

# Capistrano Unified School District

## Reopening School Plan 2020-2021

*July 15, 2020*



# Four Components of Reopening Plan

- #1: Establish, plan, and implement safety and well-being standards for students and employees
- #2: A renewed “commitment to excellence” in curriculum and instruction which provides options and flexibility to students and families, and differentiates support for all learners through strong educational programs and learning opportunities
- #3: Strong emphasis and integration of mental health and emotional support, social emotional learning, and cultural diversity
- #4: Traditional “on campus” learning model to the greatest extent possible, and access to online learning as needed, featuring academic rigor, consistency, and engaging educational experiences for all students

# Reopening Teams

## Lead Team

- District and site leaders, including representatives of all District departments, elementary and secondary schools, Capistrano Unified Education Association (CUEA), and California School Employees Association (CSEA)

## Logistics Team

- Comprehensive team of technical experts who work closely with the Lead Team to address the key areas of the plan, with representatives of all departments, schools, CUEA, and CSEA

## Designing and Developing the Reopening Plan

- The teams have met a combined total of 23 times since May 20, 2020, and invested a significant number of hours in meetings and planning sessions



# Core Values

These values serve as the foundation of the District's Reopening Schools plan. The Reopening School core values are shared from a student's perspective and organized into two major themes:

- **Safety and connectedness**
  - *Importance of feeling safe and connected to their school*
  - *Sense of "normalcy"*
- **Learning**
  - *"Students in the earliest grades and students with disabilities are more successful when receiving direct instruction and services in an on campus setting."*

Districtwide teacher survey administered in June 2020; many similarities in values, focusing on safety, preparedness, and effective communication

# Component #1: Health and Safety

## Health and Safety for Students, Families, and Staff

All Reopening Plan safety and health measures will align with current CDPH and OCHCA guidelines. **As a public entity, the District is required to meet a standard of care for its students, and CDPH and OCHCA guidance provides such a standard:**

- Physical Distancing, Limiting Gatherings, and Minimizing Contact
- Proactive Measures and Appropriate Responses for Illness and COVID-19 Cases
- Personal Protective Equipment (PPE), Cleaning, and Sanitization

# Component #1: Health and Safety

**“A Typical Day for a Student” *if school started today...***

- Temperature screening
  - Before school and upon arrival at bus stop or school campus
- Facial coverings
  - Required for staff
  - Required for students, except for exemptions defined by CDPH
- Additional hand washing stations
- Signage
- Distancing (distancing dots) inside and outside of classrooms
- Limited gatherings, transitions, and sharing

# Component #1: Health and Safety

## Transportation

- Students whose IEP requires transportation will be transported
- Capacity and staff limitations will reduce available routes for general education students
  - Applications for general education bus passes open on July 16, 2020.
  - Priority will be given to Title I sites and Every Student Succeeds Act (ESSA) routes.
  - Renewal applications submitted during the Spring (March-May), will be placed and assigned a bus pass first
- Transportation will follow CDPH guidelines for distancing, screening, facial coverings, and cleaning and disinfecting
- Parents will be asked to remain at the bus stop with their child. The bus driver will take the temperature of each student before they board the bus.

# Component #1: Health and Safety

## Food Services 2020-2021 School Year Summary

- Food Services will return to traditional meal plans where meals are either paid or free based on student eligibility
  - **Note:** The federal government is considering extending the universal meal waiver that was in place during the shutdown through June 2021. This would allow for all school meals to be provided at no charge to all students.
- Breakfast will be provided at schools that offered it in 2019-2020 before the shut down
- Food Services will also provide meals to students both paid or free:
  - Students who attend in-person instruction all day
  - Student who choose half day virtual learning
  - Student who choose all day virtual learning



# Component #1: Health and Safety

## Food Services 2020-2021 Daily

- **Note:** Social distancing and face coverings protocols will be followed
- **Breakfast**
  - Students will pick up meal before school or during first recess/break and return to a designated eating area
- **Lunch**
  - Students will leave their class to pick up meals and return to class or to a designated eating area
- **Part time virtual students**
  - Students will pick up meals prior to leaving for the day
- **Virtual students**
  - Parents will have the option of picking up pre-ordered meals, either paid or free if eligible, at the District's 13 middle schools - more information forthcoming

# Component #1: Health and Safety

## Sports

- Summer training on hold until specific guidance received from California Department of Public Health (CDPH)
- 2020-2021 sports schedule to be determined with CIF and CDPH guidance after July 20, 2020
- Messaging to families after July 20, 2020 with an update

# Component #1: Health and Safety

## Protocol for Positive COVID-19 Case and Potential School Closure

- Orange County Health Care Agency in partnership with District staff
- Confidentiality
- Communication
- Contact tracing and determination of risk of exposure
- Responses include:
  - **Person positive for COVID-19:** Isolation for at least 14 days (based on individual symptoms and physician or direct OCHCA investigation recommendations)
  - **Close Contact with a Person who Tested Positive for COVID-19:** Quarantine for 14 days from the date of initial possible exposure. The 14 days are inclusive of any COVID-19 test results which indicate negative for the coronavirus
  - **Low Risk:** Student may return back to school; employee may return back to work

# Component #2: Curriculum and Instruction

## Values

- Consistency, rigor, engagement, flexibility, clarity, effectiveness

### ○ Elementary

- Preschool and Transitional Kindergarten: Big Day curriculum and District developed online modules
- Canvas Learning Management System and District developed online curriculum
- First trimester of curriculum completed; second trimester on track to be completed by August 1; third trimester by December 18, 2020

### ○ Secondary

- Canvas, Apex Learning, UC Scout, and District developed online curriculum
- First semester to be completed by August 1; second semester by October 1, 2020

# Component #2: Curriculum and Instruction

- **Focus on Fundamentals and Core Curriculum**
  - Class sizes of approximately 16:1
  - Blended instructional delivery, including direct instruction, flipped classroom, and small group intervention
  - Teachers will communicate instructional approach with students and families
- **Support and Additional Services for Juniors and Seniors**
  - Futureology counseling and graduation requirements
- **Chromebooks for every student grades K-12**
  - CARES Act funds
- **Training: parents, teachers, paraeducators and students**
  - Canvas, online curriculum, and online instructional practices



# Component #3: Mental Health and Diversity

- **Mental Health and Emotional Support:**
  - Training for all administrators and managers in July
  - Training for teachers in August
  - Parent webinars by counselors every month
  - Integration of social emotional learning strategies throughout the students' day

# Component #3: Mental Health and Diversity

## ● Cultural Diversity

- On July 8, 2020, the Superintendent, Executive Cabinet, and members from the Cultural Proficiency Task Force met with student representatives from CUSD Against Racism to discuss their ideas for next steps to support inclusivity and equity in the District.
- Next steps include:
  - Begin work on curriculum and explore Apex online Ethnic Studies course pilot
  - Continue restorative practices training
  - Update the District's Discipline Handbook and discipline policies
  - Provide training included with the annual Policy Acceptance procedures
  - Improve Complaint website accessibility
  - Engage the Student Representative to the Board to support student representatives on the Cultural Proficiency Task Force

# Component #4: Innovative Programs

## PK and TK Programs

- **PK:** 3 hour sessions as 2, 3, and 5 day a week programs, AM or PM,
- **TK:** five days per week in an AM/PM model. Students will receive 3 hours of instruction daily, with 2.5 hours per day in the classroom and a half an hour of online extended learning.

## Grades K-5 Programs

For grades K-5, there are **three** programs available:

- **Program A:** 100% on-campus learning, five days per week
- **Program B:** 50% on-campus learning and 50% home supplementary activities, five days per week (AM/PM)
- **Program C:** 100% online with teacher support provided

# Programs A, B, and C: Grades K-5

	<b>Program A: Group 1 Full Day On Campus M-F</b>	<b>Program A: Group 2 Full Day On Campus M-F</b>	<b>Program B: Group 1 ½ Day AM M-F</b>	<b>Program B: Group 2 ½ Day PM M-F</b>	<b>Program C 100% Online M-F</b>
<b>Arrival</b>	7:45-8:00 am	7:45-8:00 am	8:00-8:15 am	N/A	N/A
<b>Teacher/ Supervisor</b>	Supervisor #1 8:00-10:30 Extended Learning	Teacher #1 8:00-10:30 Classroom Instruction	Teacher #2 8:15-10:45 Classroom Instruction	Independent Study (Online)	Teacher #3 8:00-10:30 Online Instruction
<b>Dismissal/ Transition</b>	10:30-10:45	10:30-10:45	10:45-11:00	N/A	N/A
<b>Lunch/ Clean desks</b>	10:45-11:30	10:45-11:30	N/A	N/A	N/A
<b>Arrival</b>	11:30-11:45	11:30-11:45	N/A	11:45-12:00	N/A
<b>Teacher/ Supervisor</b>	Teacher #1 11:45-2:15 Classroom Instruction	Supervisor #1 11:45-2:15 Extended Learning	Independent Study (Online)	Teacher #2 12:00-2:30 Classroom Instruction	Teacher #3 12:30-1:00 Office Hours  1:00-2:30 Independent Study
<b>Dismissal</b>	2:15-2:30	2:15-2:30	N/A	2:30-2:45	N/A

# Component #4: Innovative Programs

## Program A: 100% on-campus learning, five days per week

*“Program A provides smaller classes of elementary students where they spend one half of their day with a credentialed teacher and the other half of the day [extended learning] either with another teacher or staff member who works closely with the teacher to provide additional learning opportunities.”*

- **Extended Learning:** “Extended learning” describes structured independent study provided by District classified and certificated staff. Extended Learning staff would provide students with activities to reinforce skills learned from the previous day; assistance with homework; structured play; and “*elective wheel*” options such as art, music, and PE.\*\*

*\*\* Online modules in music, P.E., and art will be available for Program B*



# Component #4: Innovative Programs

For grades 6-12, there are two programs available:

- **Program A:** 50% on-campus learning and 50% online independent study
- **Program B:** 100% online with teacher support provided

## Special Education:

- All special education families will have the same programs for instruction as their general education peers
- Secondary students (grades 6-12) in specialized programs will have the additional option of being on campus full time, in order to meet the requirements of their IEP
- Related services will be provided both on campus and online

# Program A: Grades 6-12

**Table 3: 50 Percent On Campus, 50 Percent Online**

Student View	A Track	B Track	A Track	B Track	A Track	B Track
	Monday	Tuesday	Wednesday	Thursday	Friday - Wk 1	Friday - Wk 2
Period 1,2	Elective	Elective	HSS	HSS	Elective	Elective
Period 3,4	Science	Science	ELA	ELA	Science	Science
Period 5,6	Math	Math	Independent Learning Support	Independent Learning Support	Math	Math
					Learning Support	Learning Support

# Component #4: Innovative Programs

- **Early Registration Data:**

- July 1 - July 10 via Google Form and Parent Portal

- **Elementary families: 63.34% completed**

- Program A: 100% on campus: 7677 (63.91%)

- Program B: 50% on campus: 2561 (21.32%)

- Program C: 100% online: 1774 (14.77%)

- **Secondary families: 65.13% completed**

- Program A: 50% on campus: 15349 (85.19%)

- Program B: 100% online: 2669 (14.81%)

# Component #4: Innovative Programs

- **Early Registration Data:**

- **Next Steps:**

- Share school data with each principal for staffing and preparation
- Communicate July 31st registration deadline to families
- Finalize “program change” timelines and include in communication
- School teams contact families who have not registered by July 31
- If family does not indicate preference, student will be placed in:
  - 100% on campus (K-5)
  - 50% on campus (6-12)

# Communication

- Reopening Website
  - COVID-19 data
  - CDPH guidelines
  - Frequently Asked Questions
- Reopening Weekly Messages for Families and Staff
- Reopening Guide for Families and Staff
  - Available by August 7 for families
- Outreach to K-12 Families from July 20-31
  - Program registration, program change timelines, and final registration date



# Timeline for Planning and Next Steps

- **July 15, 2020** Board Meeting
  - Presentation of Reopening Schools Plan for approval
- **July 20 - 31, 2020**
  - Additional outreach and communication to all District families regarding deadlines and “program change” timeline; and directly to families who have not yet submitted early registration
- **July 31, 2020**
  - Deadline for Registration
- **August 19, 2020**
  - Board Meeting with report regarding implementation