

*Sherman Thomas Charter High School
2020-2021 Reopening Plan
(updated 11/2/2020)*



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Overview of School Procedures - Stages 1, 2, 3 and 4 and Cohorts

CDE Reopening Stages:

Stage One - Traditional Schedule (*when mandated social distancing requirements are lifted by State and/or Madera County Public Health*)

Stage Two - Hybrid Independent Study (*with safely protocols in place*)

Stage Three - Distance Learning (*"Stay at Home" Order by State or County OR Quarantined*)

**Optional Stage Four* - Full-time Independent Study (*with Pre-Approval from Admin*)

***Small Group Cohorts* - Targeted support service through small, in-person cohorts (approximately 25% or less of student population and building capacity) to assist students during state/county mandated distance learning.

Stages in Action:

1. Stage One - Traditional Schedule

- Open 5 days a week (8am-3pm)
- All students on campus
- Traditional Schedule
- All grades together (*and not split into sub-groups*)
- Study Hall and Lunch

Why Not Stage One?

- Not feasible following state guidances (facilities, amount of classrooms, staffing, sanitizing issues)
- Students choosing Stage Four (*optional Independent Study*) are to receive a minimum of one hour per day of live instruction (again, staffing issue)
- State/county shuts us down - back to square one (with no prep time for staff and students)

	Mon / Wed / Fri	Tuesday	Thursday
8:00-8:55am	• Study Hall	• Study Hall	• Geometry

	<ul style="list-style-type: none"> ● US History ● Algebra 1A 	<ul style="list-style-type: none"> ● Credit Recovery ● Advanced Art ● Life Science 	<ul style="list-style-type: none"> ● Tutoring ● Study Hall ● Credit Recovery ● Advanced Art ● Service Learning
9:00-9:55am	<ul style="list-style-type: none"> ● Credit Recovery ● Study Hall ● English 11 ● Algebra 1 	<ul style="list-style-type: none"> ● SPED ● Study Hall ● Credit Recovery ● Advanced Art ● Life Science 	<ul style="list-style-type: none"> ● Study Hall ● Credit Recovery ● Advanced Art ● Career Education ● Algebra Intervention
10:00-10:55am	<ul style="list-style-type: none"> ● Study Hall ● English 9 ● Geometry 	<ul style="list-style-type: none"> ● Senior Project ● Study Hall ● Art 1 ● Earth/Space Science 	<ul style="list-style-type: none"> ● Study Hall ● Art 1 ● Foreign Language Tutoring
11:00-11:55am	<ul style="list-style-type: none"> ● SPED ● Study Hall ● Lunch ● Soph Check ● Algebra 2 	<ul style="list-style-type: none"> ● Internship ● Study Hall ● Lunch ● Senior Check ● Earth/Space Science 	<ul style="list-style-type: none"> ● SPED ● Study Hall ● Algebra 2 Tutoring ● Algebra 1 Tutoring
12:00-12:55pm	<ul style="list-style-type: none"> ● SPED ● Study Hall ● Lunch ● Algebra 1B 	<ul style="list-style-type: none"> ● Study Hall ● Lunch ● Junior Check 	
1:00-1:55pm	<ul style="list-style-type: none"> ● Study Hall ● English 10 ● Am. Gov / Econ 	<ul style="list-style-type: none"> ● Writing Lab ● Study Hall ● Physical Science 	<i>Staff</i>
2:00-2:55pm	<ul style="list-style-type: none"> ● Study Hall ● English 12 ● World History 	<ul style="list-style-type: none"> ● Study Hall ● Physical Science 	<i>PLC</i>

2. Stage Two - Hybrid Independent Study

- M/W and T/Th (8am-1pm) Learning Centers - two grades on campus per

- day
- Friday (8am-1pm) Learning Centers - Enrichment classes (*continuing through distance learning to alleviate crossing cohorts*)
- Students are on Independent Study on non-Learning Center Days (*which is typically how our school operates already*)
- Students assigned classroom; teachers rotate
- Once done - go home (*no more: Study Hall, Lunch, Student Activities, etc.*)
- Separate Zoom class for Independent Study students to engage
- Teacher office hours for students - Mon-Thurs 2-3:15pm
- Clubs and other small group cohorts as needed in the afternoons
- Peer Groups through Zoom once a week

Monday & Wednesday 8:00am - 1:00pm <i>9th and 11th</i>	Tuesday and Thursday 8:00am - 1:00pm <i>10th and 12th</i>	Friday (via Zoom) <i>Enrichment</i>
<ul style="list-style-type: none"> • English 9 • English 11 • Internship • Service Learning • Algebra 1 • Algebra 1A • Algebra 2 • Physical Science • Life Science • US History • Art 1 • Specialized Education (9/11) 	<ul style="list-style-type: none"> • English 10 • English 12 • Career Education • Senior Project • Algebra 1B • Geometry • Algebra 2 • Earth and Space Science • World History • Economics • Specialized Education (10/12) 	<ul style="list-style-type: none"> • Credit Recovery • Writing Lab • Algebra Intervention • Algebra 1 Tutoring • Geometry Tutoring • Algebra 2 Tutoring • Advanced Art • Foreign Language Tutoring

3. Stage Three - *Distance Learning (Stay at Home/Quarantine)*

- No Learning Centers on campus
- All students transition into distance learning (*students already have computer checked out, books checked out, and everything already digital; already on partial independent study so students are familiar*)

- Class continues (*now through Zoom*)
- Office Hours continue
- Social and Emotional supports offered weekly

Stage Three - Typical Week

- Monthly pickup/drop off
 - Pickup new supplies and AWR (*in survey, students stated they really missed having the physical copy*)
 - Pick up supplies for clubs
 - Science experiment
- Where staff times for "Monitoring/Sanitizing" will transition:
 - Weekly Peer Groups (*8 per group*)
 - Weekly Student Activities (*i.e. Game of H.O.R.S.E., Zumba w/Torok, Charades, etc.*)
 - Weekly breakout clubs (*i.e. Book Club, Craft Club, Gardening Club, etc.*)

	Monday & Wednesday	Tuesday & Thursday	Friday
8:00-8:55am	<ul style="list-style-type: none"> ● U.S. History ● Algebra 1A 	<i>Independent Study &</i>	<ul style="list-style-type: none"> ● Advanced Art ● Algebra Intervention ● Credit Recovery (9/12)
9:00-9:55am	<ul style="list-style-type: none"> ● English 11 ● Algebra 1 ● Earth & Space Science 	<i>Office Hours &</i>	<ul style="list-style-type: none"> ● Advanced Art ● Algebra 1 Tutoring ● Credit Recovery (9/12) ● Foreign Language Tutoring
10:00-10:55am	<ul style="list-style-type: none"> ● Career Education (<i>Wed <u>only</u></i>) ● Geometry (<i>10th <u>only</u> attends on Mon.</i>) ● English 9 ● SPED (10/12) - <i>Mon ONLY</i> 	<i>Clubs &</i>	<ul style="list-style-type: none"> ● Credit Recovery (10/11) ● Geometry Tutoring (<i>10th required to attend</i>)
11:00-11:55am	<ul style="list-style-type: none"> ● Internship (<i>Wed <u>only</u></i>) ● Life Science ● Senior Project 	<i>Peer Mentoring &</i>	<ul style="list-style-type: none"> ● Algebra 2 Tutoring ● Credit Recovery (10/11)

	<i>(Wed only)</i>		● Writing Lab
12:00-12:55pm	<ul style="list-style-type: none"> ● Art 1 ● Algebra 1B ● Algebra 2 	<i>Staff Development</i>	
1:00-1:55pm	<ul style="list-style-type: none"> ● American Government ● English 10 ● SPED (9/11) 	<ul style="list-style-type: none"> ● SPED (10/12) 	<i>Student</i>
2:00-2:55pm	<ul style="list-style-type: none"> ● World History ● English 12 ● Service Learning <i>(Wed only)</i> ● Physical Science 		<i>Activity</i>

4. Optional Stage Four - Full-Time Independent Study

- Not for all students (*pre-approval by admin*)
- Attend classes (*via Zoom*)
- Use of teacher office hours Mon-Thurs (*2:00-3:15pm*) to help with any questions
- Complete work digitally following “regular schedule” completion dates
- *Alternative plans to accommodate sick students*

5. Cohorts - Targeted Support Service through Small, In-Person Cohorts (see “STCHS Small Group In-Person Cohorts- Expectations, Guidelines, and Procedures” for further details)

- The purpose of cohorts is to assist students with the success of their distance learning classes.
- There will be supervision and limited instruction during this time (similar to Study Hall)
- When? Thursdays from 8am-12pm

When Would We Go into Each Stage?

Stage One - Once Stage Two becomes consistent and County continues to open successfully

Stage Two - Once State/County/Quarantine has been lifted

Stage Three - State/County Order/Quarantine

Stage Four - Always available to those who need it

Transitioning Between Stages

As changes to education progress, all stakeholders will be informed. We will make changes to stages (as approved by state and county) only at the beginning of a learning period, preferably not in between as assignments and delivery of assignments will need to be modified. Learning Periods are as follows:

Spring Semester:

Learning Period #6: 1/11-2/4

Learning Period #7: 2/5-3/4

Learning Period #8: 3/5-3/25

Learning Period #9: 3/26-4/22

Learning Period #10: 4/23-5/20

Learning Period #11: 5/21-6/3

School Reopening Plan

Proposal: "Soft Opening" with small cohorts once the county turns to red with the plan to fully open with Stage Two Reopening Plan for Spring semester.

Stage Two - Hybrid Independent Study

Why Stage Two?

- It is the best from both worlds - Stage One & Three
- Smoother transition into Stage One or Stage Three
- *Reality* - full-time students used to get approximately 165 minutes a week of in-person instruction per class (Stage One) with 25 students per class. In Stage Two, they will get approximately 110 minutes a week of in-person instruction per class with ONLY 12-15 students per class.
- We need more time to work with students outside of the classroom on their social, emotional, and physical needs.

Safety Procedures for On Campus Instruction

Entrance/Exit and Movement

1. Students enter through the courtyard gate after going through a self health check starting at 7:45am each day
2. Students exit through the courtyard gate at the end of their shift at 12:55pm.

**Note: With our Reopening Plan, only 50% of our population will be on campus at a time and no AM/PM shifts. Only one shift per day.*

Classroom

1. Doors and windows open for air flow circulation
2. Fan on for ventilation
3. Doors propped to eliminate a frequently touched surface
4. Hand sanitizer used upon enter/exit
5. All desks spaced six feet apart, all facing one direction
6. Staff have a "rotating" plexiglass glass table shield to use when needing to work with a student.
7. Each student is given an individual bag with: face mask, earbuds, reusable water bottle, pencils, and individual hand sanitizer to eliminate sharing, cross-contamination, protective equipment, and reduced movement in the classroom

Campus Access

Campus access will be limited to staff, students, parents/guardians on official business only (No volunteers and visitors on campus). School office door is to remain locked and The Ring doorbell is to be used to determine safety protocols upon entrance of a guest (i.e. someone requesting information on our school, etc.)

- All events, including parent information nights, will be held virtually.

- School facilities will be closed to outside groups (*excluding the owners of such buildings*).
- Protocols for accepting deliveries safely will be utilized.

Protective Equipment

1. Face Coverings - Face Coverings Guidance was developed in accordance with CDPH guidelines.
2. Other Essential Protective Gear:
 - a. Face shields encouraged
 - b. "Rotating" desk shield between staff and student when working together

Wellness Promotion

Daily Health Survey for Staff, Guests, and Students

STCHS students and staff will be required to do a Daily Health Survey to screen for symptoms of COVID-19 prior to arriving on campus. Once Students and Staff arrive on campus, another self Daily Health Survey will be conducted. Staff and students are asked to stay home when they are feeling unwell or if they have come into close contact with an individual who tested positive for COVID-19.

People with COVID-19 have a wide range of symptoms– ranging from mild symptoms to severe illness. Symptoms may appear 2-14 days after exposure to the virus.

COVID-19 symptoms include but are not limited to:

- Fever or chills
- Cough
- Shortness of breath or difficulty breathing
- Fatigue
- Muscle or body pain
- Headache
- New loss of taste or smell
- Sore throat
- Congestion or runny nose
- Nausea, vomiting, or diarrhea

Hygiene and Health Practices

Hand Hygiene

- We will strive to ensure optimal healthy hygiene practices, including hand washing or the use of hand sanitizer. Hand hygiene will be taught to students and included as a daily practice for students and staff.
- Several hand washing locations are available throughout the inside and outside of the buildings (a total of 9 sinks available for all students and staff).
- Hand sanitizing dispensers will be located throughout the campus where sinks and other hand washing facilities are not readily available. Some locations will also have portable hand sanitizing stations, to avoid congregating in the restrooms. All classrooms have hand sanitizer at the entrance/exit of the classroom. Staff and students are also supplied with their own individual hand sanitizer. Students, staff, and individuals in the educational setting will be encouraged to wash hands or use 60% ethyl fragrance-free hand sanitizer often:
 - After blowing your nose, coughing, or sneezing.
 - After using the restroom.
 - Before eating or preparing food.
 - Before and after recess and/or eating a snack
 - Before and after providing care or contact with another person who needs assistance (e.g., a child).
 - Before putting on and after removing gloves
 - After touching frequently touched areas (e.g., doorknobs, handrails, shared computers).
 - Everytime a student enters and exits the classroom.

Preventive Measures

- Preventative measures will be posted in high-traffic areas that will educate students and staff and serve as reminders of ways to prevent the spread of COVID-19.
- Ongoing education on preventative measures, such as avoiding touching their face with their hands as much as possible, maintaining social distancing,

coughing and sneezing etiquette, mask usage, and reporting illness, will be provided to students and staff.

- Encourage individuals to avoid close contact with people who are sick.
- Staff, students, and other individuals on campus will be instructed not to come to work or school if they are feeling ill.
- Staff and students will conduct daily health surveys to ensure they do not have signs of COVID-19 or to help identify exposures.

Cleaning/Disinfecting

Intensifying Cleaning and Disinfection in Accordance with CDC/CDPH/CDE Guidance:

1. Clean and disinfect Frequently Touched Surfaces within the educational setting using EPA approved disinfectants.
2. Follow the instructions on the label to ensure safe and effective use of the product.
3. Frequently Touched Surfaces are identified and cleaned more frequently.
Examples include:
 - a. Door knobs/handles
 - b. Light switches (unless electronically sensed)
 - c. Tables
 - d. Student and teacher desktops
 - e. Chairs
 - f. Sink faucets & handles
 - g. Water refill stations. Water fountain spigots will be closed. Students will be given one reusable water bottle.
 - h. Restrooms surfaces and knobs
 - i. Shareable technology such as: copy machines and phones
 - j. Playground equipment
 - k. Shared objects
 - l. Counters that students frequently touch (office, library)
4. Follow manufacturer’s guidelines for correct application and use of EPA approved disinfectants. Keep products out of reach and away from students.
5. Take steps to ensure that all water systems and features are safe to use after a prolonged facility shutdown to minimize the risk of Legionnaires’ disease, lead accumulation, and other diseases associated with standing water.
6. Cleaning duties are assigned based on the work area and job title*:

	<i>What?</i>	<i>When?</i>
<i>Teachers</i>	<ul style="list-style-type: none"> ● Frequently touched surfaces within the classroom 	<ul style="list-style-type: none"> ● Daily
<i>All Staff</i>	<ul style="list-style-type: none"> ● Frequently touched 	<ul style="list-style-type: none"> ● Hourly (<i>all staff are</i>

	surfaces with the restroom, courtyard, office, and common spaces	<i>assigned a sanitizing time per day)</i>
<i>Custodial Staff</i>	<ul style="list-style-type: none"> • Deep disinfecting all common areas 	<ul style="list-style-type: none"> • Daily

Identification and Tracing of Contacts

Staff and students who may have or have been exposed to or have come in close contact with COVID 19 are to notify the office before coming to school. Office staff will follow procedures and guidelines recommended by the Madera County Health Department provided by the Fresno County Department of Health.

Staff and Family Education

Resources for staff and families regarding COVID-19 and procedures regarding COVID-19 are provided through our secure communication app Remind, on our school website, and through Google Classroom.

Staff Education

- Training and information will be provided to all staff members and students on proper use, removal, and washing of cloth face coverings.
- Training students and staff on hand washing practices will be conducted.
- Staff was trained on COVID-19 protocols, Mandated Reporting, Bloodborne Pathogens, Proper Hygiene Practices, and more

Family Education

- Communications regarding the importance of wearing a mask, proper hygiene practices, and social distancing.
- Flyers and Messages sent home
- Posted on the school website
- Flyers and Posters at School
- Teachers will include in lessons

Testing of Students and Staff and Triggers for School Closure*

The California Department of Public Health (CDPH) issued guidance on what measures should be taken when a student, teacher or staff member has symptoms of illness, has had close contact with someone who tests positive for COVID-19 or who is diagnosed with COVID-19. In addition, all staff will be encouraged to test bi-monthly in order to prevent asymptomatic spread.

<https://www.maderacounty.com/government/public-health/covid-19/covid19testing>

Communication Plan for after COVID Case occurs

01	SYMPTOMS OF ILLNESS		
	SCENARIO	ACTION	communication
	<p>A student or staff member has a fever (100.4°F/38°C or higher) and exhibits COVID-19 symptoms (e.g. chills, cough, etc.) which cannot be otherwise explained with pre-existing conditions such as seasonal allergies.</p>	<ul style="list-style-type: none"> - Send home student or staff if at school - School/classroom remains open -Recommend testing through a health care provider or Madera County Testing Site. If COVID-19 test is positive, see scenario 3. If COVID-19 test is negative, see scenario 4. - If no test is performed, the student/staff may return to campus after at least 24 hours 	<p>No action needed</p>

		<p>have passed since resolution of fever without the use of fever reducing medicine, other symptoms have improved, AND at least one of the following has happened:</p> <ul style="list-style-type: none"> - A healthcare provider has provided documentation that the symptoms are typical of their underlying chronic condition - A healthcare provider has confirmed an alternative named diagnosis - At least 10 days have 	
02	CLOSE CONTACT/EXPOSURE		
	SCENARIO	ACTION	COMMUNICATION

	<p>A student or staff member has been in close contact with someone who tests positive for COVID-19.</p>	<ul style="list-style-type: none"> · Student or staff report information to school administration · Send home · Quarantine for 14 days from last exposure · Recommend testing (but will not shorten 14-day quarantine) – based on results, see Scenario 3 or Scenario 4. Testing Matrix · Cohort Remains Open 	<p>Letter to student, families and staff**</p> <p>Template for Scenario 2</p>
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<p style="font-size: 2em; color: orange;">03</p>	<p>STUDENT/STAFF MEMBER TEST POSITIVE FOR COVID 19</p>		
	<p>SCENARIO</p>	<p>ACTION</p>	<p>COMMUNICATION</p>

<p>A student or staff member test positive for COVID-19.</p>	<ul style="list-style-type: none"> · Consult with School office staff · Report information to school administration · Notify Madera County Public Health · Isolate case and exclude from school for minimum 10 days from symptom onset or test date · Identify contacts, exclude and quarantine exposed contacts (if cohorted, this is the entire cohort; if not cohorted, anyone within 6 feet for 15 minutes or more) for 14 days after the last date case was present at school while infectious · Recommend testing of close contacts (but negative test will not shorten 14-day quarantine). · Close off/clean areas touched by student or staff with positive test · Cohort Closes. If students not in cohort, identify close contacts to Quarantine. 	<p>Phone call and letter to students, families and staff**</p> <p>Templates for Scenario 3</p> <ul style="list-style-type: none"> · Includes options for cohort/out of cohort situations
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04	NEGATIVE COVID-19 TEST		
	SCENARIO	ACTION	COMMUNICATION
	A student or staff member tests	<ul style="list-style-type: none"> ● Consult with School office staff 	Letter to student families and staff if

	<p>negative for COVID-19.</p>	<p>Negative test after symptoms, but with no close contact or exposure:</p> <p>Student or staff may return to in-person instruction three days after symptoms resolve.</p> <ul style="list-style-type: none"> ● Cohort Remains Open 	<p>Negative test after close contact or exposure regardless of symptoms:</p> <p>Full 14-day quarantine required before return to school for student or staff.</p>	<p>there has been prior awareness of testing**</p> <p>Template for Scenario 4</p>
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Quarantine vs Isolation:

Quarantine is for people who have been exposed to COVID-19, and who could become infected and spread the disease to others. Quarantine is for 14 days from last known exposure. [See quarantine guidance.](#)

Isolation is used for people who are currently infected and able to spread the disease and who need to stay away from others in order to avoid infecting them. [See isolation guidance.](#) Isolation should continue until:

- At least 1 day (24 hours) has passed since recovery defined as resolution of fever without the use of fever-reducing medications; AND improvement in symptoms; AND
- At least 10 days have passed since symptoms first appeared.

OR, if asymptomatic,

- At least 10 days have passed following specimen collection.

Exposure/Close Contact:

A close contact is someone who has been within six feet of the positive person while they were infectious for 15 minutes or more, even if one or both people were wearing face coverings. This also includes living in the same household as a sick person with COVID-19, caring for a sick person with COVID-19 or being in direct contact with secretions from a sick person with COVID-19 (e.g. being coughed on, kissing, sharing utensils, etc. COVID-19 positive persons are considered infectious from 48 hours before their symptoms began (or 48 hours before they were tested for COVID if they never had symptoms).

Guidance on School Closure:

The CDPH guidance outlines multiple scenarios for continued safety measures should school staff or students be symptomatic, be exposed or test positive for COVID-19.

- An individual school site would close for distance learning if at least five percent of the student body and staff are diagnosed with COVID-19 within a 14-day period.
- A superintendent should close the entire school district if a quarter of its schools have been closed due to positive COVID-19 cases within two weeks.

* All guidances will be updated to follow the latest protocols and policies in place by the CDC and WHO.