

**Tulelake Basin Joint Unified School District**  
**Reopening Plan/COVID-19 Safety Plan**  
**July 2020 - Revised January 2021**

The Tulelake Basin Joint Unified School District is scheduled to begin the 2020-21 school year on Wednesday, August 26. While we desire to provide the best learning for our students, the health, safety, and well-being of our students and staff is our top priority as they return to school. When the new school year begins, on-campus school will look much different than previous years due to new health and safety measures.

Tulelake Basin Joint Unified has created a Reopening Plan/COVID-19 Safety Plan that addresses how schools will meet the needs of students in the coming school year. The plan to reopen schools is based on current guidance from public health officials, state agencies, as well as your valuable input from the Reopening Schools Work Group, and will be updated as the situation evolves. As a result, TBJUSD has put together two options that will address social-distancing requirements to keep TBJUSD students and staff safe while also supporting student learning.

For the 2020-21 academic year, Tulelake Basin Joint Unified is proposing a choice of two instructional models, including the In-person model and Distance Learning model.

The TBJUSD Reopening Plan covers the many procedures and protocols that are being put in place for a successful and safe reopening

Please follow us at <https://www.tulelakeschools.org/> for more information and updates

**HEALTH, HYGIENE AND SAFETY:**

Action	In-Person Model	Distance Learning model
Monitor symptoms of all students and staff upon entry	- The school has developed and is ready to implement daily symptom and temperature screening of all students, staff, and visitors prior to admitting them to the facility	N/A

Health and Safety Protocols	<ul style="list-style-type: none"> <li>- All students and staff will be monitored for temperatures and symptoms</li> <li>- Masks and other PPE will be worn as required</li> <li>- All will be trained in and use proper handwashing techniques</li> <li>- All will be trained in and use the proper use of hand sanitizer</li> <li>- Safe Social Distancing guidelines will be followed including 6 feet of physical distance as below in the section "Required Physical Distancing"</li> </ul>	N/A
Plans to teach and reinforce the use of cloth face coverings, masks, or face shields	-The school has developed plans to teach and reinforce the use of cloth face coverings, masks, or face shields	N/A
Drop off/Pick up	-Controlled entry and social distance practices will be followed	-Controlled entry and social distance practices will be followed
Visitors and Deliveries	<ul style="list-style-type: none"> <li>- Controlled entry and social distance practices will be followed</li> <li>- Masks shall be worn</li> <li>- Health screening questions</li> <li>- Use of plexiglass shield between staff and visitor</li> </ul>	<ul style="list-style-type: none"> <li>- Controlled entry and social distance practices will be followed</li> <li>- Masks shall be worn</li> <li>- Health screening questions</li> <li>- Use of plexiglass shield between staff and visitor</li> </ul>
Students and staff who become ill while on campus	<ul style="list-style-type: none"> <li>- Isolation of staff member or student</li> <li>- Contact Department of Public Health</li> <li>- Notify parents/family member</li> <li>- Follow quarantine and exclusion protocols</li> </ul>	<ul style="list-style-type: none"> <li>- Isolation of staff member or student</li> <li>- Contact Department of Public Health</li> <li>- Notify parents/family member</li> <li>- Follow quarantine and exclusion protocols</li> </ul>
Teach staff expectations of health and safety protocols, updated COVID risk factors and protective measures	<ul style="list-style-type: none"> <li>-Utilize pre-service days to inform and train staff</li> <li>- Training will be ongoing and include: <ul style="list-style-type: none"> <li>· Our COVID-19 policies and procedures to protect employees from COVID-19 hazards.</li> <li>· Information regarding COVID-19-related benefits to which the employee may be</li> </ul> </li> </ul>	Utilize pre-service days to inform and train staff

	<p>entitled under applicable federal, state, or local laws.</p> <ul style="list-style-type: none"> <li>· The fact that: <ul style="list-style-type: none"> <li>o COVID-19 is an infectious disease that can be spread through the air.</li> <li>o COVID-19 may be transmitted when a person touches a contaminated object and then touches their eyes, nose, or mouth.</li> <li>o An infectious person may have no symptoms.</li> </ul> </li> <li>· Methods of physical distancing of at least six feet and the importance of combining physical distancing with the wearing of face coverings.</li> <li>· The fact that particles containing the virus can travel more than six feet, especially indoors, so physical distancing must be combined with other controls, including face coverings and hand hygiene, to be effective.</li> <li>· 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.</li> <li>· Proper use of face coverings and the fact that face coverings are not respiratory protective equipment - face coverings are intended to primarily protect other individuals from the wearer of the face covering.</li> </ul>	
--	--	--

	<ul style="list-style-type: none"> <li>COVID-19 symptoms, and the importance of obtaining a COVID-19 test and not coming to work if the employee has COVID-19 symptoms.</li> </ul>	
Teach students expectations of health and safety protocols, updated COVID risk factors and protective measures	<ul style="list-style-type: none"> <li>-Utilize the first week of school to inform and train students</li> <li>-Training will be ongoing</li> </ul>	N/A
Continue to reinforce strategies with students who are following the health and safety protocols	<ul style="list-style-type: none"> <li>-Utilize PBIS reward system to reinforce and reward proper protocols</li> </ul>	N/A
Adequate supplies of protective equipment	<ul style="list-style-type: none"> <li>-The school has adequate supplies on hand to support healthy hygiene behaviors, including soap, tissues, no-touch trash cans, face coverings, and hand sanitizers with 60 percent ethanol, or 70 isopropanol for staff and children who can safely use hand sanitizer</li> </ul>	<ul style="list-style-type: none"> <li>-The school has adequate supplies on hand to support healthy hygiene behaviors, including soap, tissues, no-touch trash cans, face coverings, and hand sanitizers with 60 percent ethanol, or 70 isopropanol for staff and children who can safely use hand sanitizer</li> </ul>
Promote frequent hand washing and prevent overcrowding at handwashing locations	<ul style="list-style-type: none"> <li>-Train all students the first day of school in handwashing</li> </ul>	N/A
Use of Protective Equipment	<ul style="list-style-type: none"> <li>-Appropriate staff are provided Cal-OSHA recommended equipment</li> </ul>	Appropriate staff are provided Cal-OSHA recommended equipment

#### **CLEANING PROCEDURES AND SCHEDULE:**

Action	In-person model	Distance Learning model
Routine cleaning and disinfection procedures for school sites	<ul style="list-style-type: none"> <li>- Use foggers at night in every classroom office</li> <li>-Spray surfaces during the day - between classes</li> </ul>	<ul style="list-style-type: none"> <li>- Use foggers at night in every classroom office</li> <li>-Spray surfaces during the day - between classes</li> </ul>

	-Clean all door handles and touch points frequently during the day	-Clean all door handles and touch points frequently during the day
Classroom procedures to clean desktops and doorknobs at the start of each new class if a student must change rooms	-Teachers will spray the surfaces in their classrooms in between classes	N/A
Staff obtain cleaning supplies for classroom and office area intermittent cleaning	-Custodian will provide and maintain supplies in classrooms and office areas	-Custodian will provide and maintain supplies in classrooms and office areas
Routine cleaning and disinfection procedures for busses and Suburbans	- Foggers will be used after each route - Surfaces will be sprayed & wiped down	N/A
Ventilation	-All filters in heaters and air conditioners have been replaced and will be maintained regularly -All windows open and fans work for proper ventilation	-All filters in heaters and air conditioners have been replaced and will be maintained regularly -All windows open and fans work for proper ventilation
Water fountains	-All drinking fountains will be disabled; the water bottle fill spouts will still be functional	N/A
Facility use by outside groups	-We will continue to use the procedures in place for requesting facilities - with all safety procedures in mind	-We will continue to use the procedures in place for requesting facilities - with all safety procedures in mind

#### **REQUIRED PHYSICAL DISTANCING:**

Where possible, we ensure at least six feet of physical distancing at all times in our workplace by implementing the following actions. Individuals will be kept as far apart as possible when there are situations where six feet of physical distancing cannot be achieved.

Action	In-person model	Distance Learning model
School bus stops	-Spaces for students to stand in line and wait for the bus will be marked to ensure social distancing	N/A

School buses	<ul style="list-style-type: none"> <li>-All students will be monitored for temperature/health screening before boarding buses</li> <li>-Buses will be loaded in order of stops with cohorts sitting together</li> <li>- We will continue with 2 routes in the morning and 2 routes in the evening along with a TASSEL route</li> </ul>	N/A
Entering/exiting the campus and during daily symptom and temperature screening of students and staff	<ul style="list-style-type: none"> <li>- Students will observe entrance/exits to allow for supervision</li> <li>- As students and staff are monitored daily for temperatures and symptoms, we will maintain social distancing and utilize touchless thermometers</li> </ul>	N/A
Students entering campus and waiting for first class to begin	-Students will be safely distanced in their assigned area and masks will be in place	N/A
Meal periods	-Students will receive prepped breakfasts/lunches and be directed to an area to eat while distancing	-Students will receive prepped breakfasts/lunches and be directed to an area to eat while distancing
Recess	<ul style="list-style-type: none"> <li>-Classes will observe a recess schedule that allows for social distancing</li> <li>-All playground equipment will be off limits</li> </ul>	N/A
Passing periods	-Students will wear masks and observe distancing guidelines	N/A
Classrooms and other instructional spaces	<ul style="list-style-type: none"> <li>-The teacher will be masked and distanced 6 feet away from students</li> <li>- Students will wear masks as appropriate for their age group and be distanced safely</li> <li>-Rooms will be set up to maximize physical distancing; barriers will be utilized as needed</li> </ul>	-The teacher will be masked and distanced 6 feet away from students and others

Restrooms	-No waiting within the restroom itself, social distance marking outside of restrooms -frequent cleaning during the day -Students will wear masks as appropriate for their age group	N/A
Locker rooms	-Students will wear masks and observe appropriate distancing guidelines -Lockers will be assigned to maximize use of space each period	N/A
Before- and after-school programs	-Will observe all guidelines that are in place for the regular school day	N/A
Extracurricular and co-curricular programs	-Will observe all guidelines that are in place for the regular school day as well as CIF and League guidelines	N/A
Frequently shared objects	-We will limit use of shared objects and equipment, and when unavoidable, items will be cleaned and disinfected between uses -Frequently shared objects include but are not limited to: toys, games, art supplies, learning aids, books, and electronic equipment, etc.	N/A

**STUDENT ATTENDANCE AND HEALTH POLICIES:**

Action	In-person model	Distance Learning model
Attendance	-Continue attendance procedures as before; Monitor student participation per AB77 protocols	-Monitor student participation per AB77 protocols
Exclusion Criteria	-Follow County Health and CDC Guidelines for return to school	N/A
Parent information	-All parents will be updated and informed when new information and guidelines are available	-All parents will be updated and informed when new information and guidelines are available

**PLANS FOR SITUATIONAL AWARENESS AND CONSULTATION WITH LOCAL HEALTH AUTHORITIES:**

Action	In-person model	Distance Learning model
Monitor and share updates from California Department of Public Health, CDC, CDE, MCOE, Modoc/Siskiyou County Health Departments	-Superintendent will continue to monitor and share updates with staff, families and the Board of Education	-Superintendent will continue to monitor and share updates with staff, families and the Board of Education
Procedures for Communicating Confirmed Cases	-Superintendent will work with Modoc/Siskiyou County Health Departments	-Superintendent will work with Modoc/Siskiyou County Health Departments
System for Communicating	<p>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:</p> <ul style="list-style-type: none"><li>· Employees should report COVID-19 symptoms and possible hazards to their immediate supervisor via in-person, phone call or email. Additionally, they should report to Kay Wilson to obtain a substitute</li><li>· That employees can report symptoms and hazards without fear of reprisal.</li><li>· Our procedures or policies for accommodating employees with medical or other conditions that put them at increased risk of severe COVID-19 illness.</li><li>· COVID-19 testing is not required, however employees can access COVID-19 testing through County Health or private</li></ul>	



	<p>entities, utilizing their insurance. Time will be provided for testing by working with their immediate supervisor</p> <ul style="list-style-type: none"> <li>· In the event we are required to provide testing because of a workplace exposure or outbreak, we will communicate the plan for providing testing and inform affected employees of the reason for the testing and the possible consequences of a positive test.</li> <li>- Information about 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.</li> </ul>	
Exclusion of COVID-19 Cases	<p>Where we have a COVID-19 case in our workplace, we will limit transmission by:</p> <ul style="list-style-type: none"> <li>· Ensuring that COVID-19 cases are excluded from the workplace until our return-to-work requirements are met.</li> <li>· Excluding employees with COVID-19 exposure from the workplace for 10 days after the last known COVID-19 exposure to a COVID-19 case.</li> <li>· Continuing and maintaining an employee's earnings, seniority, and all other employee rights and benefits whenever we've demonstrated that the COVID-19 exposure is work related. This will be accomplished by following current guidance and regulations in law and providing employees at the time of exclusion with information on available benefits.</li> </ul>	

	Continue to maintain records of COVID-19 cases and report serious illnesses and multiple cases to Cal/OSHA and the local health department, as required.	
Return to work/school criteria	<ul style="list-style-type: none"> <li>· COVID-19 cases with COVID-19 symptoms will not return to work until all the following have occurred: <ul style="list-style-type: none"> <li>o At least 24 hours have passed since a fever of 100.4 or higher has resolved without the use of fever-reducing medications.</li> <li>o COVID-19 symptoms have improved.</li> <li>o At least 10 days have passed since COVID-19 symptoms first appeared.</li> </ul> </li> <li>· COVID-19 cases who tested positive but never developed COVID-19 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.</li> <li>· A negative COVID-19 test will not be required for an employee to return to work.</li> <li>· If an order to isolate or quarantine 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. If no period was specified, then the period will be 10 days from the time the order to isolate was effective, or 10 days from the time the order to quarantine was effective.</li> </ul>	

**INSTRUCTIONAL PROGRAMS:**

Action	In-person model	Distance Learning model
Provide meaningful, rigorous instruction to all students	<ul style="list-style-type: none"><li>- Every lesson will be available on Google Classroom or some other online platform for students who are in class or at home.</li><li>- Students will be able to come to school for the regularly scheduled school day, keeping six feet distance from one another while following Safety Protocols (masks, hand washing, etc.)</li><li>- Teachers will use Google Classroom (or other online platform) to provide students with instruction that can easily be switched over in the case have to go to distance learning</li></ul>	<ul style="list-style-type: none"><li>- Every lesson will be available on Google Classroom or some other online platform for students to access</li><li>- Teachers will provide synchronous lessons during regular school hours as if students were in the classroom</li></ul>
Addressing Learning Loss	-Teachers will use appropriate assessment measures to determine student achievement levels and will provide additional support to assist in closing gaps	-Teachers will use appropriate assessment measures to determine student achievement levels and will provide additional support to assist in closing gaps
Additional supports to facilitate learning	<ul style="list-style-type: none"><li>- provide behavioral supports as needed</li><li>-teach relationship building strategies</li><li>- instruct students for transition to Distance Learning, if needed</li></ul>	<ul style="list-style-type: none"><li>- provide behavioral supports as needed</li><li>-teach relationship building strategies</li><li>- instruct students for transition to Distance Learning</li></ul>
Outside Agency support	-Continue to work with outside agencies to provide support for students and families	-Continue to work with outside agencies to provide support for students and families

**TECHNOLOGY AND INFRASTRUCTURE:**

Action	In-person model	Distance Learning model
Instructional Resources	-Provide Chromebooks for all students to access Google Classroom and other instructional resources	-Provide Chromebooks for all students to access Google Classroom and other instructional resources

Access to Internet	-Utilize current infrastructure and add access points to ensure good connectivity	-Utilize current infrastructure and add access points to ensure good connectivity; provide additional places for students to access Internet while off site
Acceptable Use Policy	-Ensure all students have a signed and current Acceptable Use Policy	-Ensure all students have a signed and current Acceptable Use Policy

### **PROFESSIONAL DEVELOPMENT AND ENGAGEMENT:**

Action	In-person model	Distance Learning model
Prepare for students to return to campus	Pre-Service Days: - Walk through as a team - Google Classroom/Meet/Zoom (breakouts) - Go through the first week of school lessons - How to keep interactive classrooms without breaking the distancing - Guidelines on Health procedures - Trauma Informed Care	Pre-Service Days: - Walk through as a team - Google Classroom/Meet/Zoom (breakouts) - Go through the first week of school lessons - How to keep interactive classrooms without breaking the distancing - Guidelines on Health procedures - Trauma Informed Care
Parent and Staff Survey	Conduct Parent and Staff Survey to inform District about needs	Conduct Parent and Staff Survey to inform District about needs
Parent Education and Family Engagement	- Provide Parent Education: - Health and Hygiene - Access to Google Classroom and other instructional Resources - Use two-way communication channels to share information about plan changes and to receive feedback	- Provide Parent Education: - Health and Hygiene - Access to Google Classroom and other instructional Resources - Use two-way communication channels to share information about plan changes and to receive feedback

Date: 01/22/2021

# 2021 COVID-19 School Guidance Checklist

**Name of Local Educational Agency or Equivalent:** Tulelake Basin Joint Unified Sch

Number of schools: 2

Enrollment: 413

Superintendent (or equivalent) Name: Teresa Healy

Address: P.O Box 640 Phone Number: 530-667-2295

Tulelake, CA 96134 Email: thealy@tbjUSD.org

Date of proposed reopening:  
08/26/2020

County: Modoc

Grade Level (check all that apply)

Current Tier: \_\_\_\_\_  
(please indicate Purple, Red, Orange or Yellow)

☒ TK ☒ 2nd ☒ 5th ☒ 8th ☒ 11th  
☒ K ☒ 3rd ☒ 6th ☒ 9th ☒ 12th

☒ 1st ☒ 4th ☒ 7th ☒ 10th

Type of LEA: K-12 District

**This form and any applicable attachments should be posted publicly on the website of the local educational agency (or equivalent) prior to reopening or if an LEA or equivalent has already opened for in-person instruction. For those in the Purple Tier, materials must additionally be submitted to your local health officer (LHO), local County Office of Education, and the State School Safety Team prior to reopening.**

The email address for submission to the State School Safety for All Team for LEAs in Purple Tier is:

K12csp@cdph.ca.gov

**LEAs or equivalent in Counties with a case rate  $\geq 25/100,000$  individuals can submit materials but cannot re-open a school until the county is below 25 cases per 100,000 (adjusted rate) for 5 consecutive days.**

**For Local Educational Agencies (LEAs or equivalent) in ALL TIERS:**

☒ I, Teresa Healy, post to the website of the local educational agency (or equivalent) the COVID Safety Plan, which consists of two elements: the **COVID-19 Prevention Program (CPP)**, pursuant to CalOSHA requirements, and this **CDPH COVID-19 Guidance Checklist** and accompanying documents,

which satisfies requirements for the safe reopening of schools per CDPH Guidance on Schools. For those seeking to open while in the Purple Tier, these plans have also been submitted to the local health officer (LHO) and the State School Safety Team.

I confirm that reopening plan(s) address the following, consistent with guidance from the California Department of Public Health and the local health department:

☒ **Stable group structures (where applicable):** How students and staff will be kept in stable groups with fixed membership that stay together for all activities (e.g., instruction, lunch, recess) and minimize/avoid contact with other groups or individuals who are not part of the stable group.

Please provide specific information regarding:

How many students and staff will be in each planned stable, group structure? (If planning more than one type of group, what is the minimum and maximum number of students and staff in the groups?)

See Plan

---

If you have departmentalized classes, how will you organize staff and students in stable groups?

See Plan

---

If you have electives, how will you prevent or minimize in-person contact for members of different stable groups?

See Plan

---

☒ **Entrance, Egress, and Movement Within the School:** How movement of students, staff, and parents will be managed to avoid close contact and/or mixing of cohorts.

☒ **Face Coverings and Other Essential Protective Gear:** How CDPH's face covering requirements will be satisfied and enforced for staff and students.

☒ **Health Screenings for Students and Staff:** How students and staff will be screened for symptoms of COVID-19 and how ill students or staff will be separated from others and sent home immediately.

☒ **Healthy Hygiene Practices:** The availability of handwashing stations and hand sanitizer, and how their safe and appropriate use will be promoted and incorporated into routines for staff and students.



☒ **Identification and Tracing of Contacts:** Actions that staff will take when there is a confirmed case. Confirm that the school(s) have designated staff persons to support contact tracing, such as creation and submission of lists of exposed students and staff to the local health department and notification of exposed persons. Each school must designate a person for the local health department to contact about COVID-19.

☒ **Physical Distancing:** How space and routines will be arranged to allow for physical distancing of students and staff.

Please provide the planned maximum and minimum distance between students in classrooms.

Maximum: \_\_\_\_\_feet

Minimum: \_\_\_\_\_feet. If this is less than 6 feet, please explain why it is not possible to maintain a minimum of at least 6 feet.

---

☒ **Staff Training and Family Education:** How staff will be trained and families will be educated on the application and enforcement of the plan.

☒ **Testing of Staff:** How school officials will ensure that students and staff who have symptoms of COVID-19 or have been exposed to someone with COVID-19 will be rapidly tested and what instructions they will be given while waiting for test results. Below, please describe any planned periodic asymptomatic staff testing cadence.

Staff asymptomatic testing cadence. Please note if testing cadence will differ by tier:  
as available \_\_\_\_\_

☐ **Testing of Students:** How school officials will ensure that students who have symptoms of COVID-19 or have been exposed to someone with COVID-19 will be rapidly tested and what instructions they will be given while waiting for test results. Below, please describe any planned periodic asymptomatic student testing cadence.

Planned student testing cadence. Please note if testing cadence will differ by tier:  
\_\_\_\_\_

☒ **Identification and Reporting of Cases:** At all times, reporting of confirmed positive and suspected cases in students, staff and employees will be consistent with [Reporting Requirements](#).

☒ **Communication Plans:** How the superintendent will communicate with students, staff, and parents about cases and exposures at the school, consistent with privacy requirements such as FERPA and HIPAA.

☐ **Consultation: (For schools not previously open)** Please confirm consultation with the following groups

☐ Labor Organization

Name of Organization(s) and Date(s) Consulted:

Name: \_\_\_\_\_

Date: \_\_\_\_\_

☐ Parent and Community Organizations

Name of Organization(s) and Date(s) Consulted:

Name: \_\_\_\_\_

Date: \_\_\_\_\_

*If no labor organization represents staff at the school, please describe the process for consultation with school staff:*

---

---

---

---

---

---

### For Local Educational Agencies (LEAs or equivalent) in **PURPLE**:

☐ **Local Health Officer Approval:** The Local Health Officer, for (state County) \_\_\_\_\_. County has certified and approved the CSP on this date: \_\_\_\_\_. If more than 7 business days have passed since the submission without input from the LHO, the CSP shall be deemed approved.

### **Additional Resources:**

[Guidance on Schools](#)

[Safe Schools for All Hub](#)