

# Baker Valley Unified School District

## Elementary / Preschool Reopening Plan



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# Strategic Reopening School Plan Introduction

As we seek a waiver to reopen the Preschool and Elementary School, we must keep all options on the table. There are many unknowns and things have and will continue to change rapidly. The administration at BVUSD has worked closely with our High Desert colleagues, we have sought input from our families and our staff. Baker Valley Unified School District will be submitting a waiver request to reopen our Preschool and Elementary School. Baker Valley Preschool and Elementary School will offer the following school options for our students at all grade levels:

1) On site learning with students in the classroom, following the guidelines and recommendation of our local and state agencies.

2) Distance Learning operated through the online platform Edgenuity (<https://www.edgenuity.com/>).

On June 5<sup>th</sup> the California Department of Public Health (CDPH) released guidance for schools and school based programs <https://files.covid19.ca.gov/pdf/guidance-schools.pdf>. The California Department of Education (CDE) released their recommendations on Monday June 8, 2020 <https://www.cde.ca.gov/ls/he/hn/documents/strongertogether.pdf>. This plan was written based on the guidance from both of these documents.

At BVUSD, we are in a good position with large classrooms and small class sizes. This will benefit us as we move toward practicing social distancing. The relatively small number of students will allow us to meet or exceed expectations for social distancing, student hygiene and student/staff safety.

## Instructional Model A – On Site Learning

Instructional Model A will provide for on-site learning and is the model that we are encouraging all students and families to choose. At the end of school year 19/20 we moved to an off-site learning model that was challenging for all parties involved. The off-site learning model proved to be less effective academically as well and having a negative impact on the social emotional development of our students.

Below are the Safety and Sanitation measures we are taking to ensure EVERYONE can participate in an environment that is clean and sanitary:

- Portable hand washing stations will be located throughout the schools, including at outside of classrooms, at the cafeteria, at the entrance to the schools and outside of the bathroom buildings.
- Hand sanitizing stations will be located in each classroom, office and main campus entry doors.
- Digital no contact thermometers have been purchased for use at the site.
- Mask will be worn by all staff and guest at all times while on campus.
- Mask will be worn by students in 3<sup>rd</sup> – 5<sup>th</sup> at all times. Students in Preschool – 2<sup>nd</sup> grade will be encouraged to wear their mask at all times.
- Mask will be available for all staff and guest who do not have one.
- Each student will be provided with 2 washable face covering on the first day of school. Parents will be encouraged to have students rotate face covering so that they can be washed at least once a week.
- Teachers will be provided face shields to wear during instruction.
- Movement markers will be placed on all walkways and hallways to prevent gathering and promote social distancing.
- Classroom and office sanitizing equipment have been purchased for our custodial staff. Each classroom will be wiped down and sanitized each night using room sanitizing equipment.
- Laptops or Chromebooks have been/will be provided to each student for their individual use only.
- All classroom desks have been set up 4-6 feet apart and all facing in the same direction.
- No more than 15 students will be assigned to any classroom for on-site learning during any given instructional period.
- No visitors will be allowed on campus without approval from site administration or his designee.
- School doors will not open for students until 10 min prior to the start of class.

## **Below outlines the daily routines and activities:**

- **All Staff and Students:**

- ◆ Staff / Student Arrival – All staff and students will enter the site through a designated entry point. When staff and students arrive on campus, they will sanitize their hands at the main entry and ensure they are wearing their mask.
- ◆ Staff and students using district provided transportation will be screened (see screening procedures in the Wellness section) prior to getting on the bus or van. They do not need to be screened at the site.
- ◆ Staff or students who walk or use personal transportation will be screened when they arrive at the school site. They must enter through a designated entry point.
  - Staff must enter through the main entrance.
  - Students may enter through the main entrance or through the back gate.
- ◆ Once staff and students are on campus, they must go directly to their respective classrooms. There will not be any gathering of staff or students in the hallways or breezeways.

- **Elementary:**

- ◆ Elementary students will remain with their teacher for the entire school day. Exceptions will be discussed, planned and agreed to by the teacher and site administration.
- ◆ Lunch times will be staggered to ensure a small number of students in the cafeteria at any given time.
- ◆ Recess times will be staggered to ensure no more than two classes are on recess at any given time.
- ◆ Students will be assigned a laptop/Chromebook that is only to be used by that student.
- ◆ End of day release – Teachers will walk their classes to the bus/parent pickup area ensuring students do not cluster and classes do not mix. Each teacher will release their students to the bus / parents.
- ◆ Teachers will remain with their students at the pick-up area for 10 minutes after the last bell. If students still have not been picked up, they will be walked to the front office for supervision until they are picked up.

## **Instructional Model B – Distant Learning**

On site learning is the preferred method of instruction, with all of our students on campus. BVUSD understands that not all students or families will be able to or feel safe/comfortable returning to site-based learning at this time. Families that chose to use the Distant learning model will be granted access to engaging, rigorous standard based curriculum via an online educational platform selected by BVUSD and monitored by one of our teachers.

- Distant Learning will be conducted 100% off campus. Students will not come on to campus at any time without an appointment.
- All Distant Learning candidates must submit a request and be approved for Distant Learning by the BVUSD site administrator.
- BVUSD will use the Edgenuity on line program to facilitate Distant learning.
- Students will be assigned to a teacher for the duration of the Distant Learning time.
- Students will sign for a laptop/Chromebook from BVUSD to use during their Distant Learning time.
- Students on Distant Learning will be held accountable for the work completed. Students' work will be addressed just like it would during on site learning. Grades will be assigned to students based on their work completed.
- At a minimum, a daily video meeting will be held between the student and the teacher.
- The teacher will also establish daily office hours (no less than 1 hour per day) where students can seek guidance, clarification or assistance from the teacher without setting up an appointment.

### **District Switch to Distance Learning for All Students:**

- The district reserves the right to switch back to distance learning for all students if the situation warrants it. Below is a list of factors that will be considered when determining when to switch to distance learning for all.
  - New active cases of COVID19 in the community exceeds 5
  - New active cases of students with COVID19 exceeds 3
  - New active cases of teachers with COVID19 exceeds 2

## Wellness

The health and safety of the students, staff and families of the Baker Valley Unified School District is the top priority of the Board of Directors and the administration. Below outlines health and safety proactive measures that the district is taking.

- **Safety and Personal Protective Equipment (PPE)**

- ◆ All staff member will receive a face shield and mask for their use when they arrive on campus at the start of the school year. Mask can be replaced 3 times per week. Shields can be replaced as needed but not sooner than monthly.
- ◆ Students will be provided with 2 washable face covering to use or they may bring a mask/face covering from home.
- ◆ Latex free gloves are available for staff in the main office.
- ◆ All staff and students will receive proper training on the use of PPE equipment.
- ◆ All staff and students in the 3<sup>rd</sup> – 5<sup>th</sup> grade, will wear their mask at all times. Preschool – 2<sup>nd</sup> grade are encouraged to wear a mask at all times, but are not required to. Preschool – 2<sup>nd</sup> grade are required to wear a mask when:
  - Going to their classroom when dropped off in the morning
  - Going to the restroom
  - Going to lunch
  - Going to and waiting for transportation
- ◆ All staff and students will wear PPE while riding on district provided transportation.
- ◆ Classes will have no more than 15 students assigned.
- ◆ 6 feet is the standard for social distancing. We will strive for the 6 foot between desk, but according to class size, we may reduce that Distant to no less than 4 foot.
- ◆ Staff and students will maintain a 6-foot social Distant whenever they are outside of the classroom or lunch room.
- ◆ When staff and students arrive on campus, they will sanitize their hands at the main entry, ensure they are wearing their mask, have their temperature screened.

- **Prevention**

- ◆ All staff and students will be screened when entering campus or district provided transportation. Screening will consist of temperature check and general health questions.

- Temperature will be check using a no-contact thermometer.
    - Staff or students who has an initial temperature reading of 100.4 or higher will be requested to sit in a shaded/cool area for 5 minutes and then have a second temperature reading.
    - A second temperature reading over 100.4 will trigger the On-Site Illness protocol (see below).
    - A second reading of less than 100.4 will be allowed to get on the bus/van or enter the site. They must have their temperature checked for a third time between 90 and 120 minutes after second check.
  - Example of general health questions:
    - How are you feeling today?
    - Have you been exposed to anyone that has been sick?
    - Have you recently experienced a shortness of breath?
  - All staff and students will enter through a designated point of entry and be greeted by a staff member who will conduct the screening.
  - All screeners will be properly training and equipped to conduct a preventative screening.
- ◆ BVUSD Administration will work closely with the County Office of Education, the County Public Health Department and the California Department of Education, ensuring we are up to date and in compliance with all safety and health guidelines and recommendations.
  - ◆ Any staff member that is exhibiting symptoms must remain at home. Staff member that are exhibiting symptoms for 48hrs must get a test and it must come back negative before they can return to work.
  - ◆ A COVID19 staff test schedule will be develop and implemented that will ensure at least 10% of the staff will be tested weekly.
    - The District is researching ways to have the test administered on site by the district nurse. If on site testing is possible, then that will be the testing method used for staff testing.
    - If on site testing is not an option, staff members may choose to test wherever they like. They will be provided a list of no cost options for testing.
    - Test results must be provided to the district as soon as they are received.
    - A substitute teacher will be provided to cover for a staff member while they are being tested.



- **On Site Illness**

- ◆ Prior to opening the school, BVUSD staff will be trained on COVID 19 symptoms according to the CDC guidelines using training modules and materials from the CDC and CDPH.
- ◆ Identification at transportation pick up location (Bus and Van)
  - Staff and students that fail the temperature and question screening will not be allowed on BVUSD transportation and will be advised that they will be contacted by the site for further guidance.
- ◆ The following protocol will be followed if any staff or student that becomes symptomatic during the school day.
  - Individual will report to the main office where they will have their temperature checked and asked several health related questions.
  - They will be isolated until:
    - Student must be picked up by parent/guardian
    - Staff will be provided transportation home
  - BVUSD office will document all On Site Illnesses on a BVUSD COVID19 Illness Report.
  - Students placed on home isolation will be places on short term Distance Learning.
- ◆ If a staff or student has a confirmed case, the classroom that student or staff member is assigned will be placed on short term distance learning for at least 10 days.
- ◆ BVUSD will contact the County Public Health Department for all suspected and confirmed COVID19 cases for guidance

- **Return after Illness**

- ◆ Staff and Students may return when they meet the CDC guidance for discontinuation of home isolation. The guidance can be found at: <https://www.cdc.gov/coronavirus/2019-ncov/hcp/disposition-in-home-patients.html> A copy of the guidelines will be provided to the isolated staff or student.

- **Contract Tracing**

- ◆ Baker, California is a very small (less than 800 people) close knit community which will allow for quick contract tracing.
- ◆ BVUSD Administration will coordinate and execute contract tracing for any confirmed case involving staff or students.

## Facilities

- **Restrooms**

- ◆ Restrooms will be sanitized using newly acquired sanitation equipment every morning.
- ◆ In common restrooms, frequently touched areas will be wiped down with disinfectant wipes no less than every two hours by the BVUSD maintenance/custodial team.
- ◆ In class restrooms should be wiped down during every break by the classroom teacher.
- ◆ Students will be instructed that no more than 2 people in a restroom at any given time.
- ◆ Teachers should take into consideration that because of the restroom restrictions, students may need to use the restroom during class. This should be kept to a minimum and monitored for abuse.

- **Classroom Layouts**

- ◆ Student desk are set up in the following manner:
  - All desk will face the same direction.
  - All desk will be at least 4 feet apart (6 where possible).
- ◆ Disinfectant wipes will be kept in every classroom and replaced as needed.
- ◆ Hand Sanitation station in each classroom and filled as needed.
- ◆ Each student will wipe down their respective desk when they come into a classroom prior to occupying the desk.
- ◆ BVUSD maintenance/custodial team will disinfect each desk during nightly cleaning.

- **Office Area**

- ◆ No students are allowed behind the counter in the main office.
- ◆ Staff should not gather in the office area, please keep office visits to a minimum and maintain social distancing if you are in the office area.
- ◆ Anyone in the main office must wear a mask at all times.
- ◆ Guest are not allowed behind the counter unless invited by a staff member.

## Operations

- **Transportation**

- ◆ All staff and students riding in BVUSD provided transportation will follow the below outlined protocols:
  - Everyone will have their temperature checked prior to entering the any BVUSD vehicle.
  - All riders and drivers will wear a mask at all times.
  - Prior to entering all riders and drivers will use hand sanitizer.
  - No more that 3 riders per staff van.
    - Can go to 4 in a van in cases of an emergency.
  - No more that 26 students (one per seat) on the BVUSD bus.
  - Students will maintain social distancing at bus stops and school pick up area.
- ◆ Any staff or student that has a temperature exceeding 100.4 or has COVID-19 symptoms will not be allowed on BVUSD transportation and will follow the outlined protocol for On-Site Illness.

- **Cafeteria Operations**

- ◆ All staff will wear mask and gloves while serving food.
- ◆ Staff will either enter all student number or sanitize Pin/Key pad between users
- ◆ All students will wear mask while standing in line and getting their meal, but not while eating.
- ◆ Students will sanitize hands upon entry and exit from the cafeteria
- ◆ Students will sit in designated areas to provide for Social Distancing
- ◆ Students will not share food
- ◆ Elementary lunch schedule will be staggered to prevent over filling of the eating area.
- ◆ Only students eating lunch are allowed in sitting area. Once students are done, they must exit the cafeteria.

## Communication

The Districts main form of communication with the parents is through the all call system, Blackboard. The district will also utilize the following to communicate with the community:

- The district website
- Student and Parent/Guardian email
- Facebook
- School Sign

- Zoom
- Video updates provided by the administration and posted to the district website

## **Technology**

- **Student Technology**
  - ◆ Elementary students will be assigned a classroom device that is only used by them. Devices will be sanitized daily using a disinfectant wipe.
  
- **Distant Learning Platform**
  - ◆ All distant learning students will sign out a device (Chromebook/Laptop) from the school district for use during distant learning.
  - ◆ Students that are using the distant learning model will use an on line platform that is selected by the district.
  - ◆ All work will be done off site. Communication with their teacher will be done by email or phone call.

**All aspects of this plan are based on best case scenarios. Any part is subject to change. Changes will be based on student needs. Any changes to the plan will be discussed with the impacted parties, but final decision remains with the Superintendent.**

## Covid-19 Related Links

Discontinuation of Isolation for Persons with COVID-19 Not in a Healthcare Setting:  
<https://www.cdc.gov/coronavirus/2019-ncov/hcp/disposition-in-home-patients.html>

What to do if you are sick:  
<https://www.cdc.gov/coronavirus/2019-ncov/if-you-are-sick/steps-when-sick.html#discontinue-isolation>

California Department of Public Health Schools and School-Based Programs  
<https://files.covid19.ca.gov/pdf/guidance-schools.pdf>.

CDE A guidebook for the safe reopening of California Public Schools  
<https://www.cde.ca.gov/ls/he/hn/documents/strongertogether.pdf>

CDC Schools Opening Decision Tree  
<https://www.cdc.gov/coronavirus/2019-ncov/community/schools-childcare/Schools-Decision-Tree.pdf>