

Date:

2021 COVID-19 School Guidance Checklist

Name of Local Educational Agency or Equivalent:

Tulare Joint Union High School District

Number of schools:

8

Enrollment:

5,700

Superintendent (or equivalent) Name:

Tony Rodriguez

Address:

426 North Blackstone Avenue

Phone Number:

559-688-2021

City

Tulare

Email:

tony.rodriguez@tulare.k12.ca.us

Date of proposed reopening:

County:

Tulare

Current Tier:

Purple

(please indicate Purple, Red, Orange or Yellow)

Type of LEA:

High school District

Grade Level (check all that apply)

<input type="checkbox"/> TK	<input type="checkbox"/> 2 nd	<input type="checkbox"/> 5 th	<input type="checkbox"/> 8 th	<input checked="" type="checkbox"/> 11 th
<input type="checkbox"/> K	<input type="checkbox"/> 3 rd	<input type="checkbox"/> 6 th	<input checked="" type="checkbox"/> 9 th	<input checked="" type="checkbox"/> 12 th
<input type="checkbox"/> 1 st	<input type="checkbox"/> 4 th	<input type="checkbox"/> 7 th	<input checked="" type="checkbox"/> 10 ^t	

This form and any applicable attachments should be posted publicly on the website of the local educational agency (or equivalent) prior to reopening or if an LEA or equivalent has already opened for in-person instruction. For those in the Purple Tier, materials must additionally be submitted to your local health officer (LHO), local County Office of Education, and the State School Safety Team prior to reopening, per the [Guidance on Schools](#).

The email address for submission to the State School Safety for All Team for LEAs in Purple Tier is K12csp@cdph.ca.gov

LEAs or equivalent in Counties with a case rate $\geq 25/100,000$ individuals can submit materials but cannot re-open a school until the county is below 25 cases per 100,000 (adjusted rate) for 5 consecutive days.

For Local Educational Agencies (LEAs or equivalent) in ALL TIERS:

X I, Barbara Orisio, post to the website of the local educational agency (or equivalent) the COVID Safety Plan, which consists of two elements: the **COVID-19 Prevention Program (CPP)**, pursuant to CalOSHA requirements, and this **CDPH COVID-19 Guidance Checklist** and accompanying documents, which satisfies requirements for the safe reopening of schools per CDPH [Guidance on Schools](#). For those seeking to open while in the Purple Tier, these plans have also been submitted to the local health officer (LHO) and the State School Safety Team.

I confirm that reopening plan(s) address the following, consistent with guidance from the California Department of Public Health and the local health department:

See Attachments (TJUHSD COVID-19 Employee Information, & TJUHSD HYBRID PLAN)

- Symptom and Exposure Screening
- Face Coverings
- Classroom Space
- What to do if there is a confirmed or suspected case in a school
- Reporting positive cases
- Testing
- Outbreaks
- School Closure Determinations
- Cleaning and Disinfection
- Transportation
- School Activities, i.e. Band and Choir Practice, school athletic activities
- Reporting in-person instruction
- Vaccination

X **Stable group structures (where applicable):** How students and staff will be kept in stable groups with fixed membership that stay together for all activities (e.g., instruction, lunch, recess) and minimize/avoid contact with other groups or individuals who are not part of the stable group.

Students will be split into two groups. One group of students will be assigned to the morning cohort and will attend school from 8:30 am to 11:25 am. The second group of students will be assigned to the afternoon cohort and will attend from 12:35 to 3:30 pm. The TJUHSD Hybrid Bell schedule is linked here. <https://drive.google.com/file/d/1-vjRA23JIn1MKnlqggjsf-dRJFwqYMkl/view?usp=sharing>

Please provide specific information regarding:

How many students and staff will be in each planned stable, group structure? (If planning more than one type of group, what is the minimum and maximum number of students and staff in the groups?)

Approximately half of the school population will be grouped into the morning cohort and the other half of the school population will be grouped into the afternoon cohort.

If you have departmentalized classes, how will you organize staff and students in stable groups?

Teachers will have a morning and an afternoon cohort of students. Students will only attend 2 classes per day limiting the amount of individuals that teachers and students will be in contact with each day. Students will attend all their courses via Zoom on Mondays and will only be on campus Tuesday through Friday.

If you have electives, how will you prevent or minimize in-person contact for members of different stable groups?

Students will only attend 2 classes per day limiting the amount of individuals that teachers and students will be in contact with each day. Students will attend all their courses via Zoom on Mondays and will only be on campus Tuesday through Friday. We have a process in place to limit the sharing of supplies.

X Entrance, Egress, and Movement Within the School: How movement of students, staff, and parents will be managed to avoid close contact and/or mixing of cohorts.

Engineering controls have been implemented to promote social distancing as follows:

- Electronic main entrance access controls with intercom communication
- Plexiglass barriers where applicable
- Social distancing and direction of traffic floor/ground stickers
- Signage

X Face Coverings and Other Essential Protective Gear: How CDPH's face covering requirements will be satisfied and enforced for staff and students.

FACE COVERING & PERSONAL PROTECTIVE EQUIPMENT

In accordance with the California Department of Public Health's (CDPH) Guidance, students and staff are expected to wear cloth face coverings.

For the safety of the district, staff are required to wear a face-covering when they are away from their workspace (classroom or desk for employees with an office), unable to maintain 6 feet social distance within their workspace, as well as when they are away from their desk and in the company of others.

The face-covering should:

1. Fit snugly but comfortably against the sides of the face.
2. Should have more than one layer.
3. Cover their nose and mouth.

Non-Acceptable forms of face coverings include but are not limited to:

1. Face coverings with exhalation vents and/or those that do not adequately cover mouth and nose.
2. Respirators (including N95 masks. Must have fitting certification).
3. Shield (unless approved through HR).

If they cannot wear a face-covering, they must contact HR so they can review their medical condition through an interactive process to see if the district can accommodate an alternative form of face covering.

Students must utilize face coverings:

While in the classroom

While waiting to enter campus

While on school grounds (except when eating or drinking)

While entering and exiting school

While on the bus Personal Protective Equipment (PPE) will be provided to staff and students, but it is highly encouraged for students to bring their own face covering.

Personal face coverings will be allowed in compliance with dress code policies.

Those completing screenings will receive a reusable shield.

Gloves are not recommended for use by students or staff, with the exception of those conducting cleaning, first aid, or food service.

Wear a Mask to Protect Others

Wear a mask that covers their nose and mouth to help protect others in case they're infected with COVID-19 but don't have symptoms

Wear a mask in public settings when around people who don't live in their household, especially when it may be difficult for them to stay six feet apart

Wear a mask correctly for maximum protection

Don't put the mask around their neck or up on their forehead

Don't touch the mask, and, if they do, they need to wash their hands or use hand sanitizer to disinfect?

Face Shields

It is not known if face shields provide any benefit as source control to protect others from the spray of respiratory particles. CDC does not recommend use of face shields for normal everyday activities or as a substitute for masks. The TJUHSD requires masks to be worn, if they are in need of utilizing a face shield, they must contact the Human Resources department.

X Health Screenings for Students and Staff: How students and staff will be screened for symptoms of COVID-19 and how ill students or staff will be separated from others and sent home immediately.

In order to minimize person-to-person contact, the District implemented self-screening to allow staff to avoid the screening lines to enter district facilities. The district is utilizing a screening process through ParentSquare. This can be completed in any web browser or in the ParentSquare App, which all staff received training on how to complete. ParentSquare utilizes Google single sign on. All employees are required to complete the ParentSquare screening on their own. If an employee is unable to complete the screening within the agreed upon daily timeframe, they will be required to verbally respond to a COVID-19 screening questionnaire each day upon arrival at their site. On site screening will also consist of taking the employees temperature using a touchless device by district officials.

Individuals who answer yes to any of the questions on the screening questionnaire or who have a temperature of 100.4°F or greater will be secondarily screened. The secondary screening will consist of additional questions to further determine if the original responses are in fact COVID-19 symptoms. This additional information will be used to determine if the staff member will be able to enter the district facilities or will be required to isolate/quarantine.

Staff is strongly encouraged to take temperatures daily themselves and monitor for symptoms before going to school. Anyone with a fever of 100.4°F or higher, without the use of fever reducer/pain relief medication, is directed to not enter any district facilities.

Staff COVID-19 Self-Screening-

<https://docs.google.com/document/d/1th1pNnrAfl6zsRY3flgFxFhMIFWE0ZcJU3EdVe8kaXs/edit?usp=sharing>

COVID-19 Health Screening Dashboard- <https://docs.google.com/document/d/1wwgZbEjMrqL-F6zsu8YIFHsOVubcHmdK5TVzstefXE/edit?usp=sharing>

COVID-19 Health Screening Process- <https://docs.google.com/document/d/11Y2U67loGugYqYUR2uQnfYoUm-LyD6L3hXi8pe1mhP4/edit?usp=sharing>

X **Healthy Hygiene Practices:** The availability of handwashing stations and hand sanitizer, and how their safe and appropriate use will be promoted and incorporated into routines for staff and students.

All hand washing stations are routinely inspected for proper function. This inspection includes verifying that adequate hand soap and paper towels are available. Hand sanitizer is located throughout the classrooms and campus facilities with refills available upon request.

X **Identification and Tracing of Contacts:** Actions that staff will take when there is a confirmed case. Confirm that the school(s) have designated staff persons to support contact tracing, such as creation and submission of lists of exposed students and staff to the local health department and notification of exposed persons. Each school must designate a person for the local health department to contact about COVID-19.

Each district site has a COVID-19 tracer who reports all cases and inquiries to the district appointed COVID-19 Coordinator.

In the instance that there is a student or staff member with a confirmed COVID-19 case infection the following steps will be taken:

1. Isolate the individual and exclude from school for 10 days from symptom onset or test date.
2. Identify close contacts, quarantine and exclude exposed contacts; for 14 days after the last date the case was present at school while infectious and in contact with the individual requiring quarantine.
3. Recommend testing of contacts, prioritize symptomatic contacts.
4. Disinfection and cleaning of classroom and primary spaces where case spent significant time (close site for a minimum of 24 hours).
5. Complete district COVID-19 tracing form which sends notification to the local public health department.

X **Physical Distancing:** How space and routines will be arranged to allow for physical distancing of students and staff.

Furniture has been reorganized to promote social distancing where applicable. Unused classroom desks have been left in place and covered with plastic to make it challenging to disrupt social distancing during instruction.

Please provide the planned maximum and minimum distance between students in classrooms.

Maximum: feet

Minimum feet

If this is less than 6 feet, please explain why it is not possible to maintain a minimum of at least 6 feet.

Facility and/or furnishings physical dimensions may prohibit the ability to maintain a minimum of 6 feet of social distancing.

X **Staff Training and Family Education:** How staff will be trained and families will be educated on the application and enforcement of the plan.

Staff are required to complete Keenan's Module training. Courses are comprised of over 90 minutes of training. Course titles are listed:

Coronavirus: Awareness

Coronavirus: Cleaning and Disinfecting Your Workplace

Coronavirus: CDC Guidelines for Making & Using Cloth Face Coverings

Coronavirus: Managing Stress and Anxiety

Coronavirus: Preparing Your Household

Coronavirus: Reopening Your Organization

Coronavirus: Transitioning to a Remote Workforce
COVID 19 Employee Safety Training
IPM for Teachers and Office Staff

- X **Testing of Staff:** How school officials will ensure that students and staff who have symptoms of COVID-19 or have been exposed to someone with COVID-19 will be rapidly tested and what instructions they will be given while waiting for test results. Below, please describe any planned periodic asymptomatic staff testing cadence.

District staff will either self-assess to determine symptoms, exposure, or positive test of COVID. Staff will conduct the assessment on a daily basis before arrival to work (See TJUHSD Self-Assessment Form). Staff may also be assessed in person at each district facility by administration. In the event staff are in person, the same assessment protocols will be conducted (in the same manner as self-assessment) with regards to determining symptoms, exposure, or positive test of COVID. In person, staff will be temperature screened by site administrators. If staff answer "yes" to any of the questions, they will be evaluated on a case by case basis to determine quarantine protocols. If the employee has covid symptoms or been exposed, the district will recommend staff to be COVID tested at no cost; will provide time paid to test and provide a list of free testing sites through this link <https://covid19.tularecounty.ca.gov/covid-19-testing-sites/free-testing-locations/>

Staff asymptomatic testing cadence. Please note if testing cadence will differ by tier:

Testing cadence is the same as tier above.

- X **Testing of Students:** How school officials will ensure that students who have symptoms of COVID-19 or have been exposed to someone with COVID-19 will be rapidly tested and what instructions they will be given while waiting for test results. Below, please describe any planned periodic asymptomatic student testing cadence.

Similar to staff, if a student has covid symptoms or been exposed, the district will recommend student and parents to be COVID tested at no cost; will provide time paid to test and provide a list of free testing sites through this link <https://covid19.tularecounty.ca.gov/covid-19-testing-sites/free-testing-locations/>

Planned student testing cadence. Please note if testing cadence will differ by tier:

- X **Identification and Reporting of Cases:** At all times, reporting of confirmed positive and suspected cases in students, staff and employees will be consistent with [Reporting Requirements](#).

When identifying and reporting cases for COVID-19, our site based COVID-19 tracer's will complete a Google tracing form with the following questions when investigating a possible exposure or a positive case:

Section 1

Name of person conducting the investigation

Name of staff involved in the investigation

Date of investigation

Employee Name

Employee date of birth

Employee contact number

Employee position held

Was COVID-19 test offered?

Positive or negative test results?

Date of positive/negative test

Date the case first had one or more COVID-19 symptoms

Date the COVID-19 positive individual was last present in the workplace

Time the COVID-19 positive individual was last present in the workplace

Information/documentation received regarding COVID-19 test results and onset of symptoms

List all locations at the workplace that may have been visited by the COVID-19 case during the high-risk exposure period.

Based on the previous question who may have been exposed (attach additional information). (NA if none)

Section 2 - Notice Given

Notice given (within one business day, in a way that does not reveal any personal identifying information of the COVID-19 case) of the potential COVID-19 exposure to:

All employees who may have had COVID-19 exposure and their authorized representatives

Date (Type NA if none)

Names of employees that were notified

Independent contractors and other employers present at the workplace during the high-risk exposure period.

Date (Type NA if none)

Names of employees that were notified

What were the workplace conditions that could have contributed to the risk of COVID-19 exposure? (Type none if there were none known)

What could be done to reduce exposure to COVID-19? (Type none if there were none known)

Was the local health department notified?

Date health department was notified

Section 3 - Action Taken

Did the employee require a 7 day isolation (This is to be used for those individuals who are either positive or symptomatic with/without test results)?

Did the employee require a 10 day quarantine (This is to be utilized for those individuals who have been exposed (deemed to be high by COVID-19 tracer) to a positive and are needing to be quarantined-this is still required if an individual has exposure to a positive and provides a negative test)?

Date to return to work

Was the employee hospitalized?

Individual who has symptoms and test results for COVID-19:

Positive:

Follow medical professional orders for return to work.

Isolation for 7 days from date

Signs of improvement in symptoms from days 4-7

No fever for three days without assistance of fever-reducing medications

Retesting not recommended.

Negative:

Follow medical professional orders for return to work.

Can return once symptoms subside

Individual is displaying suspected symptoms and no results for COVID-19

Treat as a positive above

Individual has been exposed to a positive case of COVID-19 (High risk contact)

10 day quarantine from date of last exposure

If you have been quarantined, your site COVID 19 administrator/tracer will work with you on return to work.

The District has developed a contact tracing policy. Each site has a COVID-19 administrator responsible for tracking potential health concerns and working with the Covid-19 District Coordinator.

Travel outside the country:

Quarantine for 10 days.

X **Communication Plans:** How the superintendent will communicate with students, staff, and parents about cases and exposures at the school, consistent with privacy requirements such as FERPA and HIPAA.

Per the AB685 Employer reporting requirements, the superintendent and/or designee shall report cases of exposures based on exposure levels (See Letters for Potential Exposure, Close Contact, and Close Contact High Risk).

X **Consultation:** (For schools not previously open) Please confirm consultation with the following groups

The District has met and agreed on working conditions with both Teacher's Certificated Union (CTA) and Classified Employee's Union (CSEA) since the onset of the Pandemic.

X Labor Organization

Name of Organization(s) and Date(s) Consulted:

Name: Kelly Collins, CTA President, Filomena Rocha, CSEA

Date: 7/28/20,12/6/20,9/2

X Parent and Community Organizations

Name of Organization(s) and Date(s) Consulted:

Name: Distance Learning Committee and Budget Advisory

Date: 8-20-2020, 9-10-

If no labor organization represents staff at the school, please describe the process for consultation with school staff:

For Local Educational Agencies (LEAs or equivalent) in PURPLE:

Local Health Officer Approval: The Local Health Officer, for (state County) Plan, cases Tulare. County has certified and approved the CRP on this date: . If more than 7 business days have passed since the submission without input from the LHO, the CRP shall be deemed approved.

Additional Resources:

[Guidance on Schools](#)

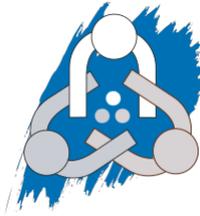
[Safe Schools for All Hub](#)

Note: This checklist was amended on January 29th to delete language regarding the need to submit this checklist to a County Office of Education. The CSP does not need to be submitted to the County Office of Education as part of the public health guidance, though the County Office of Education may request the CSP as part of other processes.

Tulare Joint Union High School District

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CLOSE CONTACT - NO QUARANTINE NEEDED

Date: **Enter Date**

To: **Employee Name**

Possible “CLOSE CONTACT” Exposure to Covid-19

The Tulare Joint Union High School District (“District”) is writing to inform you that you may have been exposed to a COVID-19 case during the person’s high risk exposure period during the course of your work. A COVID-19 case includes a person who has tested positive for COVID-19, a person who is subject to a public health isolation order resulting from COVID-19, or a person who has died due to COVID-19. At some point during the COVID-19 case’s high risk exposure period, you may have come into contact with this person. As a result, you may have been exposed to COVID-19.

At this time, no action is required because you previously tested positive for COVID-19 within the last 90 days.

COVID-19 Related Benefits and Leaves

Employees that need to take leave for COVID-19-related reasons due to their own illness, quarantine or isolation order, or to care for family members, may be eligible to take leaves pursuant to federal and state law and the District’s collective bargaining agreement.

These leaves may include the following depending on the particular circumstances:

- Family Medical Leave Act (FMLA)
- California Family Rights Act (CFRA)
- Unpaid Leave of Absence
- Families First Coronavirus Response Act Leave (FFCRA) (extended through March 31, 2021)
- Industrial Accident and Illness Leave and Workers’ Compensation Benefits

Leaves are also available pursuant to the Education Code and collective bargaining agreement and include, among others, sick leave, extended sick leave, and personal necessity leave. Information about these leaves is available in your collective bargaining agreement and/or District policy.

Classified Employees: Please see Article XIV: LEAVES of the agreement that can be found in the [CSEA Contract](#); Please see the Reopening MOU that can be found at [CSEA Reopening MOU](#), effective until June 30, 2021.

Certificated Employees: Please see pages Article IX: SICK LEAVES AND LEAVES OF ABSENCE of the agreement that can be found at [CTA Contract](#); Please see the Reopening MOU that can be found at [CTA Reopening MOU](#), effective until June 30, 2021.

An employee who the District excludes from the workplace due to a work related positive COVID-19 test, order to isolate from a state or local health official, or COVID-19 exposure, and is otherwise able and available to work, shall continue and maintain his/her earnings, seniority, and all other employee rights and benefits, including the employee's right to their former job status, as if they had not been removed from their job. If the employee is not approved for remote work, the employee will be required to use applicable leaves. If you have any questions regarding any of these COVID-19 related benefits to which you may be entitled, please contact the Human Resources Department.

Retaliation & Discrimination Protections

Our policies and state law protect you from retaliation or discrimination for reporting a positive COVID-19 test or order to quarantine or isolate. If in the future, you believe you are subjected to any retaliation or discrimination for your protected conduct, please inform Human Resources.

Disinfection & Safety Plan

We endeavor to maintain a safe and healthy workplace for all. As a result of this possible exposure, we are implementing the following disinfection and safety plan, pursuant to guidelines from the Centers for Disease Control. The district classrooms, offices, restrooms, and common areas are fogged daily and doors are taped shut with a new piece of BLUE painters tap to act as an indicator for staff. All restrooms are disinfected daily and restocked, spot cleaned and fogged between assigned times. Staff have been provided with proper disinfectant wipes to wipe student desk tops and other high touched surfaces. If you have any questions about the District's safety protocols, please review the district's COVID-19 Prevention Program which is available at [\[INSERT LINK\]](#). IF THE DISTRICT HAS A DASHBOARD OR COVID-19 PAGE ON ITS WEBSITE, THESE COULD BE LINKED HERE INSTEAD OR IN ADDITION TO ABOVE]

If you have any questions or concerns, please contact me directly at barbara.orisio@tulare.k12.ca.us or at 559-688-2021

Sincerely,

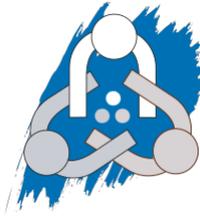


Barbara Orisio
Assistant Superintendent for Human Resources

Tulare Joint Union High School District

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CLOSE CONTACT - HIGH RISK COVID-19 EXPOSURE

Date: **Enter Date**

To: **Employee Name**

Possible “CLOSE CONTACT” Exposure to Covid-19

The Tulare Joint Union High School District (“District”) is writing to inform you that you may have been exposed to a COVID-19 case during the person’s high risk exposure period during the course of your work. A COVID-19 case includes a person who has tested positive for COVID-19, a person who is subject to a public health isolation order resulting from COVID-19, or a person who has died due to COVID-19. At some point during the COVID-19 case’s high risk exposure period, you may have come into contact with this person. As a result, you may have been exposed to COVID-19.

Due to your potential exposure to COVID-19, the District will provide you the opportunity to receive a COVID-19 test during your working hours, at no cost to you. Information on COVID-19 testing is attached.

You must not return to work until the exclusion period as defined by the Cal/OSHA COVID-19 standards has been exhausted. You may return to work no earlier than **[INSERT DATE]**. You will be contacted on **[INSERT DATE]** by a member of Human Resources to confirm your return to work date, and to ensure that no changes in circumstance have occurred.

COVID-19 Related Benefits and Leaves

Your position **is/is not** eligible for telework status. If you are not approved to work remotely, you may use any accrued leave or any federal, state, or local benefits that you may be eligible for. Employees that need to take leave for COVID-19-related reasons due to their own illness, quarantine or isolation order, or to care for family members, may be eligible to take leaves pursuant to federal and state law and the District’s collective bargaining agreement.

These leaves may include the following depending on the particular circumstances:

- Family Medical Leave Act (FMLA)
- California Family Rights Act (CFRA)
- Unpaid Leave of Absence

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426 North Blackstone • Tulare, California 93274-4449 • Phone (559) 688-2021 • Fax (559) 687-7317

- Families First Coronavirus Response Act Leave (FFCRA) (extended through March 31, 2021)
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Leaves are also available pursuant to the Education Code and collective bargaining agreement and include, among others, sick leave, extended sick leave, and personal necessity leave. Information about these leaves is available in your collective bargaining agreement and/or District policy.

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If you have any questions or concerns, please contact me directly at barbara.orisio@tulare.k12.ca.us or at 559-688-2021

Sincerely,



Barbara Orisio
Assistant Superintendent for Human Resources

[COVID-19 Free Testing Sites](#)

Visit lhi.care/covidtesting or call 1-888-634-1123 to register for an appointment.

Name	Address	Days & Hours	Phone
Tulare County Fairgrounds, Building One - OptumServe	620 South K Street Tulare, CA, 93274	Wednesday – Sunday 7:00 AM – 7:00 PM	888-634-1123
Dinuba Memorial Building – OptumServe	249 S. Alta Ave. Dinuba, CA 93618	Wednesday – Sunday 7:00 AM – 7:00 PM	888-634-1123
Porterville Memorial Bulding – OptumServe	1900 W. Olive Ave. Porterville, CA 93257	Wednesday – Sunday 7:00 AM – 7:00 PM	888-634-1123
Summit Charter High School – OptumServe	15550 N. Redwood Porterville, CA 93257	January 4 - January 8 Open from 8:00 AM - 8:00 PM	888-634-1123
Woodlake – OptumServe	145 N. Magnolia St. Woodlake, CA 93286	January 11 - January 15 Open from 8:00 AM - 8:00 PM	888-634-1123

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CURRICULUM, TECHNOLOGY
AND ASSESSMENT

POTENTIAL EXPOSURE

January 20, 2021

RE: Notice of Potential Exposure to COVID-19 (AB 685 and Section 3205 of Cal/OSHA Temporary COVID-19 Standards)

The Tulare Joint Union High School District (“District”) recently received information that there was an individual confirmed to have COVID-19 or ordered to isolate at **Sierra Vista Charter High School**. This notice is being provided to all employees who were at that worksite within the potentially infectious period and who may have been exposed to COVID-19. This is not intended to notice you of actual exposure or a close contact with the individual, but rather to inform you that someone at the worksite listed above has or had COVID-19. Given recent changes in the law, you will receive this type of notice each time a similar event occurs.

We are not able to identify the person due to the confidential nature of this information and ask that you be courteous and respectful and not speculate as to the identification of the individual referenced in this notification. Although you are receiving this notice as required by law, you may or may not have had any contact with the individual related to this notice. In addition, our regular cleaning protocol, use of masks and social distancing, and other safety protocols and prevention procedures taken by the District help to reduce the risk of contracting the virus at your worksite. **The potential COVID-19 high risk exposure period is from January 17, 2021 to January 19, 2021**. Persons that have been identified as having had close contact (within 6 feet for at least 15 minutes within 24 hours of the high risk exposure period) with any infected individual will likely be contacted by the County Public Health Department or the District, as appropriate.

Please remember, COVID-19 is a viral infection that can spread from person-to-person when people cough or have close contact with an infected person. Symptoms include fever, cough, and shortness of breath, loss of taste or smell, headache, muscle aches, and can sometimes cause very mild illness in children. If you experience these or any other symptoms, please contact your healthcare provider and let them know that you may have been exposed to COVID-19. Employees should not report to work if they are sick or have received a quarantine or isolation order. Should you test positive for COVID-19, be sure to contact your site designated COVID Coordinator immediately.

- Tulare Union - Roger Robles
- Tulare Western - Matt Sozinho
- Mission Oak - Stephanie Dietz
- Sierra Vista - Dereck Domingues

- Tech Prep/Countryside - Steve Ramirez
- Accelerated Charter - Wendi Powell
- Adult Ed - Larriann Torrez
- District Office/Transportation/Farm - Jason Edwards

Testing

Employees who have had potential COVID-19 exposure in the workplace may be tested for COVID-19 at no cost to the employee during work hours. Information on where employees can be tested for COVID-19 at no cost to employees is attached to this letter. In order to obtain COVID-19 testing at no cost to the employee, the employee must use the options provided by the District or receive prior written approval from Barbara Orisio, Assistant Superintendent for Human Resources, for a different COVID-19 testing location.

For more information on this option and ensuring testing is provided at no cost to the employee if there is a potential COVID-19 exposure in the workplace, please contact Barbara Orisio.

Employees who were at Sierra Vista Charter High School from January 17, 2021 to January 19, 2021 are eligible for COVID-19 testing at no cost to the employee.

If you intend to get tested as part of this notice, please coordinate your testing date/time with your immediate supervisor to ensure shift coverage.

COVID-19 Related Benefits and Leaves

Employees that need to take leave for COVID-19-related reasons due to their own illness, quarantine or isolation order, or to care for family members, may be eligible to take leaves pursuant to federal and state law and the District's collective bargaining agreement.

These leaves may include the following depending on the particular circumstances:

- Family Medical Leave Act (FMLA)
- California Family Rights Act (CFRA)
- Unpaid Leave of Absence
- Families First Coronavirus Response Act Leave (FFCRA) (extended through March 31, 2021)
- Industrial Accident and Illness Leave and Workers' Compensation Benefits

Leaves are also available pursuant to the Education Code and collective bargaining agreement and include, among others, sick leave, extended sick leave, and personal necessity leave. Information about these leaves is available in your collective bargaining agreement and/or District policy.

Classified Employees: Please see Article XIV: LEAVES of the agreement that can be found in the [CSEA Contract](#); Please see the Reopening MOU that can be found at [CSEA Reopening MOU](#), effective until June 30, 2021.

Certificated Employees: Please see Article IX: SICK LEAVES AND LEAVES OF ABSENCE of the agreement that can be found at [CTA Contract](#); Please see the Reopening MOU that can be found at [CTA Reopening MOU](#), effective until June 30, 2021.

An employee who the District excludes from the workplace due to a work related positive COVID-19 test, order to isolate from a state or local health official, or COVID-19 exposure, and is otherwise able and available to work, shall continue and maintain his/her earnings, seniority, and all other employee rights and benefits, including the employee's right to their former job status, as if they had not been removed from their job. If the employee is not

approved for remote work, the employee will be required to use applicable leaves. If you have any questions regarding any of these COVID-19 related benefits to which you may be entitled, please contact Barbara Orisio.

Disinfection and Safety Plan

We endeavor to maintain a safe and healthy workplace for all. As a result of this possible exposure, we are implementing the following disinfection and safety plan, pursuant to guidelines from the Centers for Disease Control. The district classrooms, offices, restrooms, and common areas are fogged daily and doors are taped shut with a new piece of BLUE painters tap to act as an indicator for staff. All restrooms are disinfected daily and restocked, spot cleaned and fogged between assigned times. Staff have been provided with proper disinfectant wipes to wipe student desk tops and other high touched surfaces. If you have any questions about the District's safety protocols, please review the district's COVID-19 Prevention Program which is available at [COVID-19 Prevention Program](#).

Prohibition Against Discrimination and Retaliation

Please note that federal and state laws, as well as District policy, prohibit discrimination or retaliation against any employee who contracts COVID-19 or exercises his/her rights under the applicable laws and policies. The District takes these prohibitions very seriously.

If you have any questions or concerns, please contact me directly at barbara.orisio@tulare.k12.ca.us or 559-688-2021.

Sincerely,



Barbara Orisio
Assistant Superintendent for Human Resources

COVID-19 Free Testing Sites

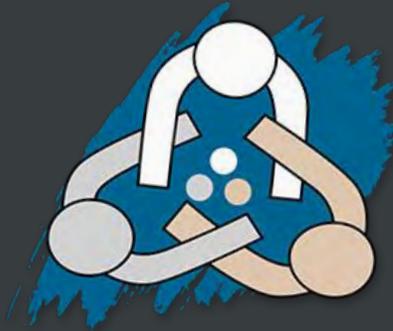
Visit lhi.care/covidtesting or call 1-888-634-1123 to register for an appointment.

Name	Address	Days & Hours	Phone
Tulare County Fairgrounds, Building One - OptumServe	620 South K Street Tulare, CA, 93274	Wednesday – Sunday 7:00 AM – 7:00 PM	888-634-1123
Dinuba Memorial Building – OptumServe	249 S. Alta Ave. Dinuba, CA 93618	Wednesday – Sunday 7:00 AM – 7:00 PM	888-634-1123
Porterville Memorial Bulding – OptumServe	1900 W. Olive Ave. Porterville, CA 93257	Wednesday – Sunday 7:00 AM – 7:00 PM	888-634-1123
Summit Charter High School – OptumServe	15550 N. Redwood Porterville, CA 93257	January 4 - January 8 Open from 8:00 AM - 8:00 PM	888-634-1123
Woodlake – OptumServe	145 N. Magnolia St. Woodlake, CA 93286	January 11 - January 15 Open from 8:00 AM - 8:00 PM	888-634-1123

Welcome Back!



TJUHSD COVID-19 Employee Information



CDE Info &
Requirements

Morning Arrival
Procedures

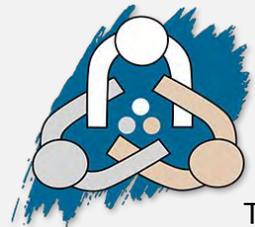
Staff Illness

Parent/Visitor &
Vendor Guidelines

Technology

Distance Learning
Instruction

Tips &
Resources



General Information

Tulare Joint Union High School District Schools will reopen for Distance Learning on August 13, 2020. TJUHSD is required to follow the Governor's executive orders as it relates to the opening of schools during COVID-19. On July 17, 2020, Governor Newsom issued the following guidance on the reopening of California schools.

Schools must remain on Distance Learning until the criteria below has been met:

- Tulare County is removed from the state's county monitoring list
- Tulare County is off the monitoring list for 14 consecutive days

Links to information regarding the opening of school

- [Opening Calendar](#) and [Opening Calendar PD/PLC Schedule](#)
- [2020-2021 Calendar](#)
- School Office Hours 7:30 a.m. to 4:30 p.m., Monday through Friday
- [CTA Distance Learning MOU Link](#)
- [Distance Learning FAQ Link](#)
- [Teacher Schedule during Distance Learning](#)
- Bell Schedules
 - [Bell Schedule for Comprehensive Sites](#)
 - [TP/CS Bell Schedule](#)
 - [ACHS Bell Schedule](#)
- Hybrid Schedule
 - [Staff Schedule](#)
 - [Student Schedule](#)

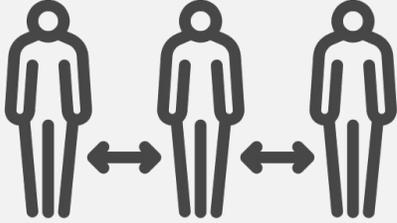
California Department of Education Information and Requirements

- Learning Continuity and Attendance Plan (in place of the Local Control and Accountability Plan)
- Trailer Bill SB 98, California EC Section 43509 and the Learning Continuity and Attendance Plan requirement for the 2020–2021 school year to be adopted by September 30, 2020
- TJUHSD will create a committee of students, parents and staff to provide input on the Learning Continuity and Attendance Plan
- Required Components for all Districts
 - Instructional offerings
 - Emphasis on students who have experienced significant learning loss due to school closures in the 2019–2020 school year, or are at a greater risk of experiencing learning loss due to future school closures
 - Mental Health and Social and Emotional Well-Being
 - Monitor and support mental health and social and emotional well-being of students and staff during the school year
 - School Nutrition
 - Provide meals to students participating in both in-person instruction and distance learning

- Distance Learning Program
 - New Staff Roles and Responsibilities due to the COVID-19
 - Identify professional development and resources to support distance learning
 - Continuity of Instruction
 - Ensure students have access to a full curriculum of substantially similar quality regardless of the method of delivery
 - Student Participation and Progress
 - Access and connectivity for students
 - Measure student participation, progress and time value of student work
 - Student Engagement and Outreach
 - Tiered re-engagement strategies for students who are absent from distance learning (3 days or more)
 - Outreach to students, parents and guardians when not meeting compulsory education requirements
 - Supports for Students with Unique Needs
 - English Learners
 - Students with Exceptional Needs
 - Students in Foster Care
 - Students experiencing homelessness
 - Addressing Student Learning Loss
 - English Learners
 - Students with Exceptional Needs
 - Students in Foster Care
 - Students experiencing homelessness



Basic Health and Safety Measures



Following these basic measures can help prevent the transmission of disease:

- Do not come to school if you have any COVID-19 symptoms
 - Fever (100.4 or higher) or chills, must be fever free for 24 hours without using fever reducing medication
 - Headache, cough, congestion or runny nose
 - Sore throat
 - Shortness of breath or trouble breathing
 - Loss of taste or smell
 - Nausea, vomiting or diarrhea
- Staff is required to wear a [cloth face covering](#) to cover your mouth and nose when around other people.
- Practice [social distancing](#) of at least 6 feet
- Cleaning or sanitizing of an item or surface, should be handled in accordance with good industrial hygiene and safety practice.

- Personal Protective Equipment (PPE) including face coverings (back-ups to personal face coverings), hand sanitizer and thermometers will be provided to schools on a continual basis throughout the school year, beginning in August.
- Signage on how to stop the spread of COVID-19 will be on display throughout the campus.
- Wash your hands often with soap and water for at least 20 seconds. If soap and water are not readily available, use a hand sanitizer that contains at least 60% alcohol.
- Avoid touching your eyes, nose and mouth with unwashed hands.
- Cover your nose and mouth with a tissue when coughing or sneezing and throw the tissue away after use. If a tissue isn't available, cough or sneeze into your elbow or sleeve, not your hands.
- COVID-19 mitigation is a “shared” responsibility, and this means utilizing masks, hand sanitizer, 6 feet social distancing, and wiping high touch and work areas. The sites can provide the PPE and a disinfected room to start the day, but it is up to all of us to protect the safety and health of our school district.



Measures to Create a Safer School Environment



- We are partnering with Altura Health Centers to ensure that we are properly educating our staff and students on creating and maintaining a safe learning environment
- Schools will provide training on proper and frequent hand washing, proper wearing of a [cloth face covering](#) and [social distancing](#).
- Buildings, classrooms, restrooms and surfaces that are touched by many people will be cleaned and disinfected regularly.
- [Portable Sneeze Guard Protective Barrier](#) Allowance for teachers of \$200. Please click [here](#) to request a guard.
- To minimize person-to-person contact, a self-screening process through ParentSquare was implemented prior to the spring semester. This allows staff to avoid the screening lines to enter district facilities, as the assessment can be completed in any web browser or in the ParentSquare App. All employees are required to complete the ParentSquare screening on their own. If an employee is unable to complete the screening within the agreed upon daily timeframe, they will be required to verbally respond to a COVID-19 screening questionnaire each day upon arrival at their site. [COVID-19 screening questionnaire](#)



- Sufficient supplies to clean and disinfect the school will be available.
- Campus access will be restricted for anyone who has arrived from a foreign country in the last 14 days, including students.
- Campus access will be restricted for anyone who is living with a person under self-quarantine due to possible contact with a confirmed case, including students.
- The number of visitors on campus will be limited
- Attendance incentives will be suspended for the 2020-2021 school year. This includes the attendance requirement to participate in graduation.



Custodial Practices

- Hand Sanitizer will be available throughout campus
- Foggers will be used daily to apply disinfectant on all campuses and facilities
- Soap and paper towel dispensers will be checked and stocked regularly
- Classrooms and office areas will be cleared/removed of unnecessary furnishings and clutter
- Classroom furniture will be arranged to allow for maximum student to student distancing
- All staff restrooms are to be deep cleaned daily.
- All staff break rooms to be deep cleaned daily. This task will be completed campus wide.



- Consider increasing outdoor air exchange as much as possible by opening windows and/or doors, as long as the health and safety of students and staff are not compromised.
- Custodians and staff will clean and disinfect “high touch” areas multiple times throughout the day using approved cleaners.
- Wipes and spray bottles with the same solution as as the wipes are available to use to disinfect desks between classes and to continue to provide a safe and clean environment
- Standardized emergency procedures and protocols to ensure health and safety through proper cleaning will be followed when a confirmed case of COVID-19 is reported.
- Closing off areas of the school used by a sick person and not allowing general use until the area has been properly cleaned and sanitized.



Morning Arrival Procedures

- Staff is strongly encouraged to take temperatures daily and monitor for symptoms before going to school. Anyone with a fever of 100.4° F, without fever reducer/pain relief medication, or higher should not go to a school site.
- To minimize person-to-person contact, a self-screening process through ParentSquare was implemented.
- If an employee is unable to complete the screening within the agreed upon daily timeframe, they will be required to verbally respond to a COVID-19 screening questionnaire each day upon arrival at their site. [COVID-19 screening questionnaire](#)
- On site screening will also consist of taking the employees temperature using a touchless device by district officials. Individuals who answer yes to any of the questions on the screening questionnaire or who have a temperature of 100.4°F or greater will be secondarily screened.
- The secondary screening will consist of additional questions to further determine if the original responses are in fact COVID-19 symptoms. This additional information will be used to determine if the staff member will be able to enter the district facilities or will be required to isolate/quarantine.
- All staff and students will be required to go home when experiencing COVID-19 symptoms.
- Teachers and staff are required to wear a [cloth face covering](#) and to use the 6-foot [distancing standard](#) when entering and leaving the buildings and campus where practicable.

Staff Illness



- Staff not feeling well and unable to report to work, must notify their immediate supervisor and are encouraged to share if they believe this is due to COVID-19 symptoms.
- Staff who show signs of illness (not just COVID-19) or have a temperature of 100.4°F or higher should not come to school or, if already at school, should go home immediately and use their appropriate leave entitlement.
- Staff must notify his/her administrator and enter the absence on AESOP.
- If a person who has been at school is confirmed (or suspected) to be infected with COVID-19, the Human Resource Department must be informed in order to ensure proper leave benefits are applied and any legal notices are given.
- Anyone with COVID-19 symptoms during school hours will be examined by a health professional and proper protocol will be followed.
- An isolation room will be designated at each campus.



- It is recommended that a person with diagnosed COVID-19 isolates themselves as much as possible in their home away from other family members and avoid all physical contact with others in the house.
- When positive cases in staff arise, health personnel will determine the impact of the situation, in conjunction, with the County Health Department to advise on the next step.
- If you suspect someone in your home has COVID-19, stay home out of caution. You will be using your COVID-19 leave. Do your best to isolate yourself from the ill person. Contact your doctor and ask to have the ill person tested as you are an essential worker and need to return to work. If it is confirmed that it is not COVID-19, you are to return to work.
- If a family member has a confirmed case of COVID-19, the employee should be tested as well. After a negative test result, the employee is to return to work.

Handling Suspected/Positive Cases of COVID-19

1. Individual who has symptoms and test results for COVID-19:
 - a. Positive:
 - i. Follow medical professional orders for return to work.
 - ii. Isolation for 10 days from date
 - iii. Signs of improvement in symptoms from days 7-10
 - iv. No fever for three days without assistance of fever-reducing medications
 - v. Retesting not recommended.
 - b. Negative:
 - i. Follow medical professional orders for return to work.
 - ii. Can return once symptoms subside
2. Individual is displaying suspected symptoms and no results for COVID-19
 - a. Treat as a positive above

3. Individual has been exposed to a positive case of COVID-19 (High risk contact)
 - a. 14 day quarantine from date of last exposure
4. If you have been quarantined, your site COVID 19 administrator/tracer will work with you on return to work.
5. The District has developed a contact tracing policy. Each site has a COVID-19 administrator responsible for tracking potential health concerns and working with the Covid-19 District Coordinator.



Parent/Visitor and Vendor Guidelines



- All parents/visitors and vendors should access the campus through the main entrance.
- Campus access will be restricted for anyone who is living with a person under self-quarantine due to possible contact with a confirmed case, including students.
- The number of visitors on campus will be limited.
- All visitors must check in, log in, have their temperature taken, and must wear a mask while on campus.
- Vendors for maintenance and food service will be checked by maintenance staff and food service staff.

Technology



- Every teacher has a desktop computer and mobile device
- New Chromebooks are on order and will be available by August 17th, teachers will have to exchange their current mobile device for the new Chromebook
- Webcams were ordered for teachers who do not have a hovercam. To request a webcam when they arrive, please fill out [this form](#).
- We have upgraded our Zoom access to a premium account.
 - Zoom sessions should **not** be recorded without parental permission.
- We have a variety of Ed Tech tools available for staff to use. These tools, along with training videos can be found here: bit.ly/TJUHSDechapps

Distance Learning Instruction



Governor Newsom’s executive order outlined the following requirements for a rigorous distance education:

- Devices and connectivity so that every child can participate in distance learning.
- Daily live interaction for every child with teachers and other students.
- Class assignments that are challenging and equivalent to in-person instruction.
- Targeted supports and interventions for English learners and special education students.

SB 98 requires all LEA’s to develop a plan for their distance learning programs. The plan must include a number of things, including how an LEA will provide a continuity of instruction, particularly if a student must transition from in-person instruction to distance learning; a plan for ensuring access to devices; and what additional supports will be provided for students with unique needs, like English learners and students with exceptional needs.

Additionally, an LEA’s distance learning program must comply with all the following requirements:

- An LEA must confirm or provide access for all students to connectivity and devices, so all students are able to participate in the educational program and complete assignments.
- Content must be aligned to grade level standards and provided at a level that is substantially equivalent to in-person instruction.
- An LEA must provide students with daily live interaction with teachers and peers for purposes of instruction, progress monitoring, and maintaining school connectedness. (However, if daily live interaction is not feasible, an LEA’s governing board may adopt, with parent and stakeholder input, an alternative plan for frequent live interaction that provides a comparable level of service and school connectedness).
- An LEA must provide academic and other supports for students who are not performing at grade level or need additional student services, like mental health services.
- Special education and related services must be provided with any accommodations necessary to ensure a student’s individualized education program (IEP) can be implemented in a distance learning environment.
- An LEA must provide designated and integrated instruction in English language for English learners, including the assessment of English language proficiency and the ability to reclassify as fully English proficient.



Distance Learning Instruction (cont.)

A teacher's schedule will consist of 50 minutes per class of daily, live instruction and interaction with students through Zoom. Additionally, the state is requiring Districts to develop written procedures for tiered re-engagement strategies for all pupils who are absent from distance learning for more than three school days or 60 percent of the instructional days in a school week. These procedures shall include, but are not limited to, verification of current contact information for each enrolled pupil, daily notification to parents or guardians of absences, a plan for outreach from the school to determine pupil needs including connection with health and social services as necessary, and, when feasible, transitioning the pupil to full-time in-person instruction. Our district's Attendance/Re-engagement Process is linked [here](#). Teachers have time built into their schedule to contact students who are absent from the Zoom period. Students are allowed to check out books and instructional materials, books will be sanitized before re-shelving. Counselors/psychologists will provide emotional/social support through regular contact with students. Students who requested a transfer to Sierra Vista Charter High School will need to remain in the full Distance Learning assignment for the full semester.

Teachers are encouraged to work with their PLCs and share lessons and resources. Teachers should also adapt their grading policy to Distance Learning. Distance Learning is not only new for our teachers, but also our students. Please keep this in mind as you are adjusting your policies.

DL Tips & Resources

Online Learning Etiquette Guide: 12 Principles to Help Students



Many students are moving to online learning as a result of COVID-19. Many have never before attended an online meeting, especially for the purposes of receiving instruction or carrying on an academic discussion with others. We are sharing some important points to keep in mind as we embark on this period of Distance Learning. Teachers are striving to develop an ideal online atmosphere for learning.

1. Be on time.

Punctuality is especially important for online meetings, because we are working in the absence of normal checks to ensure that everyone can be gathered to start classes on time.

When the teacher and students are in the same room together, the teacher can gather students together when necessary. This is not the case with online meetings, so students will need to be extra responsible to schedule their day carefully and effectively.

2. Wear proper attire.

Learning from the comfort of your home can make it tempting to dress in attire that is not according to the dress code and would not be appropriate for school. Students should dress as they would if they were on their way to school, again, keeping the dress code in mind.

Unless you are ill, you will be expected to share your screen through video in order to engage in discussion. Sleepwear and anything that could be perceived as inappropriate should not be worn. If you have any questions about proper dress, talk to your teacher or parents.

3. Choose a good location.

As parents and students plan for online lessons, it will be important to think through an ideal location. The most important thing is to have a clean and non-distracting background. If a student is working in their bedroom, make sure the bed or decorations are not in the background. It's best to set up a desk or table with materials ready and a neutral background.

Something else to consider is background noise. If brothers and sisters are likely to disrupt you and make noise, try to isolate yourself. Close your door if possible. If you can, wear earbuds or a headset to make your voice clearer and any noise less bothersome. As much as possible, try to make sure nothing from your location becomes a distraction to others in the class.

4. Mute yourself if you experience unavoidable background noise.

If for reasons beyond your control, noise becomes a problem in what you thought would be a quiet space, please mute yourself. Do this sooner rather than later and either ask family members to move or move yourself. If it is impossible to find a quiet place in your house at the moment, you still need to attend the meeting. Just mute yourself for the whole time, unless you are called on, and let your instructor know what the situation is at the moment.

5. Be ready to take notes.

While teachers may have different instructions in different subjects and scenarios, online meetings usually condense the time that everyone is present together. Be ready to take notes as instructions are given so you understand what to do when the meeting is over. Ask questions if you don't understand. Make sure you understand what will be needed to complete the assignment and where you can get it.



Tips & Resources



6. Give your full, focused attention.

We all understand that giving full attention during a lesson is the best way to learn. However, when doing online learning, it may be tempting to use your phone or engage with someone else in the room rather than pay full attention. Give eye contact to the screen to show the instructor that you are listening. Side conversations with other students on your phone are off limits. Show respect to your classmates and your teacher just as you would during a lesson in the classroom.

7. Participate fully.

Participating fully may mean joining a discussion to share your thoughts, listening carefully for instruction or asking questions for clarification. The fact is that the nature of an online format may increase the tendency of some students to sit back and observe. When there is a glowing screen in front of us, we can become a passive spectator. Even if you are just taking notes, be as active a learner as you can be.

8. Don't dominate the discussion.

Don't feel like there has to be constant chatter. Make your contributions to a discussion and then let someone else talk. It's okay to have a moment of silence; sometimes that means that people are thinking about what is being said.

9. Do ask questions.

Your teacher is there to support and help you and it's best if you ask your question while the class is together online. If you are confused, it is likely that someone else is too, so speak up. Your teacher is adjusting to the online forum just like you are so they may skip over something important. Of course, if they are in the middle of a long explanation or set of directions, jot your question down and wait for them to finish. They may answer your question along the way.

10. Review your notes and recordings.

Teachers will be recording and sharing online lessons so you have access to them if you were sick or absent for some reason or needed to review the lesson. However, don't just relax and rely on re-watching it later because something may happen and it won't work. Pay attention and take notes at the time instruction is given.

11. Keep up with all assignments.

One of the challenges of online learning is the increased level of responsibility students have for their own learning. It can be tempting to put off assignments, but this habit can be deadly because incomplete assignments tend to add up. Make a plan for a solid day's work of school and learning; give yourself little breaks; set small goals. Stick with your plan and keep up with all your assignments.

12. Check your email or Google Classroom regularly for communication from your teachers.

Teachers may post assignments, instructions, or links to other online sites for supplementary information to help you complete your work. While they will try to post everything necessary at one time, they may forget something. Keep in contact with your teacher and make sure your teacher can contact you.

Zoom Expectations

You can use the following infographic to share Zoom Expectations for students in a visual format.

If you would like to share with students visually, [click here](#) for your own customizable copy.

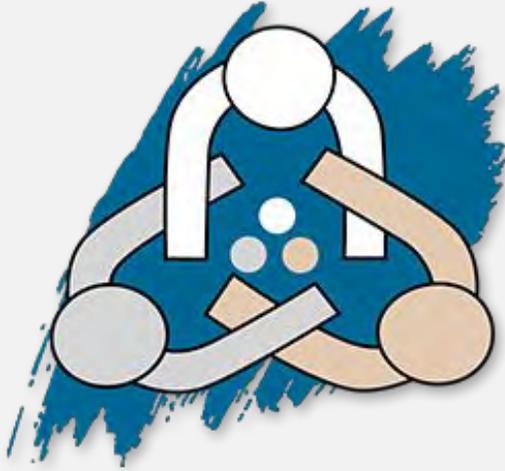


Tips & Resources



- [Guidelines for Cloth Face Coverings](#)
- [Handling Suspected /Positive Cases of Coronavirus for Students \(COVID-19\)](#)
- [Handling Suspected /Positive Cases of Coronavirus for Employees \(COVID-19\)](#)
- [Obtaining a Temperature Using a Non-Contact Thermometer](#)
- [Additional Considerations for Use of Cloth Coverings](#)
- [What to do After Being Tested](#)
- [Keeping the Workplace Safe](#)
- [COVID-19 Recommendations to Protect Employees](#)
- [Communicating with your Team](#)
- [Five Essential Actions for Individuals](#)
- [What to do when in Quarantine or Isolation](#)
- [Sneeze Guard Information Flyer with Sizes](#)
- [Form to Order Sneeze Guard](#)

Thank you!



TJUHSD Self-Screening Form

COVID Self-Screening for:

Name of Employee:

Date:

Do you (or have you in the last 24 hours) had a fever of 100.4 or greater?

- Yes
- No

Have you been exposed to someone with COVID-19 in the past 14 days?

- Yes
- No

Have you recently tested positive for COVID-19 or tested and are awaiting results?

- Yes
- No

Do you have any of the following symptoms not related to a chronic condition?

- Cough
- Shortness of Breath or difficulty breathing
- Chills
- Fatigue or very tired
- Muscle or body aches
- Congestion or runny nose
- Sore throat
- Headache
- New loss of taste or smell
- Nausea
- Vomiting (unidentified cause, unrelated to anxiety or eating)
- Diarrhea

- Yes
- No

Have you traveled outside the U.S. within the last 14 days?

- Yes
- No