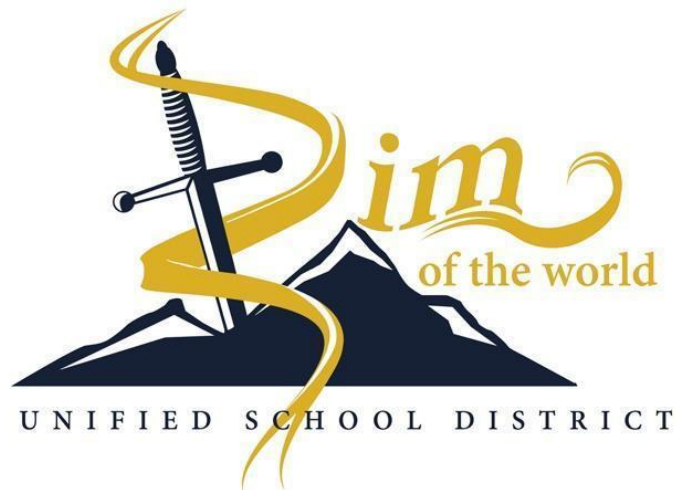


Rim of the World Unified School District

2021-2022 COVID Plan for the Safe Return to In Person Instruction and Continuity of Services

In response to reopening guidelines proposed in the Summer of 2021 and ESSER III requirements



Introduction:

In March of 2020, schools transitioned to distance learning for the remainder of the 2019-2021 school years due to COVID-19. In response to stay-at-home orders, districts across the nation had to provide supplemental work via distance learning. There were many decisions faced by districts: bandwidth, device deployment, curriculum, platforms, grading, graduation, food distribution, essential employees, professional development, and safety guidelines. Rim of the World Unified School District (ROWUSD) staff responded with flexibility, collaboration, and determination to provide our families and students with support, optional learning activities, and caring, opening in the Hybrid Model in April of 2021 and planning for 5 days of in person instruction in August of 2021.

This specific copy of our strategic plan was rewritten due to a Federal mandate for any LEA (Local Educational Agency) receiving ESSER III funds to make publicly available on the LEA's website a plan for the safe return to in person instruction and continuity of services.

Under each of the following safety recommendations(topics) established by the CDC, Rim of the World Administration has composed a description to share with staff and families how it will maintain the health and safety of students, educators and other staff. **Then under each description you will see additional information in italics and underlined which represent the San Bernardino County and California guidelines differing from the Federal recommendations. When there is alignment between the Federal, State and County guidelines you will only see a description in italic and underlined font.** The state and county guidelines have not been finalized as of June 29 so expect more to be added to this plan. Thus ROWUSD is using this template to serve two purposes. The COVID Employee Handbook will be updated in July and August by our Associate Superintendent as we are currently anticipating changes until **July 31, 2021**. The Handbook will be distributed to employees once updates are completed.

Topics addressed in this plan include: Part 1 - any policy adoption as related to: universal and correct wearing of masks, modifying of facilities to allow for physical distancing, handwashing and respiratory etiquette, cleaning of facilities and improving ventilation, contact tracing/isolation/quarantine, diagnostic screening and testing, efforts to provide vaccinations, appropriate accommodations for the children with disabilities, and coordination with state and local officials. Part 2 - Ensure continuity of services.

PART 1

Universal and Correct Wearing of Masks:

- Fully vaccinated employees and students above age 12 can resume activities without wearing a mask, except where required by federal, state or local regulations.
- *Masks are required for all staff and students age 2 and up; meaning all students and staff in ROWUSD in the K-12 setting while indoors on any school campus. While outdoors masks may be removed if 6 foot distancing is maintained. A washable mask or disposable masks will be available to all students and staff prior to returning for in-person instruction upon request. Teachers will have both face shields and masks. Face Shields will also be provided for any student with verified mask exceptions. Staff or students choosing to bring their own masks must follow the dress code policy and shall cover their nose and mouth (costume type masks will not be permitted). Unvaccinated or accommodated employees may have the opportunity to receive and be fitted for N95 masks upon request. Guidelines currently state that students can be excluded from campus for not wearing an appropriate face-covering/mask. All students will receive training on wearing their masks. Visitors and volunteers will need to follow all site protocols and check-in procedures. All visitors must wear a face covering when entering campus. Every ROWUSD employee was given a box of disposable 3-ply surgical masks to use with students that do not come to school ready with their own face covering.*

Modifying Facilities to Allow for Physical Distancing (cohorts):

- Plexiglass barriers were installed and remain in place for the 2021-2022 school year, for all front office staff, teachers, and security desks. Student desks shields will be optional based on teacher and parent preference for students. Parents may request that the desk shield remain in place for their elementary student or that their secondary student be given one to carry from class to class. Parents can notify their child's teacher(s) or the school site administration to make a request. *All certificated and classified employees that interact with students will have a desk shield in place.*
- All school sites received additional outdoor picnic tables in order to provide additional spacing options during student meal times. Elementary students will sit by class in their multipurpose rooms. Outside eating options will be given to students, weather permitting.
- Classroom configuration: all "extra" furniture was removed from each classroom. All desks/tables/two-person desks will face forward and spaced apart as square footage will allow. *A distance of 3 feet will be in place in each classroom where practical and feasible.*
- *All students and staff will be encouraged to follow social distancing protocols of 6 feet when possible between adults and students.*
- Stickers have been placed in all indoor hallways to show traffic patterns for student and cohort movement, 6 feet apart. Hallway traffic patterns have been established at each school by site staff, which will be highlighted on the ground with stickers. Student training will take place on the first day of on-campus instruction. Signs and banners have also been placed on school campuses to establish traffic flow.

- Our district has opened Rim Virtual Academy, a K-6 Home Choice Program and 7-12 Independent Study Program for the 2021-2022 school year with oversight provided by our Coordinator of Alternative Programs. Spots for students are filled in the order of the date and time applications were received. A waiting list will be established when the class size maximum for each teacher is at capacity.
- Visitors will be limited on campus.
- Playgrounds use has been configured in a way to support cleaning and stable cohort members remaining together.
- Water bottle filling stations have been installed at all school sites and at the district office. Staff and students are encouraged to bring a water bottle as drinking fountains will be turned off during this time. All staff and parents are encouraged to bring a water bottle to campus each day, making sure names are written on them in permanent marker.
- **Should the district be mandated to return to the hybrid model cohorts will be re-established:** Students with their last names beginning with the letters A-M will attend school on Mondays and Tuesdays. Students with their last names beginning with N-Z will attend school on Thursdays and Fridays All students will participate in distance learning on Wednesdays. The reason for this delineation is to keep families together. Single student families and multiple student families may be moved to opposite days as we attempt to balance numbers district-wide for over 2,900 students, at the district’s discretion. This will allow cohorts of students to remain together in the event of a positive COVID case and allow site custodians to deep clean thoroughly between cohorts on Wednesdays. Interaction between cohorts for lunch and recess will be minimized with a schedule created by site teachers and their principal and submitted to the district (attached to this plan). Distance learning will take place on days students are not physically on campus in their cohort and for all students on Wednesday. Attendance will be taken daily, and assignments will be graded. Google Classroom will be required for all students in all grades. Virtual instruction will be required (homeroom idea next bullet). The Zoom platform or Google Meets will be utilized by all teachers and students, and attendance will be recorded in Aeries. All students will be “present” the first part of each day for attendance whether the student is at home or on campus for announcements and whole group instruction; similar to a homeroom. Students at home will be dismissed after assignments are given and attendance is complete with a check in later in the afternoon.
- Chromebooks will be kept in carts at school sites for the 2021-2022 school year. Chromebooks and hotspots will be available for student check out from the library for homework completion upon student/parent request for students in grades 3-12. Should there be a mandate to return to the hybrid model, a Chromebook will be handed out to each student who submitted the technology request form for at-home learning, supplemental work, and homework in the event of future school closure. District Chromebooks have been barcoded in preparation for distribution to students. Wipes and/or gloves will be available as an option for students using technology in secondary classrooms. Grades TK-5 will have an assigned Chromebooks/iPad if available in each classroom using a number/labeling system. Parents and students will need to sign both a Responsible Use and Acceptable Use Agreement to take technology home. Device internet activity will be filtered by our firewall even if at home.

Handwashing and Respiratory Etiquette:

- Gloves have been provided to all school sites and work locations to use at their discretion.
- Hand sanitizing stations are located in all multi-purpose rooms/cafeterias, classrooms, and libraries for students at each school site. These stations are mobile and can be positioned throughout the campus for entrance and egress. Every classroom has hand sanitizer.
- Site administration has access to gowns and N95 masks to use for isolation rooms or disinfecting of campuses after a campus exposure.
- *Unvaccinated employees may request an N95 mask and fitting for the start of the school year, and may do so with their immediate supervisor.*
- Signage is available at all sites reminding stakeholders of signs for COVID, social distancing, and handwashing protocols. Lessons on these topics will be provided to students and their parents as they return to each campus.

Cleaning and Maintaining Facilities, including Improving Ventilation :

- Teachers are encouraged to move outside daily for teaching and activities and to open windows/doors when the weather allows. Fans have been assigned to each classroom to circulate air. Air recyclers have all been assigned to each classroom and large ones have been purchased and will be placed in each library, MPR and gyms.
- Custodians have added to their daily cleaning procedures of bathrooms, classrooms, and common areas the cleaning of all door handles on each campus nightly. Custodians have had training on best practices for cleaning and disinfecting as well as specifics on Coronavirus precautions through Target Solutions. All sites are implementing disinfecting protocols as outlined by CASBO. Cleaning solutions, new sprayer backpacks, and bathroom sanitizing equipment will disinfect for COVID-19 daily. Over \$40,000 was spent on new cleaning and disinfecting backpacks and machines for each school site's custodial staff. Two training sessions have been provided to custodians on the use of the equipment. Priority will be placed on disinfecting common areas once school resumes. Playground equipment will be wiped down on a scheduled routine established at each school site.
- All buses have added daily wipe-down procedures for seats with disinfectant. Students will be asked to practice social distancing at bus stops, wear face masks, both at the stops and on the bus, and follow bus spacing guidelines. If we need to reduce bus capacity to 1 per seat, the district will have to reduce the number of bus stops and move to a satellite stop routine where there is one bus stop per geographic region. Bus passes will be requested online to reduce contact between parents and employees when possible.
- Student belongings will be labeled with first and last name and not be shared with other students. Classroom supplies will be labeled with either names or using a numbering system to reduce the sharing of supplies when possible.

Contract Tracing:

- Raptor Kiosks have been purchased for each school site/department for staff contact tracing. All employees have been assigned a number that works at each location for the purposes of having the ability to trace contacts daily.
- Students will be tracked by cohorts in each grade level. Staff is traced by their classroom or work station location. Both groups are to complete passive wellness checks prior to coming on campus along with completing the Raptor self assessment daily. School staff noticing any student displaying signs of illness will be sent to the office for further evaluation.
- ROWUSD will follow guidelines given to all employees by the Associate Superintendent of Personnel Services. The Associate Superintendent or the Superintendent will be the point of contact for tracing and have been given the direct phone number to call to report at the San Bernardino County Department of Health. Each employee testing positive will be asked to submit the online reporting form to the San Bernardino Department of Public Health. Each school site principal or department supervisor is the point of contact to assist with contract tracing, providing documentation and form completion for each positive case. Samples of exposure letters and notices have been provided to all administrators in the district so that employee and parent notification can be sent out in a timely manner. All administrators have a copy of our handbooks and protocols including 1 page announcements regarding the pandemic shared with the public.

Diagnostic and Screening Testing:

- ROWUSD will limit the number of visitors and volunteers on campus. All visitors will be screened through our Raptor Visitor Management system utilizing CDC guideline questions. The Raptor Visitor Management system retains the name and time a visitor was permitted to enter campus. Anyone passing this screening that has an appointment to be on campus will be issued a visitor's pass. All visitors must wear a face covering and have a temperature check.
- Digital, no contact thermometers are at each school site for when temperature checks are needed. An additional purchase was made for each school site to have multiple standing temperature check machines at all entrances for the start of the school day, in large spaces, and for any events. Counts for the standing, wrist machines are as follows: four for district office, one for transportation, one for maintenance and operations, four for Charles Hoffman Elementary, six each for Valley of Enchantment and Lake Arrowhead Elementary, eight for Mary Putnam Henck Intermediate School, ten for Rim of the World High School and two for Mountain High School. Having the mobile thermometers will allow us to monitor staff and students should any symptoms occur during the school day.
- Students at school that have signs of a fever or COVID-19 symptoms will be isolated with supervision/care and required to wear a face covering until a parent or guardian can pick them up at the school site. This isolation room will be cleaned by custodial staff after each student uses it. Any person displaying a fever of 100.4 or higher, cough, or other COVID-19 symptoms will be sent home and excluded from campus activities.

- Passive wellness self-checks will be in place for both students and staff. Banners at each school site display passive wellness check guidelines. (See definitions on the last page)
- Raptor Self COVID Screening emails are sent daily to employees and parents with 4 simple questions that they answer for themselves or for their student to help with accountability and responsibility for not coming on any campus if having symptoms.
- Mobile temperature check stations will be placed at various locations throughout each campus.
- Anyone having symptoms will be put in an isolation room established at each school site and returning to campus will follow Department of Health guidelines. Students will remain in this room until picked up by a parent or guardian.
- Testing will be available for symptomatic, unvaccinated staff through their insurance provider or testing kits in the district depending on funding and availability. Vaccinated employees can receive testing upon request. Both at no cost to the employee.
- Athletes will follow CIF guidelines prior to competition.
- Parents will be encouraged to get necessary medical attention/testing should a student display any COVID-19 symptoms while on campus or should a case occur in a cohort. The district will not be responsible for student testing costs.

Efforts to Provide Vaccinations:

- The Superintendent attends county meetings and maintains records of employees that request vaccinations. Employees were given release time to obtain the vaccination and should maintain their own copy of proof of vaccination. Rim worked with several hospitals and the San Bernardino County Superintendent of Schools to insure anyone requesting the vaccination could obtain it.
- Our high school was utilized to host vaccination clinics for anyone in the county ages 12 and up seeking a local vaccination clinic and these were advertised to the community and well attended. We will continue to do so upon county request.

Appropriate Accommodations for Children with Disabilities in Respect to Health and Safety Policies:

- The CDPH K–12 guidance is clear that face coverings must be used in accordance with CDPH guidelines and that students in all grade levels (K–12) are required to wear face coverings at all times, while at school, **unless exempted. Persons with a medical condition, mental health condition, or disability that prevents wearing a face covering.** Some of our SWD qualify under the CDPH exemption. In order to keep our staff and students safe while following guidance, the District purchased “Badger” shields. A “Badger” shield is a face shield with a neck drape. This would allow students to stay protected while covering their face as well. Teachers at the Elementary level also have access to these shields so students can see the teachers’ faces. This is also effective for students receiving speech therapy.

- Desk shields have also been purchased for both teacher and student. School Psychologists and District SLPs use the shield when assessing the students to make it more authentic for the assessor. The assessor can more accurately assess the student.
The desk shields are used during class time as well.
- The CDPH K–12 guidance for persons who are hearing impaired, or communicating with a person who is hearing impaired, where the ability to see the mouth is essential for communication was a deciding factor to purchase masks that have a visible shield over the mouth. These were purchased for both students and teachers.
- Another method of delivering services, speech therapy, is virtually. The SLP can view the student during therapy while delivering services. The District has purchased Zoom for teachers/service providers in order to do so. Students can also receive counselling virtually either through the District or SELPA.
- With the event of learning loss, the District is using an expanded learning opportunity for our K-5 MOD/SEV students for the next two school years by dividing them into two cohorts. This will make sure that students are getting more direct interaction and focus on learning.

Coordination with State and Local Health Officials:

- The district will coordinate testing with the Department of Public Health to get staff to testing clinics locally and through district health insurance. Time will be available during their workday (after students leave) to get tested. Staff will be reimbursed for payment of their copayment/deductibles for the test based on current district limits.
- Employees were provided the *COVID-19 Employee Guidelines* to provide guidance on what to do should they test positive for the virus.
- The Rite-Aid company has also informed the district that any employee or student in our district can get free testing at any time at any one of their drive-thru locations.
- Target solutions training on COVID-19 has been assigned to all classified and certificated staff members.
- The district provided to all employees the *COVID-19 Employee Guidelines* handbook (attached) that comply with state and local guidelines.
- All press releases and the ROWUSD COVID Safety Plan are posted and stored on the district website for review at any time.
- This plan will be updated periodically throughout the 2021/2022 school year, to include the most recent guidance from CDPH, SBCDPH, CDC, and CDE. Community COVID-19 data will be used to determine if a transition is required to a more restrictive scenario. Families will receive updates to this plan on our ROWUSD website and Facebook accounts. All-calls and emails will also be sent out to families to share, in English and Spanish, any reopening plans and changes to our current scenario in distance learning.

- Communication between staff, students and parents regarding cases and exposure will adhere to FERPA and HIPAA requirements. A key area of communication is to ensure the privacy of the individual(s). Information provided to the appropriate stakeholders will be communicated to those specific locations in which exposure occurred. This is to allow tracing of individuals potentially exposed to the virus.
- The Superintendent and Associate Superintendent have created and posted on our websites 1 page documents on various topics during the pandemic. Some are employee specific and only shared with them via email.
- Our employees, families, and community members are encouraged to get the most recent COVID data from this website: <https://sbccovid19.com/>

PART 2

Ensure Continuity of Services:

- Rim of the World Unified School District will return to 5 days a week of in person instruction for the 2021-2022 school year for students at all grade levels TK-12 and special education preschool. Access to technology has been described above.
- Instructional plans will be driven by work in teacher Professional Learning Communities, the Portrait of a Graduate, our Instructional Framework and site action plans that will focus on all student needs.
- We will provide meals free of charge following the Federal Guidelines for the National School Lunch Program for all students. Children ages 2-18 in the community and in our Rim Virtual Academy will be able to receive 5 days of pre-packaged breakfasts and lunches distributed 1 day a week.
- Bus Passes will also be free of charge for the 2021-2022 school year as costs will be covered for families with one-time funding set aside for this purpose.
- Field trips, large events, and assemblies will follow state executive orders for locations and crowd sizes.
- The district will continue to refer families to CareSolace that seek or have counseling/social and emotional needs as advertised on our website as well as to Rim Family Services and Mountain Counseling. A wellness center will be opened at Rim of the World High School and counseling services will be maintained with one additional counselor position at the middle school level.

Definitions:

Synchronous learning refers to a learning event in which a group of students is engaging in learning at the same time.

Asynchronous learning is a general term used to describe forms of education, instruction, and learning that do not occur in the same place or at the same time.

Passive Wellness Checks are ones in which the parent/guardian or employee follows symptom check protocols before arriving at school or getting on the bus. Staying home if a student or employee displays any symptoms. Families will sign an acknowledgement letter and employees the COVID-19 Guidelines handbook.