


# D-19 RESPONSE RETURN TO SCHOOL - SITE PLAN

## AMOS ALONZO STAGG HIGH SCHOOL



Enrollment: 1831, as of 02/05/2021	
Total Number of Staff: 186	
Address: 1621 Brookside Road Stockton CA 92507	
Grade Level: 6 <sup>th</sup> through 12 <sup>th</sup>	
Date of Reopening: Small Cohorts, February 17 <sup>th</sup> , 2021	
Name of Person Completing Application: Ben Nakamura	
Phone Number: 209 933 7445	Email: <a href="mailto:bnakamura@stocktonusd.net">bnakamura@stocktonusd.net</a>
Signature: 	Date: 02/05/2021

Please review the following guides thoroughly with your child. SUSD Guides provide much more detailed information:

[SUSD Health & Safety Guide](#)

[Hybrid and Distance Learning SUSD](#)

[SUSD COVID-19 Information Page](#)

[Covid19@stocktonusd.net](mailto:Covid19@stocktonusd.net)

# Reopening Plans

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

Providing and maintaining a clean school environment is critical to the safety of our SUSD staff, students, and community. Custodial employees have the resources and training needed to help maintain a healthy environment for students and staff.

- Fully clean restrooms being used at the end of each day
- Disinfect hard touch areas in the same restrooms once per hour and sign off on the log sheet.
- Provide disinfectant spray bottles to any staff member who wishes to wipe down their personal space. We do this once per week on a rotating basis.
- Top off hand sanitizer dispensers daily.

Food Service Sites:

Custodial Duties: Set up canopy, tables & stations / Put away, Clean Kitchen, Clean Cafeteria, Clean restrooms hourly

## **Take action if an employee is suspected or confirmed to have COVID-19 infection:**

In most cases, you do not need to shut down your facility. If it has been less than 7 days since the sick employee has been in the facility, close off any areas used for prolonged periods of time by the sick person:

- Wait 24 hours before cleaning and disinfecting to minimize potential for other employees being exposed to respiratory droplets. If waiting 24 hours is not feasible, wait as long as possible.
- During this waiting period, open outside doors and windows to increase air circulation in these areas.
- If it has been 7 days or more since the sick employee used the facility, additional cleaning and disinfection is not necessary. Continue routinely cleaning and disinfecting all high-touch surfaces in the facility.

N95 Masks: All sites should receive a shipment to provide at least one to each custodian.

Site Response:

*All teachers will be provided with cleaning towels and COVID-19 disinfectant and will be given the option to clean desks and surfaces between classes and during passing periods. Students will not be permitted to clean surfaces.*

*During the School Day: Custodians will regularly clean and disinfect student bathrooms. Every other stall and urinal in student bathrooms (with multiple toilets) will be covered to ensure compliance with social distancing practices.*

*End of Each Day: Custodians will disinfect all surfaces at the end of each day. They will also check to ensure that all disinfectants and sanitizers are adequately filled.*

- 1. 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. (AB 77 minutes)**
  - No classroom will have more than 16 individuals. This group is considered a cohort and is not allowed to interact with other cohorts of students or adults.
  - Meals will be served using a grab-and-go system that allows students to take their meal to the classroom or other assigned eating area.
  - Classrooms will be provided with water to eliminate the use of water faucets throughout campuses.
- 2. Students Return to On Campus Live Instruction (Split with Distance Learning): (AB 77 minutes) 6 feet apart- Classrooms may accommodate 3-foot radius if necessary- Teacher observes 6 ft. distance.**

# Reopening Plans

*Date TBD: School wide at every grade level, students will be on a hybrid model based on their alpha. Our proposed bell schedule is listed below:*

## Proposed Schedule for Full Return to School (Date TBD)

Time	Monday (A-L, sync) (M-Z async)	Tuesday (A-L, sync) (M-Z, async)	Wednesday Distance Learning	Thursday (M-Z, sync) (A-L async)	Friday (M-Z, sync) (A-L, async)
7:25-8:25AM	1 <sup>st</sup> period	1 <sup>st</sup> period	1 <sup>st</sup> -4 <sup>th</sup> DL schedule	1 <sup>st</sup> period	1 <sup>st</sup> period
8:25-8:30AM	Passing				
8:30-9:30AM	2 <sup>nd</sup> period	2 <sup>nd</sup> period		2 <sup>nd</sup> period	2 <sup>nd</sup> period
9:30-9:35AM	Passing				
9:35-10:35AM	3 <sup>rd</sup> period	3 <sup>rd</sup> period		3 <sup>rd</sup> period	3 <sup>rd</sup> period
10:35-10:40AM	Passing				
10:40-11:40AM	4 <sup>th</sup> period	4 <sup>th</sup> period		4 <sup>th</sup> period	4 <sup>th</sup> period
11:40-12:10PM	Grab & Go lunch				
12:10-2:18PM	Office Hours				
Minutes	240 In-person	240 In-person	240 async/sync	240 In-person	240 In-person

# Reopening Plans

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## **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.**

- Administrators: Student movement through your campus will need to be determined by your site team.
- In terms of the flow of traffic and areas that normally are congested when you have students on campus. Site maps need to be edited to include COVID-19 egress and ingress.

Site Response:

**Indoor hallways:** *traffic patterns will be established to ensure one way movement. Students will travel north on the east hallway and south on the west hallway.*

*For other areas of potential congestion, we will implement our district-provided markers to ensure social distancing. In addition, our campus security monitors, school site administrators and school resource officer will support with supervision to ensure that students follow social distancing protocol. Other areas of potential congestion are listed below with specific strategies we used:*

- *R-Wing: students will enter through the main entrance and will walk one direction through the R-wing and exit through the doors facing the softball field.*
- *Main Street: Students will walk north on Main street and south on the west side. We will use district-provided markers to ensure appropriate flow of traffic.*
- *NOTE: We are considering having characters and cartoons showing directionality (but this is hypothetical, so we won't elaborate any more).*
- *Campus Entrance: We will have one campus entrance for students. The front gate will be only accessible to staff. The back (Rosemarie) parking lot will be closed to all parties. The only entrance accessible to students and families will be the west parking lot. By reducing the number of entrances to campus, we will be able to more effectively monitor traffic and social-distancing.*
- *Campus Exits: We will open all our exits. All administrators and campus security monitors will oversee designated areas to ensure a quick and safe exit off campus. Students may remain on-campus after school only for the specified reasons: (1) visiting their counselor, (2) attending office-hours in a teacher's classroom, (3) attending tutoring, or (4) another scheduled appointment. Administrators and campus security monitors will sweep campus to ensure that students are only on campus for one of the four aforementioned reasons.*

# Reopening Plans

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

SUSD requires employees, students, and visitors in school facilities to wear masks or cloth face coverings. Masks and other face coverings are a simple barrier to help prevent respiratory droplets from traveling into the air and onto other people when we talk, cough, or sneeze.

### **General Information and Guidance**

- All masks or face coverings should fully cover the nose and mouth, secure under the chin, and fit securely against both sides of the face. The CDC does not recommend using masks if they have an exhalation valve or vent.
- All school staff and students in 3rd grade and above must wear masks. Students in 2nd grade and below are encouraged to wear masks or face shields.
- Face shields may be worn in addition to a mask, but not in place of a mask or face covering.
- The use of a mask or face covering is not a substitute for physical distancing.
- Surgical and other medical-grade masks may be recommended for specific situations such as:
  - Students/staff who become ill at school.
  - Staff who are screening or caring for a student/staff who is ill.
  - Staff working with students/staff who require health care supports.
  - Desks will have safety shields separating students from each other.

### **Site Response:**

- Every person on-site will be required to properly wear masks and following all safety precautions as outlined in our MOUs, our Keenan Safe Schools Training and county health safety measures.
- Staff will complete their daily online screening to ensure readiness to work each day.
- Students who do not have masks, will be provided a mask.
- Students who fail to comply with safety guidelines, will be reminded to follow requirements and parents will be contacted. If a student repeatedly fails to follow safety guidelines, they will be placed on distance learning until further notification and/or willingness to comply.
- Staff who become ill at school: We will follow guidelines specified in the MOU. In addition, we will work with our health services department to ensure that we are taking necessary precautions. Our admin team and school secretary will also assist as needed to ensure that we have substitute coverage for the needed class(es).

# Reopening Plans

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## **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.**

Health Self Checks: Staff and students are required to self-monitor for symptoms such as fever, cough, and shortness of breath. It is recommended that an individual not attend work or school if feeling any of the symptoms of COVID-19.

Students or staff members who have screened and determined they need to go home will be handled in two ways:

- For adults in SUSD, we will inform them they need to return home and they need to contact Risk Management. The site administrator or department lead also needs to inform Risk Management.
- For SUSD students, the site needs to make immediate contact with the family. While waiting for the family to pick up the student, he/she need to be informed they must
- Stockton Unified School District has established a secure tracking system for contact tracing that follows the guidance from health professionals to investigate cases and contacts of COVID-19. Contact tracing is a necessary component of re-opening schools as we must maintain the safety of our staff, students, and community.
- Qualtrics COVID-19 Self Check System: 10-19-20 start date

## Site Response:

- We will cooperate with our district-designated health screening measures via Qualtrics. In the event that Qualtrics is not working and/or for staff who do not have access to Qualtrics (e.g., a substitute or guest teacher), they will complete the paper screening at our health office on campus.

# Reopening Plans

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

Availability of hand washing stations and hand sanitizer:

- In classrooms with sinks soaps will be provided so students and staff can perform safe handwashing.
- Classrooms without sinks will be provided hand sanitizing dispensers.
- Upon entering the classroom daily students will be reminded of healthy hygiene practices by their teachers. How will hand washing stations and hand sanitizer be promoted and incorporated into routines:
- Instructional Technology will place a tab in student Chromebooks flagging them to review three short student-friendly videos on healthy hygiene including hand washing, mask wearing, and physical distancing.
- Family Engagement will inform families and students about the need for healthy hygiene for hand washing, mask wearing, and physical distancing.
- Videos will be available and encouraged to view through Family Engagement and the COVID Information link on the Stockton Unified School District website.
- Teachers are also encouraged to start the instructional day with short reminders regarding hand washing, mask wearing, and physical distancing.

Site Response:

- ***In classes with sinks, we will ensure that soap is maintained and checked daily. For classes without sinks, we will use district-supplied hand sanitizing dispensers.***
- ***We will offer specific training and reminders regarding hygiene practices to all our staff via monthly staff meetings, weekly video updates, leadership team meetings, and department meetings***

# Reopening Plans

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**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.**

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## **I HAVE SYMPTOMS OF COVID-19.**

1. You will go home immediately.
2. Contact your supervisor and Risk Management
3. Contact your primary care provider. They may ask you to Get tested for COVID-19  
IF POSITIVE SEE BELOW: I'm COVID-19 positive If COVID-19 negative See COVID negative below.
4. If you were in close contact with other employees, Risk Management will need to know the names of the employees.

## **COVID-19 Negative**

- In the event a staff member has been possibly exposed to COVID-19 and has been quarantined at home and does not have COVID testing the following process will be followed:
- If the staff member tests negative for COVID-19, all personnel connected to this situation can return to work at the direction of Risk Management.

## **COVID-19 Positive**

In the case a staff member or SUSD stakeholder has a positive COVID-19 test result, the following will occur:

1. Risk Management will contact the employee
2. Self-isolate at home for 10 days; on the 11th day you may return to work. (see below for when you may return to work) \*Avoid infecting others-Stay Home
3. You may return to work/school when:  
You have been fever free for 24 hours, without fever reducing medication;  
Your COVID-19 symptoms have improved and at least 10 days have passed since your symptoms first appeared.

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## **Qualtrics electronic COVID-19 Self Check.**

Site Response:

- For any staff member who exhibits symptoms of COVID-19, they will follow the guidelines/directives listed above. They will go home immediately and then contact their supervising administrator.
- For teachers who need to go home, we will utilize emergency lesson plans for the remainder of the school day and then take action based on the specifics of the situation.
- We will follow all other guidelines listed above and continue to remind and update our staff on a regular basis regarding the guidelines listed above,



# Reopening Plans

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**Physical Distancing: How space and routines will be arranged to allow for physical distancing of students and staff. Administrators will work with site personnel to determine the best layout for physical distancing in the classroom and frequently used areas of the school site.**

Site Response:

- In classrooms: each classroom will follow guidelines for social distancing by the CDE and the district. Desks will be appropriately spaced and teacher and students will maintain appropriate social distancing.
- In office spaces: we will continue to follow guidelines that we have had in place since the beginning of this academic year. Staff will be required to wear masks in all open and shared spaces (e.g., the breakroom, conference rooms, career center). Families who visit will be required to socially-distance using the markers we have in place along with the routines we have established since the school opening in August.
- Other shared spaces: for areas that students gather, we will place markers and directional arrows to indicate appropriate spacing and traffic flow. For example, if we have makeup picture days, we will use the guidelines we set in place prior whereby students need to wait in line at least six feet apart, limited number of individuals can be in the room at a given time, masked must remain on for the duration of the time, etc.

# Reopening Plans

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

- Employees are required to complete a course on how to use the sanitizer and disinfectant Keenan SafeSchools Online Trainings: Coronavirus: Cleaning and disinfecting your workplace

### **Employees are also required to complete Keenan SafeSchools Online Trainings:**

- Coronavirus Awareness
- Coronavirus: Managing Stress and Anxiety
- Teachers may choose to use the disinfectant to clean desks and other surfaces during the day. Suggested times and surfaces for cleaning include student desks after eating, high-touch areas within the classroom, and supplies used by students. Sanitizer and disinfectant should be stored out of reach of students.
- Administrators: How will you train your site personnel specifically on the application and enforcement of the plan on your site?

### Site Response:

- We have provided reminders to staff regarding the SafeSchools online training and will ensure that all have not only completed the trainings but are given regular updates on the big ideas of each.
- We will notify teachers of the option to disinfect desks and surfaces during the day and direct them to store disinfectants out of student reach.
- Our administration will regularly visit all classes on campus to ensure that cooperation with our district guidelines are being followed.
- We will provide specific training through our monthly staff meetings, leadership team meetings, department meetings, weekly video updates and optional Q&A Zoom sessions for those needing additional guidance.

# Reopening Plans

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**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.**

People who test positive are diagnosed with or suspected to have COVID-19 will not return to the building until they have met the criteria to discontinue home isolation according to CDC and local health guidelines. Those who have had close contact with positive case (lab-confirmed, diagnosed, or suspected) will stay home and follow CDC and local health department guidance.

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**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.**

*The following criteria will be used by Stockton Unified School District to determine when in-person instruction will need to close:*

- The district will consult with the San Joaquin County Public Health Department first.
- A classroom cohort goes home when there is a confirmed case.
- A school goes home when multiple cohorts have cases or more than 5% of school is positive.
- SUSD goes home if 25% of their schools are closed within a 14-day period.

**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.**

Health Services and Risk Management will inform necessary personnel should it learn of a confirmed or likely coronavirus infection of District employees or students and identify the campus or worksite said infection was found understanding that this information be providing following HIPAA and FERPA rules. The District will ensure the administrators assigned to the campus or worksite at issue are fully informed of all interventions and changes to be implemented by the District in order to continue operations.

## **Site Assessment Space:**

Current Guidelines from the CDPH

Per current, August 27, 2020, California Department of Public Health (CDPH) guidelines, all districts are permitted to bring students into a school or district facility for the purpose of assessments. For more details, visit CDPH's web page at Guidance for Small Cohorts/Groups of Children and Youth. More information can be found in the FAQ for the CDPH (PDF).

LEAs are reminded to always follow current local and state guidelines for COVID-19. Please visit the CDPH's COVID-19 page for complete documentation ([https:// ca-toms-help.ets.org/fall-admins/](https://ca-toms-help.ets.org/fall-admins/))

**Which students can be served in cohorts during school closures?** The determination is made at the LEA- and school-level based on the needs of students. Students with disabilities should be prioritized by the LEA and school for receiving targeted supports and services. In addition, English learners, students at higher risk of further learning loss or not participating in distance learning, students at risk of abuse or neglect, foster youth and students experiencing homelessness may also be prioritized.

**What qualifies as a specialized and targeted support services?** Specialized services are determined by LEAs and include but are not limited to occupational therapy services, speech and language services, and other medical services, behavioral services, educational support services as part of a targeted intervention strategy or assessments, such as those related to English learner status, individualized educational programs and other required assessments.

Also see, Considerations for Cohorts - <https://www.cdph.ca.gov/Programs/CID/DCDC/Pages/COVID-19/small-groups-child-youth.aspx>

# Reopening Plans

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**Site COVID Health Screening Room: Site administrators will need to select rooms/space in which students can wait for parent pick up once the site has determined student may have COVID-19 related symptoms. These spaces cannot be utilized for any other purpose and only one student at a time is permitted in the space. In addition, these spaces should be used on a rotating basis to reduce the possibility of exposure.**

Site Response:

- Designated Space for students:
  - Our primary location for students exhibiting symptoms will be in conference room, E3. In E3, we have 4 separate spaces for students exhibiting symptoms
  - Our secondary location for students exhibiting symptoms (in the event, E3 does not have the capacity to hold all students), we will utilize two different spaces depending upon weather conditions:
    - For inclement weather: we will use the wrestling room
    - In good weather: we will place students outside in the courtyard between D & E