

Date: 2/1/2021

2021 COVID-19 School Guidance Checklist

Name of Local Educational Agency or Equivalent:

Roseville City School District

Number of schools:

20

Enrollment:

11,316

Superintendent (or equivalent) Name:

Derk Garcia

Address:

1050 MAIN ST

Phone Number:

9167711600

City

ROSEVILLE

Email:

dgarcia@rcsdk8.org

Date of proposed reopening:

Currently Open

County:

Placer

Current Tier:

Purple

(please indicate Purple, Red, Orange or Yellow)

Type of LEA:

School District

Grade Level (check all that apply)

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

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, Meghan Baichtal, 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.

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?)

Students will be in classes of approximately twenty to twenty-five students in our elementary schools.

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

Students are placed in stable groups for core classes as practicable and limited in size in our middle schools to adhere to distance guidelines.

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

- Students will adhere to social distancing and wear masks at all times
- Classes will be held in larger spaces where practicable
- Students will sanitize their hands and desks on the way in and way out of classrooms.

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.

- Multiple entrances will be open for ingress and egress before and after school
- Parents are not allowed on campus before, during, or after school
- Directional arrows are utilized to support safe movement
- Signs are posted reminding all to maintain six feet of space and wear masks
- Classes utilize staggered times for breaks and recesses

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

- All students and staff are required to wear proper face coverings.

- Face coverings are provided for students and staff should they not have one
- Staff or students not wearing face coverings are reminded to wear a face covering and sent home if they refuse to wear a face covering.
- Students may be transferred to our online learning option if they continue to refuse to abide by mask requirements.
- CDPH guidelines for medical conditions will be adhered to

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.

- Students and staff are to self-screen prior to leaving home for school utilizing the CDPH self-screening model
- Students temperature is taken prior to entering classrooms
- Student exhibiting symptoms are sent directly to the isolation room on site
- Parents are contacted immediately by the school to pick up their student
- Staff exhibiting symptoms are sent home immediately
- Symptomatic students and staff are referred to and followed up with by a member of the COVID Response Team.

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 classrooms have a sanitization station
- Majority of classroom have sinks for hand washing
- All students and staff are required to sanitize when entering a classroom and exiting a classroom
- Sanitization stations are available at school entrances and on campus
- All staff practice routines with students related to proper sanitization and hand washing
- Signs are posted throughout the school instructing and encouraging proper and healthy hygiene practices

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.

- RCSD established a COVID Response Team (CRT). The CRT receives information from parents, staff, students, and Placer County Public Health regarding potential positive cases. The team traces, tracks, notifies and follows up with positive individuals, school sites, families, and Placer County Public Health. Databases have been created to record symptomatic, exposed, presumed positive and positive cases. Information is shared as needed to school site employees for attendance, tracking and quarantine purposes. A member of the CRT reports weekly to Placer County the number of new cases for both students and staff as well as the number of close contact and any potential links to a specific class or activity.

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

- Reducing number of students in a classroom
- Reducing furniture and materials in classrooms to maximize space for students and staff
- Utilizing staggered break schedules
- Utilizing staggered recess times
- Limiting number of students allowed to utilize the restrooms at one time

- Utilizing all school entrances for ingress and egress
- Using visual cues such as wall and floor signs and markings stressing maintaining physical spacing
- Limiting the number of persons in office space and utilizing shields and dividers
- Limiting number of staff utilizing staff and workrooms at one time
- Limiting staff meetings and professional learning communities to Zoom meetings

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.

- Beginning November 4, 2020, the Roseville City School District opened a five day a week, five hour a day instructional program for students electing to participate in person learning. Following current safety guidelines, the District implemented a Board-approved Re-Open and Remain Open Plan outlining the layering of numerous protocols to enhance student and staff safety. Class sizes were reduced, lunch periods were eliminated, break schedules were staggered, masks and social distancing protocols were implemented, cleaning protocols were enhanced, safety barriers were installed and additional PPE made available to all. Under the current in-person instructional model the District has experienced limited COVID-19 transmissions in our schools. At the present time, the District is in the process of adjusting class enrollment and classroom space to meet the new physical distancing requirement of four feet between student chairs. Adhering to the four feet minimum allows the District to remain in person for five days a week and five hours a day rather than move to a hybrid program. A change to a hybrid program would reduce the instructional minutes by one-half at a time when student learning loss of in-person instruction, due to school closure in the Spring and Fall of 2020, is a major concern in the state. In addition, the change to a hybrid program would create a hardship for working parents by forcing them to either miss work, leave children at home alone or obtain and pay for child care. The District's current instructional program is supported by staff and parents and provides for continuity of education for students. All elementary school classrooms and an overwhelming majority of the middle school classrooms will comply with the 4 feet between students guideline the week of February 1, 2021. Middle school classes that are currently not in compliance require student schedule changes. Therefore, in students' best academic interest, these schedule changes will occur no later than the start third trimester, February 22, 2021.

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

- The District has shared with all participants in the school community a Re-Open and Remain-Open plan outlining the District's plan and training
- Weekly bulletins are sent to all parents regarding the current status of the District's plan and addressing new regulations
- All staff complete training related to COVID-19 and proper cleaning procedures
- All staff complete training in the proper use of disinfectants
- Professional Development targeting district plan and routines related to proper hygiene and social distancing was provided to the school administration to share with staff
- Staff practice safety routines with students on a periodic basis
- All CDPH plans are followed and available to staff and parents.

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.

- The district will follow OSHA guidelines related to COVID-19 exposure, symptoms, testing, and notification. Additionally in our partnership with Placer County, we refer symptomatic or exposed students and staff to testing provided in two locations by Placer County. Flyers for testing are sent with the notification of exposure, quarantine, or for symptomatic individuals with testing logistics and registration information. For asymptomatic individuals, Placer County offers a separate testing site in which all inquiring staff or students are referred. Beginning on December 17, 2020, RCSD began offering staff only surveillance testing at school sites for all employees. Currently, the cadence is twice a month.

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

- Beginning on December 17, 2020, RCSD began offering staff only surveillance testing at school sites for all employees. Currently the cadence is twice a month.

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.

- The district follows CDPH and Placer County Public Health guidelines related to COVID-19 exposure, symptoms, testing, and notification. Additionally in our partnership with Placer County, we refer symptomatic or exposed students to testing provided in two locations by Placer County. Flyers for testing are sent with the notification of exposure, quarantine, or for symptomatic individuals with testing logistics and registration information. For asymptomatic students, Placer County offers a surveillance testing site in which all inquiring students are referred. RCSD does not have plans for asymptomatic testing of students at this time.

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

N/A

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](#).

- RCSD identifies and reports all cases following CDPH and Placer County Public Health guidelines through our COVID Response Team.

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.

- RCSD has established a dashboard on the District website (rcsdk8.org) which reports daily changes in current and total cases of reported cases for in-person staff and students. Additionally, when a case is reported at a school site or department, the COVID Response Team communicates with site administrators using a tracing sheet, to ensure all potential close contacts of a case are properly identified and notification of exposure.

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

N/A

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:

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

Local Health Officer Approval: The Local Health Officer, for (state County) Plan, cases 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](#)