ParentSquare health screening.
- CUSD has already begun regular testing of staff.

 Submit Daily Health Screening



You can download the ParentSquare app from the Google Play Store for Android and the Apple App Store for iOS or visit on your computer at: www.parentsquare.com/signin

ESTABLISHED PROTOCOLS FOR A TEMPERATURE OF 100°F OR HIGHER:

Students with a temperature of 100°F or higher will not be admitted and shall be sent home. The parent/guardian should then contact a health care provider for further instructions. Please notify the school administration of any positive COVID-19 test results. If a student develops a fever while at school, they will be isolated from other students and their parent/guardian will be contacted to pick them up. Sick staff and students will be advised to isolate according to CDC guidelines (see page 14). The individual may return after 10 days since symptoms first appeared and no fever for the last 24 hours without the use of medication, or 3 days after all symptoms are fully resolved with proof of negative COVID test.



- Staff and students will be trained on proper hand hygiene, including hand washing and use of hand sanitizer; [CDC: Handwashing](#): Clean Hands Save Lives.
- Students will be instructed to wash or sanitize their hands upon arrival into the campus, using the restroom, and lunch.
- Handwashing and hand sanitizing for students will be reinforced daily with time allotted to wash hands regularly.
- Hand sanitizer stations will be available at all school sites.
- Students and staff will be instructed on protocols for coughing, sneezing, etc. while protecting others.
- Schools will limit sharing of supplies; belongings separated in individually labeled storage containers, cubbies or areas.
- Visual reminders will be provided and posted for staff and students.

HAND HYGIENE

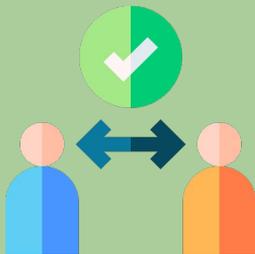


TRAVEL:

If your family is considering travel at this time or planning a trip, please review this [important information from the CDC](#). We appreciate your support in reducing exposure to students and staff.

PHYSICAL DISTANCING

6 FEET APART



- Sites will implement plans to ensure physical distancing, such as alternating on-campus sessions for elementary and reducing the number of students in classrooms.
- Sites will design spaces with physical distancing in mind, which may include instruction outdoors or in larger areas and one-way traffic flow in hallways.
- Student work spaces will be arranged with consideration for maximum physical distancing, following public health recommendations.
- Teacher and other staff desks will be distanced at least six feet away from student desks.
- Group activities will be significantly limited, and offsite field trips will be suspended.
- Visual reminders will be provided and posted around campus.

FACE COVERINGS

- Masks (e.g. Face coverings) are required for ALL students Preschool-12th, in order to provide additional protection for students and staff and prevent the spread of COVID-19. Any students without a mask will be provided a mask to wear.
- Students will be required to wear face masks upon arrival to the school site and on school grounds at all times, unless students are actively eating.
- Students who refuse to wear face masks will be excluded from on-campus learning and a distance learning program will be provided. The student will be in a safe location until a parent/guardian can pick them up.
- A school based team (e.g., Section 504/IEP team), which has determined that a student has a physical, mental or educational condition or disability that prevents wearing a face-covering, may confer an exemption. Exemptions may apply if wearing a face covering could obstruct breathing, or if an individual is unconscious, incapacitated or otherwise unable to remove covering without assistance. In such cases, and per team decision, alternative, non-restrictive methods, such as a face shield with a drape on the bottom edge, shall be considered, as long as the individual's condition or disability permits.
- Students will be instructed on proper face masks protocol. Parents are asked to familiarize their children with the use of face masks, including the importance of being careful not to touch their mask or areas of their face.
- All staff will be provided with face masks and are required to wear face masks. In limited situations where a face mask cannot be used for pedagogical or developmental reasons, (e.g., communication) a face shield with a drape can be used instead of a face mask while in the classroom, as long as physical distance from others is maintained. Staff shall return to a face mask outside of the classroom.
- Visual reminders regarding face masks protocols will be posted for staff and students.



SAFETY EQUIPMENT

CUSD is committed to securing additional safety equipment to maintain the cleanliness of campuses, including but not limited to:



HAND SANITIZING STATIONS

Hand sanitizing stations will be located in common areas such as lunch areas, multipurpose rooms, front offices, and priority locations identified by the principal.



PERSONAL PROTECTIVE EQUIPMENT FOR STAFF

The District will provide face masks for staff. All staff are required to wear face masks unless prevented due to health conditions or instructional/communication needs. In those instances, staff will be provided with an alternative PPE. Additional disposable masks and gloves are also available, as needed. Some staff may wear a face mask as well as a face shield as an extra precaution.



TOUCHLESS THERMOMETERS

The District has provided each school and district site with touchless forehead thermometers so staff may screen each student, and themselves, as they enter campus.

OTHER SAFETY CONSIDERATIONS

- Campuses will follow guidelines developed by the CDPH for cleaning, disinfection, and ventilation of school sites as practicable.
- Drinking fountains will be disabled. Students should bring their own water bottles and may refill their bottles at designated sinks on campus.
- Bathrooms will be cleaned and stocked with soap throughout the day. Every other stall will be closed to allow for social distancing.
- Breaks, recesses, and lunch will be staggered as feasible to allow maximum physical distancing.
- Disinfecting wipes and/or disinfecting sprays will be provided in every classroom.
- HVAC systems have been serviced and inspected across the District to ensure proper operation and circulation of outside air.
- The District is upgrading from MERV 8 to MERV 13 filters in all furnaces.
- HVAC schedules will be set to run at least one hour before and after occupied hours.

BOARDING & DISEMBARKING



- School bus service will be provided only to Big Sur, Cachagua and Palo Colorado, and for students with disabilities per an IEP team decision, until further notice.
- Drivers will stand at the entrance to the bus during student loading to perform a pre-entry symptom screen and temperature check with touchless thermometers. Students not meeting screening requirements will not be permitted to board the bus.
- Students will load from back of bus to front of bus and disembark from the front of bus to the back.
- Should a student become ill during transit, they will be isolated in a dedicated seat behind the driver.
- Students should practice physical distancing while waiting on buses at school bus stops and student loading zones on campuses.
- Students should practice physical distancing to the best extent possible while seated on the bus.
- At this time, CUSD Transportation is planning to provide the same level of services to our eligible communities.

DISINFECTION & CLEANING

- Transportation has purchased electrostatic disinfecting sprayers. Each bus will be disinfected nightly with the electrostatic sprayer.
- CUSD Bus Drivers are being trained in the steps to properly disinfect.
- Drivers will perform disinfecting wipe down of high touch points following the AM runs and PM runs.
- Drivers have been directed to assure air flow for constant ventilation by means of AC, Windows or Roof Ventilation Hatches open.
- School bus windows will be open to ensure maximum ventilation, unless doing so poses a safety or health risk for current or subsequent occupants.



FACE COVERINGS



- Due to the likely inability to provide physical distancing on buses, students and drivers will be required to wear face coverings while on a CUSD buses.
- Drivers may remove face covering to ensure safe operation of the bus, **unless within 6 feet of the nearest passenger.**

MEAL DISTRIBUTION SCHEDULE

Weekly breakfast and lunch meal packages are available for pick-up at the following locations and times:



CARMEL VALLEY LIBRARY	TUESDAY	3:30PM - 5:30PM
CACHAGUA CHILDREN'S CENTER	WEDNESDAY	12:30PM - 1:00PM
TULARCITOS ELEMENTARY	WEDNESDAY	12:00PM - 1:00PM
CAPTAIN COOPER ELEMENTARY	WEDNESDAY	12:00PM - 1:00PM
CARMEL HIGH SCHOOL	THURSDAY	12:00PM - 1:00 PM
CARMEL MIDDLE SCHOOL	THURSDAY	12:00PM - 1:00PM

- Family drives up to the curb and stays behind the cone. (Or family walks up stays at 6Ft distance from others and is served from serving table)
- One car at a time will proceed to the serving area and park in front of the food table.
- Parent or child gets out of the car and picks up a meal package, (one package per each child in the family).
- Parent drives away and the next car can proceed to the serving area.

All students attending classes or other programs on campus are eligible to receive free breakfasts and lunches for the entire 2020-2021 school year.

Please let your school site secretary know if you would like your student to receive free meals at school.

STUDENT MEALS FOR ON-CAMPUS AND VIRTUAL LEARNING

The CUSD Food and Nutrition Department is committed to meeting the nutritional needs of each and every student during the 2020-21 school year. The department has developed, and will adhere to, the following measures to ensure the overall health and safety of students who rely on CUSD's meal service. Food and Nutrition staff will follow safety guidelines set forth by the California Department of Public Health for handwashing, proper sanitation of work stations, physical distancing, and face coverings.

ON-CAMPUS MEALS:

- Provide contact-free meal service to protect students and employees.
- All school meals are free until further notice.
- Eliminate self-service stations and use individually packaged foods.
- Stagger meal times as feasible to allow for distribution and as much physical distancing as possible.



GRAB & GO MEALS:

- Schools will establish meal serving hours for their virtual learning students.
- Curbside meal distribution service depending on staff availability and meal serving schedules.
- Provide grab-and-go meals for consumption at home.
 - Grab & Go breakfast/lunch will continue to be served at the schools mentioned in page 12, plus all elementary schools.
- Reinforce health and safety protocols, including hand hygiene, physical distancing, wearing face coverings, gloves, and aprons.

OTHER SAFETY PROTOCOLS FOR MEAL DISTRIBUTION ON CAMPUS:

- Sites will predetermine additional spaces for lunch as needed to ensure physical distancing in outdoor lunch areas.
- Encourage students to maintain physical distancing, as possible.
- Hand sanitizing dispensers will be located in lunch areas.
- Allow students the option of washing their hands with soap and water for 20 seconds or using hand sanitizers.
- Require students to sanitize their hands prior to entering nutrition centers.
- Require students to sanitize their hands prior to entering classrooms.
- FACE COVERINGS ARE REQUIRED BEFORE AND IMMEDIATELY AFTER EATING



COVID-19 PROTOCOLS

UPDATED: 3/5/21

The following steps have been provided by the Monterey County Health Department * to address which measures should be taken when a student, teacher, or staff member has symptoms, is in contact with someone infected, or is diagnosed with COVID-19.

Scenario 1	Actions	Communications
<p>A student/staff member responds "yes" to one of the health screening questions has a temperature of 100.4 or above, and/or exhibits symptoms of COVID-19.</p>	<ul style="list-style-type: none"> • Student/staff sent home • <u>Student case</u> - Supervisor/Principal & site health aide or LVN. (District Nurse if no health aide or LVN at your site) • <u>Staff case</u> - Supervisor/Principal & HR • Testing is highly recommended, along with consultation with a healthcare provider. • The cohort remains OPEN. • Determine which scenario (2-6) applies 	<p>No action needed.</p>
Scenario 2	Actions	Communications
<p>A family member or someone in close contact with a student or staff member tested positive for COVID-19. Close contact is defined as being within 6 feet for 15 minutes or more.</p>	<ul style="list-style-type: none"> • Student/staff sent home • Staff: report to Immediate Supervisor/Principal & site health aide or LVN. (District Nurse if no health aid or LVN at your site) • Health Services Staff or HR to determine the Infectious Period of the positive case so last close contacts can be determined. • Staff/student should quarantine at home for 10 days after the last known close contact with the case patient. • Testing at least 5 days after exposure is recommended if asymptomatic or immediately if symptomatic. It is recommended that exposed staff/parents of student(s) should contact their healthcare provider for additional guidance. • The cohort remains OPEN if the close contact is not on a District Site. • If the close contact is on a District Site, the cohort will CLOSE for 10 calendar days. 	<p>To: Student families and staff if the close contact is on a District site</p> <ol style="list-style-type: none"> 1. Phone call <u>and</u> 2. Template letter: Confirmed COVID-19 in classroom 3. Template Letter: Follow-up Confirmed COVID-19 in Classroom <p>If the close contact is not on a District Site, no action needed.</p> <p style="text-align: right;"><small>Updated 1/20/2021</small></p>

*Reference: Monterey County Health Department, Centers for Disease Control and Prevention and CA Department of Public Health

(Continued on page 14)



COVID-19 PROTOCOLS

UPDATED: 3/5/21

What measures should be taken when a student, teacher, or staff member has symptoms, is in contact with someone infected, or is diagnosed with COVID-19? The following steps have been provided by the Monterey County Health Department.*

Scenario 3	Actions	Communications
<p>Student/staff tests positive for COVID-19.</p> <p>Infectious Period:</p> <ul style="list-style-type: none"> For an individual who develops <u>symptoms</u>, the infectious period for COVID-19 begins 2 days before they first develop symptoms. The infectious period ends when the following criteria are met: 10 days have passed since symptoms first appeared, AND at least 24 hours have passed with no fever (without use of fever-reducing medications), AND other symptoms have improved. OR For an individual who tests positive but never develops symptoms, the infectious period for COVID-19 begins 2 days before the specimen for their first positive COVID-19 test was collected. The infectious period ends 10 days after the specimen for their first positive COVID-19 test was collected. 	<ul style="list-style-type: none"> Staff report information to: <ul style="list-style-type: none"> Immediate Supervisor/Principal Supervisor/Principal reports information to: <ul style="list-style-type: none"> Site health aide or LVN COVID Safety Coordinator-Tom Parry COVID Safety Coordinator reports information to: <ul style="list-style-type: none"> District Nurse Human Resources Director Director of MOT Human Resources Director reports information to: <ul style="list-style-type: none"> Superintendent Monterey County Health Department. Person who tests positive to quarantine at least 10 days have passed <i>since symptoms first appeared</i> and at least 24 hours have passed <i>since last</i> fever without the use of fever-reducing medications; and other symptoms have improved. If asymptomatic, then 10 days from the date the positive specimen was collected. Families of student/staff member also quarantine for 10 calendar days from last contact with the positive case. If on a District facility, the cohort is CLOSED for 10 days from last exposure or as determined by Monterey County Health Department. 	<p>To: Student families and staff</p> <ol style="list-style-type: none"> 1.Phone call <u>and</u> 2.Template letter: Confirmed COVID-19 in classroom 3.Template Letter: Follow-up Confirmed COVID-19 in Classroom
Scenario 4	Actions	Communications
<p>Student/staff tests negative for COVID-19 after any of the reasons in scenarios 2 or 3.</p>	<ul style="list-style-type: none"> Staff/Student should quarantine at home for 10 days after the last known close contact with the case patient. Symptoms can develop even after testing negative within 10 days after exposure. The cohort remains OPEN. 	<p>No action needed.</p> <p style="text-align: right; font-size: small;">Updated 1/20/2021</p>

*Reference: Monterey County Health Department, Centers for Disease Control and Prevention and CA Department of Public Health



COVID-19 SCHOOL

ADDITIONAL INFORMATION

UPDATED: 3/5/21

Schools should refer to information from the [CDC](#) regarding COVID-19 transmission rates, spread, and treatment. Any actions will be determined in close partnership with local health officials on a case by case basis.

CONSIDERATIONS FOR PARTIAL OR TOTAL CLOSURE

Once schools reopen, schools are not required to close again if the county sees an increase in case rates or positive testing percentages. However, individual school closure is recommended based on the number of cases, the percentage of the teacher/students/staff that are positive for COVID-19, and following a consultation with the local health officer. Individual school closures may occur when there are multiple cases in multiple cohorts at a school or when at least 5% of the total number of teachers/student/ staff are cases within a 14-day period.

WHAT HAPPENS TO LEARNING IF A CLASSROOM COHORT OR SCHOOL CLOSES?

If a classroom cohort or school needs to close, the students move to online learning with their existing teacher until they can return back to campus. When cleared to return, the students and teacher resume their on campus learning in person.

WHAT ABOUT SPORTS?

- When permissible, small groups of students can meet on campus for extracurricular and co-curricular activities such as non-CIF sports and clubs on a case by case basis, **as allowable under state and county guidelines.**
- As high school athletics are governed by the California Interscholastic Federation (CIF), we will be adhering to the guidelines set forth by the organization.

The social emotional well-being of our students is a top priority.

AS WE REOPEN....

Carmel Unified School District staff and schools are committed to supporting the social emotional wellness of each and every student, each and every day. Carmel Unified Schools are offering resources to ensure the transition back to school is as smooth as possible. Social emotional counselors are available to support students at all CUSD school sites. Please contact your school office to be connected with a counselor for your student.



Now more than ever, we appreciate the partnership of families in helping create healthy environments for students during these challenging and unprecedented times. We are asking that schools and families work together to remain flexible and collaborative in assessing students' individual needs.

See [page 18](#) for a list of [additional mental health services](#) available in our community, compiled by the CUSD counseling team.

CUSD SOCIAL/EMOTIONAL SUPPORT MAY INCLUDE:

- Teachers will pay close attention to social emotional learning in both in-person and virtual classrooms
- Online individual social emotional counseling sessions for students
- COVID-19 training for students in hygiene and prevention
- Guidance for Youth in Transition (YIT) and Foster Care
- On-Campus/Virtual 504 meetings, counseling and referral services
- On-Campus/Virtual Special Education Services and IEP meetings
- Guidance for students and families in the English Learner Program
- Enrichment Services (virtual tours, museums, age-specific exercise, etc.)
- Teacher office hours for additional support and instruction
- College and Career advising



COMMUNITY MENTAL HEALTH SERVICES

Below is a list of additional, community based mental health resources compiled by Carmel Unified School District's counseling team.

Organization	Description Of Service	Phone	Website
Care Solace	Care Solace is an online resource with a live 24/7 concierge meant to assist our CUSD families/individuals in finding local mental health related programs and counseling services.	(888) 515-0595	https://www.caresolace.com/site/carmelusd/
Monterey County Behavioral Health	Available 24/7 - talk with a Behavioral Health team member who will provide a brief screening and then connect you to appropriate community resources, or schedule an appointment for an assessment with one of their therapists.	(888) 258-6029	https://www.co.monterey.ca.us/government/department-s-a-h/health/behavioral-health
Kinship Center: Mobile Crisis Response Team	A team of mental health professionals providing same-day crisis intervention to youth experiencing an immediate crisis.	(831) 687-4379	http://www.kinshipcenter.org/kinship-centers-new-mobile-crisis-response-team.html

TRANSITIONING FROM ONLINE TO ON-CAMPUS LEARNING

**Online/
Distance
Learning**

Hybrid
A combination
of distance and
online learning

**On-Campus
Learning***

**NOTE: ALL STUDENTS ARE CURRENTLY ONLINE/ DISTANCE LEARNING OR PARTICIPATING IN A SMALL COHORT. THE DISTRICT HAS ADOPTED A PHASED-IN APPROACH TO REOPENING SCHOOLS.*

Phase 1: Elementary schools will open first for on-campus hybrid learning; middle and high schools will remain in distance learning.

ALL LEARNING MODELS WILL INCLUDE THESE OBJECTIVES:

RIGOROUS AND
INNOVATIVE LEARNING

MEANINGFUL ASSESSMENT
AND FEEDBACK

CULTURALLY RESPONSIVE
CURRICULUM & INSTRUCTION

CONNECTION AND
BELONGING

SOCIAL EMOTIONAL LEARNING

SUPPORTS FOR STUDENTS WITH
DIFFERING ABILITIES

ENGAGEMENT AND
COLLABORATION

PARENTS AS PARTNERS



HYBRID vs. DISTANCE LEARNING

MAKING A CHOICE

UPDATED: 3/5/21

ELEMENTARY Hybrid Model - Sample Schedule

Monday	Tuesday	Wednesday	Thursday	Friday
A group at school B group distance learning	B group at school A group distance learning	A group at school B group distance learning	B group at school A group distance learning	A&B Groups morning meeting with teacher and Distance Learning Teacher-Prep/Planning/Collaboration Day

**CARMEL MIDDLE SCHOOL
CARMEL HIGH SCHOOL**

Carmel Middle and High School's hybrid model sample schedule is still in development and will be posted if implementation is needed..

DISTANCE LEARNING BY CHOICE **SB 98**

Distance Learning may be offered under either of the following circumstances:

- (A)** On a local educational agency or school-wide level as a result of an order or guidance from a state public health officer or a local public health officer
- (B)** For pupils who are medically fragile or would be put at risk by in-person instruction, or who are self-quarantining because of exposure to COVID-19

MAKING A CHOICE

KEY CONSIDERATIONS FOR DISTANCE LEARNING:

- Personal COVID health concerns
- How well your child is currently functioning in distance learning
- Child's teacher likely to change
- School of enrollment may change
- More of the experience will be synchronous

KEY CONSIDERATIONS FOR HYBRID:

- Desire for an in-person experience with teacher and other children
- Your child's teacher may change
- Students in school with teacher 2 days a week
- Distance learning at home 3 days a week and a whole-class Friday morning meeting
- Content will be focused on the priority standards

DAILY ON-CAMPUS LEARNING AT SMALLER SITES

CAPTAIN COOPER ELEMENTARY

- Daily; All students in-person
- Hours: 8:30-3:00; Staggered schedules with varying start and end times, depending on grade level and bus schedule

CARMEL VALLEY HIGH SCHOOL

- All students on campus, mornings only; postpone job shadowing/internships
- Hours: 8:30-12:00

ADDITIONAL INFORMATION ABOUT ON-CAMPUS LEARNING

ABSENCES AND TRUANCY

- Truancy limits will not apply to students who are sent home for a minimum of 14 days due to COVID-19 exposure.
- A full explanation of COVID-19 testing and notification protocol on campus can be found in the 'Health and Safety' section of this guidebook.

CLASS SCHEDULES (MS, HS)

- School sites will work to develop individual schedules for their own campuses
- Schedules will reflect modifications made in response to physical distancing requirements as feasible (breaks, lunch, etc.)

CLASSROOM VOLUNTEERS

- Currently volunteers and visitors are not allowed on campus
- At some point we would like to have volunteers back, but must monitor health orders in order to welcome volunteers back.
- When the time comes, there will be training to ensure volunteers follow established protocols.





ON-CAMPUS LEARNING

PHASE 1 REOPENING

UPDATED: 3/5/21

ELEMENTS	KEY FEATURES
<p>In-Class Instruction</p>	<ul style="list-style-type: none"> ● Phase 1 of reopening will include sessions of alternating days for elementary schools and small groups for middle and high schools in order to ensure physical distancing inside classrooms. <ul style="list-style-type: none"> ● Classrooms will utilize space by spacing desks and tables, as well as using vacant classrooms and outdoor space as available. Schools may also create smaller cohorts or pods within grades or classes to minimize contact with other students. ● School schedules will be developed to reduce numbers of students in common areas during breaks, lunches, and passing periods as feasible. <ul style="list-style-type: none"> ● Designated times and areas for students will be adjusted at the individual school site to limit large groups from gathering. ● Classroom routines, such as those for turning in assignments, will be designed to minimize contact. ● Initially, no visitors will be allowed on to campuses, including classroom volunteers and parents, and all off-site field trips are postponed. This will be reevaluated as health conditions change.
<p>Safety Protocols in Place</p>	<ul style="list-style-type: none"> ● Schools will follow the physical distancing guidelines per the most current health order, as most feasible. <ul style="list-style-type: none"> ● Changes will be made to eliminate sharing of instructional materials (pencils, pens, markers, manipulatives, etc). ● Physical distancing signs reminder will be placed on the pavement, and posters will be posted on campus. ● Physical distancing guidelines will be enforced during arrival and departure. <i>It is strongly encouraged that parents talk to their younger children about the importance of physical distancing prior to returning to on-campus learning.</i> ● Daily screenings for staff and students will be implemented <ul style="list-style-type: none"> ● Families, students, and staff will be asked to self-screen for symptoms at home before coming to school or getting on a bus. ● Temperature-taking will be required before entry via touchless thermometers. ● Health screening questions will be asked at predetermined entry points. ● Schools will follow established protocols if a temperature of 100+ degrees is detected <ul style="list-style-type: none"> ● A full explanation of these protocols can be found in the 'Health and Safety' section of this guidebook. ● Face coverings and PPE (all PPE should be student friendly, school appropriate) <ul style="list-style-type: none"> ● Pursuant to the Monterey County public health order, members of the public are required to wear masks on CUSD property. ● CUSD will be providing masks to staff. Presently, all staff are required to wear fabric face coverings unless prevented due to health conditions or instructional/communication needs. In those instances, staff will be provided with a clear face shield from the District. ● <u>CUSD will require all students in Preschool through 12th grade to wear masks at school, unless exempt.</u> ● Students with medical/sensory/cognitive/behavioral exemptions (with a doctor's note) will not be required to wear a mask, but are strongly encouraged to utilize a face shield if possible. ● Students who are not exempt and refuse to wear a mask on campus will learn online instead.



ON-CAMPUS LEARNING

PHASE 1 REOPENING

UPDATED: 3/5/21

ELEMENTS	KEY FEATURES
<p>Access to Supports, Enrichment, and Intervention</p>	<ul style="list-style-type: none"> • Students will have the option to participate in on-campus sports, performing arts, and extra curricular and co-curricular activities <u>as allowed</u> <ul style="list-style-type: none"> • When permissible, small groups of students can meet on campus for extracurricular and co-curricular activities such as non-CIF sports and clubs on a case by case basis, <u>as allowable under state and county guidelines</u>. • Sports: As high school athletics are governed by the California Interscholastic Federation (CIF), we will be adhering to the guidelines set forth by the organization. • Referral and intervention services will be available for students <ul style="list-style-type: none"> • Staff will continue to identify students in need of additional support, and provide services as needed.
<p>Maintain Connections with Students and Staff</p>	<ul style="list-style-type: none"> • Learning models will prioritize social and emotional wellness <ul style="list-style-type: none"> • Teachers and support staff build positive relationships and rapport with students based on trust and showing students that they are listening and interested. • Learning models may include mindful moments, student check-ins, personal connections, social emotional lessons, and differentiated supports so students feel connected and engaged. • Schools will foster a positive school environment <ul style="list-style-type: none"> • Staff will be responsive to students' needs and check in with them on a regular basis in both learning models. • Teachers will build classroom environments that are collaborative, with expectations for treating one another with mutual respect. • Students are valued and have assets such as their lived experiences, language, culture, and identity that is honored. • Schools will ensure students feel supported in physical health <ul style="list-style-type: none"> • Outdoor learning spaces will be utilized as reasonably as possible to support health and safety. • Both learning models will include opportunities to exercise, play, and engage in P.E. • Staff will implement reasonable, practical and preventative safety procedures when students are outdoors.
<p>Continue to Foster Innovative Learning</p>	<ul style="list-style-type: none"> • Build upon the learning experiences utilized during distance learning <ul style="list-style-type: none"> • Teachers and students will be intentional about incorporating useful technology into the classroom. • Teachers will individualize student learning while adhering to standards-based content. Student progress will be measure through assessments, feedback, and letter grades in both models of learning. • Targeted instruction will be provided to support English learners, students with special needs, and students in need of additional support.