

Date: 1/27/2021

2021 COVID-19 School Guidance Checklist

Name of Local Educational Agency or Equivalent:

Glenn County Office of Education

Number of schools:

2

Enrollment:

270

Superintendent (or equivalent) Name:

Tracey Quarne

Address:

311 S. Villa Ave

Phone Number:

530-934-6575

City

Willows

Email:

traceyquarne@glenncoe.org

Date of proposed reopening:

November 1, 2020

County:

Glenn

Current Tier:

Purple

(please indicate Purple, Red, Orange or Yellow)

Type of LEA:

TWO Independent Study Charter Schools

Grade Level (check all that apply)

TK

2nd

5th

8th

11th

K

3rd

6th

9th

12th

1st

4th

7th

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.

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, Superintendent of Schools Glenn County, 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:

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.

Our GCOE charter schools are independent study or are doing remote distance learning. Students are assigned a teacher/cohort class but do not come to school for class meetings.

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?)

Maximum students 10 in any group when on campus for teacher/student academic progress appointments.

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

NA

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

NA

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.

NA

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

See the GCOE COVID Protection Plan for Face Covering requirements for employees and visitors

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.

See the GCOE COVID Protection Plan for availability of health screenings for all employees and community.

- 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.

See the GCOE COVID Protection Plan

- 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.

See the GCOE COVID Protection Plan

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

See the GCOE COVID Protection Plan

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

Maximum: 6 feet

Minimum 6 feet

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

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

See the GCOE COVID Protection Plan and each Charters Reopening Plan. Each family is given information on healthy practices with COVID

- 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.

See the GCOE COVID Protection Plan

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

- 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.

NA

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

no student testing required as schools opened during Red Tier

- 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](#).

All cases both student and employee are reported to Human Resources and to Public Health

- 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.

All communication is handled through Human Resources via email notification of cases and exposures.

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

Schools opened during Red Tier - no consultation required.

Labor Organization

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

Name:

Date:

Parent and Community Organizations

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

Name:

Date:

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

Consultation with staff through regular staff meetings

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

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

Health Officer approval was not necessary as 1. Schools opened up during the Red Tier 2. Both GCOE charter schools are independent study schools.

Additional Resources:

[Guidance on Schools](#)

[Safe Schools for All Hub](#)