



CUSD COVID-19

Reopening Plan*

Cesar Chavez Elementary

"The health, safety, and education of our students is our priority"



March 12, 2021

**This is a live document and will be updated accordingly as State and County guidance is provided.*

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School Name	School Administrator	Plan Date	Reopening Date	Hybrid/Full Return
Cesar Chavez Elementary	Mayra Molina	March 12, 2021	April 12, 2021	Hybrid

1. INTRODUCTION

On March 16, 2020, the Calexico Unified School District (CUSD) made the difficult decision to close schools and suspend in-person learning in order to slow the spread of the COVID-19 coronavirus disease. At the time, it was anticipated that schools would reopen after spring break; however, with the State of California continuing its Stay At Home order issued on March 19, 2020, this did not occur and CUSD schools remained closed through the conclusion of the 2019-2020 school year.

On July 15, 2020, CUSD created a task force and subcommittees to develop, communicate, and implement plans to resume instruction on August 24, 2020, and to ensure students continued to be educated and cared for in a safe and healthy manner, while ensuring a safe environment for all staff. The four areas that CUSD's subcommittees focused on were the following: Health and Safety; Facilities and Operations; Mental Health, Wellbeing and Communications; Teaching and Learning.

District Taskforce Subcommittees

HEALTH AND SAFETY	FACILITIES AND OPERATIONS	MENTAL HEALTH WELLBEING & COMMUNICATION	TEACHING AND LEARNING
Dr. Brian Thurman Esther Martinez Dennis Price	Cesar Vega Gilbert Venegas	Brisa Huerta Price Hortencia Armendariz Alejandra Limon	Elisa Ramirez Christine Colunga Lucio Padilla
<u>Focus:</u> <ul style="list-style-type: none"> ★ COVID-19 Case Monitoring ★ CPP Documentation ★ COVID Screener ★ PPE/Hygiene ★ Safety Protocols 	<u>Focus:</u> <ul style="list-style-type: none"> ★ Ventilation ★ Sanitation of Sites/Offices ★ Transportation ★ Signage ★ Food Services/Distribution 	<u>Focus:</u> <ul style="list-style-type: none"> ★ Social and Emotional Learning and Student Screening ★ Health and Wellbeing Website ★ Panorama Survey ★ Communication 	<u>Focus:</u> <ul style="list-style-type: none"> ★ Instructional Models ★ Attendance and Accountability ★ Differentiated Learning and Supports ★ Tutoring ★ Staff and Parent Trainings ★ Student and Parent Support ★ Technology and programs

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The collaboration between these four subcommittees led to the creation of the initial CUSD Reopening Plan. ([Please click here to access CUSD's Initial Reopening Plan.](#)) The initial CUSD Reopening Plan was used to develop this new document for the purpose of providing parents, students, staff, and the community with a comprehensive and detailed account of all measures that have been enacted by CUSD to ensure the safest possible learning environment when schools physically reopen.

The CUSD Reopening Plan, in addition to all school site plans, has been developed using guidance provided by the Centers for Disease Control (CDC), the California Department of Public Health (CDPH), the Imperial County Public Health Department (ICPHD), the California Department of Education (CDE), and the Imperial County Office of Education (ICOE). The CUSD Reopening Plan and site plans are designed to provide the following:

1. A COMPREHENSIVE INSTRUCTION GUIDE for all stakeholders;
2. A TRAINING RESOURCE for staff, substitutes, parents, and students;
3. A COMMUNICATION TOOL to promote a safe and healthy environment;
4. An EVOLVING DOCUMENT used for monitoring and adapting to changing circumstances.

On January 14, 2021, the California Department of Public Health (CDPH) developed the [COVID-19 and Reopening In-Person Instruction Framework & Public Health Guidance for K-12 Schools in California, 2020-2021 School Year](#) to support school communities on decisions regarding when and how to implement in-person instruction during the 2020-2021 school year. Recommendations regarding in-person instruction when schools reopen, in addition to school closures, should be based on the latest available evidence and state and local disease trends. CUSD will update this guidance, as needed, to reflect any new evidence. As per the framework, grades TK-6 can reopen when the adjusted case rate falls below 25 per 100,000 residents for five days, and grades 7-12 can reopen when the county meets the red tier metrics for five days.

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California Public Health Criteria for When Schools Are Permitted to Open		
	Effective Starting August 2020	Effective Starting January 2021
High-Needs Students (Small Cohorts)	Permitted regardless of tier.	No change.
TK-Grade 6	Red Tier for 14 days, except for elementary schools with approved waivers.	Five-day average case rates below 25 cases per 100,000 people, halts previous waiver process.
Grades 7-12	Red Tier for 14 days.	Red Tier for five days.
<p>Notes: Under the Red Tier, seven-day average case rates are between 4 and 7 cases per 100,000 people and seven-day average testing positivity is between 5 percent and 8 percent. In Orange and Yellow Tiers, schools are permitted to reopen.</p> <p>TK = transitional kindergarten.</p>		

CUSD’s number one goal is ensuring the safety of its students and staff. However, it should be noted that risk cannot be completely eliminated, even if strict restrictions are implemented. Schools have made every effort to maintain students in cohort groups throughout the day and to avoid the mixing of groups, as much as it is possible to do so. CUSD has been working with staff on the planning and preparation for the reopening of schools, while consistently providing updates to its community, as CUSD advances through the delineated stages that will hopefully lead to its ability to offer in-person instruction. ([Please click here for additional information.](#))

CUSD has established health and safety protocols that include a temperature check and symptom questionnaire that is specifically related to COVID-19 symptoms and exposure and is to be utilized before students and staff enter school sites. Additionally, CUSD schools are preparing for reopening by following all CDPH guidelines, which include the following: face coverings; essential protective gear; health screenings for students and staff; physical distancing; healthy hygiene practices; identification and tracing of contacts; entrance, egress, and movement within the school. ([Please click here to view the COVID-19 Prevention Program \(CPP\) document.](#))

Additional safety protocols and upgrades to all District Heating, Ventilation, Air Conditioning (HVAC) systems has taken place and include the following:

- Plasma Air Purifiers Systems. These systems utilize bipolar ionization technology to proactively purify and improve indoor air quality. Plasma Air Purifiers Systems have shown to be effective at killing 99% of all bacteria and viruses within the air.
- Nanomax Air Filtration Systems. These systems are designed to reduce air pollution in classrooms

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and offices. Their Minimum Efficiency Rating Value (MERV) is MERV-16, which indicates they are the best filters in the market. A MERV-16 Filter is capable of trapping bacteria, virus carriers, small allergens, and smoke particles.

- Classroom desks. Classroom desks have been spaced at least six feet apart in all classrooms.
- Plexiglass barriers. Plexiglass barriers have also been secured in offices and individual plexiglass barriers have been provided for student desks.
- Implementation of protocols. Protocols now in place include the installation of safety signage, hand sanitizer dispensers, knee-operated hand washing stations, touchless water bottle fillers, and daily disinfection of each classroom, office, and restroom by CUSD custodial staff.
- COVID-19 isolation rooms. All CUSD campuses have an identified COVID-19 isolation room that is to be utilized in the event a student or staff member displays COVID-19 related symptoms.

2. INSTRUCTIONAL SCHEDULE AND DELIVERY

Configuration of School Week and Delivery of Instruction

As a result of County Public Health Officer imposed restrictions, the Site Reopening Plan recognizes that the configuration of a student's school week may be different, and should be based on what specific and imposed restrictions are in place at the time of reopening. This determination has led to CUSD's Reopening Plan to include the following possible school week configurations:

- **Distance/Remote Learning**
The California Department of Education (CDE) has defined "distance learning" as "instruction in which the student and instructor are in different locations. This may include interacting through the use of computer and communications technology, as well as delivering instruction and check-in time with their teacher".
- **Hybrid Schedule**
Students are divided into cohorts/stable groups. Each cohort attends school on specific days and participates in online instruction on the other days. A hybrid schedule may incorporate a 25% model, a 50% model, or AM/PM cohorts/stable groups.
- **Traditional Schedule**
All students attend school and are on campus full time when it is safe to do so. All instruction during the school week is delivered in the same manner as during a normal school year.

Please note that distance learning will be made available to parents and students who prefer this option over in-person instruction. In the event a class, a school, or the District is closed again due to health orders or COVID-19 cases, this delivery method will be made available for impacted in-person students and staff.

The following hybrid schedules are in the process of being implemented. To access these schedules, please click on each link below.

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[Proposed TK-Kinder Hybrid Schedule](#)
[Proposed 1st-3rd Hybrid Schedule](#)
[Proposed 4th-6th Hybrid Schedule](#)
[Proposed 7th-12th Hybrid Schedule](#)
[Proposed AU 9th-12th Hybrid Schedule](#)

Hygiene/Safety Protocol Instruction

Teachers will instruct students on good hygiene and safety practices in the following areas through the utilization of daily reminders.

- Regular Hand Cleansing. Students will be instructed and reminded at the beginning of their learning day when and how to wash their hands or use hand sanitizer if soap and water is not available. Specifically,
 - When:
 1. HOME: Arriving at and leaving home.
 2. SCHOOL: Arriving at and leaving the school site.
 3. BUS: Before entry and after exiting the school bus.
 4. RESTROOM: Before and after using the restroom.
 5. TISSUE: After blowing their nose with clean tissue and throwing it away.
 6. EAT: Before and after eating food.
 7. PLAY: Before and after playing outside.
 - How:
 1. Students will be taught to wash their hands by getting them wet, applying soap, rubbing the soap vigorously on their palms, between fingers, and on the back of their hands for 20 seconds, rinsing and rubbing their hands under running water, and then drying.
 2. Students will be instructed and reminded at the beginning of their learning day to sanitize their hands, as follows, when soap and water is not available for washing.
 - a. Squirt a dime-size drop of sanitizer on their palm;
 - b. Rub on palms, between fingers, and back of hands until dry.
- Nose Wiping and Blowing. Students will be instructed and reminded at the beginning of their learning day to only blow or wipe their nose with a clean tissue, to throw it away, and then to cleanse their hands.
- Coughing and Sneezing Etiquette. Students will be instructed and reminded at the beginning of their learning day to cough or sneeze into the inside of their elbow or a clean tissue.
- Keep Hands Away From Face. Students will be instructed to not touch any part of their face (i.e., nose; mouth; eyes; etc.) without a clean tissue.
- Face Covering. Students will be expected to wear a facial covering in order to keep themselves and others safe. Facial covering removal will be allowed for eating and drinking. Students will be

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instructed on the proper use of a facial covering at the beginning of their learning day. The instruction on facial coverings includes the following:

- Handle only the straps, do not touch the main part of the face covering;
- Cover both their nose and mouth;
- If using a cloth facemask from home, hand wash the facemask each night and hang up to dry.
- Follow the Flow. Students will be instructed and reminded each morning to follow the directional arrows when walking outside and to avoid congregating in large groups.
- Social Distancing. Students will be instructed to maintain six feet of distance from others, as much as it is possible and practicable, at all times while on campus and when entering and exiting the campus.
- Distance Markers. Distance markers will be prominent and visible in various locations throughout the campus to assist students with gauging distances.

Cesar Chavez Elementary Classrooms will display the following signs to remind students to practice good hygiene and follow safety guidelines:



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3. STUDENT ARRIVAL PROCEDURES

Please note that the following procedures apply to all students entering school campuses. This includes students who are children of District/school staff employees.

- Multiple entry and exit points to and from the campus will be identified by name and clearly marked with signage to reduce the number of students congregating at each entry. Each class will be assigned an entry point by school staff, which will be posted for parent review, in order to distribute the entry of students and maintain social distancing.
- With signage and public announcements, students waiting to enter the campus will be encouraged to maintain a physical distance of six feet from others and to wear a facial covering over their nose and mouth.
- Parents will not be allowed onto their child's campus during student arrival unless they have a scheduled appointment.
- Families will be asked to complete the mobile "Frontline Symptom Screener App" prior to entering the site. Additionally, the passive screening will occur at each entry point, whereby a large, prominent sign will be posted with the following instructions.
 - Please TELL your teacher or other school employees if yesterday or today YOU or someone living with you experienced the following:
 1. Tested positive for COVID-19;
 2. A fever of 100.0 degrees Fahrenheit or above;
 3. Cough;
 4. Sore throat;
 5. Shortness of breath or trouble breathing;
 6. Chills;
 7. Muscle aches;
 8. Loss of smell or taste;
 9. Nausea, vomiting or diarrhea;
 10. Headache;
 11. Runny Nose;
 12. None of the above.
- Disposable face masks will be available at each entry and will be provided to students who are not wearing one.
- Once students enter the campus, they will be instructed to go directly to the cafeteria, classroom, or other assigned area and to not stop or congregate with other students. School staff will be positioned around the campus to monitor and remind students not to wander around or congregate.
- Students who arrive late to school after Student Arrival Procedures will check in at the school office to be screened. After being cleared, they will receive a tardy pass consistent with past practice.
- All students will wash their hands or use hand sanitizer upon entering the classroom.

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Cesar Chavez Arrival and Dismissal Procedures

- Cesar Chavez Elementary will enforce a curbside drop-off and pick-up policy wherein parents/guardians remain in their vehicles to avoid direct contact as much as possible.
- Families will be asked to complete the mobile “Frontline Symptom Screener” prior to sending child to school. In addition, each child will receive a temperature check and screening as they enter campus. Any student with COVID like symptoms will be escorted to the Isolation Room with Health Technician for additional assessment. Parents/guardians will be immediately contacted.
- **TK-Kinder** students will **enter** and **exit** campus on Cleveland Ave. (Student Supervisor Assistants, and other staff will monitor and guide students and staff as they enter school).
- **1st-3rd** grade students will **enter** and **exit** campus on Zapata St. (Student Supervisor Assistants, and other staff will monitor and guide students and staff as they enter school).
- **4th-6th** grade students will **enter** and **exit** campus on Cleveland Ave. (Student Supervisor Assistants, and other staff will monitor and guide students as they enter school).
- Students will be required to sanitize their hands as they enter campus, and will be reminded to practice social distancing and wear a face mask at all times.
- During dismissal, students will exit campus by grade level, at their assigned time and exit location. A Grab and Go lunch will be provided daily!



[CLICK HERE FOR ENTER/EXIT PROCEDURES/PROCEDIMIENTOS DE ENTRAR/SALIR](#)

4. ON-CAMPUS TRAFFIC FLOW AND GROUPING

Grouping/Gathering Controls

- Assemblies, dances, social gatherings, or other group activities will not be conducted until it is safe to do so.
- Back to School and Open House nights, in addition to other parent events traditionally held, including parent-teacher conferences, will be conducted virtually until it is safe to conduct such activities in person.
- Students will remain in stable groups, as much as possible, in their classroom or other instructional settings and will not mix with other classes or student groups during the school day
- Elevators. Calexico High School's recently constructed 16 and 12 classroom buildings are equipped with elevators. Students with temporary or permanent physical impairments that prevent them from using the stairs will be issued a temporary pass to use the elevator. The administration will ensure students authorized to use the elevator are instructed to wear a facial covering at all times. To maintain physical distancing, only two people at a time will be permitted to use an elevator.
- Physical Education (P.E.). The State of California enacted legislation to suspend its minimum required number of P.E. minutes for the 2020-21 school year to prevent large groupings of students. Consequently, P.E. classes will be conducted with no contact or low contact activities.
- Recess. Recess, as it is known in the traditional sense, will not occur. Recess will resume when it is safe to do so. To avoid large congregations of students and group mixing, teachers will give students a mental and physical break either in the classroom or outside in a location designated and reserved for their cohort group to ensure physical distancing.
- Breakfast. Breakfast will be served. Students will be assigned to eating areas. Students will be seated six feet apart from each other and will have plexiglass shields in front of them.
- Lunch. Lunch will be provided as a "to go" meal on campus. Additionally, the CUSD's food services department will continue to distribute meals weekly to those families who have opted to continue with distance learning.
- Dismissal. Students will be assigned a dismissal area based on their classroom and grade level. Students are not to congregate out of their assigned area and must make every effort to socially distance, as well as keep their masks on. Parents are asked to be prompt when picking up their children.

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Foot Traffic and Movement Patterns

- All walkways will be labeled with arrows to direct the flow of traffic and to prevent close contact.



5. HEALTH AND SAFETY PROTOCOLS ([Please Click Hhere for CPP Document](#))

Personal Contact Barriers and Spacing

- Transparent shields will be installed at office counters where staff normally interact with campus visitors.
- Transparent shields will be provided to teachers for placement on their desk and/or table, upon request.
- Transparent, plexiglass shields will be installed on all student desks.
- Student desks and chairs will be spaced approximately six feet apart from one another; however, if needed, some classrooms may require some desks to be distanced four feet apart, as permitted by CDPH.
- Chairs in the lobby areas of school and District offices will be limited and spaced six feet apart. Visitors will be asked to wait outside and maintain six feet of distance from others until called in by office staff.

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Cesar Chavez Front Office:



Cesar Chavez Classrooms:



Personal Protective Equipment (PPE) and Use of Facial Coverings and Face Shields

- Face shields may be used by staff members, in addition to required face covering.
- In accordance with the guidelines on the subsequent two pages, facial coverings worn over the nose and mouth will be required of students unless there is an exception, as per CDC. Staff is expected to wear a facial covering over their nose and mouth and campus guests must wear facial coverings over their nose and mouth at all times while on campus. Face shields will be made available for staff to wear, in addition to face coverings.
- Gloves will be worn by food services staff and will be available to all other staff members who may wish to use them.

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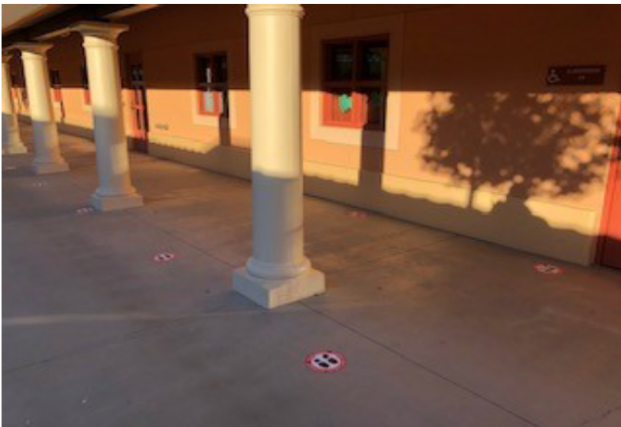
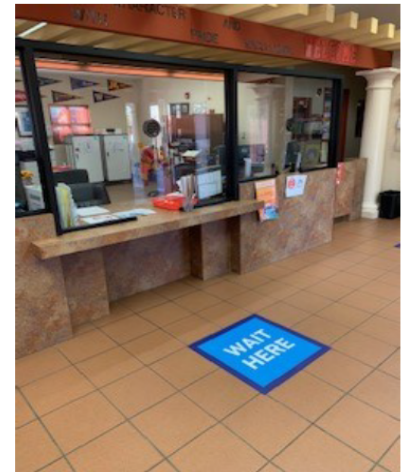
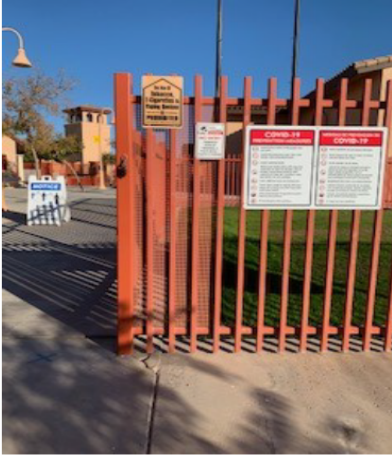
Hand Washing/Sanitizing

- Students and staff will be encouraged to wash their hands with soap and water or to use approved hand sanitizer (60%) regularly throughout the day.
- Hand sanitizer or hand washing stations will be available at the following locations:
 - School office;
 - Health office and/or outside of health office entryways;
 - In Each classroom and/or learning space;
 - In all restrooms;
 - Library;
 - Multi-purpose room;
 - Entry to food service line(s);
 - Near or on playgrounds;
 - Other common areas.

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Signage

Posters encouraging social distancing, regular hand cleansing, directional flow of foot traffic, and the wearing of facial coverings will be posted at various locations throughout school campuses, including entry points, the school office, inside classrooms, and on (or near) entry doors to classrooms and learning spaces.



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Temperature and Symptom Checking

- The following Symptom Checklist will be used for determining if students, staff, or guests have any COVID-19 symptoms or have been in close contact (less than six feet for more than 15 minutes cumulative) [“Close Contact”] with someone testing positive for COVID-19 within the last 24 hours:

Kid-Friendly Version	Adult Version
<i>Yesterday or today, have you, or someone living with you, had:</i>	<i>Within the last 24 hours, have you, or someone living with you, had:</i>
Fever greater than 100.0	A fever of 100.0 degrees Fahrenheit or above
Chills or feeling sick	Chills
Cough or difficulty breathing	Cough
	Shortness of breath or trouble breathing
Head hurts	Headache
Feeling "achy"	Muscle or body aches
Not able to taste or smell	Loss of smell or taste
Sore throat	Sore throat
Runny or stuffy nose	Runny nose
Feeling sick to the stomach or time you "threw up"	Nausea or vomiting
Diarrhea	Diarrhea
Been around someone with COVID	Close contact with someone testing positive for COVID-19

- Parents will be asked to complete the “Frontline Symptom Screener App” for their child/children at home each day before sending their child/children to school or immediately upon arriving to school. Every student will have their temperature taken before entering school. Temperature scanners will be utilized upon entry to the school. Students answering “yes” to any of the items on the screener, displaying COVID-19 symptoms, or with a temperature above 100.0 degrees Fahrenheit will be sent to the health office for additional appraisal.
- Principals, teachers, and other staff members will actively monitor students for any signs of COVID-19 symptoms and send them to the health office for an additional appraisal when displaying symptoms.
- Staff will be asked to take their temperature and review the “Frontline Symptom Screener App” at home each day before coming to work or immediately upon arriving at work. Temperature scanners will be utilized upon entry to the school. Staff with a temperature above 100.0 degrees Fahrenheit and answering “yes” to any of the items on the Symptom Screener, or displaying any COVID-19 symptoms, will stay or return home, and remain home, until the Return to School criteria has been met.

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- Supervisors will periodically remind staff of the daily temperature and symptom checking expectation.
- Supervisors will monitor absences to determine if COVID-19 symptoms and absences are increasing and will notify staff and the Superintendent or designee, as appropriate.
- All visitors entering the school (i.e., substitutes; parents; volunteers; vendors; etc.) will be checked for COVID-19 symptoms by a school office staff member. Any visitor with a temperature greater than 100.0 degrees Fahrenheit and/or answering “yes” to any of the items on the Symptom Checklist, or displaying COVID-19 symptoms, will not be allowed on campus.

[**CLICK HERE FOR STAFF SCREENING PROCEDURES**](#)

RETURN TO SCHOOL CRITERIA [\(Click Please Click Here to Refer to the CPP Document\)](#):

- If an individual thinks or knows they have had COVID-19 symptoms:
 - ii. Three days with no fever without the aid of medications; and
 - iii. Respiratory symptoms have resolved (e.g. cough; shortness of breath); and
 - iv. 14 days have elapsed ,since symptoms first appeared.
- If an individual tested positive for COVID-19 but had no symptoms:
 - v. 14 days have passed since being tested.
- If an individual has a weakened immune system due to a health condition or medication(s):
 - vi. Consult with a physician to determine the amount of time to wait.
- If an individual has been in close contact with a person testing positive for COVID-19:
 - vii. 14 days after exposure.

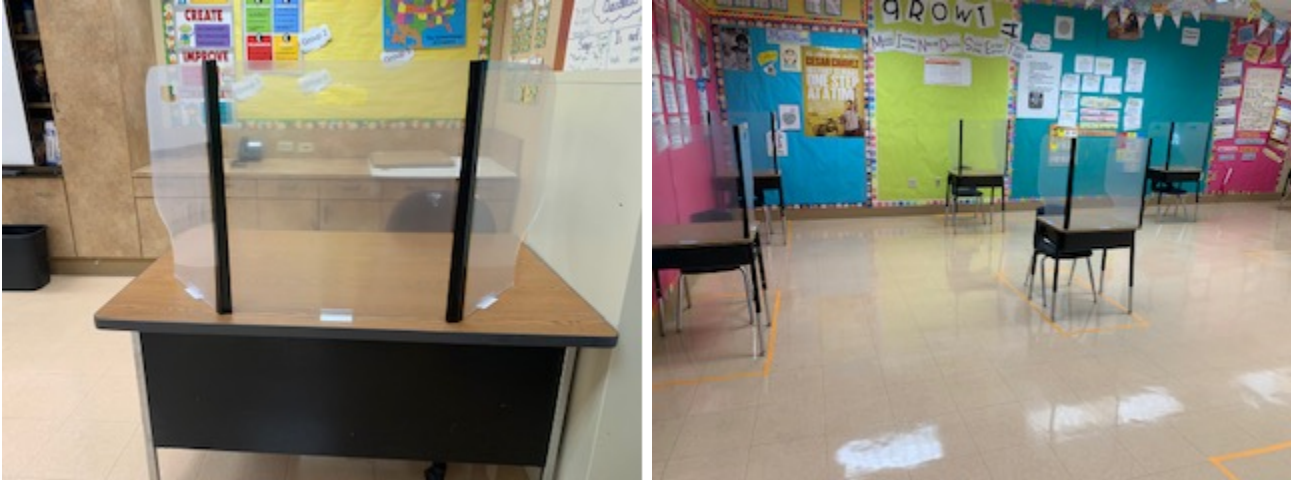
COVID-19 Testing

When in-person instruction is occurring, school staff may be periodically tested for COVID-19 in accordance with State guidelines and mandates.

6. LEARNING SPACE CONFIGURATION AND ENVIRONMENT

Classroom Social Distancing

When needed, markers may be positioned on floors to display distancing recommendations.



Furniture Placement and Seating

Furniture, equipment, and storage in classrooms will be minimized in order to allow for maximum spacing between students and adults. All non-essential items may be removed and stored in central storage containers and tagged or cataloged with the learning space from which it originated. Carpets or items that encourage grouping or gathering will not be used.

- The teacher desk/table will be positioned so that the seat is at least six feet from all student desks and/or tables. In cases where the current teacher desk/table is large, thereby impeding the ability to maximize spacing, it will be removed, stored, and replaced with a smaller desk or table. Portable transparent shields to be placed on the teacher desk/table will be provided to teachers, upon request.

Each general education classroom/learning space will be equipped with appropriate furniture and fixtures to ensure adequate physical distancing. As much as possible and practicable, student desks will be placed six feet apart and equipped with transparent barrier shields. In classrooms where there is 50% capacity or more, and six feet distances between desks cannot be maintained, the distance between desks may be reduced to four feet, as per CDPH guidelines. Teachers will develop a seating chart and ensure students strictly adhere to the seating arrangement so that the same student uses the same desk/table every day.

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[CLICK HERE FOR ENTERING CLASSROOM PROCEDURES/Procedimiento para entrar al salon](#)

Classroom Supplies Used by Students

Teachers will develop plans to limit the use of shared objects and equipment. When the use of shared objects is unavoidable, shared objects and equipment will be cleaned and disinfected between use.

Each student will be given their own set of supplies. These supplies will be clearly labeled. Middle school students will carry and maintain their own supplies, when necessary. Manipulatives, sensory tools, and behavior supports will be individualized and clearly labeled. Supplies that must be shared, such as art materials, special equipment, etc., will be limited to items that can be sanitized between student use. Teachers will instruct and regularly remind students on the non-sharing of supplies and books.

Use of Non-Classroom Spaces for Learning (MPR, Library, Hallways, Outdoors)

No assemblies or gatherings will be allowed in the multi-purpose room, library, learning resource center, or other campus locations until it is safe to do so. Consequently, these spaces will be available to use as additional learning spaces.

Teachers are encouraged to take their students outside for learning activities and to use hallways or outside walkways for independent learning activities throughout the day, as long as the stability of the cohort group and six feet between students can be maintained.

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Hygiene/Safety Protocols

1. Teachers will instruct and remind students daily of proper hygiene and safety protocols.
2. Teachers will instruct students on the following proper methods for obtaining a drink of water from the sink/water bottle filling stations in the classroom and break areas.
 - Filling a Refillable Water Bottle
 - Only allow refilling of refillable wide-mouthed bottles.
 - Ensure bottle opening does not come into contact with sink/fountain fixture.
 - The teacher may turn the sink/fountain on for each student or ask students to use disinfecting wipe on the handle between each use.
 - If a student does not have a water bottle, the school may provide paper cups.
 - Paper cups must be discarded after use.

**BRING YOUR LOBO
BOTTLE TO SCHOOL DAILY!**



**PRACTICE HYGIENE
&**

SAFETY PROTOCOLS

1. Ensure bottle opening does not come into contact with sink or fountain fixture.
2. Make sure to keep your bottle with you at all times and **DO NOT** share with others.



**FILL UP BOTTLE USING WATER
DISPENSERS IN THE
HALLWAYS & PLAYGROUND!**



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Hand Cleansing

Teachers will have students wash their hands with soap if a sink is available or have students use hand sanitizer upon entry to the classroom/learning space before and after eating.



Face Coverings

The use of face coverings over the nose and mouth will be expected in classrooms/learning spaces at all times. Each classroom/learning space will be stocked with disposable facemasks..



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Stable Cohort Groups

Teachers will ensure that students in their classroom/learning space remain as a stable cohort and do not mix with other groups throughout the day, as much as is possible and practicable.

Teachers will schedule times for students to be taken outside for breaks while ensuring that stable cohort groups are maintained. Teachers may also schedule in-classroom breaks for stretching and hand cleansing.

Cesar Chavez Break Procedures

- Cesar Chavez will limit crowding of students by staggering breaks by teacher and/or grade level
- Will establish a one-way circulation system to avoid crowding or crossing of students in the hallways (encourage students and staff to walk to the right in common places & hallways)
- Teachers will escort and supervise students in their assigned area in the hallways and playground
- Teachers and administration will monitor and encourage physical distancing, washing hands and wearing masks at all times
- Jungle Gym area will be closed at all times, no recreational equipment will be allowed in the hallways or playground

TENTATIVE BREAK SCHEDULES

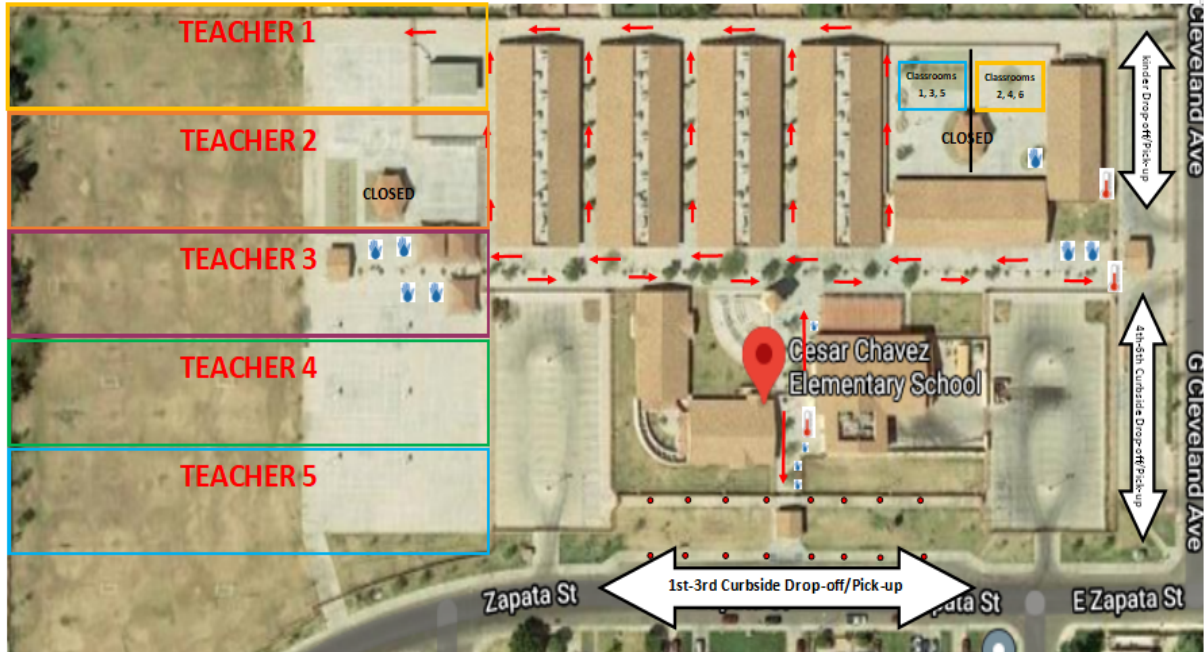
TK-KINDER (@ 25% APPROX. 35 STUDENTS)

15 MIN. RECESS	STUDENTS	TEACHERS	SSA'S
Rooms 1 & 2: 9:00-9:15	7	2 & 2 IA's	0
Rooms 3 & 4: 9:20-9:35	14	2	1
Rooms 5 & 6: 9:40-9:55	14	2	1

1st-6th Grade Plan A (@ 25% APPROX. 189 STUDENTS)

10 MIN. RECESS BY GRADE LEVEL	STUDENTS	TEACHERS	SSA'S
1st Grade: 9:30-9:40	27	5	0
2nd Grade: 9:45-9:55	24	4	1
3rd Grade: 10:00-10:10	30	5	1
4th Grade: 10:15-10:25	36	4	1
5th Grade: 10:30-10:40	36	4	1
6th Grade: 10:45-10:55	36	4	1

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Distance Learning

A distance learning option will be made available to parents and students preferring this option over in-person instruction. Distance learning will also be provided for students impacted by the closure of a class, the school, or the District due to public health orders or COVID-19 cases. Students should expect to receive daily instruction with a certificated teacher and access to standards-aligned, District adopted curriculum and instructional materials.

Students and parents should expect a daily schedule that includes the following:

- Instruction from a certificated teacher (synchronous time);
- Student engagement and attendance checks;
- Independent work completion (asynchronous time).

Students and parents should expect the following on a weekly basis.

- Collaboration with other students.
- Work completion check-ins with the certificated teacher.
- Assessment of learning.

During distance learning, students must attend all virtual live instruction (i.e. synchronous: Zoom/Google Meet) with their teacher and class and engage in their learning management programs (i.e. Canvas, Google, Seesaw, etc.). Attendance will be taken as if the student were on campus. Daily schedules will be provided. Students must complete assignments provided by the teacher. Time in virtual live instruction (synchronous)

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and time completing assignments independently (asynchronous) will be counted and applied to the student's daily instructional minutes, as well as towards the student's weekly engagement log.

TK-Kindergarten

Distance Learning Schedule TK - Kinder					
School Year 2020-21					
TK-KINDER					
180 minutes					
	Monday	Tuesday	Wednesday	Thursday	Friday
8:00-8:15	8:00 - 8:15 Preparation for morning courses, such as logging into technology, checking urgent communication, ensure that all students are online, and student check-in.				8:00-9:00 -Teacher Plan -Review students work -Virtual office hour - Assign Asynchronous Assignment Time Value = 120 minutes
8:15-9:45 synchronous/ asynchronous ELA/Soc Sci/ELD Time Value Example: Synchronous = 60 minutes Asynchronous ≥ 30 minutes	Live Interaction - Provide social connection - Provide an overview of the day and what to expect - Lead Content instruction for students - Lead small groups	Live Interaction - Provide social connection - Provide an overview of the day and what to expect - Lead Content instruction for students - Lead small groups	Live Interaction - Provide social connection - Provide an overview of the day and what to expect - Lead Content instruction for students - Lead small groups	Live Interaction - Provide social connection - Provide an overview of the day and what to expect - Lead Content instruction for students - Lead small groups	9:00-10:00 a.m. Advisory: Live Interaction - Social Connection - SEL Time - Review asynchronous assignment for the day Time Value = 60 minutes
9:45-10:15	Break	Break	Break	Break	Teacher directed planning in coordination with the principal, such as;
10:15-11:45 synchronous/ asynchronous Math/Sci/PE Time Value Example: Synchronous = 60 minutes Asynchronous ≥ 30 minutes	Live Interaction - Lead Content instruction for students - Lead small groups - Provide asynchronous work	Live Interaction - Lead Content instruction for students - Lead small groups - Provide asynchronous work	Live Interaction - Lead Content instruction for students - Lead small groups - Provide asynchronous work	Live Interaction - Lead Content instruction for students - Lead small groups - Provide asynchronous work	- Grade level/Dept. PLC - Articulation mtgs. - Professional Development - Instructional Planning - Academic outreach to disengaged students - Monitor student progress on assignments - Engagement Participation Monitoring Log
11:45-12:30	Lunch	Lunch	Lunch	Lunch	Lunch
12:30-3:10	- Virtual office hours - Make 1:1 contact as needed to students and families - Review student work and give feedback - Instructional Planning - Monitor student progress on assignments - Engagement Participation Monitoring Log 2:00 -3:00 Monday Staff Meetings (except 3rd Monday of the Month)	- Virtual office hours - Make 1:1 contact as needed to students and families - Review student work and give feedback - Instructional Planning - Monitor student progress on assignments - Engagement Participation Monitoring Log	- Virtual office hours - Make 1:1 contact as needed to students and families - Review student work and give feedback - Instructional Planning - Monitor student progress on assignments - Engagement Participation Monitoring Log	- Virtual office hours - Make 1:1 contact as needed to students and families - Review student work and give feedback - Instructional Planning - Monitor student progress on assignments - Engagement Participation Monitoring Log	- Professional Development - Engagement Participation Monitoring Log
*Schedules for students in RSP and/or ELIT services will be scheduled by the site					
Specific times and activities are flexible					

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1st-3rd Grade

Distance Learning Schedule 1st - 3rd					
School Year 2020-21					
1st-3rd Grade					
230 minutes					
	Monday	Tuesday	Wednesday	Thursday	Friday
8:00-8:15	8:00 - 8:15 Preparation for morning courses, such as logging into technology, checking urgent communication, ensure that all students are online, and student check-in.				- 8:00-9:00 -Teacher Plan -Review students work -Virtual office hour - Assign Asynchronous Assignment Time Value = 170 minutes
8:15-10:15 synchronous/ asynchronous ELA/Soc Sci/ELD Time Value Example: Synchronous = 60 minutes Asynchronous ≥ 60 minutes	Live Interaction - Provide social connection - Provide an overview of the day and what to expect - Lead Content instruction for students - Lead small groups	Live Interaction - Provide social connection - Provide an overview of the day and what to expect - Lead Content instruction for students - Lead small groups	Live Interaction - Provide social connection - Provide an overview of the day and what to expect - Lead Content instruction for students - Lead small groups	Live Interaction - Provide social connection - Provide an overview of the day and what to expect - Lead Content instruction for students - Lead small groups	9:00-10:00 a.m. Advisory: Live Interaction - Social Connection - SEL Time - Review asynchronous assignment for the day Time Value = 60 minutes
10:15-10:30	Break	Break	Break	Break	Teacher directed planning in coordination with the principal, such as;
10:30-12:20 synchronous/ asynchronous Math/Sci/PE Time Value Example: Synchronous = 60 minutes Asynchronous ≥ 50 minutes	Live Interaction - Lead Content instruction for students - Lead small groups - Provide asynchronous work	Live Interaction - Lead Content instruction for students - Lead small groups - Provide asynchronous work	Live Interaction - Lead Content instruction for students - Lead small groups - Provide asynchronous work	Live Interaction - Lead Content instruction for students - Lead small groups - Provide asynchronous work	- Grade level/Dept. PLC - Articulation mtgs. - Professional Development - Instructional Planning - Academic outreach to disengaged students - Monitor student progress on assignments - Engagement Participation Monitoring Log
12:20-1:05	Lunch	Lunch	Lunch	Lunch	Lunch
1:05-3:10	- Virtual office hours - Make 1:1 contact as needed to students and families - Review student work and give feedback - Instructional Planning - Monitor student progress on assignments - Engagement Participation Monitoring Log 2:00 -3:00 Monday Staff Meetings (except 3rd Monday of the Month)	- Virtual office hours - Make 1:1 contact as needed to students and families - Review student work and give feedback - Instructional Planning - Monitor student progress on assignments - Engagement Participation Monitoring Log	- Virtual office hours - Make 1:1 contact as needed to students and families - Review student work and give feedback - Instructional Planning - Monitor student progress on assignments - Engagement Participation Monitoring Log	- Virtual office hours - Make 1:1 contact as needed to students and families - Review student work and give feedback - Instructional Planning - Monitor student progress on assignments - Engagement Participation Monitoring Log	- Professional Development - Engagement Participation Monitoring Log
*Schedules for students in RSP and/or ELIT services will be scheduled by the site					
Specific times and activities are flexible					

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4th-6th Grade

Distance Learning Schedule 4th - 6th					
School Year 2020-21					
4th-6th Grade					
240 minutes					
	Monday	Tuesday	Wednesday	Thursday	Friday
8:00-8:15	8:00 - 8:15 Preparation for morning courses, such as logging into technology, checking urgent communication, ensure that all students are online, and student check-in.				<ul style="list-style-type: none"> - 8:00-9:00 -Teacher Plan -Review students work -Virtual office hour - Assign Asynchronous Assignment Time Value = 180 minutes
8:15-10:15 synchronous/ asynchronous ELA/Soc Sci/ELD	Live Interaction - Provide social connection - Provide an overview of the day and what to expect - Lead Content instruction for students - Lead small groups	Live Interaction - Provide social connection - Provide an overview of the day and what to expect - Lead Content instruction for students - Lead small groups	Live Interaction - Provide social connection - Provide an overview of the day and what to expect - Lead Content instruction for students - Lead small groups	Live Interaction - Provide social connection - Provide an overview of the day and what to expect - Lead Content instruction for students - Lead small groups	9:00-10:00 a.m. Advisory: Live Interaction - Social Connection - SEL Time - Review asynchronous assignment for the day
Time Value Example: Synchronous = 60 minutes Asynchronous ≥ 60 minutes					Teacher directed planning in coordination with the principal, such as;
10:15-10:30	Break	Break	Break	Break	<ul style="list-style-type: none"> - Grade level/Dept. PLC - Articulation mtgs. - Professional Development - Instructional Planning - Academic outreach to disengaged students - Monitor student progress on assignments - Engagement Participation Monitoring Log
10:30-12:20 synchronous/ asynchronous Math/Sci/PE	Live Interaction - Lead Content instruction for students - Lead small groups - Provide asynchronous work	Live Interaction - Lead Content instruction for students - Lead small groups - Provide asynchronous work	Live Interaction - Lead Content instruction for students - Lead small groups - Provide asynchronous work	Live Interaction - Lead Content instruction for students - Lead small groups - Provide asynchronous work	
Time Value Example: Synchronous = 60 minutes Asynchronous ≥ 60 minutes					
12:30-1:15	Lunch	Lunch	Lunch	Lunch	Lunch
1:15-3:10	<ul style="list-style-type: none"> - Virtual office hours - Make 1:1 contact as needed to students and families - Review student work and give feedback - Instructional Planning - Monitor student progress on assignments - Engagement Participation Monitoring Log 2:00 -3:00 Monday Staff Meetings (except 3rd Monday of the Month)	<ul style="list-style-type: none"> - Virtual office hours - Make 1:1 contact as needed to students and families - Review student work and give feedback - Instructional Planning - Monitor student progress on assignments - Engagement Participation Monitoring Log 	<ul style="list-style-type: none"> - Virtual office hours - Make 1:1 contact as needed to students and families - Review student work and give feedback - Instructional Planning - Monitor student progress on assignments - Engagement Participation Monitoring Log 	<ul style="list-style-type: none"> - Virtual office hours - Make 1:1 contact as needed to students and families - Review student work and give feedback - Instructional Planning - Monitor student progress on assignments - Engagement Participation Monitoring Log 	<ul style="list-style-type: none"> - Professional Development - Engagement Participation Monitoring Log
*Schedules for students in RSP and/or ELIT services will be scheduled by the site					
Specific times and activities are flexible					

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7. CAMPUS SERVICES

Provision of Water

Exterior drinking fountains at CUSD schools have been retrofitted to become water filling stations. Each school is equipped with at least one water bottle refill station. Students will be encouraged to bring a filled water bottle from home. A water bottle or paper cups may be provided by the school. Regular drinking fountains will be covered for non-use.



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**BRING YOUR LOBO
BOTTLE TO SCHOOL DAILY!**



**PRACTICE HYGIENE
&
SAFETY PROTOCOLS**

- 1. Ensure bottle opening does not come into contact with sink or fountain fixture.**
- 2. Make sure to keep your bottle with you at all times and DO NOT share with others.**



**FILL UP BOTTLE USING WATER
DISPENSERS IN THE
HALLWAYS & PLAYGROUND!**



Restrooms

The number of students in restrooms or waiting for restrooms will be limited. Each restroom will have a posted sign indicating the maximum number of students allowed to enter the restroom. If there is no vacancy, a student must wait outside and socially distanced from others until another student exits. Markings will be placed on walls or on the ground to designate six-foot distance positions. Schools are encouraged to establish restroom schedules in order to avoid large queuing lines.

All staff and student restrooms will be cleaned and disinfected regularly. A cleaning log will be posted in each restroom to indicate the last time the restroom was cleaned and disinfected.

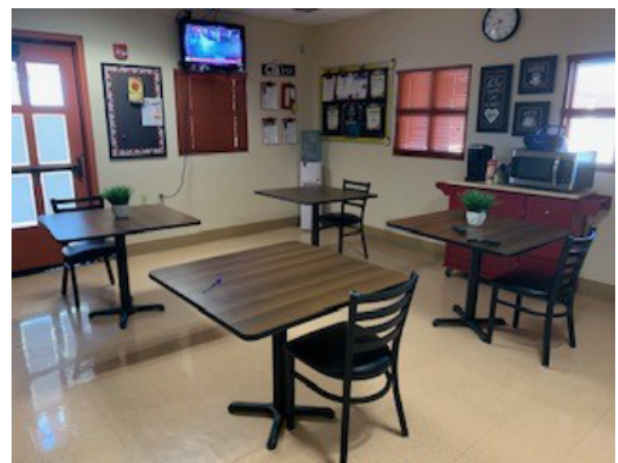
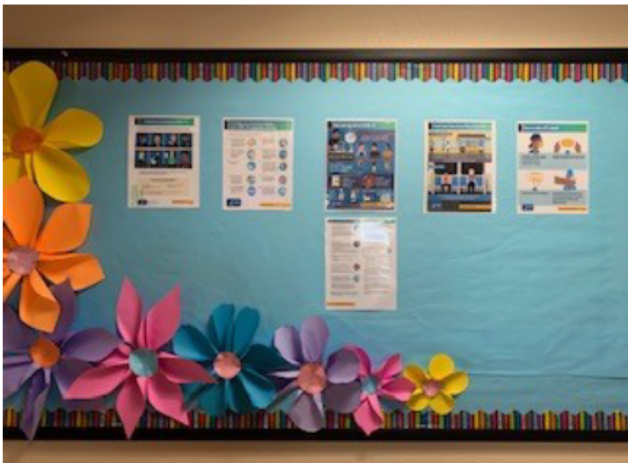
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BREAKS & RESTROOM PROCEDURES/Descanso y procedimiento de baño

Staff Lounge

Signage will be placed on the door of the staff lounge to indicate the maximum number of employees to be in the staff lounge at any one time and to maintain social distance. Staff will regulate themselves and ensure that the maximum capacity to maintain social distancing is not exceeded. Facial coverings are to always be used, except when eating or drinking, and items shared by staff must either be removed or sanitized between uses.



Library

Libraries may be used for general education classrooms and/or temporary office space or as isolation rooms for symptomatic students. This is to allow reduced class sizes for social distancing. To accommodate this and to avoid the mixing of student groups, in addition to the added need for frequent disinfecting, libraries will not be open for students or classes to visit. Instead, books and resources will be delivered to individual classrooms.

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School Office

School offices will be open to the public during normal school business hours, but measures will be implemented to minimize the number of guests entering the school lobby. A sign will be posted on the entrance door indicating the maximum number of guests allowed in the lobby at any one time. Extra seats will be removed and the remaining seats will be positioned six feet apart and from the front counter. When the maximum number of lobby guests is reached, other guests will be asked to wait outside and to maintain a social distance from others until a guest in the lobby exits. Non-adhesive social distance markers can be placed in the lobby and outside the lobby where guests may wait. A secure mailbox will be installed outside the school office to allow payments and other items to be dropped off without entering the lobby.

The front counter area of the school office will be equipped, as follows, and consumables will be replenished regularly.

- Transparent shield/barrier.
- Containers for “clean” pens that have been sanitized and “used” pens. Pens in the “used” container will be sanitized with disinfecting wipes and switched to the “clean” pens container periodically by office staff.
- Hand sanitizer.
- Disinfecting wipes or spray to be used for sanitizing the counter regularly throughout the day.
- Disposable face masks for substitutes and essential visitors who do not have their own.

All guests, including District employees from other schools and/or the District office, must check in at the school office. All entrants to the school office and the campus must wear a facial covering at all times while on campus. Individuals without facial coverings will be denied entry. All items in the lobby area that could be shared by guests, including magazines or books, will be removed.

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All guests, including visiting employees from other schools or the District office, will be temperature and symptom checked by school office personnel prior to entering the school campus. Guests with a temperature exceeding 100.0 degrees Fahrenheit or answering “yes” to any symptoms will not be allowed entry.

Employee desks/stations will be positioned to allow six feet of distance from others. Although classrooms, offices and restrooms will be sanitized everyday, wipes and/or disinfecting spray will be available in the school office area for staff to use regularly on desktops, telephones, computer keyboards and mice, shared printer/copier touchpoints, and other high touch surfaces in the school office, if they desire. Schools are encouraged to establish schedules for teachers to access mailboxes, student files, workroom resources, etc. in order to limit the number of employees in the school office and/or workroom areas at any one time.

A private area will be identified for confidential discussions and/or interviews with students that allows for social distancing. All participants shall wear a facial covering over their nose and mouth.



VISITORS PROCEDURES/PROCEDIMIENTOS PARA VISITANTES

Health Office

The health technician will continue to provide essential health and well-being care for students, but under modified conditions. Students will be triaged by teachers and other staff to determine whether a visit to the health office is necessary. Each classroom/learning space will be equipped with a fully stocked first aid kit to allow students and teachers to treat minor “injuries” and conditions, thereby allowing the health technician to care for other needs. The health technician or a school nurse can be called to report to a classroom/learning space, to provide telesupport, or to help determine if a visit to the school’s health office is warranted in order to minimize the number of students outside of classrooms/learning spaces and in the school’s health office. Below are general guidelines that will be used to triage students.



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Chart of Potential Student Symptoms/Conditions/Needs		
Treat in Class	Call Health Technician or Site Administrator	Send to Health Office
Small paper cuts, abrasions, picked at scabs	Wound care/small bumps/bruises - need for ice pack	Scheduled medications
Minor toothaches/primary tooth falls off	Readily controlled nose bleeds, where students can deliver self care	Scheduled specialized healthcare procedures- diabetic care, catheterizations, GTube feedings, including universal passes
Localized bug bites	Altered levels of consciousness/concussion	History of Cardiac/heart issues, tachycardia, bradycardia or complaints of chest pain
	Head injury/complaining of neck pain - DO NOT move, keep calm, call 911	Symptoms of COVID-19
	Sudden Vision Impairments	Fever > 100.0 degrees Fahrenheit
	Choking; may require CPR or AED	Chills
	Difficulty Breathing	Cough, shortness of breath or difficulty breathing
	Light Chest Pains	Fatigue, muscle or body aches
	Diabetic "lows" or unconscious	Headache
	SEVERE bleeding or other traumatic injury, Call 911	New loss of taste or smell
	Severe abdominal/groin pain	Sore throat
	Seizures; do not hold down, remove objects that may cause injury	Congestion or runny nose
	Signs of symptoms of Multisystem Inflammatory Syndrome in children	Nausea or vomiting
		Diarrhea

The health office, and other locations near the health office, will be used to establish the three treatment areas indicated below.

<u>General Waiting Area</u> Students waiting to be triaged: presenting to the office with unscheduled needs (Lobby)	<u>Well Student Area</u> Those students with scheduled medical needs: procedures, meds (Health Tech Office)	<u>Students with COVID</u> Symptoms Area (Isolation Room)
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<ul style="list-style-type: none"> • Students with non-COVID 19 symptoms (e.g. Injury, assessments) • Ask if they have been around someone with COVID 19, if yes, send to the Isolation area and call the parent/send home • Physical distancing marked off 	<ul style="list-style-type: none"> • Area for well students with health care needs that cannot be addressed in the classroom (e.g. diabetic and other noncontagious health care needs) or have a Universal Pass. • Ask if they have been around someone with COVID 19, if yes, send to the Isolation Ward and call the parent/send home • Physical distancing marked off 	<ul style="list-style-type: none"> • Areas for students with possible COVID 19 symptoms; away from others but supervised by staff • Physical distancing marked off or in separate rooms and students maintain 6-foot distance from others • Students expected to wear facial coverings; disposable facemask will be provided if needed
<ul style="list-style-type: none"> • Plexiglas/plastic or other similar barriers may be in place. 	<ul style="list-style-type: none"> • Health Clerk, trained staff member, or school nurse provides care. 	<ul style="list-style-type: none"> • Additional staff may be necessary to monitor students in areas not immediately visible to the health clerk. Consider restroom locations as younger students may have GI symptoms.
<ul style="list-style-type: none"> • Students wash/sanitize hands upon or before entry • Clean and disinfect the area after students leave and/or periodically • The Health Clerk must wear a face mask and may, in addition, wear a face shield or protective eyewear. • Students are expected to wear facial covering, unless they have a health care plan stating otherwise. 		<ul style="list-style-type: none"> • Health Clerk and other supervising staff wears a sanitary gown • Students in the isolation room must meet the Return to School Criteria specified in this plan in order to return • Health Clerk will clean and disinfect the isolation ward after each use

[CLICK HERE FOR SYMPTOMATIC STUDENT PROCEDURES /ESTUDIANTE SINTOMATICO](#)

8. STUDENT DISMISSAL PROCEDURES

Enter and dismissal times for specific grade levels may be staggered. Principals will work with school staff to further stagger dismissals within grade spans, or by class, by a few minutes (i.e. two to five minutes) in order to minimize the number of students exiting the campus at any one time. Prior to dismissal, teachers will remind students to put on their facial covering, use their designated exit point, and not wander around or congregate. School staff will be positioned around the campus to remind students of the protocols. Students are expected to wear facial coverings as they exit their classroom/learning space and until they have exited the school campus and are either walking home or have entered the vehicle of the individual picking them up.

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Parents will be encouraged to wait in their vehicles and not congregate at school exits. Students waiting to be picked up by parents are expected to social distance and wear facial coverings. For students with disabilities who are transported by the District, staff will accompany these students to the loading area and maintain stable cohort groups with appropriate social distance from other individuals and cohort groups. For students with disabilities that are not transported by the District and require physical support and/or hand-to-hand release, staff will communicate with parents to coordinate a designated area for pickup.



[CLICK HERE FOR ENTER/EXIT PROCEDURES/PROCEDIMIENTOS DE ENTRAR/SALIR](#)

9. SUPPORT PROGRAMS

ASES/ASSETS/Migrant Education Program

ASES/ASSETS will offer after school care and programs for school-aged children. For more information on these programs, please call the ASES/ASSETS phone number at (760) 768-3888 ext. 3057 or email CUSD’s Expanded Learning Coordinator, Yvette Hope, at yhope@cusdk12.org.



SPARKS-ASES
Parent Orientation
Orientacion para Padres



Program Goals / Metas del programa

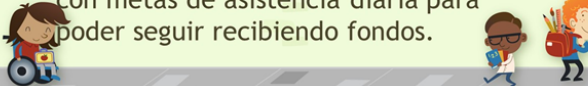
- To support and enhance the regular school day programs
- To provide a safe in-school place for students to receive academic support and a independent physical activity. Students will be provided an enrichment activity via online platform.
- Apoyar el aprendizaje y aumentar las actividades del día escolar
- Proporcionar un lugar seguro en la escuela para que los estudiantes reciban apoyo académico y una actividad física independiente. Los estudiantes recibirán una actividad de enriquecimiento a través de la plataforma en línea.



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SPARKS-ASES is an attendance based program that needs to meet daily attendance targets in order to continue receiving funding

SPARKS-ASES es un programa basado en asistencia que tiene que cumplir con metas de asistencia diaria para poder seguir recibiendo fondos.



Hours of Operation Horas de operación


ASES will operate Monday thru Thursday from 11:45 to 3:30.
A snack will be provided during the time they are in ASES.

ASES operará de lunes a jueves de 11:45 a 3:30
Se proporcionará un refrigerio durante el tiempo que estén en ASES

***Early Release form must be completed and returned when students cannot attend daily until ASES dismissal at 3:30 pm Monday-Thursday.
*** El formulario de salida anticipada debe completarse y devolverse cuando los estudiantes no puedan asistir diariamente hasta la salida de ASES a las 3:30 pm de lunes a jueves.

SPARKS-ASES Program Elements Elementos del Programa

- ▶ Todos los estudiantes inscritos en el modelo híbrido tendrán la oportunidad de asistir al programa ASES en persona. Los estudiantes que asisten a la escuela a través del aprendizaje a distancia tendrán la oportunidad de asistir a ASES en línea de 2:00 a 3:00 de lunes a Jueves.
- ▶ Los estudiantes que participarán en el programa ASES "en persona" recibirán 2.5 horas de apoyo académico (ayuda con la tarea y Think Feel Read) y una actividad física independiente. El horario "en la escuela" de ASES será de 11:45 a 3:30 de lunes a Jueves.
- ▶ Los estudiantes que se queden para ASES dentro de la escuela serán ubicados por nivel de grado con un tutor para sesiones académicas y de enriquecimiento; esto es para eliminar la contaminación cruzada. El tutor también tendrá un 25% de estudiantes, lo mismo que el protocolo del día escolar regular.
- ▶ Para eliminar la contaminación cruzada, los estudiantes que deseen participar en oportunidades de enriquecimiento deben hacerlo desde su hogar a través de Internet. Visite nuestro Centro de recursos SPARKS en <http://fbs.by.sdsd.net> para seleccionar una opción y comuníquese con la Sra. Jazmine Romero al 760 768 3888 ext. 3059 para inscribirse y / o hacer preguntas.
- ▶ All student enrolled in the hybrid model will be provided the opportunity to attend the ASES in person program. Students attending school through distance learning will have the opportunity to attend Online ASES from 2:00 to 3:00 Monday through Thursday.
- ▶ Students who will participate in the "in person" ASES program will receive 2.5 hours of academic support (homework help and Think Feel Read) and a independent physical activity ASES "in-school" time will be from 11:45 to 3:30 Monday-Thursday.
- ▶ Students staying for in-school ASES will be placed via grade level with one tutor for both academic and physical activity sessions; this is to eliminate cross contamination. The tutor will also have 25% of students- same as regular school day protocol.
- ▶ To eliminate cross contamination, student wishing to participate in enrichment opportunities must do so from their home via online. Please visit our SPARKS Resource Center at <http://fbs.by.sdsd.net> to select an option and contact Mrs. Jazmine Romero at 760 768 3888 ext. 3059 to enroll and/or ask questions.



ASES In-person Schedule / Horario en persona de ASES


Monday - Thursday 11:45 am - 3:30 pm Lunes - Jueves 11:45 am - 3: 30 pm	
11:45 - 12:15	Lunch / Comida
12:15 - 12:20	Assembly (Review Safety Protocol) / Protocolo de seguridad de revisión de montaje
12:20 - 12:40	Non-contact physical activity / Actividad física sin contacto
12:40 - 1:00	Bathroom / water bottle refill break / Descanso para recargar la botella de agua / baño
1:00 - 2:00	Homework help/ Ayuda con las tareas
2:00 - 3:30	Think Feel Read (Literacy Component) / Think Feel Read (componente de alfabetización)
3:30	Dismissal Time / Hora de salida



QUESTIONS / COMMENTS / CONCERNS PREGUNTAS / COMENTARIOS / INQUIETUDES

Expanded Learning Coordinator: Yvette Hope e-mail: yhope@cusdk12.org
Coordinadora de Aprendizaje Expandido

Office Assistant/ Asistente de oficina: Jazmine Romero e-mail: jromero@cusdk12.org



[CLICK HERE FOR PARENT HANDBOOK](#)

[CLICK HERE FOR EXPANDED LEARNING EMERGENCY PROCEDURES](#)

Migrant Education Program

The migrant education program will offer extended day sessions after school via Zoom or Google Meet videoconference for students who are eligible for the migrant program. Please call CUSD's migrant office at 760-768-3894 ext. 3020 or email CUSD's Migrant Coordinator, Alejandra Limon, at alimon@cusdk12.org.

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TutorMe

TutorMe is a free tutoring service that is provided to all CUSD students. The link for TutorMe is provided in each student's Clever account.

Site Tutoring Programs

School site tutoring programs will continue with distance learning.

Social/Emotional Learning and Support

The social-emotional learning (SEL) and the well-being of CUSD students will be continually monitored and assessed by school staff; various supports will be provided. Teachers will be trained in the provision of and SEL instruction and in the use of the District's SEL curriculum. Teachers, psychologists, counselors, social workers, and outside providers work together to provide a Multi-Tiered System of Support that incorporates core services, targeted services, and intensive intervention. ([Please click here for the CUSD Mental Health and Wellbeing Support Page.](#))

10. CAMPUS GUESTS

In order to minimize risk, CUSD will be limiting guests (i.e., parents; volunteers; visitors; District staff) on school campuses. All guests must check in at the school's front office and must do the following: use the APP-based software system (currently Raptor); wear a facial covering over their nose and mouth at all times when on campus; be temperature and symptom checked by a school office staff member prior to being allowed on campus. Any campus visitor with a temperature greater than 100.0 degrees Fahrenheit, answering "yes" to any of the items on the Symptom Checklist, or visibly displaying COVID-19 symptoms will not be allowed on campus.

- **Parents/Guardians**

In general, parents will **not** be allowed on campus or in classrooms on the first day of school. Parents wishing to meet with the principal, vice-principal, or teacher can do so by making an appointment with that individual. Meetings may be conducted in-person or by Zoom or other videoconference platforms.

- **Volunteer**

In general, volunteering will be limited to off-campus opportunities and volunteers will not be allowed in classrooms/learning spaces until all COVID-19 restrictions are lifted by the County Public Health Officer. In limited circumstances, school staff may, upon approval of the principal, solicit for and use volunteers to help with temperature/symptom screening, wayfinding, or other services that can be rendered at exterior locations.

- **Non-Staff Visitors**

Visitors will not be allowed on campus without an appointment or approval of a District administrator.

- **District Staff from Other Schools or the District Office**

District staff who are not regularly assigned to the school on specific days must check in at the school office.

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11. CLEANING/SANITIZING/STOCKING/HVAC PROTOCOLS

Each school will implement strict procedures for cleaning, disinfecting, and regular sanitizing to prevent the spread of germs, including the coronavirus. Although custodians are primarily responsible for achieving this goal, it is also the responsibility of all school staff members to be mindful of their behavior and to clean and disinfect when and where they can. The safety of all staff members and students is contingent upon the individual actions of every staff member. One or two individuals cannot carry the load. It is up to everyone to participate in the process in order to achieve the highest level of cleanliness possible. To that end, the cleaning and sanitizing process will occur in layers.

a. All Staff Layer

All staff members using shared resources, including copy machines, telephones, computers, printers, restrooms, refrigerators, microwaves, etc. will wash their hands with soap and water for 20 seconds or use hand sanitizer before use.

Disinfecting wipes, paper towels, or tissues should be available in shared resources to be used for handling equipment to avoid direct hand contact or for disinfecting after use.

Classroom teachers may be provided with a squirt bottle of disinfecting spray and disinfecting wipes to use at appropriate times to disinfect surfaces, touchpoints, and shared materials when appropriate.

Teachers using disinfectants will be trained in their use in accordance with Department of Pesticide Regulation guidelines.

All staff members will wash their hands with soap and water or use hand sanitizer

- For questions or concerns please contact Dario Espinoza at despinoza@cusdk12.org.

b. Custodial Layer

Each school has a full-time site custodian and varying levels of night custodians, depending on the school's enrollment, who will clean and disinfect all interior and exterior areas regularly throughout the day and night.

Cleaning and disinfecting student and staff restrooms will take place frequently. A log will be posted and maintained in each student and staff restroom to indicate when cleaning/disinfecting efforts occurred.

There will be monitoring the supplies of soap, hand sanitizer, disposable facemasks, face shields, and disinfecting wipes and sprays throughout the day, and stocking when appropriate.

Assisting the head site custodian with regularly disinfecting touch points throughout the campus.

Custodians will be provided and will wear personal protective equipment when cleaning and disinfecting including gloves, eye protection, respiratory protection, and other appropriate protective

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equipment as required by the product instructions. All products must be kept out of children’s reach and stored in a space with restricted access.

Custodians will use a combination of industry-standard cleaning methods (“Standard Cleaning”), disinfecting spray (“DSpray”), disinfecting wipes (“Wipes”), and electro-static disinfection machines in accordance with the cleaning and disinfecting guidelines.

c. Positive Case Disinfecting/Dissipation Process

When a student, teacher, or other staff member tests positive for COVID-19, the following process will occur: (Please note that all CUSD classrooms, offices and restrooms will be cleaned daily.)

1. If the learning/workspace where the individual is primarily assigned to has not been disinfected, the area will be closed and barricaded to prevent entry for 24 hours, if practicable (CPP IV, d, e)
2. After at least 24 hours, if practicable, custodians assigned to disinfect the room will put on appropriate personal protective equipment (PPE).
3. Custodians with PPE will enter the room and thoroughly clean, disinfect, and sanitize all surfaces, touchpoints, and flooring using a combination of soap and water, bleach, disinfecting spray, disinfecting wipes, and an electrostatic disinfecting machine.
4. After cleaning and disinfecting custodians with PPE will:
 - a. Will appropriately remove PPE and exit the room;
 - b. Will apply and rub in hand sanitizer until dry when out of the room.



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12. PROCEDURES FOR POSITIVE COVID-19 CASES

Definitions and Roles

- ***Positive Case Manager***: the individual coordinating the response to a positive COVID-19 case. For CUSD, this individual is the Assistant Superintendent of Human Resources and Risk Management.
- ***Site Supervisor***: the administrator (principal for the school) or department supervisor working with the Positive Case Manager to take necessary actions and provide proper notifications.
- ***Positive Case***: the individual who has tested positive for COVID-19. This may be a parent, student, member of the student's household, teacher, or other staff members.
- ***Exposed Case***: the individual has been exposed (close contact) to a Positive Case.
- ***Potentially Exposed (close contact)***: was, or is likely to have been, less than six feet from the Positive Case for 15 minutes or more, cumulatively.
- ***Potentially Exposed (non-close contact)***: was, or is likely to have been, in the general area of the Positive Case, but more than six feet from them.
- ***Notification to Potentially Exposed Individual (close contact)***: notification provided to any individual having close contact with the Positive Case instructing them to go home (excluded from work) and contact their healthcare provider for next steps (COVID testing, etc.) and to stay home until they have met the Return to School Criteria.
- ***Notification to Potentially Exposed Individual (non close contact)***: notification to others in the general area of the Positive Case, not having close contact. This notification is for informational purposes only. This notification does not exclude anyone from work.

Process

Symptomatic, Exposed or Potentially Exposed Staff Members

1. Site supervisor/principal notifies the Positive Case Manager and Human Resources (COVID@cusdk12.org).
2. If the Positive Case is on campus, the site supervisor/principal does the following:
 - a. If the Positive Case is a teacher or other staff member, the site supervisor/principal calls or notifies the Positive Case and instructs them to immediately go home after the site supervisor/principal completes Appendix C, including conducting appropriate contact tracing including interviewing the Positive Case, reviewing master schedule (if applicable), etc. and then sends completed Appendix C to COVID@cusdk12.org.
3. The site supervisor/principal immediately communicates with Potentially Exposed (close contact) individuals to return home (excluded from work)
4. The Positive Case Manager (Human Resources) contacts the County Public Health Department and Keenan and Associates to report the Positive Case.
5. Positive Case Manager (Human Resources) sends formal email to Potentially Exposed (close contacts), Potentially Exposed (non-close contacts), and to employee representative associations.
6. The site supervisor/principal notifies school office staff to not allow the Positive Case, and individuals with Close Contact, to return to campus until they have met the Return to School Criteria.

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7. The site supervisor/principal takes appropriate action to close down infected areas.
8. Site supervisor/principal notifies the custodian to begin the Positive Case Disinfecting Process in the learning/workspace to which the Positive Case was assigned.

Symptomatic, Exposed or Potentially Exposed Student

1. If a Positive Case is a student, the site supervisor/principal calls the student to the health office to be put in an Isolation Room for parent pickup. The site Health Technician calls parent to review Appendix C (found on back of the CPP) and gathers required information and sends the completed document to COVID@cusdk12.org after conducting appropriate contact tracing including interviewing teacher(s), other support program staff, transportation (if appropriate) and reviewing master schedule (if applicable). The site Health Technician will need to contact all close contacts right away and then send appropriate email (from HR) to students' families regarding their exposure.
 - a. Health Technician notifies Food Services to arrange for a meal(s) for a student(s) while in quarantine.
 - b. The Health Technician informs the teacher regarding the need for distance learning to occur for a student(s) while in quarantine.
2. Students who are symptomatic, or “potentially exposed, due to close contact” will be sent, or called up to the office immediately and directed to the Isolation Room while the Health Technician reaches out to their parents to come and pick up their student(s) immediately.
3. Health Technician will then follow-up their parent calls with an email from the site (from HR).

CRITERIA FOR CLOSURES DUE TO COVID-19 CASES

In accordance with mandates issued by Governor Newsom on July 17th, 2020, indicated below are the criteria that CUSD will use to determine the level of closures required.

1. **Class:** a class will be closed and individuals in the class sent home to self-quarantine if a student or teacher in the class tests positive for COVID-19. The class will be closed for 14 day and until they meet the Return to School Criteria.
2. **School:** School closures will occur with consultation of the Public Health Department. A school will be closed and students and staff from the school will be sent home to self-quarantine in adherence with the following:
 - Within a 14-day period an outbreak has occurred (three cases within a 14 day period) in 25% or more stable groups in the school;
 - Within a 14-day period, at least three outbreaks have occurred in the school and more than 5% of the school population is infected;
 - The Public Health Department may also determine that a school closure is warranted for other reasons including results from Public Health Department investigation or other local epidemiological data;
 - A school will be closed at least 14 days, or in accordance with a decision made by the Public Health Department and reopened only if the following have occurred.

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- a. Cleaning and disinfection.
 - b. Public health investigation.
 - c. Consultation with the Public Health Department.
3. ***District:*** All District schools will be closed if 25% or more of the schools in a District have closed due to COVID-19 within a 14-day period and in consultation with the Public Health Department. The District may reopen after 14 days, in consultation with the Public Health Department.

13. USE OF FACILITIES BY OUTSIDE ENTITIES

All Use of Facilities applications from outside entities to use any indoor spaces at schools will be denied until all restrictions are lifted by the County Public Health Officer. Entities using outdoor spaces will be required to certify they are adhering to all State and Local requirements for reopening to the public by completing the COVID-19 Response Plan supplement page.

14. SPORTS AND TRANSPORTATION

Sports

CUSD will follow all sports guidelines set forth by the State of California, the ICDPH, and CIF-SDS. ([Please Click Here for CIF-SDS updates.](#))

Sports Informed Consent Form

All students who are participating in football, soccer and indoor sports will need to complete the Informed Consent Form. ([Please Click Here for the CUSD Informed Consent Form- English Version](#) and/or the [CUSD Informed Consent Form in Spanish.](#))

Pupil Transportation Services

Please direct all transportation inquiries to CUSD's transportation supervisor, Dario Espinoza, at (760)768-3888 Ext. 3052 or via email at despinoza@cusdk12.org.

[CLICK HERE FOR TRANSPORTATION PLAN](#)

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15. COMMUNICATION AND TRAINING

a. General Guidelines

Staff members and substitutes will be provided with a link to the CUSD and Site Reopening Plan and will be periodically reminded to adhere to the content of these documents. Site administrators will conduct regular staff meetings via videoconference (Zoom) and use email to communicate changes to the Reopening Plan and keep employees informed of responses and challenges.

- This CUSD and Site Reopening Plan will be posted on the District’s website, the site website and will be available in each school office.

b. Parents/Guardians

Parents will be provided with a document and site-based videos containing instructions for them to follow to protect their child(ren), the staff and students of the school. These documents and site-based videos will contain the following content.

- In order to ensure the safest possible environment for staff and students, we ask that you do the following each day before sending or transporting your child(ren) to school:
 - ***Check their temperature.*** If it is higher than 100.0 degrees Fahrenheit, please keep your child(ren) at home until their temperature has returned to normal without the aid of medications for 72 hours.
 - ***Check for any illness symptoms.*** Ask your child(ren) if they have any of the following symptoms. If they do, or someone in your home does, please keep your child(ren) at home until they are, or the person in the home is symptom-free for 10 days since the following symptoms first appeared.
 - Have chills, a cough, or trouble breathing.
 - Headache or have a runny or stuffy nose.
 - Sore throat.
 - Feel “achy.”
 - Are sick to their stomach, have “thrown up”, or have diarrhea
 - Have a new loss of taste or smell.
 - Has been around someone with COVID-19.
 - ***Give them or ensure they have a facemask to wear.*** Unless your child(ren) has/have a disability or medical condition that prevents them from wearing a facial covering, facial coverings are expected to be worn by students. Use of facemasks are expected during the following:
 - Entering, riding on, and exiting a school bus or van.
 - Waiting outside the campus for AM arrival.
 - Entering the campus and transitioning to their learning space.
 - Waiting for and having temperature and symptom check before entering their learning space.

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- For students in grades K–12, in their learning space regardless of distance from others.
- Transitioning from their learning space to other on-campus locations, including to the health office.
- In the cafeteria line.
- In and waiting for the restroom.
- In the COVID-19 symptoms Isolation Room waiting for a parent pickup.
- Leaving their learning space to exit the campus for PM dismissal

* Removal of facemasks is expected when eating a meal or snack.

- *Have students wash their hands with soap and water for 20 seconds.*
- *Remind students to wash their hands with soap and water for 20 seconds, or use hand sanitizer, when students are in the following situations.*
 - HOME: Arriving At and Leaving Home
 - SCHOOL: Arriving At and Leaving School Site
 - BUS: Before Entry and After Exit of School Bus
 - RESTROOM: Before and After Using Restroom
 - TISSUE: After Blowing Nose with Clean Tissue and Throwing it Away
 - EAT: Before and After Eating Food
 - PLAY: Before and After Playing Outside
- *Remind students to not touch their mouth, nose, or eyes without a clean tissue.*
- *Give students filled disposable or wide-mouthed refillable water bottle(s) for use at school.*

c. Staff and Substitutes

Staff members and substitutes will be provided a copy of this Reopening Plan, either electronically or in writing, and will be periodically reminded to adhere to the content of these documents via email and staff meetings.

d. Students

Students will be guided and trained on all health and safety protocols via videos and teacher instruction, based on the Reopening Plan.

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TRAINING VIDEOS:

1. **FRONTLINE (PENDING)**
2. **BREAKFAST PROCEDURES/PROCEDIMIENTOS DE DESAYUNO**
3. **ENTERING CLASSROOM/ENTRAR AL SALON**
4. **BREAKS & RESTROOM PROCEDURES/DESCANSO Y PROCEDIMIENTO DE BANO**
5. **SYMPTOMATIC STUDENT/ESTUDIANTE SINTOMATICO**
6. **VISITORS PROCEDURES/PROCEDIMIENTOS PARA VISITANTES**
7. **ENTER/EXIT PROCEDURES/PROCEDIMIENTOS DE ENTRAR/SALIR**

16. IMPLEMENTATION MONITORING, ADJUSTMENT, AND ACCOMMODATION

The CUSD and Site Reopening Plans are intended to be dynamic documents that will change over time. Specifically, as procedures are implemented and require refinement and adjustment, if industry guidance changes, and/or if new public health orders are issued. Consequently, the CUSD and Site Reopening Plans will be continually monitored and reviewed. The Superintendent (and Executive Cabinet) and the Governing Board (Board of Education) will remain informed regarding updated guidance issued by the Centers for Disease Control (CDC), the California Department of Public Health (CDPH), the Imperial County Public Health Department (ICPHD), the California Department of Education (CDE), and the Imperial County Office of Education (ICOE).

The following structure will be established to remain informed on the success of the CUSD Reopening Plan in achieving the plan's objectives and to make adjustments to processes and procedures, when necessary.

- Principals and assistant principals will monitor implementation and inform CUSD's Executive Cabinet of needed changes through Principal Meetings conducted bi-weekly.
- Other management employees will monitor implementation and inform CUSD's Executive Cabinet of needed changes through Leadership Team Meetings conducted monthly.
- Bargaining unit presidents will monitor implementation through their communication channels and inform CUSD's Executive Cabinet of needed changes through regular meetings with CUSD's Executive Cabinet.
- Site administrators who are responsible for creating this CUSD Site Reopening Plan will monitor implementation and inform CUSD's Executive Cabinet of changes that are needed when they meet.
- CUSD's Executive Cabinet will regularly inform the Governing Board on the success of implementation, in addition to recommending changes to plan objectives, as appropriate.
- Principals will develop plans to support students with access and functional needs who may be at increased risk of becoming infected or may be at risk of having unrecognized illness due to COVID-19. This includes the following:
 1. Review existing student health care plans, Section 504 Plans, and IEPs to identify students who may require additional accommodations;
 2. Establish a process for engaging families for potentially unknown concerns that may need to be accommodated;

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3. Identification of additional preparations for classroom and non-classroom environments needed for groups that might be at increased risk of becoming infected or having an unrecognized illness. These include individuals who:
 - a. Have limited mobility or require prolonged and close contact with others, such as direct support providers;
 - b. Have trouble understanding information or practicing preventive measures, such as hand washing and physical distancing;
 - c. May not be able to communicate symptoms of illness.

17. STAFFING AND RESOURCE ALLOCATION

CUSD is using one-time Federal and State funds allocated for the purpose of mitigating learning loss during the school closure that began on March 16th, 2020. These funds are also being used to obtain services, equipment, and supplies necessary to provide distance learning and for the implementation of procedures to protect the safety of students and staff upon reopening. This will be accomplished through a combination of direct expenditure and cost-shifting to free-up Unrestricted General Fund dollars.