



Santa Barbara Unified

Every child, every chance, every day.

Santa Barbara Unified Covid Safety Plan

2020-2021

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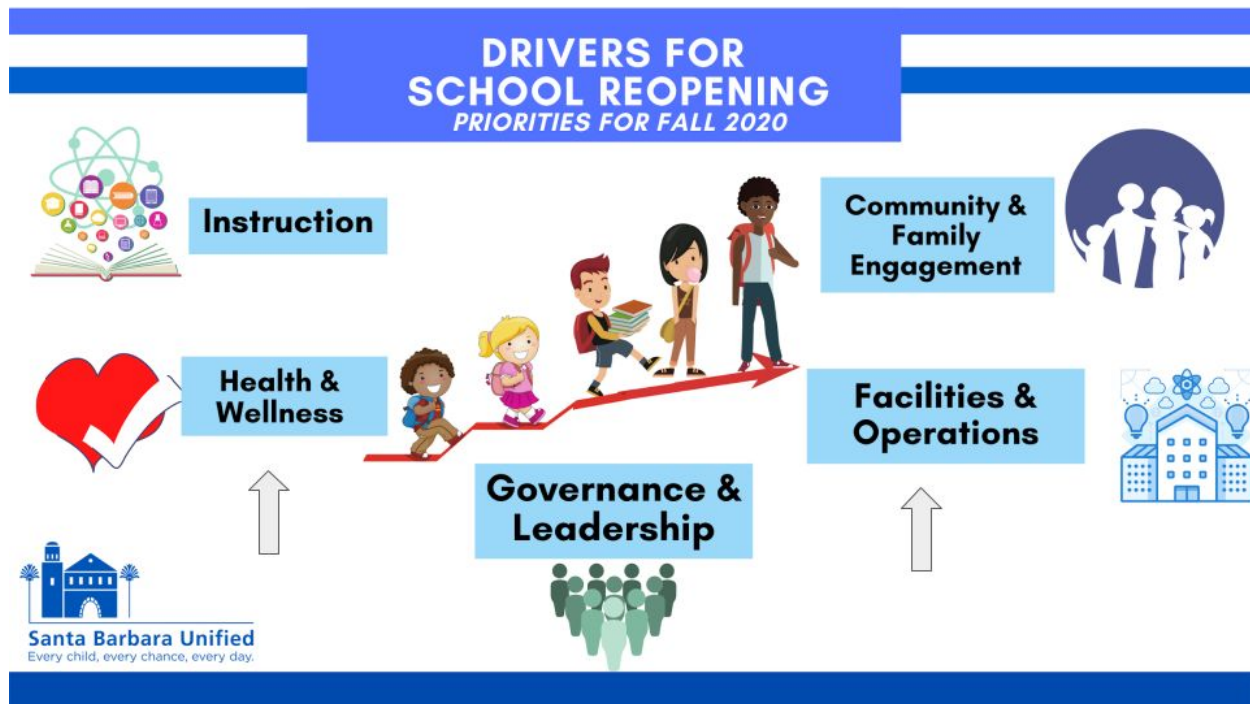
INTRODUCTION

The Coronavirus COVID-19 Pandemic necessitated a start of the 2020-2021 school year in a full distance learning model. We don't anticipate a full in-person school model until we have improved SB County Covid 19 data, and reach the Governor's most minimal level of risk (known as yellow/gold). During this time, Santa Barbara Unified will prepare for the different variations of in-person learning, from small cohorts to hybrid models, to full in person learning. The purpose of this document is to outline the plan for reopening schools to student in-person learning.

At the center of all planning is Santa Barbara Unified School District's commitment to the health and safety of its students, staff, and families while continuing to provide an educational program committed to our mission: "To prepare students for a world yet to be created".

Any level of school reentry will have risk of increased virus transmission of the disease to students, staff, and the community. There has to be a recognition that no plan will completely eliminate this risk. However, our planning and preparation, as well as our fidelity to safety procedures, will substantially mitigate the risk of contracting the virus. This plan is based on the various guidelines issued by the California Department of Education (CDE Reentering Schools Guidelines), the Center for Disease Control (CDC), the California Department of Public Health (CDPH), and the Santa Barbara County Public Health Department (SBCPH).

THE DRIVERS



Throughout our planning for the reopening of schools we have used these five drivers as the basis for all of our work and decision making; Instruction, Health & Wellness, Governance & Leadership, Facilities & Operations, and Community & Family Engagement. These drivers reflect the most important aspects of reopening schools and will continue to remain the one constant in an environment that is ever-changing. These five priorities are reflected in the decisions we make and the plans we create.

Along with our commitment to the five drivers, our planning is based on the following assumptions:

1. COVID-19 is and will continue to be a public health threat until a vaccine is developed, produced and disseminated widely;
2. Santa Barbara County Public Health (SBCPH) will guide local school districts on re-entry based on State guidelines and local conditions related to the virus;
3. SBCPH guidance will be the basis for the protective measures Santa Barbara Unified takes in order to reopen the campus to students;
4. Decisions about reopening school will vary throughout Santa Barbara County and California. Districts have different resources, personnel, community needs, and logistical concerns that will

lead to different decisions from district to district;

5. The economic impacts of the pandemic will have significant and lasting impacts on schools;

6. Students will enter the 2020-21 school year with varying methods of learning;

7. Santa Barbara Unified is committed to maintaining an emotionally supportive environment where students and staff can heal and thrive;

8. Santa Barbara Unified recognizes that the Pandemic is ongoing and that individual students, entire classes/or and the school may be required to quarantine in the event of an outbreak of COVID-19 at the school. Decisions of this nature will be directed by SBCPH.

REOPENING CONDITIONS

In August, 2020 Santa Barbara Unified submitted an attestation to SBCPH indicating that our campuses and district offices meet the guidelines required by the California Department of Public Health (CDPH) for the reopening of schools. As guidance and directives from the state change, this attestation is adjusted.

1. General Measures

- 1.1. Santa Barbara Unified has established communication with local and State authorities to determine current disease levels and control measures in your community by regularly consulting metrics on the SBPH website. We will regularly review reports from the governor and the state superintendent of public instruction. We will communicate at least weekly with the SBPH education liaison, the County Superintendent of Schools, and other leaders from districts around the county.
- 1.2. Unless working in partnership with Santa Barbara Unified, community organizations will not be allowed to utilize site and campus resources for the purposes of Civic Use.
- 1.3. Santa Barbara Unified will follow the guidance for school closures as required by Santa Barbara Public Health.
- 1.4. Students with functional and access needs that put them at a greater risk will be given specific supports according to their needs. A student's case manager will consult with the school nurse and administration to continue to adjust plans as necessary. When extreme, a Section 504 Plan may be written to further protect a student's health.

2. Promote Health Hygiene Practices

- 2.1. Portable handwashing stations have been acquired for all school sites. Schedules and processes for handwashing will be established at each school site so as to minimize the congregating of students and staff in restrooms.



- 2.2. Students will wash or sanitize their hands 1) before entering the classroom, 2) before and after lunch, 3) before and after recess, 4) before and after entering an internal space that is not their classroom, 5) after sneezing, touching their face, coughing, or other similar actions, 6) after using the restroom and 7) throughout the day.
- 2.3. Students and staff members will be given cloth face coverings and face shields. The district will follow [guidance from the CDC as it pertains to the use of face coverings](#). Staff will also be provided additional PPE, including N95 masks, when directed by state or federal officials.
 - 2.3.1. All students and staff will be required to use face coverings at all times (and in some cases face shields as well) when on campus, except when eating or drinking.
 - 2.3.2. Students will be reminded regularly through various methods (videos, teachers, signs, presentations) to wear face coverings when on campus except when eating or drinking.
 - 2.3.3. Staff or students who have medical conditions that prevent them from wearing a face covering must provide a copy of the district's Mask Exemptions Form signed by a physician.
 - 2.3.4. Staff or students who receive a medical exemption from wearing face coverings will be required to follow additional safety mitigation strategies as determined by Santa Barbara County Public Health. This includes but is not necessarily limited to the wearing of a non-restrictive alternative such as a face shield with a drape on the bottom edge, so long as their condition permits it.
- 2.4 Office staff will utilize appropriate caution when interacting with the Public, including reducing the frequency of direct interactions as we are significantly restricting visitors to campus to essential workers and emergencies.
- 2.5 When direct contact with the public is required, plexiglass shields, face coverings, face shields, and gloves will be utilized according to the conditions of the interchange.

3. Intensify Cleaning, Disinfections, and Ventilation

- 3.1. We have suspended or modified the use of site resources that necessitate sharing or touching items.
 - 3.1.1. Teachers have reorganized their use of materials in the classroom and schools have purchased new materials in order to limit the shared use of materials by students.
 - 3.1.2. As needed, students will be provided a pack of supplies to keep at home.
 - 3.1.3. In cases where materials must be shared, such as the sharing of student

- books from a classroom library, these materials will be disinfected between uses.
- 3.2. Staff will clean and disinfect frequently-touched surfaces within school at least daily and, as practicable, frequently throughout the day by trained custodial staff.
 - 3.2.1. Each classroom will be thoroughly cleaned each evening by custodial staff using disinfectants that are proven to kill the coronavirus.
 - 3.2.2. Throughout the day custodial staff will clean frequently used surfaces and each classroom will have hand-held sprayers with EPA-approved solutions that are proven to kill the coronavirus. Staff will be trained in the proper use of this tool.
 - 3.2.3. Employees are responsible for keeping their workstations clean and disinfected (keyboards, phones, desks.)
 - 3.3. Our district contracts with Student Transportations of America (STA) for bus services in grades TK-6. STA will clean and disinfect between routes and as needed when students are present on the bus. After transporting a student who is exhibiting symptoms of COVID-19 the bus will be cleaned.
 - 3.4. Frequently touched surfaces in the school include, but are not limited to door handles, light switches, sink handles, restroom surfaces, student desks, chairs, and tables.
 - 3.4.1. Teachers will clean door handles between class periods in secondary grades. Students will contribute to the cleaning effort by wiping down their desks (using approved cleaning supplies) before use by the next student. Santa Barbara Unified head custodian has trained all custodial staff and established a cleaning schedule for each school, including high touch areas.
 - 3.5. There will be limited use of shared playground equipment in favor of physical activities that require less contact with surfaces.
 - 3.5.1 To make recess safe for children, a variety of steps have been taken: additional play times have been established to maximize social distancing.; students have been assigned specific play areas in some instances; two sprayer systems have been purchased to quickly disinfect hard surfaces between groups of students who will play on the surface; and students will wash their hands before and after recess.
 - 3.6. There will be limited sharing of objects and equipment, such as toys, games and art supplies to the extent practicable.
 - 3.6.1. Teachers have reorganized their use of materials in the classroom and have purchased new materials in order to limit the shared use of materials by students (e.g.-- individual pencils will be issued instead of a shared "pencil jar" in the classroom.) In cases where materials must be shared, such as the sharing of student books from a classroom library, these materials will be disinfected between uses. As needed, students will receive

- a pack of supplies that will remain at home.
- 3.7. When choosing cleaning products after an in-school COVID-19 case has been identified, the district will use those approved for use against COVID-19 on the Environmental Protection Agency (EPA)-approved list “N” and follow product instructions.
- 3.7.1. To reduce the risk of asthma and other health effects related to disinfection, the district will select disinfectant products on list N with asthma-safer ingredients (hydrogen peroxide, citric acid or lactic acid) as recommended by the US EPA Design for Environment program.
- 3.7.2. The district will avoid products that contain peroxyacetic (peracetic) acid, sodium hypochlorite (bleach) or quaternary ammonium compounds, which can cause asthmatic attacks.
- 3.7.3. The district will follow label directions for appropriate dilution rates and contact times. Provide workers training on the chemical hazards, manufacturer’s directions, Cal/OSHA requirements for safe use, and as applicable and as required by the Healthy Schools Act.
- 3.7.4. Our custodial staff and any other workers who clean and disinfect the school site will be equipped with proper personal protective equipment, including gloves, eye protection, respiratory protection, and other appropriate protective equipment as required by the product instructions. All products must be kept out of the reach of children and stored in a space with restricted access.
- 3.7.5. We have established a cleaning schedule in order to avoid both under- and over-use of cleaning products.
- 3.7.6. Santa Barbara Unified Lead Custodian approves all cleaning products in use at Santa Barbara Unified and ensures that they all meet the requirements of the EPA. Staff in charge of cleaning are properly trained and certified when necessary to safely use the cleaning products.
- 3.8. Santa Barbara Unified ensures safe and correct application of disinfectant and will keep products away from students.
- 3.8.1. All facilities workers will receive appropriate training from the district's Lead Custodian. These trainings will include in-person training and online modules as appropriate. Storage of these materials are in areas that are secured and off-limits to students.
- 3.9. Santa Barbara Unified will ensure proper ventilation during cleaning and disinfecting. It is our practice to introduce fresh outdoor air as much as possible by opening windows and doors whenever possible. When disinfecting takes place spaces will be aired out prior to student arrival. Disinfection will take place when students are not present.
- 3.9.1. Proper precautions will be taken when using specialized equipment and all manufacturer precautions will be taken to protect our facilities workers,

students, and staff members.

- 3.10 Santa Barbara Unified has conducted an inspection of all HVAC systems to ensure that filters have a MERV value of at least 13 and to maximize the exchange of air flow from outdoors to inside spaces.

- 3.11 Santa Barbara Unified has ensured that that all water systems and features are safe to use after the COVID-19 shutdown to minimize the risk of Legionnaires' disease and other diseases associated with water.



- 3.11.1 Refillable water stations and other potable water systems were run before the opening of school to ensure their safe usage.
 - 3.11.2 Drinking fountains will not be accessible to students, staff, or the public. Only refillable water stations will be operational for general use.
 - 3.11.3 A check of our water systems was done last year with all tests showing safe drinking water for our facilities.
 - 3.11.4 Goleta Water District and the City of Santa Barbara run regular tests of drinking water for safety.

4. Implementing Distancing Inside and Outside of The Classroom: Arrival and Departure

- 4.1 Windows will be opened and space maximized between students and between students and the driver on school buses where practicable.
 - 4.1.1. Students will be seated one per seat, with every other row being used to maximize distancing. Students from the same household may sit two-to-a-seat.
- 4.2. On campuses, there will be minimized contact between students, staff, families and the community at the beginning and end of the school day.
 - 4.2.1. Except when necessary community visitors, including parents will not come onto campus. Parents and other visitors to campus will be required to make an appointment in advance and will be properly screened upon arrival.
- 4.3. School will stagger arrival and drop off-times and locations as consistently as practicable as to minimize scheduling challenges for families.
 - 4.3.1. Schools will establish pick-up and drop-off protocols for families and buses.
- 4.4. Schools will designate routes for entry and exit, using as many entrances as feasible.
 - 4.4.1. Floor stickers and signs will be employed to indicate doors for entering and exiting as well as delineate lanes for travel in hallways.
- 4.5. Consideration will be made for use of privacy boards or clear screens.
 - 4.5.1. Plexiglass partitions will be placed in offices where the public, students, and staff interact.
 - 4.5.2. Plexiglass partitions will be used during face-to-face meetings between individuals.

5. Implementing Distancing Inside and Outside of the Classroom: Classroom Spaces

- 5.1 Students will remain in the same space and in groups as small and consistent as practicable.
 - 5.1.1 Preschool through Grade 6 students are placed in cohorts. Grades 7-12 each class period is one cohort.
 - 5.1.2 Cohorts will not mix with each other in indoor spaces.
 - 5.1.3 Cohorts may occupy outdoor spaces together while maintaining distance between each cohort.
 - 5.1.4 Choral and instrumental music groups must practice outside while wearing face coverings. The exception to this are wind instruments which may not be utilized indoors or outdoors.
- 5.2 Minimization of movement of students and teachers or staff will be achieved except when not practicable.
 - 5.2.1 In preschool through Grade 6, students and their teachers will remain as a cohort within their classroom and in outdoor spaces. Movement will be limited to leaving the classroom for restroom breaks, handwashing, and lunch. Lunch will be eaten in the classroom or with their cohort outdoors.
 - 5.2.2 In Grades 9-12, the Hybrid Models we will employ will guarantee that students and staff will interact with fewer individuals by moving to a block schedule in which students take fewer courses each term. Lunch will be eaten outdoors or with their established cohort on days with inclement weather.
 - 5.2.3 Students will be placed in stable groups that stay together with their core teacher (and any aides or student teacher who is present). If There are counselors or teachers of electives, they will, to the greatest extent possible, conduct their classes/counseling virtually.
- 5.3 We will maximize space between seating and desks, adhering to the guideline of a minimum of six feet distance between individuals. When six feet of distance is not possible, every good faith effort will be made to separate seating as close to six feet as possible. Under no circumstances will the distance between student seats be less than four feet.
- 5.4 As appropriate, we will redesign activities for smaller groups and



rearrange furniture and play spaces to maintain separation.

- 5.4.1 Student and staff furniture will be spaced at a minimum of 6ft. distance both inside and outside of the classrooms.
- 5.4.2 To the greatest extent possible outdoor spaces will be utilized with students working in small cohorts of fewer than 20 students, while maintaining a minimum of 6 ft. distance between students.
- 5.5 Staff will be given instructions for maximizing spacing and ways to minimize movement in both indoor and outdoor space.
 - 5.5.1 Students will receive age-appropriate training via district developed curriculum on how to maintain distancing when in the classroom and other indoor spaces.
 - 5.5.2 Expectations for spacing and interaction in outdoor environments will be provided through repeated training and reminders
- 5.6 Teachers will implement procedures for turning in assignments to minimize contact.
 - 5.6.1 The vast majority of assignments in grades 7-12 will be turned in electronically via NEO, the learning management system.
- 5.7 Activities where there is increased likelihood for transmission from contaminated exhaled aerosols such as band and choir practice and performances are permitted outdoors only, and precautions such as physical distancing and use of face coverings will be enforced.



6. Implementing Distancing Inside/Outside of The Classroom: Non-Classroom Spaces

- 6.1 Limit nonessential visitors, volunteers and activities involving other groups.
 - 6.1.1 Nonessential visitors and volunteers are prohibited under current conditions.
 - 6.1.2 Visitors to campus will conduct business by appointment and will be screened for COVID-19 prior to conducting business.
- 6.2 Limit communal activities where practicable.
 - 6.2.1 All schedules, including breaks and lunch will be created to limit interaction between cohorts of students. Schedules will be created so that there is staggering and separation from other groups to the greatest extent possible.
- 6.3 Use of non-classroom space for instruction, including regular use of outdoor space, weather permitting.

- 6.3.1 Tents have been purchased for each school site to guarantee the regular use of outdoor spaces.
- 6.4 Minimize congregate movement through hallways as much as practicable.
 - 6.4.1 Floor statics and tape will be utilized to create directional lanes in hallways.
- 6.5 Meals will be served in classrooms or outdoors instead of cafeterias.
- 6.6 Recess activities will be held in separated areas designated by class.
 - 6.6.1 When students are outside for recess or PE, they will stay in their assigned cohorts.
 - 6.6.2 Cohorts may be outside at the same time but will not mix.
- 6.7 Student use of restrooms will be monitored by an adult to ensure that physical distancing is maintained. Only one student will be permitted in a restroom at any given time.

7. Limit Sharing



- 7.1 Each child's belongings will be kept separated and in individually labeled storage containers, cubbies or areas.
- 7.2 Adequate supplies have been purchased to minimize the need to sharing high-touch materials to the extent practicable.
 - 7.2.1 Commonly used learning tools have been issued to each individual student.
 - 7.2.2 When a book or learning tool must be shared, it will be disinfected between student use.
- 7.3 Teachers will avoid sharing electronic devices, clothing, toys, books and other games or learning aids.
 - 7.3.1 Each student is issued their own technology equipment and these devices are not shared.
 - 7.3.2 Commonly used learning tools are issued to each individual student when practicable.
 - 7.3.3 Clothing will not be shared, and toys will not be brought to school.

8. Train All Staff and Educate Families



- 8.1 All staff will be trained and provide educational materials to families in the following safety actions:
 - Enhanced sanitation practices
 - Physical distancing guidelines and their importance
 - Use of face coverings

- Screening Practices
 - COVID-19 specific symptom identification
- 8.2 Training will be virtual to allow for adult distance learning.
- 8.3 Information will be provided to all staff and families in the school community on proper use, removal and washing of cloth face coverings.

9. Check for Signs and Symptoms

- 9.1 Santa Barbara Unified will prioritize the prevention of discrimination/ against students who (or whose families) were or are diagnosed with COVID-19.

- 9.1.1. Any claims of discrimination will be investigated per Board Policy 5145.3 [Non-Discrimination and Harassment](#)

- 9.2 Active reminders will go to staff and students who are sick or who have recently had close contact with a person with COVID-19 to stay home.

- 9.2.1 Signage is posted at the entrance to each school instructing individuals who are sick or who have had close contact with A COVID-19 positive individual to not enter the building. They will be instructed to call the campus office where someone will assist them.
- 9.2.2 Daily Symptom Screening processes have been implemented. The tools utilized during these screenings instruct those who have been in contact with an infected individual and/or are exhibiting symptoms themselves to stay home and consult a medical Professional.

- 9.3 Screening and other procedures for all staff and students entering the facility includes:
- Visual wellness checks of all students and student temperature with a no-touch thermometer.
 - Passive screening of all staff daily.
 - Ask all individuals about COVID-19 symptoms within the last 24 hours and whether there has been contact with anyone who has had COVID-19 symptoms or a positive test.
 - Document/track incidents of possible exposure and notify local health officials, staff and families immediately of any positive case of COVID-19 while maintaining confidentiality.
 - If a student is exhibiting symptoms of COVID-19, staff will communicate with the 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.



- 9.3.1 The district will utilize Standard School Entry Method through the use of the SafetyiPass electronic screening and validation process that asks parents and staff members to respond to questions related to exposure to and symptoms of COVID-19.
- 9.3.2 Students and staff will not be allowed to enter campus unless iPass deems them eligible for an electronic "Entry" badge. School nurses will utilize Safety iPass to document/track incidents of possible exposure. Those who do not complete iPass before coming to campus or a district office will be required to engage in a screening protocol before going into the work site.
- 9.4 Staff and students are monitored throughout the day for signs of illness; Supervisors will isolate and/or send home students and staff with a fever of 100.4 degrees or higher, cough or other COVID-19 symptoms.
 - 9.4.1 Teachers and other staff who recognize symptoms of COVID-19 in themselves or students will notify their supervisor who will direct them to the identified isolation room.
 - 9.4.2 Staff who can leave the workplace on their own will be sent home immediately. Those who cannot will stay in the isolation room until a friend or family member picks them up. Students will remain in isolation until a family member is able to retrieve them.
- 9.5 Policies will not penalize students and families for missing class.
 - 9.5.1 Students will be allowed to make up or waive assignments missed as a result of their own illness, quarantine, or that of a family member.

10. Plan for When a Staff Member, Child, or Visitor Becomes Sick

- 10.1 All school sites and the district office have identified an isolation room to separate anyone who exhibits symptoms of COVID-19.
- 10.2 Any student or staff exhibiting symptoms will immediately be required to wear a face covering and to wait in an isolation area until they can be transported home or to a healthcare facility.
- 10.3 Each school site and the district office has established procedures to arrange for safe transport home or to a healthcare facility, as appropriate, when an individual is exhibiting COVID-19 symptoms.
- 10.4 If a student, staff member, or visitor experiences a medical emergency related to COVID-19, 911 will be called immediately.
- 10.5 Classrooms, workspaces, and isolation rooms occupied by sick individuals



will be cleaned and disinfected before subsequent use according to CDC guidance.

- 10.6 Sick staff members and students will be advised not to return until they have met SBPHD criteria to discontinue home isolation.
 - 10.6.1 Staff and students who are ill are required to meet the standards set in the *Santa Barbara Protocols for Symptoms, Potential Exposure and/or Close Contact* document from Santa Barbara County HealthDepartment before returning to a school campus or district workplace.
 - 10.6.2 Before returning to campus all staff and families will be provided with written instructions on what to do if they suspect or confirm that they or someone they have been in close contact with is/are/were COVID-19 positive.
- 10.7 Students, including students with disabilities, will have access to instruction when out of class.
 - 10.7.1 Distance learning will continue to be an option for students who, because of illness or living situations, are unable to physically attend school.
- 10.8 Students, teachers and staff from higher transmission areas will be provided with opportunities for telework, distance learning, independent study and other options as feasible.

11. Maintain Healthy Operations

- 11.1 Staff absenteeism is monitored so that trained back-up staff are available when needed. Other staff may telework when appropriate.
- 11.2 School Nurses monitor the types of illnesses and symptoms among students and staff to help isolate them promptly to avoid contagion spread.
 - 11.2.1 The Safety iPass App will allow School Nurses to track, isolate, and monitor illnesses daily. This data will be reported to SBPHD when three or more cases from separate families occur in the school in a 14-day period. When this occurs the School Nurse will contact the Santa Barbara County Disease Control and Prevention Program. SBPHD will determine whether or not a school should be closed when three or more cases from separate families occur in a single School in a 14-day period.
- 11.3 The Assistant Superintendent of Student Services is the liaison



responsible for responding to COVID-19 concerns from the public at-large. Principals serve in this capacity for the individual school campuses, consulting with School Nurses, HR, and Student Services as appropriate.

- 11.4 The iPass app allow staff and families to self-report symptoms and receive notifications of exposures and closures, while maintaining confidentiality.
- 11.5 All Santa Barbara Unified staff will participate in surveillance testing for COVID-19 on a regular schedule (approximately every two months.) If required by the state or federal government, students and staff will be regularly tested in keeping with government mandates.
 - 11.5.2 Testing will take place on district property or at home.
- 11.6 Staff and students who are at higher risk for severe illness or who cannot safely distance from household contacts at higher risk will be provided accommodations during COVID-19
 - 11.6.1 Student Services, and Human Resources will be the primary divisions responsible for providing this support.

12. Considerations for Partial or Total Closures

12.1 On a daily basis Santa Barbara Unified monitors state and local orders and health department notices for information regarding closures and adjustment of operations.

12.2 When a student, teacher or staff member tests positive for COVID-19 and has exposed others at the school, the district will implement the following steps:

- With direction from the local public health department, the school nurse will advise the principal and the Superintendent's Covid Task Force, who may decide whether school closure is warranted, including the length of time necessary, based on the risk level within the specific community as determined by the Santa Barbara Public Health Department.
- Standard guidance will be given for isolation at home for at least 14 days after close contact, for those in the classroom or office where the patient was based. These spaces will typically need to close temporarily as students or staff isolate. Distance learning may be implemented if classes are closed.
- Additional close contacts at school outside of a classroom will also be given direction to isolate at home.
- Additional areas of the school visited by the COVID-19 positive individual may also need to be closed temporarily.
- Communication plans for school closure - and subsequent reopening - will include outreach to students, parents, teachers, staff and the community. District reopening plans are included on the district website. Highlights of the plan are featured and updated in an FAQ page on the website.



- Communication protocols are in place for providing regular updates, such as Superintendent Maldonado's weekly message to Staff on Friday as well as her weekly communication on Mondays to students and families.
- Staff will be provided information regarding labor laws, information regarding Disability Insurance, Paid Family Leave and Unemployment Insurance, as applicable for public local educational agencies.
- The district will provide guidance to parents, teachers and staff reminding them of the importance of community physical distancing measures while a classroom or school is closed.
- Students will be provided with continuity of education during closure.
- Daily regular communications will be maintained with the Santa Barbara County Public Health Department.

PHASED RETURN

As we have seen throughout this pandemic, conditions change rapidly and information is received that necessitate a shift in planning for school districts. In August the governor released a phased plan for school reopening and we adopted this model so that we could make better decisions about the changes in the instructional model as the pandemic conditions fluctuate.

Santa Barbara Unified has a reopening task force that has met regularly to plan and coordinate for the eventuality of reopening schools. Throughout the planning process the task force has used the drivers as the guiding source for decision-making. In addition, the task force has taken into account the following:

- Safety of students, staff members, and the community
- Students' academic needs
- Students' and staff members social, emotional, and physical wellbeing
- Facility needs
- Student enrollment trends
- Staffing considerations
- Fiscal resources
- Health Guidelines, policies, and laws
- Labor contracts

In order to ensure we are ready to implement each phase, we have been making plans for different scenarios based on Governor Newsom's five phases.

Phase 1: The State of California allows schools in Phase I to bring back small cohorts of students who show “acute need” during distance learning. These small cohorts may not exceed 16 individuals, including adult staff. Up to 25% of a school’s enrollment may participate in a cohort.

Santa Barbara Unified has determined the populations of students who meet the criteria for acute needs. Those groups are shown in the table below. Most small cohorts will address student needs through **Academic Learning Centers (ALC)** where students receive on-campus academic and social emotional support while they are participating in Distance Learning. These ALCs will primarily be run by classified staff with oversight and monitoring from site administrators. Students with Moderate/Severe Disabilities and Newcomer EMLs will attend class with their teacher.

District office leadership will take responsibility for identifying students with moderate or severe disabilities, housing insecure, and newcomer emerging multilingual learners, and inviting those students to participate in a small group cohort. Communicating that information to school principals. School Principals will be responsible for:

- Identifying students in the other demographic groups.
- Inviting students to participate in a small group cohort.
- Keeping track of the number of students participating, ensuring that the number does not exceed 25%.
- Communicating the names of employees who will staff the Tier I small cohorts to HR to ensure that COVID-19 testing is completed.

**Small Cohorts: Tier I
Highest Level of Acute Needs**

| Demographic Group | Identification Responsibility | Service |
|--------------------------|--------------------------------------|---------------------------|
| Moderate/Severed SPED | District Office | Class with Teacher |
| Housing Insecure | District Office | Academic Learning Center |
| Mild/Mod | School Sites | Academic Learning Center |
| Homeless but Housed | School Sites | Academic Learning Center |
| Credit Deficient Seniors | School Sites | Academic Learning Center |
| Newcomer EMLs | District Office | With ELD staff |
| | School Sites | Academic Learning Centers |

| | | |
|---|--------------|---------------------------|
| Students Failing Core Courses | | |
| No Access to Internet (e.g. Ranches) | School Sites | Academic Learning Centers |

Small Cohorts do not have any time requirements, and may be flexibly scheduled to meet the needs of the students they serve. Once a student is assigned to a small cohort and participates, they must remain in that cohort for safety purposes.

Students who are identified for services are not required to participate in the small cohorts. Participation is voluntary.

All health and safety guidance in the Industry Guidance Document from the California Department of Public Health will be followed by students and staff, as detailed in Santa Barbara Unified's Public Health Attestation.

The majority of the students remain in distance learning with the exception of small cohorts. Small cohorts are classrooms with no more than 14 students and two adults. The small cohort prioritization is as follows: special education, homeless, emergent multilingual, students without connectivity, credit deficient seniors and students failing core classes (secondary) or not meeting grade level standards (elementary.)

Phase 2: The district will continue to bring small cohorts onto campuses. Students with the "most acute needs" will be targeted for on-campus services. Small cohorts will not exceed 25% of the schools total population.

Phase 3: The district will implement its hybrid model, which brings 50 percent of the students back in the classroom daily with one day dedicated to individual instruction and professional learning for staff. The days that students are not on campus they will be distance learning or working independently on assignments. In June, staff proposed a plan on how the hybrid model will function for elementary, junior high and high school.

Phase 4: Return to full, in-person to instructional model. All students and staff will be back on campus full-time with modified COVID-19 health and safety protocols in place.

In December 2020, Governor Newsom announced a new plan to expedite the return of elementary students via a Hybrid learning model as early as February 15, 2021, even when the county remains in the Purple Tier. This district will pursue reopening through this Safe Schools for All Plan.

Phase 5: All students and staff will be on campus full-time with cessation of COVID-19 health

and safety protocols.

ELEMENTARY TRANSPORTATION - Student Transportation of America (STA)

- Students will fill the vehicle from back to front.
- School buses will be seated with one student/family per seat.
- Buses will be disinfected twice a day and when different students are seated on the bus.
- Students and drivers will self screening prior to getting on the bus.
- Students and drivers will be required to wear face coverings unless a student has an underlying condition.
- Drivers will provide disposable masks to students who do not have one.

Junior High and High Schools - Metropolitan Transit District (MTD)

- See MTD's [website](#) for more information.

STUDENT MEALS

School meals will look slightly different as we implement measures to maintain physical distancing. These measures include:

- To the extent possible, meals will be eaten in classrooms or outdoors, without any mingling of elementary school students from different classrooms.
- If students line up to pick up food, tape or other markings will be used to assure a 6-foot distance between any two students.
- Staff will assist students in maintaining physical distancing and keep elementary school students from different classrooms from mingling.
- Food items will be packaged and handed to students by district staff wearing the appropriate personal protective equipment (PPE).

EMPLOYEE SURVEILLANCE TESTING

SB County Public Health guidelines require surveillance testing for any school district employee who may fall into either of the two categories below:

1. Employees who may have contact with students (i.e. school office staff, food service, teachers, athletic administrators, etc.)
2. Employees who may have contact with school employees (district office staff, maintenance, plumber, etc.)

Surveillance testing requires a baseline testing of all employees who meet either of the criteria above. Surveillance testing is different from outbreak testing, for which we will have a separate process. All Santa Barbara Unified employees fall into one or both of these categories. All employees participated in baseline testing over a four week period beginning the week of September 21 and ending the week of October 12th. There were four cohorts of approximately 400 employees each. These cohorts were identified based on priority of testing needs and we tested one cohort per week.

Employee Cohorts are prioritized based on the proximity of service to students, the timeline to implement the services, and the frequency of interactions with other staff members.

The second round of surveillance testing was held the week of January 12, 2021.

APPENDIX A – CONTACT LIST

Santa Barbara County Public Health Officer and
Duty Santa Barbara County Public
Officer (24 hour) Community Wellness Line (805) 364-2750 Health
County Call Center (833) 688-5551 9:30 a.m. to 5:00 p.m. Monday – Friday
Community Based Testing Appointment Registration: Online: <https://lhi.care/covidtesting> (888) 634-1123
N/A

County Office of Emergency Management (OEM)
Duty Officer (24 hour) (805) 696-1194 dutyofficer@sbcoem.org
California Office of Emergency Services (OES)
State Warning Center (916) 845-8911

COVID-19 hotline:
833-422-4265 M-F 8AM-8PM, Sa-Su 8AM-5PM

Santa Barbara County Office of Education
Dr. Susan Salcido, County Superintendent of Schools
(805) 698-5043 ssalcido@sbceo.org

APPENDIX B – Evidence of Compliance

[SB Unified Covid Prevention Program Cal-OSHA Plan](#)

[Labor Agreement #1](#)

[Labor Agreement #2](#)

[Santa Barbara Protocols for Symptoms in Schools \(Updated 1/28/2021\)](#)

SBJH In-Person Hybrid Instruction

updated: February 16, 2021

More information regarding in-person instruction will be provided, as needed, on an ongoing basis by SBUSD and SBJH consistent with updated State directives and County Public Health guidelines.

SBJH Student Enrollment

As of 1-8-2021, 2020-2021 SBJH enrollment is 710 students. 318 7th graders. 392 8th graders.

Cohort A (Hybrid)

7th grade: 104

8th grade: 142

Total: 246

Cohort B (Hybrid)

7th grade: 139

8th grade: 153

Total: 292

Cohort C (Full remote)

7th grade: 74

8th grade: 97

Total: 171

Student Screening

Parents/Guardians, on behalf of students, are required to conduct a self-screen prior to entering campus.

[iPass Screener: Staff Information](#)

[iPass Screener: Student and Family Information \(English\)](#)

[iPass Screener: Student and Family Information \(Spanish\)](#)

Upon entering the building, students and staff will show their entry badge which will be temperature screened by school personnel.

Students, staff and visitors, who have not completed the self-screen via iPass, will participate in the active screening process upon arrival to campus. The active screening includes directing students and visitors to leave campus if they are sick, have a temperature or have recently had close contact with a person with COVID-19.

Any individuals with symptoms will be excluded following [SB County Public Health Guidelines](#) (updated 12-4-2020).

Health and Safety

Students and staff will:

1. Wash or sanitize their hands upon arrival to school daily, and prior to entering the building.
2. Have access to hand sanitizer stations in each workspace.
3. Have access to hand washing stations in public restrooms and portable sinks / hand sanitizer at each ingress to school and lunch.
4. Wear provided personal protective equipment (PPE). Face masks are required (unless they have a medical exemption) and face shields are an optional additional coverage.
5. Maintain at least 6ft between individuals.
6. Avoid physical contact (handshake, hug, fist bump, shared materials, etc)
7. Meet outside, when possible.
8. Meet in larger spaces, when possible.
9. Open doors, when possible.
10. Open windows, when possible.
11. Use fans, when possible.

Access to water fountains' drinking components are eliminated. Individuals will be required to use the no-touch water fountain component with a self-provided cup or water bottle.

To minimize gathering and movement through hallways, no more than 1 student from each classroom will use the restroom at a time. Alternating restroom stalls and sinks will be closed to maintain a 6ft distance.

Custodial staff will take responsibility for cleaning high touch surfaces used by multiple individuals (door knobs, light switches) in the evening in addition to general classroom cleaning. Custodial staff will clean each bathroom twice per day.

Employees will clean high touch surfaces (desks) in their own work stations daily.

Student Preparation and Messaging

Welcome back orientation

- Prior to returning on campus, all students/families will receive instruction on how to use iPass and the importance of understanding and answering the screening questions honestly.
- Prior to returning on campus, all students/families will receive information on where to enter and exit the building.
- Prior to returning on campus, all students/families will receive information on expectations for compliance with safety procedures (ie: mask usage, water fountain access, transitions, lunch, etc).

Signage in classes / across campus

- Health and Safety procedures are posted at each entrance, in each classroom, in bathrooms and across campus

Modeling and practicing in-person

- Upon returning to campus, all students will receive in-person modeling on where to enter and exit the building.
- Upon returning to campus, all students will receive in-person modeling on expectations for compliance with safety procedures (ie: mask usage, water fountain access, transitions, lunch, etc).

| Daily Schedule | |
|----------------|--|
|----------------|--|

2nd Semester Junior High Schools Bell Schedule

3rd quarter (January 19 - March 19): Periods 0, 1, 3, 5, 7

4th quarter (March 29 - June 2): Periods 0, 2, 4, 6, 7

0 and 7th period do not apply to all students, only those with an additional elective

Cohort A

In-Person: Monday & Thursday

Distance (at-home): Tuesday, Wednesday & Friday

Cohort B

In-Person: Tuesday & Friday

Distance (at-home): Monday, Wednesday & Thursday

Cohort C

In-Person: None

Distance (at-home): Monday, Tuesday, Wednesday, Thursday & Friday

| Monday | | Tuesday | | Wednesday | | Thursday | | Friday | |
|-------------------------------|-------------------------|-------------------------------|-------------------------|--|--|-------------------------------|-------------------------|-------------------------------|-------------------------|
| Period 0 7:40 - 8:20 | | Period 0 7:40 - 8:20 | | Period 0 7:40 - 8:20 | | Period 0 7:40 - 8:20 | | Period 0 7:40 - 8:20 | |
| Period 1 / 2 8:30 - 9:50 | | Period 1 / 2 8:30 - 9:50 | | Period 1 / 2 8:30 - 9:20 | | Period 1 / 2 8:30 - 9:50 | | Period 1 / 2 8:30 - 9:50 | |
| | | | | Period 3 / 4 9:30 - 10:20 | | | | | |
| | | | | Period 5 / 6 10:30 - 11:20 | | | | | |
| Period 3 / 4 10:10 - 11:30 | | Period 3 / 4 10:10 - 11:30 | | | | Period 3 / 4 10:10 - 11:30 | | Period 3 / 4 10:10 - 11:30 | |
| Lunch 11:30 - 12:15 | | Lunch 11:30 - 12:15 | | Period 7 11:30 - 12:00 | | Lunch 11:30 - 12:15 | | Lunch 11:30 - 12:15 | |
| Period 5 / 6 12:15 - 1:35 | | Period 5 / 6 12:15 - 1:35 | | Learning Support 12:15 - 2:00 | | Period 5 / 6 12:15 - 1:35 | | Period 5 / 6 12:15 - 1:35 | |
| Learning Support 1:35-3:00 | Period 7 1:45 - 2:25 | Learning Support 1:35-3:00 | Period 7 1:45 - 2:25 | | | Learning Support 1:35-3:00 | Period 7 1:45 - 2:25 | Learning Support 1:35-3:00 | Period 7 1:45 - 2:25 |
| | | | | Teacher Faculty Meeting and Professional Learning Community 2:10 - 3:00 | | | | | |

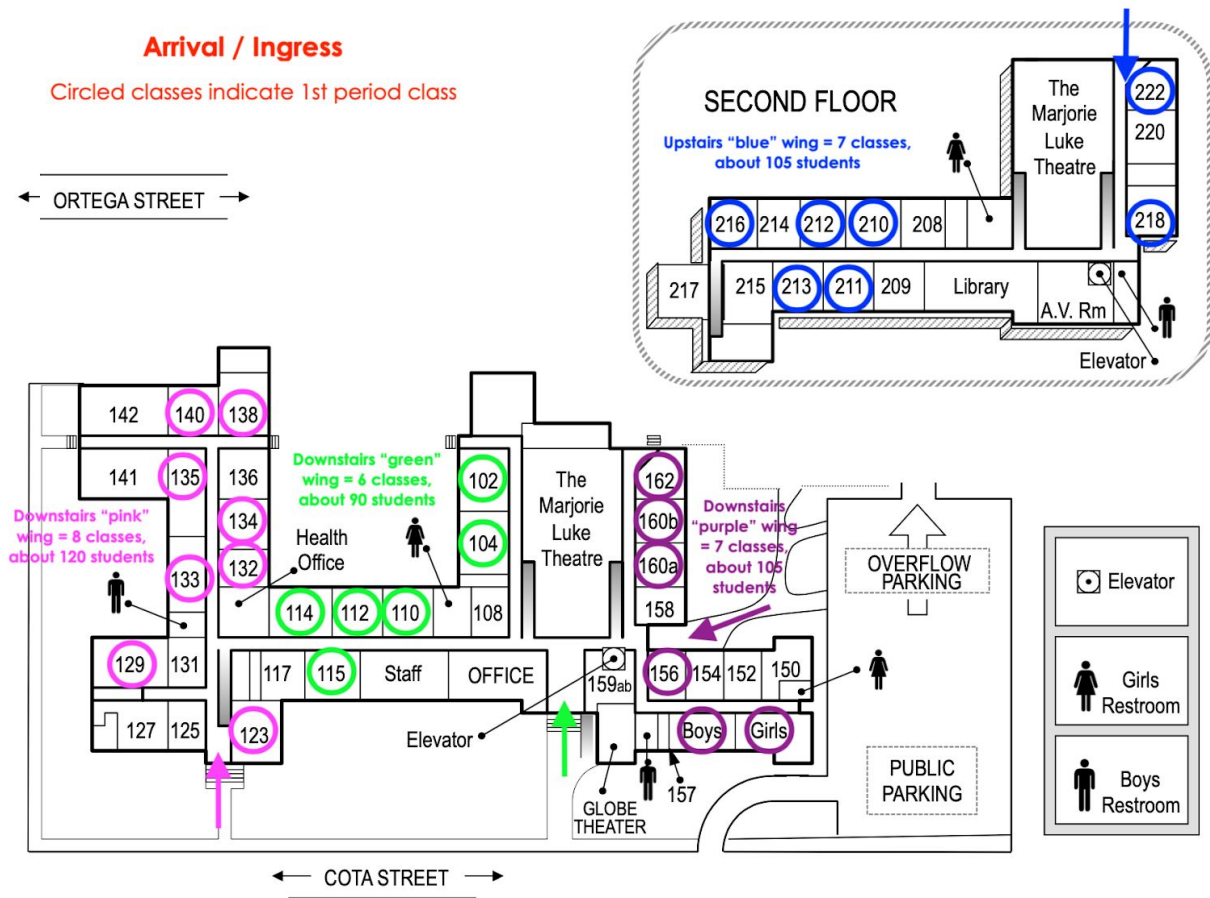
In-Person Ingress/Egress/Passing Period Schedule

| Transition | Time / Who | What | Where / How |
|--------------------------|------------------------------------|--|------------------------------------|
| Arrival to 1st period | 8:15 All | Active Screening, Entry into building | 4 entrance points |
| 1st period to 3rd period | 9:50 7th grade 10:00 8th grade | Passing period | One way movement, outdoor loop |
| 3rd period to Lunch | 11:30 7th grade 11:35 8th grade | Exit building | 4 exit points 4 lunch locations |
| Lunch to 5th period | 12:05 7th grade 12:10 8th grade | Enter building | 4 entrance points |
| 5th period to Departure | 1:35 Downstairs 1:40 Upstairs | Exit building | 5 exit points |

Site Utilization

ARRIVAL

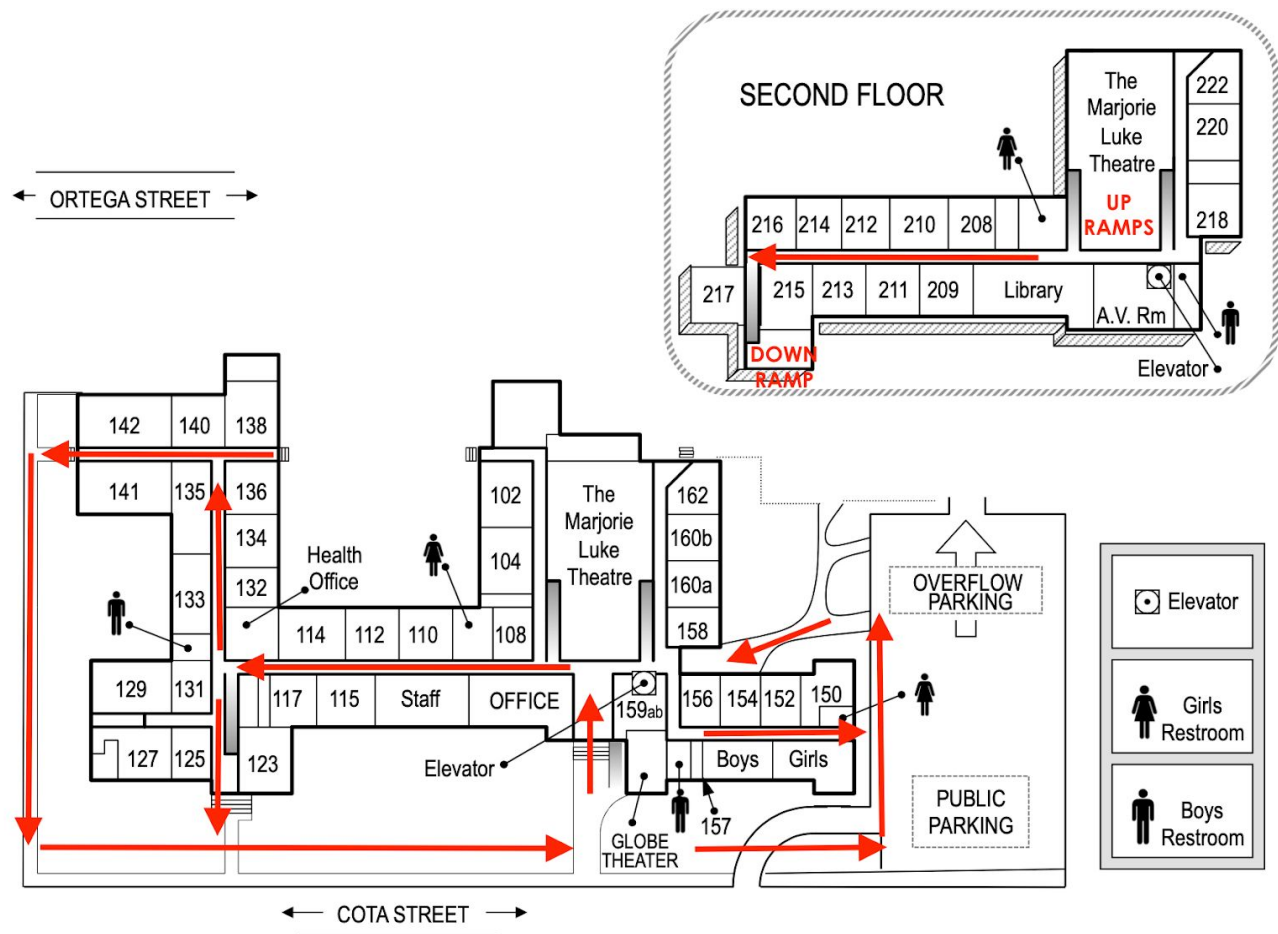
Upon arrival at school, students will ingress the building based upon the location of their 1st period class.



PASSING PERIODS

During passing periods, students will transition in one direction* with outdoor loops.

* The 102, 162 and 222 hallways will be bi-directional.

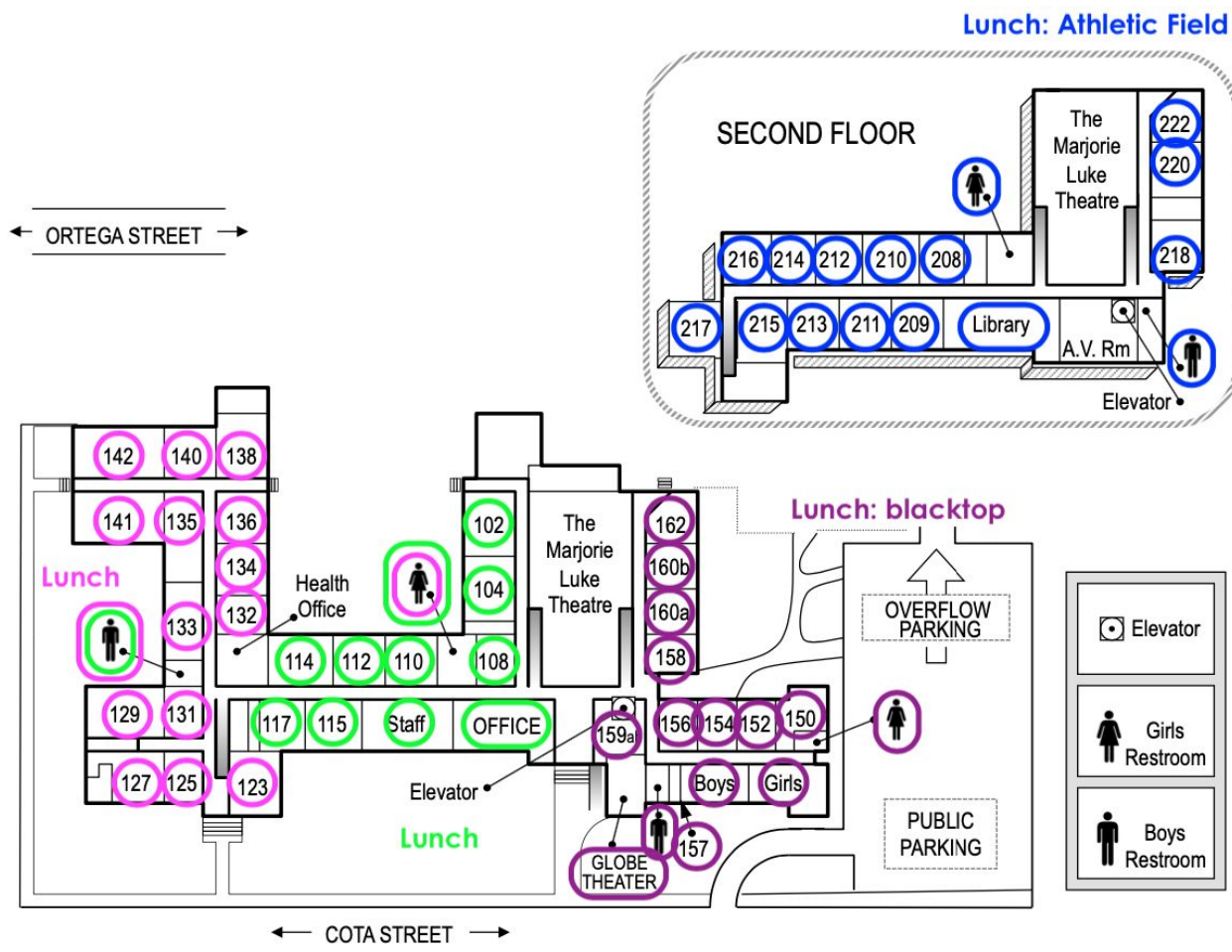


LUNCH and BATHROOM

Weather permitting*, students will eat lunch based upon the location of their 3rd period class.

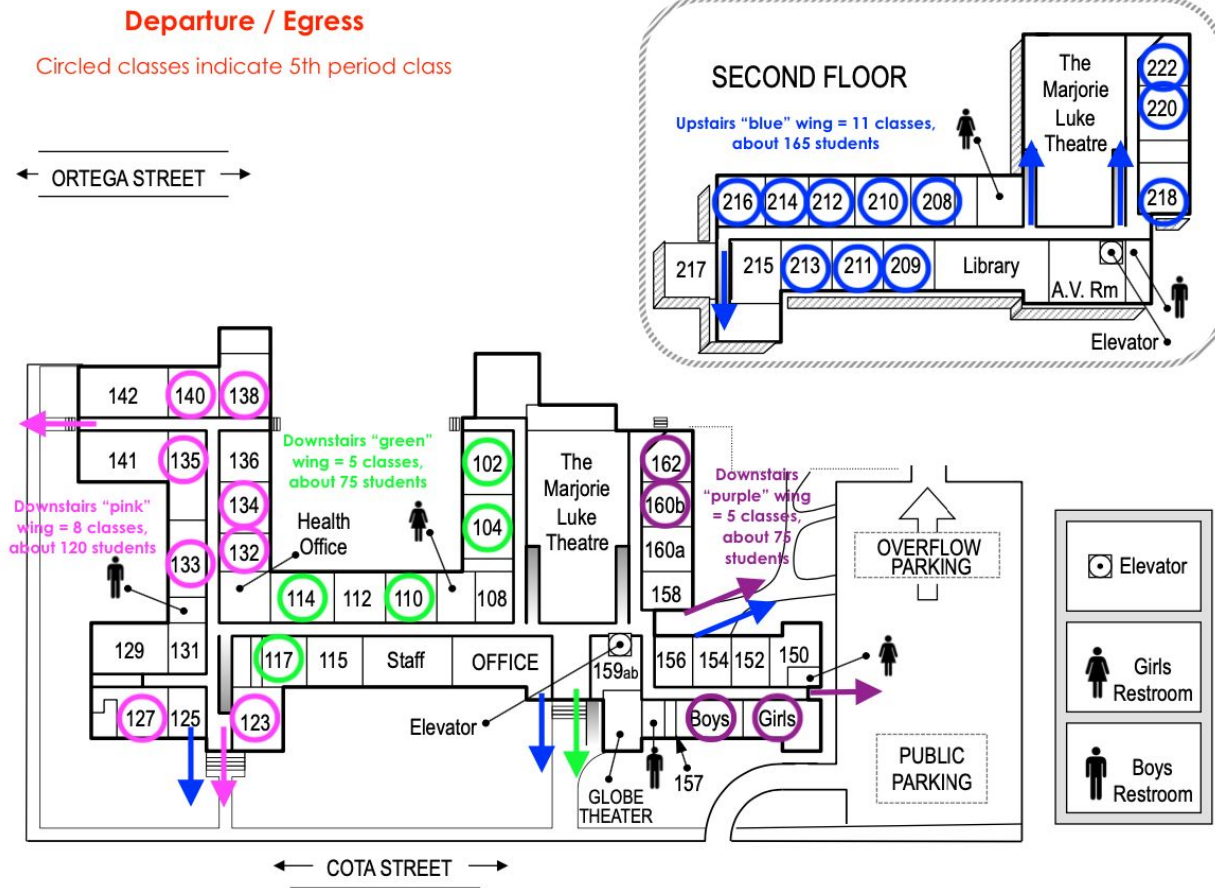
* In case of inclement weather, students will eat indoors, at least 6 feet apart as indicated by designated tape marks on the floor, in or near their classroom.

Students will access bathrooms based upon the location of their class. Each class will release no more than one student at a time to avoid congregating in the bathroom.



DEPARTURE

Upon departure from school, students will egress the building based upon the location of their 5th period class. Downstairs and upstairs will be released on a staggered basis, 5 minutes apart, to reduce hallway congregation.



Food Service

All students will receive a free breakfast and lunch. Meal service menus can be found on the [District website](#) but are subject to change.

Breakfast and Lunch will be provided via Food Services at 4 distinct locations: Athletic Field, Blacktop, Front of School and Ortega side of School.

Students will be released in two groups (by grade level) to reduce congregation of lines.

Symptomatic or Suspected Covid Cases

Staff and students who are exhibiting [symptoms](#) are to be removed to the designated isolation area until they can leave / are picked up from campus to seek medical care.

| Who | What | How | To Do / To Say |
|-------------------------------|---|-------------------------------|--|
| Identifying Staff | Call Main Office | X4000 or Radio Base 1 / 2 / 3 | "Symptomatic student, room ____ (room #)" |
| | Move symptomatic student to the hallway | | "Please gather your personal belongings and step into the hallway while you wait for the Nurse." |
| Recipient of Main Office Call | Call Health Office (Irene) (If Irene is absent, Admin 1/2/3 should be notified.) | X4004 or Radio | "Please pick up a symptomatic student in room ____ (room #). Do you need Health Office coverage?" |
| | If Health Office coverage is needed: Call Campus Safety (Mario, Faha) | Radio CS 1 / CS 2 | "Please report to Health Office for coverage" |
| | Call Custodial Staff | Radio Maintenance 1 | "Symptomatic student, room ____ (room #). Please disinfect" |
| Health Office (Irene) | Pick up student and escort to room 150 or outdoor isolation area | Walking escort | |
| Identifying Staff | Move students into alternative location (hallway or classroom) | | "Please gather your personal belongings and step into the hallway. Please sit 6ft (two arm lengths) apart" |
| Custodial Staff | Disinfects student area | | Cleaning and Disinfection per CDC |
| Identifying Staff | Move students back into the classroom (after disinfecting) | | |
| Health Office (Irene) | Hang sign on isolation room door | | English / Spanish |
| | Evaluate student | In-person | |
| | Call Main Office | X4000 or Radio | "Please call the family of ____ (student name) to have the student picked up immediately in the Cota Street Parking lot." |
| Recipient of Main Office Call | Call Parents/Guardians | Call | "Hello, I am calling from SBJH. Your student ____ (name) was brought to the Health Office because they are not feeling well. Due to County Health guidelines they need to be picked up from school immediately from the Cota Street parking lot. How |

| | | | |
|-----------------------|--|-------------------------------|---|
| | | | soon are you able to be here?" |
| Health Office (Irene) | Monitor student in the isolation room | In-person | |
| | Inform parent of return process | In-person | Parent / Guardian Information Handout |
| | Notify Admin of student pick up | Call or Radio Admin 1 / 2 / 3 | "Symptomatic student has been picked up." |
| | Documents incident | Text or email Admin 1 / 2 / 3 | Student Monitoring Google Sheet |
| | Call Custodial Staff | Radio Maintenance 1 | "Symptomatic student, room 150 (or alternative location). Please disinfect" |
| | Hang sign on the door | | English / Spanish |
| Admin | If Positive test result or Close Contact: reports confirmed or suspected Covid-19 exposure | | Confirmed or Suspected COVID-19 Exposure |
| Custodial Staff | Disinfects isolation room | | Cleaning and Disinfection per CDC |

Staff and students exhibiting symptoms may return to work consistent with [SB County Public Health Guidelines](#) (updated 12-4-2020).

Emergency Procedures

In case of an emergency, all students and staff should follow site [Emergency Procedures](#) including classroom specific evacuation procedures posted in each classroom. During evacuation, individuals should maintain established Covid specific safety guidelines to the greatest extent possible.