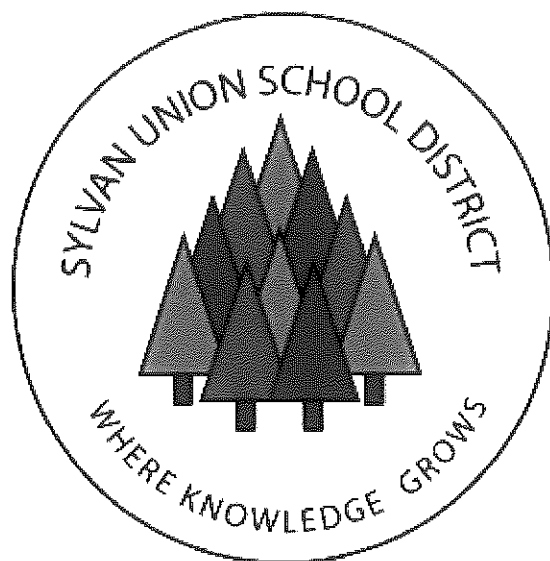


**Elementary School Waiver
Application
2020-2021**



Sylvan Union School District

Submitted on September 30, 2020

Elementary School Waiver Application Cover Form

Background Information

Name of Applicant (Local Educational Agency or Equivalent):
Sylvan Union School District

School Type:

- Traditional Public School
- Charter School
- Private, Independent, or Faith-Based School

Number of schools: 13 schools

Total Enrollment: TK - 6 is 5,999

Superintendent (or equivalent) Name:

Eric Fredrickson

Address:

605 Sylvan Ave
Modesto, CA 95350

Grades/Number of Students Proposed to be Reopened:

TK K 1st 2nd 3rd 4th 5th 6th

Date of Proposed Reopening: No earlier than October 26, 2020

Name of Person Completing Application: Eric Fredrickson

Phone Number: 209-574-5000

Email: efredrickson@sylvan.k12.ca.us

Signature:



Date:

9/30/2020

I. Consultation

Please confirm consultation with the following groups:

Labor Organization

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

Sylvan Educators Association - 6/9/20, 6/16/20, 6/22/20, 7/6/20, 7/16/20, 7/20/20, 7/21/20, 7/27/20, 7/29/20, 8/4/20, 8/27/20, 9/14/20

California School Employee Association, Sylvan 73 - 6/9/20, 6/16/20, 6/18/20, 7/27/20, 7/29/20, 8/5/20, 8/7/20, 8/13/20, 8/19/20, 8/26/20, 9/3/20, 9/14/20

Parent and Community Organizations

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

May 28-June 8 - Parent/Guardian Survey

June 12 - CIA Council (Curriculum, Instruction & Assessment) Meeting

June 16 - Reopening Schools Public Forum

June 19-26 - Parent/Guardian Survey

July 28 - Distance Learning Public Forum

August 19-30 - Staff/Student/Family Surveys & Homeless/Foster Youth Outreach

August 27 - Special Education & English Learner Parent Forums

September 9 - LCAP Steering Committee

September 15 - Board Meeting Public Hearing - Response to questions from stakeholders occurred

September 29 - Board of Trustees - Review and approval of the waiver

Other consultation with staff included the following:

School Site Administrative Leadership Team - 7/14/20, 8/11/20

Executive Leadership Team - 8/25/20, 8/31/20, 9/1/20, 9/2/20, 9/10/20, 9/15/20, 9/17/20

Leadership Team - 9/16/20

School Nursing Staff - 9/16/20

II. Elementary School Reopening Plans

Please confirm that elementary school reopening plan(s) addressing the following, consistent with guidance from the California Department of Public Health and the local health department, and are published on the Stanislaus County Office of Education website:

- Cleaning and Disinfection:** How shared surfaces will be regularly cleaned and disinfected and how use of shared items will be minimized.
- Staff will clean and disinfect frequently-touched surfaces at school and on school buses at least daily and, as practicable, these surfaces should be cleaned and disinfected frequently throughout the day by trained custodial staff.
- SUSD will use electrostatic disinfectant sprayers to be used to clean all rooms daily by custodial staff.
- Buses will be thoroughly cleaned and disinfected daily and after transporting any individual who is exhibiting symptoms of COVID-19. Drivers will be provided disinfectant wipes and disposable gloves to support disinfection of frequently touched surfaces during the day.
- Frequently touched surfaces in the school include, but are not limited to:
 - Door handles
 - Light switches
 - Sink handles
 - Bathroom surfaces
 - Tables
 - Student desks
 - Chairs
- SUSD will limit use and sharing of objects and equipment, such as toys, games, art supplies and playground equipment to the extent practicable. When shared use is allowed, SUSD will clean and disinfect between uses.
- SUSD will use disinfecting products which are approved for use against COVID-19 on the Environmental Protection Agency (EPA)- approved list “N” and follow product instructions.
 - Custodial staff and any other employees who clean and disinfect the school site will be equipped with proper protective equipment, including gloves, eye protection, respiratory protection, and other appropriate protective equipment as required by the product instructions.
 - All products will be kept out of students’ reach and stored in a space with restricted access.
 - SUSD will establish a cleaning and disinfecting schedule in order to avoid both under- and over-use of cleaning products.
 - SUSD will ensure proper ventilation during cleaning and disinfecting. Introduce fresh outdoor air as much as possible, for example, by opening windows where practicable.
 - When cleaning, staff will air out the space before children arrive; SUSD will plan to do thorough cleaning when children are not present. SUSD will replace and check air filters and filtration systems to ensure optimal air quality.
 - If opening windows poses a safety or health risk (e.g., by allowing pollen in or exacerbating asthma symptoms) to persons using the facility, alternatives will be considered.
 - Staff will be trained on the expectations for disinfecting of classrooms, work spaces, outdoor spaces, buses and playgrounds.

- SUSD will provide hand sanitizer for all classrooms, front offices, break rooms and high traffic areas.
- Above mentioned cleaners will be provided to teachers and staff to clean frequently used classroom items before and after use. These disinfecting supplies will also be provided for use in front offices, break rooms, and on high traffic devices (copy machines, phones, fax machines, etc.)
- Each student will have their own individually labeled set of various classroom supplies instead of using a shared set of supplies.
- If a classroom is utilizing Chromebooks, each student will have their own chromebook to avoid sharing chromebooks.
- Backpacks and coats will be stowed in a way to avoid co-mingling.
- Due to intensified cleaning standards and turnaround time, facility use by the community or outside groups will be temporarily suspended.

Cohorting: How students will be kept in small, stable, groups with fixed membership that stay together for all activities (e.g., instruction, lunch, recess) and minimize/avoid contact with other groups or individuals who are not part of the cohort.

- SUSD will utilize a phased approach to bring back grade levels for in-person learning, starting with Transitional Kindergarten and Kindergarten through third grade. These cohorts of students will attend five days per week.
- SUSD will bring back for in-person learning additional grade level spans including fourth through sixth grade, as the ability to physically distance permits. These students could be served using a hybrid model alternating cohorts during the school week, in order to serve smaller numbers of students at one time to maximize physical distance. If physical distancing permits we would consider returning all students in a grade level to five days a week.
- When using spaces for recess, lunch, and PE, cohorts will not mix and will maximize the space outside to spread out cohorts.
- Students will not switch classes or participate in any cohort mixing.

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

- Signage will be posted throughout the campuses to remind individuals of social distancing guidelines.
- Movement within the school will be directed by clearly marked signage indicating direction of movement while on campus.
- All lobby and entrance areas of worksites and school sites will have clearly marked social distancing reminders and postings.
- Adults checking students in and out of school will be required to adhere to social distancing guidelines and wear a face covering unless they have a valid medical reason preventing them from wearing one.
- Visitors and classroom volunteers will not be permitted to access the grounds or rooms on the school/work sites until the Public Health Officer allows their access. The exception to this directive will be the parent/guardian of any student who is participating in 1:1 or small group assessment/instruction or visitors/vendors conducting necessary school business. Parents/guardians, community members, and other visitors must report to school entrance.

When a member of the public enters a lobby area or other shared space, the member of the public and the employee must wear a face covering and ask the visitor or community member to keep a personal distance of at least six feet.

- Students will remain in their classrooms to attend “specials” such as library, art and music. They may leave their classrooms for activities such as lunch, recess and PE, but they will remain in their cohorts for these activities.
- Staggered drop-off/pick-up times or assigned entry/exit gates may be utilized for students before and after while adhering to physical distancing expectations.
- When students arrive at school in the morning, they will go directly to classrooms.
- Students will line up in a scheduled fashion adhering to social distancing guidelines, to the extent possible, when necessary.

Face Coverings and Other Essential Protective Gear: How CDPH’s face covering requirements will be satisfied and enforced.

- Face coverings will be used in accordance with CDPH guidelines unless a person is exempt as explained in the guidelines, particularly in indoor environments, on school buses, and areas where physical distancing alone is not sufficient to prevent disease transmission.
- Students and staff who will not be required to wear a face covering are those with medical exemptions or specific medical or disability based reasons verified in writing by a medical professional.
- Students and staff will be frequently reminded to not touch the face covering and to wash their hands frequently.
- Information will be provided to all staff and families in the school community on proper use, removal, and washing of cloth face coverings.
- Employees will be required to wear a face covering. A face covering may include a face mask, or face shield with a drape.

STUDENTS

Age	Face Covering Requirement
Under 2 years old	No
2 years old – 2nd grade	Strongly encouraged**
3rd grade – High School	Yes, unless exempt

**Face coverings are strongly encouraged for young children between two years old and second grade, if they can be worn properly. A face shield is an acceptable alternative for children in this cohort who cannot wear them properly.

- Persons younger than two years old, anyone who has trouble breathing, anyone who is unconscious or incapacitated, and anyone who is otherwise unable to remove the face covering without assistance are exempt from wearing a face covering.
- A face covering or face shield should be removed for meals, snacks, or outdoor recreation, or when it needs to be replaced.
- SUSD will exclude students from campus if they are not exempt from wearing a face covering under CDPH guidelines and refuse to wear one provided by the school.
- Face masks will be provided at all times to staff and students who do not have their own.
- Alternative educational opportunities for students who are excluded from campus will be provided.

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

- All health screening information is confidential.
- SUSD requires that staff and students who are ill or symptomatic or who have recently had close contact with a person who is symptomatic, pending test results or has tested positive for COVID-19, to stay home.
- School staff will monitor staff and students throughout the day for signs of illness and send home students and staff with a fever of 100.4 degrees or higher, cough or other COVID-19 symptoms.
- Staff will be responsible for completing a daily Self Screening Log. By signing the log, the staff member agrees and acknowledges that he/she is healthy and able to be at work. The completed log will be turned into the administrator/supervisor on the last day of each month.
- Students will participate in a wellness check as part of passive symptom control with families taking responsibility to check temperatures and COVID-19 possible symptoms. Any student who exhibits COVID-19 symptoms will remain at home or if any student becomes ill while at school, the protocol for COVID-19 symptomatic students will be followed.

Healthy Hygiene Practices: The availability of handwashing stations and hand sanitizer, and how their use will be promoted and incorporated into routines.

- Signage will be posted throughout the campuses to remind individuals of health hygiene practices.
- Staff will teach and reinforce washing hands, avoiding contact with one's eyes, nose, and mouth, and covering coughs and sneezes among students and staff.
 - Teach students and remind staff to use tissue to wipe their nose and to cough/sneeze inside a tissue or their elbow.
 - Students and staff will wash their hands frequently throughout the day, including before and after eating; after coughing or sneezing; after classes where they handle shared items, such as outside recreation, art, or shop; and before and after using the restroom.
 - Staff will model and practice handwashing.
- Staff and students will follow guidelines for hygiene and sanitation including:
 - Frequently wash hands with soap and water for at least 20 seconds.
 - When soap and running water are unavailable, students and staff will use hand sanitizer.
 - Avoid touching eyes, nose, or mouth with unwashed hands.
 - Follow appropriate respiratory etiquette, which includes covering for coughs and sneezes.

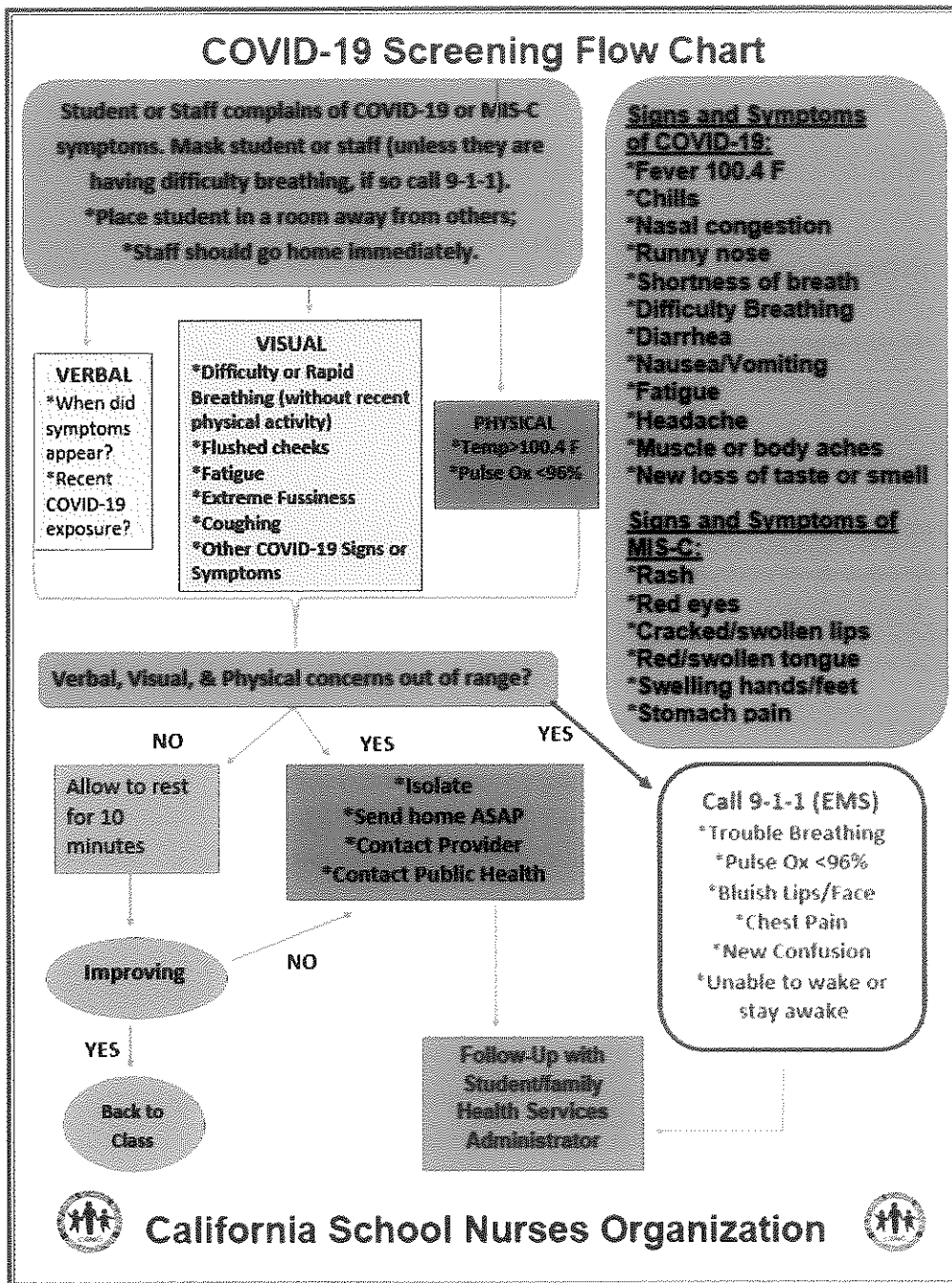
- Avoid close contact with people who are ill.
- Handwashing stations with soap and water and/or hand sanitizer in each classroom and shared areas/spaces.
- Additional, portable handwashing stations will be provided in areas with less than adequate access to other handwashing stations.
- Information contained in the CDPH Guidance for the Use of Face Coverings will be provided to staff and families, which discusses the circumstances in which face coverings must be worn and the exemptions, as well as any policies, work rules, and practices the employer has adopted to ensure the use of face coverings.
- SUSD will provide and ensure staff use face coverings in accordance with CDPH guidelines and all required protective equipment.
- Buses will be equipped with hand sanitizing stations for students to use as they enter and exit the bus.
- Drinking fountains will only be used for refillable bottles. Families will bring a refillable water bottle. If they do not have a refillable water bottle, a cup will be provided to them.
- Snacks, breakfasts, and lunches will not be shared among students.
- Breakfast/lunch will be provided as a grab and go option.

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

- SUSD will close off areas used by any ill person and will not use it before cleaning and disinfection. To reduce risk of exposure, staff will wait 24 hours before cleaning and disinfecting. If it is not possible to wait 24 hours, they will wait as long as practicable. Staff will ensure a safe and correct application of disinfectants using personal protective equipment and ventilation recommended for cleaning. Staff will keep disinfectant products away from students.
- Any staff member testing positive for COVID-19 or who is suspected of having COVID-19 will be asked a series of questions related to contact tracing.
- Any STUDENT testing positive for COVID-19 or who is suspected of having COVID-19 will be asked a series of questions, related to contact tracing [a family member may complete the COVID-19 questions for the student if the student is unable to answer the posed questions.]
- All symptomatic or close personal contact student screening logs will be maintained by the school nursing staff and kept in a secure location at the school site.
- All staff screening logs will be maintained by the HR Department and kept in a secure location at the district office.
- A COVID-19 Contact Record Log will be maintained by the HR Department for staff and by the nursing staff for students. This log will track when SUSD was notified of testing positive for COVID-19 or who is suspected of having COVID-19, the date SUSD was notified, the date the nurse or HR Department contacted the infected person, the date Public Health was contacted and the infected individuals quarantine window.
- While an employee or student waits for the outcome of COVID-19 testing and/or if the employee or student tests positive for COVID-19 he/she will be asked to quarantine and/or self-isolate, per the Order from the County Health Officer.
- SUSD will report a positive case of COVID-19 in a student or staff member to the Stanislaus County Public Health Provider Line immediately at 209-558-5678. The HR Department will notify

public health to report employee positive cases; school nursing staff will notify public health to report student positive cases. Clinical questions can also be referred to this line. SUSD will notify staff and families of students, who were in close contact of confirmed or suspected cases, of any positive case of COVID-19 while maintaining confidentiality in accordance with ADA Americans with Disability Act.

- When an employee or student tests positive for COVID-19, any employee or student who was in close contact with the positive case, will be notified by HR or school nursing staff and may be asked to quarantine or self-isolate depending upon the timeline of exposure. HR or school nursing staff will ask for a list of close contacts and contact the listed employees or students. Confidentiality will be maintained for all employees and students and specifics, including the name or role of the employee or student, who tested positive, will not be shared. Employees or families who have concerns about exposure are encouraged to contact their medical provider.
- A person is considered to be a close contact of a person with or likely to have COVID-19 if, within 48 hours before that person's symptoms began and until that person is no longer required to be isolated. [Close Contact as defined by County Public Health.]
- Employees and students will be required to provide a note or letter from his/her medical provider regarding the illness and/or COVID testing. All information that is shared with HR and school nursing staff is confidential.
- SUSD will follow mandates and laws as established by county, state and federal government, as they pertain to public schools, regarding the actions taken in response to a COVID-19 related illness including but not limited to quarantine, notification, and medical documentation.
- Students and staff returning to school after an absence due to COVID-19 related illness may discontinue home isolation when they have met the symptom based or test based strategy outlined by CD.
- Screening process flow chart will be posted at each school site. See flow chart below.



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

- Signage will be posted throughout the campuses to remind individuals of social distancing guidelines.

- Plexiglass barriers will be used in areas where the public enters and where one to one assessments are being conducted.
- SUSD has instructed staff to use face coverings and maintain physical distancing from each other in order to reduce transmission between adults.
- Desks in each classroom will be spread apart to the maximum extent. Where needed plexiglass barriers will be installed to separate learning areas.
- All additional, non-essential furniture and supplies will be removed to maximize all space possible.
- All other non classroom spaces, such as offices and staff meeting rooms, will be limited to accommodate a six foot social distance.
- Employees are encouraged to stagger break and lunch periods, if practicable. In a shared staff room or break room, there may only be as many employees as can be present with six feet socially distanced.
- All in-person meetings will be limited. To the extent possible, meetings will be held by telephone or virtual platforms. The exception to this would be for 1:1 student assessments or small group instruction or assessment (3-5 students), with face coverings provided and social distancing practices by all participants. During in-person meetings, avoid more than 10 people gathered in a group and participants must remain six feet apart and wear a face covering. These meetings will preferably be held in an outdoor space, if feasible.
- Staff will monitor and remind students of social distancing expectations.
- All sporting events, music concerts, field trips, schoolwide assemblies, and other large audience events have been cancelled until permissible by the Public Health Officer.
- Buses will transport students sitting one person per seat, to the extent possible, with the exception of members of the same household will sit in the same seat together.

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

- SUSD will make sure staff and families are aware of COVID-19 symptoms and when emergency medical attention may be required. People with COVID-19 have had a wide range of symptoms reported – ranging from mild symptoms to severe illness. Symptoms may appear 2-14 days after exposure to the virus.
- SUSD website, Aeries Communication, and social media platforms will be utilized to educate families on school precautionary procedures related to COVID-19.
- Teachers will provide COVID-19 prevention and information to students
- General COVID-19 safety procedures and protocols will be posted on the SUSD website.
- Social distancing guidelines will be reviewed with staff and students prior to school opening.
- All staff will receive onsite training of the specifics of this application.
- Staff and Community reviewed this application on September 29, 2020.
- The SUSD website and social media platforms will be utilized to communicate the plan and application to all stakeholders.
- In coordination with the County Public Health Officer, SUSD will use Aeries Communication to immediately communicate to affected stakeholders of potential virus exposures. This communication will be consistent with legal counsel guidance regarding the Family Educational Rights and Privacy Act.

Testing of Students and Staff: How school officials will ensure that students and staff who have symptoms of COVID-19 or have been exposed to someone with COVID-19 will be rapidly tested and what instructions they will be given while waiting for test results. Describe how staff will be tested periodically to detect asymptomatic infections.

- As the prevalence of testing becomes available, SUSD will begin testing for staff, even when asymptomatic. SUSD is currently working to secure testing for staff through County Public Health and a third party provider.
- All staff will be required to be tested according to public health guidelines. Employees who are symptomatic for COVID-19 and/or in close contact with a confirmed case will be recommended to test and all employees will be required to follow the current protocol for quarantine and self isolation. Any employee who has a medical reason that indicates that he/she can not submit to COVID-19 testing, as verified by a medical provider, will engage in the interactive process with the HR department on a case by case basis.
- All students will participate in a daily passive screening. Any student who is symptomatic for COVID-19 or is a close contact with a confirmed case at the school site, will be recommended to test for COVID-19 through county public health testing sites.
- Testing of staff and students showing symptoms of the COVID-19 will be referred to the Stanislaus County Public Health Office for appropriate testing procedures.

Triggers for Switching to Distance Learning: The criteria the superintendent will use to determine when to physically close the school and prohibit in-person instruction.

- Sylvan SeLECT distance learning will continue to run concurrently with in person instruction. This will aid in the event we need to seamlessly switch back to a distance learning model.
- In consultation with Public Health, SUSD will follow School Reopening Guidance on triggers to close classrooms, the school and the district to in person learning and transition to distance learning. [CDPH Guidelines](#)

Communication Plans: How the superintendent will communicate with students, staff, and parents/guardians about cases and exposures at the school, consistent with privacy requirements such as FERPA and HIPAA. Please specifically refer to 34 CFR § 99.3

- SUSD will notify local health officials, staff and all families immediately of any positive case of COVID-19 while maintaining confidentiality in accordance with ADA Americans with Disability Act. SUSD will report a positive case of COVID-19 in a student or staff member to the Stanislaus County Public Health Provider Line immediately at 209-558-5678. The HR Department will notify public health to report employee positive cases; school nursing staff will notify public health to report student positive cases. Clinical questions can also be referred to this line.