SUNNYSIDE UNION SCHOOL DISTRICT
STRATHMORE, CALIFORNIA

A School Serving the Community

REOPENING PLAN

Board of Trustees:

Humberto Cardenas, President
Humberto Quezada, Vice President
Andy Manning, Clerk
Schuyler Glover, Member
Kimberly Braziel, Member

District Administration:

Steve Tsuboi, Superintendent - Principal
Jody Gunderman – Vice Principal/Categorical Manager

Contents

Distance Learning/Blended Model, Fall Semester 3
Definitions of Learning Environments 4
General Measures 7
Healthy Hygiene Practices 7
Teacher and Staff Safety 9
Cleaning, Disinfection, and Ventilation 9
Distancing Inside and Outside the Classroom 10
Limit Sharing 11
Staff and Family Training and Education 11
Checks for Signs and Symptoms 12
When a Staff Member or Child Becomes Sick 13
Maintaining Healthy Operations 14
Considerations for Partial or Total Closure 14
Curriculum, Classroom, and Instructional Modifications and Considerations 15
Student Personal Items 17
Professional Development related to COVID-19 17
Character Education 17
Co-Curricular 18
Communications 19

DRAFT

Fall 2020 Reopening

Distance Learning/Blended Model, Fall Semester

Equitable Access; Best First Instruction; Safety for all

Sunnyside Union School District is ***committed*** to providing ***impactful***, ***engaging***, and ***meaningful*** instruction to all students. We believe as a district that ***ALL students deserve*** an equitable education no matter the setting. As a district we are committed to responding to the ever changing guidelines that the COVID-19 Pandemic has created. It is our ***responsibility*** to address changes, concerns while establishing a vision as we move forward. This must all be done in a ***timely manner*** while keeping the ***health*** (physical and mental) and ***safety*** of our students, staff, and community at the forefront. We must conduct all school related business and activities ***prudently*** as these times will also challenge our planning and budget. The district will continue to provide its students and staff the ***best possible materials*** to the extent possible. We need to ensure as a district that with limited and reduced face to face instruction, that this instruction is ***designed and delivered*** using ***effective and engaging*** strategies. It will take the entire staff and learning community to ***work together***, ***be supportive of one another***, and ***abide by the guidelines*** outlined in this plan to ensure that ***best possible opportunities*** for ***our students***. It must be ***our goal, our vision and our shared belief*** that ***ALL students***, no matter individual needs, will receive the education and support needed to be successful students, leaders, and future adults in our society. ***Our district, our school, our community will use this dark time to make things brighter for our future!***

DRAFT

Assumptions for Reopening

The ***health and safety*** of our students, staff, and families is of ***utmost importance***. When we open our campuses for the 2020-2021 school year, on campus instruction and operations will look different than previous years due to new health and safety measures. Sunnyside Elementary will develop plans to reopen schools based on guidance from local and state public health agencies. District plans will be updated as the ***situation evolves***.

Our plan will focus sharply on academic instruction to enhance ***student performance*** and ***address learning loss***. It is also our goal to ***continue to provide*** extracurricular programs, events, and athletics that are so important to the physical, mental, and social well-being of our students.

The District is planning on the reopening of schools on a Blended Distance Learning Model and On-Site Learning Model (**traditional**).The following principles have been guiding the work:

- Protect the ***health and safety*** of students and staff
- ***Follow the guidelines*** set by Tulare County Health and Human Services Agency (County Health Department) and California Department of Education (CDE)
- ***Provide students*** with school routines for social, emotional, and academic learning
- Provide ***clear safety expectations*** for teachers, students, staff and parents during this emergency learning situation

Definitions of Learning Environments

- **Traditional Learning** is a form of education where students and teachers are in ***the same location physically*** during instruction.

- **Distance Learning** is a form of education in which there is a ***physical separation of teachers and students*** during instruction. In some instances, students receive materials and are provided instructional support through virtual check-ins. Other models involve the use of a variety of technology for instruction. (This will be treated ***like Independent study***)

- **Blended Learning** is a ***combination*** of Traditional Learning and Distance Learning. Instruction is conducted both remotely and in person.

DRAFT

Overview of Strategies

Our plan takes the ***safety and wellbeing*** of our staff and students seriously. We aim to provide instruction in the safest way possible. We aim to accomplish this by following four key measures.

1. **STRATEGY 1…** the most important way to begin our day is through ***self-screening.*** Staff will ***actively and ethically*** participate in daily health screenings from home. Health screening from home will consist of simple questions regarding exposure risk.

   Students will be asked to participate in a health screening from home which should begin ***2 weeks before*** their return to school campuses. This screening will be done in the ***privacy*** of their home by their parents/guardians. They should be done routinely before leaving their home ***each morning***.

2. **STRATEGY 2 …** is to model, ***teach and monitor*** effective hand hygiene and daily facilities disinfection of high touch surfaces. Our school is currently building a list of resources and videos to teach our students the proper way to wash their hands.

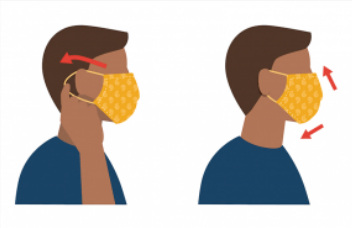
3. **Strategy** 3 … **teach and encourage** the responsible use of face coverings. All adults will wear face coverings daily. All students 3rd grade and up will be required to use face coverings. Students 2nd grade and below will be **encouraged** to use them especially when physical distance is difficult to maintain.

   Sunnyside **will provide each child and employee five (5) cloth masks**. Please see that your children attend school each day ***with at least one mask***. Extra masks will be available in the event that a mask is lost or damaged. Face coverings are ***essential*** to our school's ***success***.

DRAFT

Wear your Mask Correctly

- Wash your hands before putting on your mask
- Put it over your nose and mouth and secure it under your chin
- Try to fit it snugly against the sides of your face
- Make sure you can breathe easily
- CDC does not recommend use of masks or cloth masks for source control if they have an exhalation valve or vent

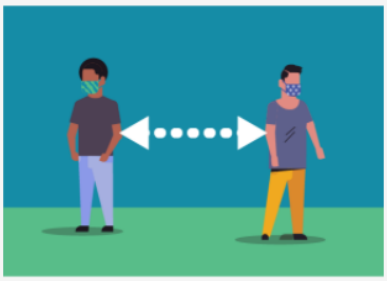


Wear a Mask to Protect Others

- Wear a mask that covers your nose and mouth to help protect others in case you're infected with COVID-19 but don't have symptoms
- Wear a mask in public settings when around people who don't live in your household, especially when it may be difficult for you to stay six feet apart
- Wear a mask correctly for maximum protection
- **Don't** put the mask around your neck or up on your forehead
- **Don't** touch the mask, and, if you do, wash your hands or use hand sanitizer to disinfect

Follow Everyday Health Habits

- Stay at least 6 feet away from others
- Avoid contact with people who are sick
- Wash your hands often, with soap and water, for at least 20 seconds each time
- Use hand sanitizer if soap and water are not available



4. **Strategy 4** . . . social distancing will be ***taught and encouraged***. Classrooms will be arranged in a way that students will be spaced out while they are sitting/working at their desks.

We remain vigilant with keeping up with information being released. We understand that COVID-19 ***is not transmitting through children at a high rate*** as it is with adults. We want our community to know that our ***staff is at a higher risk*** and thus we ask that all precautions be taken so that we can keep our schools open. If our staff stays healthy, our community stays healthy.

Sunnyside Union School District proposes to begin with in person instruction for students in TK-2 grades.

Sunnyside Union School District will undertake the following measures to address the challenges of reopening our schools for **in person instruction**. The following plan does not cover every minute detail, and as stated before, is subject to change with evolving understandings and changes in public health policy related to the reopening of our schools for in person instruction.

General Measures

a. Continue ***communication with local and state authorities*** to determine current disease levels and control measures in our community.
    i. Steve Tsuboi, Superintendent-Principal will continue with duties of COVID-19 Coordinator and will keep in regular and consistent ***communication with state and local*** health agencies to:
        1. Monitor local COVID-19 conditions
        2. Review updated guidance from local and state agencies

    ii. Nancy Kimura (Tulare County Office of Education) Nurse and Amy Camacho (District) Licensed Vocational Nurse will continue to ***communicate with our local public health agency*** for the purpose of personnel monitoring and contact tracing.

b. Sunnyside Union School District plans to ***comply with the general recommendations*** of the CA Department of Public Health ‘s COVID-19 Industry Guidance: Schools and School-Based Programs including ***additional compliance*** measures deemed necessary by the Sunnyside District Team.

Healthy Hygiene Practices

a. A principal strategy mentioned is to ***model, teach, and reinforce*** healthy hygiene practices (i.e. washing hands, avoiding contact with the face, properly covering coughs and sneezes).

DRAFT

i. Each classroom ***will be provided*** adequate tissues and/or paper towels to allow for students to cough and/or sneeze inside of a tissue or, when tissues are not available, into their elbow. Multiple Hand Sanitizer trees will be strategically located around campus. Hand Sanitizer dispensers are also located in each classroom.

ii. Students and staff ***will wash their hands*** before and after eating, after coughing or sneezing, after being outside, and before and after using the restroom.

iii. Staff will use ***videos to teach students*** to wash their hands for 20 seconds with soap, washing their hands past the wrist and using paper towns to dry them completely.

iv. Recess and lunches will be ***staggered*** to allow for routing handwashing intervals and to minimize congregation in restrooms.

v. Staff will ***reinforce the responsible use*** of student cloth face coverings, masks and face shields, especially when social distancing is not possible.

1. Students ***3rd grade and up will be required*** to wear appropriate face coverings. Students in ***grades TK-2*** are **strongly encouraged** to wear face coverings. All students will be required to wear face coverings when entering and exiting campus.[1]
2. It is ***imperative for parents*** to provide face coverings on a daily basis and to clean them on a routine basis.[2]
3. All staff will ***regularly and consistently*** use face coverings on campus. ***Face shields*** can be used by teachers in place of cloth face coverings at the teacher's discretion, and for purposes of educational benefit.
4. Lunch service workers ***will use gloves and face coverings*** while on campus.
5. Students ***will eat outdoors when possible.***

[1] A face covering or shield should be removed for meals, snacks, or outdoor recreation or when it needs to be replaced. When a cloth face covering is temporarily removed, it should be placed in a clean area until it needs to be put on again.
[2] Medical exemptions from a licensed physician will be considered.

DRAFT

6. In order to comply with CDPH guidance, SUSD ***must exclude students*** from campus if they are not exempt from wearing a face covering and ***refuse*** to wear one.

vi. SUSD will ensure ***adequate supplies*** to support healthy hygiene behaviors including soap, paper towels, face coverings[3] and all required protective equipment.

1. SUSD has ***provided*** face coverings to all staff and students and will ensure that staff use all required protective equipment.

Teacher and Staff Safety

a. Ensuring staff maintain ***physical distancing*** from each other is critical to reducing the transmission between adults. Therefore, SUSD is committed to:
   i. Ensuring that all staff ***use face coverings*** in accordance with the CDPH guidelines and Cal/OSHA standards.
   ii. Conducting all staff meetings, professional learning opportunities and other activities involving staff with ***physical distancing measures in place or virtually***, where physical distancing is a challenge.
   iii. ***Minimizing*** the use of and congregation of adults in staff rooms, break rooms and other settings.
   iv. ***Implementing procedures*** for daily symptom monitoring for staff.

Cleaning, Disinfection, and Ventilation

a. SUSD will ***suspend or modify*** the use of site resources that necessitate sharing or touching of items. [4]
b. Staff will ***regularly clean and disinfect*** high touch surfaces[5] within the school.
c. SUSD will ***limit the use*** of play structures in favor of physical activities that require less contact with surfaces.

---

[3] WUSD will provide each student one disposable face covering.
Additional disposable masks will be available to students in the event of lost or damaged masks, or in the event that students arrive on campus without the appropriate face covering, or student's face covering is deemed unhygienic by Staff.

[4] Ex. students will not use the drinking fountains. Instead, students will be encouraged to use the District purchased water bottle to use and fill with clean water daily. Weather permitting, students will eat outdoors in designated areas.

[5] Including but not limited to: door handles, light switches, sink handles, bathroom surfaces, tables, student desks, chairs.

DRAFT

i. Playground equipment will be ***limited to cohort usage*** and usage will rotate on a weekly schedule.

d. SUSD will ***limit the sharing*** of school supplies. Students will have enough supplies stored in a plastic bag marked with their names.
e. SUSD ***distributed school supplies*** that will remain at home for at home use.
f. To increase ventilation, ***classroom and office doors*** will remain open to introduce fresh outdoor air ***as much as possible***.

Distancing Inside and Outside the Classroom

a. Arrival and Departure

i. SUSD will utilize an at home health screenings process in an effort to ***mitigate the congregation*** of students up arrival. Additional health screenings will take place ***as needed***.
ii. ***Various points of entry*** will be used throughout campus to allow for physical distancing to take place.
iii. Upon arrival, students will ***report directly to their classroom*** to lessen the interaction with other students before school begins.
iv. Students ***will not be allowed*** to arrive on campus before 7:55 **a.m.** to allow for staff to properly practice check-in procedures.
v. Families ***will be encouraged*** to bring their students to campus between 7:55 and 8:10 to minimize the bulk of student arrivals between 7:45 and 8:00.
vi. SUSD will utilize **multiple access points** for arrivals and departures, and will designate **recommended travel routes** around campus to minimize student congregation.
vii. Appropriate travel routes will be ***clearly marked*** with adequate signage to ***promote physical distancing*** and reduce the potential for congregation points and congestion.
viii. Students ***will be encouraged*** to walk onto campus *independent of families* to limit the number of people on campus at one time.

b. Classroom Space

i. Students will remain in **consistent cohorts** and in the **same classroom space** as practicable.
ii. Teachers will ***minimize their contact*** with different groups of students as much as is practicable. Students in the **elementary grades** will remain **with the same teacher all day** whereas students at the Middle Grades (6-8) will continue with the adapted rotating block schedule to ***minimize teacher movement*** throughout the day.

DRAFT

iii. SUSD has ***limited class sizes*** specifically to allow for ***adequate physical distancing*** in most indoor spaces. Adequate space will be provided for teacher physical distancing from students, and teachers ***will maintain 6 feet of space between students***. Partitions/sneeze guards will be used where deemed necessary to minimize face to face interactions.

c. Non Classroom Spaces

i. ***Nonessential visitors will be limited*** and ***volunteers will not be allowed*** at this time. All adult visitors will be ***required to wear a face covering*** while on campus, must ***pass a health screening*** including a ***temperature check***, and will be required to ***sign in and out*** of the office.

ii. ***Lunches and recesses will be staggered*** to mitigate for communal activities

iii. SUSD faculty will be ***encouraged to use*** outdoor, non-classroom spaces for instruction as often as feasible.

iv. Hallways will be marked with ***suggested routes*** of travel to minimize congregate movement.

v. Students will take their lunch to outside spaces as often as is feasible. Small Portable outdoor shade structures will be utilized to help when the weather is less than ideal.

Limit Sharing

a. Student belongings ***will be separated*** and kept in individually labeled spaces or storage containers. Essential items that are brought to and from school on a regular basis will be minimized, and should be cleaned regularly.
b. SUSD will ensure ***adequate supplies*** are available to all students to minimize the sharing of high touch materials. Parents will also be ***encouraged to keep separate supplies*** for home and school use.
c. To the extent feasible, SUSD will ***avoid sharing*** electronic devices, clothing, toys, books and other games or learning aids. When not feasible, these items will be **cleaned and disinfected** regularly.

Staff and Family Training and Education

a. SUSD will remain ***committed to training*** all staff and to providing educational materials to families in the following areas:
    i. Enhanced sanitation practices
    ii. Physical distancing guidelines

DRAFT

iii. Use of face coverings, proper removal and washing of cloth face coverings
iv. At home health screenings
v. COVID-19 specific symptom identification

b. All parent and staff training and education ***will be delivered virtually***.
   i. Upon reopening with in person instruction, the Principal or her/his designee will ensure monthly health and hygiene training for staff.
   ii. All staff members will complete online COVID training prior to the school year beginning.

Checks for Signs and Symptoms

a. SUSD will ***not tolerate any harassment or discrimination*** against students, staff, and families who were or are diagnosed with COVID-19.
b. SUSD will ***actively encourage*** staff and students who are sick or who have recently had close contact with a person with COVID-19 to stay home without any fear of reprisal. This is our most important mitigation strategy, and cannot be stressed enough.
c. SUSD ***will ask parents and/or guardians*** to monitor and conduct daily health screenings[6] in the comfort of their own home.
d. Not only will our at home health screenings allow for SUSD to maintain some ***semblance of normalcy*** upon check in, it will also allow for staff and families to ***recognize potential signs and symptoms*** of COVID-19 prior to ever coming on to campus.
   i. Students and staff who ***have completed the at home health screenings*** will have access campus each morning relatively unimpeded.
e. ***Visual wellness checks*** will be conducted by staff throughout the day to monitor for signs and symptoms.
f. Students who exhibit signs and symptoms throughout the day ***will be required to wear a face covering, isolated in our infirmary (SAFE ROOM), and sent home as soon as feasible.***
g. Students ***will not be penalized*** for missing school due to illness, exposure to COVID-19, or for exercising good judgement in an effort to maintain a healthy school community.

[6] Health screening questions include temperature <100.4F; symptoms including new or worsening cough, loss of taste and/or small, difficulty breathing, vomiting or diarrhea, lower respiratory symptoms, close contact with someone showing signs or has been diagnosed with COVID-19.

h. SUSD is currently working with outside agencies to develop **onsite testing** capabilities (saliva testing) that would potentially allow for more rapid results. Testing would be available **for staff and students** who are symptomatic or prior to the start date of any cohort or group.
i. Until on site testing is available families will be referred to immediately contact their care provider and/or Call 211 for guidance and possible testing.
j. Staff will follow all state guidelines to period testing (i.e. every two months). If onsite testing becomes available testing for staff would occur prior to cohorts starting.

When a Staff Member or Child Becomes Sick

a. SUSD will maintain an infirmary (SAFE ROOM) to ***separate anyone*** who exhibits symptoms of COVID-19.
b. In the event that a student, staff, or visitor exhibits signs or symptoms of COVID-19, ***they will be required to wear a face covering and to wait in the infirmary until they can be transported home or to a healthcare facility.***
c. SUSD will ***maintain proper procedures and protocols*** to deal with the identification, isolation, communication, and transportation of all students and staff exhibiting COVID-19 signs and symptoms.[7]
d. SUSD will ***promptly notify*** local health officials, appropriate staff and families of any positive cases of COVID-19 in accordance with best practices for contact tracing while maintaining confidentiality as required by state and 13 federal law.
    i. Close contacts will be ***notified and highly encouraged to test***.
    ii. Close contacts will be required to ***quarantine for 14 days from the last date*** the case was present at school.
e. In the event of a positive COVID-19 case, areas used by any sick person will be ***closed off until proper cleaning and disinfection*** procedures can be applied.
f. Any sick staff or student will not be allowed to return to campus until they have ***met the CDC criteria to discontinue home isolation***, including 3 days with no fever, symptoms have improved, and at least 10 days since symptoms first appeared.
g. All students will continue to ***have access to high quality***, online educational programming in the event of illness, quarantine, or exercising prudence in an effort to maintain a healthy school community.

[7] Students moving from the regular school day into after school care will subjects to daily, no touch temperature checks.

DRAFT

Maintaining Healthy Operations

a. In an attempt to monitor appropriate staff absenteeism while maintaining quality educational programing, we have contacted everyone in our ***substitute pool and provided training.***
b. Students or staff who have had ***close contact*** with a confirmed COVID-19 case will be sent home and asked to quarantine for **14 days from last exposure**. SUSD will ***strongly recommend testing***, but a negative test will not shorten the 14 day quarantine.
c. The District will apply ***best practices in contact tracing***, and will vigilantly monitor symptoms among students and staff and will isolate them promptly.
d. Nancy Kimura and Amy Camacho, (County Nurse and District LVN), will take on the role as COVID-19 Student Coordinators this year. They will serve as a ***liaison for parents and employees***, ***will coordinate documentation and contact tracing in order to notify local health officials, staff, and families in a prompt and responsible manner.***
e. SUSD will maintain ***effective communications systems*** that will allow for families to self-report symptoms and receive prompt notifications of exposures and potential classroom, building, or campus closures, while maintaining confidentiality.
f. SUSD will ***encourage families to participate in routine testing***, and to voluntarily report their testing results to our COVID-19 Coordinator in an effort to better understand the exposure risks of COVID-19 on campus. This program will remain voluntary, but encouraged.
g. Families who travel ***outside of the country*** throughout the school year will be required to ***quarantine for 14 days prior to returning to campus***.

Considerations for Partial or Total Closure

a. In accordance with CDPH's COVID-19 and Reopening In-Person Learning Framework for K-12 Schools in California, 2020-2021 School Year, SUSD will monitor state and local orders and health department notices daily regarding transmission in the area and adjust operations accordingly.
b. When a student or staff tests positive for COVID-19 and has exposed others at the school, the following steps will be implemented:
    i. In ***consultation*** with the local public health department and SUSD Board of Trustees, the Superintendent may decide whether school closure is warranted, including the length of time necessary, based on the risk level within the community as determined by the local public health officer.

DRAFT

ii. Given standard guidance for isolation at home for **at least 14 days** after close contact, the classroom or office where the patient was based will ***remain closed until proper disinfection and sanitation*** practices can be applied. Additionally, students and staff members deemed at "high risk" for contracting COVID-19 will need to isolate.

iii. SUSD will maintain an effective communications plan ***for partial and full school closure*** that will include outreach to students, parents, staff, and other invested community members.

iv. SUSD will remain ***committed to ongoing safety precautions*** related to the transmission of COVID-19, and will provide guidance to parents and staff reminding them of the importance of community physical distancing measures in the event of school closures, including discouraging students or staff from gathering elsewhere.

c. In accordance with the California Department of Public Health, the criteria for the consideration of school closure will be as follows:

i. ***Consultation*** with the Local Health Officer deems closure necessary

ii. School closure may be necessary if there are **multiple cases in multiple cohorts at school, or when at least 5 percent of the total number of teachers/students/staff are cases within a 14-day period**.[8]

Curriculum, Classroom, and Instructional Modifications and Considerations

a. ***Blended Learning strategies will be expected*** in all classes throughout the school year, regardless of COVID-19 guidelines.

i. Each grade level (Preschool – 2nd) will have one collaborative online classroom hosted digitally.

ii. All curricular materials ***available to our in person sessions will be available online***, in grade level Google Classrooms to allow for ***curricular fidelity*** between in person and online learning platforms.

iii. ***To the extent feasible, all instructional components present for in person learning will be available online***, in grade level Google Classrooms

iv. To the extent feasible, middle school students will maintain partnerships in ***"virtual groups" who will meet remotely outside of class to complete curricular tasks*** focused on classroom content.

[8] This is subject to change as necessary with updated information from the local and state public health agencies.

v. To the extent feasible, group ***work will be conducted*** through Google Hangouts, Zoom, or other school sanctioned software platforms.

b. Maintain clear communication with ***students and parents*** regarding student expectations and performance for in person and virtual learning spaces.
    i. Standardized rubrics for participation will be created and ***adopted and clearly articulated to students and parents.***
    ii. Guidelines for student work (missing, late, virtual submission, quality) will be created and adopted and ***clearly articulated to students and parents.***
    iii. Guidelines for ***student expectations*** regarding in person and online participation will be created and adopted and clearly articulated to students and parents.
c. To the extent possible, teachers will ***create smaller cohorts*** within each class to mitigate high risk exposure opportunities.
d. Group work that happens in classes will require student use of face coverings and will be ***limited to 10 minute intervals*** to minimize high risk exposure opportunities.
e. Staff has been ***encouraged to locate or create*** short instructional videos related to key curricular concepts and post these videos in their Google Classrooms.
f. To the extent feasible, teachers will be ***encouraged to make individualized contact*** with students (and their families) who may be absent for an extended amount of time to ensure continuity of student learning.
g. Textbooks and student materials for home use will be sent home at the appropriate time and ***can remain home for the remainder*** of the semester/school year.
h. Students Intervention Needs
    i. Intervention personnel will be required to wear a face covering while working with children.
    ii. Teaching assistants and support staff will push into classrooms to work with students in a 1:1 ratio. Small group pull outs will cease until further notice, unless the small group consists of students from the same classroom and outside facilities can be utilized for such work.
    iii. To the extent feasible, intervention work will be limited to sustained sessions of fewer than 15 minutes.
i. SUSD will continue to increase the efficacy of our blended learning efforts.

DRAFT

Student Personal Items

a. SUSD will ***encourage*** the use of backpacks to store personal belongings.
b. Water Bottles will be ***provided*** to all staff and students.
c. Students and parents will be ***strongly encouraged*** to properly disinfect student personal items on a regular basis.

Professional Development related to COVID-19

a. The first few days of school
    i. COVID-19 training for ***all staff***
    ii. Proper cleaning and disinfecting training for anyone cleaning sites

Character Education

a. The district ***social worker*** (hired through the Tulare County Office of Education), and the two district ***psychologists*** (one through the Tulare County Office of Education and one through neighboring district) will be on site to provide ***Social-Emotional support*** to our students. The needs of our students will be ***assessed*** and plans to provide ***intervention*** will take place.
b. **Student recess:**
    i. The playgrounds and fields will be divided into different ***recess stations*** with an engaging theme assigned to each station.
    ii. Recess station ***equipment will be assigned*** to each classroom each week, and will be sanitized regularly.
    iii. Each classroom will be ***assigned to a particular recess station*** for an entire week, and will rotate accordingly.
    iv. Our K-5 Physical Education teacher will ***utilize the appropriate classroom assigned recess stations*** to promote requisite skill and competencies that can be practiced individually at recess.
    v. Additional ***recess supervision*** will be provided to encourage physical distancing.
c. SUSD staff will monitor restroom use through the use of a ***scanning system*** that has been placed in each building, classroom, office, etc. to minimize student congregation points during passing periods and recess.
d. **Student Breakfast/Lunches:**
    i. Student lunches ***will be held*** in the following areas.
        1. Cafeteria with staggered lunch schedule.
        2. Classroom if outdoor weather does not permit.
        3. Outdoors whenever possible.

DRAFT

4. A ***combination of the above locations*** depending on weather, schedules, and number of students

ii. The number of lunch periods ***may be increased*** to accommodate for physical distancing, if necessary.

iii. Student lunch recess will remain consistent with morning recess assignment.

iv. ***Hot lunch will continue to be provided*** and will be picked up behind partitions when feasible.

v. Breakfast will be provided at the ***end of the day*** to be consumed by the student at home ***prior to arriving*** the next day.

Co-Curricular

a. **Choir**
   i. Choir will continue to be taught online outside of instructional hours.

b. **Band**
   i. If and when band returns it will be taught either virtually or outdoors, with 10 feet of spacing between members.

c. **School Library**
   i. Library books will continue to be available for checkout via the Destiny app and opportunities to pick up outside when weather permits.

d. **Physical education**
   i. While weather permits, physical education will be held outside in a designated physical education space on campus.
   ii. Middle school students will continue to have daily/hybrid, 50 minute physical education classes.
   iii. Physical education space will have visual markers to help promote physical distancing when feasible.
   iv. Physical education curriculum will focus on individualized practice and all group activities will be minimized as feasible.
   v. The use of shared equipment will be minimized as feasible, and physical education equipment will be routinely disinfected.

e. **After School Programs**
   i. After School Programs will be subject to the same rules, policies and guidelines outlined throughout this plan.
      1. CHOICES (TCOE) - (***Suspended*** until mixing of cohorts is allowed) – ***Virtual Classes*** may continue
      2. Good News Club
      3. After School Athletics (***Suspended*** until mixing of cohorts is allowed) – ***Virtual Training*** may be conducted.

DRAFT

Communications

a. Questions regarding the communication of COVID-19 to SUSD constituencies

   i. If a student has COVID-19, what ***information*** from education records can SUSD share with the community?

      1. ***FERPA*** does not apply when schools disclose that a student may have COVID-19 as long as SUSD ***does not directly or indirectly identify that student.*** Most of the time, in order to receive sufficient notification of risks to their children, parents do not need to know which student was or may be infected.

   ii. If SUSD ***suspects*** that a student has COVID-19, what information can the school share with its community?

      1. SUSD COVID Coordinator may wish to ***proactively*** warn parents and students that COVID-19 may be in our school community to facilitate prevention efforts and ensure that people have the information necessary to address a ***potential outbreak***.

         Given COVID-19's high degree of ***infectiousness***, it may be wise for SUSD to err on the side of caution and notify the entire community when ***suspected-but-unconfirmed*** cases exist. However, ***it may not be necessary to identify the symptomatic individual***.

   iii. Communications with Parents/Students, Employees and the Community

      1. ***Pro-active communications*** for all stakeholders that share information about reopening schools, identifies concerns, and addresses these concerns can help prepare students and their families for return to schools.
      2. The District will coordinate with local emergency management agencies, the local health department and other local officials (e.g. mental health, Fire Marshal, law enforcement, public transportation, etc.) to identify and develop communications structures and communications for students/parents, staff and community members related to COVID-19 and schools.
      3. Under the guidance of local public health officials, the District can communicate with parents and staff information about ***contact tracing and guidelines for families*** about sending students to school and when to keep them at home.

DRAFT

4. The District under the guidance local public health officials, will continue to ***monitor, investigate, develop a common plan and understanding*** of:
    a. After one or more positive COVID-19 case(s) on campus and/or if a student or staff member has a family member that tests positive.
    b. The legal responsibilities/privacy rights for communicating information about cases of the virus on any of the SUSD campuses.
5. Differentiating key messaging across ***multiple platforms*** (e.g., email, text messaging, push alerts, infographics, website posts, social media, news media outlets, printed mailings, etc.).
6. Developing ***frequent messaging*** that includes all critical information to reduce confusion, anxiety, or misunderstandings. Certainty reduces stress, even when there are not always specifics to share. For example, if plan or action step specifics are not yet available, provide detailed updates and information about the decision-making process and factors being considered (especially as they pertain to stakeholder feedback).
7. Ensuring communication is ***bias free and destigmatizing*** and does not perpetuate stereotypes.

DRAFT