

**Ferndale Unified School District
Board of Trustees**

Danella Barnes-Penman

Jerry Hansen

JoLynn Jorgensen

Cory Nunes

Corrie Pedrotti

**August 12, 2020
Regular School Board Meeting**

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

****Join us online through Zoom link or by phone****

Join by Zoom Meeting:

<https://us04web.zoom.us/j/77119189651?pwd=SHBCcTFiM0pwMjZRNjRPWG1Bc0EwUT09>

Join by phone:

Call 646-568-7788

Meeting ID: 771 1918 9651

Password: 9qthwX

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 54957.6a
Conference with Labor Negotiator**

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 2020-2021 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 Meeting (June 24, 2020)
- 9.2 Approve Commercial Warrants (June and July 2020)
- 9.3 Approve FES/FHS Revolving Cash Accounts and Enrollment Reports
- 9.4 Approve Personnel Activity Report

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

- 10.1 Adjusted Schedules for CIF/NCS 2020-2021
- 10.2 Review/Approve COVID-19 School Site Specific Protection Plans – Elementary and High School
- 10.3 Review Instructional Methods Proposed Plans/Schedules – Elementary and High School

11.0 FUTURE AGENDA ITEMS

- 11.1 LCAP (Learning Continuity and Attendance Plan) and related Budget Report – 2 Sept. meetings
- 11.2 Instructional Materials Public Hearing
- 11.3 Current and Prior Year Gann Limit Calculations
- 11.4 Approve Certification of Unaudited Actual Financial Report for 2019-2020
- 11.5 BP/AR Reviews
- 11.6 Approve Donations/Fundraisers
- 11.7 Approve Coaching Position/Hires

12.0 REVIEW OF CORRESPONDENCE TO THE BOARD

13.0 ADJOURNMENT

*NOTICE: Individuals requiring disability-related accommodations or modifications, including auxiliary aids and services, in order to participate in the Board meeting should contact the District Superintendent in writing three (3) days prior to the meeting at the following address:
1231 Main Street, Ferndale, California.*

Ferndale Unified School District

SUPERINTENDENT'S RECOMMENDATION FOR BOARD ACTION

AGENDA ITEM: 9.1

DATE: August 12, 2020

SUBJECT:

Regular Board Meeting Minutes (June 24, 2020)

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):

Beth Anderson, Superintendent/Principal
Denise Grinsell, Business Manager

**Ferndale Unified School District
Board of Trustees**

Danella Barnes-Penman Jerry Hansen JoLynn Jorgensen Cory Nunes Corrie Pedrotti

**June 24, 2020
Special School Board Meeting**

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

Ferndale High School – Mabel Lowry Library
1231 Main Street, Ferndale, CA 95536

****Join us online through Zoom link or by phone****

Join by Zoom meeting:

<https://us04web.zoom.us/j/77441470383?pwd=MDBtQmgxT280QkxqUHRWa3RkdnpZUT09>

Join by phone:

Call 646-568-7788

Meeting ID: 774 4147 0383

Password: 5Thqpu

Minutes

Present: Danella Barnes-Penman, Jerry Hansen, JoLynn Jorgensen, Cory Nunes, Corrie Pedrotti
Also Present: Beth Anderson, Superintendent/ Principal, Jeremy Griffith, Principal, Denise Grinsell

1.0 CALL TO ORDER

President Jorgensen called the meeting to order at 6:32 p.m.

2.0 ADJUSTMENTS TO THE AGENDA - None

3.0 PUBLIC COMMENT ON CLOSED SESSION ITEMS – None

4.0 ADJOURN TO CLOSED SESSION – 6:32 p.m.

Pursuant to Government Code Section 54957

4.1 Public Employment – Certificated Employment

Accept Certificated letter of Resignation

4.2 Negotiations

Conference with Labor Negotiators

Negotiators – Beth Anderson

Organization – Ferndale Unified Teacher’s Association

5.0 REGULAR SESSION RECONVENED

Regular session was reconvened at 7:01 p.m.

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

President Jorgensen reported that the board accepted a letter of resignation from a certificated employee.

6.0 FLAG SALUTE

7.0 PUBLIC HEARING

7.1 2019-2020 Ferndale Unified School District Budget

President Jorgensen opened the public hearing for the Ferndale Unified School District Budget. There was no discussion and the hearing was closed at 7:02 p.m.

7.2 2019-2020 Education Protection Account (EPA) Funds established with Proposition 30

President Jorgensen opened the public hearing for 2019-2020 Education Protection Account (EPA) Funds established with Proposition 30. There was no discussion and the hearing was closed at 7:03 p.m.

8.0 ANNOUNCEMENTS/REPORTS

8.1 Student Representative Reports - None

8.2 Certificated Representative Report – Heidi Taylor, FES Language Arts teacher, spoke of inequities of tracking students in junior high and presented a slide show with information. Corrie Pedrotti asked if Taylor would share the slide show electronically with the board. Principal Griffith clarified that the tracking was originally set up to create leveled math groups. He went on to explain that the junior high staff is planning for that to change in the fall and there is definitely room for discussion.

8.3 Classified Representative Report - None

8.4 Facilities Report - None

8.5 Board Member Reports/Announcements – Danella Barnes-Penman shared that she attended a CSBA webinar regarding COVID and Finances. She asked folks to write letters to state senators to look at the budget numbers before August.

8.6 School Improvement Grant (SIG) Report – Principal Griffith said the ILT met at the end of May To review how the year ended, what worked and what they would like to have done differently. There will be a planning meeting in July.

8.7 Local Control Accountability Plan (LCAP) Report – Supt. Anderson explained that schools still needed to submit their annual update. There is a new December deadline for the 2020-21 plan. There is a lot of data we would normally use that was not available because of the school closures like testing and surveys. She did say that Math at FES went up as well as Language Arts at FHS. Even though not all assessments were finished, great improvement was made through March in chronic absenteeism. FHS did not meet its goals for A-G requirements.

8.8 2019-2020 Budget Report – Denise Grinsell gave the following report to the board:

- The Good News... cuts to LCFF and some of the catagoricals have been removed
 - ADA will have a hold harmless caveat for 20/21, based on P-2 for 19/20
- The Bad News... Zero COLA and deferrals have doubled since May Revise
 - The first deferral will be a portion of June's revenue to be allocated in July
 - February through June of 2021 will have chunks deferred from 20/21 to 21/22
 - Deferrals will be rescinded if more federal funds become available
 - Waivers are only available if all other sources have been exhausted
 - If personal income taxes in July come in lower than anticipated, there may be more reductions.

- Other news...
 - Instructional days will remain at 180 for now and there is no waiver available
 - Distance learning - there is new ed code being written for tracking similar to Independent Study. It is possible that there will more ed code for a blended combination of Distance Learning and regular school.
 - Summer layoffs for certificated staff are no longer an option
 - Classified staff layoffs for nutrition, custodial and transportation are prohibited
 - 45 day update to be presented at August meeting will include current numbers.
 - Learning Loss Mitigation funding – one time revenue in federal Corona viurs Aid.
 - For: Students with disabilities (goes to SELPA but reduces our cost to them), some goes to Supplemental and concentration funding, and some will the allocated to LEA’s at approximately \$165 per ADA
- It is important to remember that in addition to budget “woes”, we still have 0 cola, step and column, increases to PERS/STRS
- We need to be ever mindful of spending, reduce our deficit spending and plan staffing accordingly.

8.9 Elementary School Principal Report – Principal Griffith shared that they successfully completed the third trimester through distance learning. Eighty plus chrome books were all returned. The kitchen staff, Vanessa Huerta, Richard Tate, Richelle White, Annelise Vollmer and Christina Perez, was amazing. The graduation was successful on June 11 in the high school parking lot. There was a lot of positive feedback. Amanda Orr did a great job on the video. Griffith finished by saying thanks to the board and Anderson for the last two years.

8.10 High School Principal/Superintendent Report – Supt. Anderson thanked Griffith and his staff for feeding the high school students as well. She thanked the teachers for their hard work, saying she is proud of them. The parents were super supportive and the students were amazingly resilient. She the “hold harmless” for students’ grades meaning that if a student was passing in March, they would receive credit for that course. If they improved, they got the higher of the grades at both FES and FHS. Anderson thanked Mrs. A (Alexandre), Genevieve Regli, Jen Grandy for how great graduation went. Anderson went on to explain that athletics in the fall will depend on which “phase” the county is in. FFA continued to compete virtually at the end of the school year with several students earning top honors. She said she will send out a survey to both families and teachers regarding concerns and ideas for return in the fall. We are working with HCOE and county public health for re-opening. Anderson then thanked Griffith for two great years.

9.0 PUBLIC COMMENT ON OPEN SESSION ITEM(S) - None

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

- 10.1** Approve Board Meeting Minutes - Regular Meeting (May 13, 2020)
- 10.2** Approve Commercial Warrants (May 2020)
- 10.3** Approve FES/FHS Student Body Accounts/Revolving Cash Accounts and Enrollment Reports
- 10.4** Approve Personnel Activity Report
- 10.5** Approve District Stipends for 2020-2021

A motion was made by Corrie Pedrotti and seconded by Jerry Hansen to approve the consent agenda.
Roll call vote summary: ayes 5-0 noes.

11.0 ACTION ITEMS

- 11.1** Approve the Williams Uniform Complaint Second (2nd) Quarterly Report
A motion was made by Jerry Hansen and seconded by Cory Nunes to approve the Williams Uniform Complaint Second (2nd) Quarterly Report. Roll call vote summary: ayes 5-0 noes.
- 11.2** Approve Warrant Distribution Authorization Form CS-1 and Certification Form CS-7 For the 2019-2020 School Year
A motion was made by Corrie Pedrotti and seconded by Danella Barnes-Penman to approve Warrant Distribution Authorization Form CS-1 and Certification Form CS-7 For the 2019-2020 School Year. Roll call vote summary: ayes 5-0 noes.
- 11.3** Adopt Resolution #19-01 to Accept the spending determinations for funds received from the Education Protection Account (EPA)
A motion was made by Cory Nunes and seconded by Danella Barnes-Penman to adopt Resolution #19-01 to Accept the spending determinations for funds received from the Education Protection Account (EPA). Roll call vote summary: ayes 5-0 noes.
- 11.4** Adopt Resolution #19-02 – Transfer Appropriation to Special Reserve
- 11.5** Adopt Resolution #19-03 – Transfer Funds from Special Reserve
A motion was made by Corrie Pedrotti and seconded by Cory Nunes to adopt Resolution #19-02 – Transfer Appropriation to Special Reserve and Resolution #19-03 – Transfer Funds from Special Reserve. Roll call vote summary: ayes 5-0 noes.
- 11.6** Approve Agricultural Career Technical Education Incentive Grant
A motion was made by Jerry Hansen and seconded by Danella Barnes-Penman to approve Agricultural Career Technical Education Incentive Grant. Roll call vote summary: ayes 5-0 noes.
- 11.7** Approve Perkins Grant Waiver
A motion was made by Cory Nunes and seconded by Jerry Hansen to approve Perkins Grant Waiver. Roll call vote summary: ayes 5-0 noes.
- 11.8** Approve Con App and Assurances for 2020-2021
A motion was made by Danella Barnes-Penman and seconded by Cory Nunes to approve Con App and Assurances for 2020-2021. Roll call vote summary: ayes 5-0 noes.
- 11.9** Approve SELPA Representation Letter
A motion was made by Jerry Hansen and seconded by Danella Barnes-Penman to approve SELPA Representation Letter. Roll call vote summary: ayes 5-0 noes.
- 11.10** Approve Understanding of Services Letter for Auditor Services
A motion was made by Corrie Pedrotti and seconded by Cory Nunes to approve Understanding of Services Letter for Auditor Services. Roll call vote summary: ayes 5-0 noes.
- 11.11** Approve HCOE Interdistrict Attendance Agreement
A motion was made by Jerry Hansen and seconded by Danella Barnes-Penman to approve HCOE Interdistrict Attendance Agreement. Roll call vote summary: ayes 5-0 noes.

11.12 Approve the 2019-2020 Local Control Accountability Plan (LCAP) Annual Update
A motion was made by Corrie Pedrotti and seconded by Danella Barnes-Penman to approve the 2019-2020 Local Control Accountability Plan (LCAP) Annual Update. Roll call vote summary: ayes 5-0 noes.

11.13 Adopt 2020-2021 Ferndale Unified School District Budget – Denise Grinsell explained that the budget year, 2020-21 will be ok thanks to the hold harmless ADA revenue but the administration and board will have difficult decisions ahead as we move into the multi-years. At this time the district is requesting a positive recommendation for the budget adoption.
A motion was made by Corrie Nunes and seconded by Cory Nunes to adopt 2020-2021 Ferndale Unified School District Budget with a positive recommendation. Roll call vote summary: ayes 5-0 noes.

12.0 FUTURE AGENDA ITEMS

12.1 Fall Athletic Schedules

12.2 School Re-opening District Plan and Guidelines

13.0 REVIEW OF CORRESPONDENCE TO THE BOARD - None

14.0 ADJOURNMENT

President Jorgensen adjourned the meeting at 8:07 p.m.

Ferndale Unified School District

SUPERINTENDENT'S RECOMMENDATION FOR BOARD ACTION

AGENDA ITEM: 9.2

DATE: August 12, 2020

SUBJECT:

Commercial Warrants Summary (June and July 2020)

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 2019-2020 and 2020-2021 adopted budgets.

CONTACT PERSON(S):

Beth Anderson, Superintendent/Principal
Denise Grinsell, Business Manager

ACCOUNTS PAYABLE - BOARD PAYMENT REPORT

Report Cover Sheet

General Settings

Report Name
Printed
District
Logon
Fiscal Year

ACCOUNTS PAYABLE - BOARD PAYMENT REPORT
8/4/2020 10:22:34 AM
45
dgrinsell
2021

Options

Report Title

BOARD PAYMENT REPORT

Filters

Transaction Type:
Board Meeting Date:
Audit Type:
Fiscal Year:
Sort By:
Print Description:
Include Vendor Address:
Page Break By Transmittal:
Include Voided Transmittal:

ALL
08/12/2020
ALL
2021
Vendor Name
Board Description
NO
NO
NO

HUMBOLDT COUNTY OFFICE OF EDUCATION
ACCOUNTS PAYABLE - BOARD PAYMENT REPORT

BOARD PAYMENT REPORT

Board of Trustees Meeting 08/12/2020

45 Ferndale Unified

Fiscal Year: 2021

Transmittal Number: 2100001-0 AUDIT

Reference Vendor
 CL200026-001 BATINI, CHARLES

Reference	Vendor	Description	Amount
CL200027-001	DEL ORO WATER COMPANY	FIT EVALUATION	750.00
		Total Payment Amount	750.00
CL200028-001	FERNDAL HIGH STUDENT BODY	WATER	718.84
		Total Payment Amount	718.84
CL200029-001	FRONTIER	SOUND SYSTEM GRADUATIONS	1,000.00
		Total Payment Amount	1,000.00
CL200030-001	NILSEN CO	INTERNET	70.72
		Total Payment Amount	70.72
CL200031-001	RECOLOGY EEL RIVER	SUPPLIES	103.21
		Total Payment Amount	103.21
CL200032-001	RESTIF CLEANING SERVICE	GARBAGE	1,595.91
		Total Payment Amount	1,595.91
CL200033-001	SEQUOIA FLORAL	1 WEEK JUNE	1,700.00
		Total Payment Amount	1,700.00
CL200034-001	SEQUOIA GAS CO (C)	FLORAL SUPPLIES	390.12
		Total Payment Amount	390.12
CL200035-001	SIX RIVERS PORTABLE TOILETS	PROPANE/RENT	332.35
		Total Payment Amount	332.35
CL200037-001	U.S. BANK	FACILITIES BUS BARN	43.10
		Total Payment Amount	43.10
CL200036-001	VALLEY LUMBER & MILLWORK	HOTSPOTS/SUPPLIES	943.34
		Total Payment Amount	943.34
		Total Payment Amount	53.96
		Total Payment Amount	53.96
		Transmittal Total	7,701.55

HUMBOLDT COUNTY OFFICE OF EDUCATION
ACCOUNTS PAYABLE - BOARD PAYMENT REPORT

Board of Trustees Meeting 08/12/2020

Fiscal Year: 2021

BOARD PAYMENT REPORT

45 Ferndale Unified

Transmittal Number: 21000001-0 AUDIT

Fund Summary: Fund 01 7,701.55

Transmittal Number: 21000002-0 AUDIT

Amount

Reference Vendor ADVANCED SECURITY SYSTEMS

171.50

171.50

Total Payment Amount

PV210004-001 AERIES SOFTWARE

9,607.80

9,607.80

Total Payment Amount

PV210002-001 ANDERSON, BETH

384.00

384.00

Total Payment Amount

PV210003-001 ASAP LOCK & KEY

334.01

334.01

Total Payment Amount

PV210005-001 CSBA

9,394.00

9,394.00

Total Payment Amount

PV210006-001 ECOLAB

339.47

339.47

Total Payment Amount

PV210007-001 EMPLOYMENT DEVELOPMENT DEPT

457.58

457.58

Total Payment Amount

PV210008-001 FRONTIER

3,244.10

3,244.10

Total Payment Amount

PV210009-001 HUMBOLDT COUNTY TREASURER

320.00

320.00

Total Payment Amount

PV210010-001 MENDES SUPPLY CO.

318.59

318.59

Total Payment Amount

PV210011-001 NWEA

4,792.50

4,792.50

Total Payment Amount

PV210012-001 P G & E

3,006.59

3,006.59

Total Payment Amount

HUMBOLDT COUNTY OFFICE OF EDUCATION
ACCOUNTS PAYABLE - BOARD PAYMENT REPORT

BOARD PAYMENT REPORT

Board of Trustees Meeting 08/12/2020

45 Ferndale Unified

Fiscal Year: 2021

Transmittal Number: 21000002-0 AUDIT	Description	Amount
Reference	YEARLY SUBSCRIPTION	2,609.00
PV210014-001	RENAISSANCE LEARNING	2,609.00
	Total Payment Amount	
PV210015-001	SMALL SCHOOL DISTRICTS ASSOC	650.00
	Total Payment Amount	650.00
PV210016-001	U.S. BANCORP EQUIP FINANCE INC	3,989.02
	Total Payment Amount	3,989.02
PV210017-001	COPIER LEASE	110.00
	Total Payment Amount	110.00
	WEX BANK	110.00
	Total Payment Amount	110.00
	Transmittal Total	39,728.16
	Fund Summary: Fund 01	39,728.16
Transmittal Number: 21000002-5 AUDIT	Description	Amount
Reference	POSTAGE	29.89
PV210013-001	PITNEY BOWES	29.89
	Total Payment Amount	29.89
	Transmittal Total	29.89
	Fund Summary: Fund 01	29.89
Transmittal Number: 21000003-0 AUDIT	Description	Amount
Reference	20-21 MEMBERSHIP FEE	1,070.00
PV210018-001	ACCREDITING COMMISSION FOR SCH	1,070.00
	Total Payment Amount	1,070.00
PV210019-001	ASAP LOCK & KEY	47.74
	Total Payment Amount	47.74
PV210020-001	COALITION FOR ADEQUATE	159.00
	Total Payment Amount	159.00
PV210021-001	DEL ORO WATER COMPANY	697.59
	Total Payment Amount	697.59
PV210022-001	EUREKA OXYGEN	697.59
	Total Payment Amount	697.59
	SERVICE FIRE EXT.	1,655.55

HUMBOLDT COUNTY OFFICE OF EDUCATION
ACCOUNTS PAYABLE - BOARD PAYMENT REPORT

BOARD PAYMENT REPORT

Board of Trustees Meeting 08/12/2020

45 Ferndale Unified

Fiscal Year: 2021

Transmittal Number: 21000003-0 AUDIT

Reference	Vendor	Description	Total Payment Amount	Amount
PV210023-001	FRONTIER	INTERNET	1,655.55	70.72
				70.72
PV210024-001	MENDES SUPPLY CO.	SUPPLIES	2,497.09	2,497.09
PV210025-001	NEFF COMPANY	ATHLETIC AWARDS	488.24	488.24
PV210026-001	PITNEY BOWES	POSTAGE FES	598.52	598.52
PV210027-001	RESTIF CLEANING SERVICE	WINDOWS	2,865.00	2,865.00
PV210028-001	REVOLVING CASH FUND	DRIVER PHYSICAL	90.00	90.00
PV210029-001	RODLAN ADMINISTRATIVE SOFTWARE	20-21 FEE	300.00	300.00
PV210030-001	SIX RIVERS PORTABLE TOILETS	BUS BARN FACILITIES	43.10	43.10
PV210031-001	U.S. BANK	SUPPLIES	404.24	404.24
		Transmittal Total	10,986.79	
		Fund Summary:	10,686.79	
		Fund 01	300.00	
		Fund 13		
		Payment Count:	43	
		Transmittal Count:	4	
		Grand Total:	58,446.39	

HUMBOLDT COUNTY OFFICE OF EDUCATION
ACCOUNTS PAYABLE - BOARD PAYMENT REPORT

BOARD PAYMENT REPORT

Board of Trustees Meeting 08/12/2020

45 Ferndale Unified

Fiscal Year: 2021

The above Payable transactions have been issued in accordance with the District's policies and procedures.
It is recommended that the Board of Trustees approve them.

Authorized Agent

Board Approval

Ferndale Unified School District

SUPERINTENDENT'S RECOMMENDATION FOR BOARD ACTION

AGENDA ITEM: 9.3

DATE: August 12, 2020

SUBJECT:

FES/FHS Student Body Accounts, 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):

Beth Anderson, Superintendent/Principal
Denise Grinsell, Business Manager

**FERNDALE UNIFIED SCHOOL DISTRICT
ENROLLMENT
FERNDALE ELEMENTARY SCHOOL –**

August 6, 2020

<u>GRADE</u>	<u>ENROLLMENT</u>
TK	9
K	27
1	34
2	30
3	29
4	37
5	37
6	38
7	27
8	35

TOTAL: 303

**FERNDALE UNIFIED SCHOOL DISTRICT
ENROLLMENT
FERNDALE HIGH SCHOOL – 145**

August 6, 2020

<u>GRADE</u>	<u>ENROLLMENT</u>
9	39
10	31
11	31
12	47

TOTAL: 148



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

3806 TRN S Y ST01

Account Number:
1 575 1366 8200
Statement Period:
Jun 1, 2020
through
Jun 30, 2020



000085607 01 AB 0.419 000638507462998 P Y
FERNDALE UNIFIED SCHOOL DIST
1231 MAIN ST
FERNDALE CA 95536-9416



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24-Hour Business
Solutions:

1-800-673-3555

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Internet:

usbank.com

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NON PROFIT CHECKING

Member FDIC

U.S. Bank National Association

Account Number 1-575-1366-8200

Account Summary

Beginning Balance on Jun 1	# Items	\$	3,252.88	Interest Paid this Year	\$	0.62
Customer Deposits	2		583.90	Number of Days in Statement Period		30
Other Deposits	1		0.08			
Checks Paid	3		803.90-			
Ending Balance on Jun 30, 2020		\$	3,032.96			

Customer Deposits

Number	Date	Ref Number	Amount	Number	Date	Ref Number	Amount
	Jun 10	8655020631	553.90		Jun 26	9254745594	30.00
			Total Customer Deposits	\$			583.90

Other Deposits

Date	Description of Transaction	Ref Number	Amount
Jun 30	Interest Paid	3000001973	\$ 0.08
			Total Other Deposits
			\$ 0.08

Checks Presented Conventionally

Check	Date	Ref Number	Amount	Check	Date	Ref Number	Amount
3020	Jun 11	8953387576	250.00	3046	Jun 15	8057415694	178.90
3045*	Jun 12	9254511512	375.00				
			Conventional Checks Paid (3)	\$			803.90-

* Gap in check sequence

Balance Summary

Date	Ending Balance	Date	Ending Balance	Date	Ending Balance
Jun 10	3,806.78	Jun 12	3,181.78	Jun 26	3,032.88
Jun 11	3,556.78	Jun 15	3,002.88	Jun 30	3,032.96

Balances only appear for days reflecting change.

ANALYSIS SERVICE CHARGE DETAIL

Account Analysis Activity for: May 2020

Account Number: 1-575-1366-8200 \$ 0.00



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

Account Number:
 1 575 1366 8200
 Statement Period:
 Jun 1, 2020
 through
 Jun 30, 2020



ANALYSIS SERVICE CHARGE DETAIL

(CONTINUED)

Analysis Service Charge assessed to 1-575-1366-8200 \$ 0.00

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

<i>Service</i>	<i>Volume</i>	<i>Avg Unit Price</i>	<i>Total Charge</i>
Depository Services			
Combined Transactions/Items	21		No Charge
Subtotal: Depository Services			0.00
Branch Coin/Currency Services			
Night Dep Processing-per Dep	1		No Charge
Subtotal: Branch Coin/Currency Services			0.00
Fee Based Service Charges for Account Number 1-575-1366-8200			\$ 0.00

10:09 AM

08/04/20

**Ferndale Unified School District
Reconciliation Detail
FUSD Revolving Cash, Period Ending 06/30/2020**

Type	Date	Num	Name	Clr	Amount	Balance
Beginning Balance						3,252.88
Cleared Transactions						
Checks and Payments - 3 items						
Check	3/25/2019	3020	Hoopa Valley High ...	X	-250.00	-250.00
Check	5/27/2020	3045	OCDE	X	-375.00	-625.00
Check	5/28/2020	3046	Erin Roseb McNeill	X	-178.90	-803.90
Total Checks and Payments					-803.90	-803.90
Deposits and Credits - 3 items						
Deposit	6/8/2020			X	553.90	553.90
Deposit	6/26/2020			X	30.00	583.90
Deposit	6/30/2020			X	0.08	583.98
Total Deposits and Credits					583.98	583.98
Total Cleared Transactions					-219.92	-219.92
Cleared Balance					-219.92	3,032.96
Uncleared Transactions						
Checks and Payments - 1 item						
Check	6/3/2020	3047	Marissa Hardwick		-30.00	-30.00
Total Checks and Payments					-30.00	-30.00
Total Uncleared Transactions					-30.00	-30.00
Register Balance as of 06/30/2020					-249.92	3,002.96
New Transactions						
Checks and Payments - 2 items						
Check	7/24/2020	3048	Brandi Zanone		-90.00	-90.00
Check	8/4/2020	3049	Brenda Hinton		-30.00	-120.00
Total Checks and Payments					-120.00	-120.00
Total New Transactions					-120.00	-120.00
Ending Balance					-369.92	2,882.96

10:09 AM

08/04/20

**Ferndale Unified School District
Reconciliation Summary
FUSD Revolving Cash, Period Ending 06/30/2020**

	Jun 30, 20
Beginning Balance	3,252.88
Cleared Transactions	
Checks and Payments - 3 items	-803.90
Deposits and Credits - 3 items	583.98
Total Cleared Transactions	-219.92
Cleared Balance	3,032.96
Uncleared Transactions	
Checks and Payments - 1 item	-30.00
Total Uncleared Transactions	-30.00
Register Balance as of 06/30/2020	3,002.96
New Transactions	
Checks and Payments - 2 items	-120.00
Total New Transactions	-120.00
Ending Balance	2,882.96

Ferndale Unified School District

SUPERINTENDENT'S RECOMMENDATION FOR BOARD ACTION

AGENDA ITEM: 9.4

DATE: August 12, 2020

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):

Beth Anderson, Superintendent/Principal
Denise Grinsell, Business Manager

FERNDALE UNIFIED SCHOOL DISTRICT
PERSONNEL REPORT
August 12, 2020

CURRENT VACANCIES

CERTIFICATED PERSONNEL

None

CLASSIFIED PERSONNEL

None

COACHING PERSONNEL

TBD

Ferndale Unified School District

SUPERINTENDENT'S INFORMATION FOR BOARD

AGENDA ITEM 10.1

DATE: August 12, 2020

SUBJECT:

CIF/NCS Athletic Schedules

DEPARTMENT/PROGRAM:

Athletics/Administration

ACTION REQUESTED:

Approve

PREVIOUS STAFF/BOARD ACTION:

Seasonal schedules for athletic teams are brought to the Board for approval. This is information that will affect our HDN League Schedules which will be brought to the board once approved by the league.

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
Clint McClurg, FHS Athletic Director



NORTH COAST SECTION, CIF

Pat Cruickshank, Commissioner of Athletics

5 Crow Canyon Ct., Suite 209, San Ramon, CA 94583 Tel.: (925) 263-2110, Fax: (925) 263-2120, Web: www.cifnco.org

TO: North Coast Section Member Schools

SUBJECT: CIF/NCS Update

DATE: July 20, 2020

I hope this finds you and your families doing well during this difficult time.

It is my goal that the information contained in this letter and attached calendar will provide some guidance as we look to return to athletic competition later this coming school year. This is the effort of many individuals and groups that have been charged with finding solutions to an unprecedented challenge in our lives. All of us know the importance of education-based athletics to our student-athletes, schools, and communities. This calendar considers the physical, mental, emotional, and social well-being of those students that we are so fortunate to serve in our section and throughout the state. This upcoming school year will require creativity, flexibility, and working together to best serve those student-athletes. Finally, I want you to know that from start, the focus has been on those young men and women, and I commend everyone involved for never wavering from that. This calendar and the revisions that go with it are about our students! Should you need anything moving forward, our NCS staff is ready and willing to answer your questions and help guide you.

Below are the areas that have been addressed by the State and Section regarding the upcoming school year's athletic calendar:

- **2020-2021 Sports Calendar**
- **CIF Bylaw 600-605**
- **Summertime Rules**
- **NCS Approval Process**

1) 2020-2021 Sports Calendars – During the past several weeks and months Section Commissioners along with CIF Staff have worked diligently to create a sports calendar that gave each sport and our students an opportunity to compete during the coming school year. Below you will see the results of that effort.

- A) Two Seasons – Fall and Spring** – In examining the most effective way to deliver Fall, Winter and Spring sports for the 2020-2021 school year, the decision was made to condense three seasons of sport into two seasons of sport, primarily to help with the spacing between particular sports and the overlap of certain sports between seasons.
- B) Length of Regular Seasons** – We tried hard to maintain the integrity of each sport's season; however this process was very difficult in the time frame we were confined to. It is important to point out that no reduction in the number of contests has taken place, meaning that a sport that generally allows 24 contests and 2 scrimmages during a normal season is still allowed the same number of contests. We hope that this allows all schools the opportunity to attempt to play a full schedule, albeit in some cases during a smaller window.
- C) Section Championships** – The 2020-2021 sports calendar includes full Section Championship experiences, which means the same number of champions in each sport, the same number of divisions in each sport and the same number of guaranteed entries from leagues advancing to the playoffs in each sport, as in previous years.

D) CIF Regional/State Championships – The CIF State Office has made the decision to streamline the CIF Regional and State Championships competitions/tournaments to no longer than one week, once our Section Championships have concluded. More details on format and dates will be forthcoming from the CIF Office.

2) CIF Bylaws 600-605 Suspended for the 2020-2021 School Year – CIF Executive Director Ron Nocetti has made the decision to enact CIF Bylaw 1108.A, which states, “In emergency situations, the State CIF President or Executive Director or his/her authorized designee may act for the Federated Council in the best interests of the organization. The action will be reviewed by the Executive Committee.” Therefore, a decision has been made that CIF Bylaws 600-605 will be suspended for the 2020-2021 school year. The thought behind this decision was that it would not be a realistic expectation, with the major adjustments of our sports seasons, that we would still prohibit students from participating in contests for outside teams during the high school season of sport. This also protects our schools from having to forfeit contests should one of their athletes participate in a contest with an outside organization during their season.

3) Summertime Rules Extended –It has been decided that Summertime Rules will be extended from when the school year begins in August/September through December and the beginning of Fall sports. As schools open and students return, provided state and local health authorities deem it safe to do so, schools can begin their pre-season preparations as they see fit, depending on what is allowed by health authorities during that time period. Summertime rules as described in Appendix A of our Sports and General Rulings Handbook will be in effect until December 14, 2020.

4) NCS Approval Process – North Coast Section Bylaw 1107.B states the following, “Between meetings of the NCS Board of Managers, the NCS Executive Committee shall be empowered to act for the Board of Managers when necessary. This action will be subject to the approval of the Board of Managers at its next meeting.” Therefore, the 2020-2021 sports calendars were placed on the agenda of a Special Executive Committee Meeting this morning and approved.

Thank you for your continued support of Educational Athletics. We understand that this is just the beginning of the journey into this coming school year and that there will be many challenges and changes along the way. It is my hope that moving forward we will work to make this difficult time as memorable and exciting as we can for our students and schools.

Stay safe and take care! As I told you back in the Spring, WE WILL RISE AGAIN!

Pat



NORTH COAST SECTION, CIF

5 CROW CANYON COURT, STE. 209, SAN RAMON, CA 94583

2020-21 NCS/CIF SPORT BREAKDOWN & CALENDAR

RELEASED: JULY 20, 2020

2020-21 NCS/CIF SEASON OF SPORT BREAKDOWN

FALL	SPRING
CROSS COUNTRY (BOYS & GIRLS)	BADMINTON
FIELD HOCKEY	BASEBALL
FOOTBALL	BASKETBALL (BOYS & GIRLS)
GYMNASTICS	COMPETITIVE SPORT CHEER (STUNT)
TRADITIONAL COMPETITIVE CHEER	GOLF (BOYS & GIRLS)
VOLLEYBALL (BOYS & GIRLS)	LACROSSE (BOYS & GIRLS)
WATER POLO (BOYS & GIRLS)	SOCCER (BOYS & GIRLS)
	SOFTBALL
	SWIMMING (BOYS & GIRLS)
	TENNIS (BOYS & GIRLS)
	TRACK & FIELD (BOYS & GIRLS)
	WRESTLING (BOYS & GIRLS)

2020-21 NCS/CIF CALENDAR (FALL)

CROSS COUNTRY (BOYS & GIRLS)	
FIRST DATE OF PRACTICE	DEC. 14, 2020
SOP DATE	JAN. 27, 2021 (45 days)
FINAL DATE OF COMPETITION OTHER THAN NCS/CIF	MAR. 13, 2021 (90 days)
NCS ENTRIES DUE	MAR. 14, 2021 (11:59 PM)
NCS CHAMPIONSHIPS	MAR. 20, 2021
CIF STATE CHAMPIONSHIPS	MAR. 27, 2021

FOOTBALL	
FIRST DATE OF PRACTICE	DEC. 14, 2020
SOP DATE	FEB. 11, 2021 (37 days)
WINDOW FOR SCHOOLS TO PLAY ONE SCRIMMAGE, PROVIDED INDIVIDUALS HAVE HAD AT LEAST 10 DAYS OF PRACTICE	DEC. 25, 2020 – JAN. 2, 2021
FIRST DATE SCHOOLS CAN PLAY A GAME, PROVIDED THE TEAM HAS HAD AT LEAST 14 DAYS OF PRACTICE AND INDIVIDUALS HAVE HAD AT LEAST 10 DAYS OF PRACTICE	JAN. 6, 2021 (Week 0)
FINAL DATE OF COMPETITION OTHER THAN NCS/CIF	MAR. 20, 2021 (74 days)
NCS POSTSEASON APPLICATIONS DUE	MAR. 20, 2021 (10 PM)
NCS AT-LARGE & SEEDING MEETING	MAR. 21, 2021
NCS CHAMPIONSHIP QUARTERFINALS	MAR. 26/27, 2021
NCS CHAMPIONSHIP SEMIFINALS	APR. 2/3, 2021
NCS CHAMPIONSHIP FINALS	APR. 9/10, 2021
CIF NOR-CAL REGIONAL CHAMPIONSHIPS/BOWL GAMES	APR. 16/17, 2021

VOLLEYBALL (BOYS & GIRLS)

FIRST DATE OF PRACTICE	DEC. 14, 2020
SOP DATE	JAN. 20, 2021 (38 days)
FINAL DATE OF COMPETITION OTHER THAN NCS/CIF	FEB. 27, 2021 (76 days)
NCS POSTSEASON APPLICATIONS DUE	FEB. 27, 2021 (10 PM)
NCS AT-LARGE & SEEDING MEETING	FEB. 28, 2021
NCS CHAMPIONSHIP FIRST ROUND	MAR. 2/3, 2021
NCS CHAMPIONSHIP QUARTERFINALS	MAR. 5/6, 2021
NCS CHAMPIONSHIP SEMIFINALS	MAR. 9/10, 2021
NCS CHAMPIONSHIP FINALS	MAR. 12/13, 2021
CIF STATE CHAMPIONSHIPS (Final Date) (Girls)/CIF NOR-CAL REGIONAL CHAMPIONSHIPS (Final Date) (Boys)	MAR. 20, 2021

WATER POLO (BOYS & GIRLS)

FIRST DATE OF PRACTICE	DEC. 14, 2020
SOP DATE	JAN. 20, 2021 (38 days)
FINAL DATE OF COMPETITION OTHER THAN NCS/CIF	FEB. 27, 2021 (76 days)
NCS POSTSEASON APPLICATIONS DUE	FEB. 27, 2021 (9 PM)
NCS AT-LARGE & SEEDING MEETING	FEB. 28, 2021
NCS CHAMPIONSHIP FIRST ROUND	MAR. 3/4, 2021
NCS CHAMPIONSHIP QUARTERFINALS	MAR. 6, 2021
NCS CHAMPIONSHIP SEMIFINALS	MAR. 10, 2021
NCS CHAMPIONSHIP FINALS	MAR. 13, 2021
CIF NOR-CAL REGIONAL CHAMPIONSHIPS (Final Date)	MAR. 20, 2021

FIELD HOCKEY

FIRST DATE OF PRACTICE	DEC. 14, 2020
SOP DATE	JAN. 18, 2021 (36 days)

GYMNASTICS

FIRST DATE OF PRACTICE	DEC. 14, 2020
SOP DATE	JAN. 18, 2021 (36 days)

TRADITIONAL COMPETITIVE CHEER

FIRST DATE OF PRACTICE	Determined by School
SOP DATE	50% of Season
FINAL DATE OF COMPETITION	Determined by School
CIF INVITATIONAL CHAMPIONSHIP	APR. 17, 2021

2020-21 NCS/CIF CALENDAR (SPRING)**BADMINTON**

FIRST DATE OF PRACTICE	FEB. 22, 2021
SOP DATE	APR. 4, 2021 (42 days)
FINAL DATE OF COMPETITION OTHER THAN NCS/CIF	MAY 15, 2021 (83 days)
NCS ENTRIES DUE	MAY 16, 2021
NCS BRACKET DEVELOPMENT	MAY 16, 2021
NCS CHAMPIONSHIPS	MAY 22, 2021
CIF NOR-CAL REGIONAL CHAMPIONSHIPS	MAY 29, 2021

SOCCER (BOYS & GIRLS)

FIRST DATE OF PRACTICE	FEB. 22, 2021
SOP DATE	APR. 4, 2021 (42 days)
FINAL DATE OF COMPETITION OTHER THAN NCS/CIF	MAY 15, 2021 (83 days)
NCS POSTSEASON APPLICATIONS DUE	MAY 15, 2021 (10 PM)
NCS AT-LARGE & SEEDING MEETING	MAY 16, 2021
NCS CHAMPIONSHIP FIRST ROUND	MAY 18/19, 2021
NCS CHAMPIONSHIP QUARTERFINALS	MAY 21/22, 2021
NCS CHAMPIONSHIP SEMIFINALS	MAY 25/26, 2021
NCS CHAMPIONSHIP FINALS	MAY 28/29, 2021
CIF NOR-CAL REGIONAL CHAMPIONSHIPS (Final Date)	JUNE 5, 2021

SWIMMING & DIVING (BOYS & GIRLS)

FIRST DATE OF PRACTICE	MAR. 8, 2021
SOP DATE	APR. 14, 2021 (38 days)
FINAL DATE OF COMPETITION OTHER THAN NCS/CIF	MAY 22, 2021 (76 days)
NCS ENTRIES DUE	MAY 23, 2021 (1:15 PM)
NCS SEEDING MEETING	MAY 24, 2021
NCS DIVING CHAMPIONSHIPS	MAY 27, 2021
NCS SWIMMING CHAMPIONSHIP TRIALS	MAY 28, 2021
NCS SWIMMING CHAMPIONSHIP FINALS	MAY 29, 2021
CIF STATE CHAMPIONSHIPS	JUNE 4/5, 2021

TENNIS (BOYS & GIRLS)

FIRST DATE OF PRACTICE	MAR. 8, 2021
SOP DATE	APR. 11, 2021 (35 days)
FINAL DATE OF COMPETITION OTHER THAN NCS/CIF	MAY 15, 2021 (69 days)
NCS TEAM POSTSEASON APPLICATIONS DUE	MAY 15, 2021 (9 PM)
NCS TEAM AT-LARGE & SEEDING MEETING	MAY 16, 2021
NCS TEAM CHAMPIONSHIP FIRST ROUND	MAY 18/19, 2021
NCS TEAM CHAMPIONSHIP QUARTERFINALS	MAY 20/21, 2021
NCS TEAM CHAMPIONSHIP SEMIFINALS	MAY 25/26, 2021
NCS TEAM CHAMPIONSHIP FINALS	MAY 28/29, 2021
CIF NOR-CAL TEAM REGIONAL CHAMPIONSHIPS (Final Date)	JUNE 5, 2021
DEADLINE FOR LEAGUES TO DETERMINE QUALIFIERS FOR SINGLES/DOUBLES	TBA
FINAL DATE FOR SINGLES/DOUBLES COMPETITION OTHER THAN NCS	TBA
NCS POSTSEASON SINGLES/DOUBLES APPLICATIONS DUE	TBA
NCS SINGLES/DOUBLES CHAMPIONSHIPS	TBA

WRESTLING (BOYS & GIRLS)

FIRST DATE OF PRACTICE	MAR. 8, 2021
SOP DATE (Fall Sport)	APR. 15, 2021 (34 days)
SOP DATE (No Fall Sport)	APR. 18, 2021 (31 days)
FINAL DATE OF COMPETITION OTHER THAN LEAGUE QUALIFYING TOURNAMENT/NCS/CIF	MAY 19, 2021 (73 days)
DEADLINE FOR LEAGUES TO DETERMINE DUAL TEAM QUALIFIERS & AT-LARGE APPLICATIONS DUE	MAY 19, 2021 (10 PM)
DUAL TEAM COMPETITION (Student Team)	MAY 22, 2021

WRESTLING (BOYS & GIRLS) (Continued)

DEADLINE FOR LEAGUES TO DETERMINE INDIVIDUAL QUALIFIERS	MAY 29, 2021
NCS GIRLS ENTRIES DUE	MAY 29, 2021 (5 PM)
NCS BOYS ENTRIES DUE	MAY 29, 2021 (11:59 PM)
NCS SEEDING MEETINGS	MAY 30, 2021
NCS CHAMPIONSHIPS	JUNE 4/5, 2021
CIF STATE CHAMPIONSHIPS	JUNE 10-12, 2021

BASEBALL

FIRST DATE OF PRACTICE	MAR. 15, 2021
SOP DATE	APR. 25, 2021 (42 days)
FINAL DATE OF COMPETITION OTHER THAN NCS/CIF	JUNE 5, 2021 (83 days)
NCS POSTSEASON APPLICATIONS DUE	JUNE 5, 2021 (10 PM)
NCS AT-LARGE & SEEDING MEETING	JUNE 6, 2021
NCS CHAMPIONSHIP FIRST ROUND	JUNE 8/9, 2021
NCS CHAMPIONSHIP QUARTERFINALS	JUNE 11/12, 2021
NCS CHAMPIONSHIP SEMIFINALS	JUNE 15/16, 2021
NCS CHAMPIONSHIP FINALS	JUNE 18/19, 2021
CIF NOR-CAL REGIONAL CHAMPIONSHIPS (Final Date)	JUNE 26, 2021

BASKETBALL (BOYS & GIRLS)

FIRST DATE OF PRACTICE	MAR. 15, 2021
SOP DATE	APR. 21, 2021 (38 days)
FOUNDATION GAME DATE	MAR. 30, 2021
FINAL DATE OF COMPETITION OTHER THAN NCS/CIF	MAY 29, 2021 (76 days)
NCS POSTSEASON APPLICATIONS DUE	MAY 29, 2021 (10 PM)
NCS AT-LARGE & SEEDING MEETING	MAY 30, 2021
NCS CHAMPIONSHIP FIRST ROUND	JUNE 1-3, 2021
NCS CHAMPIONSHIP QUARTERFINALS	JUNE 4/5, 2021
NCS CHAMPIONSHIP SEMIFINALS	JUNE 8/9, 2021
NCS CHAMPIONSHIP FINALS	JUNE 11/12, 2021
CIF NOR-CAL REGIONAL/STATE CHAMPIONSHIPS (Final Date)	JUNE 18/19, 2021

COMPETITIVE SPORT CHEER (STUNT)

FIRST DATE OF PRACTICE	MAR. 15, 2021
SOP DATE	APR. 23, 2021 (40 days)
FINAL DATE OF COMPETITION OTHER THAN NCS/CIF	JUNE 1, 2021 (79 days)
NCS POSTSEASON APPLICATIONS DUE	JUNE 1, 2021 (10 PM)
NCS AT-LARGE & SEEDING MEETING	JUNE 2, 2021
NCS CHAMPIONSHIPS	JUNE 5, 2021
CIF/USA CHEER INVITATIONAL	JUNE 12, 2021

GOLF (BOYS & GIRLS)

FIRST DATE OF PRACTICE	MAR. 15, 2021
SOP DATE	APR. 19, 2021 (36 days)
FINAL DATE OF COMPETITION OTHER THAN NCS/CIF	MAY 25, 2021 (72 days)
NCS POSTSEASON APPLICATIONS DUE	MAY 25, 2021 (8 PM)
NCS AT-LARGE MEETING	MAY 26, 2021

GOLF (BOYS & GIRLS) (Continued)

NCS DIVISION 2 CHAMPIONSHIP/INDIVIDUAL QUALIFIER	Week of MAY 31, 2021
NCS DIVISION 1 CHAMPIONSHIP	Week of JUNE 7, 2021
CIF NOR-CAL REGIONAL/STATE CHAMPIONSHIPS	JUNE 23, 2021

LACROSSE (BOYS & GIRLS)

FIRST DATE OF PRACTICE	MAR. 15, 2021
SOP DATE	APR. 21, 2021 (38 days)
FINAL DATE OF COMPETITION OTHER THAN NCS/CIF	MAY 29, 2021 (76 days)
NCS POSTSEASON APPLICATIONS DUE	MAY 29, 2021 (10 PM)
NCS AT-LARGE & SEEDING MEETING	MAY 30, 2021
NCS CHAMPIONSHIP FIRST ROUND	JUNE 1, 2021
NCS CHAMPIONSHIP QUARTERFINALS	JUNE 3, 2021
NCS CHAMPIONSHIP SEMIFINALS	JUNE 8, 2021
NCS CHAMPIONSHIP FINALS	JUNE 10, 2021

SOFTBALL

FIRST DATE OF PRACTICE	MAR. 15, 2021
SOP DATE	APR. 25, 2021 (42 days)
FINAL DATE OF COMPETITION OTHER THAN NCS/CIF	JUNE 5, 2021 (83 days)
NCS POSTSEASON APPLICATIONS DUE	JUNE 5, 2021 (10 PM)
NCS AT-LARGE & SEEDING MEETING	JUNE 6, 2021
NCS CHAMPIONSHIP FIRST ROUND	JUNE 8/9, 2021
NCS CHAMPIONSHIP QUARTERFINALS	JUNE 11/12, 2021
NCS CHAMPIONSHIP SEMIFINALS	JUNE 15/16, 2021
NCS CHAMPIONSHIP FINALS	JUNE 18/19, 2021
CIF NOR-CAL REGIONAL CHAMPIONSHIPS (Final Date)	JUNE 26, 2021

TRACK & FIELD (BOYS & GIRLS)

FIRST DATE OF PRACTICE	MAR. 15, 2021
SOP DATE	APR. 25, 2021 (42 days)
FINAL DATE OF COMPETITION OTHER THAN NCS/CIF	JUNE 5, 2021 (83 days)
DEADLINE FOR LEAGUES TO DETERMINE QUALIFIERS	JUNE 5, 2021
NCS AREA MEETS (Redwood Empire, Bayshore, Tri-Valley & Class A)	JUNE 12, 2021
NCS MEET OF CHAMPIONS	JUNE 18/19, 2021
CIF STATE CHAMPIONSHIPS	JUNE 25/26, 2021

Ferndale Unified School District

SUPERINTENDENT'S RECOMMENDATION FOR BOARD ACTION

AGENDA ITEM# 10.2

DATE: August 12, 2020

SUBJECT:

School Safety

DEPARTMENT/PROGRAM:

Administration//District Operations

ACTION REQUESTED:

Consider approval of the Ferndale Elementary School and Ferndale High School COVID-19 School Site-Specific Protection Plans (SSSPP)

PREVIOUS STAFF/BOARD ACTION:

N/A

BACKGROUND INFORMATION AND/OR STATEMENT OF NEED:

HCPH officials have asked each school district to complete a SSSPP for each school site. Public Health reviews the plan as well. Final approval is the responsibility of the School Board.

CONTACT PERSON(S):

Beth Anderson, Superintendent

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. The HCOE website will post and disseminate [updated information and tools for you to use in developing any needed amendments.](#)

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 [Public Health Guided Return to Site-Based Classroom Instruction](#) 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.

Templates for signs can be downloaded for use from the CDC at <https://www.cdc.gov/coronavirus/2019-ncov/communication/print-resources.html?Sort=Date%3A%3Adesc&Audience=Schools>

Tools for Developing Your School Site-Specific Protection Plan

1. COVID-19 School Site-Specific Protection Plan (SSPP) Template

The Humboldt County Office of Education is providing this template that can be used by any school or district in Humboldt to create their own School Site-Specific Protection Plan (SSPP). It contains all of the standard content already written for you to re-open your school or school office and prompts you to “fill in the blank” where unique information is required in order to complete your SSPP. The template has been reviewed and is supported by Humboldt County’s Public Health Officer.

2. School Specific Best Practices

The HCOE is monitoring updated guidance from the Center for Disease Control, the California Department of Public Health, the California Department of Education, and Humboldt County Public Health to support and promote emerging best practices to share with the school community in Humboldt. These best practices are based on alignment with local, State and federal guidelines in coordination with the county’s Public Health Officer. There is a section in the Template document that instructs you to cut/paste best practices right into your SSPP.

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, 2020	
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 at school. Hand sanitizer stations will be available at all entrances to the school and all entrances to classrooms. Staff will provide instruction to all students on safety and hygiene procedures. Signage will be displayed to mark social distancing, 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 (link: [Humboldt County Public Health Protocols & Communication Templates](#) for each scenario):
- 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.
 - A family member or someone in close contact with a student or staff member test positive for COVID-19.
 - A student or staff member tests positive for COVID-19.
 - 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.
10. Distance staff desks at least 6 feet from student desks. Where practicable, physical distancing of six feet is maintained between students within a classroom or instructional area (distance of 3-6 feet is acceptable if other safety precautions are in place as specified in this document). Maximize distancing between desks to the extent possible by redesigning classroom space and removing non-essential furnishings. Facial coverings and other measures are intended to support the effectiveness of all levels of distancing.

11. For elementary students, stable classroom cohorts (up to standard class size at each respective grade level) are maintained throughout each school day, and through each quarter or semester, with an assigned primary cohort teacher, and systems are in place to prevent the mixing of classroom cohorts. Prioritize stability of classroom cohorts over strict physical distancing.

12. For middle and high schools, single classroom cohorts are used as practicable but larger cohorts made up of students from more than one classroom may be arranged as long as accurate attendance data for students and adults is maintained on a daily basis while avoiding school-wide mixing of students and staff. Space students at least six feet apart, if possible in existing facilities. Distancing of 3-6 feet is acceptable in classrooms if all other safety measures are in place as specified in this document. Strict social distancing is prioritized in older children and when cohorting cannot be implemented

Describe below:

Middle School teachers will have contact with 2-4 cohorts of students with approximately 15 students per cohort. Staff will clean high touch areas and student stations between student groups.

13. Where practicable, desks are arranged facing forward to minimize face to face proximity between students.

14. School staff are permitted to visit and instruct more than one classroom cohort, strictly following physical distancing and face covering protocols, and must document/record visits to classrooms that are not identified as their primary classroom cohort. **Describe below:**

Staff will document their schedules rotations. Support programs will keep daily logs of students seen and see only students from the same cohort at the same time. Staff will clean high touch areas and student stations between students/student groups.

15. Routes for entry and exit to the campus will be designated for each classroom cohort, using as many entrances/exits as feasible. **Describe below:**

Routes for each cohort (entry, exit, through campus) will be posted in each classroom and directly taught and practiced to/with each cohort.

16. Schedules for arrivals, recess and lunch will be strategically coordinated to prevent mixing of classroom cohorts.

Describe below:

Schedules for arrival, recess, and departure will be coordinated and practiced to prevent the mixing of cohorts

17. 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 social distancing and one way movement will be clearly displayed.

18. Large gatherings (i.e., school assemblies) are currently prohibited.

19. The use of outdoor space for instructional purposes is maximized, shared, and coordinated to ensure students remain in their cohort. Describe below:

20. Use of shared playground equipment will be limited in favor of physical activities that require less contact with surfaces, and shared equipment will be cleaned between uses.

21. Use of non-classroom space for instruction such as gymnasiums and multi-use rooms should be considered to support physical distancing with cleaning between uses.

22. Meals will be served in classrooms or outside instead of cafeterias or dining rooms with individually plated or bagged meals as much as practicable.

23. 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 classroom. Students and staff will sanitize hands when entering/re-entering the classroom. Each classroom will establish their own hand washing (after recess, before eating, etc.) routines.

24. Face coverings must be used in accordance with CDPH guidelines ([link to document](#)).

25. Training will be provided for staff and students on proper use of face coverings which will include instruction to minimize touching of face coverings.

26. Sharing of supplies, manipulatives, toys, sports equipment, and other learning and recreational materials will be limited and each student will have separate individually labeled boxes or cubbies.

28. Use of privacy boards or clear screens will be considered as much as practicable.

29. Non-essential visitors, including parent volunteers will be limited and essential workers will be required to adhere to all health and safety guidelines.

30. 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 shared equipment and touchable surfaces are cleaned and sanitized between each use.	<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"/>	School hours and/or other procedures have been modified to provide adequate time for regular, thorough cleaning, product stocking, or other measures.
<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"/>	Hands-free devices have been installed, if possible, including motion sensor lights, contact-less payment systems, automatic soap and paper towel dispensers, and timecard systems.
<input checked="" type="checkbox"/>	Hand sanitizer will be provided where indoor plumbing is not readily available.	<input checked="" type="checkbox"/>	Staff is provided adequate time to implement cleaning practices before and after shifts.

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:
Hourly	Daily
Handrails / door handles / shelving:	Handwashing facilities:
Daily	Daily
Copy Machines / Scanners / Faxes:	Common Areas:
Daily	Daily
Playground Structures:	Outdoor Common Areas:
Between cohort uses	Between cohort uses
Indoor Common Areas:	Other: Buses
Daily	Daily

Physical Distancing Guidelines

<input checked="" type="checkbox"/>	Staff breaks and break rooms are managed to allow employees to eat on premises in designated areas where they can remain 6 feet apart.	<input type="checkbox"/>	Tape or other markings have been placed at least six feet apart on sidewalks or other walkways near public entrances with signs directing students to use the markings to maintain distance.
<input checked="" type="checkbox"/>	Staff desks are 6 feet from students. Where practicable, physical distancing of six feet is maintained to the greatest extent possible within a classroom or instructional area. Three to six feet is acceptable where requirements herein are in practice.	<input checked="" type="checkbox"/>	All desks or individual workstations within office settings are separated by at least six feet or employees otherwise maintain six feet if workspace is limited.
<input checked="" type="checkbox"/>	Meals will be served in classrooms or outside instead of cafeterias or dining rooms with individually plated or bagged meals as much as practicable.	<input checked="" type="checkbox"/>	The use of outdoor space for instructional purposes is maximized, shared, and coordinated to ensure students remain in their cohort.

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"> • Student Symptom Checklist • Humboldt County Public Health Protocols on the onset of Symptoms

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"/>	The importance of physical distancing, both at work and off work time (see Physical Distancing section above).
<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.

Resource Documents:

- [The Road Ahead: Humboldt County Schools Re-Opening Framework](#)
- [Humboldt County Public Health and Human Services](#)
- [Humboldt County Public Health Local Orders](#)
- [California Department of Public Health COVID-19 Industry Guidance: Schools and School Based Programs](#)
- [Center for Disease Control - Schools Decision Tree](#)
- [California Department of Education - Stronger Together: A Guidebook for the Safe Reopening of California's Public Schools](#)

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. The HCOE website will post and disseminate [updated information and tools for you to use in developing any needed amendments.](#)

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 [Public Health Guided Return to Site-Based Classroom Instruction](#) 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.

Templates for signs can be downloaded for use from the CDC at <https://www.cdc.gov/coronavirus/2019-ncov/communication/print-resources.html?Sort=Date%3A%3Adesc&Audience=Schools>

Tools for Developing Your School Site-Specific Protection Plan

1. COVID-19 School Site-Specific Protection Plan (SSPP) Template

The Humboldt County Office of Education is providing this template that can be used by any school or district in Humboldt to create their own School Site-Specific Protection Plan (SSPP). It contains all of the standard content already written for you to re-open your school or school office and prompts you to “fill in the blank” where unique information is required in order to complete your SSPP. The template has been reviewed and is supported by Humboldt County’s Public Health Officer.

2. School Specific Best Practices

The HCOE is monitoring updated guidance from the Center for Disease Control, the California Department of Public Health, the California Department of Education, and Humboldt County Public Health to support and promote emerging best practices to share with the school community in Humboldt. These best practices are based on alignment with local, State and federal guidelines in coordination with the county’s Public Health Officer. There is a section in the Template document that instructs you to cut/paste best practices right into your SSPP.

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, 2020	
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 at school. Hand sanitizer stations will be available at all entrances to the school and all entrances to classrooms. Staff will provide instruction to all students on safety and hygiene procedures. Signage will be displayed to mark social distancing, 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: 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 (link: [Humboldt County Public Health Protocols & Communication Templates](#) for each scenario):

- 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.

10. Distance staff desks at least 6 feet from student desks. Where practicable, physical distancing of six feet is maintained between students within a classroom or instructional area (distance of 3-6 feet is acceptable if other safety precautions are in place as specified in this document). Maximize distancing between desks to the extent possible by redesigning classroom space and removing non-essential furnishings. Facial coverings and other measures are intended to support the effectiveness of all levels of distancing.

11. For elementary students, stable classroom cohorts (up to standard class size at each respective grade level) are maintained throughout each school day, and through each quarter or semester, with an assigned primary cohort teacher, and systems are in place to prevent the mixing of classroom cohorts. Prioritize stability of classroom cohorts over strict physical distancing.

12. For middle and high schools, single classroom cohorts are used as practicable but larger cohorts made up of students from more than one classroom may be arranged as long as accurate attendance data for students and adults is maintained on a daily basis while avoiding school-wide mixing of students and staff. Space students at least six feet apart, if possible in existing facilities. Distancing of 3-6 feet is acceptable in classrooms if all other safety measures are in place as specified in this document. Strict social distancing is prioritized in older children and when cohorting cannot be implemented

Describe below:

High School teachers will have contact with up to 4 cohorts of students with approximately 15 students per cohort. Staff will clean high touch areas and student stations between student groups.

13. Where practicable, desks are arranged facing forward to minimize face to face proximity between students.

14. School staff are permitted to visit and instruct more than one classroom cohort, strictly following physical distancing and face covering protocols, and must document/record visits to classrooms that are not identified as their primary classroom cohort. **Describe below:**

Staff will document their schedules/rotations. Staff will implement and enforce seating charts in the classrooms. Staff will clean high touch areas and student stations between students/student groups.

15. Routes for entry and exit to the campus will be designated for each classroom cohort, using as many entrances/exits as feasible. **Describe below:**

Routes for entry, exit, through campus, etc. will be posted and marked and will be directly taught and supervised.

16. Schedules for arrivals, passing periods and lunch will be strategically coordinated to allow for social distancing.

17. Congregate movement through hallways will be minimized as much as practicable. **Describe below:**

The use of hallways will be planned and practiced to observe social distancing. Markings for social distancing and one way movement will be clearly displayed.

18. Large gatherings (i.e., school assemblies) are currently prohibited.

19. The use of outdoor space for instructional purposes is maximized, shared, and coordinated to ensure students remain in their cohort.

20. Use of shared equipment will be limited in favor of physical activities that require less contact with surfaces, and shared equipment will be cleaned between uses.

21. Use of non-classroom space for instruction such as gymnasiums and multi-use rooms should be considered to support physical distancing with cleaning between uses.

22. Meals will be served in classrooms or outside instead of cafeterias or dining rooms with individually plated or bagged meals as much as practicable.

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

24. Face coverings must be used in accordance with CDPH guidelines ([link to document](#)).

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

25. Training will be provided for staff and students on proper use of face coverings which will include instruction to minimize touching of face coverings.

26. Sharing of supplies, manipulatives, toys, sports equipment, and other learning and recreational materials will be limited and each student will have separate individually labeled boxes or cubbies.

28. Use of privacy boards or clear screens will be considered as much as practicable.

29. Non-essential visitors, including parent volunteers will be limited and essential workers will be required to adhere to all health and safety guidelines.

30. 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"/>	All shared equipment and touchable surfaces are cleaned and sanitized between each use.	<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"/>	School hours and/or other procedures have been modified to provide adequate time for regular, thorough cleaning, product stocking, or other measures.
<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"/>	Staff is provided adequate time to implement cleaning practices before and after shifts.
<input checked="" type="checkbox"/>	Hand sanitizer will be provided where indoor plumbing is not readily available.		

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 (As well as touch surfaces between classes/cohorts)	Daily
Restrooms:	Telephones:
Twice Daily	Daily

Handrails / door handles / shelving:	Handwashing facilities:
Daily	Daily
Copy Machines / Scanners / Faxes:	Common Areas:
Daily	Daily
Playground Structures:	Outdoor Common Areas:
N/A	Daily
Indoor Common Areas:	Other: Buses
Daily	Twice Daily

Physical Distancing Guidelines

<input checked="" type="checkbox"/>	Staff breaks and break rooms are managed to allow employees to eat on premises in designated areas where they can remain 6 feet apart.	<input checked="" type="checkbox"/>	Tape or other markings have been placed at least six feet apart on sidewalks or other walkways near public entrances with signs directing students to use the markings to maintain distance.
<input checked="" type="checkbox"/>	Staff desks are 6 feet from students. Where practicable, physical distancing of six feet is maintained to the greatest extent possible within a classroom or instructional area. Three to six feet is acceptable where requirements herein are in practice;	<input checked="" type="checkbox"/>	All desks or individual workstations within office settings are separated by at least six feet or employees otherwise maintain six feet if workspace is limited.
<input checked="" type="checkbox"/>	Meals will be served in classrooms or outside instead of cafeterias or dining rooms with individually plated or bagged meals as much as practicable;	<input checked="" type="checkbox"/>	The use of outdoor space for instructional purposes is maximized, shared, and coordinated to ensure students remain in their cohort;

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.
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<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"/>	Protocols, actions and template communications are in place for COVID-19 related scenarios: <ul style="list-style-type: none"> • Student Symptom Checklist • Humboldt County Public Health Protocols on the onset of Symptoms
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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"/>	The importance of physical distancing, both at work and off work time (see Physical Distancing section above).
<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: Face masks Face shields with drape
<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.

Resource Documents:

- [The Road Ahead: Humboldt County Schools Re-Opening Framework](#)
- [Humboldt County Public Health and Human Services](#)
- [Humboldt County Public Health Local Orders](#)
- [California Department of Public Health COVID-19 Industry Guidance: Schools and School Based Programs](#)
- [Center for Disease Control - Schools Decision Tree](#)
- [California Department of Education - Stronger Together: A Guidebook for the Safe Reopening of California's Public Schools](#)

Ferndale Unified School District

SUPERINTENDENT'S RECOMMENDATION FOR BOARD ACTION

AGENDA ITEM# 10.3

DATE: August 12, 2020

SUBJECT:

FUSD school reopening plans/schedules

DEPARTMENT/PROGRAM:

District Operations /Curriculum and Instruction

ACTION REQUESTED:

Ferndale Unified School District is planning to reopen its schools on Monday, August 31. In light of the continuing COVID-19 pandemic and regardless of the plan FUSD chooses, school operations will need to be adjusted to account for student and staff safety. Many added health and safety measures must be put in place 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, the Board will want options to consider for re-opening. The information and options are attached.

FISCAL IMPLICATIONS:

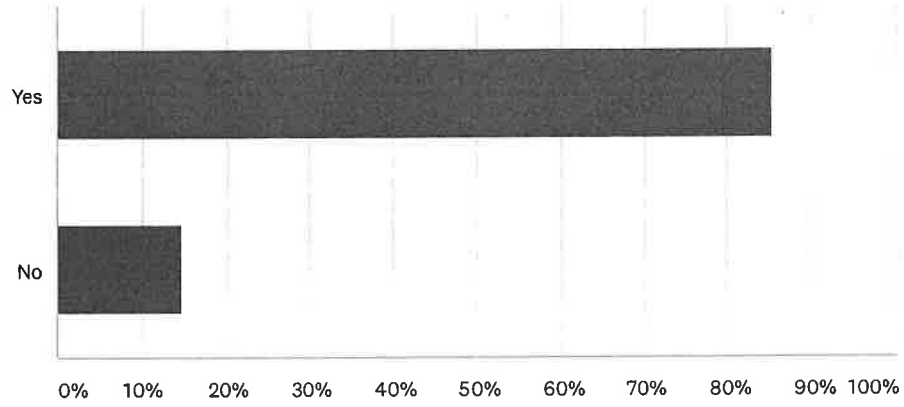
N/A

CONTACT PERSON(S):

Beth Anderson, Superintendent/Principal

Q2 When we return to in person instruction on August 31, do you plan to send your child(ren) to school?

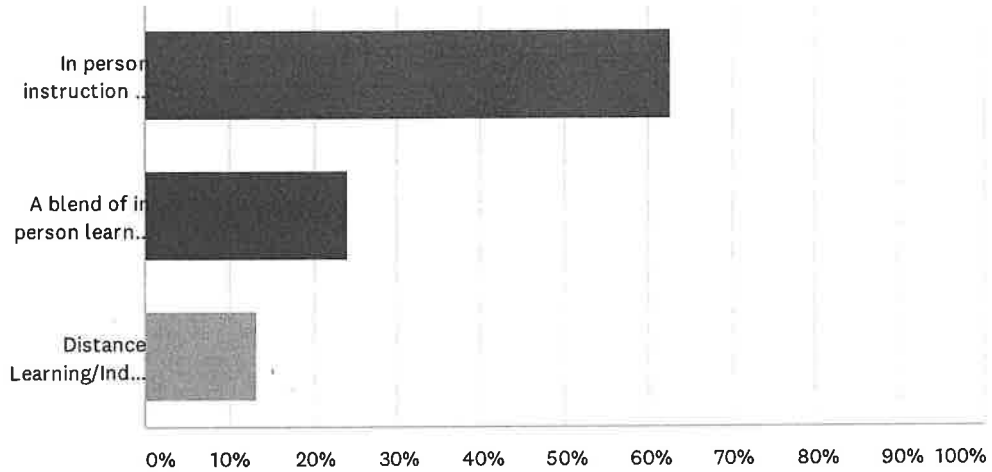
Answered: 212 Skipped: 1



ANSWER CHOICES	RESPONSES	
Yes	85.38%	181
No	14.62%	31
TOTAL		212

Q3 Which of the following options would work best for your family for the 2020-2021 school year?

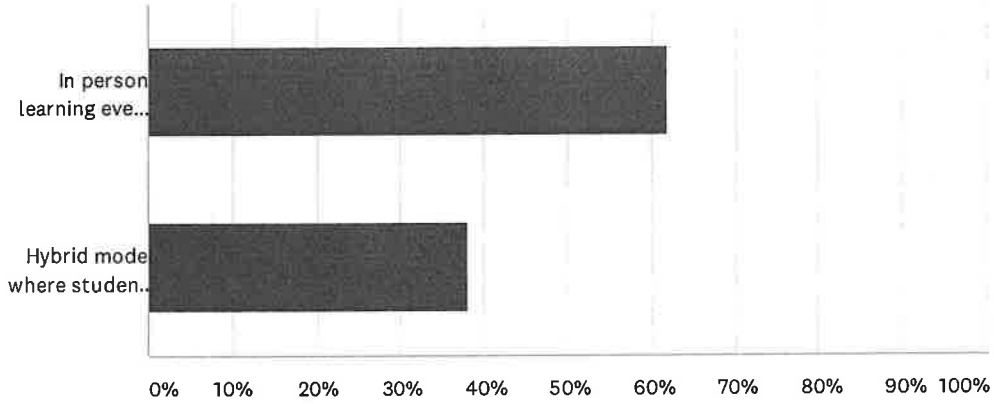
Answered: 212 Skipped: 1



ANSWER CHOICES	RESPONSES	
In person instruction at school every day	62.74%	133
A blend of in person learning and working/learning at home (children not at school every day or all day)	24.06%	51
Distance Learning/Independent Study all day every day	13.21%	28
TOTAL		212

Q2 For the 2020-2021 school year, with the COVID-19 guidelines in mind, which of the instructional models would you prefer?

Answered: 42 Skipped: 0



ANSWER CHOICES	RESPONSES
In person learning every day for all students	61.90% 26
Hybrid model where students only come in person every other day to make smaller cohorts	38.10% 16
TOTAL	42



Teresa Frankovich, MD, MPH
Humboldt County Health Officer
529 I Street, Eureka, CA 95501

phone: (707) 445-6200 | fax: (707) 445-6097

August 4, 2020

Dear Humboldt County Parents,

This has certainly been a challenging year for students and their families. I don't think any of us could have imagined the impact of COVID-19 on our daily lives and the county as a whole just six months ago. The new school year is rapidly approaching, and Humboldt County Public Health has been in conversations for many weeks now with school superintendents about what school might look like here in Humboldt.

The challenge before us is that things can change quickly in this pandemic, and it is very possible that school operations may change over the course of the year, even over one month. Our goal has been to find a way to get students back into the school setting if possible, since this is clearly the optimal learning environment for most children and provides a wealth of other supports as well.

At this time, our local data would allow us to begin on-site instruction with robust safety plans in place. We are not on the state's County Monitoring List, which would dictate beginning with distance learning only. However, our county is clearly seeing increasing numbers of cases in recent weeks, and that is of concern. Most of these have been linked to travel by residents to areas outside of Humboldt County and to our families and friends traveling here to visit. In addition, social gatherings occurring without masking or distancing have been a driver of transmission. We have been messaging about this to the community, but if the current trend continues, at some point we may be placed on the monitoring list.

If schools are already operating when we are placed on the list, they are not necessarily moved to distance learning only, but may be depending upon conditions locally. Schools that are not already operating in-person will only be able to begin with distance learning.

As you may be aware, the California Department of Education (CDE), the California Department of Public Health (CDPH) and the national Academy of Pediatrics (AAP) all have return to school guidance documents for schools to review, in addition to other resources. Public Health has also provided a guidance document referencing these resources and has worked extensively with the Humboldt County Office of Education on developing a template that each school may use to construct their plan. Each school's final plans will be made available to families.

Public Health has also designated a public health nurse with extensive experience as a school nurse to serve as a liaison to schools. She will be able to answer questions and give ongoing technical assistance, both as schools develop their plans and throughout the school year as questions arise. Public Health is



Mental Health
phone: (707) 268-2990
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Public Health
phone: (707) 445-6200
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Social Services
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fax: (707) 441-2096

not tasked with reviewing or enforcing school plans, rather, public health provides a framework for schools to develop their own plans based on their unique setting and circumstances.

Whether or not your child's school begins with full on-site instruction, a hybrid model with students doing a combination of on-site and distance learning or complete distance learning, will depend on what is happening with COVID-19 at the time and the school's chosen approach for the start of the year based upon their capacity to implement guidance and input from teachers and families. Schools with on-site learning are also planning to offer distance options.

Classrooms will look different with more social distancing, cleaning, use of facial coverings and attempts to cohort children as much as possible to lessen exposures, but schools will still be a familiar and supportive space in which children can learn and grow, both academically and socially.

Your child's school will keep you up to date as the school year draws closer. I want to assure you that the close collaborative relationship between Humboldt County's schools and Public Health will continue throughout the academic year. Let us hope that advances in treatment and prevention allow us to move past the threat of COVID-19 over this coming year and that we are soon able to reclaim "normal" in our routines, both in and outside school.

Sincerely,

A handwritten signature in black ink, appearing to read 'T. Frankovich', with a large, stylized flourish at the end.

Teresa L Frankovich, MD, MPH

[Type here]

Ferndale Elementary School Reopening Plan

OPTION 1:

In Person Instruction

- All students attend daily for live instruction (Students/Families can select Distance Learning)
- Provides an opportunity for synchronous learning for distance learners
- Minimum required instructional minutes per day are maintained
- Class sizes will be smaller due to 3 ft. minimum distancing between student workstations/Class sizes at about 15-18 students per classroom (TK-6)
- Middle School (7-8) classes will work in a block schedule where teachers see 2 groups of students per day and 4 groups total (about 15 students per group/class)
- Classroom cohorts will be maintained. Students will stay with the same group of students for lunch and recess. Routes through the buildings will be planned and marked.
- Students released around 1:00 for teachers to have their duty-free lunch and work with/support distance learning students (1:15-1:45 lunch, 1:45-3:15 distance learning support)
- A hybrid model (rotating days with 2 groups of students) may be needed if in person class sizes are too large for the daily model

OPTION 2:

Distance Learning Instruction

- Teachers will work from their classrooms to provide quality instruction and support for students (8:15-3:15)
- Teachers will provide daily instruction and assignments through synchronous (live) or asynchronous (recorded) means
- Teachers will hold daily office hours/support meetings for individuals or groups of students by videoconference (Zoom)
- Students will receive attendance and grades based on attendance at synchronous class sessions, viewing recorded instruction, attending scheduled office hours with teachers, and work completion and correctness
- Students with supports in place may come to campus for those supports as scheduled

Ferndale High School Reopening Plan

OPTION 1:

In Person Instruction

- All students attend daily for live instruction (Students/Families can select Distance Learning)
- Provides an opportunity for synchronous learning for distance learners
- Minimum instructional minutes of 240 minutes per day is maintained
- The first semester divided into 2 quarters - 9 weeks each with 4 periods/courses each of the 9 weeks (The 8 period format allows for smaller class sizes and limits teacher exposure to 4 groups of about 15 students per 9 weeks)
- Easily transitions to distance learning if needed (fewer courses per student, fewer preps/groups of students per teacher)
- 3 ft. minimum distancing between student work stations
- Class sizes at about 15 students per class
- Routes through the buildings will be planned and marked.
- Students released for lunch and afternoon is time for teachers to have their duty-free lunch and work with/support distance learning students

4 periods per day (4 period schedule)- 9 weeks per course - 8 classes per semester

Proposed Bell Schedule:

1st (1st 9 weeks)/5th (2nd 9 weeks)	8:22-9:22
2nd(1st 9 weeks)/6th (2nd 9 weeks)	9:28-10:28
3rd(1st 9 weeks)/7th (2nd 9 weeks)	10:34-11:34
4th(1st 9 weeks)/8th (2nd 9 weeks)	11:40-12:40
Lunch served to go at	12:45
Buses leave	1:15
Staff lunch/prep/distance learning time	12:45-3:15

OPTION 2:

Distance Learning Instruction

- Teachers will work from their classrooms to provide quality instruction and support for students (8:15-3:15)
- Teachers will provide instruction and assignments daily following the 4 period Bell Schedule (8:22-12:40) with office hours in the afternoon (1:15-3:15)
- Students will receive attendance and grades based on attendance at synchronous class sessions, viewing recorded instruction, attending scheduled office hours with teachers, and work completion and correctness
- Hands on electives and PE will be scheduled in periods 5-8 in hopes those classes can be attended in person in weeks 10-18
- Students with supports in place may come to campus for those supports as scheduled