



School Plan for Safe Reopening

School Information

School Name	School Administrator	Plan Date	Closure Date	Planned Reopening Date
Soledad Unified School District	Marilyn Cline	3/22/21	3/13/20	TBD

Introduction

The following School Plan for Safe Reopening is based on the California Department of Education's (CDE) guidance publication, *Stronger Together: A Guidebook for the Safe Reopening of California's Public Schools*.

Per CDE, this guidance was created through the statewide reopening schools task force that fostered a collaborative process for our educators and stakeholders to lend their important voices. Also informed by the technical assistance and advice of many health and safety organizations including the Centers for Disease Control, California Department of Public Health, California Division of Occupational Safety and Health, the intent of this document is to be a guide for the local discussion on safely reopening schools.

Stronger Together: A Guidebook for the Safe Reopening of California's Public Schools, as well as additional guidance can be downloaded at <https://www.cde.ca.gov/ls/he/hn/strongertogether.asp>.

The following checklist provides information regarding Soledad Unified School District's plan for safe reopening and covers the following main categories:

Main Categories
Local Conditions to Guide Reopening Decisions
Plan to Address Positive COVID-19 Cases or Community Surges
Injury and Illness Prevention Plan
Campus Access
Protective Equipment
Physical Distancing
Cleaning/Disinfecting
Employee Issues
Communication with Students, Parents, Employees, Public Health Officials, and the Community

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Local Conditions to Guide Reopening Decisions

Flexibility or Lifting of State Stay-Home Order

Condition Met	Condition Assessed
Yes	The state has lifted or relaxed the stay-home order to allow schools to physically reopen.

The state has passed AB 86, incentivizing reopening of schools as allowed by local county COVID-19 metrics

Flexibility or Lifting of County Stay-Home Order

Condition Met	Condition Assessed
Yes	The county has lifted or relaxed the stay-home or shelter-in-place order to allow schools to physically reopen.

Monterey County has returned to the red tier, allowing schools to reopen for in-person learning in grades TK-12.

Local Public Health Clearance

Condition Met	Condition Assessed
Yes	Local public health officials have made determinations, including, but not limited to, the following: <ol style="list-style-type: none"> Testing Availability. Consult with local public health officials to ensure adequate tests and tracking/tracing resources are available for schools to reopen. Employees have access to COVID-19 testing at regular and ongoing intervals. Sufficient duration of decline or stability of confirmed cases, hospitalizations, and deaths. Sufficient surge capacity exists in local hospitals.

- The Soledad Unified School District has begun a surveillance testing program for our employees. The District is working in collaboration with the Monterey County Office of Education with this program, using the Valencia Lab and Color data platform. The County Office has contracted Valencia Laboratories to process the tests for the employees.
- The Monterey County Metric as of March 17, 2021 is as follows: 4.7 new COVID-19 cases per 100K; 4.7 adjusted case rate per tier assignment; 2.0% positivity rate (7-day average); 3.4% health equity quartile positivity rate. Monterey County completed three weeks in the red tier as of March 17, 2021.
- With the county in the red tier, sufficient capacity in local hospitals exists.

Equipment Availability

Condition Met	Condition Assessed
Yes	<ol style="list-style-type: none"> Have sufficient protective equipment to comply with California Department of Public Health (CDPH) guidance for students and staff appropriate for each classification or duty, as well as relevant California Division of Occupational Safety and Health Administration (Cal/OSHA) requirements. Have a plan for an ongoing supply of protective equipment. Purchase a sufficient number of no-touch thermal scan thermometers for symptom screenings. Consider the differing requirements of PPE/EPG for the differing populations of students with disabilities (i.e., for those requiring medical procedures, toileting, lifting and mobility assistance).

The School District Reopening Framework, which was Board approved in July of 2020, outlines the actions required to provide student and staff safety during and beyond instructional hours and days of operation. At the time of reopening, if the use of PPE in schools is required by State and local health officials, the District will provide PPE to staff and students who do not bring their own PPE.

i. The District maintains an ample supply of PPE, and will ensure an adequate supply upon the reopening of the District. All school sites and departments have at least five no-touch thermometers and a supply of batteries. The District just purchased free standing walk through thermometers which will allow for two at each school site. The District has also purchased an ample supply of plexiglass barriers to be installed in classrooms to support the needs of all staff and students.

ii. The district has had an ongoing process of purchasing PPE and building an inventory which will enable it to provide PPE as needed through the end of the 2020-21 school year.

iii. Students and staff will be provided instruction with the proper use, removal, disposal, and cleaning of PPE. Students with disabilities will maintain their specialized areas to support their health and safety needs. Sanitation and safety procedures will be in place to meet those needs as well as appropriate training for staff.

Cleaning Supply Availability

Condition Met	Condition Assessed
Yes	<ul style="list-style-type: none"> i. Have enough school-appropriate cleaning supplies to continuously disinfect the school site in accordance with CDPH guidance. ii. Ensure sufficient supplies of hand sanitizers, soap, handwashing stations, tissues, no-touch trash cans, and paper towels.

The District has enough and sufficient school cleaning supplies that do provide adequate and continuous disinfecting measures. School facilities, school busses, and shared equipment such as computers, door handles, light switches, and other frequently used equipment and supplies shall be cleaned and disinfected daily with appropriate cleaning agents. Disinfectants and cleaning agents will be stored properly and in a manner not accessible to students. Hand sanitizers will be available in all classrooms, offices, and District facilities for easy access. Touchless soap dispensers, towel dispensers, and faucets have been installed in all District facility restrooms. Handwashing stations have been purchased and will be placed in all locations that do not have readily available resources for handwashing. Water fountains will be replaced with individual bottle fill stations.

Plan to Address Positive COVID-19 Cases or Community Surges

Plan for Repeated Closure

Condition Met	Condition Assessed
Not Applicable	Establish a plan to close schools again for physical attendance of students, if necessary, based on public health guidance and in coordination with local public health officials.

In the event, Covid cases in Monterey County reach levels that allow for students to return to in-person instruction within the Soledad School District the plan to return back to distance learning will follow the procedures and practices that were implemented in March 2020 when schools in Monterey County stay at home orders were directed by the Governor. The District will engage all stakeholders in a reclosure plan that will support an easy transition to distance learning. The District reopening plan that was developed on July 24, 2020, references the procedures and steps taken to close the schools. This document can be referenced at <https://soledadusd.org/boardoftrustees/board-meetings/>

Response to Positive Tests

Condition Met	Condition Assessed
Yes	<p>In accordance with CDPH guidance, when a student, teacher, or staff member or a member of their household tests positive for COVID-19 and has exposed others at the school implement the following steps:</p> <ol style="list-style-type: none"> i. In consultation with the local public health officials, the appropriate school official may consider whether school closure is warranted and length of time based on the risk level within the specific community as determined by the local public health officer. ii. In accordance with standard guidance for isolation at home after close contact, the classroom or office where the COVID-19-positive individual was based will typically need to close temporarily as students or staff isolate. iii. Additional close contacts at school outside of a classroom should also isolate at home. iv. Additional areas of the school visited by the COVID-19-positive individual may also need to be closed temporarily for cleaning and disinfection. v. Develop a plan for continuity of education, medical and social services, and meal programs and establish alternate mechanisms for these to continue.

In accordance with CDPG guidelines, the District follows all safety requirements to ensure that sites are safe for staff and students. The District is currently operating two small cohorts where the above-stated conditions are being fully implemented. In the event students and staff return to full in-person instruction, the District is prepared to follow the above-stated guidelines. The district will implement the following communication procedures in the event that a student or employee is confirmed to have COVID-19, the District will also follow the guidelines from with the Monterey County Health Department.

The District will advise Staff and Families of sick students of home isolation criteria. Sick staff members or students would not return to a District facility until they have met health department criteria for return to school.

The District will take measures to isolate any student or staff member who becomes sick and arrange for safe transport for those who become sick. The District will make sure that staff and families know that they (staff) or their children (families) should not come to school and that they should notify school officials (e.g., the designated COVID-19 point of contact) if they (staff) or their child (families) become sick with COVID-19 symptoms, test positive for COVID-19, or have been exposed to someone with COVID-19 symptoms or a confirmed or suspected case.

School sites / the district office will immediately separate staff and students with COVID-19 symptoms (such as fever, cough, or shortness of breath) at school. Individuals who are sick will go home or to a healthcare facility depending on how severe their symptoms are. The school site administrator will immediately contact the Human Resources department, at that point the location is closed off, and the MOT - Maintenance Operations and Transportation Department is contacted to conduct a thorough sanitization of the area. Contact tracing measures are conducted, any person who came in contact with the Covid positive person is released from the work location to quarantine and pursue testing.

The district will work with school administrators, nurses, and other healthcare providers to identify an isolation room or area to separate anyone who has COVID-19 symptoms or tests positive but does not have symptoms.

Injury and Illness Prevention Program (IIPP)

Plan for Repeated Closure

Condition Met	Condition Assessed
Yes	Update the IIPP to address unique circumstances during the COVID-19 crisis and make updates accessible to employees and parents.

The Injury and Illness Prevention Program (IIPP) workplace safety program follows CAL OSHA guidelines to ensure the safety and health of our employees in our District workplaces. The Human Resources Department as well as the Business Department and MOT Departments remain current with existing guidelines and new guidelines as they become available. An updated CAL OSHA plan is being developed to address the unique circumstances that staff, students, and stakeholders may face during the Covid pandemic. Upon completion of the updated CAL OSHA plan, the link will be provided for staff, parents and stakeholders to view.

Campus Access

Develop a plan to minimize access to campus, and limit nonessential visitors, facility use permits, and volunteers.

People Showing Symptoms of COVID-19

Condition Met	Condition Assessed
Yes	Exclude any student, parent, caregiver, visitor, or staff showing symptoms of COVID-19 (reference CDC and CDPH guidelines for COVID-19 symptoms). Staff should discuss with the parent or caregiver and refer to the student's health history form or emergency card to identify whether the student has a history of allergies, which would not be a reason to exclude.

Parent and visitor access will be limited within a school site or District facility. Consistent with applicable law and privacy policies, families, students, caregivers, visitors, and staff will self-report to the school if they or their students have symptoms of COVID-19, a positive test for COVID-19, or were exposed to someone with COVID-19 within the last 14 days. All persons entering any District facility will be screened for temperature, asked pertinent questions regarding their health, asked if they or anyone in their household has traveled out of the country, prior to gaining access. If the health screener deems that the person wanting access to the site may pose a potential health risk, they will not be allowed to enter that District facility. The District will follow all health regulations in accordance with health information sharing regulations for COVID-19 and other applicable federal and state laws and regulations relating to privacy and confidentiality. Family Educational Rights and Privacy Act (FERPA) will be implemented. Students, parents, and staff members will not be allowed to enter a school site if they are showing symptoms of illness. All individuals who enter a school site will be required to have their temperature taken.

Monitoring Staff

Condition Met	Condition Assessed
Yes	Monitor staff and students throughout the day for signs of illness. Determine any special or unique needs for students with disabilities related to planned district or schoolwide procedures.

Staff and students will be held responsible to report any signs of illness throughout the day. If students are not of an age or disability that prevents them from reporting an ill-health condition, school employees will take appropriate measures to address the situation by contacting an administrator immediately to report a health concern of any individual on the campus. Any staff member not comfortable reporting a health concern of another staff member to the site administrator or supervisor may contact Human Resources directly either by email or phone. Students exhibiting signs of illness will be isolated until a parent or guardian can pick them up. Staff showing signs of illness will be sent home. In special education classes where students may have verbal limitations, staff will be equipped with touch-free thermometers. These classrooms will also have additional staff to ensure that proper sanitation procedures meet the needs of the students.

Students Entering Campuses

Condition Met	Condition Assessed
Yes	<ul style="list-style-type: none"> i. Passive Screening. Instruct parents to screen students before leaving for school (check temperature to ensure temperatures below 100.4 degrees Fahrenheit, observe for symptoms outlined by public health officials) and to keep students at home if they have symptoms consistent with COVID-19 or if they have had close contact with a person diagnosed with COVID-19. ii. Active Screening. Engage in symptom screening as students enter campus and buses, consistent with public health guidance, which includes visual wellness checks and temperature checks with no-touch thermometers (check temperature to ensure temperatures below 100.4 degrees Fahrenheit), and ask all students about COVID-19 symptoms within the last 24 hours and whether anyone in their home has had COVID-19 symptoms or a positive test. <ul style="list-style-type: none"> 1. If a thermometer requiring a touch method (under the tongue or arm, forehead, etc.) is the only type available, it should only be used when a fever is suspected and caution is taken by temperature screeners, such as by wearing gloves, eye protection, and a mask. 2. Thermometers must be properly cleaned and disinfected after each use. iii. All students must wash or sanitize hands as they enter campuses and buses. iv. Provide supervised, sufficient points of access to avoid larger gatherings. v. Use privacy boards or clear screens when practicable. vi. If a student is symptomatic while entering campus or during the school day: <ul style="list-style-type: none"> 1. Students who develop symptoms of illness while at school should be separated from others right away, preferably isolated in an area through which others do not enter or pass. If more than one student is in an isolation area, ensure physical distancing. 2. Any students or staff exhibiting symptoms should be required to immediately wear a face covering and wait in an isolation area until they can be transported home or to a health care facility. 3. Students should remain in isolation with continued supervision and care until picked up by an authorized adult. 4. Follow established guidelines for triaging students in the health office, recognizing not all symptoms are COVID-19 related. 5. Advise parents of sick students that students are not to return until they have met CDC criteria to discontinue home isolation. vii. Develop a plan for if students are symptomatic when boarding the bus.

Parents and caregivers of students will receive communication on health requirements for students entering a school site, temperature taking as well as symptoms of illness. The District will offer training to parents on the proper use of temperature taking devices as well as proper storage of the device. Staff will be trained on the proper use of thermometers as well as the sanitation, and storage of the devices. Students will be instructed to wash their hands and use hand sanitizer throughout the school day, specifically prior to eating, after restroom use, and any time it is deemed necessary to avoid the spread of germs. Large gatherings will be prohibited at all District facilities. Students will enter through various site locations to avoid crowding. Staff will have their own entry points. Within classrooms and all District facilities, plexiglass shields have been installed to limit the spread of germs. Any person entering a District facility must wear a face covering and will be screened for signs of illness. Any person exhibiting signs of illness will not be allowed to enter the facility. Touchless thermometers will be readily available at all District locations and departments. All staff will be properly trained on the use and sanitation of those devices. Isolation areas for ill students will be established as well as protocols for parent contact and retrieval of ill students. Hand sanitizers will be readily available at all entry locations. Parents will not be allowed to enter the campus unless a student requires the parent's presence.

Students will be health screened prior to boarding buses. Students who have a temperature will not be permitted to board the bus. If the parent is present, the student will return home with the parent. If the parent is not present, a separate arrangement for transportation to school will be arranged, pending parent contact.

Staff Entering Campuses

Condition Met	Condition Assessed
Yes	<ul style="list-style-type: none"> i. Passive Screening. Instruct staff to self-screen before leaving for work (check temperature to ensure temperatures below 100.4 degrees Fahrenheit, check for symptoms outlined by public health officials) and to stay home if they have symptoms consistent with COVID-19 or if they have had close contact with a person diagnosed with COVID-19. ii. Active Screening. Engage in symptom screening as staff enter worksites, consistent with public health guidance, which includes visual wellness checks and temperature checks with no-touch thermometers (check temperature to ensure temperatures below 100.4 degrees Fahrenheit), and ask all staff about COVID-19 symptoms within the last 24 hours and whether anyone in their home has had COVID-19 symptoms or a positive test. <ul style="list-style-type: none"> 1. If a thermometer requiring a touch method (under the tongue or arm, forehead, etc.) is the only type available, it should only be used when a fever is suspected. 2. Thermometers must be properly cleaned and disinfected after each use. iii. All staff must wash or sanitize hands as they enter worksites. iv. Exclude employees who are exhibiting symptoms from the workplace. <ul style="list-style-type: none"> 1. Staff members who develop symptoms of illness should be sent to medical care. Have emergency substitute plans in place. 2. Create a procedure for reporting the reasons for the exclusions. 3. Advise sick staff members not to return until they have met CDC criteria to discontinue home isolation.

The District has been actively implementing the above-stated assessment of conditions for staff since the onset of the pandemic and will continue to follow the CDPH guidelines regarding these procedures. Staff will have their temperature taken and asked pertinent questions regarding their health as well as if they have traveled outside of the country. Hand washing protocols will be implemented with staff which will include signage distribution at all District facilities. Staff who are exhibiting signs of illness or traveled outside of the country will not be allowed access to the site. Any staff member who develops symptoms during the workday will report their illness to their supervisor and exit the site. The supervisor will contact Human Resources to begin contact tracing. MOT department will be notified of additional sanitation needs of the location that the employee was present at.

Outside Visitors and Groups

Condition Met	Condition Assessed
Yes	<ul style="list-style-type: none"> i. Limit access to campus for parents and other visitors. ii. Evaluate whether and to what extent external community organizations can safely utilize the site and campus resources. Ensure external community organizations that use the facilities also follow the school’s health and safety plans and CDPH guidance. iii. Review facility use agreements and establish common facility protocols for all users of the facility. iv. Establish protocol for accepting deliveries safely. v. Charter School Co-locations Update facility use agreements to address unique circumstances during the COVID-19 crisis, ensuring that organizations that are using the same facility have agreed to the same understandings about how to reopen in a healthy and safe way. Establish a protocol for responding to site concerns regarding health and safety issues that arise during the pandemic that is collaborative and meets the needs of all stakeholders.

The District has actively be implementing the above stated condition assessments for campus access. Since the onset of the pandemic, visitors are not permitted to enter any District facility. The District has not engaged any organization or community member in facility use and will follow CDHP guidelines for access when conditions permit.

Hygiene

Plan to address hygiene practices to ensure personal health and safety in school facilities and vehicles.

Handwashing

Condition Met	Condition Assessed
Yes	<p>In accordance with CDPH and Cal/OSHA guidance and in consultation with local public health officials, develop a plan for handwashing that includes:</p> <ol style="list-style-type: none">Providing opportunities for students and staff to meet handwashing frequency guidance.Ensuring sufficient access to handwashing and sanitizer stations. Consider portable handwashing stations throughout a site and near classrooms to minimize movement and congregations in bathrooms to the extent possible.Ensuring fragrance-free hand sanitizer (with a minimum of 60 percent alcohol) is available and supervised at or near all workstations and on buses. Children under age nine should use hand sanitizer under adult supervision. Call Poison Control if consumed: 1-800-222-1222. Note: frequent handwashing is more effective than the use of hand sanitizers.

The District will encourage students and staff to practice good hygiene habits such as the appropriate covering of coughs and sneezes and regular hand washing of at least 20 seconds, including before and after eating and any time an individual feels the need to sanitize their hands. The District will provide adequate time and opportunity for students to wash their hands. Hand sanitizer will be readily available in all District facilities including classrooms and offices. Handwashing stations will be installed in areas where access is limited. Signage regarding healthy hygiene practices will be posted at all District facilities.

Training of Proper Handwashing Techniques and PPE/EPG Use

Condition Met	Condition Assessed
Yes	<p>Train staff and students on proper handwashing techniques and PPE/EPG use, including the following:</p> <ol style="list-style-type: none">Scrub with soap for at least 20 seconds or use hand sanitizer if soap and water are not accessible. Staff and students should use paper towels (or single use cloth towels) to dry hands thoroughly.Wash hands when: arriving and leaving home; arriving at and leaving school; after playing outside; after having close contact with others; after using shared surfaces or tools; before and after using restroom; after blowing nose, coughing, and sneezing; and before and after eating and preparing foods.CDC guidance on proper PPE use.

Employees will be trained in safety protocols prior to the return of students and staff to the school sites and District locations. Training will address the use of PPE, social distancing, hand washing, the use of hand sanitizers, and the protocols directed by the CDPH. Training protocols and procedures will include age-appropriate student lessons on healthy hygiene practices.

Training for Face and Nose Covering

Condition Met	Condition Assessed
Yes	<p>Teach staff and students to:</p> <ol style="list-style-type: none">Use tissue to wipe the nose and cough and sneeze inside the tissue.Not touch the face or face covering.

Employees and students will receive training and lessons in health and safety protocols prior to the return of students and staff to the school sites and District locations. All classrooms will display signage of safety procedures: Washing of hands, coughing in the elbow, disposal of Kleenex, no sharing of food or drinks, wiping down sink areas, after use, maintain social distance, keep hands to oneself, as well as the proper wearing of face masks. Student lessons will be developed to encourage students to practice safe hygiene practices.

Protective Equipment

Plan to address protective equipment needs to ensure personal health and safety in school facilities and vehicles.

PPE Training

Condition Met	Condition Assessed
Yes	<p>According to CDC guidance:</p> <ol style="list-style-type: none">i. Training and information should be provided to staff and students on proper use, removal, and washing of cloth face coverings.ii. Face coverings are not recommended for anyone who has trouble breathing or is unconscious, incapacitated, or otherwise unable to remove the covering without assistance. LEAs should make reasonable accommodations such as a face shield with a cloth drape for those who are unable to wear face coverings for medical reasons. Per Cal/OSHA, considerations for face shields should include a cloth drape attached across the bottom and tucked into shirt.iii. Cloth face coverings are meant to protect other people in case the wearer is unknowingly infected (many people carry COVID-19 but do not have symptoms). Cloth face coverings are not surgical masks, respirators, or personal protective equipment.

The District has met the above-stated requirement and implemented the stated practices with the current limited number of staff and students present. Upon return of students and staff to full capacity the District is prepared to meet the PPE needs of the staff and students. In addition to an ample supply of disposable face coverings, the District also has face shields and smocks for staff and students who may require this time of protective wear. All staff will be properly trained with the use of all PPE, the District will ensure proper signage detailing the proper use of PPE at all District facilities. For students whose disability prevents them from wearing a mask, staff will work with parents to develop alternate PPE and safety procedures to support the safety of the students and the staff. Any person who is exempt from wearing a face-covering will follow the CDPH guidelines staff which can be accessed: <https://www.cdph.ca.gov/Programs/CID/DCDC/Pages/COVID-19/guidance-for-face-coverings.aspx>. All staff will be properly trained on proper use, storage, and disposal of all PPE equipment.

Staff Protective Equipment

Condition Met	Condition Assessed
Yes	<ol style="list-style-type: none">i. As recommended by the CDC, all staff should wear face coverings. Per CDPH guidance, teachers could use face shields, which enable students to see their faces and to avoid potential barriers to phonological instruction.ii. Provide masks if the employee does not have a clean face covering.iii. Provide other protective equipment, as appropriate for work assignments.<ol style="list-style-type: none">1. For employees engaging in symptom screening, provide surgical masks, face shields, and disposable gloves.2. For front office and food service employees, provide face coverings and disposable gloves.3. For custodial staff, provide equipment and PPE for cleaning and disinfecting, including:<ol style="list-style-type: none">A. For regular surface cleaning, provide gloves appropriate for all cleaning and disinfecting.B. Classified staff engaged in deep cleaning and disinfecting should be equipped with proper PPE for COVID-19 disinfection (disposable gown, gloves, eye protection, and mask or respirator) in addition to PPE as required by product instructions. All products must be kept out of children's reach and stored in a space with restricted access.C. Cal/OSHA requires that PPE be provided and worn to effectively protect employees from the hazards of the cleaning products used and training be provided to staff on the hazards of chemicals.

Face covering, face shields, disposable gloves, smocks, and hand sanitizers will be available to all staff to ensure their level of satisfaction is met. Staff will be provided instruction with the proper use, removal, disposal, and cleaning of PPE. The District maintains an ample supply of PPE and will ensure an adequate supply upon the reopening of the District. The District has also purchased an ample supply of plexiglass barriers to be installed in classrooms to support the needs of all staff and students. Cleaning supplies used by the custodial staff meet the disinfectant level required by the CDPH. Staff is provided training with the use of cleaning protective equipment to ensure their safety. Office staff and staff responsible for health screening will be provided face masks, gloves and face shields along with hand sanitizer and supplies for disinfecting screening stations.

Student Protective Equipment

Condition Met	Condition Assessed
Yes	<p>i. Students should use cloth face coverings, especially in circumstances when physical distancing cannot be maintained. If an LEA requires students to wear face coverings, then the LEA must provide face coverings to be used. Consider how the LEA will address students with disabilities who refuse or are not able to wear masks. At a minimum, face coverings should be worn:</p> <ol style="list-style-type: none"> 1. While waiting to enter the school campus. 2. While on school grounds (except when eating or drinking). 3. While leaving school. 4. While on a school bus. <p>Driver has access to surplus masks to provide to students who are symptomatic on the bus.</p>

The District will follow the CDPH requirement for student face coverings and implement the age appropriate guidelines for students. All students will be required to wear face masks while on school buses, waiting to enter or leave campus and at all times while on campus and in classrooms. Bus drivers will have access to facemasks for distribution to students as needed on school buses. The needs of special education students in regards to their safety, the safety of other students and staff will be addressed to ensure that proper PPE is provided for those students and staff.

Physical Distancing

Plan to meet physical distancing standards in school facilities and vehicles. Clearly define how staff can honor physical distancing recommendations, yet meet student medical, personal, or support needs. Determine how adequate space and facilities will be utilized to maintain health and safety of students and staff, especially when tending to individual student medical or personal needs.

Plan to Limit the Number of Persons in Campus Spaces

Condition Met	Condition Assessed
Yes	Plan to limit the number of people in all campus spaces to the number that can be reasonably accommodated while maintaining a minimum of 6 feet of distance between individuals. (6 feet is the current minimum recommendation for physical distancing from the CDC, but it is important to pay attention to future modifications in public health recommendations.)

As a means to maintain a campus environment that allows for social distancing, the District is prepared to assess the capacity of school facilities, including classrooms, cafeterias, multipurpose rooms as well as outdoor spaces to determine the extent at which the facilities can safely be utilized considering space and time alternatives. Six-foot boundary markings will be provided at all school and district sites to provide guidance to staff and students as to proper social distancing. Alternative schedules will be established to address class size. The district's reopening plan includes schedules for hybrid instruction, limiting the number of students on campus at any given day or time.

Creating Smaller Student/Educator Cohorts & Minimizing Movement

Condition Met	Condition Assessed
Yes	To the extent possible, and as recommended by the CDC, attempt to create smaller student/ educator cohorts to minimize the mixing of student groups throughout the day. Minimize movement of students, educators, and staff as much as possible.

The District reopening plan will follow the guidelines of the CDC including a hybrid instructional schedule that will allow for alternating student instructional schedules that provide both synchronous and asynchronous instruction referred to as a blended model. Student cohorts that consist of 25-50% of each grade level/subject area classes will attend in-person instruction one-two (1-2) days per week in the morning. The afternoon and non-in-person instructional time will be asynchronous instruction. This model design will ensure the best possible instructional and safety measures for staff and students.

Alternative to Physical Distancing

Condition Met	Condition Assessed
Yes	In a circumstance where sufficient physical distancing is difficult or impossible, such as when students enter or exit a school bus in proximity to the bus driver, all individuals, including staff and students, should wear face coverings that cover the mouth and nose consistent with public health guidance. To be clear, face coverings are not a replacement for physical distancing, but they should be used to mitigate virus spread when physical distancing is not feasible.

All staff and students will receive adequate training and lessons on the proper use and disposal of PPE. The district will supply face covering including face shields available to them if they do not have their own. Proper signage will be displayed throughout all District facilities reinforcing the use of face coverings and the importance of social distancing. The District will supply plexiglass shields in classrooms around desks and tables as well as staff work locations to ensure safety protocols for all staff and students.

Student Physical Distancing

Condition Met	Condition Assessed
Yes	<p>LEAs should plan to:</p> <ul style="list-style-type: none"> i. Limit number of students physically reporting to school, if needed to maintain physical distancing. <ul style="list-style-type: none"> 1. Determine student and staff capacity of each school meeting 6-foot physical distancing objectives. 2. Consider various strategies outlined in the Instructional Program Models in the guidance document, such as early/late start times and blended learning models. ii. The CDC recommends virtual activities in lieu of field trips and intergroup events. iii. Post signage and install barriers to direct traffic around campus. iv. Buses <ul style="list-style-type: none"> 1. Determine maximum capacity for students of each vehicle while meeting 6-foot physical distancing objectives. 2. Create a plan for seating based on maximum capacity determined above, and develop a plan for bus routes that accommodates the capacity limitations. Mark or block seats that must be left vacant. Sample seating options: <ul style="list-style-type: none"> A. Option 1: Seat one student to a bench on both sides of the bus, skipping every other row. B. Option 2: Seat one student to a bench, alternating rows on each side to create a zigzag pattern on the bus. 3. Instruct students and parents to maintain 6-foot distancing at bus stops and while loading and unloading. 4. Seat students from the rear of the bus forward to prevent students from walking past each other. To prevent students from walking past one another, afternoon runs should be boarded based on the order in which students will be dropped off. (Students who get off first should board last and sit in the front.) 5. Students and staff should wear face coverings at bus stops and on buses. v. Playgrounds/Outside Spaces/Athletics <ul style="list-style-type: none"> 1. Increase supervision to ensure physical distancing. 2. Physical education (PE) and intramural/interscholastic athletics should be limited to activities that do not involve physical contact with other students or equipment until advised otherwise by state/local public health officials. vi. Classrooms <ul style="list-style-type: none"> 1. Determine maximum capacity for students of each classroom while meeting 6-foot physical distancing objectives. 2. In accordance with CDC and CDPH guidance, ensure desks are a minimum of 6 feet apart and arrange desks in a way that minimizes face-to-face contact. 3. If necessary, utilize other campus spaces for instructional activities (e.g., lecture halls, gyms, auditoriums, cafeterias, outdoors). 4. If necessary, broadcast to other classrooms and students distance learning at home. 5. Increase staffing to ensure physical distancing for younger students and students with special needs. 6. Arrange developmentally appropriate activities for smaller group activities and rearrange furniture and play spaces to maintain separation, when possible. 7. Address physical distancing objectives as students move between classrooms.

	<p>8. Address potential issues from physical distancing rules that could result in unintended segregation of students with disabilities on campuses away from peers without disabilities.</p> <p>vii. Food Service</p> <ol style="list-style-type: none"> 1. Consider strategies to limit physical interaction during meal preparation and meal service (e.g., serving meals in classrooms, increasing meal service access points, staggering cafeteria use). 2. Suspend use of share tables and self-service buffets for food and condiments. 3. Install physical barriers, such as sneeze guards and partitions, at point of sale and other areas where maintaining physical distance of 6 feet is difficult. 4. With an approved National School Lunch Program waiver, offer meal delivery for students quarantined or in a home-based cohort. 5. If providing meal service in classrooms, plan for cleaning and trash removal.
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i. The District reopening plan will follow the guidelines of the CDC including a hybrid instructional schedule that will allow for alternating student instructional schedules that provide both synchronous and asynchronous instruction referred to as a blended model. Student cohorts that consist of 25% or 50% of each grade level/subject area classes will attend in-person instruction two (2) days per week in the morning. The afternoon and non-in-person instructional time will be asynchronous instruction. This model design will ensure the best possible instructional and safety measures for staff and students.

When students are on campus desks will be properly spaced to meet the CHPH and CDE guidelines. Plexiglass shields will also be available to staff and students whose safety comfort level would require this level of protection.

ii. The district has suspended student field trips and other activities which could compromise social distancing requirements. Students are participating in virtual activities and meetings.

iii. Signage and barriers have been put in place on school campuses to ensure safe movement among students and staff n campus.

iv. The number of students on buses will be limited to approximately half capacity. Students will be seated in alternating "checkerboard" arrangement. Students will board buses maintaining 6 feet of distance between each other and will be seated on the bus from the rear to the front.

Student congregation would be limited and avoided at all means. Students would not eat lunch at school, the District will implement a grab-n-go model. Class sizes will be limited to 8 to 13 students per classroom. Limited and alternating transition times between secondary classrooms will be implemented. Limited recess and break times will also be implemented.

v. Playgrounds and indoor/outdoor common areas will have no or limited access to ensure social distancing and reduce risks of student congregation.

vi Classrooms will be evaluated to determine a safe number for student capacity, maintaining 6-foot physical distancing. Extra unused desks will either be used as spacers in classrooms or removed from classrooms for school reopening. Storage containers to hold unused furniture will be placed at each school site. During in-person learning, portions of instruction will be provided via Zoom to students at home on distance learning. Breaks, recesses and passing periods will be staggered to limit the number of students congregating in areas on campus. Students with disabilities participating in in-person/hybrid learning will follow their regular instructional schedules to ensure inclusion.

vii. Students will be served meals in a grab and go format as the leave school to go home on a daily basis. With the exception of after school program, students will not eat meals on campus.

Staff Physical Distancing

Condition Met	Condition Assessed
Yes	i. Develop a plan that ensures physical distancing among staff in their work environment to reduce spread of the virus that includes:

	<ol style="list-style-type: none"> 1. Avoiding staff congregation in work environments, break rooms, staff rooms, and bathrooms. 2. Avoiding grouping staff together for training or staff development. Consider conducting the training virtually or, if in-person, ensure distancing is maintained. <ol style="list-style-type: none"> ii. Adjust staff schedules (through negotiations) to accommodate new student schedules and physical distancing strategies. iii. In accordance with Cal/OSHA regulations and guidance, evaluate all workspaces to ensure that employees can maintain physical distancing to the extent possible. <ol style="list-style-type: none"> 1. Where possible, rearrange workspaces to incorporate a minimum of 6 feet between employees and students. 2. If physical distancing between workspaces or between employees and students and visitors is not possible, add physical barriers that cannot be moved to separate workspaces.
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Staff social distancing will follow the guidelines set forth by the CDPH and the CDE. Staff lounges will not be accessible for congregation. Staff meetings, department meetings, and any other circumstance requiring a meeting will be done through a virtual format until health and safety guidelines permit otherwise. Classrooms will be provided with plexiglass shields to support further social distancing. The proposed District reopening plan will not require staff schedule adjustments. Bargaining unit memorandum of understandings will address schedules necessary to maintain safe working conditions.

Cleaning and Disinfecting

Plan to meet cleanliness and disinfecting standards in school facilities and vehicles.

Overall Cleanliness Standards

Condition Met	Condition Assessed
Yes	Schools must meet high cleanliness standards prior to reopening and maintain a high level during the school year.

Prior to students and staff returning to school sites and Districts worksites Principals and department heads will be required to notify their staff and families of the new safety procedures that will ensure safety to all staff, students, and parents. All staff will receive professional development on new protocols and safety procedures. As information is received through the CDPH and the CDC, this information will be shared with Administrators and department heads. Those who oversee departments will be required to keep their staff updated and with the most current information.

Sharing Avoidance

Condition Met	Condition Assessed
Yes	In accordance with CDC guidance, avoid sharing of electronic devices, toys, books, and other games or learning aids.

All staff and students have their own electronic devices for instructional use. Students will have their own school supplies that will not be shared among other students. All manipulatives, books, pens, pencils, and paper used for instruction will not be shared, students will have their own set assigned specifically to them.

Items Difficult to Clean and Sanitize

Condition Met	Condition Assessed
Yes	Limit stuffed animals and any other toys that are difficult to clean and sanitize.

Students will be prohibited from bringing personal items, such as toys and stuffed animals to school sites.

Safe Use of Disinfectants

Condition Met	Condition Assessed
Yes	<p>In accordance with CDC and California Department of Pesticide Regulation (CDPR) guidance, and in consultation with local public health officials, develop a plan that includes:</p> <ol style="list-style-type: none">i. A safe and correct application of disinfectants using personal protective equipment and ventilation recommended for cleaning.ii. Disinfecting surfaces between uses, such as:<ol style="list-style-type: none">1. Desks and tables2. Chairs3. Seats on bus4. Keyboards, phones, headsets, copy machinesiii. Disinfecting frequently—at least daily—high-touch surfaces, such as:<ol style="list-style-type: none">1. Door handles2. Handrails3. Drinking fountains4. Sink handles5. Restroom surfaces

	<ul style="list-style-type: none"> 6. Toys, games, art supplies, instructional materials 7. Playground equipment iv. When choosing disinfecting products, using those approved for use against COVID-19 on the Environmental Protection Agency (EPA) List N: Disinfectants for Use Against SARS-CoV-2 and follow product instructions. <ul style="list-style-type: none"> 1. To reduce the risk of asthma related to disinfecting, programs should aim to select disinfectant products on the EPA List N with asthma-safer ingredients (hydrogen peroxide, citric acid, or lactic acid). 2. Avoid products that mix these ingredients with peroxyacetic acid, sodium hypochlorite (bleach), or quaternary ammonium compounds, which can cause asthma. 3. Use disinfectants labeled to be effective against emerging viral pathogens, following label directions for appropriate dilution rates and contact times. v. When cleaning, airing out the space before children arrive. Plan to do thorough cleaning when children are not present. vi. Closing off areas used by any sick person and not using before cleaning and disinfection. To reduce risk of exposure, wait 24 hours before cleaning and disinfecting. If it is not possible to wait 24 hours, wait as long as possible.
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Custodial staff is continually trained on the use of cleaning materials and proper use procedures. As new cleaning techniques, solutions, materials, and procedures become available, the supplying vendors conduct training sessions for staff and supervisors. School facilities, school buses, and shared equipment such as desks, tables, sports/playground equipment, computers, door handles, light switches, and other frequently used equipment and supplies shall be cleaned and disinfected daily with appropriate cleaning agents. Disinfectants and cleaning agents shall be stored properly and in a manner not accessible to students. Custodians will use sanitizing solutions to clean student desks, chairs, and high contact areas of classrooms at the end of each instructional day. Teachers will be provided with classroom appropriate materials for wiping surfaces (inside door knobs, pencil sharpeners, etc.), The District will ensure that ventilation systems are operating properly and that airflow and ventilation within district facilities are increased, to the extent possible, by opening windows and doors and using fans and air conditioning. Garbage shall be removed daily and disposed of safely.

Plan for Adequate Outdoor Air Circulation

Condition Met	Condition Assessed
Yes	In accordance with CDC guidance, ensure that ventilation systems and fans operate properly and increase circulation of outdoor air as much as possible by opening windows and doors and other methods. Do not open windows and doors if doing so poses a safety or health risk to children using the facility (for example, allowing pollen in or exacerbating asthma symptoms). Maximize central air filtration for heating, ventilation, and air conditioning (HVAC) systems (targeted filter rating of at least MERV 13).

The District shall ensure that ventilation systems are operating properly and that air flow and ventilation within district facilities is increased, to the extent possible, by opening windows and doors and using fans and air conditioning. The District will install air filters that are recommended by the CDPH.

Safe Water Systems and Features

Condition Met	Condition Assessed
Yes	Take steps to ensure that all water systems and features (e.g., drinking fountains, decorative fountains) are safe to use after a prolonged facility shutdown to minimize the risk of Legionnaires’ disease and other diseases associated with water.

The District will ensure that students have access to clean drinking water other than through a drinking fountain. All drinking fountains at all school sites and District facilities have been shut off. The District is in the process of installing water bottle filling stations at all school sites. All bathrooms will have touchless faucets.

Handling Student Belongings

Condition Met	Condition Assessed
Yes	Keep each child's belongings separated and in an individually labeled storage container, cubby, or area. Send belongings home each day to be cleaned.

Proper handling of students personal belongings will be addressed upon students arrival to the classroom. The District will work in collaboration with parents and teachers to determine the best method to ensure the safe and effective storage of students personal belongings.

Employee Issues

Engage employees on COVID-19 plans and provide necessary training and accommodations.

Revisit existing bargaining agreement.

Condition Met	Condition Assessed
Yes	<ul style="list-style-type: none">i. Engage the exclusive representatives of labor groups and work collaboratively in tailoring bargaining agreements to address the relevant employee issues in this checklist. Ideally, these are matters that would be resolved as part of the reopening planning process and prior to school starting so as to provide clarity for reopening.ii. Create a plan for future bargaining that may be necessary as additional issues arise.

The District has met with the labor unions to discuss this preliminary reopening plan. Collective bargaining agreements have not been developed due to the high number of Covid cases that persist in Monterey County. Prior to school reopening within Soledad, collective bargaining agreements will be in place. Bargaining unit representatives will participate in the school reopening plan.

Staffing Ratios

Condition Met	Condition Assessed
Yes	<ul style="list-style-type: none">i. Ensure staffing levels are sufficient to meet unique facility cleanliness, physical distancing, student learning, and health and safety needs to address COVID-19.ii. Consider rolling staff cohorts to meet needs and avoid overwork.

Implementing a hybrid model at the onset for early reentry, student-staff ratios will be lower to allow for appropriate social distancing and to ensure the health and safety of staff and students. Marked six-foot boundaries within classrooms, common areas, outdoor spaces, and places where students are likely to gather so that students and staff are more readily aware of and can more easily abide by social distancing requirements.

Staff Training

Condition Met	Condition Assessed
Yes	<p>Develop and provide staff training or utilize state-provided training on:</p> <ul style="list-style-type: none">i. Disinfecting frequency and tools and chemicals used in accordance with the Healthy Schools Act, CDPR guidance, and Cal/OSHA regulations. For staff who use hazardous chemicals for cleaning, specialized training is required.ii. Physical distancing of staff and students.iii. Symptom screening, including temperature checks.iv. Updates to the Injury and Illness Prevention Program (IIPP).v. State and local health standards and recommendations, including, but not limited to, the following:<ul style="list-style-type: none">1. Proper use of protective equipment, including information on limitations of some face coverings that do not protect the wearer and are not PPE but can help protect people near the wearer. Face coverings do not replace the need for physical distancing and frequent handwashing. Cloth face coverings are most essential when physical distancing is not possible. Also include training on removal and washing of cloth face coverings.2. Cough and sneeze etiquette.3. Keeping one's hands away from one's face.4. Frequent handwashing and proper technique.5. Confidentiality around health recording and reporting.

	<ul style="list-style-type: none"> vi. Training for school health staff on clinical manifestations of COVID-19, pediatric presentations, and CDC transmission-based precautions. vii. Training on trauma-informed practices and suicide prevention.
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Employees will receive training in safety protocols prior to the start of the school year. Training will address use of PPE, social distancing, and the protocols of the Health & Safety Domain. The training will also include how to provide age-appropriate safety lessons for students, all classrooms will display signage of safety procedures washing of hands, coughing in the elbow, disposal of Kleenex, no sharing of food or drinks, wiping down sink areas after use, maintain Social Distance, keep hands to oneself. The district shall provide adequate time and opportunity for students to wash hands, and shall make hand sanitizer available in areas where handwashing is less accessible. Professional development as needed by the staff for Trauma-Informed Practices (TIP) would be vital for students as they return back to school. Relationship building with students in the classroom would be a simple strategy to begin. Training topics will include: Implicit biases, zones of regulations, SEL (social-emotional learning) Trauma-informed training / Teachers aware of abuse / domestic violence, Teacher's mental health, and Human trafficking.

Staff Liaison

Condition Met	Condition Assessed
Yes	Designate a staff liaison or liaisons to be responsible for responding to COVID-19 concerns. Employees should know who they are and how to contact them.

Health clerks will provide health support to staff, students and families. They will work in collaboration with our three District nurses to provide current information on COVID related health issues and concerns. The Human Resources Department has designated a COVID - 19 liaison who is responsible for the reporting, monitoring, and contact tracing of all COVID related reports.

Reasonable Accommodations

Condition Met	Condition Assessed
Yes	<ul style="list-style-type: none"> i. Protect and support staff who are at higher risk for severe illness (medical conditions that the CDC says may have increased risks) or who cannot safely distance from household contacts at higher risk by providing options such as telework or negotiated change in classification or duties. ii. If reasonable accommodations are not practicable, the LEA should work with the employee to develop a flexible leave plan that endeavors to avoid exhausting the employee's earned leave.

This provision will follow applicable leave guidelines for employees. The district will follow the interactive process for employees to discuss reasonable accommodations and/or leave plan compliant with current state law.

Communication

Stakeholder Engagement

Condition Met	Condition Assessed
Yes	School leaders should engage stakeholders, including families, staff, and labor partners in the school community, to formulate and implement the plans in this checklist.

In preparing to reopen the family engagement subcommittee, which originally was developed to prepare for student return in August 2020, consists of local district stakeholders (teachers, administrators, and support staff) met to examine ways to support and engage families through our reopening process. Additionally, the committee considered methods to offer continued support to families of students once the school year begins. This committee examined communication & messaging, including parents in the decision-making process, after school program, social-emotional support, continued parent education, and systems to support our foster and homeless youth. Parent surveys will also be distributed to inquire as to their concerns about school site safety, resources needed, and additional training opportunities. A Parent Town Hall was held on March 25, 2021. Over 500 English and Spanish-speaking parents attended. Parents were provided school reopening information including details on the district's health and safety measures. The town hall included questions and answers which were recorded and will be placed on the District website. The COVID Safety Plan was presented to the LCAP Advisory Committee on March 29. Parent input was taken and questions and answers were provided.

Communicating COVID-19-related Protocols

Condition Met	Condition Assessed
Yes	Communicate to staff, students, and parents about new, COVID-19-related protocols, including: i. Proper use of PPE/EPG. ii. Cleanliness and disinfection. iii. Transmission prevention. iv. Guidelines for families about when to keep students home from school. v. Systems for self-reporting symptoms. vi. Criteria and plan to close schools again for physical attendance of students.

Prior to the reopening of schools, the District will provide to parents, staff, and students information in a town hall or school site orientation setting regarding health and safety protocols. Safety protocols will be followed and shared to reassure parents, families, and staff are aware of new safety protocols that the District will implement to ensure a safe re-entry for all stakeholders.

Communication for Vulnerable Members of the School Community

Condition Met	Condition Assessed
Yes	Target communication for vulnerable members of the school community.

The district held an informational parent town hall on March 25 to share information regarding COVID safety and risks for in-person/Hybrid learning. The district has utilized hard copy English/Spanish language mailings of COVID and District updates to all parents including parents of English Learners, Foster/Homeless youth, Students with Disabilities and Disengaged students.

Communication Plan for Positive COVID-19 Case

Condition Met	Condition Assessed
Yes	<p>Create a communications plan for if a school has a positive COVID-19 case.</p> <ol style="list-style-type: none"> i. Address the school’s role in documenting, reporting, tracking, and tracing infections in coordination with public health officials. ii. Notify staff and families immediately of any possible cases of COVID-19. Review legal responsibilities and privacy rights for communicating about cases of the virus. iii. Provide guidance to parents, teachers, and staff reminding them of the importance of community physical distancing measures while a school is closed, including discouraging students or staff from gathering elsewhere. iv. Provide information to parents regarding labor laws, Disability Insurance, Paid Family Leave, and Unemployment Insurance. v. Advise sick staff members and children not to return until they have met CDC criteria to discontinue home isolation. vi. Inform those who have had close contact with a person diagnosed with COVID-19 to stay home and self-monitor for symptoms and to follow CDC guidance if symptoms develop. If a person does not have symptoms follow appropriate CDC guidance for home isolation.

The district will maintain a positive COVID diagnosis case tracking system, and will report all positive known cases of COVID to the Monterey County Health Department. The HR department will consult with employees who report positive COVID diagnosis and track their in-district locations and contacts.

Employees and parents will be notified of any possible cases of exposure to COVID infected persons without disclosing the name(s) of those persons.

Messages to parents and employees contain reminders regarding social distancing, wearing of masks and and minimizing large gatherings.

Information on leave, insurance and unemployment insurance is provided to employees

The District will advise Staff and Families of Sick Students of Home Isolation Criteria. Sick staff members or students will be advised not return until they have met health department criteria for return to school.

The District will take measures to isolate any student or staff member who becomes sick and arrange for safe transport for those who become sick. The District will make sure that staff and families know that they (staff) or their children (families) should not come to school, and that they should notify school officials (e.g., the designated COVID-19 point of contact) if they (staff) or their child (families) become sick with COVID-19 symptoms, test positive for COVID-19, or have been exposed to someone with COVID-19 symptoms or a confirmed or suspected case.

School sites / the district office will immediately separate staff and students with COVID-19 symptoms (such as fever, cough, or shortness of breath) at school. Individuals who are sick should go home or to a healthcare facility depending on how severe their symptoms are.

The district will work with school administrators, nurses, and other healthcare providers to identify an isolation room or area to separate anyone who has COVID-19 symptoms or tests positive but does not have symptoms. School nurses and other healthcare providers should use Standard and Transmission-Based Precautions when caring for sick people. Establish procedures for safely transporting anyone who is sick to their home or to a healthcare facility. If you are calling an ambulance or bringing someone to the hospital, try to call first to alert them that the person may have COVID-19.