



Johnstonville Elementary School District  
Spring 2023 Reopening Plan



Johnstonville Elementary School is committed to providing quality-learning experiences for all students. This Continuity of Learning Plan is an artifact of the Covid-19 pandemic state of emergency declared at both the state and federal levels. The California state of emergency expired on February 28, 2023 and the federal state of emergency is schedule to end on May 11, 2023. However, this plan is still required by the American Rescue Plan Act (ARP Act) which created the Elementary and Secondary School Emergency Relief (ESSER III) Fund. As such, this information and actions within this plan will be placed on hold and will be brought forth if required by local, state, and/or federal entities.

Adopted by the Governing Board of  
Johnstonville Elementary School District

Adopted: August 11, 2020

Revised: October 8, 2020

Revised: January 27, 2021

Revised: August 11, 2021

Revised: March 10, 2022

Revised: May 12, 2022

Revised: May 11, 2023

## Table of Contents

Introduction .....	5
Health and Hygiene Protocols .....	6
Facility Cleaning and Sanitation.....	6
Face Coverings.....	7
Covid-19-like Symptoms .....	7
Group Tracing and Quarantine .....	7
Remote Instruction.....	9
Roles and Responsibilities .....	9
School Closure or Material Decrease in Attendance .....	11
Attendance.....	12
Accountability/Grades .....	12
Students with 504 or Individualized Education Plans .....	12
English Learners (ELs) .....	12
Supporting Students Experiencing Homelessness.....	13
Students Currently in Foster Care.....	13
Technology.....	13
Communication.....	13
Plan Evaluation .....	13

## Introduction

We recognize the continued operation of Johnstonville Elementary School is critical to our students, their families, our staff, and our community. As dedicated educators and community members, we do not take this obligation lightly. We know that in-person learning is the most effective instructional method to support student learning. In order to continue in-person education we must develop a plan for reopening our school and revise it on a regular basis as local, state, and federal mandates, regulations, and guidelines change. The areas outlined in this plan represent major considerations our district is addressing to maintain our school safely and to sustain our learning community.

The following principles guided our planning:

- Ensuring the health, safety, and well-being of all students and staff
- Providing high quality instruction anchored in standards-aligned materials as the core of achieving academic success
- Remaining flexible in order to balance educational needs with public health and safety concerns
- Allocating both human and capital resource allocations to help meet the academic, social, emotional, and physical needs of our students and employees, as well as our school community.
- Providing clear communication to students, families, and staff through a variety of ways.

Though the pandemic has been declared over, we recognize that we may receive additional information, regulations, and guidelines. As such, this plan is fluid and will change as necessary based on guidance and mandates from local, state, and federal entities, public health officials, and considerations to our families and our staff. We believe the actions within this plan will be placed on hold and will be brought forth if required by local, state, and/or federal entities.

Thank you,

Scott Smith, Ph.D.  
Superintendent/Principal

## Health and Hygiene Protocols

One of the most effective methods to prevent the transmission of Covid-19 has been through the establishment of thorough health and hygiene protocols.

Johnstonville School staff members will immediately begin teaching and reinforcing:

- Washing hands frequently with soap and water for at least twenty seconds each time
- Covering their coughs by coughing into their arm—not hands
- Wearing a face-covering while on campus for all TK-8<sup>th</sup> grade students and staff, per state guidelines, is strongly recommended, but not required.
- Staying home when sick
- Avoiding touching their face with unwashed hands
- Discouraging hand-shakes and touching of each other

Johnstonville School has installed hand sanitation stations inside each classroom and provided additional sanitizer stations in high-frequency areas throughout campus. These stations are in addition to the liquid soap and sinks in each classroom.

## Facility Cleaning and Sanitation

Johnstonville School maintenance and custodial staff have worked diligently to maintain establish cleaning and sanitation protocols. In addition, they have participated in training regarding the specific cleaning and sanitation supplies and techniques used to sanitize common areas and high touch surfaces.

Johnstonville School has established a separate room that will be utilized in the event that a student displays Covid-19-like symptoms while waiting for parental/guardian pickup. Since students in the wellness room display Covid-19-like symptoms, this room will utilize physical distancing and physical barriers.

In summary, Johnsonville has:

- Established and prepared a wellness room for students who have Covid-19 symptoms
- Installed additional soap and hand sanitizer dispensers throughout the school
- Installed clear barriers for the front office, wellness room, and kitchen
- Established a disinfecting procedure outlining disinfecting to be completed daily on high volume touch points throughout the campus. These include, but are not limited to:
  - Door handles
  - Light switches
  - Sink handles
  - Bathroom surfaces
  - Tables/Student Desks/Chairs
- Established a cleaning and disinfecting schedule in order to avoid both under- and over-use of cleaning products.
- Ensured safe and correct application of disinfectant while keeping products away from students.
- Ensured proper ventilation during cleaning and disinfecting.

- Introduced fresh outdoor air as much as possible, for example, by opening windows where practicable.
- Installed HEPA/MERV13 hospital grade air filters to ensure optimal air quality.
- Students are encouraged to bring their own reusable water bottles.

### Face Coverings

The past two years has caused many divergent feelings regarding face coverings in California schools. Face covering will be recommended, per state guidelines, but not be required for students or staff. It is important to note that face coverings may be reinstated if CDPH, Cal OSHA, or local guidelines change.

### Covid-19-like Symptoms

Currently identified COVID-19 symptoms include:

- Fever (100.4 degrees Fahrenheit or higher)
- Cough-Shortness of breath or difficulty breathing
- Chills-Repeated shaking with chills
- Fatigue
- Muscle pain-Headache
- Sore throat, congestion or runny nose
- Nausea or vomiting
- Diarrhea
- New loss of taste or smell

Johnstonville School advises the student or staff member who tested positive remain at home until they have met CDC and/or local health department criteria to discontinue home isolation. Student or staff members who test negative for Covid-19 may return to school twenty-four (24) hours after symptoms have stopped.

During the school day, staff will report students displaying Covid-19 symptoms to the front office. Students will report to the wellness room if showing signs of illness and be sent home.

In compliance with the California Department of Public Health and Lassen County Health and Social Services Department, Johnstonville School will implement group tracing to help track incidents of possible exposure. This information is based on Lassen County’s Health Officer Dr. Korver’s February 10, 2022 order labeled “Guidance to Lassen County Schools RE: School Based Exposures and Contact Tracing.”

### Group Tracing and Quarantine

1. Schools should notify students who spent more than a cumulative total of 15 minutes (within a 24-hour time period) in a shared indoor airspace (e.g., classroom) with someone with COVID-19 during their period of infectiousness.

- a. Notification should occur to "groups" of exposed students (e.g., classmates, teammates, cohorts, etc.) rather than contact tracing to identify individual "close contacts" (e.g., those within 6 feet).
  - b. Notifications should be provided to all individuals considered exposed, including those who are vaccinated and/or recently infected.
  - c. For example, if a student in sixth grade is diagnosed with COVID-19, the school should notify groups with whom that student interacted as per the criteria above, such as those in the same classes, sports team, and/or other extracurricular cohorts.
2. Exposed students, regardless of COVID-19 vaccination status or prior infection, should get tested for COVID-19 with at least one diagnostic test obtained within 3-5 days after last exposure.
- a. In the event of wide-scale and/or repeated exposures, broader (e.g. campus-wide) once weekly testing for COVID-19 may be considered until such time that exposure events become less frequent.
  - b. Any FDA-approved antigen diagnostic test, PCR diagnostic test, or pooled PCR test is acceptable for evaluation of an individual's COVID-19 status. For individuals who have been recently infected (within the past 90 days), antigen testing is strongly recommended as PCR results may remain persistently positive and not be indicative of a new active infection. Repeat antigen testing and/or confirmatory molecular testing should be considered in individuals who receive a negative result with an antigen test but have symptoms specific for COVID-19 (such as loss of taste and smell). **Home tests are acceptable.**
  - c. Students without symptoms may remain on campus. Weekly testing is recommended.
    - (1) Students who participate in indoor activities where masks cannot be worn (sports, band, choir, etc.) are required to test weekly.
    - (2) Exposed students can remain on campus and participate in all aspects of schooling, including sports and extracurricular activities, unless they develop symptoms or test positive.
  - d. Students with symptoms must be excluded from campus and test for COVID.
    - (1) If test is negative, they may return to campus after symptoms have improved and no fever for 24 hours.
    - (2) If positive, report positive test to school, isolate for 5 days AND until symptoms improved and no fever for 24 hours, AND a test on day 5 or later must be negative.

Exposed students may continue to take part in all aspects of K- 12 schooling, including sports and extracurricular activities, unless they develop symptoms or test positive for COVID-19. They should test with at least one diagnostic test obtained within 3-5 days after last exposure, report positive test results to the school, and follow other components of this guidance, including wearing face coverings as directed.
  - e. Exposed students who develop symptoms should stay home and get tested for COVID-19 as soon as possible.
  - f. Exposed students who receive a positive test result should isolate with local health department guidelines.

3. Tracking test results: schools are not required to track student test results related to group tracing notices — **parents are required to report positive test results to either the school administrator or Lassen Public Health.**

Parents/Guardians are asked to conduct a wellness check before leaving for school and look for any of the Covid-19 symptoms listed above. Please keep your student home if they have a temperature of 100.4 degrees or higher, or any of the other listed Covid-19 symptoms. This will help prevent parents/guardians from having to return to school to pick their student up.

### Remote Instruction

Johnstonville teachers may need to transition to remote instruction in the future through synchronous (live online) and/or asynchronous (students working at their own pace and schedule) learning models, as set forth below:

- For grades TK-3, teachers will offer daily synchronous instruction
- For grades 4-8, teachers will facilitate daily and/or weekly synchronous instruction
- TK-8, teachers will maintain office hours to help facilitate the education of their independent study students and help answer any questions they may have.

The following platforms may be used to support our Independent Study learning models to help facilitate staff/student/family collaboration to ensure a quality learning experience when planning and delivering instruction remotely:

- ClassDojo: Johnstonville communication tool used to contact and communicate with families.
- Email: Available to help facilitate communication with staff if the family does not have access to a mobile phone.
- Google Classroom: The primary Independent Study learning platform for Johnstonville Elementary School District.
- Zoom: Tele-conferencing tool that allows staff to communicate with other staff and students in a face-to-face format.
- Teachers may use other digital tools in lesson implementation with students and families.

### Roles and Responsibilities

The success of any temporary Independent Study Program relies on a partnership with our families in support of the continuity of learning for students. This plan is dependent on careful planning, appropriate student motivation and engagement, and strong parent and guardian support for this alternative mode of instruction.

#### STUDENT RESPONSIBILITIES

- Dedicate time to learning
- Check daily for information on assignments

- Engage in all learning posted with academic honesty
- Submit all assignments as directed by the teacher(s)
- Attend to self-care by engaging in physical activity, conversation, appropriate routines, sleep, and play

#### PARENT/GUARDIAN RESPONSIBILITIES

- Provide an environment conducive to learning
- Engage in conversations on posted materials and assignments
- Support emotional balance by providing ample time for physical activity, conversation, appropriate routines, sleep and play

#### TEACHER RESPONSIBILITIES

- Respond to student and family communication
- Plan and deliver instruction using designated platforms and communication tools
- Utilize Google Classroom and other methods to plan and implement instruction/differentiation for students
- Maintain a Student Engagement Log to track student contact
- Contact school administrator with any student concerns

#### SPECIAL EDUCATION TEACHER RESPONSIBILITIES

- Collaborate with general education teacher to develop appropriate adaptations and modifications to the grade level curriculum and provide learning supports
- Utilize Google Classroom and other methods to plan and implement instruction and differentiation for students
- Collaborate with parents/guardians and related service providers to develop an Individualized Home-Based Learning Plan for each student
- Communicate regularly with caseload students and parents/guardians to assess progress
- Maintain a Student Engagement Log to track student contact
- Contact school administrator with any student concerns

#### SCHOOL COUNSELOR RESPONSIBILITIES

- Provide TeleSupport (small group/individual counseling)
- Contact families of students on high-risk caseload
- Contact families or agencies in response to notifications from teachers who express concerns
- Provide resources to families through email/phone calls/website

#### SPECIFIC RESPONSIBILITIES OF STUDENTS AND PARENTS RELATED TO OFFICE HOURS/ZOOM CONFERENCES

- Teachers/Providers may not conduct a virtual conference session involving only a single student unless:



- A parent/guardian is in the student's residence and is aware of the virtual conference session; or
- A Johnstonville Elementary School District staff person, in addition to the teacher/provider, listens to and/or views (as applicable) the virtual conference session
- Parents/Guardians and students must not record, duplicate, or share/post any portion of the virtual conference session
- Parents/Guardians and students must not share passwords or provide access to virtual conference session to anyone.
- Prior to engaging in a virtual conference session, students must be in a location where the background is appropriate i.e. a location that is quiet. Students should mute their microphone as necessary to avoid disturbing the virtual conference session
- Parents/Guardians should immediately report to the principal any concern they may have regarding something that occurred during the virtual conference session.

#### SPECIFIC RESPONSIBILITIES OF JOHNSTONVILLE SCHOOL TEACHERS RELATED TO OFFICE HOURS/ZOOM CONFERENCES

- Teachers/Providers may not conduct a virtual conference session involving only a single student unless:
  - A parent/guardian is in the student's residence and is aware of the virtual conference session; or
  - A Johnstonville Elementary School District staff person, in addition to the teacher/provider, listens to and/or views (as applicable) the virtual conference session
- Teachers must not record, duplicate, or share/post any portion of the virtual conference session
- Teachers shall make available to the Superintendent/Principal, Parents/Guardians, and Students the schedule and purpose of virtual conference session.
- Teachers dress/apparel for virtual conference sessions shall be consistent with that which they would wear if in the physical classroom.
- Teachers, when delivering virtual conference sessions, shall utilize a background that is conducive to learning.
- Teachers are reminded that mandatory reporting of child abuse or neglect applies to virtual conference sessions. Other concerns that teachers/providers may have regarding virtual conference session should be directed to the Superintendent/Principal as soon as possible.

### School Closure or Material Decrease in Attendance

Within ten (10) days of the first day of a school closure or material decrease in attendance because of any of the conditions outlined in California Ed Code Section 46392, Johnstonville Elementary School District will offer independent study to any impacted student. Additionally, students who are individuals with exceptional needs will receive the services identified in their individualized education plan/program pursuant to California Ed Code section 56345(a)(9), and may participate in an independent study program. As soon as possible, and in compliance with

state or local health departments, Johnstonville Elementary School District will reopen its program for in-person instruction.

### Attendance

It is the expectation that students are engaged in learning every day and student attendance will be recorded. If Johnstonville School is required to transition into a home-based learning program, teachers will utilize daily office hours to help maintain staff and student relationships, to answer any questions students may have, and to check in on their well-being. Teachers will maintain a Student Engagement Log to monitor student engagement, attendance, and participation.

### Accountability/Grades

Grading will continue as normal in the event that Johnstonville School is required to institute an independent study program. If Johnstonville School is required to be closed to the public and transition into an independent study program, alternative grading may be instituted if necessary.

Teachers will monitor student engagement and participation within the home-based independent study program on a daily basis. Teachers will notify the Superintendent/Principal if a student's engagement falls below 60%, as measured either by grades or participation in the zoom conferences. Administration or other personnel will reach out to the student's family and develop potential solutions to any barriers that may be in place that hampers asynchronous learning.

### Students with 504 or Individualized Education Plans

If Johnstonville School needs to transition into an independent study program, students who receive accommodations through a 504 Plan will be supported by their general education teacher(s). Consultation regarding the delivery of accommodations that are needed to support each student's access to instruction will be provided to parents, as needed, by teachers and the school counselor. 504 Plans will be reviewed and updated, as appropriate, when schools resume normal operations.

Students who receive special education and related services will receive services in accordance with an Individualized Education Plan (IEP) developed in collaboration with the parent/guardian of the child. The IEP outlines the agreed upon supports, accommodations, consultation, and services, including related services and therapies, that will be provided to each child to allow for continued access to instruction and instructional materials provided through an independent study program. When schools resume normal operations, IEP teams will consider the impact of the school closure on each child.

### English Learners (ELs)

English Language Learners (ELs) will continue to receive academic support from their general education teacher(s). This support will be individualized to meet the needs of the student and will focus on providing academic support to students in each content area. Additionally, EL teachers

will provide support with the student's English proficiency in the areas of reading, writing, listening, and speaking by providing suggested learning activities for the EL students according to appropriate learning levels.

### Supporting Students Experiencing Homelessness

Johnstonville School staff will make extra efforts to ensure food delivery to homeless students and will strive to make contact to ensure these students are receiving instructional materials if necessary.

### Students Currently in Foster Care

Johnstonville School staff will make extra efforts to ensure students in foster care receive the instructional materials needed to continue their education. In addition, Johnstonville School will work closely with Lassen Foster Youth Services to coordinate additional resources, if necessary.

### Technology

Johnstonville School's independent study program rely heavily on technology. Johnstonville School will survey families as to their need for Chromebook(s) and internet access. Chromebook(s) will be checked out to families based on need. The availability of Wi-fi hotspots is extremely limited and will be provided on a strict as-needed basis. Applications will be taken after the initial survey is done to help prioritize the distribution of limited resources.

### Communication

It is the intention of our school to keep families and staff informed. Johnstonville School wishes to keep students on-campus and in-school to the fullest extent possible. Our actions within this document are hoped to minimize closures.

- Provide regular communication with families utilizing our webpage, Facebook, Instagram, and ClassDojo
- Follow CDHP, Family Educational Rights and Privacy Act (FERPA), and Health Insurance Portability and Accountability Act of 1996 (HIPAA) privacy guidelines to notify staff and families of positive COVID-19 cases.

### Plan Evaluation

Johnstonville School will perform regular evaluations for compliance with the plan and correct deficiencies identified. All staff and family are invited to provide input as we refine our efforts to keep everyone safe, students learning, and our community intact during this challenging time.