



# **Dunham School District**

## **2020-2021**

# **Reopening Master Plan**

# **DRAFT**

**Board Scheduled  
Adoption at  
August 11, 2020  
Board Meeting**

**Superintendent**  
Daniel Hoffman

**Board of Trustees**  
Rachael Zell, Board President  
Lisa Poncia, Clerk  
John Lehmann  
Meredith Regan  
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## Preface

The following document is intended to identify the health and safety considerations that are needed in order to reopen our schools for in-person instruction. In addition, language from the Learning Continuity and Attendance Plan (SB98) have been included at the end, however, specifics of those details will be addressed in a separate document at a later date.

### Consideration in the development of the plan:

- Sonoma County Public Health Guidelines, local & state ordinances/directives
- Centers for Disease Control, California Department of Public Health and California Department of Education guidelines for schools
- [Sonoma County Roadmap to a Safe Reopening \(7/5/2020\)](#)
- [Harvard T.H. Chan School of Public Health](#)
- [California Department of Health \(7/17/2020\)](#)
- [California Department of Public Health: COVID19 and Reopening In-Person Learning Framework for K12 Schools in California, 2020-2021 School Year \(7/17/2020\)](#)
- Learning Continuity and Attendance Plan requirements described in [SB98](#)
- Sonoma County Roadmap to Reopening Parent Guide-[English](#)
- Parent Survey Results
- Reopening School Committee

### Our Priorities

- Protect student, staff and community health
- Foster student learning and progress
- Maintain positive learning environments
- Foster student emotional health
- Care for our most vulnerable populations

Thank you to the following staff for input into developing Dunham's Plan to date:

- Daniel Hoffman, Superintendent-Principal
- Lori Nommsen, District Secretary
- Maggie Vasquez, Assistant Business Manager
- Caryn Fisher, Teacher
- Katie Kidder, Teacher
- Nicole Whitehorn, Teacher

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# Dunham School District

## DRAFT 2020-2021 Reopening Plan

**Updated with current guidance as of 7/20/2020**

Due to the evolving nature of the pandemic, this plan may be adapted.

### Health and Safety

#### Communication and Community Involvement

#### Determination of Reopening Model

- Instructional model (Distance Learning, Hybrid, or Traditional) is determined through consideration of the following:
  - Guidance from the Sonoma County Health Officer and the CDC
  - Legal information and Executive Orders
  - Education Code
  - Feasibility of implementing protocols included in this plan
  - Local factors and impacts
  - Safety considerations for staff and students
- Current Guidance ([CDPH Framework for K-12 Schools](#))
  - Schools and school districts may reopen for in-person instruction at any time if they are located in a local health jurisdiction (LHJ) that has not been on the county monitoring list within the prior 14 days.
    - If a school or school district reopens to in-person instruction, but the county is later placed on the county monitoring list schools should begin testing staff, or increase frequency of staff testing but are not required to close.
  - A single school site must close and revert to distance learning when either:
    - Multiple cohorts have COVID-19 cases (A cohort is a small group of students who are to stay together for all courses and activities per the CDPH guidelines); or
    - Five percent of students and staff test positive in a 14-day period.
  - An entire district must close and revert to distance learning when 25 percent of schools in the district have closed due to COVID-19 in a 14 calendar day period.
  - Once a school or school district is closed after 14 calendar days, the school/school district may reopen with the approval of their local public health officer, after meeting cleaning requirements.
  - Districts may typically reopen after 14 days, in consultation with the local public health department.

#### Communication

- E-mail, robocalls/texts will be used to communicate.
  - Same message to families is sent to staff.
- Additional methods: Dunham website, Friday Folder, and Facebook.
- Dedicated webpage to be created at: <https://www.dunhamsd.org/>
- Family reopening flyers will be mailed home/emailed and placed on the website. and will cover: instructional plans, logistics, safety measures, and scheduling visits.

#### Stakeholder Engagement

- Survey to parents provided: May and June 2020.
- Messages sent home to parents in June and July of 2020
- Stakeholder meetings:
  - Weekly/regular meetings with teachers: March through May of 2020
  - Board: Board updates and Board Meetings.
  - Multiple Reopening Committee meetings in June and July of 2020
  - All employees staff meeting with the proposed hybrid model shared July 2020
  - Reopening School Presentation at the July 21, 2020 Special Board Meeting
- Public Comment on Reopening Plan at the July 21, 2020 Board Meeting
- Board adoption of the reopening hybrid model at the July 21, 2020 Board Meeting
- Board members adoption of the reopening plan scheduled for August 13, 2020.

## Promoting Behaviors that Reduce the Spread

<b>Guidance</b>	<p><i>Sonoma County Roadmap (more details pg. 13)</i></p> <ul style="list-style-type: none"><li>● Staff/student/parent training and guidance documents will include:<ul style="list-style-type: none"><li>○ when to stay home</li><li>○ when to return</li><li>○ hand washing hygiene</li><li>○ respiratory etiquette</li></ul></li></ul>
<b>Face Coverings</b>	<p><i>California Department of Public Health (page 7-9) and <a href="#">Face Covering Guidance</a></i></p> <ul style="list-style-type: none"><li>● All staff and students in 3rd grade and above are required to wear a mask or face covering.</li><li>● Students in 2nd grade and below are strongly encouraged to wear a face covering.</li><li>● Persons younger than two years old, anyone who has trouble breathing, anyone who is unconscious or incapacitated, and anyone who is otherwise unable to remove the face covering without assistance are exempt from wearing a face covering.</li><li>● A cloth face covering or face shield should be removed for meals, snacks, naptime, or outdoor recreation, or when it needs to be replaced. When a cloth face covering is temporarily removed, it should be placed in a clean paper bag (marked with the student's name) until it needs to be put on again.</li><li>● In order to comply with this guidance, schools must exclude students from campus if they are not exempt from wearing a face covering under CDPH guidelines and refuse to wear one provided by the school. Schools should develop protocols to provide a face covering to students who inadvertently fail to bring a face covering to school to prevent unnecessary exclusions. Schools should offer alternative educational opportunities for students who are excluded from campus.</li><li>● All staff must use face coverings in accordance with CDPH guidelines unless Cal/OSHA standards require respiratory protection.</li><li>● In limited situations where a face covering cannot be used for pedagogical or developmental reasons, (e.g. communicating or assisting young children or those with special needs) a face shield can be used instead of a cloth face covering while in the classroom as long as the wearer maintains physical distance from others, to the extent practicable. Staff must return to wearing a face covering outside of the classroom.</li><li>● Workers or other persons handling or serving food must use gloves in addition to face coverings. Employers should consider where disposable glove use may be helpful to supplement frequent handwashing or use of hand sanitizer; examples are for workers who are screening others for symptoms or handling commonly touched items.</li></ul> <p><i>Sonoma County Roadmap (more details on page 13)</i></p> <ul style="list-style-type: none"><li>● Cloth face coverings are meant to protect other people in case the wearer is unknowingly infected but does not have symptoms.</li></ul> <p><i>Dunham Specific</i></p> <ul style="list-style-type: none"><li>● Dunham will follow these guidelines regarding face coverings.</li><li>● Dunham will provide face coverings to those who inadvertently fail to bring a face covering to school to prevent unnecessary exclusions.</li></ul>

<p><b>Adequate Supplies</b></p>	<p><i>Sonoma County Roadmap</i></p> <ul style="list-style-type: none"> <li>● Provide adequate supplies, including soap, hand sanitizer with at least 60 percent alcohol (for staff and older children who can safely use hand sanitizer), paper towels, tissues, disinfectant wipes, and cloth face coverings (as feasible).</li> </ul> <p><i>Dunham Specific</i></p> <ul style="list-style-type: none"> <li>● Supplies provided to all areas serving as classrooms, office areas and cafeteria.</li> </ul>
<p><b>Signage and Messages</b></p>	<p><i>Sonoma County Roadmap (resources provide on page 14)</i></p> <ul style="list-style-type: none"> <li>● Signage will be placed around campus to promote everyday protective measures and describe how to stop the spread of germs.</li> <li>● Reminders will be provided on daily announcements.</li> <li>● Teachers will develop lesson plans to help children understand the reason behind the safety precautions, as well as how to comply with them.</li> </ul> <p><i>Dunham Specific</i></p> <ul style="list-style-type: none"> <li>● Lesson Ideas: <a href="https://www.cdc.gov/handwashing/training-education.html">https://www.cdc.gov/handwashing/training-education.html</a></li> </ul>
<p><b>Maintaining Healthy Environments</b></p>	
<p><b>Cleaning and Disinfecting</b></p>	<p><i>Sonoma County Roadmap</i></p> <ul style="list-style-type: none"> <li>● Frequently touched surfaces (playground equipment, door handles, sink handles, drinking fountains) will be cleaned daily or between use as much as possible.</li> <li>● Only cleaning products listed on the EPA approved list for use against COVID-19 will be used.</li> <li>● Proper PPE will be provided to classified staff engaged in cleaning and disinfecting.</li> <li>● Custodians will follow a routine cleaning and disinfection schedule. <ul style="list-style-type: none"> <li>○ Cleaning products should not be used near children, and staff should ensure that there is adequate ventilation when using these products to prevent children or themselves from inhaling toxic fumes</li> <li>○ HVAC filters will be on a regular cleaning and replacement cycle</li> </ul> </li> </ul> <p><i>Dunham Specific</i></p> <ul style="list-style-type: none"> <li>● All staff will be trained in basic cleaning and sanitizing procedures.</li> <li>● Dunham will remove furniture as needed to assist with distancing measures and cleaning.</li> </ul>
<p><b>Shared Resources</b></p>	<p><i>Sonoma County Roadmap</i></p> <ul style="list-style-type: none"> <li>● Discourage sharing of items that are difficult to clean or disinfect.</li> <li>● Keep each child’s belongings separated from others’ and in individually labeled containers, cubbies, or areas.</li> <li>● Ensure adequate supplies to minimize sharing of high touch materials to the extent possible (e.g., assigning each student their own art supplies, equipment) or limit use of supplies and equipment by one group of children at a time and clean and disinfect between use.</li> <li>● Avoid sharing electronic devices, toys, books, and other games or learning aids.</li> </ul>

	<p><i>Dunham Specific</i></p> <ul style="list-style-type: none"> <li>● All staff and students will be encouraged to bring their own water bottles.</li> <li>● Shared objects (gym or physical education equipment, art supplies, toys, games) will be limited and regularly disinfected.</li> <li>● If a school supply or piece of equipment must be shared by students (e.g. a pencil sharpener or blocks/toys), staff should wipe down the item after each use.</li> <li>● At Dunham, classrooms will have their own equipment (balls, hula hoops, jump ropes) and will be disinfected daily.</li> <li>● Students will be provided with a container to store all necessary materials (e.g. pencils, pens, crayons, glue stick, etc.) <ul style="list-style-type: none"> <li>○ Students will be assigned their own electronic device if used in the classroom.</li> <li>○ PE/recess equipment will be used with one cohort/group at a time.</li> </ul> </li> </ul>
<p><b>Ventilation and Water Systems</b></p>	<p><i>Sonoma County Roadmap</i></p> <ul style="list-style-type: none"> <li>● Ensure ventilation systems operate properly and increase circulation of outdoor air as much as possible, for example by opening windows and doors. Do not open windows and doors if doing so poses a safety or health risk (e.g., risk of falling, triggering asthma symptoms) to children using the facility.</li> <li>● Ensure that HVAC filters are on a regular cleaning and replacement cycle.</li> <li>● Ensure that all water systems and features (e.g., sink faucets, drinking fountains, decorative fountains) are <a href="#">safe to use after a prolonged facility shutdown</a>. Drinking fountains should be cleaned and sanitized, but encourage staff and students to bring their own water to minimize use and touching of water fountains.</li> </ul> <p><i>Dunham Specific</i></p> <ul style="list-style-type: none"> <li>● All staff and students will be encouraged to bring their own water bottles, clearly labeled with their name.</li> <li>● Water systems - use bottle filler station as feasible.</li> </ul>
<p><b>Classroom Layout</b></p>	<p><i>Sonoma County Roadmap</i></p> <ul style="list-style-type: none"> <li>● We will make a good faith effort to space seating/desks at least six feet apart. Based on current social distancing standards from the CA Department of Public Health, a separation of six feet between students is recommended for ensuring student/staff safety and health, particularly for the purpose of setting up a classroom and establishing spacing between student desks/learning environments. <ul style="list-style-type: none"> <li>○ When six feet cannot be consistently guaranteed, we will consider ways to establish separation of students through other means if practical, such as, partitions between desks, markings on classroom floors to promote distancing or arranging desks in a way that minimizes face-to-face contact.</li> </ul> </li> <li>● Turn desks to face in the same direction (rather than facing each other), or have students sit on only one side of tables, spaced apart.</li> <li>● Use non-classroom space as practical, including regular use of outdoor space, weather permitting.</li> </ul>



	<p><i>Dunham Specific</i></p> <ul style="list-style-type: none"> <li>● Seating at tables or desks is spaced at least six feet apart. The six-foot space is relevant to the distance between people; portions of desks or tables may be within the six-foot distance between people.</li> <li>● Floors will be marked to indicate the appropriate placement of desks to ensure proper distancing.</li> <li>● Where the required spacing is not possible, the use of other space will be considered as well as other barriers.</li> <li>● Layouts and social distancing include positioning staff work areas so that they are a safe distance away from high traffic areas.</li> <li>● Plexiglass cubicles are available for staff workstations.</li> </ul>
<p><b>Wellness Checks &amp; School Arrival/Departure</b></p>	<p><i>Sonoma County Roadmap</i></p> <ul style="list-style-type: none"> <li>● Have a wellness check protocol in place for students, families, and staff, including having families/staff conduct a wellness self-check before coming to school.</li> <li>● Students/staff with a fever of 100 or higher should stay home.</li> <li>● Minimize contact at school between students, staff, families and the community at the beginning and end of the school day.</li> <li>● Stagger arrival and drop off-times and locations as consistently as possible as to minimize scheduling challenges for families.</li> <li>● Designated routes for entry and exit, using as many entrances as feasible, may be helpful. Put in place other protocols to limit direct contact with others as much as possible.</li> <li>● Use of privacy boards or clear screens when practical.</li> </ul> <p><i>Dunham Specific</i></p> <ul style="list-style-type: none"> <li>● Parents will attest that their child is symptom free prior to student attending school in person. <ul style="list-style-type: none"> <li>○ Parents will be provided a daily wellness check protocol that is to be conducted prior to bringing students to school.</li> </ul> </li> <li>● The wellness check protocol for teachers is to conduct a daily self-assessment at home and then submit these results via Google Form. <ul style="list-style-type: none"> <li>○ Temperature checks for staff will be conducted when they arrive on-site.</li> </ul> </li> <li>● If an effort to minimize contact at school between students, staff, families and the community parents will remain in the car during drop off and pick up. Students with face coverings on will exit the vehicle in a designated one way direction only and walk directly to their classroom. <ul style="list-style-type: none"> <li>○ Parents will not be able to socialize on campus due to limiting visitors and contact exposure.</li> </ul> </li> <li>● Students will walk directly to their classroom, wash hands (or use hand sanitizer).</li> <li>● A staff member will visually check each student upon arrival including a temperature check.</li> <li>● Any student with visible symptoms of runny nose, cough, shortness of breath, vomiting or a temperature of 100+ degrees will report to the health office, where parents may be contacted for pick up, with the following exceptions: <ul style="list-style-type: none"> <li>○ No other COVID-19 symptoms or exposure to COVID-19.</li> <li>○ A confirmed diagnosis of asthma or other respiratory condition with no other COVID-19 symptoms or exposure to COVID-19.</li> </ul> </li> </ul>

<b>Physical Barriers and Guides</b>	<p><i>Sonoma County Roadmap</i></p> <ul style="list-style-type: none"> <li>● Install physical barriers, such as sneeze guards and partitions, particularly in areas where it is difficult for individuals to remain at least six feet apart (e.g., reception desks).</li> <li>● Provide physical guides, such as tape on floors or sidewalks and signs on walls, to ensure that staff and children remain at least six feet apart in lines and at other times (e.g. guides for creating “one-way routes” in hallways).</li> <li>● Make a good faith effort to space seating/desks at least six feet apart.</li> </ul> <p><i>Dunham Specific</i></p> <ul style="list-style-type: none"> <li>● Plexiglass partitions will be placed in office and in designated classrooms</li> <li>● Physical reminders will be located throughout the campus to help remind parent, students and staff to maintain 6ft of physical distancing</li> </ul>
<b>Communal Spaces</b>	<p><i>Sonoma County Roadmap</i></p> <ul style="list-style-type: none"> <li>● [Close] communal use shared spaces such as dining halls and playgrounds with shared playground equipment if possible; otherwise, stagger use and clean and disinfect between use.</li> <li>● Add physical barriers, such as plastic flexible screens, between bathroom sinks especially when they cannot be at least six feet apart.</li> <li>● Make a good faith effort to space seating/desks at least six feet apart.</li> </ul> <p><i>Dunham Specific</i></p> <ul style="list-style-type: none"> <li>● Communal or shared spaces will be restricted.</li> <li>● Playground structure use will be determined based on sanitizing protocols.</li> </ul>
<b>Restrooms</b>	<p><i>Sonoma County Roadmap</i></p> <ul style="list-style-type: none"> <li>● Add physical barriers, such as plastic flexible screens, between bathroom sinks especially when they cannot be at least six feet apart.</li> </ul> <p><i>Dunham Specific</i></p> <ul style="list-style-type: none"> <li>● Bathroom touchpoint areas will be disinfected at least twice daily.</li> <li>● Physical reminders will be marked on the ground for students to wait if needed.</li> </ul>
<b>Meal Time/Recess</b>	<p><i>Sonoma County Roadmap</i></p> <ul style="list-style-type: none"> <li>● Have children bring their own meals as feasible, or serve individually plated or “grab and go” meals in classrooms, outdoors, or in a dining hall or cafeteria, while ensuring the safety of children with food allergies. If common areas such as dining halls and cafeterias are used, students must be safely separated by cohorts while maintaining the social distance standards with proper disinfection after each use.</li> <li>● Use disposable food service items (e.g., utensils, dishes). If disposable items are not feasible or desirable, ensure that all non-disposable food service items are handled with gloves and washed with dish soap and hot water or in a dishwasher. Individuals should wash their hands after removing their gloves or after directly handling used food service items.</li> </ul>

	<ul style="list-style-type: none"> <li>● If food is offered at any event, have pre-packaged boxes or bags for each attendee instead of a buffet or family-style meal. Avoid sharing food and utensils and ensure the safety of children with food allergies.</li> </ul> <p><i>Dunham Specific</i></p> <ul style="list-style-type: none"> <li>● Cafeteria staff will adhere to all food safety guidelines.</li> <li>● Dunham may utilize outside seating for meal service.</li> <li>● Free/reduced lunch is available on the days when a student is in attendance for on campus cohort learning.</li> <li>● CRPUSD will continue to provide food service for those who receive free/reduced meals on non-cohort days. CRPUSD to communicate to Dunham those protocols.</li> </ul>
<p><b>Washing Hands</b></p>	<p><i>Dunham Specific</i></p> <ul style="list-style-type: none"> <li>● Students will be required to wash their hands with soap and water for at least 20 seconds, or use hand sanitizer with at least 60% alcohol at the following times: <ul style="list-style-type: none"> <li>○ Upon arrival at school, after being outside for physical activity, before and after break and lunch.</li> <li>○ Prior to leaving school for home.</li> <li>○ After sneezing, coughing, or blowing nose.</li> </ul> </li> <li>● Staff will allow extra time for this required procedure</li> <li>● Handwashing signs will be placed in all school bathrooms, to promote proper handwashing by students.</li> </ul>
<p><b>Bus</b></p>	<p><i>Sonoma County Roadmap</i></p> <ul style="list-style-type: none"> <li>● If transport vehicles (e.g., buses) are used by the school, drivers should practice all safety actions and protocols as indicated for other staff (e.g., hand hygiene, cloth face coverings). To clean and disinfect school buses or other transport vehicles, see guidance for bus transit operators.</li> <li>● Use mitigation measures to reduce risk in a school bus setting, including: <ul style="list-style-type: none"> <li>○ Students and staff should wear face coverings at all times on a bus, especially when six feet distancing is not possible</li> <li>○ Keep windows open whenever possible to maximize ventilation Maximize space between students wherever possible.</li> <li>○ Utilization of three students per seat is not recommended. It is acknowledged that maintaining a strict six feet distancing standard at all times may be difficult.</li> <li>○ Consider staggering arrival and drop-off times and locations to reduce risk of transmission.</li> <li>○ School buses need to be sanitized between busloads of passengers.</li> <li>○ Train bus drivers in the areas of hygiene and safety for students.</li> </ul> </li> </ul>
<p><b>Testing</b></p>	<p><i>CDPH Framework for K-12 Schools</i></p> <ul style="list-style-type: none"> <li>● Once schools are reopened to at least some in-person instruction, it is recommended that surveillance testing be implemented based on the local disease trends. If epidemiological data indicates concern for increasing community transmission, schools should increase testing of staff to detect potential cases as lab testing capacity allows.</li> </ul>

- School districts and schools shall test staff periodically, as testing capacity permits and as practicable. Examples of recommended frequency include testing all staff over 2 months, where 25% of staff are tested every 2 weeks, or 50% every month to rotate testing of all staff over time.

## Maintaining Healthy Operations

### Higher Risk

*Dunham Specific* (with reference to Sonoma County Roadmap pg. 17)

- Distance learning (with the child’s teacher) will be available for all students who choose, especially for students who are at higher risk of severe illness.
- Distance learning (with the child’s teacher) will also be available (if they feel well enough) for all students who are sick or symptomatic or have been exposed to COVID-19 and are staying home.

### Signs and Symptoms

*Sonoma County Roadmap* (more details pg. 17-18)

- Require parents to keep sick students at home and staff who are sick or who have had close contact to a person diagnosed with COVID-19 to stay at home
- All staff and students will conduct a “wellness check” (see above)
  - Ask all individuals about COVID-19 symptoms within the last 24 hours and whether anyone in their home has had COVID-19 symptoms or a positive test.
  - Exclude any student, parent, caregiver or staff showing symptoms of COVID19. Staff should discuss with parent/caregiver and refer to the student’s health history form and/or emergency card to identify if the student has a history of allergies, which would not be a reason to exclude. Monitor staff and students throughout the day for signs of illness; send home students and staff with a fever of 100.0 degrees or higher, cough or other COVID-19 symptoms after isolating from the general room population. Notify parents.
- Policies should not penalize students for missing class.
- Students will not be penalized for missing class.

*Dunham Specific*

- Students who are infected with COVID-19 shall be excluded from on-campus instruction until a medical provider states in writing that the student is no longer contagious.
- [Symptoms Signage](#)
- [Stop Signage](#)

### Field Trips

*Sonoma County Roadmap*

- Pursue virtual activities and events in lieu of field trips, student assemblies, special performances, school-wide parent meetings, and spirit nights, as possible.

*Dunham Specific*

- For the safety of all staff and students, all field trips have been canceled until otherwise advised.
- Teachers may use virtual learning opportunities (such as virtual tours of museums) to enhance students’ educational experiences.

<b>Events/ Assemblies</b>	<p><i>Sonoma County Roadmap</i></p> <ul style="list-style-type: none"> <li>● Pursue virtual activities and events in lieu of field trips, student assemblies, special performances, school-wide parent meetings, and spirit nights, as possible.</li> </ul> <p><i>Dunham Specific</i></p> <ul style="list-style-type: none"> <li>● For the safety of all staff and students, all events have been canceled until otherwise advised.</li> <li>● Dunham may hold school-wide assemblies and activities virtually, with student groups remaining in their classrooms.</li> <li>● Large-scale school events such as “Back to School Night” may be held virtually or reconfigured in order to maintain physical distancing.</li> <li>● Small-scale activities like parent-teacher conferences may take place over the phone or other electronic means.</li> </ul>
<b>Volunteers/ Visitors</b>	<p><i>Sonoma County Roadmap</i></p> <ul style="list-style-type: none"> <li>● Limit any nonessential visitors, volunteers, and activities involving external groups or organizations as possible – especially with individuals who are not from the local geographic area (e.g., community, town, city, county)</li> </ul> <p><i>Dunham Specific</i></p> <ul style="list-style-type: none"> <li>● For the safety of all staff and students, visitors or volunteers will not be allowed to visit classrooms until otherwise advised.</li> </ul>
<b>Meetings</b>	<p><i>Sonoma County Roadmap</i></p> <ul style="list-style-type: none"> <li>● Gatherings, or meetings, should be conducted via a virtual platform whenever possible. Promote social distancing of at least six feet between people if events are held. Limit group size to the extent possible.</li> </ul> <p><i>Dunham Specific</i></p> <ul style="list-style-type: none"> <li>● Parent meetings will be held virtually or via phone to the extent possible. If a parent meeting is necessary, 6 feet of physical distancing and masks will be required.</li> </ul>
<b>Cohorts</b>	<p><i>Sonoma County Roadmap</i></p> <ul style="list-style-type: none"> <li>● Ensure that student and staff groupings are as static as possible by having the same group of children stay with the same staff (all day for young children, and as much as possible for older children). Keep the same students and teacher or staff with each cohort to the greatest extent practical.</li> <li>● Limit mixing between groups if possible</li> <li>● Students may need to mix cohorts for the purpose of transportation or after-school care. When this occurs, tracking who is in each cohort becomes critical to enable effective contact tracing in the event of a COVID-19 case.</li> </ul> <p><i>Dunham Specific</i></p> <ul style="list-style-type: none"> <li>● To decrease the number of students on campus and in a classroom, class assignments will be clustered into cohorts (See below “Instructional Model”)</li> <li>● To limit exposure to other students and staff, cohorts by class and grade level will stay together throughout the day, including break and dismissal.</li> <li>● Each cohort will remain in the same classroom for the school day. They will continue to be with their cohort during recess time. Consistent staff members, as possible, will be with the students throughout the day and come to their assigned classroom.</li> </ul>

<b>Exceptions</b>	<p><i>Dunham Specific</i></p> <ul style="list-style-type: none"> <li>● If an emergency situation arises that requires a staff member to touch a student or another staff member, resume physical distancing as soon as safely possible, wash hands, and disinfect any surfaces touched</li> </ul>
<b>Staggered Scheduling</b>	<p><i>Sonoma County Roadmap (more detail on page 18)</i></p> <ul style="list-style-type: none"> <li>● Stagger arrival and drop-off times or locations by cohort or put in place other protocols to limit contact between cohorts and direct contact with parents as much as possible</li> </ul> <p><i>Dunham Specific</i></p> <ul style="list-style-type: none"> <li>● Dunham will not be staggering arrival times but will design a student pick up procedure based on social distancing guidelines.</li> <li>● Parents will remain in their cars at drop off and pick up times.</li> </ul>
<b>Absences</b>	<p><i>Sonoma County Roadmap</i></p> <ul style="list-style-type: none"> <li>● Direct any student who contracts the virus or lives with someone who has been diagnosed with COVID-19 to stay home in accordance with state and local health directives.</li> <li>● Students who are infected with COVID-19 shall be excluded from on-campus instruction until a medical provider states in writing that the student is no longer contagious. (Education Code 49451; Health and Safety Code 120230; 5 CCR 202).</li> <li>● Per Education Code 48205, student absences due to illness or quarantine are considered excused absences.</li> <li>● When a student is absent, the student’s parent/guardian shall notify the school of the reason for the absence. A physician’s verification of a student’s illness or quarantine may be submitted, but is not required.</li> </ul>
<b>Athletics</b>	<p><i>Dunham Specific (Based on Sonoma County Roadmap)</i></p> <ul style="list-style-type: none"> <li>● For the 2020-21 school year we are not required to offer the minimum instructional minutes in physical education (SB 98)</li> <li>● When physical education is offered: <ul style="list-style-type: none"> <li>○ Equipment will be cleaned in between use</li> <li>○ Contact sports are restricted</li> <li>○ Indoor intense physical exercise is discouraged</li> <li>○ Will be conducted outside whenever possible</li> </ul> </li> <li>● Students will not be required to wear cloth face coverings during physical activities as long as physical distancing is maintainable, though they may voluntarily wear face coverings at any time</li> </ul>

<b>High-Risk Specials</b>	<p><i>Sonoma County Roadmap</i></p> <ul style="list-style-type: none"> <li>Consider that some electives are higher risk than others. Music/band, choir, and theater pose higher risks and districts should consider providing virtual options or ensuring social distancing.</li> </ul> <p><i>Dunham Specific</i></p> <ul style="list-style-type: none"> <li>We are suspending high risk electives at this time.</li> </ul>
<b>COVID-19 Point of Contact</b>	<p><i>Sonoma County Roadmap</i></p> <ul style="list-style-type: none"> <li>Designate a staff person to be responsible for responding to COVID-19 concerns (e.g., site administrator or health aide). All school staff and families should know who this person is and how to contact them.</li> <li>Provide impacted individuals with parent-student guidance documents.</li> </ul> <p><i>Dunham Specific</i></p> <ul style="list-style-type: none"> <li>Daniel Hoffman, Dunham Superintendent-Principal, 707-795-5050</li> <li>Lori Nommsen, Dunham District Secretary, 707-795-5050</li> </ul>
<b>Back-Up Staffing Plan</b>	<p><i>Sonoma County Roadmap</i></p> <ul style="list-style-type: none"> <li>Monitor absenteeism of students and employees, cross-train staff, and create a roster of trained back-up staff</li> </ul> <p><i>Dunham Specific</i></p> <ul style="list-style-type: none"> <li>Cross train available staff</li> <li>Utilize, SCOE approved substitute list as needed <ul style="list-style-type: none"> <li>Ensure substitutes are trained on applicable protocols</li> </ul> </li> </ul>
<b>Staff Training</b>	<p><i>Sonoma County Roadmap</i></p> <ul style="list-style-type: none"> <li>Train staff on all safety protocols.</li> <li>Conduct training virtually or ensure that social distancing is maintained during training.</li> </ul> <p><i>Dunham Specific</i></p> <ul style="list-style-type: none"> <li>Training will be available and completed prior to the first day of school with students on campus <ul style="list-style-type: none"> <li>Protective Measures for All</li> <li>What to do if a child is sick</li> <li>Cleaning/Disinfectant</li> <li>Handwashing</li> <li>Tissues</li> <li>Staying home/returning to school</li> </ul> </li> </ul>
<b>Sharing Facilities</b>	<p><i>Sonoma County Roadmap</i></p> <ul style="list-style-type: none"> <li>Organizations that share or use the school facilities are to be restricted when practical. If granted permission, they must practice all school safety protocols for social distancing and cleaning.</li> </ul>

# Instructional Considerations

## Learning Model Options

### Hybrid Model — A.M. P.M.

The only way to maintain social distancing of 6 feet is to adopt a “hybrid model”

- Each class will be divided into 2 groups
  - Students in Cohort A will attend 8:00am-10:30am
  - Students in Cohort B will attend 12:00pm-2:30pm
  - All hybrid students will attend on campus classes on Monday, Tuesday, Thursday and Friday.
  - All students in the hybrid model will participate in distance learning on Wednesdays.
  - Curriculum and support will be provided for both cohorts for their off am/pm times
- Cohorts are selected based on siblings sites, language needs, and students with special services.
- Dunham will offer full distance learning for students who are not able to participate in the hybrid model. A commitment to participate in distance learning for a designated time period in lieu of the onsite hybrid may be required.

### Full Distance Learning:

- Dunham will begin the year with full distance learning five days per week. The Learning Continuity and Attendance Plan will provide more details on the expectations of distance learning.
- This instructional model may be selected in lieu of the hybrid.
- Per state requirements, distance learning requires, but is not limited to, continuity of instruction by certificated teacher, daily participation, assessment of pupil progress and instructional time.

## Power Safety Public Shut Off Days

- It is our plan to utilize Distance Learning during “Power Safety Public Shut off Days”
- Teachers will develop 5 days’ worth of paper packet instructional materials for Power Safety Public Shutoff Days by October 1, 2020.
- The time value of the assignments provided in the packet will add up to 240 minutes (180 minutes for TK & K) and “attendance” of these days will be determined one week after the Power Safety Public Shut off Days have ended (to provide teachers with enough time to connect with students either online, over the phone or in person to determine successful completion of packets).
- Daily live interaction via the internet will not be feasible during power shut off days. Teachers will be encouraged to contact students via phone, if possible, during this time to check-in on assigned students.



## SB 98 -Learning Continuity and Attendance Plan Items

*The items below relate to SB 98  
and will be included in the Learning Continuity and Attendance Plan due September 30th.  
A separate document will be reviewed by stakeholders*

### In-Person

#### Classroom Based Instruction

- We will offer classroom-based instruction, whenever possible, particularly for pupils who have experienced significant learning loss due to school closures in the 2019–20 school year or for pupils who are at greater risk of experiencing learning loss due to future school closures.

### Distance Learning

#### Continuity of Instruction

- Continuity of instruction during the school year to ensure pupils have access to a full curriculum of substantially similar quality regardless of the method of delivery will be provided.

#### Devices and Connectivity

- We will ensure access to devices and connectivity for all pupils to support distance learning whenever it occurs.

#### Measuring Participation

- Participation during distance learning will be measured.

#### Assess Pupil Progress

- Pupil progress through live contacts and synchronous instructional minutes will be assessed.

#### Time value

- For distance learning, instructional time shall be based on the time value of assignments as determined, and certified to, by an employee of the local educational agency who possesses a valid certification document, registered as required by law.

#### Professional Development and Resources

- Professional development and resources (including technological support) to staff to support the provision of distance learning will be provided.

#### Staff Roles

- To the extent that staff roles and responsibilities change because of COVID-19, the new roles and responsibilities of affected staff will be documented.

#### Additional Support

- Additional support for English learners, pupils with exceptional needs, foster care and homeless will be provided during the period in which distance learning is provided.

## Pupil Learning Loss

<b>Assess Learning</b>	<ul style="list-style-type: none"><li>• Pupil Learning Status in English Language Arts, Mathematics and English Language Development will be assessed.</li></ul>
<b>Address Learning Loss and Accelerate Learning</b>	<ul style="list-style-type: none"><li>• We will address learning loss and accelerate learning progress for pupils, English Learners, students who are eligible for free or reduced price meals, foster youth and students who are experiencing homelessness based on the assessment results of each child.</li></ul>
<b>Effectiveness</b>	<ul style="list-style-type: none"><li>• We will evaluate the effectiveness of the services or supports provided to address learning loss.</li></ul>

## Mental Health and Social and Emotional Well-Being

<b>Monitor/ Support</b>	<ul style="list-style-type: none"><li>• We will monitor and support mental health and social and emotional well-being of pupils and staff during the school year, including any professional development and resources that will be provided to pupils and staff to address trauma and other impacts of COVID-19 on the school community.</li></ul>
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## Pupil Engagement and Outreach

<b>Tiered Reengagement</b>	<ul style="list-style-type: none"><li>• Procedures for tiered reengagement strategies for pupils who are absent from distance learning will be fully developed and articulated to parents. 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.</li></ul>
<b>Outreach</b>	<ul style="list-style-type: none"><li>• We will provide outreach to pupils and their parents or guardians, including in languages other than English, when pupils are not meeting compulsory education requirements or when we determine the pupil is not engaging in instruction and is at risk of learning loss.</li></ul>

## School Nutrition

<b>In-Person/ Distance Learning</b>	<ul style="list-style-type: none"><li>• We will provide meals for pupils who are eligible for free or reduced-price meals for pupils participating in distance learning and in person learning.</li></ul>
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# COVID-19 Protocol

(Guidance may change do to current status or new information)



SONIA Y. ANGELL, MD, MPH  
State Public Health Officer & Director

State of California—Health and Human Services Agency  
California Department of Public Health



GAVIN NEWSOM  
Governor

What measures should be taken when a student, teacher or staff member has symptoms, is a contact of someone infected, or is diagnosed with COVID-19?

	Student or Staff with:	Action	Communication
1.	COVID-19 Symptoms (e.g., fever, cough, loss of taste or smell, difficulty breathing)  Symptom Screening: Per CA <a href="#">School Sector Specific Guidelines</a>	<ul style="list-style-type: none"> <li>Send home</li> <li>Recommend testing (If positive, see #3, if negative, see #4)</li> <li>School/classroom remain open</li> </ul>	<ul style="list-style-type: none"> <li>No Action needed</li> </ul>
2.	Close contact (†) with a confirmed COVID-19 case	<ul style="list-style-type: none"> <li>Send home</li> <li>Quarantine for 14 days from last exposure</li> <li>Recommend testing (but will not shorten 14-day quarantine)</li> <li>School/classroom remain open</li> </ul>	<ul style="list-style-type: none"> <li>Consider school community notification of a known contact</li> </ul>
3.	Confirmed COVID-19 case infection	<ul style="list-style-type: none"> <li>Notify the local public health department</li> <li>Isolate case and exclude from school for 10 days from symptom onset or test date</li> <li>Identify contacts (†), quarantine &amp; exclude exposed contacts (likely entire cohort (††)) for 14 days after the last date the case was present at school while infectious</li> <li>Recommend testing of contacts, prioritize symptomatic contacts (but will not shorten 14-day quarantine)</li> <li>Disinfection and cleaning of classroom and primary spaces where case spent significant time</li> <li>School remains open</li> </ul>	<ul style="list-style-type: none"> <li>School community notification of a known case</li> </ul>
4.	Tests negative after symptoms	<ul style="list-style-type: none"> <li>May return to school 3 days after symptoms resolve</li> <li>School/classroom remain open</li> </ul>	<ul style="list-style-type: none"> <li>Consider school community notification if prior awareness of testing</li> </ul>

(†) A contact is defined as a person who is <6 feet from a case for >15 minutes. In some school situations, it may be difficult to determine whether individuals have met this criterion and an entire cohort, classroom, or other group may need to be considered exposed, particularly if people have spent time together indoors.

(††) A cohort is a stable group with fixed membership that stays together for all courses and activities (e.g. lunch, recess, etc.) and avoids contact with other persons and cohorts.

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[From California Department of Public Health 7-17/2020](#)

