



Johnstonville Elementary School District
Reopening Plan



Johnstonville Elementary School is committed to providing quality learning experiences for all students during the Covid-19 pandemic and the potential closure of our school to students. This Continuity of Learning Plan is designed to support the school community to ensure continuing learning experiences either through a blended instructional model or the home-based learning model with students staying at home. We acknowledge there is no replacement for face-to-face teaching. However, we believe that learning can still occur in a home-based learning program. Knowing some families do not have computers and/or online access, we are taking steps to help close both the technological and academic gaps.

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

Table of Contents

Introduction	3
Health and Hygiene Protocols	4
Facility Cleaning and Sanitation.....	4
Face Coverings.....	5
Covid-19-like Symptoms	6
Home-based Instructional Platform and Collaboration Tools	8
Roles and Responsibilities	8
Home-based Learning Responsibilities	8
Attendance.....	10
Accountability/Grades	10
Students with 504 or Individualized Education Plans	10
English Learners (ELs)	11
Supporting Students Experiencing Homelessness.....	11
Students Currently in Foster Care.....	11
Technology.....	11
Communication and Quarantine	11
Plan Evaluation	12

Introduction

We recognize the opening of Johnstonville Elementary School during the continuing Covid-19 pandemic 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 reopen our school safely and to sustain our reopening.

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.

We continue to receive additional information, regulations, and guidelines frequently. As such, we must recognize that this reopening plan is fluid and will change as necessary based on guidance from local, state and federal entities, public health officials, and considerations to our families and our staff. Nobody at Johnstonville School wants to have a Covid-19 case at our school, but it could happen and we will be ready to respond appropriately if it happens. We strongly believe the actions brought forth in this plan are in the best interests of our students, families, staff, and community.

Thank you,

Scott Smith
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-8th grade students and all adults. Exceptions may apply.
- Staying home when sick
- Avoiding touching their face with unwashed hands
- Discouraging hand-shakes and touching of each other
- Limiting the number of visitors and volunteers on campus

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.

The Lassen County Department of Public Health has determined the local epidemiology data does not indicate a concern for increased transmission and, as such, is not requiring school staff to be tested at this time.

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 neutralize the Covid-19 virus.

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.
- Temporarily suspended the use of drinking fountains and instead encourage the use of reusable water bottles. Students are encouraged to bring their own reusable water bottles.

Face Coverings

The wearing of a face covering is now **mandated** by the state of California at Johnstonville School. All staff, Transitional Kindergarten through Eighth grade students, visitors, and volunteers will be required to wear a face covering at all times while on campus.

There are a few exceptions to this mandate for students: 1) if it is inappropriate for the developmental level of the individual and noted in their IEP, 2) during physical education and outdoor physical activities, or 3) they have a documented medical/psychological exemption. If a student wants a medical/psychological exemption to the wearing of a face covering, the parent must have a medical professional (defined as being able to write orders) complete the exemption form and participate in a 504 meeting to establish the on-campus face covering exemption.

Per Cal OSHA and CDPH guidelines, all staff and volunteers must wear face coverings in the presence of students at all times. In a gathering exclusively of staff and/or volunteers, vaccinated adults may remove their masks. Unvaccinated adults must continue to wear their masks.

Students and staff may bring their own face coverings from home or a face mask will be provided for them. Face coverings include an assortment of items, such as masks and face shields with drapes. All face coverings must cover both the mouth and nose simultaneously and must be school appropriate.

Staff are understanding of students' needs, and at the staff's discretion, may provide students intermittent outdoor face covering breaks throughout the day. Per revised California Department of Public Health policies, face coverings are not required during outdoor activities.

According to the California Department of Public Health, in order to comply with this guidance, schools must enforce the wearing of face coverings by students and adults, unless they have an exemption as outlined above. If a student refuses to wear a face covering alternative educational settings will be discussed.

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 or quarantine. 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 regulations, Johnstonville School will document/track incidents of possible exposure and notify local health officials, staff, and families immediately of any exposure to a positive case of COVID-19 at school while maintaining confidentiality, as required under FERPA and state law related to privacy of educational records.

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.

Johnstonville School will offer a long-term independent studies program if a family decides they do not wish to participate in Johnstonville's on-campus instructional model. For example, students with a health condition, students with family members with a health condition, students who cohabitate or regularly interact with high-risk individuals, or are otherwise identified as "at-risk" by the parents or guardian, are students whose circumstances merit participation in Johnstonville's long-term independent studies program. Families wishing to participate in the long-term independent studies program must complete a learning contract.

Home-based Instructional Platform and Collaboration Tools

Johnstonville School prefers to return to normal operations in the tradition sense, much like the school's operations prior to Covid-19. However, Johnstonville School may be required to close the school to students and implement a home-based learning program, where the school campus is closed to students. If this is necessary, teachers will deliver instruction through both synchronous (live online lessons) and asynchronous learning models (students working at their own pace and schedule). In addition, teachers will maintain office hours to help facilitate the education of their students and help answer any questions they may have.

The following resources will support our home-based learning models to help facilitate staff/student/family collaboration to ensure a quality learning experience when planning and delivering instruction remotely:

- ClassDojo is the most common communication tool used to contact and communicate with families.
- Johnstonville Elementary School District staff emails are also available to help facilitate communication with staff if the family does not have access to a mobile phone.
- Google Classroom is the primary home-based learning platform for Johnstonville Elementary School District. Teachers may use other digital tools in lesson implementation with students and families.
- Zoom is a tele-conferencing tool that will allow staff to communicate with other staff and students in a face-to-face format.

Roles and Responsibilities

The success of our home-based learning 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.

Home-based Learning Responsibilities

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.

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 a blended learning program. If Johnstonville School is required to be closed to the public and transition into a home-based instructional model, alternative grading may be instituted if necessary.

Teachers will monitor student engagement and participation within the home-based learning 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 a home-based learning 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 home-based learning 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 blended and home-based learning models 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 and Quarantine

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 guidelines to notify staff and families of positive COVID-19 cases.

Quarantine recommendations for unvaccinated students for exposures when both parties were wearing a mask, as required in K-12 indoor settings. These are adapted from the CDC K-12 guidance and CDC definition of a close contact.

1. When both parties were wearing a mask in the indoor classroom setting, unvaccinated students who are close contacts (more than 15 minutes over a 24-hour period within 0-6 feet indoors) may undergo a modified 10-day quarantine as follows. They may continue to attend school for in-person instruction if they:
 - a. Are asymptomatic;
 - b. Continue to appropriately mask, as required;
 - c. Undergo at least twice weekly testing during the 10-day quarantine; and
 - d. Continue to quarantine for all extracurricular activities at school, including sports, and activities within the community setting.
2. Quarantine recommendations for: unvaccinated close contacts who were not wearing masks or for whom the infected individual was not wearing a mask during the indoor exposure; or unvaccinated students as described in #1 above.

Quarantine recommendations for: unvaccinated close contacts who were not wearing masks or for whom the infected individual was not wearing a mask during the indoor exposure; or unvaccinated students as described in #1 above.

1. For these contacts, those who remain asymptomatic, meaning they have NOT had any symptoms, may discontinue self-quarantine under the following conditions:
 - a. Quarantine can end after Day 10 from the date of last exposure without testing; OR
 - b. Quarantine can end after Day 7 if a diagnostic specimen is collected after Day 5 from the date of last exposure and tests negative.
2. To discontinue quarantine before 14 days following last known exposure, asymptomatic close contacts must:
 - a. Continue daily self-monitoring for symptoms through Day 14 from last known exposure; AND
 - b. Follow all recommended non-pharmaceutical interventions (e.g., wearing a mask when around others, hand washing, avoiding crowds) through Day 14 from last known exposure.

If any symptoms develop during this 14-day period, the exposed person must immediately isolate, get tested and contact their healthcare provider with any questions regarding their care.

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.