

Capistrano Unified School District

*Coronavirus (COVID-19):
District Plans for Communication,
Prevention, and Intervention*



EXHIBIT #25

Presentation Objectives

- History and Background of Coronavirus (COVID-19)
- Facts and Statistics
- Communication Plan
- District Plan: Prevention - Scenario #1
- District Plan: Intervention - Scenarios #2-4
- Special Education and Food Service
- Resources

History of COVID-19

- Novel (new) coronavirus (COVID-19) was first identified in Wuhan, Hubei Province, China in December 2019.
- The first case in the United States was announced on January 21, 2020.
- COVID-19 has spread to multiple states and California.
- As of March 15, 2020, no confirmed cases in CUSD and 14 confirmed cases in Orange County.
- Orange County Health Care Agency (OCHCA) and Orange County Department of Education (OCDE) provide guidance and direction to CUSD.

Facts

- Main symptoms include fever, shortness of breath and cough but may include sore throat and other symptoms
- “People who have casual contact with a case (in the same grocery store or movie theater) are at minimal risk of developing infection” (OCHCA, 2020)
- “Older adults (ages 60 and higher) as well as people who have serious, chronic medical conditions (like heart disease, diabetes and lung disease) are at higher risk” (OCHCA, 2020)
- Children are not as susceptible to COVID-19 (OCHCA, 2020)
- Most people will recover from COVID-19 without complications

Communication

- Daily monitoring and communication with OCHCA to monitor developments
- Weekly updates, and more frequently when necessary, to District families via email, social media, and website
- Daily updates to school administration using weekly WebEx conferences, WebEx recordings, “real time” Google Doc, and email
- [District website](#) with resources and links to CDC, OCHCA, and California Department of Public Health (CDPH)

California Department of Public Health: School Guidance and Scenarios

- On March 7, 2020, the California Department of Public Health (CDPH) provided all districts with specific guidance to mitigate the spread of COVID-19 and identify school closure criteria.
- “Decisions by school officials and local public health officials should be determined by the specific circumstances in local jurisdictions” (CDPH, 2020).
- CDPH Guidance categorized into 4 “scenarios”
 - Scenario 1: steps to “**prevent** the spread of COVID-19”
 - Scenarios 2-4: provide steps to **intervene and respond**

Scenario 1: Prevention

Measures to prevent the spread of COVID-19**.

(No confirmed cases of staff or students in school)

As of March 13, 2020, the District is operating under Scenario 1.

- **Preventative measures:**

- Send students, teachers, and staff home immediately if they present with fever and/or respiratory infection.
- Develop a plan to communicate with the school community that does not violate Family Educational Rights and Privacy Act (FERPA)
- Encourage all students, families, and staff to take everyday preventive actions
- Enhance cleaning

Scenario 1: Prevention

- **Increased Cleaning and Disinfecting at all School Sites**
 - Beginning March 11, 2020, custodians increased **daily cleaning** and disinfecting in every classroom and common area in every school. Surfaces in classrooms are being cleaned **daily** with approved disinfectant solutions, including door knobs, student and teacher desks, chairs, tables, and countertops.
 - During the week of March 9, 2020, principals and custodians **reviewed and confirmed their site inventory** had sufficient hand sanitizer, tissues, and cleaning solution.

Scenario 1: Prevention

- **Promote Good Hygiene, Health, and Self Exclusion**
 - Beginning January 28, 2020, Communications began weekly messaging to all families about proper hygiene and remaining home if sick. All messages are archived on the District web page.
 - On Sunday, March 8, 2020, Communications sent messaging via email to all employees with directions to remain home if sick:

Prevention: Stay Home if you are Sick

As part of preventative measures recommended by the county and state public health departments, we are asking you, our students, and their families to stay home if you are sick, especially if it includes a fever and/or coughing.

Scenarios 2-4: Intervention

- “In consultation with the local public health department, the appropriate school official may consider if school closure is warranted and length of time based on the risk level within the specific community as determined by the local public health officer” (CDPH, 2020):
 - 3 Scenarios of Intervention:
 - #2: “If there are two or more community transmission cases of COVID-19, but no individuals within the school test positive.”
 - #3: “One student, teacher or staff member tests positive for COVID-19 and exposed others at the school.”
 - #4: “Multiple schools within a school district have a student, teacher or staff member test positive for COVID-19.”

Scenario 2: Intervention

If there are two or more community transmission cases of COVID-19, but no individuals within the school test positive.

- Confer with OCHCA and OCDE for guidance to determine level of exposure and appropriate response
- Teachers and staff with any fever and/or respiratory infection symptoms should not come to work. Teachers and staff should self- screen.
- Limit visitors to the school by not allowing those with symptoms or who have a travel history over the course of the last 14 days to an area identified by the CDC as Level 3 Travel Health Notice.
- Consider alternatives to congregate or group programming within the school including any large or communal activities such as assemblies.
- Consider implementing staggered recess times to limit the number of students who are together
- Consider relaxing requirements for a doctor's note for the child to return to school after illness.

Scenario 3: Intervention

One school within the District has a student, teacher or staff member test positive for COVID-19.

- In consultation with OCHCA, consider if school closure is warranted and length of time based on the risk level within the specific community as determined by the local public health officer.
- Communicate plans for school closure to include outreach to students, parents, teachers, staff, and the community.
- Continue implementation of education, medical and social services, and meal programs
- Provide guidance to parents, teachers and staff reminding them of the importance of community social distancing measures while school is closed, including discouraging students or staff from gathering elsewhere.
- Continue regular communication with Orange County Health Care Agency
- Utilize appropriate cleaning protocols per Center for Disease Control and Prevention prior to reopening the school.
- In consultation with OCHCA, determine readmission criteria after the school closure and plan the timing of return of students and staff.

Scenario 4: Intervention

Multiple schools within the District have a student, teacher or staff member test positive for COVID-19.

- Consult with OCHCA for guidance on additional school closures and duration of closure.
- Follow all action steps from Scenario 3.

Special Education for Scenarios 3 and 4

- **Guidance:** CDE to provide guidance on March 17, 2020 re special education
- **Services during closure:** Equal access to all students; IEP services are not required if only enrichment is provided for students.
- **Timelines:** IEP timelines will increase by 15 days, the same number of days that school is closed.
- **Staffing after closure:** On an individual basis, make-up services will be discussed and considered during an IEP meeting.
- **District-wide “Prior Written Notice:”** PWN posted on the website and sent via email in order to meet California Ed Code criteria for change of services in the short term.
- **Families:** Information will be emailed and provided on the S3 website by March 20, 2020 to all families with students with IEPs to answer questions about services during school closure

Food Services for Scenarios 3 and 4

- Food and Nutrition Services has applied for and received a waiver to provide meal service to students at several sites in the event of a district closure. These approved sites cover the most needy areas of the school district. Additional sites may be added, on an as needed basis, through the waiver process. Sites are:
 - Marco Forster MS
 - San Juan ES
 - Las Palmas ES
 - Hidden Hills ES
- In the event a single school site is closed, students eligible for free or reduced priced meals (all eligible students receive meals free) would receive meals at a nearby open school site.
- If all sites are closed, all students would be allowed to pick up meals on a “drive through” basis at the school sites listed above. All students, 18 and under, would be eligible for meals under the “seamless summer feeding option” rules that would take effect in the event of district closure.

Districtwide Closure:

March 16, 2020 - April 3, 2020

- On March 13, 2020, OCDE, in consultation with OCHCA, announced support for school closure for a minimum of 14 days “as a precautionary step to slow and prevent the spread of COVID-19” (OCDE, 2020).
- On March 13, 2020, Governor Newsom issues Executive Order
- On March 13, 2020, Trustees approved an emergency resolution to take “necessary action to protect students and staff from the spread of Coronavirus (COVID-19).”
 - March 16-20: Spring Vacation
 - March 23-April 3: Districtwide School Closure
- ***As of March 15, 2020, no cases of COVID-19 in CUSD.***

Next Steps

- March 16-20, 2020: Distance Learning plan finalized and communicated to staff and administration
- March 17, 2020: CDE to provide guidance regarding Executive Order requirements
- March 25, 2020: Special Board Meeting to review CDE guidance, new information from OCHCA and OCDE, and CUSD distance learning plan
- Daily messaging to site administrators
- Regular messaging to community through email, social media, and District website

Resources

Center for Disease Control and Prevention (CDC):

<https://www.cdc.gov/coronavirus/2019-ncov/>

Orange County Health Care Agency (OCHCA):

http://www.ochealthinfo.com/phs/about/epidasmt/epi/dip/prevention/novel_coronavirus

California Department of Public Health (CDPH):

<https://www.cdph.ca.gov/>

Capistrano Unified School District COVID-19 webpage:

<https://capousd-ca.schoolloop.com/coronavirus>