

Plaza Elementary School District

Board of Trustees:
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7322 County Road 24
Orland, CA 95963
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Patrick Conklin
Superintendent/Principal

Waiver Application Form

Background Information

Name of Applicant: Patrick Conklin, Superintendent/Principal

Name of District/School: Plaza Elementary School District

If this is a School District Consolidated Application **Yes**

School Type: Traditional Public School

Number of schools: One (1) K-8th Grade **Enrollment:** 188

Superintendent Name: Patrick Conklin

Address: 7322 County Road 24 Orland, CA 95928

Number of students and number of classes per grade proposed to be reopened:

Classes:	<i>TK</i>	<i>K</i>	<i>1st</i>	<i>2nd</i>	<i>3rd</i>	<i>4th</i>	<i>5th</i>	<i>6th</i>
Students:	0	17	21	20	20	23	20	25

Date of Proposed Reopening: Monday, September 21st, 2020

Name of Person Completing Application: Patrick Conklin, Superintendent/Principal

Phone Number: 530-865-1250

Email: pconklin@glenncoe.org

Signature: *Patrick Conklin*

Date: September 4, 2020

Consultation

Please confirm consultation with the following groups:

Labor Organization

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

Plaza Teachers' Association consulted July 17th, August 10th, and August 28th, 2020. Classified staff are not part of a labor organization but were consulted via a whole staff survey.

Parent and Community Organizations

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

August 21st, 2020- A survey was sent out via a Google Form to all Plaza School families. Of the respondents, 92% selected Yes when asked if they supported Plaza School District applying for the waiver.

Plaza Community Club (PCC) and School Site Council (SSC) consulted August 25th, 2020- Superintendent Conklin held a video conference with PCC officers and members of SSC. PCC is Plaza School's parent teacher group, while SSC is an advisory group of teachers, parents, and the administrator who meet three times a year to review and discuss state plans in order to make recommendations to the board of trustees. In the meeting, the Superintendent discussed the waiver process and Plaza School's plan for reopening.

In this video conference, 100% of the participants approved applying for the waiver, including three Plaza School teachers.

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

On August 25th a survey was sent to all staff members, including certificated and classified staff, as well as Glenn County Office of Education staff members who work with Plaza School's Special Education students.

Of the respondents, 90% selected Yes when asked if they supported Plaza School District applying for the waiver.

Elementary School Reopening Plans

Cleaning and Disinfection: How shared surfaces will be regularly cleaned and disinfected and how use of shared items will be minimized.

X Cohorting: How students will be kept in small, 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 cohort.

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.

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

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.

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

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.

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

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

X Testing of Students and 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. Describe how staff will be tested periodically to detect asymptomatic infections.

X Triggers for Switching to Distance Learning: The criteria the superintendent will use to determine when to physically close the school and prohibit in-person instruction.

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.

School Website URL www.plazaschool.org

Additional Resources:

CDPH and Cal/OSHA Guidance for Schools and School-Based Programs

<https://files.covid19.ca.gov/pdf/guidance-schools.pdf>

California Department of Education Stronger Together: A Guidebook for the Safe Reopening of California's Public Schools <https://www.cde.ca.gov/ls/he/hn/strongertogether.asp>

CDPH COVID-19 and Reopening In-Person Learning Framework for K-12 Schools in California, 2020-2021 School Year

<https://www.cdph.ca.gov/Programs/CID/DCDC/CDPH%20Document%20Library/COVID-19/Schools%20Reopening%20Recommendations.pdf>

For Internal Use Only: Date Received Health Officer Review Determination Date

Cleaning and Disinfection

Cleaning and disinfecting the school will occur throughout the day using state and local public health guidance and procedures. Staff will train using Golden State Risk Management Authority's Target Solutions safety training program. The purpose will be for staff to utilize approved practices when cleaning and disinfecting campus.

Areas such as counters, sinks, doorknobs, railings, restrooms, etc. will be cleaned and disinfected throughout the day, as well as before students come in the next day.

Additional hand sanitizing stations were installed in every classroom, outside bathrooms, and the office/cafeteria entrance. Air purifiers were installed in every classroom and the school office.

Sharing any school materials and supplies among students and staff will be limited. Students will be provided with their own set of materials and supplies.

Cohorting

Plaza School is a one school K-8 district with only 146 students in K-6. The goal is a slow, gradual reopening where we will begin with 25% of each K-6 class on campus per day for several weeks. If cases remain low in Glenn County, and there are no widespread outbreaks at Plaza School, we will have 50% of each class on campus per day.

Although the cafeteria capacity is 264 people, there will be no more than 40 students eating in the cafeteria at one time. When weather permits, students will eat outside. All tables and benches will be disinfected after use.

Recess time will be staggered between K-2 and 3-6th grades. Furthermore, areas will be designated per class to prevent cross contamination.

There are only 9 children who ride the school bus. Siblings will sit in the same row with students sitting in every other row. Seating will begin in the last row and work towards the front. Masks will be worn and windows will be open.

There will not be field trips or assemblies. The sports and music programs are suspended until further notice. No classroom volunteers or visitors are permitted on campus.

Entrance, Egress, and Movement Within the School

There is only one building with a hallway. It has three entrances/exits, two of which are used for students. When the bells ring, students will line up six feet apart and the teacher will be waiting for them. Classes will enter/exit one group at a time.

All classrooms will remain closed before school starts. All parent/student/teacher meetings must be prearranged.

Facial Coverings and Other Essential Protective Gear

Facial coverings are mandatory for all adults and 3rd-8th grade students on campus. Facial coverings are recommended for K-2 students. PPE gear will be provided to anyone who does not have a facial covering. Face shields are available for staff and plastic barriers will separate adults from students. Touchless thermometers have been purchased.

Students who do not want in person instruction due to concerns over exposure, or facial coverings and social distancing will continue with distance learning.

Health Screenings for Students and Staff

Staff already received training on how to identify COVID-19 symptoms from the Glenn County Office of Education School Nurse prior to school starting.

Parents and staff will be asked to screen at home prior to coming to school. Any student or staff member showing symptoms that include: 100.3 or higher temperature, chills, coughs, shortness of breath, difficulty breathing, fatigue, muscle or body aches, headache, sore throat, congestion, runny nose, loss of smell or taste, and/or diarrhea must stay home. Prior to entering campus, all students will be screened for all of the aforementioned symptoms, except for temperature check. If any student or staff member exhibits symptoms while at school, they will be separated, a temperature check will take place, and will be sent home with a recommendation to get a COVID-19 test.

Healthy Hygiene Practice

One reason to start in person instruction in cohorts of 25% of the class is to better educate small groups of students on respiratory etiquette, proper hand-washing, and social distancing. Students will be reminded at the beginning of each day of in person instruction. Parents will receive regular reminders via email, text messaging, and phone calls.

Hand sanitizer stations are outside the cafeteria, office, and every classroom. Students and staff will wash hands using soap and water or hand sanitizer prior to entering and exiting the classroom, office, or cafeteria.

Identification and Tracing of Contacts

The superintendent/principal and school nurse will support local contact tracing. The school nurse is also responsible for contact tracing with Glenn County Public Health Department, will document and track potential exposure, and notify public health when necessary.

Physical Distancing

With no more than 50% K-6 capacity (approximately 75 students), students will easily maintain social distancing while in classrooms. Desks will be arranged in such a way that students will not face each other. All adults are required to maintain 6 feet from all others. Physical barriers will separate adults from students.

Signs are posted stating that facial coverings and social distancing is required.

Staff Training and Family Education

Custodial staff will participate in appropriate cleaning and disinfecting training through Golden State Risk Management Authority Target Solutions.

Plaza School community members, including staff and families, were notified of the Plaza School District's 2020-21 Plan for School Safety and Learning Model, which can be found at <http://www.plzaschool.org/documents/Plan%20for%20Learning%20and%20Safety.pdf>

Testing of Students and Staff

The following protocols will be followed for students and staff:

Students/Staff	Action	Community Communication
1. COVID-19 Symptoms	Send home, recommend testing, remain open	None
2. Close contact with COVID	14 day Quarantine from exposure, recommend testing, remain open	Consider notification
3. Confirmed COVID Infection	Notify GCPHD, close cohort for 14 days from exposure, recommend testing for all contacts, disinfect and clean, school remains open	Notify community
4. Negative test results	May return to school 3 days after symptom free	None

Triggers for Switching to Distance Learning

Due to Plaza School's small class size, when one positive case in a cohort has been identified, the cohort will be closed for 14 days from exposure and consultation with local public health recommendation. If there are positive cases in multiple cohorts or at least 5% of the total number of people, school will be closed for 14 days since exposure and consultation with local public health.

Communication Plans

Although the school community will be notified when there is COVID-19 exposure, student and staff privacy must be maintained. When a positive case is confirmed by Glenn County Public Health Department, community notification will be made via an all call and text message. All "Close Contact" (individuals who have been within 6 feet for 15 or more minutes) will be notified by a personal phone call to ensure direct communication. Close Contact individuals will be required to distance learn for 14 days since exposure and will be recommended to receive testing.

Plaza School will work with Glenn County Public Health to provide as much information as possible so they can conduct contract tracing.