

**Ferndale Unified School District  
Board of Trustees**

Danella Barnes-Penman

Julie Hagemann

Jerry Hansen

Corrie Pedrotti

Cliff Titus

**August 11, 2021  
Regular School Board Meeting  
Ferndale High School Library**

**6:30 p.m. CLOSED SESSION  
7:00 p.m. OPEN SESSION**

**\*\*Join us online through Zoom link or In Person with a mask\*\***

Join Zoom Meeting

<https://us04web.zoom.us/j/78072436760?pwd=MkI1eDd3SW0yTUxvckdRc1hmTS9vdz09>

Meeting ID: 780 7243 6760

Passcode: pWF2xH

**AGENDA**

**1.0 CALL TO ORDER**

**Notice:** *Any writing, not exempt from public disclosure under Government Code Sections 6253.5, 6254, 6254.3, 6254.7, 6254.15, 6254.16, or 6254.22, which is distributed to all or a majority of the members of the governing board by any person in connection with a matter subject to discussion or consideration at an open meeting of the Board is available for public inspection at Ferndale High School main office. (1231 Main Street, Ferndale, California).*

**2.0 ADJUSTMENTS TO THE AGENDA**

**3.0 PUBLIC COMMENT ON CLOSED SESSION ITEMS**

*Members of the public may comment on closed session agenda items. Action taken in closed session will be reported out in open session, if required by law. Individuals will have up to three (3) minutes to address closed session agenda items. The Board shall limit the total time for public comment on each item of discussion to twenty (20) minutes.*

**4.0 ADJOURN TO CLOSED SESSION**

**4.1 Pursuant to Government Code Section 54957 - Public Employment**

Certificated Staff:

1.0 FTE Elementary Teacher (2/3 Grade)

Classified Staff:

Ferndale Elementary Secretary

**4.1 Pursuant to Government Code Section 54957 – Public Employment (Cont'd)**

Coaching Staff:

FHS Varsity Girls Basketball Coach

FES 7<sup>th</sup> Grade Volleyball

FES 8<sup>th</sup> Grade Volleyball

FES 6<sup>th</sup> Grade Girls Basketball

FES 7<sup>th</sup> Grade Girls Basketball

FES 8<sup>th</sup> Grade Girls Basketball

FES 5<sup>th</sup> Grade Boys Basketball

FES 7<sup>th</sup> Grade Boys Basketball

**5.0 REGULAR SESSION RECONVENED**

**5.1** Report Action taken in Closed Session, if required by law.

**6.0 FLAG SALUTE**

**7.0 ANNOUNCEMENTS/REPORTS** *(The Board is asked to receive information)*

**7.1** Student Representative Reports

**7.2** Certificated Representative Report

**7.3** Classified Representative Report

**7.4** Facilities Report

**7.5** Board Member Reports/Announcements

**7.6** School Improvement Grant (SIG) Report

**7.7** Local Control Accountability Plan (LCAP) Report

**7.8** 2021-2022 Budget Report

**7.9** Elementary School Principal Report

**7.10** High School Principal/Superintendent Report

**8.0 PUBLIC COMMENT ON OPEN SESSION ITEMS**

*Members of the public may comment on open agenda items or any other item pertaining to Board business. Action may be taken on items listed as such. Individuals will have up to three (3) minutes to address matters pertaining to Board Business. The Board shall limit the total time for public comment on each item of discussion to twenty (20) minutes.*

**9.0 CONSENT AGENDA** *(The Board is asked to receive/approve)*

**9.1** Approve Board Meeting Minutes - Regular Meetings (June 22 and June 23, 2021)

**9.2** Approve Commercial Warrants (June and July 2021)

**9.3** Approve FES/FHS Revolving Cash Accounts and Enrollment Reports

**9.4** Approve Personnel Activity Report

**9.5** Approve FHS Fall Athletic Schedules

**9.6** Approve FFA Overnight Trips

**10.0 INFORMATION/ACTION** *(The Board is asked to receive/discuss; however, the Board may decide to take action at its discretion)*

- 10.1 Review Updated/Current CDC and CDPH Guidance for Schools
- 10.2 Review/Approve Safe Return to In Person Instruction Plan
- 10.3 Approve Resolution #22-01 To Establish Fund 8 Per California Ed. Code
- 10.4 Approve 2021-2023 Agreement with FUTA (Ferndale Unified Teachers' Association) – 4% Salary Increase (2021-2023 Certificated Salary Schedule) and additional \$1,000 to Health and Welfare Cap
- 10.5 Approve 2021-22 Classified Salary Schedules and additional \$1,000 to Health and Welfare Cap
- 10.6 Review Solar Project Updates
- 10.7 Review Board of Governance Handbook

**11.0 FUTURE AGENDA ITEMS**

- 11.1 Instructional Materials Public Hearing
- 11.2 Current and Prior Year Gann Limit Calculations
- 11.3 Unaudited Actual Financial Report for 2020-2021
- 11.4 BP/AR Reviews

**12.0 REVIEW OF CORRESPONDENCE TO THE BOARD**

**13.0 ADJOURNMENT**

*Notice: In compliance with the American with Disabilities Act, if you need special assistance to participate in this meeting, please contact the Superintendent's Office at (707) 786-5900. Notification by Friday noon preceding the meeting will enable the District to make reasonable arrangements to ensure accessibility to this meeting. Written materials distributed to the FUSD Board of Trustees within 72 hours of the Board meeting are available for public inspection immediately upon distribution at the Superintendent's Office 1231 Main Street, Ferndale, CA 95536. NOTICE: Any writing, not exempt from public disclosure under Government Code Section 6253.5, 6256, 6254.3, 6254.7, 6254.15, 6254.16, or 6254.22, which is distributed to all or a majority of the members of the governing board by any person in connection with a matter subject to discussion or consideration at an open regular meeting of the board is available for public inspection at the Superintendent's office.*

**Ferndale Unified School District**

**SUPERINTENDENT'S RECOMMENDATION FOR BOARD ACTION**

**AGENDA ITEM:** 9.1

**DATE:** August 11, 2021

**SUBJECT:**

Regular Board Meeting Minutes (June 22 and June 23, 2021)

**DEPARTMENT/PROGRAM:**

Administration

**ACTION REQUESTED:**

Review, amend and approve.

**PREVIOUS STAFF/BOARD ACTION:**

This is a routine consent agenda item.

**BACKGROUND INFORMATION AND/OR STATEMENT OF NEED:**

See attached minutes and please communicate with Beth or Denise prior to the meeting for any corrections or clarifications.

**FISCAL IMPLICATIONS:**

None

**CONTACT PERSON(S):**

Denise Grinsell, Business Manager  
Beth Anderson, Superintendent/Principal

**Ferndale Unified School District  
Board of Trustees**

Danella Barnes-Penman

Julie Hagemann

Jerry Hansen

Corrie Pedrotti

Cliff Titus

**June 22, 2021  
Special School Board Meeting**

**6:30 p.m. CLOSED SESSION**

**7:00 p.m. OPEN SESSION**

**Minutes**

Present: Danella Penman-Barnes, Julie Hagemann, Jerry Hansen, Corrie Pedrotti, Beth Anderson and Denise Grinsell.

**Agenda**

**1.0 CALL TO ORDER**

The meeting was called to order at 6:33 p.m.

**2.0 ADJUSTMENTS TO THE AGENDA**

Item 8.4 updated to say 2021-2023.

**3.0 PUBLIC COMMENT ON CLOSED SESSION ITEMS**

None

**4.0 ADJOURN TO CLOSED SESSION**

The board adjourned to closed session at 6:34 p.m.

Pursuant to Government Code Section 54957

**4.1 Public Employment – Certificated Employment**

Approve 1.0 FTE 5/6 Grade Teacher

Approve 1.0 FTE FES RSP Teacher

Public Employment – Certificated Employment

Accept Certificated Letter of Retirement/Resignation

Public Employment – Coaches

Approve FHS Athletic Trainer

Approve FHS Varsity Football Coach

Approve FHS JV Football Coach

Approve FHS Football Cheer Coach

Approve FHS Volleyball Coach

Approve FES 8<sup>th</sup> Grade Boys Basketball Coach

**4.2 Negotiations**

Conference with Labor Negotiators  
Negotiators – Beth Anderson  
Organizations – Ferndale Unified Teacher’s Association

**5.0 REGULAR SESSION RECONVENED/ FLAG SALUTE**

5.1 Report Action taken in Closed Session, if required by law

In closed session item 4.1 the board approved public employment of 5/6 grade teacher Heather Solacci and FES RSP teacher Josephine Finen. The board accepted a certificated letter of retirement from Jenny Fisk-Becker.

The board approved public employment of coaches FHS Athletic Trainer Jodi McDonald, FHS Varsity Football coach Clint McClurg, FHS JV Football coach Jeremy Griffith, FHS Football Cheer coach Harmony Taylor, FHS Volleyball coach Jessica Grant, and FES 8th Grade Boys Basketball Coach Rex Rigney.

4.2 The district is offering a 2 year contract at a 4% increase and an added \$1,000 increase to the soft cap medical benefits package.

**6.0 FLAG SALUTE**

**7.0 PUBLIC COMMENT ON OPEN SESSION ITEM(S)**  
None

**8.0 PUBLIC HEARING**

- 8.1 2021-2022 Local Control Accountability Plan (LCAP)--**No Public Comment**
- 8.2 2021-2022 Ferndale Unified School District Budget--**No Public Comment**
- 8.3 2021-2022 Education Protection Account (EPA) Funds established with the passage of Proposition 30--**No Public Comment**
- 8.4 2021-2023 Agreement between FUSD and FUTA--**No Public Comment**

**9.0 ACTION ITEMS**

- 9.1 Approve the Williams Uniform Complaint Second (2<sup>nd</sup>) Quarterly Report--**Motion made by Board Member Corrie Pedrotti, seconded by Board Member Julie Hagemann. Motion passed ayes 4-0 noes, absent-1**
- 9.2 Approve Warrant Distribution Authorization Form CS-1 and Certification Form CS-7 For the 2021-2022 School Year--**Motion made by Board Member Corrie Pedrotti, seconded by Board Member Julie Hagemann. Motion passed ayes 4--0 noes, 1 absent.**
- 9.3 Adopt Resolution #21-05 to Accept the spending determinations for funds received from the Education Protection Account (EPA)--**Motion made by Board Member Jerry Hansen, seconded by Corrie Pedrotti. Motion passed ayes 4-0 noes, 1 absent.**
- 9.4 Adopt Resolution #21-06 – Transfer Appropriation to Special Reserve--**Motion made by Board Member Corrie Pedrotti, seconded by Board Member Julie Hagemann. Motion passed ayes 4--0 noes, 1 absent.**
- 9.5 Adopt Resolution #21-07 – Transfer Funds from Special Reserve--**Motion made by Board Member Julie Hagemann, seconded by Board Member Corrie Pedrotti. Motion Passed ayes 4-0 noes, 1 absent.**

- 9.6 Approve Agricultural Career Technical Education Incentive Grant--**Motion made by Board Member Jerry Hansen, seconded by Board Member Corrie Pedrotti. Motion passed ayes 4-0 noes, 1 absent.**
- 9.7 Approve Perkins Grant Waiver--**Motion made by Board Member Jerry Hansens, seconded by Board Member . Motion passed ayes 4-0 noes, 1 absent.**
- 9.8 Accept Confirmation of Services Letter from Auditor--**Motion made by Board Member Corrie Pedrotti, seconded by Board Member Julie Hagemann. Motion passed ayes 4-0 noes, 1 absent.**
- 9.9 Approve Dual Enrollment Course Agreement – College of the Redwoods – US History--**Motion made by Board Member Julie Hagemann, seconded by Corrie Pedrotti. Motion passed ayes 4-0 noes, 1 absent.**

## **10.0 ADJOURNMENT**

**The meeting was adjourned at 7:16 p.m.**

**Ferndale Unified School District  
Board of Trustees**

Danella Barnes-Penman   Julie Hagemann   Jerry Hansen   Corrie Pedrotti   Cliff Titus

**June 23, 2021  
Regular School Board Meeting**

**7:00 p.m. OPEN SESSION  
Ferndale High School- Mabel Lowry Library  
1231 Main Street, Ferndale, CA 95536**

**MINUTES**

**UPDATED AGENDA**

**Present: Danell Penman-Barnes, Julie Hagemann, Corrie Pedrotti, Cliff Titus, Jerry Hansen, Beth Anderson, Jeff Landry, and Denise Grinsell.**

- 1.0 CALL TO ORDER -- The meeting was called to order at 7:00 by President Danella Penman-Barnes.**
- 2.0 ADJUSTMENTS TO THE AGENDA--Add 6.6 Professional Stipend under consent agenda. Move item 7.3 to August and change date to 2021-2023 school year.**
- 3.0 FLAG SALUTE**
- 4.0 ANNOUNCEMENTS/REPORTS**
  - 4.1 Student Representative Reports--None**
  - 4.2 Certificated Representative Report --None**
  - 4.3 Classified Representative Report--None**
  - 4.4 Facilities Report--Superintendent Anderson reported there was another leak under the high school parking lot. It has been repaired. Superintendent Anderson has talked to the solar company and they will schedule a site visit sometime in August.**
  - 4.5 Board Member Reports/Announcements--President Danella Penman-Barnes reported that three board members finished the MIG training. She also reported that Ag Mechanics finished a redwood table for the police department.**
  - 4.6 School Improvement Grant (SIG) Report-- Principal Jeff Landry reported that they are prioritizing final expenditures for the grant money.**
  - 4.7 Local Control Accountability Plan (LCAP) Report--Superintendent Anderson reported that the board has received the report. Discussion can be more in depth 7.1.**
  - 4.8 2020-2021 Budget Report--Business Manager Denise Grinsell reported that we are finishing up the year. Our biggest challenge was spending the COVID money.**
  - 4.9 Elementary School Principal Report--Principal Jeff Landry reported that 3rd -8th had a 95% state testing turn out--a big thanks to the 3rd-8th grade teachers. Special thanks to Mr. Rigney for organizing the graduation. Welcome aboard new employees to FES. Data for testing should be available in the Fall.**



4.10 High School Principal/Superintendent Report--**Superintendent Anderson reported that the school year ended on a great note. Seniors received over \$170,000 in scholarships. Thanked Mrs. Alexander for her work on graduation. Thank you to Denise Grinsell for all of her work on the budget. Congratulations to the board members that completed the MIG series. We are planning for full days of instruction for this next school year.**

## **5.0 PUBLIC COMMENT ON OPEN SESSION ITEMS**

None

## **6.0 CONSENT AGENDA**

- 6.1 Approve Board Meeting Minutes - Regular Meeting (May 21, 2021)
- 6.2 Approve Commercial Warrants (May 2021)
- 6.3 Approve FES/FHS Student Body Accounts/Revolving Cash Accounts and Enrollment Reports
- 6.4 Approve Personnel Activity Report
- 6.5 Approve District Stipends for 2021-2022
- 6.6 Approve District Professional Development Rate at \$200/day for 2021-2022

**A motion was made by Board Member Julie Hagemann and seconded by Jerry Hansen to approve the consent agenda. Motion passed ayes 5-0 noes.**

## **7.0 INFORMATION/ACTION ITEMS**

- 7.1 Approve the 2021-2022 Local Control Accountability Plan (LCAP)--**Superintendent Anderson reported that there were over a hundred responses to the survey that was sent to stakeholders. A motion was made by Board Member Jerry Hansen and seconded by Corrie Pedrotti. Motion passed ayes 5-0 noes.**
- 7.2 Adopt 2021-2022 Ferndale Unified School District Budget--**A motion was made by Board Member Corrie Pedrotti and seconded by Board Member Cliff Titus. Motion passed ayes 5-0 noes.**
- ~~7.3 Ratification of Agreement between FUSD and FUTA 2022-2024 (moved to August meeting)~~
- 7.4 BP 4033 Lactation Accommodation--**A motion was made by Board Member Julie Hagemann and seconded by Board Member Cliff Titus. Motion passed ayes 5-0 noes.**
- 7.5 BP/AR 5111.1 District Residency--**Discussion regarding removing some language was reviewed in regards to Ed Code. BP/AR 5111.1 will be implemented for this school year 2021-2022 with new enrollments. A motion was made by Board Member Julie Hagemann and seconded by Jerry Hansen. Motion passed ayes 5-0 noes.**
- 7.6 BP/AR 4211 Recruitment and Selection--**A motion was made by Board Member Cliff Titus and seconded by Board Member Jerry Hansen. Motion passed ayes 5-0 noes.**
- 7.7 School Board Handbook Process--**President Danella Penman-Barnes shared a school board handbook from Arcata. Board will work on creating our own handbook.**

## **8.0 FUTURE AGENDA ITEMS**

- 8.1 Fall Athletic Schedules
- 8.2 Solar Energy Project--added
- 8.3 School Board Handbook--added

## **9.0 REVIEW OF CORRESPONDENCE TO THE BOARD**

**Board Member Julie Hagemann reported that the board received an email from a parent.**

**10.0 ADJOURNMENT**

**The meeting was adjourned at 8:16 p.m.**

**Ferndale Unified School District**

**SUPERINTENDENT'S RECOMMENDATION FOR BOARD ACTION**

**AGENDA ITEM:** 9.2

**DATE:** August 11, 2021

**SUBJECT:**

Commercial Warrants Summary (June and July 2021)

**DEPARTMENT/PROGRAM:**

Administration/Business

**ACTION REQUESTED:**

Approve commercial warrant summary

**PREVIOUS STAFF/BOARD ACTION:**

This is a routine consent agenda item.

**BACKGROUND INFORMATION AND/OR STATEMENT OF NEED:**

Please call Denise about questions regarding commercial warrants prior to the meeting.

**FISCAL IMPLICATIONS:**

Funding is included in the 2020-2021 and 2021-2022 adopted budgets.

**CONTACT PERSON(S):**

Denise Grinsell, Business Manager  
Beth Anderson, Superintendent/Principal

Checks Dated 07/01/2021 through 07/31/2021

Board Meeting Date August 11, 2021

| Check Number | Check Date | Pay to the Order of            | Fund-Object                   | Expensed Amount | Check Amount     |
|--------------|------------|--------------------------------|-------------------------------|-----------------|------------------|
| 3000143290   | 07/14/2021 | ADVANCED SECURITY SYSTEMS      | 01-5800                       |                 | 284.35           |
| 3000143291   | 07/14/2021 | ASAP LOCK & KEY                | 01-4381                       |                 | 131.52           |
| 3000143292   | 07/14/2021 | CDW.G                          | 01-4445                       | 9,426.94        |                  |
|              |            |                                | 01-4453                       | 501.04          | 9,927.98         |
| 3000143293   | 07/14/2021 | COUNTY OF HUMBOLDT             | 01-5881                       |                 | 740.83           |
| 3000143294   | 07/14/2021 | EUREKA OXYGEN                  | 01-5635                       |                 | 1,894.11         |
| 3000143295   | 07/14/2021 | FERNDALE ELEMENTARY 8TH GRADE  | 01-5800                       |                 | 671.25           |
| 3000143296   | 07/14/2021 | FUENTES, CHARLES               | 01-5800                       |                 | 800.00           |
| 3000143297   | 07/14/2021 | HENRY SCHEIN                   | 01-4310                       | 239.90          |                  |
|              |            |                                | 01-4400                       | 152.20          | 392.10           |
| 3000143298   | 07/14/2021 | NEFF COMPANY                   | 01-4310                       |                 | 93.47            |
| 3000143299   | 07/14/2021 | NILSEN CO                      | 01-4310                       | 453.28          |                  |
|              |            |                                | 01-4381                       | 136.07          | 589.35           |
| 3000143300   | 07/14/2021 | PAPE MACHINERY INC             | 01-5635                       |                 | 11.42            |
| 3000143301   | 07/14/2021 | RESTIF CLEANING SERVICE        | 01-5800                       |                 | 7,360.00         |
| 3000143302   | 07/14/2021 | SEQUOIA GAS CO (C)             | 01-5512                       |                 | 332.35           |
| 3000143303   | 07/14/2021 | SIX RIVERS PORTABLE TOILETS    | 01-5628                       |                 | 116.55           |
| 3000143304   | 07/14/2021 | THRIFTY SUPPLY                 | 01-4381                       |                 | 77.07            |
| 3000143305   | 07/14/2021 | U.S. BANCORP EQUIP FINANCE INC | 01-5800                       | 176.57          |                  |
|              |            |                                | 01-7439                       | 2,209.57        | 2,386.14         |
| 3000143306   | 07/14/2021 | U.S. BANK                      | 01-4310                       | 9,522.46        |                  |
|              |            |                                | 01-4453                       | 88.00           |                  |
|              |            |                                | 01-5207                       | 12.00           | 9,622.46         |
| 3000143307   | 07/14/2021 | VALLEY LUMBER & MILLWORK       | 01-4310                       | 135.46          |                  |
|              |            |                                | 01-4381                       | 68.82           | 204.28           |
| 3000143758   | 07/21/2021 | AIRGAS USA LLC                 | 01-4310                       |                 | 253.00           |
| 3000143759   | 07/21/2021 | CSBA                           | 01-5300                       |                 | 9,999.00         |
| 3000143760   | 07/21/2021 | EMPLOYMENT DEVELOPMENT DEPT    | 01-9540                       |                 | 482.08           |
| 3000143761   | 07/21/2021 | FERNDALE TECH                  | 01-5800                       |                 | 25.00            |
| 3000143762   | 07/21/2021 | FRONTIER                       | 01-5909                       |                 | 2,017.19         |
| 3000143763   | 07/21/2021 | MULTIPLE MEASURES, LLC         | 01-4341                       |                 | 2,700.00         |
| 3000143764   | 07/21/2021 | P G & E                        | 01-5520                       |                 | 1,871.69         |
| 3000143765   | 07/21/2021 | PITNEY BOWES                   | 01-5950                       |                 | 161.31           |
| 3000143766   | 07/21/2021 | RECOLOGY EEL RIVER             | 01-5560                       |                 | 1,747.21         |
| 3000143767   | 07/21/2021 | RODLAN ADMINISTRATIVE SOFTWARE | 13-4396                       |                 | 325.00           |
| 3000143768   | 07/21/2021 | SEQUOIA GAS CO (C)             | 01-5631                       |                 | 241.38           |
| 3000143769   | 07/21/2021 | TURNITIN, LLC                  | 01-4341                       |                 | 2,147.00         |
|              |            |                                | <b>Total Number of Checks</b> | <b>30</b>       | <b>57,605.09</b> |

**Fund Recap**

| Fund | Description    | Check Count | Expensed Amount |
|------|----------------|-------------|-----------------|
| 01   | GENERAL FUND   | 29          | 57,280.09       |
| 13   | CAFETERIA FUND | 1           | 325.00          |

The preceding Checks have been issued in accordance with the District's Policy and authorization of the Board of Trustees. It is recommended that the preceding Checks be approved.

Checks Dated 07/01/2021 through 07/31/2021

Board Meeting Date August 11, 2021

| Check Number | Check Date | Pay to the Order of       | Fund-Object | Expensed Amount  | Check Amount |
|--------------|------------|---------------------------|-------------|------------------|--------------|
|              |            | Total Number of Checks    | 30          | 57,605.09        |              |
|              |            | Less Unpaid Tax Liability |             | .00              |              |
|              |            | <b>Net (Check Amount)</b> |             | <b>57,605.09</b> |              |

The preceding Checks have been issued in accordance with the District's Policy and authorization of the Board of Trustees. It is recommended that the preceding Checks be approved.

ESCAPE ONLINE

Page 2 of 2

**Ferndale Unified School District**

**SUPERINTENDENT'S RECOMMENDATION FOR BOARD ACTION**

**AGENDA ITEM:** 9.3

**DATE:** August 11, 2021

**SUBJECT:**

FES/FHS Revolving Cash Accounts and Enrollment Reports

**DEPARTMENT/PROGRAM:**

Business/Administration

**ACTION REQUESTED:**

Approve FES/FHS Student Body/Revolving Cash Accounts and Enrollment Reports

**PREVIOUS STAFF/BOARD ACTION:**

School Site staff has prepared the attached FES/FHS Student Body/Revolving Cash Accounts and Enrollment Reports for Board review.

**BACKGROUND INFORMATION AND/OR STATEMENT OF NEED:**

The Board reviews Student Body Accounts/Revolving Cash Accounts and Enrollment Reports on a routine basis.

**FISCAL IMPLICATIONS:**

None

**CONTACT PERSON(S):**

Denise Grinsell, Business Manager  
Beth Anderson, Superintendent/Principal

**FERNDALÉ UNIFIED SCHOOL DISTRICT ENROLLMENT  
FERNDALÉ ELEMENTARY SCHOOL – 331  
July 19, 2021**

**Mrs. Soli (TK/K) (20)**

**Mrs. Brazil (K) (21)**

**Mrs. Collenberg (1st) (16)**

**Mrs. Griffith (1st) (17)**

**Mrs. Currier (2<sup>nd</sup>) (23)**

**Mrs. Maxon (12-2<sup>nd</sup>/10-3<sup>rd</sup>) (22)**

**Mrs. Rodriguez (3<sup>rd</sup>) (24)**

**Mr. Duggan (4<sup>th</sup>) (29)**

**Mrs. Busher (4<sup>th</sup>/5<sup>th</sup>) (30)**

**Mrs. Silacci (5<sup>th</sup>/6<sup>th</sup>) (29)**

**Mrs. Busick (6<sup>th</sup>) (31)**

**Jr. High (39 7<sup>th</sup> & 30 8<sup>th</sup>)**

**Mr. Giffith (13-7<sup>th</sup>/10-8<sup>th</sup>) 23**

**Mr. Rigney (13-7<sup>th</sup>/10-8<sup>th</sup>) 23**

**Mr. Totten (13-7<sup>th</sup>/10-8<sup>th</sup>) 23**

**FERNDALE UNIFIED SCHOOL DISTRICT  
ENROLLMENT 2021-2022  
FERNDALE HIGH SCHOOL**

**As of August 3, 2021**

| <b><u>GRADE</u></b> | <b><u>ENROLLMENT</u></b> |
|---------------------|--------------------------|
| <b>9</b>            | <b>31</b>                |
| <b>10</b>           | <b>41</b>                |
| <b>11</b>           | <b>30</b>                |
| <b>12</b>           | <b>35</b>                |

**TOTAL: 137**



11:11 AM  
08/02/21

**Ferndale Unified School District**  
**Reconciliation Summary**  
FUSD Revolving Cash, Period Ending 06/30/2021

|                                     | Jun 30, 21 |
|-------------------------------------|------------|
| Beginning Balance                   | 2,672.64   |
| <b>Cleared Transactions</b>         |            |
| Checks and Payments - 4 items       | -358.38    |
| Deposits and Credits - 2 items      | 454.18     |
| <b>Total Cleared Transactions</b>   | 95.80      |
| <b>Cleared Balance</b>              | 2,768.44   |
| <b>Uncleared Transactions</b>       |            |
| Checks and Payments - 3 items       | -747.19    |
| <b>Total Uncleared Transactions</b> | -747.19    |
| Register Balance as of 06/30/2021   | 2,021.25   |
| Ending Balance                      | 2,021.25   |

11:11 AM  
08/02/21

**Ferndale Unified School District**  
**Reconciliation Detail**  
FUSD Revolving Cash, Period Ending 06/30/2021

| Type                                  | Date       | Num  | Name                | Clr | Amount  | Balance  |
|---------------------------------------|------------|------|---------------------|-----|---------|----------|
| Beginning Balance                     |            |      |                     |     |         | 2,672.64 |
| <b>Cleared Transactions</b>           |            |      |                     |     |         |          |
| <b>Checks and Payments - 4 items</b>  |            |      |                     |     |         |          |
| Check                                 | 06/05/2021 | 3139 | Jodi McDonald       | X   | -185.70 | -185.70  |
| Check                                 | 06/07/2021 | 3140 | Alexa Alexandre     | X   | -52.05  | -237.75  |
| Check                                 | 06/19/2021 | 3142 | Leanne McCulloch    | X   | -41.63  | -279.38  |
| Check                                 | 06/21/2021 | 3143 | Kim Wilson          | X   | -79.00  | -358.38  |
| <b>Total Checks and Payments</b>      |            |      |                     |     | -358.38 | -358.38  |
| <b>Deposits and Credits - 2 items</b> |            |      |                     |     |         |          |
| Deposit                               | 06/09/2021 |      |                     | X   | 454.16  | 454.16   |
| Deposit                               | 06/30/2021 |      |                     | X   | 0.02    | 454.18   |
| <b>Total Deposits and Credits</b>     |            |      |                     |     | 454.18  | 454.18   |
| <b>Total Cleared Transactions</b>     |            |      |                     |     | 95.80   | 95.80    |
| Cleared Balance                       |            |      |                     |     | 95.80   | 2,768.44 |
| <b>Uncleared Transactions</b>         |            |      |                     |     |         |          |
| <b>Checks and Payments - 3 items</b>  |            |      |                     |     |         |          |
| Check                                 | 01/22/2021 | 3100 | Alexandrea Anderson |     | -25.00  | -25.00   |
| Check                                 | 06/11/2021 | 3141 | Denise Grinsell     |     | -534.80 | -559.80  |
| Check                                 | 06/30/2021 | 3144 | Alexa Alexandre     |     | -187.39 | -747.19  |
| <b>Total Checks and Payments</b>      |            |      |                     |     | -747.19 | -747.19  |
| <b>Total Uncleared Transactions</b>   |            |      |                     |     | -747.19 | -747.19  |
| Register Balance as of 06/30/2021     |            |      |                     |     | -651.39 | 2,021.25 |
| Ending Balance                        |            |      |                     |     | -651.39 | 2,021.25 |



P.O. Box 1800  
Saint Paul, Minnesota 55101-0800

3806 TRN S Y ST01

### Business Statement

Account Number  
1 575 1366 8200  
Statement Period  
Jun 1, 2021  
through  
Jun 30, 2021

Page 1 of 2



000067463 01 AB 0.428 000638865642407 P Y  
FERNDALE UNIFIED SCHOOL DIST  
1231 MAIN ST  
FERNDALE CA 95536-9416



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## NEWS FOR YOU

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Beginning August 20, 2021, we will no longer offer the Popmoney® Send to Account service. We understand that this decision may create a disruption for you - we're here to help with the following options.

- Zelle® makes sending<sup>1</sup>, requesting<sup>2</sup> and receiving money fast, safe and easy - and it's free for U.S. Bank customers. Visit [usbank.com/zelle](https://usbank.com/zelle) to learn more.
- Pay bills on time, every time<sup>3</sup> with U.S. Bank mobile and online banking. Learn more at [usbank.com/billpay](https://usbank.com/billpay).
- Transfer money between your U.S. Bank accounts and accounts you hold at other financial institutions.<sup>4</sup> Find out how at [usbank.com/transfers](https://usbank.com/transfers).

Beginning August 20, 2021, scheduled payments in your Send to Account dashboard in online banking will not process. If you've set up recurring payments, you can schedule those using any of the services listed above.<sup>5</sup>

If you have any questions about this change, please call U.S. Bank 24-Hour Banking at 800-USBANKS (872-2657). We accept relay calls.

- <sup>1</sup> U.S. checking or savings account required to use Zelle®. Transactions between enrolled consumers typically occur in minutes and generally do not incur transaction fees.
- <sup>2</sup> Requests for money with Zelle® (including Split requests) sent to a U.S. mobile number require that the mobile number first be enrolled with Zelle®.
- <sup>3</sup> Payments are guaranteed, assuming accounts are sufficiently funded, all payment information is entered correctly and the payment is scheduled to arrive by its due date.
- <sup>4</sup> Eligibility requirements and restrictions apply. Please refer to the [Digital Services Agreement](#) for more information.
- <sup>5</sup> Safe Debit Accounts are not eligible for automatic payments or expedited delivery and can only pay billers listed in our system who accept electronic payment.

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Zelle and the Zelle related marks are wholly owned by Early Warning Services, LLC and are used herein under license.

## NON PROFIT CHECKING

U.S. Bank National Association

Member FDIC

Account Number 1-575-1366-8200

### Account Summary

|                                       | # Items | \$        |                 | \$                                 |      |
|---------------------------------------|---------|-----------|-----------------|------------------------------------|------|
| Beginning Balance on Jun 1            |         |           | 2,672.64        | Interest Paid this Year            | 0.10 |
| Customer Deposits                     | 1       |           | 454.16          | Number of Days in Statement Period | 30   |
| Other Deposits                        | 1       |           | 0.02            |                                    |      |
| Checks Paid                           | 4       |           | 358.38          |                                    |      |
| <b>Ending Balance on Jun 30, 2021</b> |         | <b>\$</b> | <b>2,768.44</b> |                                    |      |



FERNDALE UNIFIED SCHOOL DIST  
 1231 MAIN ST  
 FERNDALE CA 95536-9416

**Business Statement**

Account Number:  
 1 575 1366 8200  
 Statement Period:  
 Jun 1, 2021  
 through  
 Jun 30, 2021



**NON PROFIT CHECKING**

**(CONTINUED)**

Account Number 1-575-1366-8200

U.S. Bank National Association

**Customer Deposits**

| Number | Date  | Ref Number | Amount |
|--------|-------|------------|--------|
|        | Jun 8 | 8356785329 | 454.16 |

**Total Customer Deposits** \$ **454.16**

**Other Deposits**

| Date   | Description of Transaction | Ref Number | Amount |
|--------|----------------------------|------------|--------|
| Jun 30 | Interest Paid              | 3000003464 | 0.02   |

**Total Other Deposits** \$ **0.02**

**Checks Presented Conventionally**

| Check | Date   | Ref Number | Amount | Check | Date   | Ref Number | Amount |
|-------|--------|------------|--------|-------|--------|------------|--------|
| 3139  | Jun 21 | 8055812014 | 185.70 | 3142* | Jun 24 | 8954424528 | 41.63  |
| 3140  | Jun 14 | 8057202196 | 52.05  | 3143  | Jun 28 | 8057088616 | 79.00  |

**Conventional Checks Paid (4)** \$ **358.38-**

\* Gap in check sequence

**Balance Summary**

| Date   | Ending Balance | Date   | Ending Balance | Date   | Ending Balance |
|--------|----------------|--------|----------------|--------|----------------|
| Jun 8  | 3,126.80       | Jun 21 | 2,889.05       | Jun 28 | 2,768.42       |
| Jun 14 | 3,074.75       | Jun 24 | 2,847.42       | Jun 30 | 2,768.44       |

Balances only appear for days reflecting change.

**ANALYSIS SERVICE CHARGE DETAIL**

Account Analysis Activity for: May 2021

|                                     |                 |    |      |
|-------------------------------------|-----------------|----|------|
| Account Number:                     | 1-575-1366-8200 | \$ | 0.00 |
| Analysis Service Charge assessed to | 1-575-1366-8200 | \$ | 0.00 |

<sup>1</sup> Financial institutions are required by the State of Iowa to charge sales taxes on certain service charges related to checking accounts. Any assessed tax has been itemized on your statement.

**Service Activity Detail for Account Number 1-575-1366-8200**

| Service  | Volume | Avg Unit Price | Total Charge |
|--|--------|----------------|--------------|
| <b>Depository Services</b>                                   |        |                |              |
| Combined Transactions/Items                                  | 69     |                | No Charge    |
| Subtotal: Depository Services                                |        |                | 0.00         |
| Fee Based Service Charges for Account Number 1-575-1366-8200 |        |                | \$ 0.00      |

7:39 AM

08/03/21

**Ferndale High School**  
**Reconciliation Summary**  
Student Body Funds, Period Ending 07/31/2021

---

|                                   | Jul 31, 21       |
|-----------------------------------|------------------|
| Beginning Balance                 | 49,788.49        |
| Cleared Transactions              |                  |
| Checks and Payments - 15 items    | -6,816.63        |
| Deposits and Credits - 2 items    | 3,505.69         |
| Total Cleared Transactions        | <u>-3,310.94</u> |
| Cleared Balance                   | <u>46,477.55</u> |
| Uncleared Transactions            |                  |
| Checks and Payments - 5 items     | -6,150.00        |
| Total Uncleared Transactions      | <u>-6,150.00</u> |
| Register Balance as of 07/31/2021 | <u>40,327.55</u> |
| Ending Balance                    | <u>40,327.55</u> |




**Ferndale High School**  
**Reconciliation Detail**  
 Student Body Funds, Period Ending 07/31/2021

| Type                                     | Date       | Num   | Name                    | Clr | Amount                  | Balance                 |
|--|------------|-------|-------------------------|-----|-------------------------|-------------------------|
| <b>Beginning Balance</b>                 |            |       |                         |     |                         | 49,788.49               |
| <b>Cleared Transactions</b>              |            |       |                         |     |                         |                         |
| <b>Checks and Payments - 15 items</b>    |            |       |                         |     |                         |                         |
| Check                                    | 05/10/2021 | 2133  | Dominic Regli           | X   | -1,000.00               | -1,000.00               |
| Check                                    | 06/01/2021 | 2140  | Alexa Alexandre         | X   | -49.32                  | -1,049.32               |
| Check                                    | 06/03/2021 | 2147  | Walsworth               | X   | -1,217.98               | -2,267.30               |
| Check                                    | 06/03/2021 | 2144  | Alexa Alexandre         | X   | -39.19                  | -2,306.49               |
| Check                                    | 06/11/2021 | 2151  | Six Rivers Basketbal... | X   | -1,734.00               | -4,040.49               |
| Check                                    | 06/11/2021 | 2150  | Jostens                 | X   | -40.42                  | -4,080.91               |
| Check                                    | 06/11/2021 | 2149  | Alexa Alexandre         | X   | -15.02                  | -4,095.93               |
| Check                                    | 06/14/2021 | debit | Bayfront Restaurant     | X   | -695.12                 | -4,791.05               |
| Check                                    | 06/14/2021 | 2152  | Henry Chiles            | X   | -32.53                  | -4,823.58               |
| Check                                    | 06/15/2021 | 2153  | Erin Banke              | X   | -36.47                  | -4,860.05               |
| Check                                    | 06/15/2021 | debit | Safeway                 | X   | -32.66                  | -4,892.71               |
| Check                                    | 06/16/2021 | debit | Ferndale Pizza Co       | X   | -82.04                  | -4,974.75               |
| Check                                    | 06/16/2021 | debit | Amazon.com              | X   | -43.09                  | -5,017.84               |
| Check                                    | 06/17/2021 | debit | Valley Grocery          | X   | -48.79                  | -5,066.63               |
| Check                                    | 06/18/2021 | 2154  | Hallie Short            | X   | -1,750.00               | -6,816.63               |
| <b>Total Checks and Payments</b>         |            |       |                         |     | <u>-6,816.63</u>        | <u>-6,816.63</u>        |
| <b>Deposits and Credits - 2 items</b>    |            |       |                         |     |                         |                         |
| Deposit                                  | 05/14/2021 |       |                         | X   | 3,505.31                | 3,505.31                |
| Deposit                                  | 07/12/2021 |       |                         | X   | 0.38                    | 3,505.69                |
| <b>Total Deposits and Credits</b>        |            |       |                         |     | <u>3,505.69</u>         | <u>3,505.69</u>         |
| <b>Total Cleared Transactions</b>        |            |       |                         |     | <u>-3,310.94</u>        | <u>-3,310.94</u>        |
| <b>Cleared Balance</b>                   |            |       |                         |     | -3,310.94               | 46,477.55               |
| <b>Uncleared Transactions</b>            |            |       |                         |     |                         |                         |
| <b>Checks and Payments - 5 items</b>     |            |       |                         |     |                         |                         |
| Check                                    | 04/23/2021 | 2122  | Shasta College Farm     |     | -700.00                 | -700.00                 |
| Check                                    | 06/18/2021 | 2155  | Hallie Short            |     | -1,000.00               | -1,700.00               |
| Check                                    | 06/29/2021 | 2158  | Kyler Radelfinger       |     | -2,700.00               | -4,400.00               |
| Check                                    | 06/29/2021 | 2157  | Garrett Christiansen    |     | -1,300.00               | -5,700.00               |
| Check                                    | 06/29/2021 | 2156  | Emmitt Albee            |     | -450.00                 | -6,150.00               |
| <b>Total Checks and Payments</b>         |            |       |                         |     | <u>-6,150.00</u>        | <u>-6,150.00</u>        |
| <b>Total Uncleared Transactions</b>      |            |       |                         |     | <u>-6,150.00</u>        | <u>-6,150.00</u>        |
| <b>Register Balance as of 07/31/2021</b> |            |       |                         |     | <u>-9,460.94</u>        | <u>40,327.55</u>        |
| <b>Ending Balance</b>                    |            |       |                         |     | <u><u>-9,460.94</u></u> | <u><u>40,327.55</u></u> |

**RETURN SERVICE REQUESTED**

COUNTY OF HUMBOLDT  
FERNDALE UNIFIED SCHOOL DISTRI  
1231 MAIN ST  
FERNDALE CA 95536-9416

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Member FDIC

**Overall Balance Summary**

| Account Type                 | Account Number | Ending Balance |
|------------------------------|----------------|----------------|
| Small Business Interest Chkg | 551036479      | \$46,477.55    |

**Small Business Interest Chkg-551036479**

**Account Summary**

| Date       | Description              | Amount             |
|------------|--------------------------|--------------------|
| 06/14/2021 | <b>Beginning Balance</b> | <b>\$49,788.49</b> |
|            | 2 Credit(s) This Period  | \$3,505.69         |
|            | 15 Debit(s) This Period  | \$6,816.63         |
| 07/12/2021 | <b>Ending Balance</b>    | <b>\$46,477.55</b> |

**Interest Summary**

| Description  | Amount |
|--|--------|
| Interest Earned From 06/14/2021 Through 07/12/2021 |        |
| Annual Percentage Yield Earned                     | 0.01%  |
| Days in Statement Cycle                            | 29     |
| Interest and/or Reward Paid                        | \$0.38 |
| Interest Paid this Statement Cycle                 | \$0.38 |
| Interest Paid Year-to-Date                         | \$3.00 |

**Deposits**

| Date       | Description | Amount     |
|------------|-------------|------------|
| 06/21/2021 | DEPOSIT     | \$3,505.31 |

**Other Credits**

| Date       | Description     | Amount |
|------------|-----------------|--------|
| 07/12/2021 | INT PMT SYS-GEN | \$0.38 |

**Small Business Interest Chkg-551036479 (continued)**
**Electronic Debits**

| Date       | Description   | Amount   |
|------------|---|----------|
| 06/15/2021 | POS PUR 1957 SAFEWAY #0<br>SAFEWAY #0975<br>FORTUNA CA      | \$32.66  |
| 06/16/2021 | POS PUR 3284 AMAZON.COM<br>AMAZON.COM<br>SEATTLE WA         | \$43.09  |
| 06/17/2021 | POS PUR 1957 BAYFRONT R<br>BAYFRONT RESTAURANT<br>EUREKA CA | \$695.12 |
| 06/17/2021 | POS PUR 1957 FERNDAL P<br>FERNDAL PIZZA CO<br>FERNDAL CA    | \$82.04  |
| 06/17/2021 | POS PUR 3284 VALLEY GRO<br>339 MAIN STREET<br>FERNDAL CA    | \$48.79  |

**Checks Cleared**

| Check Nbr | Date       | Amount     | Check Nbr | Date       | Amount     | Check Nbr | Date       | Amount     |
|-----------|------------|------------|-----------|------------|------------|-----------|------------|------------|
| 2133      | 07/12/2021 | \$1,000.00 | 2149*     | 06/28/2021 | \$15.02    | 2153      | 06/15/2021 | \$36.47    |
| 2140*     | 06/14/2021 | \$49.32    | 2150      | 06/16/2021 | \$40.42    | 2154      | 06/18/2021 | \$1,750.00 |
| 2144*     | 06/14/2021 | \$39.19    | 2151      | 06/23/2021 | \$1,734.00 |           |            |            |
| 2147*     | 06/15/2021 | \$1,217.98 | 2152      | 07/07/2021 | \$32.53    |           |            |            |

\* Indicates skipped check number

12:10 PM

06/21/21

**Ferndale High School**  
**Reconciliation Summary**  
**Student Body Funds, Period Ending 06/30/2021**

---

|                                   | <u>Jun 30, 21</u> |
|-----------------------------------|-------------------|
| Beginning Balance                 | 47,398.60         |
| Cleared Transactions              |                   |
| Checks and Payments - 33 items    | -5,784.54         |
| Deposits and Credits - 3 items    | 8,174.43          |
| Total Cleared Transactions        | <u>2,389.89</u>   |
| Cleared Balance                   | <u>49,788.49</u>  |
| Uncleared Transactions            |                   |
| Checks and Payments - 13 items    | -7,663.72         |
| Deposits and Credits - 1 item     | 3,505.31          |
| Total Uncleared Transactions      | <u>-4,158.41</u>  |
| Register Balance as of 06/30/2021 | <u>45,630.08</u>  |
| Ending Balance                    | 45,630.08         |



**Ferndale High School**  
**Reconciliation Detail**  
**Student Body Funds, Period Ending 06/30/2021**

| Type                                  | Date       | Num   | Name                    | Clr | Amount           | Balance          |
|---------------------------------------|------------|-------|-------------------------|-----|------------------|------------------|
| <b>Beginning Balance</b>              |            |       |                         |     |                  | 47,398.60        |
| <b>Cleared Transactions</b>           |            |       |                         |     |                  |                  |
| <b>Checks and Payments - 33 items</b> |            |       |                         |     |                  |                  |
| Check                                 | 05/03/2021 | 2128  | Tony Donofrio           | X   | -54.72           | -54.72           |
| Check                                 | 05/03/2021 | 2124  | Ferndale Unified Sc...  | X   | -21.60           | -76.32           |
| Check                                 | 05/04/2021 | 2130  | Henry Chiles            | X   | -27.69           | -104.01          |
| Check                                 | 05/12/2021 | debit | Nilsen Feed Co.         | X   | -171.74          | -275.75          |
| Check                                 | 05/14/2021 | 2134  | Steven Couch            | X   | -350.00          | -625.75          |
| Check                                 | 05/14/2021 | debit | Tipple Motors           | X   | -112.10          | -737.85          |
| Check                                 | 05/17/2021 | debit | Safeway                 | X   | -107.05          | -844.90          |
| Check                                 | 05/18/2021 | 2135  | Sequoia Floral          | X   | -195.20          | -1,040.10        |
| Check                                 | 05/18/2021 | debit | Main Street Coffee      | X   | -100.20          | -1,140.30        |
| Check                                 | 05/18/2021 | debit | Dollar Tree             | X   | -43.63           | -1,183.93        |
| Check                                 | 05/18/2021 | debit | Dollar Tree             | X   | -22.27           | -1,206.20        |
| Check                                 | 05/19/2021 | debit | Jack's Seafood          | X   | -177.07          | -1,383.27        |
| Check                                 | 05/19/2021 | debit | Starbucks               | X   | -37.45           | -1,420.72        |
| Check                                 | 05/19/2021 | debit | Sequoia Park Zoo        | X   | -35.00           | -1,455.72        |
| Check                                 | 05/19/2021 | debit | Ecos Cafe               | X   | -25.28           | -1,481.00        |
| Check                                 | 05/20/2021 | debit | Vistaprint              | X   | -107.76          | -1,588.76        |
| Check                                 | 05/20/2021 | 2136  | Erin Banke              | X   | -71.84           | -1,660.60        |
| Check                                 | 05/21/2021 | debit | Amazon.com              | X   | -226.17          | -1,886.77        |
| Check                                 | 05/21/2021 | debit | YQCA                    | X   | -12.00           | -1,898.77        |
| Check                                 | 05/25/2021 | 2137  | Humboldt Bay Offici...  | X   | -1,695.00        | -3,593.77        |
| Check                                 | 05/25/2021 | 2139  | Humboldt Bay Offici...  | X   | -1,360.00        | -4,953.77        |
| Check                                 | 05/25/2021 | 2138  | Henry Chiles            | X   | -10.53           | -4,964.30        |
| Check                                 | 06/01/2021 | 2143  | Erin Banke              | X   | -67.02           | -5,031.32        |
| Check                                 | 06/01/2021 | 2142  | Sport & Cycle           | X   | -65.06           | -5,096.38        |
| Check                                 | 06/03/2021 | 2146  | PaSTA                   | X   | -150.00          | -5,246.38        |
| Check                                 | 06/03/2021 | debit | YQCA                    | X   | -72.00           | -5,318.38        |
| Check                                 | 06/03/2021 | 2145  | Ferndale Pizza Co       | X   | -63.00           | -5,381.38        |
| Check                                 | 06/03/2021 | debit | Tractor Supply Co.      | X   | -47.72           | -5,429.10        |
| Check                                 | 06/03/2021 | debit | Valley Grocery          | X   | -9.98            | -5,439.08        |
| Check                                 | 06/04/2021 | 2148  | Theresa Noga            | X   | -233.08          | -5,672.16        |
| Check                                 | 06/04/2021 | debit | YQCA                    | X   | -24.00           | -5,696.16        |
| Check                                 | 06/07/2021 | debit | Amazon.com              | X   | -64.38           | -5,760.54        |
| Check                                 | 06/07/2021 | debit | YQCA                    | X   | -24.00           | -5,784.54        |
| <b>Total Checks and Payments</b>      |            |       |                         |     | <b>-5,784.54</b> | <b>-5,784.54</b> |
| <b>Deposits and Credits - 3 items</b> |            |       |                         |     |                  |                  |
| Deposit                               | 05/28/2021 |       |                         | X   | 8,174.00         | 8,174.00         |
| Check                                 | 06/01/2021 | 2141  | Sport & Cycle           | X   | 0.00             | 8,174.00         |
| Deposit                               | 06/12/2021 |       |                         | X   | 0.43             | 8,174.43         |
| <b>Total Deposits and Credits</b>     |            |       |                         |     | <b>8,174.43</b>  | <b>8,174.43</b>  |
| <b>Total Cleared Transactions</b>     |            |       |                         |     | <b>2,389.89</b>  | <b>2,389.89</b>  |
| <b>Cleared Balance</b>                |            |       |                         |     | <b>2,389.89</b>  | <b>49,788.49</b> |
| <b>Uncleared Transactions</b>         |            |       |                         |     |                  |                  |
| <b>Checks and Payments - 13 items</b> |            |       |                         |     |                  |                  |
| Check                                 | 04/23/2021 | 2122  | Shasta College Farm     |     | -700.00          | -700.00          |
| Check                                 | 05/10/2021 | 2133  | Dominic Regli           |     | -1,000.00        | -1,700.00        |
| Check                                 | 06/01/2021 | 2140  | Alexa Alexandre         |     | -49.32           | -1,749.32        |
| Check                                 | 06/03/2021 | 2147  | Walsworth               |     | -1,217.98        | -2,967.30        |
| Check                                 | 06/03/2021 | 2144  | Alexa Alexandre         |     | -39.19           | -3,006.49        |
| Check                                 | 06/11/2021 | 2151  | Six Rivers Basketbal... |     | -1,734.00        | -4,740.49        |
| Check                                 | 06/11/2021 | 2150  | Jostens                 |     | -40.42           | -4,780.91        |
| Check                                 | 06/11/2021 | 2149  | Alexa Alexandre         |     | -15.02           | -4,795.93        |
| Check                                 | 06/14/2021 | 2152  | Henry Chiles            |     | -32.53           | -4,828.46        |
| Check                                 | 06/15/2021 | 2153  | Erin Banke              |     | -36.47           | -4,864.93        |
| Check                                 | 06/17/2021 | debit | Valley Grocery          |     | -48.79           | -4,913.72        |
| Check                                 | 06/18/2021 | 2154  | Hallie Short            |     | -1,750.00        | -6,663.72        |
| Check                                 | 06/18/2021 | 2155  | Hallie Short            |     | -1,000.00        | -7,663.72        |
| <b>Total Checks and Payments</b>      |            |       |                         |     | <b>-7,663.72</b> | <b>-7,663.72</b> |

12:10 PM

06/21/21

**Ferndale High School**  
**Reconciliation Detail**  
Student Body Funds, Period Ending 06/30/2021




---

| Type                              | Date       | Num | Name | Clr | Amount           | Balance          |
|-----------------------------------|------------|-----|------|-----|------------------|------------------|
| Deposits and Credits - 1 item     |            |     |      |     |                  |                  |
| Deposit                           | 05/14/2021 |     |      |     | 3,505.31         | 3,505.31         |
| Total Deposits and Credits        |            |     |      |     | 3,505.31         | 3,505.31         |
| Total Uncleared Transactions      |            |     |      |     | -4,158.41        | -4,158.41        |
| Register Balance as of 06/30/2021 |            |     |      |     | -1,768.52        | 45,630.08        |
| <b>Ending Balance</b>             |            |     |      |     | <b>-1,768.52</b> | <b>45,630.08</b> |

**RETURN SERVICE REQUESTED**

 COUNTY OF HUMBOLDT  
 FERNDALE UNIFIED SCHOOL DISTRI  
 1231 MAIN ST  
 FERNDALE CA 95536-9416

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Member FDIC



**Overall Balance Summary**

| Account Type                 | Account Number | Ending Balance |
|------------------------------|----------------|----------------|
| Small Business Interest Chkg | 551036479      | \$49,788.49    |

**Small Business Interest Chkg-551036479**

| Account Summary |                          | Interest Summary                                   |        |
|-----------------|--------------------------|--|--------|
| Date            | Description              | Description  | Amount |
| 05/13/2021      | <b>Beginning Balance</b> | Interest Earned From 05/13/2021 Through 06/13/2021 |        |
|                 | 2 Credit(s) This Period  | Annual Percentage Yield Earned                     | 0.01%  |
|                 | 40 Debit(s) This Period  | Days in Statement Cycle                            | 32     |
| 06/13/2021      | <b>Ending Balance</b>    | Interest and/or Reward Paid                        | \$0.43 |
|                 |                          | Interest Paid this Statement Cycle                 | \$0.43 |
|                 |                          | Interest Paid Year-to-Date                         | \$2.62 |

| Deposits   |             | Amount     |
|------------|-------------|------------|
| Date       | Description |            |
| 05/28/2021 | DEPOSIT     | \$8,174.00 |

| Other Credits |                 | Amount |
|---------------|-----------------|--------|
| Date          | Description     |        |
| 06/11/2021    | INT PMT SYS-GEN | \$0.43 |

**Small Business Interest Chkg-551036479 (continued)**

| Electronic Debits |   | Amount   |
|-------------------|---|----------|
| Date              | Description   |          |
| 05/13/2021        | POS PUR 1957 NILSEN FEE<br>NILSEN FEED AND GRA<br>FERNDALE CA     | \$171.74 |
| 05/17/2021        | POS PUR 1957 SAFEWAY #0<br>SAFEWAY #0975<br>FORTUNA CA            | \$107.05 |
| 05/17/2021        | POS PUR 1957 TIPPLE MOT<br>TIPPLE MOTORS<br>FERNDALE CA           | \$112.10 |
| 05/18/2021        | POS PUR 1957 DOLLAR TRE<br>721 S FORTUNA BLVD<br>FORTUNA CA       | \$43.63  |
| 05/19/2021        | POS PUR 1957 VISTAPR* Vi<br>VISTAPR*VistaPrint.<br>866-8936743 MA | \$107.76 |
| 05/19/2021        | POS PUR 3284 JACKS SEAF<br>JACKS SEAFOOD<br>EUREKA CA             | \$177.07 |
| 05/19/2021        | POS PUR 1957 DOLLAR TRE<br>721 S FORTUNA BLVD<br>FORTUNA CA       | \$22.27  |
| 05/19/2021        | POS PUR 3284 SEQUOIA PA<br>SEQUOIA PARK ZOO<br>EUREKA CA          | \$35.00  |
| 05/19/2021        | POS PUR 3284 ECOS CAFE<br>ECOS CAFE<br>530-3563919 CA             | \$25.28  |
| 05/19/2021        | POS PUR 3284 STARBUCKS<br>STARBUCKS STORE 092<br>MCKINLEYVILLE CA | \$37.45  |
| 05/20/2021        | POS PUR 1957 SQ * MAIN S<br>SQ *MAIN STREET COF<br>Ferndale CA    | \$100.20 |
| 05/21/2021        | POS PUR 1957 REG* YQCA-L<br>REG*YQCA-LEARNGROW<br>515-2232600 IA  | \$12.00  |
| 05/24/2021        | POS PUR 3284 AMAZON.COM<br>AMAZON.COM<br>SEATTLE WA               | \$226.17 |
| 06/03/2021        | POS PUR 1957 TRACTOR SU<br>1000 RIVER RANCH<br>FORTUNA CA         | \$47.72  |
| 06/03/2021        | POS PUR 1957 VALLEY GRO<br>339 MAIN STREET<br>FERNDALE CA         | \$9.98   |
| 06/04/2021        | POS PUR 1957 REG* YQCA-L<br>REG*YQCA-LEARNGROW<br>515-2232600 IA  | \$12.00  |
| 06/04/2021        | POS PUR 1957 REG* YQCA-L<br>REG*YQCA-LEARNGROW<br>515-2232600 IA  | \$12.00  |
| 06/04/2021        | POS PUR 1957 REG* YQCA-L<br>REG*YQCA-LEARNGROW<br>515-2232600 IA  | \$12.00  |
| 06/04/2021        | POS PUR 1957 REG* YQCA-L<br>REG*YQCA-LEARNGROW<br>515-2232600 IA  | \$12.00  |

**Small Business Interest Chkg-551036479 (continued)**
**Electronic Debits (continued)**

| <u>Date</u> | <u>Description</u>   | <u>Amount</u> |
|-------------|--|---------------|
| 06/04/2021  | POS PUR 1957 REG* YQCA-L<br>REG*YQCA-LEARNGROW<br>515-2232600 IA | \$12.00       |
| 06/04/2021  | POS PUR 1957 REG* YQCA-L<br>REG*YQCA-LEARNGROW<br>515-2232600 IA | \$12.00       |
| 06/04/2021  | POS PUR 1957 REG* YQCA-L<br>REG*YQCA-LEARNGROW<br>515-2232600 IA | \$12.00       |
| 06/04/2021  | POS PUR 1957 REG* YQCA-L<br>REG*YQCA-LEARNGROW<br>515-2232600 IA | \$12.00       |
| 06/07/2021  | POS PUR 1957 REG* YQCA-L<br>REG*YQCA-LEARNGROW<br>515-2232600 IA | \$12.00       |
| 06/07/2021  | POS PUR 1957 REG* YQCA-L<br>REG*YQCA-LEARNGROW<br>515-2232600 IA | \$12.00       |
| 06/07/2021  | POS PUR 1957 AMAZON.COM<br>AMAZON.COM<br>SEATTLE WA              | \$64.38       |

**Checks Cleared**

| <u>Check Nbr</u> | <u>Date</u> | <u>Amount</u> | <u>Check Nbr</u> | <u>Date</u> | <u>Amount</u> | <u>Check Nbr</u> | <u>Date</u> | <u>Amount</u> |
|------------------|-------------|---------------|------------------|-------------|---------------|------------------|-------------|---------------|
| 2124             | 05/13/2021  | \$21.60       | 2136             | 05/24/2021  | \$71.84       | 2143             | 06/03/2021  | \$67.02       |
| 2128*            | 05/25/2021  | \$54.72       | 2137             | 06/02/2021  | \$1,695.00    | 2145*            | 06/11/2021  | \$63.00       |
| 2130*            | 06/02/2021  | \$27.69       | 2138             | 06/02/2021  | \$10.53       | 2146             | 06/10/2021  | \$150.00      |
| 2134*            | 05/17/2021  | \$350.00      | 2139             | 05/28/2021  | \$1,360.00    | 2148*            | 06/10/2021  | \$233.08      |
| 2135             | 05/26/2021  | \$195.20      | 2142*            | 06/07/2021  | \$65.06       |                  |             |               |

\* Indicates skipped check number

10:23 AM

08/06/21

**Ferndale Elementary School 8th Grade  
Reconciliation Summary - 6-30-21  
Checking, Period Ending 06/30/2021**

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|                                   | <u>Jun 30, 21</u>       |
|-----------------------------------|-------------------------|
| Beginning Balance                 | 66,686.96               |
| Cleared Transactions              |                         |
| Checks and Payments - 36 items    | -14,935.00              |
| Deposits and Credits - 2 items    | 320.49                  |
| Total Cleared Transactions        | <u>-14,614.51</u>       |
| Cleared Balance                   | <u><u>52,072.45</u></u> |
| Uncleared Transactions            |                         |
| Checks and Payments - 22 items    | <u>-9,898.02</u>        |
| Total Uncleared Transactions      | <u>-9,898.02</u>        |
| Register Balance as of 06/30/2021 | <u><u>42,174.43</u></u> |
| Ending Balance                    | 42,174.43               |

**Ferndale Elementary School 8th Grade**  
**Reconciliation Detail - 6-30-21**  
**Checking, Period Ending 06/30/2021**

| Type                                  | Date       | Num  | Name                    | Clr | Amount     | Balance    |
|---------------------------------------|------------|------|-------------------------|-----|------------|------------|
| <b>Beginning Balance</b>              |            |      |                         |     |            | 66,686.96  |
| <b>Cleared Transactions</b>           |            |      |                         |     |            |            |
| <b>Checks and Payments - 36 items</b> |            |      |                         |     |            |            |
| Check                                 | 05/14/2021 | 1487 | The Barn by Fernbri...  | X   | -500.00    | -500.00    |
| General Journal                       | 06/01/2021 | 351  | Valley Lumber & Mill... | X   | -195.75    | -695.75    |
| General Journal                       | 06/09/2021 | 352  | Ferndale Pizza Co.      | X   | -245.45    | -941.20    |
| General Journal                       | 06/10/2021 | 354  | Main Street Coffee ...  | X   | -223.22    | -1,164.42  |
| General Journal                       | 06/10/2021 | 353  | Tuyas                   | X   | -216.04    | -1,380.46  |
| General Journal                       | 06/11/2021 | 358  | Bear River Family E...  | X   | -1,500.00  | -2,880.46  |
| General Journal                       | 06/11/2021 | 355  | North Coast Events ...  | X   | -1,342.50  | -4,222.96  |
| General Journal                       | 06/11/2021 | 356  | North Coast Events ...  | X   | -689.79    | -4,912.75  |
| General Journal                       | 06/11/2021 | 360  | Coming Attractions      | X   | -677.55    | -5,590.30  |
| General Journal                       | 06/11/2021 | 357  | Bear River Family E...  | X   | -192.00    | -5,782.30  |
| General Journal                       | 06/11/2021 | 359  | Coming Attractions      | X   | -140.00    | -5,922.30  |
| General Journal                       | 06/15/2021 | 361  | Harbor Lanes            | X   | -477.75    | -6,400.05  |
| General Journal                       | 06/15/2021 | 362  | Coming Attractions      | X   | -427.00    | -6,827.05  |
| General Journal                       | 06/15/2021 | 365  | Coming Attractions      | X   | -289.82    | -7,116.87  |
| General Journal                       | 06/15/2021 | 364  | Coming Attractions      | X   | -220.68    | -7,337.55  |
| General Journal                       | 06/15/2021 | 363  | Coming Attractions      | X   | -203.67    | -7,541.22  |
| General Journal                       | 06/15/2021 | 366  | Coming Attractions      | X   | -22.72     | -7,563.94  |
| Check                                 | 06/16/2021 | 1501 | Janaya LaBranche- ...   | X   | -474.17    | -8,038.11  |
| Check                                 | 06/16/2021 | 1498 | Savannah Fajardo        | X   | -474.17    | -8,512.28  |
| Check                                 | 06/16/2021 | 1503 | Conner McClendon        | X   | -474.17    | -8,986.45  |
| Check                                 | 06/16/2021 | 1504 | Lillian Meltzer         | X   | -474.17    | -9,460.62  |
| Check                                 | 06/16/2021 | 1494 | Vieri Chavez-Ramirez    | X   | -474.17    | -9,934.79  |
| Check                                 | 06/16/2021 | 1507 | Parker Prior            | X   | -474.17    | -10,408.96 |
| Check                                 | 06/16/2021 | 1510 | Diego Rodriguez-Ca...   | X   | -474.17    | -10,883.13 |
| Check                                 | 06/16/2021 | 1491 | Addisyn Burris          | X   | -474.17    | -11,357.30 |
| Check                                 | 06/16/2021 | 1490 | Thomas Brown            | X   | -474.17    | -11,831.47 |
| Check                                 | 06/16/2021 | 1511 | Rainy Rodriguez         | X   | -474.17    | -12,305.64 |
| Check                                 | 06/16/2021 | 1512 | Cole Simon              | X   | -474.17    | -12,779.81 |
| Check                                 | 06/16/2021 | 1514 | Jarrett Smith           | X   | -474.17    | -13,253.98 |
| Check                                 | 06/16/2021 | 1515 | Jordan Soderman         | X   | -474.17    | -13,728.15 |
| Check                                 | 06/16/2021 | 1522 | Aaiden Williams         | X   | -474.17    | -14,202.32 |
| Check                                 | 06/16/2021 | 1496 | Lawrence Thomas E...    | X   | -474.17    | -14,676.49 |
| General Journal                       | 06/16/2021 | 367  | Safeway                 | X   | -82.90     | -14,759.39 |
| General Journal                       | 06/16/2021 | 368  | Westside Pizza          | X   | -68.90     | -14,828.29 |
| Check                                 | 06/22/2021 | 1524 | Shirley Soderman        | X   | -62.93     | -14,891.22 |
| General Journal                       | 06/22/2021 | 369  | Amazon                  | X   | -43.78     | -14,935.00 |
| <b>Total Checks and Payments</b>      |            |      |                         |     | -14,935.00 | -14,935.00 |
| <b>Deposits and Credits - 2 items</b> |            |      |                         |     |            |            |
| Deposit                               | 06/25/2021 |      |                         | X   | 320.00     | 320.00     |
| Deposit                               | 06/30/2021 |      |                         | X   | 0.49       | 320.49     |
| <b>Total Deposits and Credits</b>     |            |      |                         |     | 320.49     | 320.49     |
| <b>Total Cleared Transactions</b>     |            |      |                         |     | -14,614.51 | -14,614.51 |
| <b>Cleared Balance</b>                |            |      |                         |     | -14,614.51 | 52,072.45  |
| <b>Uncleared Transactions</b>         |            |      |                         |     |            |            |
| <b>Checks and Payments - 22 items</b> |            |      |                         |     |            |            |
| Check                                 | 06/16/2021 | 1495 | Julian Coutant          |     | -474.17    | -474.17    |
| Check                                 | 06/16/2021 | 1505 | Kacee Michel            |     | -474.17    | -948.34    |
| Check                                 | 06/16/2021 | 1506 | Abigail Phillips        |     | -474.17    | -1,422.51  |
| Check                                 | 06/16/2021 | 1493 | Luis Chavez Barcelo     |     | -474.17    | -1,896.68  |
| Check                                 | 06/16/2021 | 1508 | Delana Richardson       |     | -474.17    | -2,370.85  |
| Check                                 | 06/16/2021 | 1509 | Daniel Rodriguez-C...   |     | -474.17    | -2,845.02  |
| Check                                 | 06/16/2021 | 1492 | Yajaira Cantu-Mendez    |     | -474.17    | -3,319.19  |
| Check                                 | 06/16/2021 | 1489 | Jonah Anderson          |     | -474.17    | -3,793.36  |
| Check                                 | 06/16/2021 | 1488 | Ruben Amador            |     | -474.17    | -4,267.53  |
| Check                                 | 06/16/2021 | 1513 | Holden Smith            |     | -474.17    | -4,741.70  |
| Check                                 | 06/16/2021 | 1516 | Devon Sparks            |     | -474.17    | -5,215.87  |
| Check                                 | 06/16/2021 | 1517 | Breyanna Taylor         |     | -474.17    | -5,690.04  |
| Check                                 | 06/16/2021 | 1518 | Erik Velasco            |     | -474.17    | -6,164.21  |
| Check                                 | 06/16/2021 | 1519 | Jorlynn Villalvazo      |     | -474.17    | -6,638.38  |
| Check                                 | 06/16/2021 | 1520 | Teagan Wence            |     | -474.17    | -7,112.55  |

**Ferndale Elementary School 8th Grade  
Reconciliation Detail - 6-30-21  
Checking, Period Ending 06/30/2021**

| Type                              | Date       | Num  | Name                 | Clr | Amount            | Balance          |
|-----------------------------------|------------|------|----------------------|-----|-------------------|------------------|
| Check                             | 06/16/2021 | 1521 | Henry Westfall       |     | -474.17           | -7,586.72        |
| Check                             | 06/16/2021 | 1497 | Danica Ellen         |     | -474.17           | -8,060.89        |
| Check                             | 06/16/2021 | 1502 | Calie Lopez-Valverde |     | -474.17           | -8,535.06        |
| Check                             | 06/16/2021 | 1499 | Claire Gomes         |     | -474.17           | -9,009.23        |
| Check                             | 06/16/2021 | 1500 | Taleah Hodgkin       |     | -474.17           | -9,483.40        |
| Check                             | 06/22/2021 | 1523 | Jennie Titus         |     | -64.62            | -9,548.02        |
| Check                             | 06/25/2021 | 1525 | Charles Fuentes      |     | -350.00           | -9,898.02        |
| Total Checks and Payments         |            |      |                      |     | -9,898.02         | -9,898.02        |
| Total Uncleared Transactions      |            |      |                      |     | -9,898.02         | -9,898.02        |
| Register Balance as of 06/30/2021 |            |      |                      |     | -24,512.53        | 42,174.43        |
| <b>Ending Balance</b>             |            |      |                      |     | <b>-24,512.53</b> | <b>42,174.43</b> |



10:29 AM  
08/06/21

**Ferndale Elementary School 8th Grade  
Check Detail - 6-30-21  
June 2021**

| Type  | Num  | Date       | Name                  | Memo                        | Account      | Paid Amount | Original Amount |
|-------|------|------------|-----------------------|-----------------------------|--------------|-------------|-----------------|
| Check | 1488 | 06/16/2021 | Ruben Amador          | 8th Grade Trip Reimburse... | Checking     |             | -474.17         |
|       |      |            |                       | 8th Grade Trip Reimbusem... | Trip Expense | -474.17     | 474.17          |
| TOTAL |      |            |                       |                             |              | -474.17     | 474.17          |
| Check | 1489 | 06/16/2021 | Jonah Anderson        | 8th Grade Trip Reimburse... | Checking     |             | -474.17         |
|       |      |            |                       | 8th Grade Trip Reimbusem... | Trip Expense | -474.17     | 474.17          |
| TOTAL |      |            |                       |                             |              | -474.17     | 474.17          |
| Check | 1490 | 06/16/2021 | Thomas Brown          | 8th Grade Trip Reimburse... | Checking     |             | -474.17         |
|       |      |            |                       | 8th Grade Trip Reimbusem... | Trip Expense | -474.17     | 474.17          |
| TOTAL |      |            |                       |                             |              | -474.17     | 474.17          |
| Check | 1491 | 06/16/2021 | Addisyn Burris        | 8th Grade Trip Reimburse... | Checking     |             | -474.17         |
|       |      |            |                       | 8th Grade Trip Reimbusem... | Trip Expense | -474.17     | 474.17          |
| TOTAL |      |            |                       |                             |              | -474.17     | 474.17          |
| Check | 1492 | 06/16/2021 | Yajaira Cantu-Mendez  | 8th Grade Trip Reimburse... | Checking     |             | -474.17         |
|       |      |            |                       | 8th Grade Trip Reimbusem... | Trip Expense | -474.17     | 474.17          |
| TOTAL |      |            |                       |                             |              | -474.17     | 474.17          |
| Check | 1493 | 06/16/2021 | Luis Chavez Barcelo   | 8th Grade Trip Reimburse... | Checking     |             | -474.17         |
|       |      |            |                       | 8th Grade Trip Reimbusem... | Trip Expense | -474.17     | 474.17          |
| TOTAL |      |            |                       |                             |              | -474.17     | 474.17          |
| Check | 1494 | 06/16/2021 | Vieri Chavez-Ramirez  | 8th Grade Trip Reimburse... | Checking     |             | -474.17         |
|       |      |            |                       | 8th Grade Trip Reimbusem... | Trip Expense | -474.17     | 474.17          |
| TOTAL |      |            |                       |                             |              | -474.17     | 474.17          |
| Check | 1495 | 06/16/2021 | Julian Coutant        | 8th Grade Trip Reimburse... | Checking     |             | -474.17         |
|       |      |            |                       | 8th Grade Trip Reimbusem... | Trip Expense | -474.17     | 474.17          |
| TOTAL |      |            |                       |                             |              | -474.17     | 474.17          |
| Check | 1496 | 06/16/2021 | Lawrence Thomas Eggel | 8th Grade Trip Reimburse... | Checking     |             | -474.17         |
|       |      |            |                       | 8th Grade Trip Reimbusem... | Trip Expense | -474.17     | 474.17          |
| TOTAL |      |            |                       |                             |              | -474.17     | 474.17          |
| Check | 1497 | 06/16/2021 | Danica Ellen          | 8th Grade Trip Reimburse... | Checking     |             | -474.17         |
|       |      |            |                       | 8th Grade Trip Reimbusem... | Trip Expense | -474.17     | 474.17          |
| TOTAL |      |            |                       |                             |              | -474.17     | 474.17          |
| Check | 1498 | 06/16/2021 | Savannah Fajardo      | 8th Grade Trip Reimburse... | Checking     |             | -474.17         |
|       |      |            |                       | 8th Grade Trip Reimbusem... | Trip Expense | -474.17     | 474.17          |
| TOTAL |      |            |                       |                             |              | -474.17     | 474.17          |
| Check | 1499 | 06/16/2021 | Claire Gomes          | 8th Grade Trip Reimburse... | Checking     |             | -474.17         |
|       |      |            |                       | 8th Grade Trip Reimbusem... | Trip Expense | -474.17     | 474.17          |

**Ferndale Elementary School 8th Grade**  
**Check Detail - 6-30-21**  
June 2021

| Type  | Num  | Date       | Name                      | Memo                        | Account      | Paid Amount | Original Amount |
|-------|------|------------|---------------------------|-----------------------------|--------------|-------------|-----------------|
| TOTAL |      |            |                           |                             |              | -474.17     | 474.17          |
| Check | 1500 | 06/16/2021 | Taleah Hodgin             | 8th Grade Trip Reimburse... | Checking     |             | -474.17         |
|       |      |            |                           | 8th Grade Trip Reimbusem... | Trip Expense | -474.17     | 474.17          |
| TOTAL |      |            |                           |                             |              | -474.17     | 474.17          |
| Check | 1501 | 06/16/2021 | Janaya LaBranche- Stoc... | 8th Grade Trip Reimburse... | Checking     |             | -474.17         |
|       |      |            |                           | 8th Grade Trip Reimbusem... | Trip Expense | -474.17     | 474.17          |
| TOTAL |      |            |                           |                             |              | -474.17     | 474.17          |
| Check | 1502 | 06/16/2021 | Calie Lopez-Valverde      | 8th Grade Trip Reimburse... | Checking     |             | -474.17         |
|       |      |            |                           | 8th Grade Trip Reimbusem... | Trip Expense | -474.17     | 474.17          |
| TOTAL |      |            |                           |                             |              | -474.17     | 474.17          |
| Check | 1503 | 06/16/2021 | Conner McClendon          | 8th Grade Trip Reimburse... | Checking     |             | -474.17         |
|       |      |            |                           | 8th Grade Trip Reimbusem... | Trip Expense | -474.17     | 474.17          |
| TOTAL |      |            |                           |                             |              | -474.17     | 474.17          |
| Check | 1504 | 06/16/2021 | Lillian Meltzer           | 8th Grade Trip Reimburse... | Checking     |             | -474.17         |
|       |      |            |                           | 8th Grade Trip Reimbusem... | Trip Expense | -474.17     | 474.17          |
| TOTAL |      |            |                           |                             |              | -474.17     | 474.17          |
| Check | 1505 | 06/16/2021 | Kacee Michel              | 8th Grade Trip Reimburse... | Checking     |             | -474.17         |
|       |      |            |                           | 8th Grade Trip Reimbusem... | Trip Expense | -474.17     | 474.17          |
| TOTAL |      |            |                           |                             |              | -474.17     | 474.17          |
| Check | 1506 | 06/16/2021 | Abigail Phillips          | 8th Grade Trip Reimburse... | Checking     |             | -474.17         |
|       |      |            |                           | 8th Grade Trip Reimbusem... | Trip Expense | -474.17     | 474.17          |
| TOTAL |      |            |                           |                             |              | -474.17     | 474.17          |
| Check | 1507 | 06/16/2021 | Parker Prior              | 8th Grade Trip Reimburse... | Checking     |             | -474.17         |
|       |      |            |                           | 8th Grade Trip Reimbusem... | Trip Expense | -474.17     | 474.17          |
| TOTAL |      |            |                           |                             |              | -474.17     | 474.17          |
| Check | 1508 | 06/16/2021 | Delana Richardson         | 8th Grade Trip Reimburse... | Checking     |             | -474.17         |
|       |      |            |                           | 8th Grade Trip Reimbusem... | Trip Expense | -474.17     | 474.17          |
| TOTAL |      |            |                           |                             |              | -474.17     | 474.17          |
| Check | 1509 | 06/16/2021 | Daniel Rodriguez-Cabrera  | 8th Grade Trip Reimburse... | Checking     |             | -474.17         |
|       |      |            |                           | 8th Grade Trip Reimbusem... | Trip Expense | -474.17     | 474.17          |
| TOTAL |      |            |                           |                             |              | -474.17     | 474.17          |
| Check | 1510 | 06/16/2021 | Diego Rodriguez-Campo     | 8th Grade Trip Reimburse... | Checking     |             | -474.17         |
|       |      |            |                           | 8th Grade Trip Reimbusem... | Trip Expense | -474.17     | 474.17          |
| TOTAL |      |            |                           |                             |              | -474.17     | 474.17          |
| Check | 1511 | 06/16/2021 | Rainy Rodriguez           | 8th Grade Trip Reimburse... | Checking     |             | -474.17         |

Ferndale Elementary School 8th Grade  
Check Detail - 6-30-21

June 2021

| Type  | Num  | Date       | Name               | Memo                        | Account      | Paid Amount | Original Amount |
|-------|------|------------|--------------------|-----------------------------|--------------|-------------|-----------------|
|       |      |            |                    | 8th Grade Trip Reimburse... | Trip Expense | -474.17     | 474.17          |
| TOTAL |      |            |                    |                             |              | -474.17     | 474.17          |
| Check | 1512 | 06/16/2021 | Cole Simon         | 8th Grade Trip Reimburse... | Checking     |             | -474.17         |
|       |      |            |                    | 8th Grade Trip Reimburse... | Trip Expense | -474.17     | 474.17          |
| TOTAL |      |            |                    |                             |              | -474.17     | 474.17          |
| Check | 1513 | 06/16/2021 | Holden Smith       | 8th Grade Trip Reimburse... | Checking     |             | -474.17         |
|       |      |            |                    | 8th Grade Trip Reimburse... | Trip Expense | -474.17     | 474.17          |
| TOTAL |      |            |                    |                             |              | -474.17     | 474.17          |
| Check | 1514 | 06/16/2021 | Jarrett Smith      | 8th Grade Trip Reimburse... | Checking     |             | -474.17         |
|       |      |            |                    | 8th Grade Trip Reimburse... | Trip Expense | -474.17     | 474.17          |
| TOTAL |      |            |                    |                             |              | -474.17     | 474.17          |
| Check | 1515 | 06/16/2021 | Jordan Soderman    | 8th Grade Trip Reimburse... | Checking     |             | -474.17         |
|       |      |            |                    | 8th Grade Trip Reimburse... | Trip Expense | -474.17     | 474.17          |
| TOTAL |      |            |                    |                             |              | -474.17     | 474.17          |
| Check | 1516 | 06/16/2021 | Devon Sparks       | 8th Grade Trip Reimburse... | Checking     |             | -474.17         |
|       |      |            |                    | 8th Grade Trip Reimburse... | Trip Expense | -474.17     | 474.17          |
| TOTAL |      |            |                    |                             |              | -474.17     | 474.17          |
| Check | 1517 | 06/16/2021 | Breyanna Taylor    | 8th Grade Trip Reimburse... | Checking     |             | -474.17         |
|       |      |            |                    | 8th Grade Trip Reimburse... | Trip Expense | -474.17     | 474.17          |
| TOTAL |      |            |                    |                             |              | -474.17     | 474.17          |
| Check | 1518 | 06/16/2021 | Erik Velasco       | 8th Grade Trip Reimburse... | Checking     |             | -474.17         |
|       |      |            |                    | 8th Grade Trip Reimburse... | Trip Expense | -474.17     | 474.17          |
| TOTAL |      |            |                    |                             |              | -474.17     | 474.17          |
| Check | 1519 | 06/16/2021 | Jorlynn Villalvazo | 8th Grade Trip Reimburse... | Checking     |             | -474.17         |
|       |      |            |                    | 8th Grade Trip Reimburse... | Trip Expense | -474.17     | 474.17          |
| TOTAL |      |            |                    |                             |              | -474.17     | 474.17          |
| Check | 1520 | 06/16/2021 | Teagan Wence       | 8th Grade Trip Reimburse... | Checking     |             | -474.17         |
|       |      |            |                    | 8th Grade Trip Reimburse... | Trip Expense | -474.17     | 474.17          |
| TOTAL |      |            |                    |                             |              | -474.17     | 474.17          |
| Check | 1521 | 06/16/2021 | Henry Westfall     | 8th Grade Trip Reimburse... | Checking     |             | -474.17         |
|       |      |            |                    | 8th Grade Trip Reimburse... | Trip Expense | -474.17     | 474.17          |
| TOTAL |      |            |                    |                             |              | -474.17     | 474.17          |
| Check | 1522 | 06/16/2021 | Aaiden Williams    | 8th Grade Trip Reimburse... | Checking     |             | -474.17         |
|       |      |            |                    | 8th Grade Trip Reimburse... | Trip Expense | -474.17     | 474.17          |
| TOTAL |      |            |                    |                             |              | -474.17     | 474.17          |
| Check | 1523 | 06/22/2021 | Jennie Titus       | Reim. Grad. Dance Supplies  | Checking     |             | -64.62          |

10:29 AM  
08/06/21

Ferndale Elementary School 8th Grade  
Check Detail - 6-30-21  
June 2021

| Type  | Num  | Date       | Name             | Memo                       | Account        | Paid Amount | Original Amount |
|-------|------|------------|------------------|----------------------------|----------------|-------------|-----------------|
|       |      |            |                  | Reim. Grad. Dance Supplies | Graduation Ex. | -64.62      | 64.62           |
| TOTAL |      |            |                  |                            |                | -64.62      | 64.62           |
| Check | 1524 | 06/22/2021 | Shirley Soderman | Reim. Grad. Supplies       | Checking       |             | -62.93          |
|       |      |            |                  | Reim. Grad. Supplies       | Graduation Ex. | -62.93      | 62.93           |
| TOTAL |      |            |                  |                            |                | -62.93      | 62.93           |
| Check | 1525 | 06/25/2021 | Charles Fuentes  | Grad. Dance D.J.           | Checking       |             | -350.00         |
|       |      |            |                  | Grad. Dance D.J.           | Graduation Ex. | -350.00     | 350.00          |
| TOTAL |      |            |                  |                            |                | -350.00     | 350.00          |

Ferndale Elementary School 8th Grade  
Profit & Loss - 6-30-21  
July 2020 through June 2021




|                                 | <u>Jul '20 - Jun 21</u> |
|---------------------------------|-------------------------|
| <b>Income</b>                   |                         |
| Chili Feed/Carnival             | 22,915.20               |
| <b>Donations</b>                |                         |
| Donation In.Chili Feed/Carnival | 2,770.00                |
| Donation Income - Grad.         | 510.00                  |
| Donations - Other               | 100.00                  |
| <b>Total Donations</b>          | <u>3,380.00</u>         |
| Facility Income                 | 1,076.42                |
| Misc. Income                    | 823.57                  |
| Student Voluntary Deposits      | 320.00                  |
| <b>Total Income</b>             | <u>28,515.19</u>        |
| <b>Gross Profit</b>             | 28,515.19               |
| <b>Expense</b>                  |                         |
| Chili Feed/Carnival Ex.         | 1,672.99                |
| Facility Exp.                   | 63.61                   |
| Graduation Ex.                  | 4,264.36                |
| Misc. Ex.                       | 5,001.61                |
| Trip Expense                    |                         |
| Misc. Trip Ex.                  | 683.85                  |
| Trip Expense - Other            | 16,595.95               |
| <b>Total Trip Expense</b>       | <u>17,279.80</u>        |
| <b>Total Expense</b>            | <u>28,282.37</u>        |
| <b>Net Income</b>               | <u>232.82</u>           |

**RETURN SERVICE REQUESTED**

>022752 3175805 0002 093528 10Z 87

COUNTY OF HUMBOLDT  
FERNDALE UNIFIED SCHOOL DISTRICT  
FERNDALE 8TH GRADE ACCT  
164 SHAW AVE  
FERNDALE CA 95536-9781

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-  Online Banking: TriCountiesBank.com



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## Overall Balance Summary

| Account Type                 | Account Number | Ending Balance |
|------------------------------|----------------|----------------|
| Small Business Interest Chkg | 551036261      | \$52,072.45    |

## Small Business Interest Chkg-551036261

### Account Summary

| Date       | Description             | Amount      |
|------------|-------------------------|-------------|
| 06/01/2021 | Beginning Balance       | \$66,686.96 |
|            | 2 Credit(s) This Period | \$320.49    |
|            | 36 Debit(s) This Period | \$14,935.00 |
| 06/30/2021 | Ending Balance          | \$52,072.45 |

### Interest Summary

| Description  | Amount |
|--|--------|
| Interest Earned From 06/01/2021 Through 06/30/2021 |        |
| Annual Percentage Yield Earned                     | 0.01%  |
| Days in Statement Cycle                            | 30     |
| Interest and/or Reward Paid                        | \$0.49 |
| Interest Paid this Statement Cycle                 | \$0.49 |
| Interest Paid Year-to-Date                         | \$3.22 |

### Deposits

| Date       | Description | Amount   |
|------------|-------------|----------|
| 06/25/2021 | DEPOSIT     | \$320.00 |

### Other Credits

| Date       | Description     | Amount |
|------------|-----------------|--------|
| 06/30/2021 | INT PMT SYS-GEN | \$0.49 |

**Small Business Interest Chkg-551036261 (continued)**
**Checks Cleared**

| Check Nbr | Date       | Amount   | Check Nbr | Date       | Amount   | Check Nbr | Date       | Amount   |
|-----------|------------|----------|-----------|------------|----------|-----------|------------|----------|
| 1487      | 06/01/2021 | \$500.00 | 1501*     | 06/24/2021 | \$474.17 | 1512      | 06/21/2021 | \$474.17 |
| 1490*     | 06/25/2021 | \$474.17 | 1503*     | 06/25/2021 | \$474.17 | 1514*     | 06/29/2021 | \$474.17 |
| 1491      | 06/21/2021 | \$474.17 | 1504      | 06/23/2021 | \$474.17 | 1515      | 06/21/2021 | \$474.17 |
| 1494*     | 06/21/2021 | \$474.17 | 1507*     | 06/21/2021 | \$474.17 | 1522*     | 06/24/2021 | \$474.17 |
| 1496*     | 06/22/2021 | \$474.17 | 1510*     | 06/28/2021 | \$474.17 | 1524*     | 06/28/2021 | \$62.93  |
| 1498*     | 06/21/2021 | \$474.17 | 1511      | 06/28/2021 | \$474.17 |           |            |          |

\* Indicates skipped check number

**Small Business Interest Chkg-551036261 (continued)**
**Electronic Debits**

| Date       | Description   | Amount     |
|------------|---|------------|
| 06/01/2021 | POS PUR 6051 VALLEY LUM<br>VALLEY LUMBER AND M<br>707-7864011 CA  | \$195.75   |
| 06/09/2021 | POS PUR 6051 FERNDALE P<br>FERNDALE PIZZA CO<br>FERNDALE CA       | \$245.45   |
| 06/10/2021 | POS PUR 6051 TUYAS<br>TUYAS<br>FERNDALE CA                        | \$216.04   |
| 06/10/2021 | POS PUR 6051 SQ * MAIN S<br>SQ *MAIN STREET COF<br>gosq.com CA    | \$223.22   |
| 06/11/2021 | POS PUR 6051 SQ * NORTH<br>SQ *NORTH COAST EVE<br>FORTUNA CA      | \$1,342.50 |
| 06/11/2021 | POS PUR 6051 SQ * NORTH<br>SQ *NORTH COAST EVE<br>FORTUNA CA      | \$689.79   |
| 06/11/2021 | POS PUR 6051 BEAR RIVER<br>BEAR RIVER FAMILY E<br>LOLETA CA       | \$192.00   |
| 06/11/2021 | POS PUR 6051 BEAR RIVER<br>BEAR RIVER FAMILY E<br>LOLETA CA       | \$1,500.00 |
| 06/11/2021 | POS PUR 6051 COMING ATT<br>COMING ATTRACTIONS<br>ASHLAND OR       | \$140.00   |
| 06/11/2021 | POS PUR 6051 BROADWAY C<br>BROADWAY CINEMA- EU<br>EUREKA CA       | \$677.55   |
| 06/15/2021 | POS PUR 6051 HARBOR LAN<br>HARBOR LANES<br>EUREKA CA              | \$477.75   |
| 06/15/2021 | POS PUR 6051 COMING ATT<br>COMING ATTRACTIONS<br>ASHLAND OR       | \$427.00   |
| 06/15/2021 | POS PUR 6051 BROADWAY C<br>BROADWAY CINEMA- EU<br>EUREKA CA       | \$203.67   |
| 06/15/2021 | POS PUR 6051 BROADWAY C<br>BROADWAY CINEMA- EU<br>EUREKA CA       | \$220.68   |
| 06/15/2021 | POS PUR 6051 BROADWAY C<br>BROADWAY CINEMA- EU<br>EUREKA CA       | \$289.82   |
| 06/15/2021 | POS PUR 6051 BROADWAY C<br>BROADWAY CINEMA- EU<br>EUREKA CA       | \$22.72    |
| 06/16/2021 | POS PUR 6051 SAFEWAY #0<br>SAFEWAY #0975<br>FORTUNA CA            | \$82.90    |
| 06/18/2021 | POS PUR 6051 WESTSIDE P<br>WESTSIDE PIZZA 33<br>FORTUNA CA        | \$68.90    |
| 06/22/2021 | POS PUR 6051 AMZN Mktp<br>AMZN Mktp US*214NZ3<br>Amzn.com/bill WA | \$43.78    |

2000/2000 1211990 9E2EEO 509571E 25222



11:10 AM

08/06/21

**Ferndale Elementary School Student Accounts**  
**Reconciliation Summary -6-30-21**  
Checking, Period Ending 06/30/2021

---

|                                   | <u>Jun 30, 21</u> |
|-----------------------------------|-------------------|
| Beginning Balance                 | 18,665.44         |
| Cleared Transactions              |                   |
| Checks and Payments - 2 items     | -175.54           |
| Deposits and Credits - 1 item     | 0.15              |
| Total Cleared Transactions        | <u>-175.39</u>    |
| Cleared Balance                   | <u>18,490.05</u>  |
| Uncleared Transactions            |                   |
| Checks and Payments - 1 item      | -80.68            |
| Deposits and Credits - 1 item     | 62.58             |
| Total Uncleared Transactions      | <u>-18.10</u>     |
| Register Balance as of 06/30/2021 | <u>18,471.95</u>  |
| Ending Balance                    | 18,471.95         |

**Ferndale Elementary School Student Accounts**  
**Reconciliation Detail - 6-30-21**  
 Checking, Period Ending 06/30/2021

| Type                                     | Date       | Num  | Name                 | Clr | Amount         | Balance          |
|--|------------|------|----------------------|-----|----------------|------------------|
| <b>Beginning Balance</b>                 |            |      |                      |     |                | 18,665.44        |
| <b>Cleared Transactions</b>              |            |      |                      |     |                |                  |
| <b>Checks and Payments - 2 items</b>     |            |      |                      |     |                |                  |
| Check                                    | 06/08/2021 | 2809 | Kim Wilson           | X   | -112.96        | -112.96          |
| Check                                    | 06/18/2021 | 2810 | Jennifer Fisk-Becker | X   | -62.58         | -175.54          |
| <b>Total Checks and Payments</b>         |            |      |                      |     | -175.54        | -175.54          |
| <b>Deposits and Credits - 1 item</b>     |            |      |                      |     |                |                  |
| Deposit                                  | 06/30/2021 |      |                      | X   | 0.15           | 0.15             |
| <b>Total Deposits and Credits</b>        |            |      |                      |     | 0.15           | 0.15             |
| <b>Total Cleared Transactions</b>        |            |      |                      |     | -175.39        | -175.39          |
| <b>Cleared Balance</b>                   |            |      |                      |     | -175.39        | 18,490.05        |
| <b>Uncleared Transactions</b>            |            |      |                      |     |                |                  |
| <b>Checks and Payments - 1 item</b>      |            |      |                      |     |                |                  |
| Check                                    | 06/30/2021 | 2811 | Morgan McWhorter     |     | -80.68         | -80.68           |
| <b>Total Checks and Payments</b>         |            |      |                      |     | -80.68         | -80.68           |
| <b>Deposits and Credits - 1 item</b>     |            |      |                      |     |                |                  |
| Check                                    | 06/18/2021 | 2810 | Jennifer Fisk-Becker |     | 62.58          | 62.58            |
| <b>Total Deposits and Credits</b>        |            |      |                      |     | 62.58          | 62.58            |
| <b>Total Uncleared Transactions</b>      |            |      |                      |     | -18.10         | -18.10           |
| <b>Register Balance as of 06/30/2021</b> |            |      |                      |     | -193.49        | 18,471.95        |
| <b>Ending Balance</b>                    |            |      |                      |     | <b>-193.49</b> | <b>18,471.95</b> |

11:13 AM  
08/06/21

**Ferndale Elementary School Student Accounts**  
**Check Detail - 6-30-21**  
June 2021

| Type  | Num  | Date       | Name                 | Memo                                  | Account              | Paid Amount | Original Amount |
|-------|------|------------|----------------------|---------------------------------------|----------------------|-------------|-----------------|
| Check | 2809 | 06/08/2021 | Kim Wilson           | Reim. Class Books, Art Supplies ...   | Checking             |             | -112.96         |
|       |      |            |                      | Reim. Class Books, Art Supplies & ... | Wilson Donation E... | -112.96     | 112.96          |
| TOTAL |      |            |                      |                                       |                      | -112.96     | 112.96          |
| Check | 2810 | 06/18/2021 | Jennifer Fisk-Bec... | Reim. Field Day Ice Cream             | Checking             |             | -62.58          |
|       |      |            |                      | Reim. Field Day Ice Cream             | Checking             | -62.58      | 62.58           |
| TOTAL |      |            |                      |                                       |                      | -62.58      | 62.58           |
| Check | 2811 | 06/30/2021 | Morgan McWhorter     | Reim. Class Projects                  | Checking             |             | -80.68          |
|       |      |            |                      | Reim. Class Projects - Planters       | Townsend Donatio...  | -80.68      | 80.68           |
| TOTAL |      |            |                      |                                       |                      | -80.68      | 80.68           |

## Ferndale Elementary School Student Accounts

## Custom Summary Report - 6-30-21

July 2004 through June 2021

08/06/21

Cash Basis

|                        | ASSETS      | Equity           | TOTAL LIABILITIES & EQUITY |
|------------------------|-------------|------------------|----------------------------|
| 3rd Grade              | 0.00        | 898.00           | 898.00                     |
| 4th Grade              | 0.00        | 213.86           | 213.86                     |
| Boynton                | 0.00        | 380.69           | 380.69                     |
| Brazil                 | 0.00        | 425.61           | 425.61                     |
| Busick                 | 0.00        | 146.55           | 146.55                     |
| Collenberg             | 0.00        | 213.38           | 213.38                     |
| Currier                | 0.00        | 275.71           | 275.71                     |
| Donation               |             |                  |                            |
| 4th Grade Donation     | 0.00        | 200.00           | 200.00                     |
| Brazil Donation        | 0.00        | 100.00           | 100.00                     |
| Busher Donation        | 0.00        | 200.00           | 200.00                     |
| Busick Donation        | 0.00        | 90.79            | 90.79                      |
| Cinco de Mayo Donation | 0.00        | 985.23           | 985.23                     |
| Collenberg Donation    | 0.00        | 542.19           | 542.19                     |
| Currier Donation       | 0.00        | 195.00           | 195.00                     |
| Griffith, J. Donation  | 0.00        | 100.00           | 100.00                     |
| Jr. High Donation      | 0.00        | 520.35           | 520.35                     |
| McWhorter Donation     | 0.00        | 15.08            | 15.08                      |
| Rigney Donation        | 0.00        | 100.00           | 100.00                     |
| Roseberry Donation     | 0.00        | 250.00           | 250.00                     |
| Totten Donation Income | 0.00        | 150.00           | 150.00                     |
| Utroske Donation       | 0.00        | 100.00           | 100.00                     |
| Wilson Donation        | 0.00        | 137.04           | 137.04                     |
| Donation - Other       | 0.00        | 8,860.66         | 8,860.66                   |
| Total Donation         | 0.00        | 12,546.34        | 12,546.34                  |
| Duggan                 | 0.00        | -73.44           | -73.44                     |
| Fisk-Becker            | 0.00        | 17.44            | 17.44                      |
| Griffith, A.           | 0.00        | 236.53           | 236.53                     |
| J. Griffith            | 0.00        | 3.50             | 3.50                       |
| Jr. High               | 0.00        | 1,170.05         | 1,170.05                   |
| McWhorter              | 0.00        | 71.43            | 71.43                      |
| Meyer                  | 0.00        | 53.08            | 53.08                      |
| Miranda                | 0.00        | 55.68            | 55.68                      |
| Misc.                  | 0.00        | 11.25            | 11.25                      |
| Music                  | 0.00        | 44.34            | 44.34                      |
| Rigney                 | 0.00        | 87.90            | 87.90                      |
| Rodriguez              | 0.00        | 7.96             | 7.96                       |
| Soderman               | 0.00        | 20.61            | 20.61                      |
| Soli                   | 0.00        | 71.42            | 71.42                      |
| Student Council        | 0.00        | 132.53           | 132.53                     |
| Totten                 | 0.00        | 44.70            | 44.70                      |
| Utroske                | 0.00        | 27.71            | 27.71                      |
| Wilson                 | 0.00        | 60.46            | 60.46                      |
| Yearbook               | 0.00        | 1,328.66         | 1,328.66                   |
| <b>TOTAL</b>           | <b>0.00</b> | <b>18,471.95</b> | <b>18,471.95</b>           |

Ferndale Elementary School Student Accounts  
**Profit & Loss - 6-30-21**  
July 2020 through June 2021

---




|                              | <u>Jul '20 - Jun 21</u> |
|------------------------------|-------------------------|
| <b>Income</b>                |                         |
| <b>Donation Income</b>       |                         |
| Busher Donation Inc.         | 200.00                  |
| Donation Income - Other      | 290.62                  |
| <b>Total Donation Income</b> | 490.62                  |
| <b>Misc. Income</b>          | 1.88                    |
| <b>Total Income</b>          | 492.50                  |
| <b>Gross Profit</b>          | 492.50                  |
| <b>Expense</b>               |                         |
| Busick Ex.                   | 144.00                  |
| <b>Donation Ex.</b>          |                         |
| Townsend Donation Exp.       | 80.68                   |
| Wilson Donation Exp.         | 112.96                  |
| Donation Ex. - Other         | 0.00                    |
| <b>Total Donation Ex.</b>    | 193.64                  |
| Rodriguez Ex.                | 67.87                   |
| Yearbook Ex.                 | 1,059.28                |
| <b>Total Expense</b>         | 1,464.79                |
| <b>Net Income</b>            | <u><u>-972.29</u></u>   |

**RETURN SERVICE REQUESTED**

>008165 3175805 0001 093528 10Z 87

COUNTY OF HUMBOLDT  
STUDENT ACCOUNT  
164 SHAW AVE  
FERNDALE CA 95536-9781

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**Overall Balance Summary**

| Account Type                 | Account Number | Ending Balance |
|------------------------------|----------------|----------------|
| Small Business Interest Chkg | 551036492      | \$18,490.05    |

**Small Business Interest Chkg-551036492**

**Account Summary**

| Date       | Description             | Amount      |
|------------|-------------------------|-------------|
| 06/01/2021 | Beginning Balance       | \$18,665.44 |
|            | 1 Credit(s) This Period | \$0.15      |
|            | 2 Debit(s) This Period  | \$175.54    |
| 06/30/2021 | Ending Balance          | \$18,490.05 |

**Interest Summary**

| Description  | Amount |
|--|--------|
| Interest Earned From 06/01/2021 Through 06/30/2021 |        |
| Annual Percentage Yield Earned                     | 0.01%  |
| Days in Statement Cycle                            | 30     |
| Interest and/or Reward Paid                        | \$0.15 |
| Interest Paid this Statement Cycle                 | \$0.15 |
| Interest Paid Year-to-Date                         | \$0.92 |

**Other Credits**

| Date       | Description     | Amount |
|------------|-----------------|--------|
| 06/30/2021 | INT PMT SYS-GEN | \$0.15 |

**Checks Cleared**

| Check Nbr | Date       | Amount   | Check Nbr | Date       | Amount  |
|-----------|------------|----------|-----------|------------|---------|
| 2809      | 06/21/2021 | \$112.96 | 2810      | 06/30/2021 | \$62.58 |

\* Indicates skipped check number

11:29 AM  
08/06/21

**Ferndale Elementary School Athletic Account**  
**Reconciliation Summary - 6-30-21**  
Checking, Period Ending 06/30/2021

---

|                                   | Jun 30, 21      |
|-----------------------------------|-----------------|
| Beginning Balance                 | 7,709.14        |
| Cleared Transactions              |                 |
| Deposits and Credits - 2 items    | 83.06           |
| Total Cleared Transactions        | 83.06           |
| Cleared Balance                   | <u>7,792.20</u> |
| Uncleared Transactions            |                 |
| Checks and Payments - 1 item      | -75.00          |
| Total Uncleared Transactions      | -75.00          |
| Register Balance as of 06/30/2021 | <u>7,717.20</u> |
| Ending Balance                    | 7,717.20        |

11:28 AM

08/06/21

**Ferndale Elementary School Athletic Account**  
**Reconciliation Detail**  
Checking, Period Ending 06/30/2021

| Type                                  | Date       | Num | Name                   | Clr | Amount      | Balance         |
|---------------------------------------|------------|-----|------------------------|-----|-------------|-----------------|
| <b>Beginning Balance</b>              |            |     |                        |     |             | 7,709.14        |
| <b>Cleared Transactions</b>           |            |     |                        |     |             |                 |
| <b>Deposits and Credits - 2 items</b> |            |     |                        |     |             |                 |
| Deposit                               | 06/25/2021 |     |                        | X   | 83.00       | 83.00           |
| Deposit                               | 06/30/2021 |     |                        | X   | 0.06        | 83.06           |
| Total Deposits and Credits            |            |     |                        |     | 83.06       | 83.06           |
| Total Cleared Transactions            |            |     |                        |     | 83.06       | 83.06           |
| Cleared Balance                       |            |     |                        |     | 83.06       | 7,792.20        |
| <b>Uncleared Transactions</b>         |            |     |                        |     |             |                 |
| <b>Checks and Payments - 1 item</b>   |            |     |                        |     |             |                 |
| Check                                 | 05/20/2021 | 204 | Bear River Rec. Cen... |     | -75.00      | -75.00          |
| Total Checks and Payments             |            |     |                        |     | -75.00      | -75.00          |
| Total Uncleared Transactions          |            |     |                        |     | -75.00      | -75.00          |
| Register Balance as of 06/30/2021     |            |     |                        |     | 8.06        | 7,717.20        |
| <b>Ending Balance</b>                 |            |     |                        |     | <b>8.06</b> | <b>7,717.20</b> |



## Ferndale Elementary School Athletic Account

## Profit &amp; Loss

July 2020 through June 2021

08/06/21

Accrual Basis

---




|                                 | <u>Jul '20 - Jun 21</u> |
|---------------------------------|-------------------------|
| Income                          |                         |
| Donation Income                 | 300.00                  |
| Other Types of Income           |                         |
| Miscellaneous Revenue           | 0.95                    |
| Other Types of Income - Other   | 908.00                  |
| Total Other Types of Income     | <u>908.95</u>           |
| Total Income                    | <u>1,208.95</u>         |
| Gross Profit                    | 1,208.95                |
| Expense                         |                         |
| Facilities and Equipment        | 2,197.76                |
| Other Types of Expenses         |                         |
| Misc. Expense                   | 88.11                   |
| Other Types of Expenses - Other | 245.72                  |
| Total Other Types of Expenses   | <u>333.83</u>           |
| Total Expense                   | <u>2,531.59</u>         |
| Net Income                      | <u><u>-1,322.64</u></u> |

**RETURN SERVICE REQUESTED**

>008164 3175805 0001 093528 10Z 87

COUNTY OF HUMBOLDT  
FERNDALE UNIFIED SCHOOL DISTRI  
ATHLETIC  
164 SHAW AVE  
FERNDALE CA 95536-9781

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## Overall Balance Summary

| Account Type                 | Account Number | Ending Balance |
|------------------------------|----------------|----------------|
| Small Business Interest Chkg | 551036467      | \$7,792.20     |

## Small Business Interest Chkg-551036467

### Account Summary

| Date       | Description             | Amount     |
|------------|-------------------------|------------|
| 06/01/2021 | Beginning Balance       | \$7,709.14 |
|            | 2 Credit(s) This Period | \$83.06    |
|            | 0 Debit(s) This Period  | \$0.00     |
| 06/30/2021 | Ending Balance          | \$7,792.20 |

### Interest Summary

| Description  | Amount |
|--|--------|
| Interest Earned From 06/01/2021 Through 06/30/2021 |        |
| Annual Percentage Yield Earned                     | 0.01%  |
| Days in Statement Cycle                            | 30     |
| Interest and/or Reward Paid                        | \$0.06 |
| Interest Paid this Statement Cycle                 | \$0.06 |
| Interest Paid Year-to-Date                         | \$0.47 |

### Deposits

| Date       | Description | Amount  |
|------------|-------------|---------|
| 06/25/2021 | DEPOSIT     | \$83.00 |

### Other Credits

| Date       | Description     | Amount |
|------------|-----------------|--------|
| 06/30/2021 | INT PMT SYS-GEN | \$0.06 |



**Ferndale Unified School District**

**SUPERINTENDENT'S RECOMMENDATION FOR BOARD ACTION**

**AGENDA ITEM:** 9.4

**DATE:** August 11, 2021

**SUBJECT:**

Personnel Activity Report

**DEPARTMENT/PROGRAM:**

Administration/Personnel

**ACTION REQUESTED:**

Approve Personnel Activity Report

**PREVIOUS STAFF/BOARD ACTION:**

Board receives a report when there is any personnel activity.

**BACKGROUND INFORMATION AND/OR STATEMENT OF NEED:**

Attached is a list of personnel activity.

**FISCAL IMPLICATIONS:**

None

**CONTACT PERSON(S):**

Denise Grinsell, Business Manager  
Beth Anderson, Superintendent/Principal

FERNDALÉ UNIFIED SCHOOL DISTRICT  
PERSONNEL REPORT  
August 5, 2021

***CURRENT VACANCIES – 2021-2022 SCHOOL YEAR***

**CERTIFICATED PERSONNEL**

SPEECH PATHOLOGIST – 1.0 FTE

**CLASSIFIED PERSONNEL**

FES Special Circumstance Inclusion Aides

**COACHING PERSONNEL**

FES 5<sup>th</sup> Grade Girls Basketball  
FES 6<sup>th</sup> Grade Boys Basketball  
FES 8<sup>th</sup> Grade Cheerleading  
FES Track

**Ferndale Unified School District**

**SUPERINTENDENT'S RECOMMENDATION FOR BOARD ACTION**

**AGENDA ITEM 9.5**

DATE: August 21, 2021

**SUBJECT:**

FHS Fall Athletic Schedules

**DEPARTMENT/PROGRAM:**

Athletics/Administration

**ACTION REQUESTED:**

Approve HDNL Athletic Schedules

**PREVIOUS STAFF/BOARD ACTION:**

Seasonal schedules for athletic teams are brought to the Board for approval.

**BACKGROUND INFORMATION AND/OR STATEMENT OF NEED:**

Seasonal schedules for athletic teams are brought to the Board for approval.

**FISCAL IMPLICATIONS:**

None

**CONTACT PERSON(S):**

Beth Anderson, Superintendent/Principal  
Clint McClurg, Athletic Director

**Ferndale High School  
2021  
Football Schedule**

| <u>Day</u>                 | <u>Date</u>           | <u>Opponent</u>         | <u>Location</u> | <u>Time</u> |
|----------------------------|-----------------------|-------------------------|-----------------|-------------|
| Friday                     | August 20             | Del Norte/McKinleyville | Crescent City   | 5:00/7:30   |
| Friday                     | August 27             | Clearlake               | Clearlake       | 5:00/7:30   |
| Friday                     | September 3           | Fortuna                 | Fortuna         | 5:00/7:30   |
| Saturday                   | September 11          | Fall River              | Ferndale        | 11:30/2:00  |
| Saturday                   | September 18          | St. Bernards            | Ferndale        | 11:30/2:00  |
| Friday                     | September 24/25       | BYE                     |                 |             |
| Friday                     | October 1             | Arcata                  | Arcata          | 5:00/7:30   |
| Saturday                   | October 9             | Hoopa                   | Ferndale        | 11:30/2:00  |
| Friday                     | October 15            | McKinleyville           | McKinleyville   | 5:00/7:30   |
| Saturday                   | October 23            | Arcata                  | Ferndale        | 11:30/2:00  |
| Friday                     | October 29            | Hoopa                   | Hoopa           | 5:00/7:30   |
| Saturday                   | November 6            | McKinleyville           | Ferndale        | 11:30/2:00  |
| NCS Playoffs               | November 12/13        |                         | First Round     | TBA         |
| NCS Playoffs               | November 19/20        |                         | Semifinals      | TBA         |
| NCS Playoffs               | November 26/27        |                         | Section Finals  | TBA         |
| CIF Regional Championships | December 3rd or 4th   |                         |                 | TBA         |
| State Bowl Championships   | December 10th or 11th |                         |                 | TBA         |

Head Coach: Clint R. McClurg  
 Assistants: Jim Cook, Justin Andersen, Kelly O'Day, Trevor Christiansen  
 Principal/Supt.: Beth Anderson

| HDN Volleyball Little Five<br>2021                              |   |                  |              |  |
|---|---|------------------|--------------|--|
| 16-Sep  | St. Bernard @ Southern Trinity<br>Hoopa @ Ferndale      |                  |              |  |
| 21-Sep  | Ferndale @ South Fork<br>Southern Trinity @ Hoopa       |                  |              |  |
| 23-Sep  | Southern Trinity @ Ferndale<br>South Fork @ St. Bernard |                  |              |  |
| 28-Sep  | Hoopa @ St. Bernard<br>South Fork @ Southern Trinity    |                  |              |  |
| 30-Sep  | Hoopa @ South Fork<br>St. Bernard @ Ferndale            |                  |              |  |
| 5-Oct   | Ferndale @ Hoopa<br>Southern Trinity @ St. Bernard      |                  |              |  |
| 7-Oct   | Hoopa @ Southern Trinity<br>South Fork @ Ferndale       |                  |              |  |
| 12-Oct  | Ferndale @ Southern Trinity<br>St. Bernard @ South Fork |                  |              |  |
| 14-Oct  | Southern Trinity @ South Fork<br>St. Bernard @ Hoopa    |                  |              |  |
| 19-Oct  | South Fork @ Hoopa<br>Ferndale @ St. Bernard            |                  |              |  |
| 10/26-11/6  | NCS Playoffs  |                  |              |  |
| 2022 schedule will reverse home sites and rotate bottom to top. |   |                  |              |  |
| Date of 1st Practice  | 9-Aug   | Days of Contests | Tues./Thurs. |  |
| Date of 1st Scrimmage   | 9-Aug   | Starting Times   | 5:30/6:30    |  |
| Date of 1st Contest   | 9-Aug   |                  |              |  |
| Maximum Number of Contests                                      | 24  |                  |              |  |
| Maximum Number of Scrimmages                                    | 2   |                  |              |  |
| 1st Draft-5/19/21   |   |                  |              |  |

**Ferndale Unified School District**

**SUPERINTENDENT'S RECOMMENDATION FOR BOARD ACTION**

**AGENDA ITEM:** 9.6

**DATE:** August 11, 2021

**SUBJECT:**

FFA Overnight Trips

**DEPARTMENT/PROGRAM:**

Ferndale High School FFA

**ACTION REQUESTED:**

Approval of FFA Overnight Trips

**PREVIOUS STAFF/BOARD ACTION:**

This is an annual Board action item.

**BACKGROUND INFORMATION AND/OR STATEMENT OF NEED:**

The FFA Organization has many local, regional, Statewide and National events. The Ferndale High School FFA has been participating in these leadership and vocational activities for many years. The teachers will complete all necessary paper work prior to each of the study trips.

**FISCAL IMPLICATIONS:**

Cost is based on each individual field trip. Funds for these trips are coming from the Ag Incentive Grant and FFA fundraising.

**CONTACT PERSON(S):**

Theresa Noga, Alexa Alexandre, Kelly O'Day - FFA Advisors  
Beth Anderson, Superintendent/Principal





**Ferndale Union High School District**  
**Agriculture Department**  
1231 Main Street  
Ferndale, CA 95536  
(707) 786-5900

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To: Board of Trustees  
Ferndale Union High School District

From: Theresa Noga, Alexa Alexandre, Kelly O'Day  
Agriculture Department

Date: August 4, 2021

Re: Request for Approval of Overnight Trips

The Ferndale High School Agriculture Department is requesting board approval of overnight trips that have been added to the statewide Ag Education calendar.

Ferndale FFA plans on coaching multiple spring judging teams including Agriculture Mechanics, Best Informed Greenhand (BIG), Dairy Cattle, and Parliamentary Procedure. We would like to be able to take students to the following contests that would be overnight trips due to the travel distance involved:

September 19-21<sup>st</sup>: HDN Section FFA Retreat, Shivley, CA  
October 22-31<sup>st</sup>: National FFA Convention: Indianapolis, Indiana  
January 14-15<sup>th</sup>: MFE/ALA Conference Monterey, CA  
February 4-5<sup>th</sup>: Arbuckle Field Day, Arbuckle, CA  
February 11-12<sup>th</sup>: Chico State Field Day, Chico, CA  
March 3-5<sup>th</sup>: UC Davis Field Day, Davis, CA  
March 24-28<sup>th</sup>: State FFA Conference Sacramento, CA  
April 8-9<sup>th</sup>: Fresno State Field Day, Fresno, CA  
May 5-7<sup>th</sup>: Cal Poly State Finals, San Luis Obispo, CA

We will be transporting students in our department vehicles. Chaperones for these trips will be Theresa Noga, Alexa Alexandre, and Kelly O'Day.

If you have any questions or concerns, please contact Alexa Alexandre by cell phone 619-787-3729. Thank you!

**Ferndale Unified School District**

**SUPERINTENDENT'S RECOMMENDATION FOR BOARD ACTION**

**AGENDA ITEM#** 10.1

**DATE:** August 11, 2021

**SUBJECT:**

Information Item - CDC and CDPH Guidance for Schools

**DEPARTMENT/PROGRAM:**

District Operations

**ACTION REQUESTED:**

Ferndale Unified School District is planning to continue in person school on Monday, August 30. In light of the continuing COVID-19 pandemic updated health and safety measures must be reviewed before students and staff return. The Superintendent acknowledges that full in-person instruction is the best format for student learning and student social-emotional health. The Superintendent also acknowledges that due to the changing nature of the COVID-19 response reviewing and updating our Safe Return Plan is important. The most recent CDC, CDPH and HCDPH guidance and mandates are included for the board to review.

**FISCAL IMPLICATIONS:**

N/A

**CONTACT PERSON(S):**

Beth Anderson, Superintendent/Principal



TOMÁS J. ARAGÓN, M.D., Dr.P.H.  
State Public Health Officer & Director

State of California—Health and Human  
Services Agency  
**California Department of  
Public Health**



GAVIN NEWSOM  
Governor

July 28, 2021

**TO:** All Californians

**SUBJECT:** Guidance for the Use of Face Coverings



**Note: This guidance is effective July 28, 2021 and supersedes all prior face coverings guidance.**

**Related Materials:** [Face Coverings Q&A](#) | [Face Coverings Fact Sheet \(PDF\)](#) | [Face Mask Tips and Resources](#) | [Face Shields Q&A \(PDF\)](#) | [Safe Schools for All Hub](#) | [More Home & Community Guidance](#) | [All Guidance](#) | [More Languages](#)

**Updates as of July 28, 2021:**

- Adds recommendation for universal masking indoors statewide
- Adds Adult and Senior Care Facilities to settings where all individuals must wear masks indoors
- References new requirements for unvaccinated workers in the State Health Officer July 26 Order

**Guidance For the Use of Masks**

**Background**

The COVID-19 vaccines are effective in preventing serious disease. Unvaccinated persons are more likely to get infected and spread the virus which is transmitted through the air and concentrates indoors. About 15% of our population remains without the option for vaccination (children under 12 years old are not yet eligible) and risk for COVID-19 exposure and infection will remain until we reach full community immunity.

The purpose of this guidance is to provide information about higher risk settings where masks are required or recommended to prevent transmission to persons with higher risk of infection (e.g., unvaccinated or immunocompromised persons), to persons with prolonged, cumulative exposures (e.g., workers), or to persons whose vaccination status is unknown. When people who are not fully vaccinated wear a mask correctly, they protect others as well as themselves. Consistent and correct mask use by people who are not fully vaccinated is especially important indoors.

With the emergence of the more contagious Delta variant in California which now accounts for over 80% of cases sequenced, cases and hospitalizations of COVID-19 are rising throughout the state, especially amongst those that remain unvaccinated.

Despite ongoing outreach and improving COVID-19 vaccine access, as of July 27, 2021, a significant proportion of Californians throughout the state are not yet fully vaccinated. The Delta variant is two times as contagious than early COVID-19 variants, leading to increasing infections.

In California, unvaccinated persons continue to be required to wear masks in all indoor public settings. This guidance is an update, in light of review of the most recent CDC recommendations. To achieve universal masking in indoor public settings, we are recommending that fully vaccinated people also mask in indoor public settings across California. This adds an extra precautionary measure for all to reduce the transmission of COVID-19, especially in communities currently seeing the highest transmission rates. Local health jurisdictions may be more restrictive than this guidance.

In California, fully vaccinated people might choose to wear a mask in indoor non-public settings, particularly if they are immunocompromised or at increased risk for severe disease from COVID-19, or if they have someone in their household who is immunocompromised, at increased risk of severe disease, not fully vaccinated, or not yet eligible for vaccination.

In workplaces, employers are subject to the Cal/OSHA COVID-19 Emergency Temporary Standards (ETS) or in some workplaces the Cal/OSHA Aerosol Transmissible Diseases (ATD) Standard and should consult those regulations for additional applicable requirements.

## Masking Requirements

Masks are **required for all individuals** in the following indoor settings, regardless of vaccination status:

- On public transit[1] (examples: airplanes, ships, ferries, trains, subways, buses, taxis, and ride-shares) and in transportation hubs (examples: airport, bus terminal, marina, train station, seaport or other port, subway station, or any other area that provides transportation)
- **Indoors** in K-12 schools[2], childcare[3]
- Emergency shelters[4] and cooling centers[5]

Masks are **required for all individuals**, in the following indoor settings, regardless of vaccination status (and surgical masks are recommended):

- Healthcare settings[6]
- State and local correctional facilities and detention centers[7]
- Homeless shelters[8]
- Long Term Care Settings[9] & Adult and Senior Care Facilities[10]

Additionally, masks are **required\* for unvaccinated individuals** in indoor public settings and businesses (examples: retail, restaurants, theaters, family entertainment centers, meetings, state and local government offices serving the public).

See State Health Officer Order, issued on July 26, 2021, for a full list of high-risk congregate and other healthcare settings where surgical masks are required for unvaccinated workers, and recommendations for respirator use for unvaccinated workers in healthcare and long-term care facilities in situations or settings not covered by Cal OSHA ETS or ATD.

For additional information on types of masks, the most effective masks, and ensuring a well-fitted mask, individuals should refer to CDPH Get the Most out of Masking and see CDPH Masking Guidance Frequently Asked Questions for more information.

## **\*Guidance for Businesses, Venue Operators or Hosts**

In settings where masks are required only for unvaccinated individuals, businesses, venue operators or hosts may choose to:

- Provide information to all patrons, guests and attendees regarding vaccination requirements and allow vaccinated individuals to self-attest that they are in compliance prior to entry.
- Implement vaccine verification to determine whether individuals are required to wear a mask.
- Require all patrons to wear masks.

No person can be prevented from wearing a mask as a condition of participation in an activity or entry into a business.

## **Exemptions to masks requirements**

The following **individuals** are exempt from wearing masks at all times:

- Persons younger than two years old. Very young children must not wear a mask because of the risk of suffocation.
- Persons with a medical condition, mental health condition, or disability that prevents wearing a mask. This includes persons with a medical condition for whom wearing a mask could obstruct breathing or who are unconscious, incapacitated, or otherwise unable to remove a mask without assistance.
- Persons who are hearing impaired, or communicating with a person who is hearing impaired, where the ability to see the mouth is essential for communication.
- Persons for whom wearing a mask would create a risk to the person related to their work, as determined by local, state, or federal regulators or workplace safety guidelines.

[1] CDC Requirement for Face Masks on Public Transportation Conveyances and at Transportation Hubs

[2] Interim Public Health Recommendations for Fully Vaccinated People

[3] CDC Guidance for Operating Child Care Programs during COVID-19

[4] CDC Interim Guidance for General Population Disaster Shelters During the COVID-19 Pandemic

[5] CDC Interim Guidance to Reduce the Risk of Introducing and Transmitting SARS COV-2 in Cooling Centers

[6] Healthcare settings includes all settings in Categories A and C of State Health Officer Order, including Residential Substance Use Disorder and Mental Health Facilities, issued on July 26, 2021

- See: CDC Updated Healthcare Infection Prevention and Control Recommendations in Response to COVID-19 Vaccination

[7] CDC Interim Guidance on Management of Coronavirus Disease 2019 (COVID-19) in Correctional and Detention Facilities

[8] CDC's Interim Guidance for Homeless Service Providers to Plan and Respond to Coronavirus Disease 2019 (COVID-19)

[9] Refer to State Health Officer Order, issued on July 26, 2021 for definition

[10] CDC Interim Infection Prevention and Control Recommendations to Prevent SARS-CoV-2 Spread in Nursing Homes

California Department of Public Health  
PO Box, 997377, MS 0500, Sacramento, CA 95899-7377  
Department Website ([cdph.ca.gov](http://cdph.ca.gov))





TOMÁS J. ARAGÓN, M.D., Dr.P.H.  
State Public Health Officer & Director

State of California—Health and Human  
Services Agency  
**California Department of  
Public Health**



GAVIN NEWSOM  
Governor

July 12, 2021

**TO:** All Californians

**SUBJECT:** COVID-19 Public Health Guidance for K-12 Schools in California, 2021-22 School Year

**Related Materials:** CDPH Guidance for the Use of Face Coverings | Safe Schools for All Hub | K-12 Schools Testing Framework 2021-2022

On July 9, 2021, the Centers for Disease Control and Prevention (CDC) published its updated recommendations for K-12 schools. The following guidance applies CDC's recommendations to the California context, in order to help K-12 schools formulate and implement plans for safe, successful, and full in-person instruction in the 2021-22 school year. This guidance is effective immediately and will be reviewed regularly by the California Department of Public Health (CDPH).

**The foundational principle of this guidance is that all students must have access to safe and full in-person instruction and to as much instructional time as possible.** In California, the surest path to safe and full in-person instruction at the outset of the school year, as well as minimizing missed school days in an ongoing basis, is a strong emphasis on the following: vaccination for all eligible individuals to get COVID-19 rates down throughout the community; universal masking in schools, which enables no minimum physical distancing, allowing all students access to full in-person learning, and more targeted quarantine practices, keeping students in school; and access to a robust COVID-19 testing program as an available additional safety layer. Recent evidence indicates that in-person instruction can occur safely without minimum physical distancing requirements when other mitigation strategies (e.g., masking) are fully implemented. This is consistent with CDC K-12 School Guidance.

Masks are one of the most effective and simplest safety mitigation layers to prevent in-school transmission of COVID-19 infections and to support full time in-person instruction in K-12 schools. SARS-CoV-2, the virus that causes COVID-19, is transmitted primarily by aerosols (airborne transmission), and less frequently by droplets. Physical distancing is generally used to reduce only droplet transmission, whereas masks are one of the most effective measures for source control of **both** aerosols and droplets. Therefore, masks best promote both safety and in-person learning by reducing the need for physical distancing. Additionally, under the new guidance from the CDC, universal masking also permits modified quarantine practices under certain conditions in K-12 settings, further promoting more instructional time for students.

Finally, this approach takes into account a number of key considerations: current unknowns associated with variants and in particular the Delta Variant, which is more transmissible; operational barriers of tracking vaccination status in order to monitor and enforce mask wearing; and potential detrimental effects on students of differential mask policies. Detrimental effects of differential mask policies include: potential stigma, bullying, isolation of vaccinated OR unvaccinated students, depending on the culture and attitudes in the school or surrounding community.

**CDPH will continue to assess conditions on an ongoing basis, and will determine no later than November 1, 2021, whether to update mask requirements or recommendations.** Indicators, conditions, and science review will include vaccination coverage status, in consideration of whether vaccines are available for children under 12, community case and hospitalization rates, outbreaks, and ongoing vaccine effectiveness against circulating variants of SARS-CoV-2, the virus that causes COVID-19 in alignment with the CDC-recommended indicators to guide K-12 school operations.

This guidance is designed to enable all schools to offer and provide full in-person instruction to all students safely, consistent with the current scientific evidence about COVID-19, even if pandemic dynamics shift throughout the school year, affected by vaccination rates and the potential emergence of viral variants.

This guidance includes mandatory requirements, in addition to recommendations and resources to inform decision-making. Implementation requires training and support for staff and adequate consideration of student and family needs. Stricter guidance may be issued by local public health officials or other authorities.

**COVID-19 vaccination is strongly recommended for all eligible people in California, including teachers, staff, students, and adults sharing homes with these members of our K-12 communities.** See CDC recommendations about how to promote vaccine access and uptake for schools. Additional California-specific vaccine access information is available on the Safe Schools Hub and Vaccinate All 58 – Let’s Get to Immunity.

In workplaces, employers are subject to the Cal/OSHA COVID-19 Emergency Temporary Standards (ETS) or in some workplaces the CalOSHA Aerosol Transmissible Diseases Standard, and should consult those regulations for additional applicable requirements.

### **General Considerations:**

Consideration should be given to both the direct school population as well as the surrounding community. The primary factors to consider include: 1) level of community transmission of COVID-19; 2) COVID-19 vaccination coverage in the community and among students, faculty, and staff; and 3) any local COVID-19 outbreaks or increasing trends. Discussion of these factors should occur in collaboration with local or state public health partners.

As the CDC explained in its July 9, 2021 Guidance:

“Schools will have a mixed population of both people who are fully vaccinated and people who are not fully vaccinated. . . These variations require K-12 administrators to make decisions about the use of COVID-19 prevention strategies in their schools to protect people who are not fully vaccinated. . . Together with local public health officials, school administrators should consider multiple factors when they make decisions about implementing layered prevention strategies against COVID-19.”



In an effort to streamline and tailor this decision-making process for the California context, guidance regarding each of the measures that can be used in a layered prevention strategy is provided below.

## **Safety Measures for K-12 Schools**

### **1. Masks**

- a. Masks are optional outdoors for all in K-12 school settings.
- b. K-12 students are required to mask indoors, with exemptions per CDPH face mask guidance. Adults in K-12 school settings are required to mask when sharing indoor spaces with students.
- c. Persons exempted from wearing a face covering due to a medical condition, must wear a non-restrictive alternative, such as a face shield with a drape on the bottom edge, as long as their condition permits it.
- d. Schools must develop and implement local protocols to provide a face covering to students who inadvertently fail to bring a face covering to school to prevent unnecessary exclusions.
- e. Consistent with guidance from the 2020-21 school year, schools must develop and implement local protocols to enforce the mask requirements. Additionally, schools should offer alternative educational opportunities for students who are excluded from campus because they will not wear a face covering. Note: Public schools should be aware of the requirements in AB 130 to offer independent study programs for the 2021-22 school year.
- f. In limited situations where a face covering cannot be used for pedagogical or developmental reasons, (e.g., communicating or assisting young children or those with special needs) a face shield with a drape (per CDPH guidelines) can be used instead of a face covering while in the classroom as long as the wearer maintains physical distance from others. Staff must return to wearing a face covering outside of the classroom.

### **2. Physical distancing**

- a. Recent evidence indicates that in-person instruction can occur safely without minimum physical distancing requirements when other mitigation strategies (e.g., masking) are implemented. This is consistent with CDC K-12 School Guidance.

### **3. Ventilation recommendations:**

- a. For indoor spaces, ventilation should be optimized, which can be done by following CDPH Guidance on Ventilation of Indoor Environments and Ventilation and Filtration to Reduce Long-Range Airborne Transmission of COVID-19 and Other Respiratory Infections: Considerations for Reopened Schools.

### **4. Recommendations for staying home when sick and getting tested:**

- a. Follow the strategy for Staying Home when Sick and Getting Tested from the CDC.
- b. Getting tested for COVID-19 when symptoms are consistent with COVID-19 will help with rapid contact tracing and prevent possible spread at schools.
- c. Advise staff members and students with symptoms of COVID-19 infection not to return for in-person instruction until they have met CDPH criteria to return to school for those with symptoms:

- i. At least 24 hours have passed since resolution of fever without the use of fever-reducing medications; and
- ii. Other symptoms have improved; and
- iii. They have a negative test for SARS-CoV-2, OR a healthcare provider has provided documentation that the symptoms are typical of their underlying chronic condition (e.g., allergies or asthma) OR a healthcare provider has confirmed an alternative named diagnosis (e.g., Streptococcal pharyngitis, Coxsackie virus), OR at least 10 days have passed since symptom onset.

5. Screening testing recommendations:

- a. CDPH has a robust State- and Federally-funded school testing program and subject matter experts available to support school decision making, including free testing resources to support screening testing programs (software, test kits, shipping, testing, etc.).

- i. Resources for schools interested in testing include: California's Testing Task Force K-12 Schools Testing Program and K-12 school-based COVID-19 testing strategies; The Safe Schools for All state technical assistance (TA) portal; and the CDC K-12 School Guidance screening testing considerations (in Section 1.4 and Appendix 2) that are specific to the school setting.

6. Case reporting, contact tracing and investigation

- a. Per AB 86 (2021) and California Code Title 17, section 2500, schools are required to report COVID-19 cases to the local public health department.
- b. Schools or LEAs should have a COVID-19 liaison to assist the local health department with contact tracing and investigation.

7. Quarantine recommendations for vaccinated close contacts

- a. For those who are vaccinated, follow the CDPH Fully Vaccinated People Guidance regarding quarantine.

8. Quarantine recommendations for unvaccinated students for exposures when both parties were wearing a mask, as required in K-12 indoor settings. These are adapted from the CDC K-12 guidance and CDC definition of a close contact.

- a. When both parties were wearing a mask in the indoor classroom setting, unvaccinated students who are close contacts (more than 15 minutes over a 24-hour period within 0-6 feet indoors) may undergo a modified 10-day quarantine as follows. They may continue to attend school for in-person instruction if they:

- i. Are asymptomatic;
  - ii. Continue to appropriately mask, as required;
  - iii. Undergo at least twice weekly testing during the 10-day quarantine; and
  - iv. Continue to quarantine for all extracurricular activities at school, including sports, and activities within the community setting.

9. Quarantine recommendations for: unvaccinated close contacts who were not wearing masks or for whom the infected individual was not wearing a mask during the indoor exposure; or unvaccinated students as described in #8 above.

- a. For these contacts, those who remain asymptomatic, meaning they have NOT had any symptoms, may discontinue self-quarantine under the following conditions:

- i. Quarantine can end after Day 10 from the date of last exposure without testing; OR
- ii. Quarantine can end after Day 7 if a diagnostic specimen is collected after Day 5 from the date of last exposure and tests negative.

b. To discontinue quarantine before 14 days following last known exposure, asymptomatic close contacts must:

- i. Continue daily self-monitoring for symptoms through Day 14 from last known exposure; AND
- ii. Follow all recommended non-pharmaceutical interventions (e.g., wearing a mask when around others, hand washing, avoiding crowds) through Day 14 from last known exposure.

c. If any symptoms develop during this 14-day period, the exposed person must immediately isolate, get tested and contact their healthcare provider with any questions regarding their care.

#### 10. Isolation recommendations

a. For both vaccinated and unvaccinated persons, follow the CDPH Isolation Guidance for those diagnosed with COVID-19.

#### 11. Hand hygiene recommendations

- a. Teach and reinforce washing hands, avoiding contact with one's eyes, nose, and mouth, and covering coughs and sneezes among students and staff.
- b. Promote hand washing throughout the day, especially before and after eating, after using the toilet, and after handling garbage, or removing gloves.
- c. Ensure adequate supplies to support healthy hygiene behaviors, including soap, tissues, no-touch trashcans, face coverings, and hand sanitizers with at least 60 percent ethyl alcohol for staff and children who can safely use hand sanitizer.

#### 12. Cleaning recommendations

- a. In general, cleaning once a day is usually enough to sufficiently remove potential virus that may be on surfaces. Disinfecting (using disinfectants on the U.S. Environmental Protection Agency COVID-19 list) removes any remaining germs on surfaces, which further reduces any risk of spreading infection.
- b. For more information on cleaning a facility regularly, when to clean more frequently or disinfect, cleaning a facility when someone is sick, safe storage of cleaning and disinfecting products, and considerations for protecting workers who clean facilities, see [Cleaning and Disinfecting Your Facility](#).
- c. If a facility has had a sick person with COVID-19 within the last 24 hours, clean AND disinfect the spaces occupied by that person during that time.

#### 13. Food service recommendations

- a. Maximize physical distance as much as possible while eating (especially indoors). Using additional spaces outside of the cafeteria for mealtime seating such as classrooms or the gymnasium can help facilitate distancing. Arrange for eating outdoors as much as feasible.
- b. Clean frequently touched surfaces. Surfaces that come in contact with food should be washed, rinsed, and sanitized before and after meals.

- c. Given very low risk of transmission from surfaces and shared objects, there is no need to limit food service approaches to single use items and packaged meals.

#### 14. Vaccination verification considerations

- a. To inform implementation of prevention strategies that vary by vaccination status (testing, contact tracing efforts, and quarantine and isolation practices), refer to the CDC vaccine verification recommendations.

#### 15. COVID-19 Safety Planning Transparency Recommendations

- a. In order to build trust in the school community and support successful return to school, it is a best practice to provide transparency to the school community regarding the school's safety plans. It is recommended that at a minimum all local educational agencies (LEAs) post a safety plan, communicating the safety measures in place for 2021-22, on the LEA's website and at schools, and disseminate to families in advance of the start of the school year.

Note: With the approval of the federal American Rescue Plan, each local educational agency receiving Elementary and Secondary School Emergency Relief (ARP ESSER) funds is required to adopt a Safe Return to In-Person Instruction and Continuity of Services Plan and review it at least every six months for possible revisions. The plan must describe how the local educational agency will maintain the health and safety of students, educators and other staff. Reference the Elementary and Secondary School Relief Fund (ESSER III) Safe Return to In-Person Instruction Local Educational Agency Plan Template.

### **Additional considerations or other populations**

#### 1. Disabilities or other health care needs recommendations

- a. When implementing this guidance, schools should carefully consider how to address the legal requirements related to provision of a free appropriate public education and requirements to reasonably accommodate disabilities, which continue to apply.
- b. Refer to the CDC K-12 guidance section on "Disabilities or other health care needs" for additional recommendations.

#### 2. Visitor recommendations

- a. Schools should review their rules for visitors and family engagement activities.
- b. Schools should limit nonessential visitors, volunteers, and activities involving external groups or organizations with people who are not fully vaccinated, particularly in areas where there is moderate-to-high COVID-19 community transmission.
- c. Schools should not limit access for direct service providers, but can ensure compliance with school visitor policies.
- d. Schools should continue to emphasize the importance of staying home when sick. Anyone, including visitors, who have symptoms of infectious illness, such as flu or COVID-19, should stay home and seek testing and care.

#### 3. Boarding schools may operate residential components under the following guidance:

- a. **COVID-19 vaccination is strongly recommended for all eligible people in California, including teachers, staff, students, and adults sharing homes with these members of our K-12 communities.** See CDC recommendations about how to promote vaccine access and uptake for schools. Additional California-specific vaccine access information is available on the Safe Schools Hub.

- b. Strongly recommend policies and practices to ensure that all eligible students, faculty and staff have ample opportunity to become fully vaccinated.
- c. Strongly recommend that unvaccinated students and staff be offered regular COVID-19 screening testing.
- d. Consider students living in multi-student rooms as a “household cohort.” Household cohort members, regardless of vaccination status, do not need to wear masks or physically distance when they are together without non-household cohort members nearby. If different “household cohorts” are using shared indoor when together during the day or night, continue to monitor and enforce mask use, and healthy hygiene behaviors for everyone.

The non-residential components of boarding schools (e.g., in-person instruction for day students) are governed by the guidelines as other K-12 schools, as noted in this document.

- 4. Additional information about how this guidance applies to other supervised settings for K-12 school-aged children and youth (including activities such as band, drama) is forthcoming. Childcare settings and providers remain subject to separate guidance.

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Department Website ([cdph.ca.gov](http://cdph.ca.gov))





## COVID-19

# Guidance for COVID-19 Prevention in K-12 Schools

Updated July 9, 2021

Print

## Key Takeaways

- Students benefit from in-person learning, and safely returning to in-person instruction in the fall 2021 is a priority.
- Vaccination is currently the leading public health prevention strategy to end the COVID-19 pandemic. Promoting vaccination can help schools safely return to in-person learning as well as extracurricular activities and sports.
- Masks should be worn indoors by all individuals (age 2 and older) who are not fully vaccinated. Consistent and correct mask use by people who are not fully vaccinated is especially important indoors and in crowded settings, when physical distancing cannot be maintained.
- CDC recommends schools maintain at least 3 feet of physical distance between students within classrooms, combined with indoor mask wearing by people who are not fully vaccinated, to reduce transmission risk. When it is not possible to maintain a physical distance of at least 3 feet, such as when schools cannot fully re-open while maintaining these distances, it is especially important to layer multiple other prevention strategies, such as indoor masking.
- Screening testing, ventilation, handwashing and respiratory etiquette, staying home when sick and getting tested, contact tracing in combination with quarantine and isolation, and cleaning and disinfection are also important layers of prevention to keep schools safe.
- Students, teachers, and staff should stay home when they have signs of any infectious illness and be referred to their healthcare provider for testing and care.
- Many schools serve children under the age of 12 who are not eligible for vaccination at this time. Therefore, this guidance emphasizes implementing layered prevention strategies (e.g., using multiple prevention strategies together consistently) to protect people who are not fully vaccinated, including students, teachers, staff, and other members of their households.
- COVID-19 prevention strategies remain critical to protect people, including students, teachers, and staff, who are not fully vaccinated, especially in areas of moderate-to-high community transmission levels.
- Localities should monitor community transmission, vaccination coverage, screening testing, and occurrence of outbreaks to guide decisions on the level of layered prevention strategies (e.g., physical distancing, screening testing).

## Summary of Recent Changes

Updates as of July 9, 2021



- Added information on offering and promoting COVID-19 vaccination.
- Updated to emphasize the need for localities to monitor community transmission, vaccination coverage, screening testing, and occurrence of outbreaks to guide decisions on the level of layered prevention strategies.
- Revised to emphasize the COVID-19 prevention strategies most important for in-person learning for K-12 schools.
  - Added language on the importance of offering in-person learning, regardless of whether all of the prevention strategies can be implemented at the school.

- For example, because of the importance of in-person learning, schools where not everyone is fully vaccinated should implement physical distancing to the extent possible within their structures (in addition to masking and other prevention strategies), but should not exclude students from in-person learning to keep a minimum distance requirement.
  - Updated to align with guidance for fully vaccinated people.
  - Updated to align with current mask guidance.
    - In general, people do not need to wear masks when outdoors.
  - Added language on safety and health protections for workers in K-12 schools.
- 

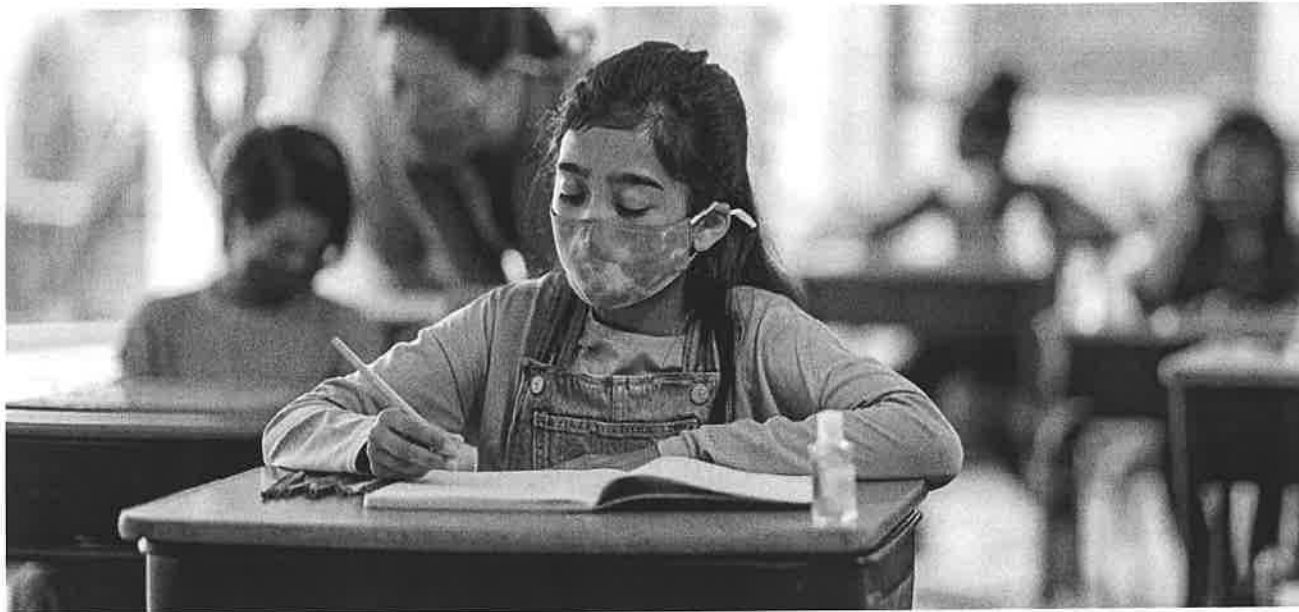
This updated version of COVID-19 guidance for school administrators outlines strategies for K-12 schools to reduce the spread of COVID-19 and maintain safe operations.

Many schools serve children under the age of 12 who are not eligible for vaccination at this time. Therefore, this guidance emphasizes implementing layered prevention strategies (e.g., using multiple prevention strategies together) to protect people who are not fully vaccinated, including students, teachers, staff, and other members of their households. The guidance is intended to help administrators and local health officials select appropriate, layered prevention strategies and understand how to safely transition learning environments out of COVID-19 pandemic precautions as community transmission of COVID-19 reaches low levels or stops. This guidance is based on current scientific evidence and lessons learned from schools implementing COVID-19 prevention strategies.

This CDC guidance is meant to supplement—not replace—any federal, state, local, territorial, or tribal health and safety laws, rules, and regulations with which schools must comply. The adoption and implementation of this guidance should be done in collaboration with regulatory agencies and state, local, territorial, and tribal public health departments, and in compliance with state and local policies and practices.

## COVID-19 Prevention Strategies Most Important for Safe In-Person Learning in K-12 Schools

# To get kids back in-person safely, schools should monitor



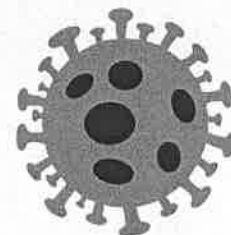
**Community  
Transmission**



**Vaccination  
Coverage**



**Testing**



**Outbreaks**

**to help prevent the spread of COVID-19**



[cdc.gov/coronavirus](https://www.cdc.gov/coronavirus)



Schools are an important part of the infrastructure of communities. They provide safe and supportive learning environments for students that support social and emotional development, provide access to critical services, and improve life outcomes. They also employ people, and enable parents, guardians, and caregivers to work. Though COVID-19 outbreaks have occurred in school settings, multiple studies have shown that transmission rates within school settings, when multiple prevention strategies are in place, are typically lower than – or similar to – community transmission levels. CDC’s science brief on *Transmission of SARS-CoV-2 in K-12 Schools and Early Care and Education Programs* summarizes evidence on COVID-19 among children and adolescents and what is known about preventing transmission in schools and Early Care and Education programs.

Schools should work with local public health officials, consistent with applicable laws and regulations, including those related to privacy, to determine the prevention strategies needed in their area by monitoring levels of community transmission (i.e., low, moderate, substantial, or high) and local vaccine coverage, and use of screening testing to detect cases in K-12 schools. For example, a school in a community with substantial (50-99 new cases per 100,000 population in the last 7 days) or high transmission (≥100 new cases per 100,000 population in the last 7 days), with low teacher, staff, or student vaccination coverage, and **with** a screening testing program in place might decide that they will no longer require physical distancing (to ensure all students can access in-person learning), but will continue masking requirements until the levels of community transmission are lower or vaccination coverage increases.

As another example, a school in a community with substantial or high transmission, with a low teacher, staff, or student vaccination rate, and **without** a screening testing program should continue to require masks for people who are not fully vaccinated and might decide that they need to continue to maximize physical distancing.

CDC continues to recommend masking and physical distancing as key prevention strategies. However, if school administrators decide to remove any of the prevention strategies for their school based on local conditions, they should remove them one at a time and monitor closely (with adequate testing through the school and/or community) for any increases in COVID-19 cases. Schools should communicate their strategies and any changes in plans to teachers, staff, and families, and directly to older students, using accessible materials and communication channels, in a language and at a literacy level that teachers, staff, students, and families understand.

## Health Equity

Schools play critical roles in promoting equity in learning and health, particularly for groups disproportionately affected by COVID-19. People living in rural areas, people with disabilities, immigrants, and people who identify as American Indian/Alaska Native, Black or African American, and Hispanic or Latino have been disproportionately affected by COVID-19; these disparities have also emerged among children. For these reasons, health equity considerations related to the K-12 setting are a critical part of decision-making and have been considered in CDC’s updated guidance for schools. School administrators and public health officials can ensure safe and supportive environments and reassure families, teachers, and staff by planning and using comprehensive prevention strategies for in-person learning and communicating those efforts. Schools can work with parents to understand their preferences and concerns for in-person learning.

School administrators can promote health equity by ensuring all students, teachers, and staff have resources to support physical and mental health. School administrators can offer modified job responsibilities for staff at higher risk for severe illness who have not been fully vaccinated while protecting individual privacy. Federal and state disability laws may require an individualized approach for working with children and youth with disabilities consistent with the child’s Individualized Family Service Plan (IFSP), Individualized Education Program (IEP), or Section 504 plan. Administrators should consider adaptations and alternatives to prevention strategies when serving people with disabilities, while maintaining efforts to protect all children and staff from COVID-19.

## Section 1: Prevention Strategies to Reduce Transmission of SARS-CoV-2 in Schools

Schools will have a mixed population of both people who are fully vaccinated and people who are not fully vaccinated. Elementary schools primarily serve children under 12 years of age who are not eligible for the COVID-19 vaccine at this time. Other schools (e.g., middle schools, K-8 schools) may also have students who are not yet eligible for COVID-19 vaccination.

Some schools (e.g., high schools) may have a low percentage of students and staff fully vaccinated despite vaccine eligibility. These variations require K-12 administrators to make decisions about the use of COVID-19 prevention strategies in their schools to protect people who are not fully vaccinated.

Together with local public health officials, school administrators should consider multiple factors when they make decisions about implementing layered prevention strategies against COVID-19. Since schools typically serve their surrounding communities, decisions should be based on the school population, families and students served, as well as their communities. The primary factors to consider include:

- Level of community transmission of COVID-19.
- COVID-19 vaccination coverage in the community and among students, teachers, and staff.
- Use of a frequent SARS-CoV-2 screening testing program for students, teachers, and staff who are not fully vaccinated. Testing provides an important layer of prevention, particularly in areas with substantial to high community transmission levels.
- COVID-19 outbreaks or increasing trends in the school or surrounding community.
- Ages of children served by K-12 schools and the associated social and behavioral factors that may affect risk of transmission and the feasibility of different prevention strategies.

## Prevention Strategies

- Promoting vaccination
- Consistent and correct mask use
- Physical distancing
- Screening testing to promptly identify cases, clusters, and outbreaks
- Ventilation
- Handwashing and respiratory etiquette
- Staying home when sick and getting tested
- Contact tracing, in combination with isolation and quarantine
- Cleaning and disinfection

These COVID-19 prevention strategies remain critical to protect people, including students, teachers, and staff, who are not fully vaccinated, especially in areas of moderate-to-high community transmission levels. The need for layering specific prevention strategies will vary, and localities might implement fewer COVID-19 prevention strategies based on community transmission levels, vaccination coverage, and local policies and regulations. CDC continues to recommend masking and physical distancing. However, if considering whether and how to remove prevention strategies, one prevention strategy should be removed at a time and students, teachers, and staff should be closely monitored (with adequate testing through the school or community) for any outbreaks or increases in COVID-19 cases.

## 1. Promoting Vaccination

Achieving high levels of COVID-19 vaccination among eligible students as well as teachers, staff, and household members is one of the most critical strategies to help schools safely resume full operations.

Vaccination is currently the leading public health prevention strategy to end the COVID-19 pandemic. People who are fully vaccinated against COVID-19 are at low risk of symptomatic or severe infection. A growing body of evidence suggests that people who are fully vaccinated against COVID-19 are less likely to have an asymptomatic infection or transmit COVID-19 to others than people who are not fully vaccinated. In most settings, people who are fully vaccinated can safely resume activities they did before the pandemic, except where prevention measures are required by federal, state, local, tribal, or territorial laws, rules, and regulations, including local business and workplace guidance.

People 12 years and older are now eligible for COVID-19 vaccination. Schools can promote vaccinations among teachers, staff, families, and eligible students by providing information about COVID-19 vaccination, encouraging vaccine trust and confidence, and establishing supportive policies and practices that make getting vaccinated as easy and convenient as possible.

When promoting COVID-19 vaccination, consider that certain communities and groups have been disproportionately affected by COVID-19 illness and severe outcomes, and some communities might have experiences that affect their trust and confidence in the healthcare system. Teachers, staff, students, and their families may differ in their level of vaccine confidence. School administrators can adjust their messages to the needs of their families and community and involve trusted community messengers as appropriate, including those on social media, to promote COVID-19 vaccination among people who may be hesitant to receive it.

To promote vaccination, schools can:

- Visit [vaccines.gov](https://www.cdc.gov/vaccines/imz/downloads/) to find out where teachers, staff, students, and their families can get vaccinated against COVID-19 in the community and promote COVID-19 vaccination locations near schools.
- Encourage teachers, staff, and families, including extended family members that have frequent contact with students to get vaccinated as soon as they can.
- Consider partnering with state or local public health authorities to serve as COVID-19 vaccination sites, and work with local healthcare providers and organizations, including school-based health centers. Offering vaccines on-site before, during, and after the school day and during summer months can potentially decrease barriers to getting vaccinated against COVID-19. Identify other potential barriers that may be unique to the workforce and implement policies and practices to address them. The Workplace Vaccination Program has information for employers on recommended policies and practices for encouraging COVID-19 vaccination uptake among workers.
- Find ways to adapt key messages to help families, teachers, and staff become more confident about the vaccine by using the language, tone, and format that fits the needs of the community and is responsive to concerns.
- Use CDC COVID-19 Vaccination Toolkits to educate members of the school community and promote COVID-19 vaccination. CDC's Workers COVID-19 Vaccine Toolkit is also available to help employers educate their workers about COVID-19 vaccines, raise awareness about vaccination benefits, and address common questions and concerns. HHS also has an On-site Vaccination Clinic Toolkit [\[link\]](#) to help community groups, employers, and other host organizations work directly with vaccine providers to set up vaccination clinics in locations that people know and trust.
- Host information sessions to connect parents and guardians with information about the COVID-19 vaccine. Teachers, staff, and health professionals can be trusted sources to explain the safety, efficacy, and benefits of COVID-19 vaccines and answer frequently asked questions.
- Offer flexible, supportive sick leave options (e.g., paid sick leave) for employees to get vaccinated or who have side effects after vaccination. See CDC's [Post-vaccination Considerations for Workplaces](#).
- Promote vaccination information for parents and guardians, siblings who are eligible for vaccines, and other household members as part of kindergarten transition and enrollment in summer activities for families entering the school system.
- Provide students and families flexible options for excused absence to receive a COVID-19 vaccination and for possible side effects after vaccination.
- Work with local partners to offer COVID-19 vaccination for eligible students and eligible family members during pre-sport/extracurricular activity summer physicals.

## 2. Consistent and Correct Mask Use

When teachers, staff, and students who are not fully vaccinated consistently and correctly wear a mask, they protect others as well as themselves. Consistent and correct mask use by people who are not fully vaccinated is especially important indoors and in crowded settings, when physical distancing cannot be maintained.

- **Indoors:** Mask use is recommended for people who are not fully vaccinated including students, teachers, and staff. Children under 2 years of age should not wear a mask.
- **Outdoors:** In general, people do not need to wear masks when outdoors. However, particularly in areas of substantial to high transmission, CDC recommends that people who are not fully vaccinated wear a mask in crowded outdoor settings or during activities that involve sustained close contact with other people who are not fully vaccinated.

Based on the needs of the community, school administrators may opt to make mask use universally required (i.e., required regardless of vaccination status) in the school. Reasons for this can include:

- Having a student population that is not yet eligible for vaccination (e.g., schools with grades prekindergarten-6).
- Increasing or substantial or high COVID-19 transmission within the school or their surrounding community.

- Increasing community transmission of a variant that is spread more easily among children and adolescents or is resulting in more severe illness from COVID-19 among children and adolescents.
- Lacking a system to monitor the vaccine status of students and/or teachers and staff.
- Difficulty monitoring or enforcing mask policies that are not universal.
- Awareness of low vaccination uptake within the student, family, or teacher/staff population or within the community.
- Responding to community input that many teachers, staff, parents, or students would not participate in in-person learning if mask use was not universal.

Schools that continue to require people older than 2 years of age to wear a mask should make exceptions for the following categories of people:

- A person who cannot wear a mask, or cannot safely wear a mask, because of a disability as defined by the Americans with Disabilities Act (ADA) (42 U.S.C. 12101 et seq.). Discuss the possibility of reasonable accommodation [↗](#) with workers who are not fully vaccinated who are unable to wear or have difficulty wearing certain types of masks because of a disability.
- A person for whom wearing a mask would create a risk to workplace health, safety, or job duty as determined by the relevant workplace safety guidelines or federal regulations.

When masks are worn by teachers and school staff in the workplace, the masks should meet one of the following criteria:

- CDC mask recommendations
- ASTM International Standard Specification for Barrier Face Coverings [↗](#)
- NIOSH Workplace Performance and Workplace Performance Plus masks

Schools should be supportive of people who are fully vaccinated, but choose to continue to wear a mask, as a personal choice or because they have a medical condition that may weaken their immune system. School administrators will also need to ensure their selected mask use policy does not conflict with local, state, and territorial laws, policies, and regulations.

**During school transportation:** CDC's Order applies to all public transportation conveyances including school buses. Regardless of the mask policy at school, passengers and drivers must wear a mask on school buses, including on buses operated by public and private school systems, subject to the exclusions and exemptions in CDC's Order. Learn more here. For example, if a student attends a school where mask use is not required due to vaccination status (e.g., a high school with a high rate of vaccination), the student is still required to wear a mask on the school bus.

Schools should provide masks to those students who need them (including on buses), such as students who forgot to bring their mask or whose families are unable to afford them. No disciplinary action should be taken against a student who does not have a mask as described in the U.S. Department of Education COVID-19 Handbook, Volume 1 [↗](#).

### 3. Physical Distancing

Because of the importance of in-person learning, schools where not everyone is fully vaccinated should implement physical distancing to the extent possible within their structures, but should not exclude students from in-person learning to keep a minimum distance requirement. In general, CDC recommends people who are not fully vaccinated maintain physical distance of at least 6 feet from other people who are not in their household. However, several studies from the 2020-2021 school year show low COVID-19 transmission levels among students in schools that had less than 6 feet of physical distance when the school implemented and layered other prevention strategies, such as the use of masks.

Based on studies from 2020-2021 school year, CDC recommends schools maintain at least 3 feet of physical distance between students within classrooms, combined with indoor mask wearing by people who are not fully vaccinated, to reduce transmission risk. When it is not possible to maintain a physical distance of at least 3 feet, such as when schools cannot fully re-open while maintaining these distances, it is especially important to layer multiple other prevention strategies, such as indoor masking, screening testing, cohorting, improved ventilation, handwashing and covering coughs and sneezes, staying home when sick with symptoms of infectious illness including COVID-19, and regular cleaning to help reduce transmission risk. Mask use by people who are not fully vaccinated is particularly important when physical distance cannot be maintained. A distance of at least 6 feet is recommended between students and teachers/staff, and between teachers/staff who are not fully vaccinated.

**Cohorting:** Cohorting means keeping people together in a small group and having each group stay together throughout an entire day. Cohorting can be used to limit the number of students, teachers, and staff who come in contact with each other, especially when it is challenging to maintain physical distancing, such as among young children, and particularly in areas of moderate-to-high transmission levels. The use of cohorting can limit the spread of COVID-19 between cohorts but should not replace other prevention measures within each group. Cohorting people who are fully vaccinated and people who are not fully vaccinated into separate cohorts is not recommended. It is a school’s responsibility to ensure that cohorting is done in an equitable manner that does not perpetuate academic, racial, or other tracking, as described in the U.S. Department of Education COVID-19 Handbook, Volume 1 [↗](#).

## 4. Screening Testing

Screening testing identifies infected people, including those with or without symptoms (or before development of symptoms) who may be contagious, so that measures can be taken to prevent further transmission. In K-12 schools, screening testing can help promptly identify and isolate cases, quarantine those who may have been exposed to COVID-19 and are not fully vaccinated, and identify clusters to reduce the risk to in-person education. CDC guidance provides that people who are fully vaccinated do not need to participate in screening testing and do not need to quarantine if they do not have any symptoms; though decisions regarding screening testing may be made at the state or local level. Screening testing may be most valuable in areas with substantial or high community transmission levels, in areas with low vaccination coverage, and in schools where other prevention strategies are not implemented. More frequent testing can increase effectiveness, but feasibility of increased testing in schools needs to be considered. Screening testing should be done in a way that ensures the ability to maintain confidentiality of results and protect student, teacher, and staff privacy. Consistent with state legal requirements and Family Educational Rights and Privacy Act (FERPA) [↗](#), K-12 schools should obtain parental consent for minor students and assent/consent for students themselves.

Screening testing can be used to help evaluate and adjust prevention strategies and provide added protection for schools that are not able to provide optimal physical distance between students. Screening testing should be offered to students who have not been fully vaccinated when community transmission is at moderate, substantial, or high levels (Table 1); at any level of community transmission, screening testing should be offered to all teachers and staff who have not been fully vaccinated. To be effective, the screening program should test at least once per week, and rapidly (within 24 hours) report results. Screening testing more than once a week might be more effective at interrupting transmission. Schools may consider multiple screening testing strategies, for example, testing a random sample of at least 10% of students who are not fully vaccinated, or conducting pooled testing of cohorts. Testing in low-prevalence settings might produce false positive results, but testing can provide an important prevention strategy and safety net to support in-person education.

To facilitate safe participation in sports, extracurricular activities, and other activities with elevated risk (such as activities that involve singing, shouting, band, and exercise that could lead to increased exhalation), schools may consider implementing screening testing for participants who are not fully vaccinated. Schools can routinely test student athletes, participants, coaches, and trainers, and other people (such as adult volunteers) who are not fully vaccinated and could come into close contact with others during these activities. Schools can implement screening testing of participants who are not fully vaccinated up to 24 hours before sporting, competition, or extracurricular events. Schools can use different screening testing strategies for lower-risk sports. High-risk sports and extracurricular activities should be virtual or canceled in areas of high community transmission unless all participants are fully vaccinated.

Funding provided through the ELC Reopening Schools award is primarily focused on providing needed resources to implement screening testing programs in schools aligned with the CDC recommendations. Learn more ELC Reopening Schools: Support for Screening Testing to Reopen & Keep Schools Operating Safely Guidance [■](#).

**Table 1. Screening Testing Recommendations for K–12 Schools by Level of Community Transmission**

| Low Transmission <sup>1</sup><br>Blue | Moderate Transmission<br>Yellow | Substantial Transmission<br>Orange | High Transmission<br>Red |
|---------------------------------------|---------------------------------|------------------------------------|--------------------------|
|---------------------------------------|---------------------------------|------------------------------------|--------------------------|

|  | Low Transmission <sup>1</sup><br>Blue  | Moderate Transmission<br>Yellow  | Substantial Transmission<br>Orange   | High Transmission<br>Red |
|--|--|--|--|--------------------------|
| <b>Students</b>                          | Do not need to screen students.  | <b>Offer screening testing for students</b> who are not fully vaccinated at least once per week.   |  |                          |
| <b>Teachers and staff</b>                | <b>Offer screening testing for teachers and staff</b> who are not fully vaccinated at least once per week.   |  |  |                          |
| <b>High risk sports and activities</b>   | <b>Recommend screening testing for high-risk sports<sup>2</sup> and extracurricular activities<sup>3</sup></b> at least once per week for participants who are not fully vaccinated. | <b>Recommend screening testing for high-risk sports and extracurricular activities</b> twice per week for participants who are not fully vaccinated. | <b>Cancel or hold high-risk sports and extracurricular activities virtually</b> to protect in-person learning, unless all participants are fully vaccinated. |                          |
| <b>Low- and intermediate-risk sports</b> | Do not need to screen students participating in low- and intermediate-risk sports. <sup>2</sup>  | <b>Recommend screening testing for low- and intermediate-risk sports</b> at least once per week for participants who are not fully vaccinated.       |  |                          |

<sup>1</sup> Levels of community transmission defined as total new cases per 100,000 persons in the past 7 days (low, 0-9; moderate 10-49; substantial, 50-99, high,  $\geq 100$ ) and percentage of positive tests in the past 7 days (low,  $<5\%$ ; moderate, 5-7.9%; substantial, 8-9.9%; high,  $\geq 10\%$ .)

<sup>2</sup> The NCAA has developed a risk stratification for sports. See [https://ncaaorg.s3.amazonaws.com/ssi/COVID/SSI\\_ResocializationDevelopingStandardsSecondEdition.pdf](https://ncaaorg.s3.amazonaws.com/ssi/COVID/SSI_ResocializationDevelopingStandardsSecondEdition.pdf). Examples of low-risk sports are diving and golf; intermediate-risk sport examples are baseball and cross country; high-risk sport examples are football and wrestling.

<sup>3</sup>High-risk extracurricular activities are those in which increased exhalation occurs, such as activities that involve singing, shouting, band, or exercise, especially when conducted indoors.

## 5. Ventilation

Improving ventilation is an important COVID-19 prevention strategy that can reduce the number of virus particles in the air. Along with other preventive strategies, including wearing a well-fitting, multi-layered mask, bringing fresh outdoor air into a building helps keep virus particles from concentrating inside. This can be done by opening multiple doors and windows, using child-safe fans to increase the effectiveness of open windows, and making changes to the HVAC or air filtration systems.

During transportation, open or crack windows in buses and other forms of transportation, if doing so does not pose a safety risk. Keeping windows open a few inches improves air circulation.

For more specific information about maintenance, use of ventilation equipment, actions to improve ventilation, and other ventilation considerations, refer to:

- CDC's Ventilation in Schools and Child care Programs
- CDC's Ventilation in Buildings webpage
- CDC's Ventilation FAQs and
- CDC's Improving Ventilation in Your Home

Additional ventilation recommendations for different types of school buildings can be found in the American Society of Heating, Refrigerating, and Air-Conditioning Engineers (ASHRAE) schools and universities guidance document [■](#) [🔗](#).

Funds provided through the Elementary and Secondary Schools Emergency Relief Programs and the Governor's Emergency Education Relief Programs can support improvements to ventilation. Please see question B-7 of the U.S. Department of Education Uses of Funds [■](#) [🔗](#) guidance for these programs.

## 6. Handwashing and Respiratory Etiquette

People should practice handwashing and respiratory etiquette (covering coughs and sneezes) to keep from getting and spreading infectious illnesses including COVID-19. Schools can monitor and reinforce these behaviors and provide adequate handwashing supplies.

- Teach and reinforce handwashing with soap and water for at least 20 seconds.
- Remind everyone in the facility to wash hands frequently and assist young children with handwashing.
- If handwashing is not possible, use hand sanitizer containing at least 60% alcohol (for teachers, staff, and older students who can safely use hand sanitizer). Hand sanitizers should be stored up, away, and out of sight of young children and should be used only with adult supervision for children under 6 years of age.

## 7. Staying Home When Sick and Getting Tested

Students, teachers, and staff who have symptoms of infectious illness, such as influenza (flu) or COVID-19, should stay home and be referred to their healthcare provider for testing and care. Staying home when sick with COVID-19 is essential to keep COVID-19 infections out of schools and prevent spread to others. It also is essential for people who are not fully vaccinated to quarantine after a recent exposure to someone with COVID-19. Schools should also allow flexible, non-punitive, and supportive paid sick leave policies and practices that encourage sick workers to stay home without fear of retaliation, loss of pay, or loss of employment level and provide excused absences for students who are sick. Employers should ensure that workers are aware of and understand these policies. If a student becomes sick at school see [What to do if a Student Becomes Sick or Reports a New COVID-19 Diagnosis at School](#). If a school does not have a routine screening testing program, the ability to do rapid testing on site could facilitate COVID-19 diagnosis and inform the need for quarantine of close contacts and isolation. Schools that do not have a universal mask requirement could require masking by students, teachers, and staff if they are experiencing onset of upper respiratory infection symptoms at school while waiting to be picked up or leave the school. Mask use could also be required prior to onsite testing (if available) and/or after diagnosis to help prevent spread.

CDC guidance provides that people who are fully vaccinated and do not have COVID-19 symptoms do not need to quarantine or get tested after an exposure to someone with COVID-19. Schools should educate teachers, staff, and families about when they and their children should stay home and when they can return to school. During the COVID-19 pandemic it is essential that parents keep children home if they are showing signs and symptoms of COVID-19 and get them tested.

Getting tested for COVID-19 when symptoms are compatible with COVID-19 will help with rapid contact tracing and prevent possible spread at schools, especially if key prevention strategies (masking and distancing) are not in use. Some localities might choose to use testing to shorten quarantine periods.

## 8. Contact Tracing in Combination with Isolation and Quarantine

Schools should continue to collaborate with state and local health departments, to the extent allowable by privacy laws and other applicable laws, to confidentially provide information about people diagnosed with or exposed to COVID-19. This allows identifying which students, teachers, and staff with positive COVID-19 test results should isolate, and which close contacts should quarantine. See the added exception in the close contact definition for the exclusion of students in the K-12 indoor classroom who are within 3 to 6 feet of an infected student with masking and other prevention strategies. See the Department of Education's [Protecting Student Privacy FERPA](#) and the [Coronavirus Disease 2019](#) [🔗](#) for more information.

Schools should report, to the extent allowable by applicable privacy laws, new diagnoses of COVID-19 to their state or local health department as soon as they are informed. School officials should notify, to the extent allowable by applicable privacy laws, teachers, staff, and families of students who were close contacts as soon as possible (within the same day if possible) after they are notified that someone in the school has tested positive. Fully vaccinated people who were in close contact with someone who has COVID-19 but do NOT have COVID-19 symptoms do not need to quarantine or be tested.

## 9. Cleaning and Disinfection

In general, cleaning once a day is usually enough to sufficiently remove potential virus that may be on surfaces. Disinfecting (using disinfectants on the U.S. Environmental Protection Agency COVID-19 list [↗](#)) removes any remaining germs on surfaces, which further reduces any risk of spreading infection.

For more information on cleaning a facility regularly, when to clean more frequently or disinfect, cleaning a facility when someone is sick, safe storage of cleaning and disinfecting products, and considerations for protecting workers who clean facilities, see [Cleaning and Disinfecting Your Facility](#).

If a facility has had a sick person or someone who tested positive for COVID-19 within the last 24 hours, clean AND disinfect the space.

## Section 2: Additional Considerations for K–12 Schools

### Disabilities or Other Health Care Needs

Provide accommodations, modifications, and assistance for students, teachers, and staff with disabilities and other health care needs when implementing COVID-19 safety protocols:

- Work with families to better understand the individual needs of students with disabilities.
- Remain accessible for students with disabilities:
  - Help provide access for direct service providers (DSP) (e.g., paraprofessionals, therapists, early intervention specialists, mental health and healthcare consultants, and others). If DSPs who are not fully vaccinated provide services at more than one location, ask whether any of their other service locations have had COVID-19 cases.
  - Ensure access to services for students with disabilities when developing cohorts.
- Adjust strategies as needed
  - Be aware that physical distancing and wearing masks can be difficult for young children and people with certain disabilities (for example, visual or hearing impairments) or for those with sensory or cognitive issues.
  - For people who are not fully vaccinated and only able to wear masks some of the time for the reasons above, prioritize having them wear masks during times when it is difficult to separate students and/or teachers and staff (e.g., while standing in line or during drop off and pick up).
  - Consider having teachers and staff who are not fully vaccinated wear a clear or cloth mask with a clear panel when interacting with young students, students learning to read, or when interacting with people who rely on reading lips.
  - Use behavioral techniques (such as modeling and reinforcing desired behaviors and using picture schedules, timers, visual cues, and positive reinforcement) to help all students adjust to transitions or changes in routines.

Please see [Guidance for Direct Service Providers](#) for resources for DSPs serving children with disabilities or other health care needs during COVID-19.

### Visitors

Schools should review their rules for visitors and family engagement activities.

- Schools should limit nonessential visitors, volunteers, and activities involving external groups or organizations with people who are not fully vaccinated, particularly in areas where there is moderate-to-high COVID-19 community transmission.
- Schools should not limit access for direct service providers, but can ensure compliance with school visitor policies.
- Schools should continue to emphasize the importance of staying home when sick. Anyone, including visitors, who have symptoms of infectious illness, such as flu or COVID-19, should stay home and seek testing and care.

### Food Service and School Meals



- Maximize physical distance as much as possible when moving through the food service line and while eating (especially indoors). Using additional spaces outside of the cafeteria for mealtime seating such as the gymnasium or outdoor seating can help facilitate distancing. Note: students, teachers, and staff who are fully vaccinated do not need to distance while eating.
- Given very low risk of transmission from surfaces and shared objects, there is no need to limit food service approaches to single use items and packaged meals.
- Clean frequently touched surfaces. Surfaces that come in contact with food should be washed, rinsed, and sanitized before and after meals.
- Promote hand washing before, after, and during shifts, before and after eating, after using the toilet, and after handling garbage, dirty dishes, or removing gloves.
- Improve ventilation in food preparation, service, and seating areas.
- U.S. Department of Agriculture has issued several Child Nutrition COVID-19 Waivers. Learn more here [☞](#) .

## Recess and Physical Education

In general, people do not need to wear masks when outdoors (e.g., participating in outdoor play, recess, and physical education activities). However, particularly in areas of substantial to high transmission levels, people who are not fully vaccinated are encouraged to wear a mask in crowded outdoor settings or during activities that involve sustained close contact with other people who are not fully vaccinated. When physical education activities or recess are held indoors, it is particularly important for people who are not fully vaccinated to wear masks and maximize distance when possible.

## Sports and Other Extracurricular Activities

School-sponsored sports and extracurricular activities provide students with enrichment opportunities that can help them learn and achieve, and support their social, emotional, and mental health. People who are fully vaccinated no longer need to wear a mask or physically distance in any setting, including while participating in sports and extracurricular activities. People who are fully vaccinated can also refrain from quarantine following a known exposure if asymptomatic, facilitating continued participation in in-person learning, sports, and extracurricular activities. Due to increased exhalation that occurs during physical activity, some sports can put players, coaches, trainers, and others who are not fully vaccinated at increased risk for getting and spreading COVID-19. Close contact sports and indoor sports are particularly risky. Similar risks might exist for other extracurricular activities, such as band, choir, theater, and school clubs that meet indoors.

Prevention strategies for those who are not fully vaccinated in these activities remain important and should comply with school day policies and procedures. Students should refrain from these activities when they have symptoms consistent with COVID-19 and should be tested. Students who are not fully vaccinated and participate in indoor sports and other higher-risk activities should continue to wear masks and keep physical distance as much as possible. Schools should consider using screening testing (Table 1) for student athletes and adults (e.g., coaches, teachers, advisors) who are not fully vaccinated who participate in and support these activities to facilitate safe participation and reduce risk of transmission – and avoid jeopardizing in-person education due to outbreaks.

Coaches and school sports administrators should also consider specific sport-related risks for people who are not fully vaccinated:

- **Setting of the sporting event or activity.** In general, the risk of COVID-19 transmission is lower when playing outdoors than in indoor settings. Consider the ability to keep physical distancing in various settings at the sporting event (i.e., fields, benches/team areas, locker rooms, spectator viewing areas, spectator facilities/restrooms, etc.).
- **Physical closeness.** Spread of COVID-19 is more likely to occur in sports that require sustained close contact (such as wrestling, hockey, football).
- **Number of people.** Risk of spread of COVID-19 increases with increasing numbers of athletes, spectators, teachers, and staff.
- **Level of intensity of activity.** The risk of COVID-19 spread increases with the intensity of the sport.
- **Duration of time.** The risk of COVID-19 spread increases the more time athletes, coaches, teachers, staff and spectators spend in close proximity or in indoor group settings. This includes time spent traveling to/from sporting events, meetings, meals, and other settings related to the event.
- **Presence of people more likely to develop severe illness.** People at increased risk of severe illness might need to take extra precautions.

## Section 3: School Workers

Workers at increased risk for severe illness from COVID-19 include older adults and people of any age with certain underlying medical conditions if they are not fully vaccinated. Workers who have an underlying medical condition or are taking medication that weakens their immune system may NOT be fully protected even if fully vaccinated and may need to continue using additional prevention measures. Policies and procedures addressing issues related to workers at higher risk of serious illness should be made in consultation with occupational medicine and human resource professionals, keeping in mind Equal Employment Opportunity concerns and guidance [\[1\]](#). Employers should also understand the potential mental health strains for workers during the COVID-19 pandemic. CDC recommends that school administrators should educate workers on mental health awareness and share available mental health and counseling services. Employers should provide a supportive work environment for workers coping with job stress and building resilience, and managing workplace fatigue.

As part of each school's response plan, administrators should conduct workplace hazard assessments [\[2\]](#) periodically to identify COVID-19 transmission risks and prevention strategies, when worksite conditions change, or when there are instances of COVID-19 transmission within the workplace. Strategies to prevent and reduce transmission are based on an approach that prioritizes the most effective practices, known as the hierarchy of controls. School employers should engage and train all workers on potential workplace hazards, what precautions should be taken to protect workers, and workplace policies for reporting concerns. Schools should ensure communication and training for all workers are frequent and easy to understand. Additionally, schools should ensure communication and training are in a language, format, and at a literacy level that workers understand.

Workers in K-12 have the right to a safe and healthful workplace. The Occupational Safety and Health Administration (OSHA) has issued [Guidance on Mitigating and Preventing the Spread of COVID-19 in the Workplace \[3\]](#). This guidance contains recommendations to help employers provide a safe and healthy workplace free from recognized hazards that are causing, or are likely to cause, death or serious physical harm. It also contains descriptions of mandatory safety and health standards. If a worker believes working conditions are unsafe or unhealthful, they or a representative may file a confidential safety and health complaint [\[4\]](#) with OSHA at any time. In states where public sector employers and workers are not covered by OSHA-approved State Plans, [\[5\]](#) there may be agencies that provide public worker occupational safety and health protections and enforce such workers' rights to safe workplaces. Workers should contact state, county, and/or municipal government entities to learn more.

## Appendix 1: Planning and Preparing

### Emergency Operations Plans

Each school district and school should have an Emergency Operations Plan (EOP) in place to protect students, teachers, staff, and families from the spread of COVID-19 and other emergencies. The EOP should:

- Describe COVID-19 prevention strategies to be implemented.
- Describe steps to take when a student, teacher, or staff member has been exposed to someone with COVID-19, has symptoms of COVID-19, or tests positive for COVID-19.
- Document policy or protocol differences for people who are fully vaccinated for COVID-19 versus those who are not fully vaccinated.
- Be developed in collaboration with regulatory agencies and state, local, territorial, and tribal public health departments, and comply with state and local licensing regulations.
- Be developed with involvement of teachers, staff, parents and guardians, and other community partners (for example, health centers).
- Utilize the Whole School, Whole Community, Whole Child (WSCC) model to outline EOP policies and protocols across each component. Tools and resources [\[6\]](#) from the U.S. Department of Education can be used by K-12 administrators to develop and update their EOP.

### New COVID-19 Variants and Prevention in K-12 Schools

New variants of the virus that causes COVID-19 are spreading in the United States. Current data suggest that COVID-19 vaccines authorized for use in the United States offer protection against the circulating variants. CDC will continue to monitor variants to see if they have any impact on prevention strategies and how COVID-19 vaccines work in real-world conditions and

will update guidance accordingly. For more information see CDC's webpage on the effectiveness of COVID-19 vaccines.

## Vaccination Verification

Existing laws and regulations require certain vaccinations for children attending school. K-12 administrators regularly maintain documentation of people's immunization records. Since recommended prevention strategies vary by COVID-19 vaccination status, K-12 administrators who maintain documentation of students' and workers' COVID-19 vaccination status can use this information, consistent with applicable laws and regulations, including those related to privacy, to inform masking and physical distancing practices, testing, contact tracing efforts, and quarantine and isolation practices. Schools that plan to request voluntary submission of documentation of COVID-19 vaccination status should use the same standard protocols that are used to collect and secure other immunization or health status information from students. The protocol to collect, secure, use, and further disclose this information should comply with relevant statutory and regulatory requirements, including Family Educational Rights and Privacy Act (FERPA) statutory and regulatory requirements. Policies or practices related to providing or receiving proof of COVID-19 vaccination should comply with all relevant state, tribal, local, or territorial laws and regulations.

As part of their workplace COVID-19 vaccination policy, schools should recognize that a worker who cannot get vaccinated due to a disability (covered by the ADA), has a disability that affects their ability to have a full immune response to vaccination, or has a sincerely held religious belief or practice (covered by Title VII of the Civil Rights Act of 1964) may be entitled to a reasonable accommodation that does not pose an undue hardship on the operation of the employer's business. Additionally, school employers should advise workers with weakened immune systems about the importance of talking to their healthcare professional about the need for continued personal protective measures after vaccination. Currently, CDC recommends continued masking and physical distancing for people with weakened immune systems. For more information on what you should know about COVID-19 and the ADA, the Rehabilitation Act and other Equal Employment Opportunity Laws visit the Equal Employment Opportunity Commission [EEOC](#) website.

## Appendix 2: Testing Strategies for COVID-19 Prevention in K-12 Schools

### Testing Benefits

School testing gives communities, schools, and families added assurance that schools can open and remain open safely for all students. By identifying infections early, testing helps keep COVID-19 transmission low and students in school for in-person learning, sports, and extracurricular activities. Screening testing is likely to be most feasible in larger settings and for older children and adolescents.

### Collaboration between Education and Public Health

Before implementing COVID-19 testing in their schools, K-12 school leaders should coordinate with public health officials to develop a testing plan and build support from students, parents, teachers, and staff and must, if their school receives funding under a program administered by the Department of Education, develop and adopt policies in consultation with parents regarding the administration of such screening testing to students. COVID-19 testing introduces challenges that schools may not have considered in the past (for example, requirements to perform on-site tests and to refer people for confirmatory testing), and public health officials can provide guidance on federal, state, and local requirements for implementing testing. Both school leaders and public health officials should assure the testing plan has key elements in place, including:

- Protocols for screening testing frequency based on community transmission rates, vaccination levels, and prevention strategies implemented at the school.
- Protocols for providing or referring to diagnostic testing for students, teachers, and staff who come to school with symptoms and for students, teachers, and staff who are not fully vaccinated following exposure to someone with COVID-19.
- Physical space to conduct testing safely and privately.
- Ability to maintain confidentiality of results and protect student, teacher, and staff privacy.
- Ways to obtain parental consent for minor students and assent/consent for students themselves.

- A mechanism to report all testing results, to the extent allowable by or consistent with applicable federal, state, or local laws and regulations, including privacy laws such as FERPA, as required by the state or local health department.
- Roles and responsibilities for contact tracing for each party, including identification of close contacts.

If these elements are not in place, schools may consider referring students, teachers, and staff to community-based testing sites [↗](#).

Collaboration among local counsel, education, and public health is recommended to ensure appropriate consent is obtained and maintained and results are maintained, used, and further disclosed with appropriate privacy and confidentiality in accordance with the Americans with Disabilities Act (ADA) [↗](#), Family Educational Rights and Privacy Act (FERPA) [↗](#), the Protection of Pupil Rights Amendment (PPRA) [↗](#), and other applicable laws and regulations. School administrators who have questions about FERPA (or PPRA) may contact the Department of Education's Student Privacy Policy Office (SPPO) at <https://studentprivacy.ed.gov> [↗](#).

## Testing Strategies

Schools may consider testing a random sample of at least 10% of students who are not fully vaccinated or may conduct pooled testing for COVID-19. Random sampling can reduce costs and eliminate bias in the testing design but may require more logistics and planning. Pooled testing increases the number of people who can be tested at once and reduces testing resources used. Pooled testing works best when the number of positives is expected to be very low. Ideally, specimens should be pooled at the laboratory rather than in the classroom. If the pooled test result is positive, each of the samples in the pool will need to be tested individually to determine which samples are positive. This allows for faster isolation of cases and quarantine of close contacts.

More frequent testing may be needed for students, teachers, staff, and adult volunteers who are not fully vaccinated and engaged in school athletics and other extracurricular activities. Testing at least once per week is recommended for high-risk sports and extracurricular activities (those that cannot be done outdoors or with masks) at all community transmission levels. In areas of substantial-to-high community transmission levels, testing twice per week is recommended for participation in these activities. Additionally, if the school is not tracking COVID-19 vaccination status of participants and support teacher and staff screening testing should be encouraged.

Fully vaccinated students, teachers, and staff with no COVID-19 symptoms do not need to be tested following an exposure to someone with COVID-19. People who have tested positive for COVID-19 within the past 3 months and recovered do not need to get tested following an exposure as long as they do not develop new symptoms. Any fully vaccinated person who experiences symptoms consistent with COVID-19 should isolate themselves from others, be clinically evaluated for COVID-19, and tested for SARS-CoV-2 if indicated.

People with COVID-19 have reported a wide range of symptoms from no or mild symptoms to severe illness. Symptoms may appear 2-14 days after exposure to the SARS-CoV-2 virus. Because some of the symptoms of flu, common cold, and COVID-19 are similar, it is hard to tell the difference between them based on symptoms alone. Testing can help confirm a diagnosis, and inform medical treatment and care. Also, testing will confirm the need to isolate from others for at least 10 days and quarantine close contacts.

## Choosing a Test

When considering which tests to use for screening testing, schools or their testing partners should choose tests that can be reliably supplied and provide results within 24 hours. If available, saliva tests and nasal tests that use a short swab may be more easily implemented and accepted in schools. A viral test tells a person if they have a current infection. Two types of viral tests can be used: nucleic acid amplification tests (NAATs) and antigen tests. Frequency of testing should be determined by the performance characteristics of the test being used. The intended use of each test, available in the Instructions for Use and in the Letter of Authorization for each test, defines the population in which the test is intended to be used, the acceptable specimen types, and how the results should be used.

## Reporting Results

Schools performing on-site tests (i.e., that are not sent to a laboratory) must apply for a Clinical Laboratory Improvement Amendments (CLIA) [↗](#) certificate of waiver, and report test results to the extent allowable by or consistent with applicable privacy laws to state or local public health departments and as may be mandated by the Coronavirus Aid, Relief, and

Economic Security (CARES) Act (P.L. 116-136 [■](#) [↗](#)). Schools should work closely with their local health department when establishing on-site testing so that their performance of CLIA-waived or FDA-authorized point-of-care tests for SARS-CoV-2 is done in accordance with regulations and should work closely with local counsel to ensure the reporting of test results is done in accordance with applicable privacy laws and regulations.

Parents, guardians, and caregivers should be asked to report new diagnoses of COVID-19 to schools and public health authorities to facilitate contact tracing and communication planning for cases and outbreaks. In addition, school administrators should notify teachers, staff, families, and emergency contacts or legal guardians immediately of any case of COVID-19 while maintaining confidentiality in accordance with the Health Insurance Portability and Accountability Act of 1996 (HIPAA [↗](#)), the Americans with Disabilities Act (ADA [↗](#)), the Family Educational Rights and Privacy Act (FERPA [↗](#)) and other applicable laws and regulations. Notifications must be accessible for all students, teachers, and staff, including those with disabilities or limited English proficiency (for example, through use of interpreters or translated materials).

## Ethical Considerations for School-Based Testing

- Testing should be conducted with informed consent from the person being tested (if an adult) or the person's parent or guardian (if a minor), consistent with applicable state laws related to consent. Informed consent requires disclosure, understanding, and free choice, and is necessary for teachers, staff (who are employees of a school) and students' families, to act independently and make choices according to their values, goals, and preferences.
- Consider distributing consent forms with the other paperwork for returning to school and making them easily accessible.
- Differences in position and authority (i.e., workplace hierarchies), as well as employment and educational status, can affect a person's ability to make free decisions. CDC provides guidance and information related to consent for COVID-19 testing among employees.
- The benefits of school-based testing need to be weighed against the costs, inconvenience, and feasibility of such programs to both schools and families. These challenges must be considered carefully and addressed as part of plans for school-based testing developed in collaboration with public health officials. The burden of testing is likely to be higher for younger children and therefore screening testing may be more feasible and acceptable for older children and adolescents.

## Resources to Support School Screening Testing Programs

- CDC ELC Cooperative Agreement Reopening Schools Award [■](#) provides \$10 billion to support COVID-19 screening testing in schools for safe, in-person learning.
- COVID-19 Testing and Diagnostics Working Group | HHS.gov [↗](#) develops testing-related guidance and provides tailored or focused investments to expand the available testing supply and maximize testing capacity.
- Increasing Community Access to Testing [↗](#) provides COVID-19 testing resources and support to underserved school districts.
- Operation Expanded Testing expands national COVID-19 testing capacity and support for K-8 schools and groups at higher risk of COVID-19 through three regional hubs:
  - Northeast and South [↗](#)
  - Midwest [↗](#)
  - West [↗](#)
- National Institutes of Health RADx Initiative [↗](#) rapidly scales up testing across the country to enhance access to those most in need and provides a When to Test [↗](#) impact calculator which illustrates how different mitigation strategies can minimize the spread of COVID-19.
- Shah Family Foundation Open and Safe Schools [↗](#) toolkit provides school leaders resources and tools to implement COVID-19 screening testing.
- Rockefeller Foundation has created a playbook [↗](#) with detailed, step-by-step guidance to help design and implement effective testing programs in schools. It addresses the operational challenges and everyday realities of implementing a complex, logistical program in an easy-to-understand, practical guide.
- The U.S. Department of Education's COVID-19 Resources for Schools, Students, and Families [↗](#) provides up-to-date guidance and policies to support life-long learning while addressing challenges presented by COVID-19.

**Ferndale Unified School District**

**SUPERINTENDENT'S RECOMMENDATION FOR BOARD ACTION**

**AGENDA ITEM# 10.2**

**DATE: August 11, 2021**

**SUBJECT:**

School Safety/District Operations

**DEPARTMENT/PROGRAM:**

Administration//District Operations

**ACTION REQUESTED:**

The board is asked to approve the updated Ferndale Unified Safe Return to In Person Instruction Plan which includes a review of the COVID – 19 Prevention Program for Ferndale Unified.

**PREVIOUS STAFF/BOARD ACTION:**

The Board previously approved the School Site Specific Safety Plans in August of 2020.

**BACKGROUND INFORMATION AND/OR STATEMENT OF NEED:**

The review and approval of the plan is required by the California Department of Education for Elementary and Secondary School Emergency Relief Fund funding to be received.

**CONTACT PERSON(S):**

Beth Anderson, Superintendent

## **American Rescue Plan Act Elementary and Secondary School Relief Fund (ESSER III) Safe Return to In-Person Instruction Local Educational Agency Plan Template**

### **Background on ESSER**

The American Rescue Plan Act (ARP) signed into law on March 11, 2021, provided nearly \$122 billion for the Elementary and Secondary School Relief Fund (ESSER). ARP ESSER, also known as ESSER III, funds are provided to State educational agencies in the same proportion as each State received under Title I-A of the Elementary and Secondary Education Act (ESEA) in fiscal year (FY) 2020. The U.S. Department of Education (ED) published Interim Final Requirements (IFR) on April 22, 2021 requiring Local Educational Agencies (LEAs) receiving ESSER III funds to submit an LEA Plan for the Safe Return to In-Person Instruction and Continuity of Services. If an LEA had already developed a plan for safe return to in-person instruction and continuity of services prior to the enactment of ARP that meets the statutory requirements of section 2001(i) but did not address all of the requirements in the IFR, the LEA must revise and post its plan no later than six months after receiving its ESSER III funds. This applies even if an LEA has been operating full-time in-person instruction but does not apply to fully virtual schools and LEAs.

The IFR and ARP statute, along with other helpful resources, are located here:

- April 2021 IFR: <https://www.govinfo.gov/content/pkg/FR-2021-04-22/pdf/2021-08359.pdf>
- ARP Act text: <https://www.congress.gov/117/bills/hr1319/BILLS-117hr1319enr.pdf>
- Centers for Disease Control and Prevention (CDC) COVID-19 School Operation Guidance: [https://www.cdc.gov/coronavirus/2019-ncov/community/schools-childcare/operation-strategy.html#anchor\\_1616080023247](https://www.cdc.gov/coronavirus/2019-ncov/community/schools-childcare/operation-strategy.html#anchor_1616080023247)
- ED COVID-19 Handbook Volume I: <https://www2.ed.gov/documents/coronavirus/reopening.pdf>
- ED COVID-19 Handbook Volume II: <https://www2.ed.gov/documents/coronavirus/reopening-2.pdf>
- ESEA Evidence-Based Guidance: <https://oese.ed.gov/files/2020/07/guidanceeusesinvestment.pdf>
- ED FAQs for ESSER and Governor's Emergency Education Relief (GEER): [https://oese.ed.gov/files/2021/05/ESSER.GEER\\_FAQs\\_5.26.21\\_745AM\\_FINALb0cd6833f6f46e03ba2d97d30aff953260028045f9ef3b18ea602db4b32b1d99.pdf](https://oese.ed.gov/files/2021/05/ESSER.GEER_FAQs_5.26.21_745AM_FINALb0cd6833f6f46e03ba2d97d30aff953260028045f9ef3b18ea602db4b32b1d99.pdf)

### **Purpose of the Template**

The IFR issued by ED outlines several requirements for all LEAs that receive ESSER III funds, including that LEAs have in place a plan for ensuring safety during in-person instruction (either in-progress or planned) as well as ensuring continuity of services should the LEA or one or more of its schools be required to close temporarily for COVID-19-related public health reasons in the future. LEAs who had a plan in place by March 11, 2021, which incorporated opportunity for public comment and was posted publicly have six months from the date their ESSER III Assurances were completed to update and revise the plans to meet those requirements. Examples of previous plans that may be allowable would be a completed Cal/OSHA or Assembly Bill 86 plan, as long as it meets the requirements previously stated. LEAs which did not have a statutorily compliant plan in place as of March 11, 2021, must create and post this plan within 30 days of completing their ESSER III Assurances.

If you have questions as to which category applies to your LEA, please contact [EmergencyServices@cde.ca.gov](mailto:EmergencyServices@cde.ca.gov). Plans are required for all LEAs, regardless of operating status, unless an LEA is fully virtual with no physical location. All plans must be reviewed, and, as appropriate, revised, at least every six months to incorporate new or revised CDC guidance and other changed factors.

This template has been created to assist LEAs in the creation of these plans and to ensure all required elements are met. The following requirements and assurances pertain to both the statutory requirements and the IFR published by ED. LEAs may provide any additional information they believe are helpful in assessing their plan. If you have any questions, please contact [EmergencyServices@cde.ca.gov](mailto:EmergencyServices@cde.ca.gov).

## LEA Plan for Safe Return to In-Person Instruction and Continuity of Services

LEA Name:

Ferndale Unified School District

Option for ensuring safe in-person instruction and continuity of services:  
will amend its plan

1. Please choose one:

- The LEA had a plan, as of March 11, 2021, that is already compliant with the ARP statute and will review and, as appropriate, revise it every six months to take into consideration the additional requirements of the IFR; or

**NOTE: If your LEA already has a compliant plan as of March 11, 2021, and has assured such by checking the box above, then you may skip questions 2-4 and complete the Assurance and Contact sections.**

- The LEA has amended/created a plan compliant with the IFR using this template and has posted/will post it within 30 days of completing the ESSER III Assurances.

**NOTE: If checking the box above that you are using this template to meet the 30 day plan requirements, you must respond to each question in the template.**

Please note whether the LEA has a compliant plan and include a link to the plan, or acknowledge that the LEA is submitting a new plan and will post it within 30 days of receiving funds.

2. The LEA will maintain the health and safety of students, educators, and other school and LEA staff, and the extent to which it has adopted policies, and a description of any such policies, on each of the CDC's safety recommendations, including: universal and correct wearing of masks; modifying facilities to allow for physical distancing; handwashing and respiratory etiquette; cleaning and maintaining healthy facilities, including improving ventilation; contact tracing in combination with isolation and quarantine, in collaboration with the State, local, territorial, or Tribal health departments; diagnostic and screening testing; efforts to provide vaccinations to school communities; appropriate accommodations for children with disabilities with respect to health and safety policies; and coordination with State and local health officials.

Describe how the LEA will maintain, or continue to maintain, health and safety policies and procedures. Include a description of any adopted policies and procedures regarding the CDC's safety recommendations (or available LEA website links to such policies). Include descriptions of appropriate accommodations adopted and coordination efforts conducted with outside State and local health officials. Please include or describe current public health conditions, applicable State and local rules and restrictions, and other contemporaneous information that informs your decision-making process.

3. The LEA will ensure continuity of services, including but not limited to services to address students' academic needs and students' and staff social, emotional, mental health and other needs, which may include student health and foodservices.

Describe how the LEA will ensure continuity of services in case isolation, quarantine, or future school closures are required, including how the LEA will meet the needs of students with disabilities and English learners.



4. The LEA sought public comments in the development of its plan and took those comments into account in the development of its plan.

Describe the LEA's policy or practice that provided the public with an opportunity to provide comments and feedback and the collection process. Describe how any feedback was incorporated into the development of the plan.

In addition, the LEA provides the following assurances:

- The LEA has made (in the case of statutorily compliant plans) or will make (in the case of new plans) its plan publicly available no later than 30 days after receiving its ARP ESSER allocation.
  - o Please insert link to the plan:  
[https://core-docs.s3.amazonaws.com/documents/asset/uploaded\\_file/1159948/2020\\_COVID-19\\_Prevention\\_Plan\\_Ferndale\\_Unified\\_School\\_District\\_20210212-1.pdf](https://core-docs.s3.amazonaws.com/documents/asset/uploaded_file/1159948/2020_COVID-19_Prevention_Plan_Ferndale_Unified_School_District_20210212-1.pdf)
- The LEA sought public comment in the development of its plan and took those public comments into account in the development of its plan.
- The LEA will periodically review and, as appropriate revise its plan, at least every six months.
- The LEA will seek public comment in determining whether to revise its plan and, if it determines revisions are necessary, on the revisions it makes to the plan.
- If the LEA revises its plan, it will ensure its revised plan addresses each of the aspects of safety currently recommended by the Centers for Disease Control(CDC), or if the CDC has revised its guidance, the updated safety recommendations at the time the LEA is revising its plan.
- The LEA has created its plan in an understandable and uniform format.
- The LEA's plan is, to the extent practicable, written in a language that parent can understand, or if not practicable, orally translated.
- The LEA will, upon request by a parent who is an individual with a disability, provide the plan in an alternative format accessible to that parent.

The following person or persons is/are the appropriate contact person for any questions or concerns about the aforementioned plan.

Please list name(s), title(s), address, county, and contact information for the person or persons responsible for developing, submitting, and amending the LEA plan.

Beth Anderson, Superintendent  
1231 Main Street, Ferndale, CA 95536  
Humboldt County  
banderson@ferndalek12.org  
707-786-5900

# COVID-19 Prevention Program (CPP)

## Ferndale Unified School District

This CPP is designed to control exposures to the SARS-CoV-2 virus that may occur in our workplace.

**Date:** 1/25/2021

### Authority and Responsibility

Beth Anderson, Superintendent, has overall authority and responsibility for implementing the provisions of this CPP in our workplace. In addition, all managers and supervisors are responsible for implementing and maintaining the CPP in their assigned work areas and for ensuring employees receive answers to questions about the program in a language they understand.

All employees are responsible for using safe work practices, following all directives, policies and procedures, and assisting in maintaining a safe work environment.

### Identification and Evaluation of COVID-19 Hazards

We implement the following in our workplace:

- Conduct workplace-specific evaluations using the **Appendix A: Identification of COVID-19 Hazards** form.
- Document the vaccination status of our employees by using **Appendix E: Documentation of Employee COVID-19 Vaccination Status**, which is maintained as a confidential medical record.
- Evaluate employees' potential workplace exposures to all persons at, or who may enter, our workplace.
- Develop COVID-19 policies and procedures to respond effectively and immediately to individuals at the workplace who are a COVID-19 case to prevent or reduce the risk of transmission in the workplace.
- Review applicable orders and general and industry-specific guidance from the State of California, Cal/ OSHA, and the local health department related to COVID-19 hazards and prevention.
- Evaluate existing COVID-19 prevention controls in our workplace and the need for different or additional controls.
- Conduct periodic inspections using the **Appendix B: COVID-19 Inspections** form as needed to identify and evaluate unhealthy conditions, work practices, and work procedures related to COVID-19 and to ensure compliance with our COVID-19 policies and procedures.

### Employee Participation

Employees and their authorized employees' representatives are encouraged to participate in the identification and evaluation of COVID-19 hazards by:

COVID-19 Prevention Program

Reporting them to their site supervisor

## **Employee Screening**

We screen our employees and respond to those with COVID-19 symptoms by:

Employees do home health screen checks and temperature checks before coming to work. Temperature checks available at school buildings.

## **Correction of COVID-19 Hazards**

Unsafe or unhealthy work conditions, practices or procedures are documented on the Appendix B: COVID-19 Inspections form, and corrected in a timely manner based on the severity of the hazards, as follows:

The severity of the hazard will be assessed and a correction time frame assigned by the site supervisor. Site supervisor will assign staff to correction as needed and follow through to ensure timely correction.

## **Controls of COVID-19 Hazards**

### **Face Coverings**

We provide clean, undamaged face coverings and ensure they are properly worn by employees that are not fully vaccinated when they are indoors or in vehicles, and where required by orders from the California Department of Public Health (CDPH).

New face coverings (disposable masks, cloth masks and face shields) are available in each school office and in each classroom. Masks are to be worn by all employees and students regardless of vaccination status or according to the most recent county, CDC and CDPH guidance.

Employees required to wear face coverings in our workplace may remove them under the following conditions:

- When an employee is alone in a room or a vehicle.
- While eating or drinking at the workplace, provided employees are at least six feet apart and outside air supply to the area, if indoors, has been maximized to the extent feasible.
- Employees are required to wear respirators in accordance with our respirator program that meets section 5144 requirements.
- Employees who cannot wear face coverings due to a medical or mental health condition or disability, or who are hearing-impaired or communicating with a hearing-impaired person. Such employees will wear an effective, non-restrictive alternative, such as a face shield with a drape on the bottom, if their condition permits it.
- Specific tasks that cannot feasibly be performed with a face covering. This exception is limited to the time in which such tasks are being performed.

Any employee not wearing a required face covering or allowed non-restrictive alternative, will be at least six feet apart from all other persons unless the unmasked employee is either fully vaccinated or tested at least weekly for COVID-19.

We will not prevent any employee from wearing a face covering when it is not required unless it would create a safety hazard, such as interfering with the safe operation of equipment.

Face coverings will also be provided to any employee that requests one, regardless of their vaccination status.

### **Engineering controls**

For indoor locations, using Appendix B, we identify and evaluate how to maximize, to the extent feasible, ventilation with outdoor air using the highest filtration efficiency compatible with our existing ventilation system, and whether the use of portable or mounted High Efficiency Particulate Air (HEPA) filtration units, or other air cleaning systems, would reduce the risk of transmission by:

Plexiglass desk shields, plastic protective barriers.

We maximize, to the extent feasible, the quantity of outside air for our buildings with mechanical or natural ventilation systems by:

Windows and doors open. Air filtration devices for small spaces without windows and doors to create air flow.

### **Cleaning and disinfecting**

We implement the following cleaning and disinfection measures for frequently touched surfaces and objects, such as doorknobs, elevator buttons, equipment, tools, handrails, handles, controls, phones, headsets, bathroom surfaces, and steering wheels:

Thorough cleaning in high traffic areas is performed regularly. Commonly used surfaces are frequently disinfected. Sanitizing supplies are provided to promote employees' personal hygiene. This may include tissues, hand soap, adequate time for handwashing, alcohol-based hand sanitizers, disinfectants, and disposable towels. Cleaning products are used that meet the Environmental Protection Agency (EPA)'s approved for use against COVID-19 list. All entrances and exits are equipped with proper sanitation products, including hand sanitizer. Hand washing facilities will be made available and will stay operational and stocked at all times and additional soap, paper towels, and hand sanitizer are supplied when needed. Sanitizers containing methanol may not be used.

Should we have a COVID-19 case in our workplace, we will implement the following procedures:

If a student or staff member is diagnosed with COVID-19, Humboldt County Public Health may ask for assistance in the assessment of potential schoolsite exposures, and will advise on any recommended testing, quarantine, or isolation instructions.

### **Hand sanitizing**

To implement effective hand sanitizing procedures, we:

Thorough cleaning in high traffic areas is performed regularly. Commonly used surfaces are frequently disinfected. Sanitizing supplies are provided to promote employees' personal hygiene. This may include tissues, hand soap, adequate time for handwashing, alcohol-based hand sanitizers, disinfectants, and disposable towels. Cleaning products are used that meet the Environmental Protection Agency (EPA)'s approved for use against COVID-19 list. All entrances and exits are equipped with proper sanitation products, including hand sanitizer. Hand washing facilities will be made available

and will stay operational and stocked at all times and additional soap, paper towels, and hand sanitizer are supplied when needed. Sanitizers containing methanol may not be used.

### **Personal protective equipment (PPE) used to control employees' exposure to COVID-19**

We evaluate the need for PPE (such as gloves, goggles, and face shields) as required by section 3380, and provide and ensure use of such PPE as needed.

Upon request, we provide respirators for voluntary use to all employees who are not fully vaccinated and who are working indoors or in vehicles with more than one person.

Follow local guidance for reporting positive cases.

We provide and ensure use of respirators in compliance with section 5144 when deemed necessary by Cal/OSHA.

We also provide and ensure use of eye and respiratory protection when employees are exposed to procedures that may aerosolize potentially infectious material such as saliva or respiratory tract fluids.

### **Testing of symptomatic employees**

We make COVID-19 testing available at no cost to employees with COVID-19 symptoms who are not fully vaccinated, during employees' paid time.

### **Investigating and Responding to COVID-19 Cases**

We have developed effective procedure to investigate COVID-19 cases that include seeking information from our employees regarding COVID-19 cases, close contacts, test results, and onset of symptoms. This is accomplished by using the **Appendix C: Investigating COVID-19 Cases** form.

We also ensure the following is implemented:

### **System for Communicating**

Our goal is to ensure that we have effective two-way communication with our employees, in a form they can readily understand, and that it includes the following information:

- Who employees should report COVID-19 symptoms, possible close contacts and hazards to, and how.

Reports should be directly to the site supervisor (Principal).

- That employees can report symptoms, possible close contacts and hazards without fear of reprisal.

- How employees with medical or other conditions that put them at increased risk of severe COVID-19 illness can request accommodations.

Staff members can obtain testing through their provider, through the Optim site in Eureka or through urgent care, emergency room or pharmacy when available. Rapid testing is also available at school sites as needed by request or for exposure testing as needed.

- Access to COVID-19 testing when testing is required.
- The COVID-19 hazards employees (including other employers and individuals in contact with our workplace) may be exposed to, what is being done to control those hazards, and our COVID-19 policies and procedures.

## **Training and Instruction**

- We provide effective employee training and instruction that includes:
- Our COVID-19 policies and procedures to protect employees from COVID-19 hazards, and how to participate in the identification and evaluation of COVID-19 hazards.
- Information regarding COVID-19-related benefits (including mandated sick and vaccination leave) to which the employee may be entitled under applicable federal, state, or local laws.
- The fact that:
  - COVID-19 is an infectious disease that can be spread through the air.
  - COVID-19 may be transmitted when a person touches a contaminated object and then touches their eyes, nose, or mouth.
- An infectious person may have no symptoms.
- The fact that particles containing the virus can travel more than six feet, especially indoors, so physical distancing, face coverings, increased ventilation indoors, and respiratory protection decrease the spread of COVID-19 and are most effective when used in combination.
- The right of employees that are not fully vaccinated to request a respirator for voluntary use, without fear of retaliation, and our policies for providing the respirators. Employees voluntarily using respirators will be trained according to section 5144(c)(2) requirements:
  - How to properly wear them.
  - How to perform a seal check according to the manufacturer's instructions each time a respirator is worn, and the fact that facial hair can interfere with a seal.
- The importance of frequent hand washing with soap and water for at least 20 seconds and using hand sanitizer when employees do not have immediate access to a sink or hand washing facility, and that hand sanitizer does not work if the hands are soiled.
- Proper use of face coverings and the fact that face coverings are not respiratory protective equipment. Since COVID-19 is an airborne disease, N95s and more protective respirators protect the users from airborne disease, while face coverings primarily protect people around the user.
  - The conditions where face coverings must be worn at the workplace.
  - That face coverings are additionally recommended outdoors for people who are not fully vaccinated if six feet of distance cannot be maintained.
  - Employees can request face coverings and can wear them at work regardless of vaccination status and without fear of retaliation.

- COVID-19 symptoms, and the importance of obtaining a COVID-19 test and not coming to work if the employee has COVID-19 symptoms.
- Information on our COVID-19 policies and how to access COVID-19 testing and vaccination, and the fact that vaccination is effective at preventing COVID-19, protecting against both transmission and serious illness or death.

Information from the Centers for Disease Control and Prevention (CDC) on COVID-19, how to prevent it from spreading, and which underlying health conditions may make individuals more susceptible to contracting the virus. Manufacturer's directions and Cal/OSHA requirements for safe use of personal hygiene and cleaning products. Self-screening at home, including temperature and/or symptom checks using CDC guidelines. The importance of physical distancing, both at work and off work time. The importance of not coming to work if employees have a frequent cough, fever, difficulty breathing, chills, muscle pain, headache, sore throat, recent loss of taste or smell, or if they or someone they live with have been diagnosed with COVID-19. Proper use of face coverings, including: Face masks and Face shields with drape. The importance of seeking medical attention if an employees' symptoms become severe, including persistent pain or pressure in the chest, confusion, or bluish lips or face. Updates and further details are available on CDC's webpage.

**Appendix D: COVID-19 Training Roster** will be used to document this training.

### **Exclusion of COVID-19 Cases and Employees who had a Close Contact**

Where we have a COVID-19 case or close contact in our workplace, we limit transmission by:

- Ensuring that COVID-19 cases are excluded from the workplace until our return-to-work requirements are met.
- Excluding employees that had a close contact from the workplace until our return-to-work criteria have been met, with the following exceptions:
  - Employees who were fully vaccinated before the close contact and who do not develop COVID-19 symptoms.
  - COVID-19 cases who returned to work per our return-to-work criteria and have remained free of COVID-19 symptoms, for 90 days after the initial onset of COVID-19 symptoms, or for COVID-19 cases who never developed COVID-19 symptoms, for 90 days after the first positive test.
- For employees excluded from work, continuing, and maintaining employees' earnings, wages, seniority, and all other employees' rights and benefits. This will be accomplished by
  - Providing employees at the time of exclusion with information on available benefits.

### **Reporting, Recordkeeping, and Access**

It is our policy to:

- Report information about COVID-19 cases and outbreaks at our workplace to the local health department whenever required by law, and provide any related information requested by the local health department.
- Maintain records of the steps taken to implement our written COVID-19 Prevention Program in accordance with section 3203(b).
- Make our written COVID-19 Prevention Program available at the workplace to employees, authorized employee representatives, and to representatives of Cal/OSHA immediately upon request.
- Use the **Appendix C: Investigating COVID-19 Cases** form to keep a record of and track all COVID-19 cases.

**Return-to-Work Criteria**

- **COVID-19 cases with symptoms** will not return to work until all the following have occurred:
  - At least 24 hours have passed since a fever of 100.4 °F. or higher has resolved without the use of fever-reducing medications, and
  - COVID-19 symptoms have improved, and
  - At least 10 days have passed since COVID-19 symptoms first appeared.
- **COVID-19 cases who tested positive but never developed symptoms** will not return to work until a minimum of 10 days have passed since the date of specimen collection of their first positive COVID-19 test.
- A negative COVID-19 test will not be required for an employee to return to work once the requirements for “cases with symptoms” or “cases who tested positive but never developed symptoms” (above) have been met.
- Persons who had a close contact may return to work as follows:
  - Close contact but never developed symptoms: when 10 days have passed since the last known close contact.
  - Close contact with symptoms: when the “cases with symptoms” criteria (above) have been met, unless the following are true:
    - The person tested negative for COVID-19 using a polymerase chain reaction (PCR) COVID-19 test with specimen taken after the onset of symptoms; and
    - At least 10 days have passed since the last known close contact, and
    - The person has been symptom-free for at least 24 hours, without using fever-reducing medications.
- If an order to isolate, quarantine, or exclude an employee is issued by a local or state health official, the employee will not return to work until the period of isolation or quarantine is completed or the order is lifted.

Beth Anderson

1/25/2021

**Title of Owner or Top Management Representative**

**Signature**

**Date**



**Appendix A: Identification of COVID-19 Hazards**

All persons, regardless of symptoms or negative COVID-19 test results, will be considered potentially infectious. Particular attention will be paid to areas where people may congregate or come in contact with one another, regardless of whether employees are performing an assigned work task or not. For example: meetings, trainings, entrances, bathrooms, hallways, aisles, walkways, elevators, break or eating areas, cool-down areas, and waiting areas.

Evaluation of potential workplace exposure will be to all persons at the workplace or who may enter the workplace, including coworkers, employees of other entities, members of the public, customers or clients, and independent contractors. We will consider how employees and other persons enter, leave, and travel through the workplace, in addition to addressing stationary work.

**Person Conducting the Evaluation:**

**Date:**

**Name(s) of Employees and Authorized Employee Representative that Participated:**

| <b>Interaction, area, activity, work task, process, equipment and material that potentially exposes employees to COVID-19 hazards</b> | <b>Places and times</b> | <b>Potential for COVID-19 exposures and employees affected, including members of the public and employees of other employers</b> | <b>Existing and/or additional COVID-19 prevention controls</b> |
|---|-------------------------|--|--|
|   |                         |  |  |

**Appendix B: COVID-19 Inspections**

**Date:**

**Name of Person Conducting the Inspection:**

**Work Location Evaluated:**

| Exposure Controls   | Status | Person Assigned to Correct | Date Corrected |
|---|--------|----------------------------|----------------|
| <b>Engineering</b>  |        |                            |                |
| Ventilation* (amount of fresh air and filtration maximized) |        |                            |                |
| Additional room air filtration                              |        |                            |                |

| Exposure Controls  | Status | Person Assigned to Correct | Date Corrected |
|--|--------|----------------------------|----------------|
| <b>Administrative</b>  |        |                            |                |
| Surface cleaning and disinfection (frequently enough and adequate supplies)                  |        |                            |                |
| Hand washing facilities (adequate numbers and supplies)                                      |        |                            |                |
| Disinfecting and hand sanitizing solutions being used according to manufacturer instructions |        |                            |                |

| Exposure Controls                                 | Status | Person Assigned to Correct | Date Corrected |
|---|--------|----------------------------|----------------|
| <b>PPE (not shared, available and being worn)</b> |        |                            |                |
| Face coverings (cleaned sufficiently often)       |        |                            |                |
| Face shields/goggles                              |        |                            |                |
| Respiratory protection                            |        |                            |                |

\*Identify and evaluate how to maximize ventilation with outdoor air; the highest level of filtration efficiency compatible with the existing ventilation system; and whether the use of portable or mounted HEPA filtration units, or other air cleaning systems, would reduce the risk of COVID-19 transmission. Review applicable orders and guidance from the State of California and local health departments related to COVID-19 hazards and prevention have been reviewed, including the CDPH Interim Guidance for Ventilation, Filtrations, and Air Quality in Indoor Environments and information specific to your industry, location, and operations. We maximize the quantity of outside air provided to the extent

feasible, except when the United States Environmental Protection Agency (EPA) Air Quality Index is greater than 100 for any pollutant or if opening windows or maximizing outdoor air by other means would cause a hazard to employees, for instance from excessive heat or cold.

## **Appendix C: Investigating COVID-19 Cases**

All personal identifying information of COVID-19 cases or persons with COVID-19 symptoms, and any employee required medical records will be kept confidential unless disclosure is required or permitted by law. Un-redacted information on COVID-19 cases will be provided to the local health department, CDPH, Cal/OSHA, the National Institute for Occupational Safety and Health (NIOSH) immediately upon request, and when required by law.

**Date:**

**Name of Person Conducting the Investigation:**

**Name of COVID-19 case (employee or non-employee\*) and contact information:**

**Occupation (if non-employee\*, why they were in the workplace):**

\*If we are made aware of a non-employee COVID-19 case in our workplace

**Names of employees/representatives involved in the investigation:**

**Date investigation was initiated:**

**Locations where the COVID-19 case was present in the workplace during the high-risk exposure period, and activities being performed:**

**Date and time the COVID-19 case was last present and excluded from the workplace:**

**Date of the positive or negative test and/or diagnosis:**

**Date the case first had one or more COVID-19 symptoms, if any:**

**Information received regarding COVID-19 test results and onset of symptoms (attach documentation):**

**Summary determination of who may have had a close contact with the COVID-19 case during the high- risk exposure period. Attach additional information, including:**

- The names of those found to be in close contact.
- Their vaccination status.
- When testing was offered, including the results and the names of those that were exempt from testing because.
  - They were fully vaccinated before the close contact and do not have symptoms.
  - They returned to work per our return-to-work criteria and have remained symptom free for 90 days or, for those that never developed symptoms, for 90 days after the initial positive test.
- The names of those that were excluded per our Exclusion of COVID-19 Cases and Employees who had a Close Contact requirements.
- The names of those exempt from exclusion requirements because:
  - They were fully vaccinated before the close contact and did not develop COVID-19 symptoms.
  - They returned to work per our return-to-work criteria and have remained symptom free for 90 days or, for those that never developed symptoms, for 90 days after the initial positive test.

Notice given (within one business day, in a way that does not reveal any personal identifying information of the COVID-19 case) of the potential COVID-19 exposure to:

| Names of employees that were notified: | Names of their authorized representatives: | Date |
|--|--|------|
|  |  |      |

Independent contractors and other employers present at the workplace during the high-risk exposure period.

| Names of individuals that were notified: | Date |
|--|------|
|  |      |

What were the workplace conditions that could have contributed to the risk of COVID-19 exposure?

What could be done to reduce exposure to COVID-19?

Was local health department notified? Date?

**Appendix D: COVID-19 Training Roster**

**Date:**

**Person that conducted the training:**

| Employee Name | Signature |
|---------------|-----------|
|               |           |

**Appendix E: Documentation of Employee COVID-19 Vaccination Status – CONFIDENTIAL**

| <b>Employee Name</b> | <b>Fully or Partially Vaccinated<sup>1</sup></b> | <b>Method of Documentation<sup>2</sup></b> |
|----------------------|--|--|
|                      |  |  |

<sup>1</sup>Update, accordingly and maintain as confidential medical record

<sup>2</sup>Acceptable options include:

- Employees provide proof of vaccination (vaccine card, image of vaccine card or health care document showing vaccination status) and employer maintains a copy.
- Employees provide proof of vaccination. The employer maintains a record of the employees who presented proof, but not the vaccine record itself.
- Employees self-attest to vaccination status and employer maintains a record of who self-attests.

## **Additional Consideration #1**

### **Multiple COVID-19 Infections and COVID-19 Outbreaks**

This addendum will stay in effect until there are no new COVID-19 cases detected in the exposed group for a 14-day period.

#### **COVID-19 testing**

- We provide COVID-19 testing at no cost to all employees, during paid time, in our exposed group except for:
  - Employees who were not present during the relevant 14-day period.
  - Employees who were fully vaccinated before the multiple infections or outbreak and who do not have symptoms.
  - COVID-19 cases who did not develop symptoms after returning to work pursuant to our return-to-work criteria, no testing is required for 90 days after the initial onset of symptoms or, for COVID-19 cases who never developed symptoms, 90 days after the first positive test.
- COVID-19 testing consists of the following:
  - All employees in our exposed group are immediately tested and then again one week later. Negative COVID-19 test results of employees with COVID-19 exposure will not impact the duration of any quarantine, isolation, or exclusion period required by, or orders issued by, the local health department.
  - After the first two COVID-19 tests, we continue to provide COVID-19 testing once a week of employees in the exposed group who remain at the workplace, or more frequently if recommended by the local health department, until there are no new COVID-19 cases detected in our workplace for a 14-day period.
  - We provide additional testing when deemed necessary by Cal/OSHA.

We continue to comply with the applicable elements of our CPP, as well as the following:

1. Employees in the exposed group wear face coverings when indoors, or when outdoors and less than six feet apart (unless one of the face-covering exceptions indicated in our CPP apply).
2. We give notice to employees in the exposed group of their right to request a respirator for voluntary use if they are not fully vaccinated.
3. We evaluate whether to implement physical distancing of at least six feet between persons, or where six feet of physical distancing is not feasible, the need for use of cleanable solid partitions of sufficient size to reduce COVID-19 transmission.

#### **COVID-19 investigation, review and hazard correction**

We immediately perform a review of potentially relevant COVID-19 policies, procedures, and controls and implement changes as needed to prevent further spread of COVID-19.

The investigation and review is documented and includes:

- Investigation of new or unabated COVID-19 hazards including:
  - Our leave policies and practices and whether employees are discouraged from remaining home when sick.
  - Our COVID-19 testing policies.
  - Insufficient outdoor air.
  - Insufficient air filtration.
  - Lack of physical distancing.
- Updating the review:
  - Every thirty days that the outbreak continues.



- In response to new information or to new or previously unrecognized COVID-19 hazards.
- When otherwise necessary.
- Implementing changes to reduce the transmission of COVID-19 based on the investigation and review. We consider:
  - Moving indoor tasks outdoors or having them performed remotely.
  - Increasing outdoor air supply when work is done indoors.
  - Improving air filtration.
  - Increasing physical distancing as much as feasible.
  - Requiring respiratory protection in compliance with section 5144.

**Buildings or structures with mechanical ventilation**

We will filter recirculated air with Minimum Efficiency Reporting Value (MERV) 13 or higher efficiency filters, if compatible with the ventilation system. If MERV-13 or higher filters are not compatible, we will use filters with the highest compatible filtering efficiency. We will also evaluate whether portable or mounted High Efficiency Particulate Air (HEPA) filtration units or other air cleaning systems would reduce the risk of transmission and, if so, implement their use to the degree feasible.

## **Additional Consideration #2**

### **Major COVID-19 Outbreaks**

This addendum will stay in effect until there are fewer than three COVID-19 cases detected in our exposed group for a 14-day period.

We continue to comply with the Multiple COVID-19 Infections and COVID-19 Outbreaks addendum, except that the COVID-19 testing, regardless of vaccination status, is made available to all employees in the exposed group twice a week, or more frequently if recommended by the local health department.

In addition to complying with our CPP and Multiple COVID-19 Infections and COVID-19 Outbreaks addendum, we also:

- Provide employees in the exposed group with respirators for voluntary use in compliance with section 5144(c)(2) and determine the need for a respiratory protection program or changes to an existing respiratory protection program under section 5144 to address COVID-19 hazards.
- Separate by six feet (except where we can demonstrate that six feet of separation is not feasible and there is momentary exposure while persons are in movement) any employees in the exposed group who are not wearing respirators required by us and used in compliance with section 5144. When it is not feasible to maintain a distance of at least six feet, individuals are as far apart as feasible.
  
- Install cleanable solid partitions that effectively reduce transmission between the employee and other persons at workstations where an employee in the exposed group is assigned to work for an extended period, such as cash registers, desks, and production line stations, and where the physical distancing requirement (described above) is not always maintained.
- Evaluate whether to halt some or all operations at the workplace until COVID-19 hazards have been corrected.
- Implement any other control measures deemed necessary by Cal/OSHA.

## **Additional Consideration #3**

### **COVID-19 Prevention in Employer-Provided Housing**

#### **Assignment of housing units**

We, to the extent feasible, reduce employee exposure to COVID-19 by assigning employee residents to distinct groups and ensure that each group remains separate from other such groups during transportation and work. Shared housing unit assignments are prioritized in the following order:

- Residents who usually maintain a household together outside of work, such as family members, will be housed in the same housing unit without other persons.
- Residents who work in the same crew or work together at the same workplace will be housed in the same housing unit without other persons.
- Employees who do not usually maintain a common household, work crew, or workplace will be housed in the same housing unit only when no other housing alternatives are feasible.

#### **Ventilation**

We ensure maximization of the quantity and supply of outdoor air and increase filtration efficiency to the highest level compatible with the existing ventilation system in housing units. If there is not a Minimum Efficiency Reporting Value (MERV) 13 or higher filter in use, portable or mounted HEPA filtration units are used, where feasible, in all sleeping areas in which there are two or more residents who are not fully vaccinated.

#### **Face coverings**

We provide face coverings to all residents and provide information to residents on when they should be used in accordance with state or local health officer orders or guidance.

#### **Cleaning and disinfection**

We ensure that:

- Housing units, kitchens, bathrooms, and common areas are effectively cleaned to prevent the spread of COVID-19. Housing units, kitchens, bathrooms, and indoor common areas are cleaned and disinfected after a COVID-19 case was present during the high-risk exposure period, if another resident will be there within 24 hours of the COVID-19 case.
- Cleaning and disinfecting is done in a manner that protects the privacy of residents.
- Residents are instructed to not share unwashed dishes, drinking glasses, cups, eating utensils, and similar items.

#### **Screening**

We encourage residents to report COVID-19 symptoms to

Beth Anderson (FHS ) Jeff Landry (FES)

## **COVID-19 testing**

We establish, implement, maintain and communicate to residents' effective policies and procedures for COVID-19 testing of residents who had a close contact or COVID-19 symptoms.

## **COVID-19 cases and close contacts**

We:

- Effectively quarantine residents who have had a close contact from all other residents. Effective quarantine includes providing residents who had a close contact with a private bathroom and sleeping area, with the following exceptions:
  - Fully vaccinated residents who do not have symptoms.
  - COVID-19 cases who have met our return-to-work criteria and have remained asymptomatic, for 90 days after the initial onset of symptoms, or COVID-19 cases who never developed symptoms, for 90 days after the first positive test.
- Effectively isolate COVID-19 cases from all residents who are not COVID-19 cases. Effective isolation includes housing COVID-19 cases only with other COVID-19 cases and providing COVID-19 case residents with a sleeping area and bathroom that is not shared by non-COVID-19-case residents.
- Keep confidential any personal identifying information regarding COVID-19 cases and persons with COVID-19 symptoms, in accordance with our CPP **Investigating and Responding to COVID-19 Cases**.
- End isolation in accordance with our CPP **Exclusion of COVID-19 Cases and Return to Work Criteria**, and any applicable local or state health officer orders.

## **Additional Consideration #4**

### **COVID-19 Prevention in Employer-Provided Transportation to and from Work**

#### **Assignment of transportation**

To the extent feasible, we reduce exposure to COVID-19 hazards by assigning employees sharing vehicles to distinct groups and ensuring that each group remains separate from other such groups during transportation, during work activities, and in employer-provided housing. We prioritize shared transportation assignments in the following order:

- Employees residing in the same housing unit are transported in the same vehicle.
- Employees working in the same crew or workplace are transported in the same vehicle.
- Employees who do not share the same household, work crew or workplace are transported in the same vehicle only when no other transportation alternatives are feasible.

#### **Face coverings and respirators**

We ensure that the:

- Face covering requirements of our CPP Face Coverings are followed for employees waiting for transportation, if applicable.
- All employees who are not fully vaccinated are provided with a face covering, which must be worn unless an exception under our CPP Face Coverings applies.
- Upon request, we provide respirators for voluntary use in compliance with subsection 5144(c)(2) to all employees in the vehicle who are not fully vaccinated.

#### **Screening**

We develop, implement, and maintain effective procedures for screening and excluding drivers and riders with COVID-19 symptoms prior to boarding shared transportation.

#### **Cleaning and disinfecting**

We ensure that:

- All high-contact surfaces (door handles, seatbelt buckles, armrests, etc.) used by passengers are cleaned to prevent the spread of COVID-19 and are cleaned and disinfected if used by a COVID-19 case during the high-risk exposure period, when the surface will be used by another employee within 24 hours of the COVID-19 case.
- All high-contact surfaces used by drivers, such as the steering wheel, armrests, seatbelt buckles, door handles and shifter, are cleaned to prevent the spread of COVID-19 between different drivers and are disinfected after use by a COVID-19 case during the high-risk exposure period, if the surface will be used by another employee within 24 hours of the COVID-19 case.

- We provide sanitizing materials, training on how to use them properly, and ensure they are kept in adequate supply.

**Ventilation**

We ensure that vehicle windows are kept open, and the ventilation system is set to maximize outdoor air and not set to recirculate air. Windows do not have to be kept open if one or more of the following conditions exist:

- The vehicle has functioning air conditioning in use and excessive outdoor heat would create a hazard to employees.
- The vehicle has functioning heating in use and excessive outdoor cold would create a hazard to employees.
- Protection is needed from weather conditions; such as rain or snow.
- The vehicle has a cabin air filter in use and the U.S. EPA Air Quality Index for any pollutant is greater than 100.

**Hand hygiene**

We provide hand sanitizer in each vehicle and ensure that all drivers and riders sanitize their hands before entering and exiting the vehicle. Hand sanitizers with methyl alcohol are prohibited.

## Purpose of this Document

The purpose of this document is to provide each school site and/or district office with clear guidance for reopening in a manner that provides a safer and cleaner environment for students, school staff and any essential visitors. This COVID-19 School Site-Specific Protection Plan (SSPP) is based on the template Site-Specific Protection Plan provided by Humboldt County Office of Education and Humboldt County Public Health. They are also informed by the American Academy of Pediatrics "COVID-19 Planning Considerations: Guidance for School Re-entry." It incorporates past and current Humboldt County Public Health Orders and requirements, in addition to updated guidance from the Centers for Disease Control & Prevention, the California Department of Public Health and the California Department of Education. It has been modified to meet specific guidance and requirements for schools and school offices and is intended to ensure schools and school/district offices have well developed and thorough plans in place and remain in compliance.

### Description of a COVID-19 School Site-Specific Protection Plan (SSPP)

The (SSPP) template below combines state-level guidance published in the California State Resilience Road map and local Humboldt County public health policies. The State of California requires all schools to:

1. Perform a detailed risk assessment (school site walkthrough) and implement a school site-specific protection plan (SSPP)
2. Train employees on how to limit the spread of COVID-19, including how to screen themselves for symptoms and stay home if they have them
3. Implement individual control measures and screenings
4. Implement disinfecting protocols
5. Implement physical distancing guidelines

Additionally, this SSPP should be incorporated into the Comprehensive School Safety Plan.

As the COVID-19 public health crisis continues to evolve and new Public Health Orders are issued both at the State and local levels, amendments to individual schools' SSPPs may be needed in order to incorporate new requirements.

### Guidance for Developing Your School's COVID-19 School Site-Specific Protection Plan (SSPP)

1. Perform a risk assessment and school site walkthrough of your campus and office spaces and use the CDPH K-12 School Settings Guidance protocols, guidance and best practices detailed as a guide for conducting your assessment.
2. Use the template below to create your own SSPP by filling in the required details, based on your individual school site/school or district office, to mitigate the transmission of COVID-19, along with the accompanying guidance from Humboldt County Public Health.
3. To assist you in your process, Humboldt County Public Health will provide a nurse liaison to area schools for technical assistance should questions emerge as school plans are developed. You should post the plan on your web site and/or at your school or office at a visible location, near the entrance where students, staff and visitors can easily review it without touching the document.
4. Signage also needs to be posted at each public entrance of each site to inform all students, staff and visitors that they should:
  - Avoid entering or using the facility if you have COVID-19 symptoms;
  - Maintain a minimum six-foot distance from one another;
  - Sneeze and cough into a cloth or tissue or, if not available, into one's elbow;
  - Wear face coverings, as appropriate; and
  - Do not shake hands or engage in any unnecessary physical contact.

|  |                  |
|--|------------------|
| School or District Site Name   |                  |
| Ferndale Elementary School   |                  |
| Facility Address   |                  |
| 164 Shaw Avenue, Ferndale, CA 95536  |                  |
| This COVID-19 School Site-Specific Protection Plan (SSPP) was most recently updated on:  |                  |
| August 6, 2021   |                  |
| The person(s) responsible for implementation of this Plan is:  |                  |
| Name: Jeff Landry  | Title: Principal |
| I, certify that all staff and parents have been provided a copy of this SSPP and that staff have received training as required and described in this SSPP. |                  |
| Signature:   | Date:            |

### Specific Control Measures and Screenings

- 1. All activities are consistent with and will adjust to changing applicable state and local Public Health orders.
- 2. Health and safety practices and protocols are in place, including hand washing, appropriate face coverings, and access to essential protective equipment. **Describe below:**  
All staff and students will be required to wear a mask while indoors at school. Hand sanitizer stations will be available at all entrances to the school and all entrances to classrooms. Signage will be displayed to require masks and encourage hand washing and sanitizing. Masks are available for any student or staff who need them. Gloves will be available for staff members.
- 3. Training is provided to all staff and students reinforcing the importance of health and safety practices and protocols. **Describe below:**  
Staff members will receive training prior to the start of the school year during regular staff duty days and ongoing training as needed. Teachers will provide classroom instruction to all students regarding safety protocols. Protocols and procedures will be communicated with families the week before school starts.
- 4. A single point of contact will be established and identified at each school site to direct questions or concerns around practices, protocols, or potential exposure. This person will also serve as a liaison to Public Health and participate in the school's COVID-19 Task Force. **The name of this person is: Jeff Landry, Principal**
- 5. Plans are implemented for intensified cleaning and disinfecting, including training for staff and access to cleaning supplies and essential protective equipment, and regular disinfecting of frequently touched surfaces. Schools are directed to use EPA-approved disinfectants for COVID-19.
- 6. Health screening for each student is conducted daily prior to leaving home and includes symptoms and, history of exposure and temperature screening. In the classroom, teachers are vigilant for signs of illness in students and follow school protocols when a child becomes ill. **Describe process below:**



Parents will screen students and staff members will screen themselves using the symptom checklist and temperature check suggested by HCPH department. School staff will receive training and symptom list and will watch for visible signs of illness. Teachers can take temperature checks of their students if they feel comfortable or the student can be sent to the designated area for temperature screening and the student will remain in the designated waiting area until a parent/guardian arrives to pick them up.

7. Staff and students who are sick are expected to stay home.

8. Schools and districts will cooperate with Public Health to support testing strategies to mitigate transmission of COVID-19, including surveillance testing for staff on an agreed upon schedule throughout the school year. This may include testing of students with appropriate parental permissions obtained in advance.

9. Protocols, actions and template communications are in place for the following COVID-19 related scenarios:

- a. A student or staff member either exhibits COVID-19 symptoms, answers yes to a health screening question or has a temp of 100.4 or above.
- b. A family member or someone in close contact with a student or staff member test positive for COVID-19.
- c. A student or staff member tests positive for COVID-19.
- d. A student or staff member tests negative for COVID-19 after any of the reasons in scenarios a, b or c.

**Describe below:**

If a staff member or student have symptoms or a fever, they must remain home until they have been fever and symptom free (without medication) for at least 24 hours. If a student tests positive for COVID-19 then the protocol provided by HCPH will be followed.

10. Routes for entry and exit to the campus will be designated using as many entrances/exits as feasible.

11. Congregate movement through hallways will be minimized as much as practicable.

**Describe below:**

The use of hallways will be planned and practiced to prevent the mixing of cohorts. Markings for one way movement will be clearly displayed.

12. The use of outdoor space for instructional purposes is maximized, shared, and coordinated.

13. Routines and schedules will be developed to enable students and staff to regularly wash their hands at staggered intervals. **Describe below:**

Classrooms have sinks for hand washing. Sanitizer dispensers will be located at the entrance to each building and each classroom. Students and staff will sanitize hands when entering/re-entering the classroom/building. Each classroom will establish their own hand washing (after recess, before eating, etc.) routines.

14. Face coverings must be used in accordance with CDPH guidelines.

15. This School Site-Specific Protection Plan outlining the above measures is completed, posted and shared with all stakeholders and updated as state and local Public Health guidance dictates.

### Cleaning and Disinfecting Protocols

|                                     |  |                                     |   |
|-------------------------------------|--|-------------------------------------|---|
| <input checked="" type="checkbox"/> | Thorough cleaning in high traffic areas is performed regularly. Commonly used surfaces are frequently disinfected.   | <input checked="" type="checkbox"/> | Sanitizing supplies are provided to promote employees' personal hygiene. This may include tissues, no-touch trash cans, hand soap, adequate time for hand-washing, alcohol-based hand sanitizers, disinfectants, and disposable towels. |
| <input checked="" type="checkbox"/> | All entrances and exits are equipped with proper sanitation products, including hand sanitizer and/or sanitizing wipes.  | <input checked="" type="checkbox"/> | Cleaning products are used that meet the Environmental Protection Agency (EPA)'s-approved for use against COVID-19 list.  |
| <input checked="" type="checkbox"/> | Hand washing facilities will be made available and will stay operational and stocked at all times and additional soap, paper towels, and hand sanitizer are supplied when needed. Antimicrobial soaps are not required or recommended. Sanitizers containing methanol may not be used. | <input type="checkbox"/>            |   |

### Schedule for Cleaning and Disinfecting high traffic areas and commonly used surfaces.

Fill in the fields below with the schedule for how often each area is disinfected.

Mark N/A for all that do not apply to your specific worksite and add any that are missing to "Other"

|                                      |                         |
|--------------------------------------|-------------------------|
| Classrooms:                          | Offices:                |
| Daily                                | Daily                   |
| Restrooms:                           | Telephones:             |
| Daily                                | Daily                   |
| Handrails / door handles / shelving: | Handwashing facilities: |
| Daily                                | Daily                   |
| Copy Machines / Scanners / Faxes:    | Common Areas:           |
| Daily                                | Daily                   |
| Indoor Common Areas:                 | Other: Buses            |
| Daily                                | Daily                   |

**Notification of COVID-19 Positive Case at School or Office Site**

|                                     |   |                                     |  |
|-------------------------------------|---|-------------------------------------|--|
| <input checked="" type="checkbox"/> | County of Humboldt Public Health is notified of all positive COVID-19 cases.  | <input checked="" type="checkbox"/> | Employers and employees are aware that they can call Humboldt Public Health if a suspected exposure has occurred at 707-268-2182.  |
| <input checked="" type="checkbox"/> | If a student or staff member is diagnosed with COVID-19, Humboldt County Public Health may ask for assistance in the assessment of potential worksite exposures, and will advise on any recommended testing, quarantine, or isolation instructions. | <input checked="" type="checkbox"/> | <p>Protocols, actions and template communications are in place for COVID-19 related scenarios:</p> <ul style="list-style-type: none"> <li>• <a href="#">Student Symptom Checklist</a></li> <li>• <a href="#">Humboldt County Public Health Protocols on the onset of Symptoms</a></li> </ul> |

**Training**

Staff have been or will be trained on the following topics:

|                                     |  |                                     |  |
|-------------------------------------|--|-------------------------------------|--|
| <input checked="" type="checkbox"/> | Information from the Centers for Disease Control and Prevention (CDC) on COVID-19, how to prevent it from spreading, and which underlying health conditions may make individuals more susceptible to contracting the virus.                              | <input checked="" type="checkbox"/> | Manufacturer's directions and Cal/OSHA requirements for safe use of personal hygiene and cleaning products.  |
| <input checked="" type="checkbox"/> | Self-screening at home, including temperature and/or symptom checks using CDC guidelines.  | <input checked="" type="checkbox"/> | Seating charts (buses, classrooms, lunch areas) will be kept in order to aid in contact tracing when needed. |
| <input checked="" type="checkbox"/> | The importance of not coming to work if employees have a frequent cough, fever, difficulty breathing, chills, muscle pain, headache, sore throat, recent loss of taste or smell, or if they or someone they live with have been diagnosed with COVID-19. | <input checked="" type="checkbox"/> | Proper use of face coverings, including: Covering of nose and mouth  |
| <input checked="" type="checkbox"/> | The importance of seeking medical attention if an employees' symptoms become severe, including persistent pain or pressure in the chest, confusion, or bluish lips or face. Updates and further details are available on CDC's webpage.                  | <input checked="" type="checkbox"/> | Face coverings do not protect the wearer and are not personal protective equipment (PPE).                    |

**Compliance and Documentation**

|                                     |   |
|-------------------------------------|---|
| <input checked="" type="checkbox"/> | This school site / office is regularly inspected for compliance with this School Site-Specific Protection Plan (SSPP) and any deficiencies are documented and corrected.  |
| <input checked="" type="checkbox"/> | All school sites and offices operations will continue to be accessible to students and staff with disabilities, complying with the Americans with Disabilities Act. Title III which covers private business entities. |
| <input checked="" type="checkbox"/> | This school site has created a Task Force to support SSPP activities. This group meets regularly.   |

## **Purpose of this Document**

The purpose of this document is to provide each school site and/or district office with clear guidance for reopening in a manner that provides a safer and cleaner environment for students, school staff and any essential visitors. This COVID-19 School Site-Specific Protection Plan (SSPP) is based on the template Site-Specific Protection Plan provided by Humboldt County Office of Education and Humboldt County Public Health. They are also informed by the American Academy of Pediatrics "COVID-19 Planning Considerations: Guidance for School Re-entry." It incorporates past and current Humboldt County Public Health Orders and requirements, in addition to updated guidance from the Centers for Disease Control & Prevention, the California Department of Public Health and the California Department of Education. It has been modified to meet specific guidance and requirements for schools and school offices and is intended to ensure schools and school/district offices have well developed and thorough plans in place and remain in compliance.

### **Description of a COVID-19 School Site-Specific Protection Plan (SSPP)**

The (SSPP) template below combines state-level guidance published in the California State Resilience Road map and local Humboldt County public health policies. The State of California requires all schools to:

1. Perform a detailed risk assessment (school site walkthrough) and implement a school site-specific protection plan (SSPP)
2. Train employees on how to limit the spread of COVID-19, including how to screen themselves for symptoms and stay home if they have them
3. Implement individual control measures and screenings
4. Implement disinfecting protocols
5. Implement physical distancing guidelines

Additionally, this SSPP should be incorporated into the Comprehensive School Safety Plan.

As the COVID-19 public health crisis continues to evolve and new Public Health Orders are issued both at the State and local levels, amendments to individual schools' SSPPs may be needed in order to incorporate new requirements.

### **Guidance for Developing Your School's COVID-19 School Site-Specific Protection Plan (SSPP)**

1. Perform a risk assessment and school site walkthrough of your campus and office spaces and use the protocols, guidance and best practices detailed in the CDPH K-12 School Settings Guidance as a guide for conducting your assessment.
2. Use the template below to create your own SSPP by filling in the required details, based on your individual school site/school or district office, to mitigate the transmission of COVID-19, along with the accompanying guidance from Humboldt County Public Health.
3. To assist you in your process, Humboldt County Public Health will provide a nurse liaison to area schools for technical assistance should questions emerge as school plans are developed. You should post the plan on your web site and/or at your school or office at a visible location, near the entrance where students, staff and visitors can easily review it without touching the document.
4. Signage also needs to be posted at each public entrance of each site to inform all students, staff and visitors that they should:
  - Avoid entering or using the facility if you have COVID-19 symptoms;
  - Maintain a minimum six-foot distance from one another;
  - Sneeze and cough into a cloth or tissue or, if not available, into one's elbow;
  - Wear face coverings, as appropriate; and
  - Do not shake hands or engage in any unnecessary physical contact.

|  |                  |
|--|------------------|
| School or District Site Name   |                  |
| Ferndale High School   |                  |
| Facility Address   |                  |
| 1231 Main Street, Ferndale, CA 95536   |                  |
| This COVID-19 School Site-Specific Protection Plan (SSPP) was most recently updated on:  |                  |
| August 6, 2021   |                  |
| The person(s) responsible for implementation of this Plan is:  |                  |
| Name: Beth Anderson  | Title: Principal |
| I, certify that all staff and parents have been provided a copy of this SSPP and that staff have received training as required and described in this SSPP. |                  |
| Signature:   | Date:            |

### Specific Control Measures and Screenings

- 1. All activities are consistent with and will adjust to changing applicable state and local Public Health orders.
- 2. Health and safety practices and protocols are in place, including hand washing, appropriate face coverings, and access to essential protective equipment. **Describe below:**  
  
All staff and students will be required to wear a mask while indoors at school. Hand sanitizer stations will be available at all entrances to the school and all entrances to classrooms. Signage will be displayed to require masks and encourage hand washing and sanitizing. Masks are available for any student or staff who need them. Gloves will be available for staff members.
- 3. Training is provided to all staff and students reinforcing the importance of health and safety practices and protocols. **Describe below:**  
Staff members will receive training prior to the start of the school year during regular staff duty days and ongoing training as needed. Teachers will provide classroom instruction to all students regarding safety protocols. Protocols and procedures will be communicated with families the week before school starts. We will teach and encourage students to understand the science behind prevention of spread of the virus and engage them in helping to support their families and peers in using best practices. This will help to control the community spread.
- 4. A single point of contact will be established and identified at each school site to direct questions or concerns around practices, protocols, or potential exposure. This person will also serve as a liaison to Public Health and participate in the school's COVID-19 Task Force. **The name of this person is: Beth Anderson, Principal**
- 5. Plans are implemented for intensified cleaning and disinfecting, including training for staff and access to cleaning supplies and essential protective equipment, and regular disinfecting of frequently touched surfaces. Schools are directed to use EPA-approved disinfectants for COVID-19.

6. Health screening for each student is conducted daily prior to leaving home and includes symptoms and, history of exposure and temperature screening. In the classroom, teachers are vigilant for signs of illness in students and follow school protocols when a child becomes ill. **Describe process below:**

Parents will screen students and staff members will screen themselves using the symptom checklist and temperature check suggested by HCPH department. School staff will receive training and symptom list and will watch for visible signs of illness. Teachers can take temperature checks of their students if they feel comfortable or the student can be sent to the designated area for temperature screening and the student will remain in the designated waiting area until a parent/guardian arrives to pick them up.

7. Staff and students who are sick are expected to stay home.

8. Schools and districts will cooperate with Public Health to support testing strategies to mitigate transmission of COVID-19, including surveillance testing for staff on an agreed upon schedule throughout the school year. This may include testing of students with appropriate parental permissions obtained in advance.

9. Protocols, actions and template communications are in place for the following COVID-19 related scenarios:

- a. A student or staff member either exhibits COVID-19 symptoms, answers yes to a health screening question or has a temp of 100.4 or above.
- b. A family member or someone in close contact with a student or staff member test positive for COVID-19.
- c. A student or staff member tests positive for COVID-19.
- d. A student or staff member tests negative for COVID-19 after any of the reasons in scenarios a, b or c.

**Describe below:**

If a staff member or student have symptoms or a fever, they must remain home until they have been fever and symptom free (without medication) for at least 24 hours. If a student tests positive for COVID-19 then the protocol provided by HCPH will be followed.

10. Routes for entry and exit to the campus will be designated using as many entrances/exits as feasible. One way movement in hallways will be clearly displayed.

11. The use of outdoor space for instructional purposes is maximized, shared, and coordinated.

12. Routines and schedules will be developed to enable students and staff to regularly wash their hands at staggered intervals.

**Describe below:**

Sanitizer dispensers will be located at the entrance to each building and each classroom. Students and staff will sanitize hands when entering/re-entering the classroom/building.

13. Face coverings must be used in accordance with CDPH guidelines.

Ferndale Unified School District requires all students and staff to wear approved facial coverings while indoors at school/on campus.

14. This School Site-Specific Protection Plan outlining the above measures is completed, posted and shared with all stakeholders and updated as state and local Public Health guidance dictates.

### Cleaning and Disinfecting Protocols

|                                     |  |                                     |  |
|-------------------------------------|--|-------------------------------------|--|
| <input checked="" type="checkbox"/> | Thorough cleaning in high traffic areas is performed regularly. Commonly used surfaces are frequently disinfected.   | <input checked="" type="checkbox"/> | Sanitizing supplies are provided to promote employees' personal hygiene. This may include tissues, hand soap, adequate time for hand-washing, alcohol-based hand sanitizers, disinfectants, and disposable towels. |
| <input checked="" type="checkbox"/> | Hand washing facilities will be made available and will stay operational and stocked at all times and additional soap, paper towels, and hand sanitizer are supplied when needed. Antimicrobial soaps are not required or recommended. Sanitizers containing methanol may not be used. | <input checked="" type="checkbox"/> | Cleaning products are used that meet the Environmental Protection Agency (EPA)'s-approved for use against COVID-19 list.   |
| <input checked="" type="checkbox"/> | All entrances and exits are equipped with proper sanitation products, including hand sanitizer and/or sanitizing wipes.  | <input checked="" type="checkbox"/> |  |

### Schedule for Cleaning and Disinfecting high traffic areas and commonly used surfaces.

Fill in the fields below with the schedule for how often each area is disinfected.  
Mark N/A for all that do not apply to your specific worksite and add any that are missing to "Other"

|                                      |                         |
|--------------------------------------|-------------------------|
| Classrooms:                          | Offices:                |
| Daily                                | Daily                   |
| Restrooms:                           | Telephones:             |
| Daily                                | Daily                   |
| Handrails / door handles / shelving: | Handwashing facilities: |
| Daily                                | Daily                   |
| Copy Machines / Scanners / Faxes:    | Common Areas:           |
| Daily                                | Daily                   |
| Indoor Common Areas:                 | Other: Buses            |
| Daily                                | Daily                   |

### Notification of COVID-19 Positive Case at School or Office Site

|                                     |   |                                     |  |
|-------------------------------------|---|-------------------------------------|--|
| <input checked="" type="checkbox"/> | County of Humboldt Public Health is notified of all positive COVID-19 cases.  | <input checked="" type="checkbox"/> | Employers and employees are aware that they can call Humboldt Public Health if a suspected exposure has occurred at 707-268-2182.  |
| <input checked="" type="checkbox"/> | If a student or staff member is diagnosed with COVID-19, Humboldt County Public Health may ask for assistance in the assessment of potential worksite exposures, and will advise on any recommended testing, quarantine, or isolation instructions. | <input checked="" type="checkbox"/> | <p>Protocols, actions and template communications are in place for COVID-19 related scenarios:</p> <ul style="list-style-type: none"> <li>• <a href="#">Student Symptom Checklist</a></li> <li>• <a href="#">Humboldt County Public Health Protocols on the onset of Symptoms</a></li> </ul> |

### Training

Staff have been or will be trained on the following topics:

|                                     |  |                                     |  |
|-------------------------------------|--|-------------------------------------|--|
| <input checked="" type="checkbox"/> | Information from the Centers for Disease Control and Prevention (CDC) on COVID-19, how to prevent it from spreading, and which underlying health conditions may make individuals more susceptible to contracting the virus.                              | <input checked="" type="checkbox"/> | Manufacturer's directions and Cal/OSHA requirements for safe use of personal hygiene and cleaning products.  |
| <input checked="" type="checkbox"/> | Self-screening at home, including temperature and/or symptom checks using CDC guidelines.  | <input checked="" type="checkbox"/> | Seating charts (buses, classrooms, lunch areas) will be kept in order to aid in contact tracing when needed. |
| <input checked="" type="checkbox"/> | The importance of not coming to work if employees have a frequent cough, fever, difficulty breathing, chills, muscle pain, headache, sore throat, recent loss of taste or smell, or if they or someone they live with have been diagnosed with COVID-19. | <input checked="" type="checkbox"/> | <p>Proper use of face coverings, including:</p> <p>Face masks<br/>Face shields with drape</p>                |
| <input checked="" type="checkbox"/> | The importance of seeking medical attention if an employees' symptoms become severe, including persistent pain or pressure in the chest, confusion, or bluish lips or face. Updates and further details are available on CDC's webpage.                  | <input checked="" type="checkbox"/> | Face coverings do not protect the wearer and are not personal protective equipment (PPE).                    |

### Compliance and Documentation

|                                     |   |
|-------------------------------------|---|
| <input checked="" type="checkbox"/> | This school site / office is regularly inspected for compliance with this School Site-Specific Protection Plan (SSPP) and any deficiencies are documented and corrected.  |
| <input checked="" type="checkbox"/> | All school sites and offices operations will continue to be accessible to students and staff with disabilities, complying with the Americans with Disabilities Act. Title III which covers private business entities. |
| <input checked="" type="checkbox"/> | This school site has created a Task Force to support SSPP activities. This group meets regularly.   |





**Ferndale Unified School District**

**SUPERINTENDENT'S RECOMMENDATION FOR BOARD ACTION**

**AGENDA ITEM:** 10.3

**DATE:** August 11, 2021

**SUBJECT:**

Resolution Authorizing the Establishment of Fun 08 – Student Activity Special Reserve Fund

**DEPARTMENT/PROGRAM:**

Board/Administration

**ACTION REQUESTED:**

The FUSD Board of Trustees is asked to approve a resolution to approve the establishment of fund 08 – Student Activity Special Reserve Fund per Education Code 48930, 48933(b) and 48938.

**FISCAL IMPLICATIONS:** .

An audit finding regarding this matter could have fiscal impact.

**CONTACT PERSON(S):**

Denise Grinsell, Business Manager

**FERNDALE UNIFIED SCHOOL DISTRICT**  
**RESOLUTION NO. 22-01**

**A RESOLUTION OF THE GOVERNING BOARD AUTHORIZING  
THE ESTABLISHMENT OF FUND 08 –  
STUDENT ACTIVITY SPECIAL REVENUE FUND**

**BE IT RESOLVED** by the Board of Trustees of the Ferndale Unified School District and hereby ordered that:

**WHEREAS**, the Board of Trustees has authorized/approved, per Education Code 48930 students at Ferndale Unified School District to organize a student body association within its public schools; and

**WHEREAS**, per Education Code 48933(b) & 48938 the District recognizes their administrative involvement in the Associated Student Body (ASB) Activities; and

**WHEREAS**, per GASB Statement 84, effective 2019-20, the District has determined that the ASB Activities within its public schools do not meet the fiduciary criteria (per GASB 84, paragraph 11(c2)); and

**WHEREAS**, school districts are authorized by Education Code 48930, 48933(b), & 48938 to organize ASB's and by GASB 84, to establish a restricted governmental fund known as the Student Activity Special Revenue Fund 08;

**BE IT RESOLVED** that the Governing Board of Trustees hereby authorizes the El Dorado County Auditor and Treasurer to establish a restricted fund to be known as the Student Activity Special Revenue Fund (08).

**THIS RESOLUTION** is effective on the date of adoption until revoked or superseded.

**APPROVED, PASSED AND ADOPTED** by the Governing Board of the Ferndale Unified School District this \_\_\_\_ day of \_\_\_\_\_ 20\_\_, by the following vote:

AYES: \_\_\_\_

NOES: \_\_\_\_

ABSENT: \_\_\_\_

I, Julie Hagemann, Clerk/Secretary of the Governing Board, do hereby certify that the foregoing is a full, true and correct copy of a resolution duly passed and adopted by said Board at a regularly called and conducted meeting held on said date.

\_\_\_\_\_  
Clerk/Secretary of the Governing Board

The following summary gives a brief overview of the sections of the California Education Code applicable to grades K-12:

### General Guidance Provisions of Law – K12

|                        |  |
|------------------------|--|
| Education Code § 48930 | Grants the governing board the authority to allow groups of students to organize a student body organization. Also discusses the purpose and privileges of student body activities.  |
| Education Code § 48933 | Gives guidance on where the ASB organization may deposit or invest its funds.<br><br>Requires that ASB funds be spent with the preapproval of three people: an employee or official of the school district designated by the governing board, the ASB advisor (must be a certificated employee), and a student representative of the ASB organization. |
| Education Code § 48934 | Allows ASB funds to be used to finance activities for noninstructional periods or to augment or enrich the district's programs for K-6 students.   |
| Education Code § 48936 | Provides guidance on uses of student funds, such as loans to other ASB organizations in the district or loans for permanent improvements to school district property.  |

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|                        |   |
|------------------------|---|
| Education Code § 48937 | Requires the governing board to provide for the supervision and auditing of the ASB funds.<br><br>Allows the governing board to use the school district staff for ongoing audits of ASB funds.                      |
| Education Code § 48938 | Authorizes the governing board to appoint an employee to act as trustee for unorganized ASB funds in elementary and continuation schools, special education or regional occupational programs, or in adult classes. |
| Education Code § 35564 | Applies only when a school district is reorganized, i.e., when two school districts are legally combined or boundaries are changed. The section provides guidance on how the ASB funds are split.                   |

**Ferndale Unified School District**

**SUPERINTENDENT'S RECOMMENDATION FOR BOARD ACTION**

**AGENDA ITEM#** 10.4

**DATE:** August 11, 2021

**SUBJECT:**

Ferndale Unified School District 2021-2022 and 2022-2023 Agreement with Ferndale Unified Teachers' Association (FUTA)

**DEPARTMENT/PROGRAM:**

Administration/Personnel

**ACTION REQUESTED:**

Approve the 2021-2022/2022-2023 Agreement between Ferndale Unified Teachers' Association and the FUS District

**PREVIOUS STAFF/BOARD ACTION:**

The District and representatives of the Ferndale Unified Teachers' Association (FUTA) have met and reached an agreement.

**BACKGROUND INFORMATION AND/OR STATEMENT OF NEED:**

The disclosure for the certificated unit cites a 4.0 % increase on the salary schedule beginning with the 2021-2022 a \$1000 increase to the district health and welfare cap.

**FISCAL IMPLICATIONS:**

The salary schedule increase at 4% and the related statutory benefits increase equal a total cost to the district of \$ 92,804 for 2021-2022 and an additional ongoing costs estimated at at least \$92,000 annually. An additional \$1,000 to the Health and Welfare Benefit Cap is an ongoing cost estimated at approximately \$20,000 a year (using current employees' plan enrollment).

**CONTACT PERSON(S):**

Denise Grinsell, Business Manager  
Beth Anderson, Superintendent

# **Ferndale Unified School District**

1231 Main Street Ferndale, CA 95536

June 23, 2021

## **FUSD 2021-2023 Proposal**

### **1. Salary**

4% raise on salary schedule effective July 1, 2021

### **2. Health and Welfare Benefits**

Additional \$1000 to Health and Welfare Cap

| <b>Ferndale Unified School District</b> |                |                |                |                |                |
|---|----------------|----------------|----------------|----------------|----------------|
| <b>CERTIFICATED</b>                     |                |                |                |                |                |
| <b>2021-22</b>                          |                |                |                |                |                |
|   | <b>AB + 30</b> | <b>AB + 45</b> | <b>AB + 60</b> | <b>AB + 75</b> | <b>AB + 90</b> |
| <b>1</b>                                | \$ 44,231.00   | \$ 45,022.00   | \$ 45,729.00   | \$ 47,274.00   | \$ 48,455.00   |
| <b>2</b>                                | \$ 44,995.00   | \$ 45,729.00   | \$ 47,169.00   | \$ 49,388.00   | \$ 50,580.00   |
| <b>3</b>                                | \$ 45,702.00   | \$ 47,066.00   | \$ 49,138.00   | \$ 51,419.00   | \$ 52,705.00   |
| <b>4</b>                                | \$ 46,416.00   | \$ 48,931.00   | \$ 51,108.00   | \$ 53,492.00   | \$ 54,829.00   |
| <b>5</b>                                | \$ 48,073.00   | \$ 50,797.00   | \$ 53,079.00   | \$ 55,566.00   | \$ 56,955.00   |
| <b>6</b>                                | \$ 49,731.00   | \$ 52,663.00   | \$ 55,049.00   | \$ 57,639.00   | \$ 59,080.00   |
| <b>7</b>                                | \$ 51,389.00   | \$ 54,530.00   | \$ 57,016.00   | \$ 59,713.00   | \$ 61,206.00   |
| <b>8</b>                                | \$ 53,047.00   | \$ 56,427.00   | \$ 58,987.00   | \$ 61,786.00   | \$ 63,330.00   |
| <b>9</b>                                | \$ 54,704.00   | \$ 58,261.00   | \$ 60,957.00   | \$ 63,860.00   | \$ 65,456.00   |
| <b>10</b>                               | \$ 56,362.00   | \$ 60,128.00   | \$ 62,927.00   | \$ 65,933.00   | \$ 67,582.00   |
| <b>11</b>                               |                | \$ 61,994.00   | \$ 64,896.00   | \$ 68,006.00   | \$ 69,706.00   |
| <b>12</b>                               |                | \$ 63,860.00   | \$ 66,866.00   | \$ 70,080.00   | \$ 71,832.00   |
| <b>13</b>                               |                |                |                | \$ 70,080.00   | \$ 71,832.00   |
| <b>14</b>                               |                |                |                | \$ 71,324.00   | \$ 73,107.00   |
| <b>15</b>                               |                |                |                | \$ 71,324.00   | \$ 73,107.00   |
| <b>16</b>                               |                |                |                | \$ 71,324.00   | \$ 73,107.00   |
| <b>17</b>                               |                |                |                | \$ 72,154.00   | \$ 73,957.00   |
| <b>18</b>                               |                |                |                | \$ 72,154.00   | \$ 73,957.00   |
| <b>19</b>                               |                |                |                | \$ 72,154.00   | \$ 73,957.00   |
| <b>20</b>                               |                |                |                | \$ 72,982.00   | \$ 74,807.00   |
| <b>21</b>                               |                |                |                | \$ 73,811.00   | \$ 75,656.00   |

Stipends 2021-22

|                         | \$        | #  | Acct.   |
|-------------------------|-----------|----|---|
| Drama K-8 (3rd gr play) | \$ 636.00 | 1  | 01-0000-0-1110-1000-1132-001-0210<br>01-0000-0-1110-1000-1132-001-0210                                      |
| Grade Level Chair       | \$ 636.00 | 3  | 01-0000-0-1110-1000-1132-001-0210<br>01-0000-0-1110-1000-1132-001-0210<br>01-0000-0-1110-1000-1132-001-0210 |
| SST Coordinator         | \$ 636.00 | 1  | 01-0000-0-1110-1000-1132-001-0210   |
| Student Council Advisor | \$ 955.00 | 1  | 01-0000-0-1110-1000-1132-001-0210   |
| Wolf Creek              | \$ 636.00 | 1  | 01-0000-0-1110-1000-1132-001-0210<br>01-0000-0-1110-1000-1132-001-0210                                      |
| Yearbook Advisor 7/8    | \$ 636.00 | 1  | 01-0000-0-1110-1000-1132-001-0210   |
| Class Advisors - 9-12   | \$ 416.00 | 12 | 01-0000-0-1110-1000-1132-401-0210   |
| (split \$1248 per GL)   | \$ 416.00 |    | 01-0000-0-1110-1000-1132-401-0210   |
|                         | \$ 416.00 |    | 01-0000-0-1110-1000-1132-401-0210   |
|                         | \$ 416.00 |    | 01-0000-0-1110-1000-1132-401-0210   |
|                         | \$ 416.00 |    | 01-0000-0-1110-1000-1132-401-0210   |
|                         | \$ 416.00 |    | 01-0000-0-1110-1000-1132-401-0210   |
|                         | \$ 416.00 |    | 01-0000-0-1110-1000-1132-401-0210   |
|                         | \$ 416.00 |    | 01-0000-0-1110-1000-1132-401-0210   |
|                         | \$ 416.00 |    | 01-0000-0-1110-1000-1132-401-0210   |
|                         | \$ 416.00 |    | 01-0000-0-1110-1000-1132-401-0210   |
|                         | \$ 416.00 |    | 01-0000-0-1110-1000-1132-401-0210   |
|                         | \$ 416.00 |    | 01-0000-0-1110-1000-1132-401-0210   |
|                         | \$ 416.00 |    | 01-0000-0-1110-1000-1132-401-0210   |
|                         | \$ 416.00 |    | 01-0000-0-1110-1000-1132-401-0210   |
|                         | \$ 416.00 |    | 01-0000-0-1110-1000-1132-401-0210   |
|                         | \$ 416.00 |    | 01-0000-0-1110-1000-1132-401-0210   |
|                         | \$ 416.00 |    | 01-0000-0-1110-1000-1132-401-0210   |
| Dept. Chair             | \$ 612.00 | 3  | 01-0000-0-1110-1000-1132-401-0210<br>01-0000-0-1110-1000-1132-401-0210<br>01-0000-0-1110-1000-1132-401-0210 |
| Yearbook Advisor 9-12   | \$ 612.00 | 1  | 01-0000-0-1110-1000-1132-401-0210   |



MONTHLY RATES

Salary Schedule COACH - COACHING

07/01/2021 - Open

|    | A                     | B                    | C                     | D                    |  |  |  |
|----|-----------------------|----------------------|-----------------------|----------------------|--|--|--|
| 1  | VAR 1 YR<br>1,642.00  | JV 1 YR<br>1,423.00  | 8TH 1 YR<br>1,247.00  | <8 1 YR<br>1,073.00  |  |  |  |
| 2  | VAR 2 YR<br>1,725.00  | JV 2 YR<br>1,494.00  | 8TH 2 YR<br>1,310.00  | <8 2 YR<br>1,127.00  |  |  |  |
| 3  | VAR 3 YR<br>1,774.00  | JV 3 YR<br>1,570.00  | 8TH 3 YR<br>1,376.00  | <8 3 YR<br>1,183.00  |  |  |  |
| 4  | VAR 4 YR<br>1,901.00  | JV 4 YR<br>1,647.00  | 8TH 4 YR<br>1,445.00  | <8 4 YR<br>1,242.00  |  |  |  |
| 5  | VAR 5 YR<br>1,997.00  | JV 5 YR<br>1,729.00  | 8TH 5 YR<br>1,517.00  | <8 5 YR<br>1,305.00  |  |  |  |
| 6  | VAR 6 YR<br>2,096.00  | JV 6 YR<br>1,816.00  | 8TH 6 YR<br>1,593.00  | <8 6 YR<br>1,370.00  |  |  |  |
| 7  | VAR 7 YR<br>2,202.00  | JV 7 YR<br>1,907.00  | 8TH 7 YR<br>1,673.00  | <8 7 YR<br>1,438.00  |  |  |  |
| 8  | VAR 8 YR<br>2,311.00  | JV 8 YR<br>2,002.00  | 8TH 8 YR<br>1,755.00  | <8 8 YR<br>1,510.00  |  |  |  |
| 9  | VAR 9 YR<br>2,428.00  | JV 9 YR<br>2,102.00  | 8TH 9 YR<br>1,844.00  | <8 9 YR<br>1,586.00  |  |  |  |
| 10 | VAR10 YR<br>2,549.00  | JV 10 YR<br>2,207.00 | 8TH 10 YR<br>1,935.00 | <8 10 YR<br>1,665.00 |  |  |  |
| 11 | VAR 11 YR<br>2,676.00 | JV 11 YR<br>2,317.00 | 8TH 11 YR<br>2,033.00 | <8 11 YR<br>1,748.00 |  |  |  |
| 12 | VAR12 YR<br>2,809.00  | JV 12 YR<br>2,434.00 | 8TH 12 YR<br>2,135.00 | <8 12 YR<br>1,836.00 |  |  |  |

Basis .00

Pay Prd % No

Retro Enabled No

Anniversary Movement

# of Columns 0

# of Rows 0

Max Column

Max Row

Created DGRINSELL, Aug 4 2021 10:27AM

Edited DGRINSELL, Aug 4 2021 10:28AM

Selection Grouped by SalarySchedId

ESCAPE ONLINE

ANNUAL RATES

Salary Schedule TMA220 - FES PRINCIPAL

08/01/2021 - Open (Effective 07/01/2021)

|    | 01        |  |  |  |  |  |  |  |  |
|----|-----------|--|--|--|--|--|--|--|--|
| 01 | 80,080.00 |  |  |  |  |  |  |  |  |
| 02 | 82,420.00 |  |  |  |  |  |  |  |  |
| 03 | 84,760.00 |  |  |  |  |  |  |  |  |
| 04 | 87,100.00 |  |  |  |  |  |  |  |  |
| 05 | 89,440.00 |  |  |  |  |  |  |  |  |
| 06 | 91,780.00 |  |  |  |  |  |  |  |  |
| 07 | 94,120.00 |  |  |  |  |  |  |  |  |
| 08 | 96,460.00 |  |  |  |  |  |  |  |  |

Basis .00 Anniversary Movement  
 Pay Prd % No # of Columns 0 Max Column  
 Retro Enabled Yes # of Rows 1 Max Row  
 Created DGRINSELL, Aug 4 2021 10:25AM  
 Edited DGRINSELL, Aug 4 2021 10:25AM

Selection Grouped by SalarySchedId

**Ferndale Unified School District**

**SUPERINTENDENT'S RECOMMENDATION FOR BOARD ACTION**

**AGENDA ITEM#** 10.5

**DATE:** August 11, 2021

**SUBJECT:**

Approve 2020-2021 Classified Salary Schedules and a \$1,000 increase to the Classified Health and Welfare Cap

**DEPARTMENT/PROGRAM:**

Administration/Personnel

**ACTION REQUESTED:**

Approve 2020-2021 Classified Salary Schedules and a \$1,000 increase to the Classified Health and Welfare Cap

**PREVIOUS STAFF/BOARD ACTION:**

The District historically matches the certificated salary schedule increase with an increase to the classified salary schedule.

**FISCAL IMPLICATIONS:**

The salary schedule increase at 4% and the related statutory benefits increase equal a total cost to the district of \$ 56,189 for 2021-2022.

**CONTACT PERSON(S):**

Denise Grinsell, Business Manager  
Beth Anderson, Superintendent

| STEP | School Sec | SCIA     | Bus Driver | Cust/Maint | Cafeteria | IA       | Technology | Data Tech |
|------|------------|----------|------------|------------|-----------|----------|------------|-----------|
| 1    | \$ 17.98   | \$ 15.75 | \$ 20.68   | \$ 15.94   | \$ 16.14  | \$ 15.60 | \$ 25.08   | \$ 23.20  |
| 2    | \$ 18.69   | \$ 16.38 | \$ 21.18   | \$ 16.55   | \$ 16.80  | \$ 15.91 | \$ 26.05   | \$ 24.10  |
| 3    | \$ 19.39   | \$ 16.97 | \$ 21.67   | \$ 17.18   | \$ 17.40  | \$ 16.23 | \$ 27.01   | \$ 24.99  |
| 4    | \$ 20.08   | \$ 17.57 | \$ 22.18   | \$ 17.79   | \$ 18.01  | \$ 16.55 | \$ 27.98   | \$ 25.90  |
| 5    | \$ 20.78   | \$ 18.19 | \$ 22.80   | \$ 18.39   | \$ 18.63  | \$ 16.89 | \$ 28.82   | \$ 26.79  |
| 6    | \$ 21.20   | \$ 18.55 | \$ 23.25   | \$ 18.75   | \$ 19.00  | \$ 17.22 | \$ 29.10   | \$ 27.32  |
| 7    | \$ 21.62   | \$ 18.93 | \$ 23.72   | \$ 19.13   | \$ 19.38  | \$ 17.57 | \$ 29.68   | \$ 27.87  |

**MONTHLY RATES**

**Salary Schedule CFM260 - BUSINESS MANAGER**

08/01/2021 - Open (Effective 07/01/2021)

|    | 01       |  |  |  |  |  |  |  |  |  |
|----|----------|--|--|--|--|--|--|--|--|--|
| 01 | 5,100.00 |  |  |  |  |  |  |  |  |  |
| 02 | 5,295.00 |  |  |  |  |  |  |  |  |  |
| 03 | 5,489.00 |  |  |  |  |  |  |  |  |  |
| 04 | 5,684.00 |  |  |  |  |  |  |  |  |  |
| 05 | 5,878.00 |  |  |  |  |  |  |  |  |  |
| 06 | 6,073.00 |  |  |  |  |  |  |  |  |  |
| 07 | 6,267.00 |  |  |  |  |  |  |  |  |  |
| 08 | 6,462.00 |  |  |  |  |  |  |  |  |  |
| 09 | 6,656.00 |  |  |  |  |  |  |  |  |  |
| 10 | 6,851.00 |  |  |  |  |  |  |  |  |  |

|               |                               |                      |   |
|---------------|-------------------------------|----------------------|---|
| Basis         | .00                           | Anniversary Movement |   |
| Pay Prd %     | No                            | # of Columns         | 0 |
| Retro Enabled | Yes                           | # of Rows            | 1 |
|               |                               | Max Column           |   |
|               |                               | Max Row              |   |
| Created       | DGRINSELL, Aug 4 2021 10:21AM |                      |   |
| Edited        | JANE, Aug 4 2021 11:46AM      |                      |   |

Selection Grouped by SalarySchedId

ESCAPE ONLINE Page 1 of 1

045 - Ferndale Unified School District  
Generated for Denise Grinsell (DGRINSELL), Aug 6 2021 2:24PM

**Ferndale Unified School District**

**SUPERINTENDENT'S RECOMMENASTION FOR BOARD ACTION**

**AGENDA ITEM:** 10.6

**DATE:** August 11, 2021

**SUBJECT:**

K-12 Solar Energy Project Updates

**DEPARTMENT/PROGRAM:**

Administration/Facilities

**ACTION REQUESTED:**

The board may choose to pass a resolution allowing the Superintendent to proceed with plans for a solar project.

**PREVIOUS STAFF/BOARD ACTION:**

None.

**BACKGROUND INFORMATION AND/OR STATEMENT OF NEED:**

The school district currently spends about \$57,000 a year on electricity.

**FISCAL IMPLICATIONS:**

One projected project has the potential to save the district up to \$50,000 in the first year with a projected 25-year savings of \$978,286. Due to the nonprofit nature of the project, there would be no cost to the district for installation of the solar project.

**CONTACT PERSON(S):**

Beth Anderson, Superintendent

**Ferndale Unified School District**

**SUPERINTENDENT'S RECOMMENDATION FOR BOARD ACTION**

**AGENDA ITEM#** 10.7

**DATE:** August 11, 2021

**SUBJECT:**

School Board Handbook

**DEPARTMENT/PROGRAM:**

Administration

**ACTION REQUESTED:**

The School Board President has requested time to discuss developing a Board of Governance Handbook.

**CONTACT PERSON(S):**

Danella Barnes-Penman, School Board President