



Brian Biedermann
Interim Superintendent

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BOARD OF EDUCATION
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July 14, 2020

TO: All Staff

RE: **UPDATED Return to Work Guidance**

Dear SUSD Leaders,

As many of you likely heard yesterday, we received updated guidance from Governor Newsom, Dr. Park at San Joaquin County Health, and Superintendent Mousalimas from San Joaquin County Office of Education. In alignment with that guidance, Superintendent Biedermann has also laid out direction for SUSD to begin the school year with distance learning. Given those updates, we want to provide all of our employees with updated guidance regarding physically returning to work sites while still observing specific coronavirus guidelines.

Originally our plan was to begin gradually returning more employees to work sites beginning tomorrow, July 15th. However, given the above guidance and the continued spread of the coronavirus, we are delaying those plans indefinitely. We strongly recommend that teams and employees continue to operate remotely whenever possible to do so in order to limit exposure and contact. Please keep in mind that as SUSD employees, we are all considered ‘essential workers’ and therefore remain on call to report to work, either remotely or in person, if and when necessary.

The following teams already have existing, approved Return to Work Plans and will continue operating at work sites:

- Centralized Enrollment
- Custodial
- Food Services
- Health Services
- Maintenance and Operations
- Payroll
- Pre-school Enrollment
- Reprographics
- School Police
- Superintendent’s Office

Additionally, as we prepare for the start of the school year on August 3rd with distance learning, our school sites will be reintroducing employees to their front offices and assembling “school readiness teams” to ensure we are ready to begin the school year with our students. These school readiness teams will be put together by our Principals and approved through Ed Services leadership.

Health Services will be assigning each of their team members to a portfolio of school and work sites in order to track any potential exposure to COVID-19. They will work with our Risk Management team to properly support any employees with COVID-like symptoms, COVID, or exposure to the virus. That roster of Health Services team members and the sites they are assigned to will be communicated in the coming days to all principals and supervisors.



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Employees, if you are experiencing COVID-like symptoms (high fever, incessant sneezing, intensely sore throat), have tested positive for COVID, or have been exposed to someone suspected of having or known to have COVID, do not report to work and immediately contact Risk Management for support at the following contacts:

Risk Management Technicians based on first letter of employee's last name:

A – G - Chris at ccarnahan@stocktonusd.net
H – Q - Lita at avaladez@stocktonusd.net
R – Z - Felly at fkotez@stocktonusd.net
Or by dialing (209)933-7110

Beginning August 3rd, we will also gradually reopen the District Office at 701 N. Madison Avenue to the public so employees and community members can access various services offered at this location. On that date, we will resume normal operating hours from 7:30am to 4:30pm. That said, the vast majority of services offered at the District Office are now accessible via phone, email, and virtual platforms and we encourage you to access those services without physically coming to the building if at all possible for the time being.

In order to bring employees back to work as safely as possible in the future, we will continue to assess the workplace environment to implement current health guidelines to lower the risk of COVID transmission. As employees return to work it is necessary that everyone follow precautions to prevent the spread of the virus. To that end ALL employees will be receiving mandatory trainings and acknowledgments through Keenan and our Health Services department to ensure we are all prepared to safely be at work once we return.

Supervisors, even though we are delaying additional Return to Work Plan implementation, please continue preparing your plans as previously directed and submitting them to your Executive Cabinet representative for approval. This way we are ready to execute plans when it is necessary and safe to do so.

Our primary concern is the health and safety of our students, employees, and community which is why we are beginning the school year with distance learning and being so cautious in our approach to bringing staff back to work. This is a challenging time in which we are all struggling to strike the right balance between our own health and wellness, the health and wellness of our students, and our mission to ensure all of our students graduate college, career, and community ready. Thank you for all that you do in your commitment to all of the above during this time.

Sincerely,

Nikolas Howard
Interim Assistant Superintendent of Human Resources
Stockton Unified School District