




Please submit one application for each Local Educational Agency or equivalent. If applying on behalf of a school district, please submit one application for elementary schools in the district that are seeking to reopen for in-person instruction. If applying for an independent, private, faith-based, or charter school, please submit an application for each school.

Background Information

Name of Applicant: Chawanakee Academy Charter School	
School Type: Non-Seat based School	
Number of schools: 1 If applying for multiple schools, please attach a list of schools with the enrollment and address for each school.	Superintendent (or equivalent) Name: Darren Sylvia Date of Proposed Reopening: October 12, 2020
Grades/Number of Students Proposed to be Reopened: TK: - 2 nd : 43 5 th : 30 K: 32 3 rd : 35 6 th : 37 1 st :26 4 th : 25	Enrollment (# of students) TK-6: 228 district total Address of District: Mailing: P.O. Box 400, North Fork, CA 93643 Physical: 26065 Outback Industrial Way, O' Neals, CA 93645
Name of Person Completing Application: Darren Sylvia	
Phone Number: 559-877-6209	Email: dsylvia@mychawanakee.org
Local Educational Agency website: www.chawanakee.k12.ca.us	
Signature: 	Date: 09-21-2020

Consultation

Labor Organization(s)	
Name: Chawanakee Teachers Association	Date(s) Consulted: 9/15/20
Description of concerns and agreements: Safe-Sanitary condition of the work environment. Day care for their children. Tk-8 grade levels should all be on site at the same time to support families and to promote an equitable working environment. The district wants to inform the reader(s) that the Superintendent meets every Tuesday with the Bargaining Unit. Overall, the concerns and agreements have not changed although they have become more defined over time.	
Name: Chawanakee Teachers Association	Date(s) Consulted: 9/8/20
Description of concerns and agreements: Safe-Sanitary condition of the work environment. Day care for their children. Student Transportation. Teacher, on-site distance learning vs. at home distance learning. All teachers will report to work on-site. Unique situations will be reviewed confidentially.	
Name: Chawanakee Teachers Association	Date(s) Consulted: 9/1/20 to 7/23/20
Description of concerns and agreements: Safe-Sanitary condition of the work environment. Day care for their children. Tk-8 grade levels should all be on site at the same time to support families and to promote an equitable working environment.	

Parent and Community Organizations	
Name: Stakeholder (Public Input)	Date(s) Consulted: 09/19/20
Description of concerns and agreements: Safely reopen schools for TK-8 students, provide meals, transportation and childcare. The district agreed to follow CDC guidelines for safe reopening. Meal distribution will meet the needs of all students and include breakfast and lunch. Transportation will be provided to eligible students according to the Reopening Plan for safety. Childcare will be provided during the Distance Learning model.	

Name: District Advisory Committee	Date(s) Consulted: 09/08/20
Description of concerns and agreements: Reopen TK-8 schools safely, provide transportation and childcare. The district administration has an agreement with site principals to maintain weekly updates and regular communication between local parent groups and the district office on a more frequent schedule.	
Name: Parent Forum	Date(s) Consulted: 08/19/20
Description of concerns and agreements: Sanitary condition of all school environments including transportation. Transportation is needed. Day Care is needed. Continuity of instruction, rigor, lack of personal contact and relationships, parent work conflict. Preference is to return to face-to-face instruction for all TK-8 students. The district agrees to work towards face to face instruction as soon as possible for all students in grades TK-8. Total enrollment at each elementary school is about 200 students.	

Elementary School Reopening Plan

The Chawanakee Unified School District and its dependent charter, Chawanakee Academy Charter School ask that Superintendent Massetti and MCDPH Dr. Paul grant permission to open TK-6 grades.

Attached to this Cover Form is the Chawanakee USD Elementary Reopening Plan which is consistent with guidance from the California Department of Public Health and Madera County Department of Public Health. The Chawanakee Unified School District Elementary Reopening Plan will be posted on www.maderacounty.com/covid19 and must be posted to the website www.chawanakee.k12.ca.us

Attached please find our detailed plan which outlines the following areas:

- Communication with Parents, teachers, and staff
- Cleaning and disinfection
- Clear rules on classroom instruction
- Entrance, Egress, and Movement Within the School
- Face Coverings and Other Essential Protective Gear
- Health Screenings for Students and Staff
- Healthy Hygiene Practices
- Identification and Tracing of Contacts
- Physical Distancing
- Staff Training and Family Education
- Testing of Students and Staff
- Triggers for Switching to Distance Learning
- Communication Plans AFTER COVID case occurs

Local Educational Agency Contact for Medical Investigations/Contact Tracing	
Name: Amy Sheller, District Nurse	Phone Number: 559-868-3343
Email: asheller@mychawanakee.org	

Local Educational Agency Contact information for on-site swabber/ testing personnel and/or health care clinics/provider(s) who will provide testing for COVID-19	
Name: Camarena Health	Phone Number: 559-664-4000 or 559-675-5224
Email: info@camarenahealth.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](https://www.cdph.ca.gov/Programs/CID/DCDC/CDPH%20Document%20Library/COVID-19/Schools%20Reopening%20Recommendations.pdf)

FCDPH School Scenario Guidance <https://www.co.Madera.ca.us/home/showdocument?id=47338>



**Chawanakee Unified School District
Elementary Reopening Plan
2020-21 School Year**

All protocols listed below are subject to change per Madera County Department of Public Health Guidelines. Updated 10/07/2020

OVERVIEW OF DISTRICT PROCEDURES & DETAILS	
Chawanakee Unified School District	
2020-21 School Year	<ul style="list-style-type: none"> ● First Day of School: August 13, 2020 (Distance Learning Model) ● Proposed opening of in-person instruction grades TK-6th with Learning Pods 7-12 on October 19, 2020
Re-opening Options	<ul style="list-style-type: none"> ● Option 1: In-Person and Distance Learning <ul style="list-style-type: none"> ○ Families would have the option of choosing the learning model at each quarter according to County criteria. ○ In-Person will be a 28:1 ratio. ● Option 2: Distance Learning <ul style="list-style-type: none"> ○ All remote learning from home. Will include asynchronous and synchronous learning. ● Option 3: Hybrid Learning Model <ul style="list-style-type: none"> ○ No more than 16 individuals in a classroom (combined students and staff). Specialists are exempt. ○ Full day A/B schedule with both synchronous and asynchronous learning occurring. ○ Families will still have the FULL Distance Learning model available. <p>*Physical Fitness Testing (PFT) is waived by CDE for the 2020-21 school year.</p>
In-Person Setting Requirements (At school learning)	
Cohort Plans	<ul style="list-style-type: none"> ● Bell Schedule will be 8:15-2:45 Monday-Friday with staggered recess and lunch times by grade levels. Note times may be adjusted based on site. ● Grade levels will not be allowed to intermix. ● Student's cohorts will be based on their classroom. Our average student-teacher ratio is 28:1 at the TK-6 level, with a bargained max of 28 students. With that in mind, classrooms with 28 or fewer students will be considered a cohort. Classrooms with more than 28 students will be split into two separate cohorts.
Face Coverings and Hand washing	<p>Mask or PPE:</p> <ul style="list-style-type: none"> ● Masks will be provided as needed to every student. A face shield will be provided upon request. ● All Grade 3 and above students will be required to wear a mask or face shield with draping. Grade TK-2 will be

	<ul style="list-style-type: none"> ● Student education and incentives will be utilized to encourage consistent positive practices. <p>Hand washing:</p> <ul style="list-style-type: none"> ● Students will be required to wash hands and or use hand sanitizer upon entrance and before leaving their classroom.
<p>Student Screening Protocols</p>	<p>Parent Screening: Parent Self Check Procedures</p> <p>You must be able to answer “No” to <u>all</u> of the following questions to safely send your child(ren) to School:</p> <ul style="list-style-type: none"> ● Is the student’s temperature more than 100.4 °F (38°C)? ● Has the student been exposed to someone with COVID-19 in the past 14 days? ● Does the student feel ill? ● Does the student have any of the following COVID-19 symptoms: <ul style="list-style-type: none"> <input type="checkbox"/> Cough <input type="checkbox"/> Shortness of breath or difficulty breathing <input type="checkbox"/> Chills <input type="checkbox"/> Fatigue <input type="checkbox"/> Muscle or body aches <input type="checkbox"/> Congestion or runny nose <input type="checkbox"/> Headache <input type="checkbox"/> New loss of taste of smell <input type="checkbox"/> Nausea <input type="checkbox"/> Vomiting (unidentified cause, unrelated to anxiety or eating) <input type="checkbox"/> Diarrhea <ul style="list-style-type: none"> ● Does the student have any of the following Multisystem Inflammatory Syndrome in Children (MIS-C) symptoms:

	<ul style="list-style-type: none"> <input type="checkbox"/> Rash <input type="checkbox"/> Red eyes <input type="checkbox"/> Cracked/swollen lips <input type="checkbox"/> Red/swollen tongue <input type="checkbox"/> Swelling hands/feet <input type="checkbox"/> Stomach pain <ul style="list-style-type: none"> ● Please contact your school office if your child is staying at home with symptoms. <p>Secondary Student Screening Protocol: Gate Screening</p> <ul style="list-style-type: none"> ● Students will use visuals to indicate their well-being before entering the campus. ● If the child indicates they are not feeling well or the staff member identifies a sign of a COVID-19 symptom(s) the staff member will direct the student to the COVID-19 isolation room.
<p>COVID-19 Isolation Room</p>	<p>Used for students with symptoms only:</p> <ul style="list-style-type: none"> ● The isolation room will only be used for COVID-19 related symptoms. Safe distance will be used. ● A nursing/health aide staff member will support students who may enter this room. ● If a student demonstrates COVID-19 symptoms he/she will not be permitted back into the classroom. ● Parents will be notified and asked to come to the office to pick up their child. ● Once the parent or guardian arrives, school nursing staff will escort the child to their parent/guardian.
<p>Symptomatic Students at School</p>	<p>Per Madera County Department of Public Health, when a student becomes symptomatic at school:</p> <ul style="list-style-type: none"> ● The student must be picked up from school by an adult that resides in the same household. ● For rapid testing, students will be referred to Camarena Health if the parent does not have a family testing source. ● Students that test positive for COVID-19 and/or students with COVID-19 symptoms who choose not to test for COVID-19, must stay home for 10 days or 72 hours symptom-free, whichever is longer. ● A student with a negative COVID-19 test and medical clearance may return to school.
<p>Symptomatic Staff at School</p>	<ul style="list-style-type: none"> ● All staff will be required to complete a self-attestation form before starting the school day. ● All staff will be asked to test monthly to maintain the highest levels of safety.

- If a staff member displays symptoms while at school they will be sent home immediately.
- For rapid testing, staff will be referred to Camarena Health if the employee does not have a family testing source.

If a school or the District Office (DO) of the Chawanakee Unified School District (Chawanakee USD) or Madera County Department of Public Health (MCDPH) is notified of a positive COVID-19 case within Chawanakee USD, or a person within Chawanakee USD develops COVID-19 symptoms and is awaiting testing results (or refuses to test), the following close contact tracing will be implemented.

Step One: Notification of Chawanakee USD

The school/DO contacts the Credentialed School Nurse immediately. The school nurse will contact:

- The case/case's parent/guardian for further information.
- MCDPH for further instruction and determination of the period of close contact tracing.
- District and school officials.

Step Two: Close Contact Tracing

The site principal will collaborate with site staff and the school nurse to create a list of:

- Locations where the case was present from the time determined by MCDPH to start the tracing through the last time/date the case was present at the school. Including:

- Classroom(s)
- Playgrounds
- Common areas
- Cafeteria
- Special Services areas/classrooms
- School Bus

- All close contacts - as defined as individuals who have been within 6 feet for 15 minutes cumulatively (e.g., three 5-minute interactions would count as close contact) during the infectious period. Close contacts will likely include:

- All siblings, regardless of school
- All members of class/cohort
- Teachers
- Students who ride the same bus
- Lunch group
- Students/Coaches/Staff in sports team/extra-curricular activities/after school programs
- Friends (regardless if they interact at school)

Step Three: Quarantining of students/staff

	<ul style="list-style-type: none"> ● The school nurse will contact MCDPH with the close contact tracing lists for the MCDPH to determine which students/staff will need to quarantine. ● The school nurse/MCDPH will provide the DO with the list of persons that will need to quarantine. ● DO personnel will contact staff and the parents/guardians of those that need to quarantine. <ul style="list-style-type: none"> ■ Staff will immediately be sent home, if on Chawanakee USD grounds at the time of contact by DO personnel. ■ Quarantine is for 14 days and those quarantined should be tested for COVID-19 if symptoms develop. Follow the doctor's orders for safe return to school/work. <p>Step Four: Self-Monitoring</p> <ul style="list-style-type: none"> ● Staff who were not quarantined and sent home would continue to work at home, and self-monitor twice a day for symptoms for 14 days.
<p>Office Policies and Procedures</p>	<p>Office Policies and procedures have been modified to ensure the safety of the school staff, students, and our community. The following procedures will be implemented:</p> <ul style="list-style-type: none"> ● Office Hours: 7:00 am to 4:00 p.m. (one point of entry) ● To ensure social distancing we ask that no more than one visitor enter the office at any time. ● We ask that visitors come to the office only when business and or concerns cannot be conducted over the phone or by email. ● Masks and hand-sanitizer will be required for all visitors who enter the office. If you do not have a mask, a disposable mask will be provided at the door. ● Offices will have designated areas for visitors. We ask that all visitors remain within the designated areas. ● Public restrooms will <u>not</u> be available for visitors during this time. ● We ask that parents notify the office of dismissal changes by 11:00 a.m. daily ● Deliveries to classrooms will not be permitted during the school day. This includes but is not limited to forgotten books/ assignments, birthday treats, lunches, etc.
<p>Visitors on campus</p>	<ul style="list-style-type: none"> ● Visitors and volunteers will not be allowed on campus until Madera County Public Health permits volunteers and visitors. This includes, but is not limited to, eating lunch with your child, classroom birthdays, awards ceremonies, walking students to their classroom, teacher conferences, etc. If you have questions in regards to visiting campus, please contact the school Principal.
<p>Staff Training & Family Education</p>	<ul style="list-style-type: none"> ● Training and information will be provided to all staff and students on proper use, removal, and washing of cloth face coverings.

	<ul style="list-style-type: none"> ● Training of students and staff on hand washing practices will be conducted. ● Staff was trained on COVID-19 protocols, Mandated Reporting, Bloodborne Pathogens, Cleaning Products, proper hygiene practices, before the start of the school year. ● Family Education <ul style="list-style-type: none"> ○ Communications regarding the importance of wearing a mask, proper hygiene practices, and social distancing. ○ Flyers and dialers sent home. ○ Posted on the school website. ○ Flyers and posters at school. ○ Teachers will be included in lessons.
<p>Communication Plans</p>	<p>Any updates, change of schedule, or switching of instructional model will be communicated via:</p> <ul style="list-style-type: none"> ● Parent Square, flyers, Dialer calls, and/or emails will be used as the primary communication source. ● Chawanakee USD Facebook and the school website will be used for social media communication. <p>Communication AFTER a COVID-19 case occurs will be completed using the above sources and include a notice that due to FERPA and HIPAA, specific details about the individual/case will not be shared publicly.</p>
<p>Classroom Protocols</p>	<p>The students' classroom is considered their cohort. It is the intent of the district to keep elementary students in their cohort during their school day. This will minimize the exposure to other students. In order to follow local and county recommendations, the following steps will be taken in your child's classroom:</p> <ul style="list-style-type: none"> ● Desks will be placed 4-6 feet apart unless otherwise permitted by Madera County Health Department. ● Desks will be arranged in a way that minimizes face-to-face contact. ● Students will wash their hands upon entering and leaving the classroom in the classroom washing station. Hand sanitizer will be available throughout the campus. ● Student device keyboards, screens and mice will be sanitized at the end of each instructional day and between cohorts as needed. ● Tissues are available in each classroom. ● Any student displaying signs of sickness will be immediately referred to the isolation room for assessment.
<p>Entering Campus (Start of Day)</p>	<p>Drop Off Procedures (Arrival)</p>

<ul style="list-style-type: none"> ● <u>Gates will open at 8:00 a.m.</u> To adhere to social distancing precautions, students will not be allowed to be dropped off earlier. ● Parents and visitors will not be permitted to walk their student(s) to the classroom. ● There will be a single point of entry for each grade span: TK-1, 2-4, and 5-6. ● Initial screening will take place at the gates by students indicating how they feel by pointing to a picture. ● The teacher will verbally screen students as they enter the classroom. ● One-way directions/movements will be established in main hallways on campus. ● Students will be required to report directly to their classrooms. <p>Bus Riding/Transportation Protocols</p> <ul style="list-style-type: none"> ● All bus routes are continuously evaluated for maximum efficiency. ● Any child who becomes ill while at school should be picked up and not return home on the bus. ● Only students that have “no other means of transportation” should ride the bus. ● Parents are expected to check their child’s temperature prior to sending them to the bus. If a temperature is recorded above 100.4 degrees, the student must stay home. ● Prior to getting on the bus, an additional temperature check may be conducted by school personnel. ● Parents of Country route students may be required to stay with their child until their child has been cleared to enter the bus. ● Students will be required to sanitize their hands upon entering the bus. ● Students riding the bus will be required to wear a mask. ● A maximum of 1 student will be seated in each bus seat unless in the same household. ● Chawanakee USD transportation requirements and guidelines may be subject to change pending Madera County Health Department Guidelines for safety needs. ● Additional screening will take place at the gates and again at classrooms. ● One-way directions/movements will be established in main hallways on campus. ● Students will be required to report directly to their classrooms. 	<p>Dismissal Protocols: At the end of the school day students will be dismissed in cohorts, to ride the bus home or be picked up by a parent/guardian.</p> <p>General Guidelines:</p> <ul style="list-style-type: none"> ● Students will be released on a staggered schedule. ● One-way directions/movement will be established in main hallways. ● Parents will not be permitted on campus at dismissal. <p>Bus Riders:</p>
<p>Leaving Campus (End of Day)</p>	

	<ul style="list-style-type: none"> ○ Bus riders will be released from the classrooms to the bus area by grade level. Students will stay in their classroom cohort prior to loading onto buses. ○ While on the bus, all students will use hand sanitizer and they need to wear a mask. ○ Maximum two students per seat ○ Students will be seated in drop off order to decrease possible exposure. <p>Pick Up Students:</p> <ul style="list-style-type: none"> ● Students will stay in their classroom cohort until their parent or guardian arrives. ● We ask that all parents/guardians stay in their vehicles and wait for their student(s). ● We ask that parents/guardians who walk to pick up their student(s) adhere to the campuses social distancing guidelines. We ask that you remain in the designated area and follow the dismissal protocol.
<p>Breakfast, Snack and Lunch During the School Day</p>	<ul style="list-style-type: none"> ● Breakfast: Depending on the grade level students will either pick up their breakfast at the gate or breakfast will be delivered to the classrooms. Students will eat in the classrooms while being supervised by school staff. Students will not be permitted to handle or share food with classmates. ● Snack: Students will only be able to bring their own snack. Snack calendars and shared snacks are not permitted. ● Lunch: Lunch will be delivered to the student's classroom. Students will eat in the classroom while being supervised by school support staff. ● Lunch times will be staggered by grade level. ● Students may be able to eat outside in their classroom cohort. ● Food services will wear masks when prepping, serving, cleaning and or/completing office tasks.
<p>Recess and Physical Education</p>	<ul style="list-style-type: none"> ● Recess times will be staggered by grade levels and separated in areas by cohorts. ● Students will be required to stay 6 feet apart. ● Students will participate in a mid-morning recess. Students will stay in their classroom cohort and will be assigned a recess area. Recess areas will be rotated by cohort. This may consist of the following areas; blacktop, basketball courts, playground equipment, grass area, etc. After the use of any equipment or playground facilities it will be sanitized prior to the next cohort accessing it. ● When permissible and time allows, Students will continue to participate in physical education in their cohort. Equipment will be sanitized prior to the next cohort using it. ● Students will not be allowed to bring to school recess equipment such as basketballs, soccer balls, etc. ● Students will be required to wash their hands before and after recess and physical education.
<p>Restroom Protocols</p>	<ul style="list-style-type: none"> ● Each grade level will be assigned grade level restrooms. ● Only two students per grade level will be allowed to use the restroom at one time. Emergency situations will be considered to ensure there aren't any "accidents". ● Restrooms will be sanitized at the end of the instructional school day. ● Restrooms will be monitored by support staff to ensure only two students are allowed in the restroom at one time.

	<ul style="list-style-type: none"> ● Students will be asked to wash their hands prior to and after leaving the classroom. ● In accordance with CDC guidance, avoid sharing of electronic devices, toys, books, and other games or learning aids. The District has purchased enough materials for students to have individual supplies. ● Electronic devices are assigned to individual students ● All classrooms, offices and other used facilities at the school site will be cleaned and disinfected per CDC guidelines. ● All buses will be cleaned and disinfected daily at the end of the day per CDC guidelines. ● The district will purchase foggers and disinfecting supplies to facilitate this process.
TRIGGERS FOR SWITCHING TO DISTANCE LEARNING	
Short Term Closure	<ul style="list-style-type: none"> ● CDPH guidelines state for a confirmed case infection that the school identifies contacts, quarantine and exclude exposed contacts (likely the entire cohort) for 14 days after the last date the case was present at school while infectious. ● Partial Closure: Close off areas used by any sick person and do not use them until they have been cleaned. If possible, wait 24 hours before clean and disinfect to reduce risk to individual(s) cleaning. If it is not possible to wait 24 hours, wait as long as possible. Ensure safe and correct application of disinfectants and keep disinfectant products away from children. ● Two or more classrooms required to be quarantined may constitute the entire school to be quarantined for 14 days. ● Short-term closure will be dependent upon Madera County Department of Public Health guidance. ● Notice to transition to Distance Learning will be issued for any in-person instruction closure whether it is short term or long term.
Long Term Closure	<ul style="list-style-type: none"> ● In the event the Madera County Department of Public Health or the State of California orders schools to shut down or places a stay at home order, a long term closure will take effect. ● Two or more classrooms required to be quarantined may constitute the entire school to be quarantined for 14 days or more. Chawanakee USD will work closely with MCDPH to determine long term closure need. ● Entire Closure: Close entire school campus for a period of 2-5 days to conduct deep cleaning and sanitation of the campus. This would be based on input from Public Health and/or when there is a spread of the virus. ● Notice to transition to Distance Learning will be issued for any in-person instruction closure whether it is short term or long term.
DISTANCE LEARNING OPTION	
Distance Learning Option	<p>Duration:</p> <ul style="list-style-type: none"> ● Parents may choose to return to an in-person/hybrid model at the end of each quarter.

Attendance:

- Students will be required to tune in to the classroom lesson and follow the distance learning schedule provided by the teacher.
- Daily attendance and engagement records will be maintained by the teacher.
- Engagement records will document synchronous instruction for each whole or part day of distance learning. Records will verify daily participation and tracking of assignment completion.
- Chronic Absenteeism occurs after a student misses 10% or more of the school year for any reason.

Instructional Time:

- Students will receive whole group and small group live Web-ex interaction each instructional day by teacher.

Grade Level Instruction:

- Teachers and students must adhere to grade level standards and adopted curriculum that is substantially equivalent to the in-person instruction.

Credentialed Specialists:

- Specialists will establish a distance learning schedule for each student/case.