

DRAFT

Pathways Charter Academy Plan for Classroom-based Instructional Activities 2020-2021

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This plan addresses the 14 criteria to evaluate elementary school waiver applications

1. Plan Published on Website

This plan is available at the (TO BE POSTED) page on the charter school's website.

2. Distance Learning

Non-classroom-based charter schools do not provide distance learning as defined in Education Code Section 43500(a). Instead, non-classroom-based charter schools shall continue to provide independent study pursuant to their charter petition. As a result, these new requirements do not apply to non-classroom-based charters who were defined as such pursuant to Education Code Section 47612.5 as of the 2019–20 fiscal year. A non-classroom-based charter school described in Education Code Section 47612.5 as of the 2019–20 fiscal year shall continue to comply with all of the statutory requirements in Article 5.5 (commencing with Section 51745) of Chapter 5 of Part 28 of Division 4 and the implementing regulations for that article.

Senate Bill (SB) 98 does require that a non-classroom-based charter school to adopt a learning continuity and attendance plan pursuant to Education Code Section 43509, and shall not be required to adopt a local control and accountability plan pursuant to Education Code Section 47606.5.

<https://www.cde.ca.gov/ci/cr/dl/distlearningfaqs.asp>

(a) A charter school that offers distance learning pursuant to this part is not required to submit a request to its chartering authority for a material revision to its charter pursuant to Section 47607 in order to offer distance learning.

(b) Notwithstanding Section 47612.5, an existing classroom-based charter school that offers distance learning pursuant to this part and did not receive a non-classroom-based funding determination in the 2019–20 fiscal year pursuant to Section 47612.5 shall not be considered a non-classroom-based charter school in the 2020–21 fiscal year because it provides distance learning and shall not be required to submit a request for a funding determination.

- (Added by Stats. 2020, Ch. 24, Sec. 34. (SB 98) Effective June 29, 2020. Inoperative June 30, 2021. Repealed as of January 1, 2022, pursuant to Section 43511.)

3. Physical Distancing

PCA has procedures in place to minimize mixing, implemented 6-ft. physical distancing, and maximize space and physical barriers in the following settings:

- During staff and student arrival/symptom screening
- Before instruction begins

- Altered classroom layouts to emphasize 6-ft. physical distancing or maximum space/barriers between students
- Extended Day spaces
- Altered office, reception area, and all other common space layouts for 6-ft. physical distancing

The classroom may be expanded to use spaces on campus where possible to extend the “four walls” of the classroom.

Staff will implement plans to minimize movement in both indoor and outdoor spaces that are easy for students to understand and are developmentally appropriate.

Signs will be posted in meeting rooms limiting the capacity and layout for 6-ft. physical distancing or maximum space/barriers between individuals.

- Placed signs and/or markers to assist with 6-ft. physical distancing:
- “Stand here” markers where students or staff are required to assemble or wait in line
- “One way” markers to establish single direction flow as is feasible in hallways
- At restrooms to:
 - Limit the number of students using it at one time
 - Indicate where to wait in line

4. Stable Cohorts of Students

Minimizing Contacts

To minimize the number of contacts and help students feel safe, as much as practicable, students will work with the same group of students each day (sometimes referred to as a “stable cohort” in the literature on health and safety). This grouping of students will be purposeful in that all students will share a credentialed teacher and not rotate unnecessarily between groups or classes.

Students will, as is reasonable, stay in consistent and predictable groups to minimize transitions and contact.

- The same group of students are in the same cohort each day where practicable
- Cohort sizes will be determined by the maximum capacity for students in the cohort’s learning space while meeting 6-foot physical distancing objectives
- Students stay in the same cohort
- Each cohort should be in a separate room and not mix with other cohorts
- Teachers should remain primarily with one cohort of students, if feasible

- Geographic considerations should be used to designate cohorts to support transportation needs
- Service providers and other adults who typically rove from room to room, will be limited to prevent cross contamination

Options for Higher Risk Individuals

- Consideration of options for staff at higher risk for severe illness (including older adults and people of all ages with certain underlying medical conditions) that limit their exposure risk (e.g., telework, modified job responsibilities that limit exposure risk) when possible
- Consideration of options for students at higher risk of severe illness that limit their exposure risk (e.g., virtual learning opportunities) when possible
- Considerations will be consistent with applicable law, policies to protect the privacy of people at higher risk for severe illness regarding underlying medical conditions

5. Face Coverings and Other Essential Protective Gear

All staff and students will utilize face coverings as indicated by recommendations from the Center for Disease Control, the California Department of Public Health

Face coverings must be worn by students, staff, and guests:

- While waiting to enter the school campus
- While on school grounds (except when eating or drinking)
- While leaving school
- While on a school bus

The school has a supply of disposable face coverings for anyone who is unable to provide their own Responses for failing to wear a cloth face covering include:

- Providing disposable face covering
- Exclusion from campus

6. Cleaning and Disinfection

Custodial Staff

- Custodial staff has the appropriate tools, equipment, supplies, and training to provide enhanced disinfecting of the facility.
- Steam shall be the primary solution for disinfection and sterilization due to the hazards and regulations concerning chemical use.

- When a chemical disinfectant must be used, we will follow the Department of Pesticide Regulations and Occupational Safety & Health Administration protocols.
- The school has identified and stocked cleaning products using the following guidelines:
 - Cleaning products should, when feasible, be from the Environmental Protection Agency (EPA)-approved list “N” approved for use against COVID-19
 - Following product instructions for use
 - Reducing the risk of asthma related to disinfecting, selecting disinfectant products, when feasible, on list N with asthma-safer ingredients (hydrogen peroxide, citric acid or lactic acid).
 - Avoiding, when feasible, products that mix these ingredients with peroxyacetic (peracetic) acid, sodium hypochlorite (bleach) or quaternary ammonium compounds, which can cause asthma.
 - Using, when feasible, disinfectants labeled to be effective against emerging viral pathogens, following label directions for appropriate dilution rates and contact times.
 - Providing employees training on manufacturer’s directions, on Cal/OSHA requirements for safe use and as required by the Healthy Schools Act, as applicable.
 - Established a cleaning and disinfecting schedule in order to avoid both under- and over-use of cleaning products.
- Custodial staff has the proper protective equipment including gloves, eye protection, respiratory protection and other appropriate protective equipment as required by the product instructions
- PCA has all products kept out of children’s reach and stored in a space with restricted access
- Areas used by any staff or student with temperature or symptoms will be closed off areas and not used before cleaning and disinfection.
 - To reduce risk of exposure, custodial staff will wait 24 hours before cleaning and disinfecting.
 - If it is not possible to wait 24 hours, staff will wait as long as feasible before cleaning and disinfecting

General Staff

- Staff will continue cleaning of high touch areas and surfaces in individuals' work areas throughout the day, including:
 - Tables in classrooms and other common areas
 - Chairs in classrooms and other common areas
 - Doorknobs
 - Teacher area/space

- Chromebooks/electronic devices

Limited Sharing

- To the greatest extent possible, each child's belongings will be kept separated and in individually labeled storage containers, backpacks, cubbies or areas.
- Personal belongings will be taken home each day to be cleaned.
- Students will be provided with adequate supplies to minimize sharing of high-touch materials (art supplies, equipment, etc.) to the greatest extent possible or limit use of supplies and equipment to one group of children at a time and clean and disinfect between uses.
- Students will not share food or drink.

7. Entering, Exiting and Movement on Campuses

PCA has implemented procedures to support 6-ft physical distancing for staff and student as they enter, exit and move throughout the day, including:

- Altering offices, reception area, and all other common space for physical distancing.
- Several entry and exit points for all staff, students and parents.
- Cohorts of students will be assigned a timeframe for arrival and departure from an assigned point.
- Parents are encouraged to remain in their vehicles and drop off older children at the designated drop off zones.
- Parents who need to escort younger children to their screening and during pickup will be required to wear a mask.
- Posting signs in meeting rooms limiting the capacity and layout for physical distancing.
- Passing periods and break times will be staggered to avoid congestion.
- Placing signs and/or markers to assist with physical distancing, including:
 - "Stand here" markers where students or staff are required to assemble or wait in line
 - "One Way" markers to establish single direction flow in hallways
 - At restrooms to:
 - Limit entry to students from specific classrooms nearby
 - Limit the number of students using it at one time
 - Indicate where to wait in line

8. Health Screenings for Students and Staff

Daily symptom screening of all staff for COVID-19 symptoms including:

- Use of touchless thermometers when feasible to take temperature when entering campus
- Not admitting staff with temperatures >100F and logging information for COVID-19 liaison
- Daily reporting by staff members if they have been exhibiting COVID-19 related symptoms, or have been in recent contact with anyone with COVID-19 or related symptoms.

Daily screening of all students for COVID-19 symptoms including:

- Daily questionnaire and reporting:
 - Do you or your child live with anyone or have you or your child had close contact with anyone with a prolonged cough, fever, or flu-like symptoms? or with anyone who has been diagnosed with COVID-19 within the last 14 days?
 - Do you or your child have a fever, cough and/or shortness of breath? For children and adults, fever is 100.4 degrees or above using a forehead thermometer.
 - Do you or your child have any other signs of communicable illness such as a cold or flu?
 - Have you or your child experienced diarrhea or vomiting (within the past 24 hours)
- Use of touchless thermometers to take temperature if student indicates any of the above
- Not admitting staff with temperatures >100F and logging information for COVID-19 liaison

Students who have a temperature > 100F or demonstrate symptoms will be isolated in the health office until they can be picked up by a family member.

Staff members who have a temperature > 100F or demonstrate symptoms will leave campus to return home

9. Healthy Hygiene Practices

PCA has implemented routines for frequent hand sanitation focusing on COVID-19 prevention measures:

- After using restroom
- Before and after eating
- When entering a classroom or office
- After taking off or putting on their cloth face covering
- After prolonged exposure to high touch areas
- Before and after each task when preparing food in any class

PCA is using video and print resources as instruction for students in handwashing and other hygiene practices. Examples include:

- [Fight Germs! Wash Your Hands! – CDC](#)
- [How to Wear a Fabric Mask Safely | WHO](#)
- [Wash Your Hands! | CDC](#)
- [How to Wear a Fabric Mask Safely | WHO](#)
- [How to Handrub | WHO](#)
- [How to Handwash | WHO](#)

10. Identification and Tracing of COVID-19 Contacts

Identification

If a student or staff member tests positive for COVID-19:

- Student/staff will be sent home if not already quarantined
- Student/staff instructed to isolate for 14 days after symptom onset OR 10 days after resolution of symptoms, whichever is longer. (If never symptomatic, isolate for 14 days after positive test)
- School based close contacts identified and instructed to test and quarantine for 14 days
 - In stable elementary classroom cohorts: entire cohort
 - In other settings, use seating chart, consult with teacher/staff
 - School administration notified
 - Public Health Department notified

Tracing

PCA will designate a COVID-19 liaison, to act as the communication point for all COVID-19 concerns. This individual's responsibility include:

- Managing and supporting contact tracing
- Notifying exposed persons
- Creating and maintaining a database of exposed students and staff
- Communicating with, and submitting lists of exposed students and staff to the local health department

11. Staff Training and Family Education

- PCA leadership will support staff and community in understanding the school's reopening plan
- Staff will be trained on health and safety protocols at Site-based PD focusing on all elements of this plan, especially:
 - Enhanced sanitation practices
 - Physical distancing guidelines and their mandatory use of face coverings
 - Screening practices
 - COVID-19 specific symptom identification
- Families and Community will be supported through ongoing communications, forums, and/or webinars.

12. Testing of Students and Staff

Testing of Students

Students who have symptoms of Coronavirus Disease 2019, or have been exposed to someone with Coronavirus Disease 2019 will be provided with testing information, even if the student is asymptomatic.

- Student will be sent home if not already quarantined
- Student will be directed to undergo testing through:
 - Their healthcare provider, or County Health Department Testing Sites
- Student will be instructed to isolate for 14 days after symptom onset OR 7 days after resolution of symptoms, whichever is longer. (If never symptomatic, isolate for 14 days after a positive test.)
- School-based close contacts (students and staff) will be identified and instructed to test and quarantine for 14 days
 - In stable elementary classroom cohorts: entire cohort
 - In other settings: use seating chart, consult with teacher/staff

- Public Health Department will be notified

Testing of Staff

Staff members who have symptoms of Coronavirus Disease 2019, or have been exposed to someone with Coronavirus Disease 2019 will be rapidly tested, even if the individual is asymptomatic.

- Staff member will be sent home if not already quarantined
- Individual will be directed to undergo testing through:
 - Their healthcare provider, or the County Health Department Testing Sites
- Staff member will be instructed to isolate for 14 days after symptom onset OR 7 days after resolution of symptoms, whichever is longer. (If never symptomatic, isolate for 14 days after a positive test.)
- School-based close contacts (staff and students) will be identified and instructed to test and quarantine for 14 days
 - In stable elementary classroom cohorts: entire cohort
 - In other settings: use seating chart, consult with teacher/staff
- Public Health Department will be notified

Maintaining Healthy Operations

- Monitor staff absenteeism and have a roster of trained back-up staff where available. Monitor the types of illnesses and symptoms among students and staff to help isolate them promptly.
- Designate a staff liaison or liaisons to be responsible for responding to COVID-19 concerns. The liaison will be trained to coordinate the documentation and tracking of possible exposure, in order to notify local health officials, staff and families in a prompt and responsible manner.
- PCA will create a communication protocol that allows staff and families to self-report symptoms and receive prompt notifications of exposures and closures, while maintaining confidentiality, as required by FERPA and state law related to privacy of educational records.
- When possible, schools will support staff and students who are at higher risk for severe illness or who cannot safely distance from household contacts at higher risk, by providing options such as telework, virtual learning or independent study.

13. Triggers for Switching to Distance Learning

If one or more Covid-19 cases at the school site:

- Students and staff in any affected cohort will switch to distance learning for 14 days
- School leadership will communicate directly with affected students and staff through email or telephone
- Possible shut down of entire school if multiple cohorts are affected, with school leadership communicating with school community through social media, prior to any closings, and with any updates prior to re-openings

If there are Covid-19 cases at multiple school sites in the county office of education, then continuation of measures from above, plus:

- Leadership may possibly close multiple school sites, or entire district as determined by
- community health needs
- Leadership will communicate with the PCA community through social media, prior to any closings, and with any updates prior to re-openings

14. Communication Plan

PCA leadership will communicate with students, staff, and parents about cases and exposures at the school, consistent with privacy requirements such as FERPA (Family Educational Rights and Privacy Act) and HIPAA (Health Insurance Portability and Accountability Act), by:

- Documenting/tracking incidents of possible exposure and notify local health officials, staff and families immediately of any positive case of COVID-19 while maintaining confidentiality, as required under FERPA and state law related to privacy of educational records.
- communicating with the parent/caregiver if a student is exhibiting symptoms of COVID-19, referring to the student's health history form and/or emergency card to identify if the student has a history of allergies.
- Notifying local health officials, staff and all families immediately of any positive case of COVID-19 while maintaining confidentiality as required by state and federal laws.
- Instructing sick staff members and students not to return until they have met CDC criteria to discontinue home isolation, including 3 days with no fever, symptoms have improved and 10 days since symptoms first appeared.