

RETURN TO SCHOOL PLAN for the CINNABAR CHARTER 2020-2021 School Year

Based on guidance from the Sonoma County Department of Health Services, California Department of Education, the California Department of Public Health, and the Sonoma County Roadmap to a Safe Reopening.

PURPOSE OF THIS PLAN

This document is intended to identify solutions that make transitioning between online-only and various scenarios of in-person instruction as seamless as possible. They are based on the best available public health data at this time, national and international best practices, and the practical realities of managing school operations.

This information changes regularly, and we will continue to modify as we learn more information. These modifications are necessary to ensure health and safety efforts continue, such as social distancing and facility cleanings. New operating procedures have been established to include daily health screening, increased hygiene measures, and social distancing protocols.

Safety and health, both mental and physical, are of paramount importance, and the District is preparing to adhere to all county and state health orders. To appropriately share safety strategies, reasonings, and expectations with families, students, and staff,

In evaluating effective instructional models, this plan recognizes that learning includes academic and social-emotional components, and specifically addresses practices and resources to meet the needs of our students and staff. This includes a thoughtful professional development plan to support staff in meeting the needs of all of our students.

Cinnabar is committed to providing equity and access to all learners with specific plans of how we will address English Learners, Students with Disabilities, Foster Youth, and Homeless students are provided the necessary support to be successful. We recognize that all learners deserve a safe, accessible, engaging, and equitable educational experience in which they can thrive academically, physically and emotionally.

HEALTH AND SAFETY

The Health and Safety recommendations focus on the student/staff health and safety, sanitation, and preparation and maintenance of all facilities. There are expectations for overall safety for students, staff, parents, and the community. Together, we can lower the risk of the spread of COVID-19 and promote a positive and nurturing learning environment for our students.

All recommendations are based on mitigating risk and following the stages set out by our County Public Health Officer, Center for Disease Control, and other scientific and educational authorities. The District will be flexible and responsive to change. Cleaning and safety standards, by best effort, will adhere to current recommendations.

Promoting Behaviors that Reduce the Spread of COVID-19

Using multiple resources listed above, Cinnabar will follow the steps to promote healthy behaviors to reduce the spread of COVID-19.

- **Stay home when appropriate.** This applies to students, staff, parents, and members of the community.
- **Educate staff about when they should stay home,** Require employees and students who are sick or who have recently had close contact (longer than 15 minutes) with a person with COVID-19 to stay home.

Hygiene and Etiquette

Videos, flyers, and/or onsite demonstrations will be used to teach and reinforce handwashing with soap and water for at least 20 seconds. Staff monitors may be placed in all school restrooms to ensure compliance, especially with younger students.

If soap and water are not readily available, hand sanitizer that contains at least 60% alcohol will be available in classrooms and offices. Children under 9 years old should use hand sanitizer under adult supervision. The District has purchased and received an adequate supply of hand sanitizer, with 70% alcohol content, for all classrooms and offices at every district site.

Staff and students will be encouraged to cover coughs and sneezes with a tissue. Used

tissues should be thrown in the trash and hands washed immediately with soap and water for at least 20 seconds. If soap and water are not available, hand sanitizer should be used.

Personal Protective Equipment & Supplies

Face coverings are required for all persons (staff, students, parents, or community members) who are on site. Staff will also be provided with the option of a District purchased face shield. Shields should be used by all who are engaged in instructional activities, tasks where the ability to see one's facial expression or lip movements is necessary. Plexiglass barriers will be provided for the office area.

Face-covering may be removed during breaks during designated times and in designated areas. Face coverings will not be required while students and staff are engaged in eating or drinking. Recommended social distancing guidelines will be followed during these times.

Training will be provided for students and staff in the proper use and etiquette of all face coverings. (This includes flyers, posters, accessible videos, and/or in-person training.)

Cinnabar School District will continue to monitor and update requirements for face coverings based on guidance from the Sonoma County Roadmap to a Safe Reopening.

Signs and Messages

Signs that promote protective measures will be posted in visible locations throughout the District. These include, but are not limited to, self-assessment of possible COVID-19 symptoms/exposure, when to stay home, proper use of PPE, access to training and where to obtain more information, and direction for hallways and common areas. Information will be provided in English and Spanish.

Cleaning and Disinfection

Custodial staff will be trained in the proper cleaning of frequently touched surfaces (e.g. playground equipment, door handles, desks, sink handles, drinking fountains) within the school site.

Schedules will be set up to provide for cleaning during the day and to provide increased cleaning and to disinfect due to COVID. Schedules will be shared with all stakeholders. Cleaning supplies will continue to be stored away from children.

The use of shared objects (e.g., gym or physical education equipment, art supplies, toys, musical instruments, computers) will be significantly limited at this time unless they can be cleaned after a single-use. In addition, there will be no shared school supplies. Site administration, with staff, will develop a list of basic supplies that cannot be shared amongst students. The list is limited to items students use each day- for example: crayons, pencils, glue, scissors, paper, rulers. Each cohort keeps their own recess equipment. Staff will engage in cleaning and disinfecting with proper PPE for COVID-19 disinfection in addition to PPE as required by product instructions.

Outdoor activities, including instruction, will be encouraged. Students should come prepared for increased outdoor activities. They should wear layers of clothing or bring additional clothing.

Modified Classroom Layouts

In classrooms, tables or desks will be spaced at least six feet apart. The six foot space is relevant to the distance between people; portions of desks or tables may be within the six foot distance between people. Floors will be marked to indicate the appropriate placement of desks to ensure proper distancing.

Layouts and social distancing include positioning staff work areas so that they are a safe distance away from high traffic areas. This may include the need for moving desks, rerouting traffic, or installation of plexiglass or other types of dividers.

The number of persons allowed in the restrooms at one time will be established based on social distancing requirements and on the size of the restroom including available stalls. This may involve staff monitoring or limiting access to restrooms. Signage and short videos will be provided to educate staff and students on the safe use of restrooms.

School Bus Transportation

Measures will be implemented to reduce risk on the school bus. Student arrival times and onsite class time may be modified to comply with distancing guidelines. Students will be screened for symptoms before getting on the bus including temperature checks. Bus windows shall be kept open whenever possible to maximize ventilation. Student seating and space between riders will follow county and state guidance adhering to social distancing protocols as required. Protocols will be disseminated and followed once finalized.

Physical guides, such as tape on floors or sidewalks and signs on walls, will be added to ensure that staff and children practice social distancing while waiting in line or boarding buses. Buses will be filled from the back to the front to lessen potential contacts.

Common Spaces

Common or shared spaces such as the cafeteria, library, and playgrounds will operate with staggered schedules that will be determined. The schedules will promote social distancing guidelines to ensure staff and student safety while in these areas.

Food Services

When necessary, meals will be individually plated or “grab and go” meals will be delivered to classrooms, outdoors, or in the multi-purpose room. Students will be safely separated by cohorts while maintaining the social distance standards with proper disinfection after each use.

Disposable food service items (e.g., utensils, dishes) will be used as much as possible. If disposable items are not feasible, items will be handled with gloves and washed with dish soap and hot water or in a dishwasher.

Meals will be provided regardless of the learning model that is implemented both for students on-site and those participating through the online model. Meals will be provided as “Grab and go” to ensure social distancing guidelines can be followed. Meals will be provided at Round Walk, Old Elm, Logan Place, and Cinnabar School.

Maintaining a Healthy Work and School Site

Protections for Staff and Children at Higher Risk for Severe Illness from COVID-19

Distance Learning may be offered for students 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.

Staff members requesting accommodations related to COVID-19 shall notify the superintendent. Criteria for COVID-19 related leaves can be accessed in the Leave Section of this document.

Symptom Assessment

Parents will be required to keep sick students or students who have had close contact with a person with COVID-19 at home. The same will hold for staff members.

Staff and students will safely and respectfully receive a temperature check before they enter Cinnabar School District. Each classroom teacher will administer temperature checks each day. There will also be a COVID-19 self-checklist protocol in place that students, staff, and parents are required to follow. This checklist will be posted in the office.

Anyone, staff or student, who shows symptoms of COVID-19 will be denied entry to Cinnabar School District.

Isolation and Quarantine

Staff and students should self-monitor throughout the day for symptoms of illness. Persons exhibiting a fever of 100.4 degrees or higher, or who have a cough or any other COVID-19 symptoms, will be isolated on the campus in the designated room. Students exhibiting symptoms will be required to wear a face covering and be required to wait in an isolation area until they can be transported home or to a healthcare facility. School nurses and other office health staff should use CDC's "Standard and Transmission-Based Precautions" when caring for sick people.

Visitors to Campus

Nonessential visitors, volunteers, and community members will be asked not to come to Cinnabar School District unless a virtual option (e.g. video conferencing) is not available. Anyone on campus will be subject to the same precautionary measures including a temperature check and COVID-19 Self-Check protocol as outlined above.

Attendance at staff meetings, IEPs, back to school nights, parent/teacher conferences, 504 meetings, and SST meetings may be held remotely, if possible.

Student Absences and Attendance

Any student who contracts the virus or lives with someone who has been diagnosed with COVID-19 must stay home in accordance with state and local health directives. Per Education Code 48205, student absences due to illness or quarantine are considered excused absences.

When a student is absent for COVID-19 reasons, 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 to their school but is not required. The student may return to school when they submit a clearance from their doctor to their school.

Students who are infected with COVID-19 shall be excluded from on site 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).

Attendance Plan

In accordance with AB 98, attendance will be taken daily for each student. Absences will be recorded by the teacher of record each day.

For attendance taking purposes, teachers mark students present or absent during in-person learning. Attendance for Distance Learning is met through the following:

- evidence of participation in online activities
- completion of regular assignments
- completion of assessments

Teachers will take attendance as required by AB 98 and any/all other state or federal mandates.

A student who does not participate in distance learning on a school day shall be documented as absent for that school day. Teachers will attempt to make contact with the students and parents during office hours. District attendance policies will be in place.

Leave (Personal Illness/Injury/Necessity) Policies

Cinnabar School District will work with employees who are absent when they are sick due to any of the “qualifying reasons for leave related to COVID-19” as described in the Employee Rights document regarding paid sick leave and expanded Family and Medical Leave under the Families First Coronavirus Response Act (FFCRA).

Staff members will inform the Superintendent/COVID Coordinator and contact the CBO for the next steps in applying for appropriate COVID 19 related leave and documenting time off specifically related to COVID-19. The Family First Coronavirus Response Act (FFCRA) provides additional types of leaves related to COVID-19. These leaves can be used in addition to an employee’s regular leave options, or in lieu of, depending on whether certain criteria are met.

Certificated and classified staff members will be asked to use the documents listed in the links here to apply for FFCRA COVID-19 Types of Leave Info and COVID-19 Leave Request Form.

When Someone Becomes Ill

Cinnabar School District will identify an isolation room or area to separate anyone who exhibits symptoms of COVID-19. Any students or staff exhibiting symptoms will immediately be required to wait in the designated isolation area until they can be transported home or to a healthcare facility.

Staff and Students who exhibit COVID-19 should not return to school or work until they have been cleared by their physician.

Isolation Rooms will be cleaned and disinfected throughout the day if used. If someone is confirmed to have contracted COVID-19 and has been in an Isolation Room, it may be necessary to temporarily relocate the Isolation Room for at least 24 hours.

Sonoma County Health Notification for Student/Staff Illness

Public Health Nurses will notify a school/district when a student or staff member is confirmed positive with COVID-19 and will lead contact tracing efforts as needed.

Cinnabar School District , through the designated COVID-19 Coordinator/ Superintendent, will work with the County Health Department through their existing protocols to conduct testing and contact tracing, as needed, and identify whether quarantine of impacted students and staff is necessary. Contacts will be identified based on the duration of the contact, the proximity of the contact, and the number of people.

Partial or Total Site Closures

The need to quarantine an entire class cohort or school site will be determined by Sonoma County Public Health officials depending on the extent of exposure (duration, numbers exposed, the closeness of contact, and other factors). For reference, see the Sonoma County Road Map to a Safe Reopening.

If a student or staff member is confirmed to have COVID-19, the classroom or facility may need to be closed for at least 24 hours before it can be cleaned and an alternative area to continue class will be provided.

When a student, teacher, or staff member tests positive for COVID-19 and exposes others at the school, the Cinnabar School District Superintendent/COVID-19 Coordinator will work with Sonoma County Public Health to determine next steps.

Distance Learning

Cinnabar School District recognizes the need to ensure continuity of learning for all students in Kindergarten through 8th grade. In distance learning, students interact with their teachers using a computer and communications technology. Students receive instruction, connection, and community-building time with their teacher. Distance learning may include video and/or audio instruction in which the primary mode of communication between the student and instructor is online interaction, video, telecourses, or other instruction that relies on communications technology. It may also include the use of print materials incorporating assignments that are subject to written or oral feedback.

Students who choose full-time distance learning (at home five days a week) will be an integral part of student life, and through technology, they can create community among learners, provide content-specific instruction, create projects and assessments, provide intervention and enrichment opportunities, and also communicate

Per California Assembly Bill 98, Distance Learning teachers will:

- Establish an appropriate schedule to check-in with students and families either weekly or bi-weekly by phone or zoom in order to help identify students falling behind in their work or in danger of failing or dropping out of school;
- Keep a weekly engagement record for each student documenting synchronous or asynchronous instruction for each whole or partial day of distance learning, verifying daily participation, and tracking assignments;
- Maintain learning time equivalent to seat time in the hybrid model.

The English Language Proficiency Assessments for California (ELPAC) is the mandated state test for determining English language proficiency. Two separate tests, the Initial ELPAC and the Summative ELPAC, serve two different purposes. The Initial ELPAC assesses students that the Home Language Survey identifies as a possible English learner. This assessment will be given within the first thirty (30) days of a student's enrollment in a California school. If students are not present (physically) in school at the beginning of the 2020-2021 school year and the Initial ELPAC cannot be administered, the student must receive EL services until the student can be assessed and their English language proficiency can be determined.

For those students who completed the Summative ELPAC testing in 2019-2020, Cinnabar will use the results from the 2019-2020 Summative ELPAC to determine

reclassification eligibility. For those students who did not complete testing in the spring of 2019-2020, an optional fall Summative ELPAC window will be open and available between August 20–October 30, 2020.

ELAC/DELAC

The Executive order passed by Governor Newsom N-29-20 allows for (English Language Advisory Committee (ELAC) and District English Learner Advisory Committee (DELAC) meetings, which are public meetings, to be held virtually, provided the Local Education Area (LEA) follows the requirements specified in the order, including providing parents with advance notice of the meeting time, agenda, and teleconferencing information. All school sites must continue to hold these meetings and cover the mandated topics for ELAC and DELAC

FOSTER AND HOMELESS YOUTH

Cinnabar School District is committed to supporting the foster and homeless youth in the district in collaboration with the Sonoma County Office of Education. The District recognizes that additional challenges may occur for this population during the COVID-19 pandemic and is committed to providing the necessary support for their physical, emotional and academic health. This support takes the form of collaboration with students and families, school staff, and other county agencies in order to remove barriers to educational access and expand educational opportunities. AB 175 (Foster Youth Bill of Rights) provides protections for this vulnerable population of students. Cinnabar is responsible for ensuring that youth who are experiencing homelessness have full access to educational programs in accordance with the McKinney-Vento Homeless Assistance Act. F

All Sonoma County students have the right to enroll in and attend school, even when housing becomes uncertain. If a child lacks “fixed, regular, and adequate housing,” federal and state laws require immediate school enrollment for that child – even without proof of residency or medical, school, or legal guardianship

records.