

# COVID-19 School Guidance Checklist

January 14, 2021

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CALIFORNIA  
**ALL**

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Save Lives



Date: January 22, 2021

# 2021 COVID-19 School Guidance Checklist

Name of Local Educational Agency or Equivalent: Stockton Unified School District

Number of schools: 54

Enrollment 36,844

Superintendent (or equivalent) Name: John Ramirez Jr.

Address: 701 North Madison Street

Phone Number: (209) 933-7000

Stockton, CA 95202

Email: jramirezjr@stocktonusd.net

Date of proposed reopening:  
February 8, 2021

County: San Joaquin

Current Tier: Purple  
*(please indicate Purple, Red, Orange or Yellow)*

Grade Level (check all that apply)

TK  2nd  5th  8th  11th

K  3rd  6th  9th  12th

1st  4th  7th  10th

Type of LEA: Unified School District

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 and **not yet open**, materials must additionally be submitted to your local health officer (LHO) and the State School Safety Team prior to reopening, per the [Guidance on Schools](#).

The email address for submission to the State School Safety for All Team for LEAs in Purple Tier is:

[K12csp@cdph.ca.gov](mailto: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 Local Educational Agencies (LEAs or equivalent) in **ALL TIERS**:

I, Chris Anderson, 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:

**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?)

Currently SUSD will be opening to small group cohorts that do not exceed a 15 to 1 student/teacher ratio. These students are encouraged to attend depending on specific academic need. SUSD will return to school utilizing the Hybrid model. Currently 47% of respondents to the return to school survey intend to return to on campus live instruction. Students will be split into stable groups A and B intended to limit the amount of students on campus at one time. Pre-K - 6 classes will be self contained and remain as a stable group. 7-12 students will move 1-3 classes per day.

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

Hybrid Model; student groups on campus minimized weekly

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

4x4 schedule in A/B Hybrid model, student groups on campus minimized.

**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.

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

**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.

**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.

**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.

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

Please provide the planned maximum and minimum distance between students in classrooms.

Maximum 6 feet.

Minimum 3 feet. If this is less than 6 feet, please explain why it is not possible to maintain a minimum of at least 6 feet.

Some classrooms do not have the square footage to accommodate the 6ft.

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

**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.

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

Staff are required to observe the daily symptom check health screening process outlined in the SUSD Health and Safety Plan. Staff members experiencing COVID-19 symptoms are directed to the RISK Management department and Health Services for information and direction. SUSD partners with HR Support and Valencia Labs for COVID-19 testing and is free to employees. Staff with symptoms are directed to be tested and quarantine until verification of testing.

**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.

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

Students are required to observe the daily symptom check health screening process outlined in the SUSD Health and Safety Plan. Students experiencing COVID-19 symptoms are directed to the Health Services for information and direction. SUSD partners with HR Support and Valencia Labs for COVID-19 testing and is free to students. Students with symptoms are recommended to be tested and quarantine until verification of testing.

**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](#).

**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.

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

Labor Organization

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

Name: Stockton Teachers Association

Date: February 18, 2021

Parent and Community Organizations

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

Name: SUSD Talks Forums

Date: January 14, 2021

Name: Parent Advisory Committee

Date: January 14, 2021

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

MOU Process completed with all bargaining units.

Safety Plan and Hybrid/Distance Learning model reviewed with School Site Council(s).

Labor organizations continued: Stockton Pupil Personnel Association (2-18-21); United

Stockton Administrators (2-18-21); California School Employees Association #318 (2-18-21);

Delta Valley Chapter #821 (2-18-21); Delta Valley Chapter #885 (2-18-21); Stockton Unified

Supervisory Unit (2-18-21); Operating Engineers Local Union

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

**Date of Submission to Local Health Department:** March 23, 2021.

Note: LEAs intending to re-open K-6 schools while in the Purple Tier are to submit the CSP to the LHD and the State Safe Schools for All Team concurrently.

### **Additional Resources:**

[Guidance on Schools](#)

[Safe Schools for All Hub](#)

Note: This checklist was amended on January 29th to delete language regarding the need to submit this checklist to a County Office of Education. The CSP does not need to be submitted to the County Office of Education as part of the public health guidance, though the County Office of Education may request the CSP as part of other processes.