



Cover Letter to Dr. Luu

Dear Dr. Luu,

Yuba Environmental Science Charter Academy is a Transitional Kindergarten through 8th grade school in the Yuba County Foothills. We are located in rural Oregon House and serve students from the surrounding communities. Our staff has worked hard to implement all of the CDC, state, and local guidelines to create a safe working and learning environment and to limit the spread of COVID-19. We believe that our school is ready to safely bring students back on campus. We look forward to working closely with partners at Yuba County Office of Education, the Bi-County Health Department, and the state, to implement our plan to reopen Transitional Kindergarten through Sixth Grade classes under the Elementary Waiver. Thank you in advance for your time considering this waiver application. I look forward to working with you to safely reopen elementary classes.

Thank you,

Louise Miller

Principal/Superintendent

Yuba Environmental Science

Charter Academy

9841 Texas Hill Road/P.O. Box 430
Oregon House, CA 95962-0430
Phone 530-692-2210 Fax 530-692-3241

Waiver Application Cover Form

Background Information

Name of Applicant: Yuba Environmental Science Charter Academy

If this is a School District Consolidated Application:

School Type: TKK-8

Number of Schools: 1

Enrollment: 138

Principal Name: Louise Miller

Address: 9841 Texas Hill Road, Oregon House, CA 95962

Mailing Address: PO Box 430, Oregon House, CA 95962

Grades/Number of Students to be reopened and enrollment per grade level:

TK-2 K-14 1st-15 2nd-8 3rd-10 4th-16 5th-14 6th-12

Date of Proposed Reopening: October 20, 2020

Name of Person Completing Application: Louise Miller

Phone Number: (530) 692-2210

Email: lmiller@yescharteracademy.org

Signature _____

Yuba Environmental Science Charter Academy does not have a labor union for classified or certificated personnel. There are attached documentation showing that both groups of employees have been consulted

Certificated Date: September 18, 2020

Classified Date: September 24, 2020

Parent and Community members have been consulted through Parent Square surveys, emails, public meeting, Facebook, and the school website.

Parent/Community members: September 24, 2020

Cleaning and Disinfection:

The school is meeting high cleanliness standards prior to reopening by assigning our custodian to conduct a thorough deep cleaning with approved cleaning products. This includes but is not limited to carpets, vinyl flooring, walls, bathrooms, desks, bookshelves, classroom equipment, and hand rails. We will maintain a high level of cleanliness during the school year by cleaning high touch spots regularly throughout the day and assigning our custodian to complete a thorough cleaning daily after students leave.

In accordance with CDC guidance, students will not share electronic devices. Each student will be assigned an electronic device that will be for their exclusive use for the school year.

Manipulatives for learning will be assigned to individual students and will not be shared. Toys and games that are traditionally shared will be assigned for the exclusive use of one student when possible. When this is not possible, the items will be put into storage until they may be safely shared. Books will be accessed online through the Accelerated Reader program, MyOn, when possible. If a physical book is used by a student, it will be sanitized before being returned to use by other students.

Stuffed animals and any other toys that are difficult to clean and sanitize will be limited or removed from the classroom.

The following will be cleaned and disinfected daily using approved products:

- Chairs
- Seats on bus
- Keyboards, phones, headsets, copy machines
- The following will be cleaned and disinfected throughout the day by approved products:
- Door handles
- Handrails
- Sink handles
- Restroom surfaces
- Toys, games, art supplies, instructional materials
- Playground equipment

Drinking fountains will be closed and covered. Water will be provided through a dispenser to refill students' reusable water bottles or single use paper cups.

When choosing disinfecting products, YES staff will use those approved for use against COVID-19 on the Environmental Protection Agency (EPA) List N: Disinfectants for Use Against SARS-CoV-2 and follow product instructions.

- To reduce the risk of asthma related to disinfecting, programs should aim to select disinfectant products on the EPA List N with asthma-safer ingredients (hydrogen peroxide, citric acid, or lactic acid).
- Avoid products that mix these ingredients with peroxyacetic acid, sodium hypochlorite (bleach), or quaternary ammonium compounds, which can cause asthma.

- Use disinfectants labeled to be effective against emerging viral pathogens, following label directions for appropriate dilution rates and contact times.
- When cleaning, YES staff will air out the space before children arrive. YES staff will do thorough cleaning when children are not present.
- YES staff will close off areas used by any sick person and not use again before cleaning and disinfection. To reduce risk of exposure, staff will wait 24 hours before cleaning and disinfecting. If it is not possible to wait 24 hours, staff will wait as long as possible.

In accordance with CDC guidance, YES staff will ensure that ventilation systems and fans operate properly and increase circulation of outdoor air as much as possible by opening windows and doors and other methods. YES staff will not open windows and doors if doing so poses a safety or health risk to children using the facility (for example, allowing pollen in or exacerbating asthma symptoms).

YES teachers will keep each child’s belongings separated by assigning an individually labeled storage container, cubby, or area to each student. Teachers will send belongings home each day to be cleaned.

Small, Stable Cohorting:

As recommended by the CDC, YES will form small, stable student cohorts that will not mix.

The TKK class is a cohort of 16.

The First Grade class is a cohort of 15

The Second/Third Grade combination class is a cohort of 18

The 4th Grade class is a cohort of 16.

The 5th Grade class is a cohort of 14.

The 6th Grade class is a cohort of 12.

Cohorts will remain small enough for students to maintain a physical distance of 6 feet in the classroom. Cohorts will not mix with other cohorts at the school. Grades 4, 5, and 6 will meet on an AB schedule with 4th meeting Tuesday and Thursday, 5th meeting Wednesday and Friday, and 6th meeting Tuesday and Thursday.

Entrance, Egress, and Movement within the School:

As recommended by the CDC, YES will keep student/educator cohorts on staggered schedules to prevent the mixing of student groups throughout the day. YES will minimize the movement of students, educators, and staff in the following ways: Each class will enter and exit the school through their own classroom door to the outside. The one classroom without a door to the outside will be the sole class to enter and exit through the front door of the school. Each class will be scheduled for mid-morning recess and lunch recess at their own time with a buffer of at least 5 minutes to eliminate classes mixing during recess or passing to recess. First Grade will be reassigned to the Kindergarten playground to ease

scheduling of the main playground. Classes will be served breakfast in their classroom from rolling insulated food service carts. Students will pick up lunches on a staggered schedule from the cafeteria and carry them back to the classroom or the outdoor tables to eat, or will be served lunch from an insulated rolling cart in their classroom.

Face Coverings and Other Essential Protective Gear:

YES Administration will provide training and information to staff and students on proper use, removal, and washing of cloth face coverings.

As recommended by the CDC, all YES staff will wear face coverings. Per CDPH guidance, teachers have the choice to use face shields with a drape, which enable students to see their faces and to avoid potential barriers to phonological instruction.

YES will provide masks if the employee does not have a clean face covering.

All students in grades 2 through 6th will be required to wear face masks. Students in TKK through 1st are strongly encouraged to wear face masks, but will have the choice of a shield with a drape or a mask.

For employees engaging in symptom screening, YES will provide surgical masks, face shields, and disposable gloves.

For front office and food service employees, YES will provide face coverings and disposable gloves.

For custodial staff, YES will provide equipment and PPE for cleaning and disinfecting, including:

For regular surface cleaning, gloves appropriate for all cleaning and disinfecting.

Classified staff engaged in deep cleaning and disinfecting will be equipped with proper PPE for COVID-19 disinfection (disposable gown, gloves, eye protection, and mask or respirator) in addition to PPE as required by product instructions.

Health Screenings for Students and Staff:

Daily health screenings are required for students and staff upon arrival at school. Each entry point of the school where individual cohorts enter is equipped with the PPE, equipment, and forms to carry out a health screening. Classroom aides and office personnel are assigned to carry out the screenings as follows:

- Students' and Staff temperatures are taken before entering the building.
- Students' adult family member check students in at the exterior door by filling out COVID screening form. Please see attached form. Staff members do this independently.

- Immediately following temperature and COVID form check in, students and staff wash their hands with soap and water. If the classroom doesn't have a sink, then a portable hand wash station is placed outside the classroom entrance.
- Hand sanitizer stations are placed at each entrance as a back up to hand washing.

Health screenings alone are inadequate to reduce COVID-19 transmission. Even when symptom screenings are implemented, other mitigation strategies such as promoting healthy behaviors, maintaining healthy environments, maintaining healthy operations, and preparing for when someone gets sick are still needed to help protect students, teachers, and staff from COVID-19.

If a student exhibits any COVID-19 symptoms during the school day, they will be sent immediately to the isolation area and parent/guardian will be contacted for the student's immediate pickup. If a staff member exhibits any COVID-19 symptoms during the day, they will immediately leave the campus.

Health Hygiene Practices:

In accordance with CDPH and Cal/OSHA guidance and in consultation with local public health officials, YES Charter will do the following regarding hand washing:

Homeroom teachers will provide opportunities for students to wash hands upon arriving at school, before eating a snack, upon returning from recess, before eating lunch, upon returning from lunch recess, after using the restroom, after blowing ones nose and any time that the student touches something that may have been exposed to the touch or cough of another person.

Staff will be trained by school administration to meet hand washing frequency guidance.

YES will ensure sufficient access to hand washing and sanitizer stations. YES had permanent hand washing stations in breakout rooms of classrooms, at the entrance to the cafeteria, and in the restrooms to minimize movement and congregations in bathrooms. YES also has placed portable hand washing stations on the main playground and on the TKK and 1st grade playground.

Fragrance-free hand sanitizer (with a minimum of 60 percent alcohol) is available and supervised at or near all workstations and on buses. Children under age nine will use hand sanitizer under adult supervision.

YES Administration will train staff on proper hand washing techniques and PPE/EPG use.

Homeroom teachers will train students on proper hand washing techniques and PPE/EPG use.

Hand washing standards are: scrub with soap for at least 20 seconds or use hand sanitizer if soap and water are not accessible. Staff and students should use paper towels (or single use cloth towels) to dry hands thoroughly.

Hand wash when: arriving and leaving home; arriving at and leaving school; after playing outside; after having close contact with others; after using shared surfaces or tools; before and after using restroom; after blowing nose, coughing, and sneezing; and before and after eating and preparing foods.

YES staff will train and follow CDC guidance on proper PPE use.

YES Administration will teach staff, and homeroom teachers will teach students to:

- Use tissue to wipe the nose and cough and sneeze inside the tissue.
- Not touch the face or face covering.

Identification and Tracing of Contacts:

YES administration will work in collaboration with the Bi-County Health Department to conduct identification and tracing of contact in the event of a positive case.

Louise Miller, Principal/Superintendent, and Deborah Campbell, Business Administrator, and BreAnne Partridge, Administrative Assistant, will be the contact tracers and investigators for YES students and staff who have any type of COVID questions.

YES will deepen ongoing channels of communication with the Bi-County Health Department to stay updated on COVID-19 transmission and response in Yuba County.

Physical Distancing:

YES plans to accommodate students and staff while maintaining a minimum of six feet of distance between individuals. In addition to classroom space, each class will have access to a covered outdoor classroom for each homeroom teacher's exclusive use.

The TKK class, 1st grade class, and 2nd/3rd combination class, all students will be accommodated with six feet of distance, four days a week, on Tuesday through Friday. Up to 16 students at a time will attend the TKK and 1st grade classes. Up to 18 students will attend the 2nd/3rd combination class.

The 4th/5th grade combination class will have up to 30 who will attend. Students will attend on an AB cohort schedule, 4th on Tuesday/Thursday, and 5th on Wednesday/Friday, so that there will up to 16 students will be in a cohort.

The 6th grade class of 12 students will also attend all together Tuesday/Thursday with all 12 students in one cohort.

Students in Kindergarten and Transitional Kindergarten will be on campus four days a week, Tuesday through Friday, from 8:35 to 12:30.

Students in 1st through 3rd Grades will be on campus four days a week, Tuesday through Friday from 8:35 to 2:00.

Students in 4th Grade will be on campus two days a week, Tuesday and Thursday, from 8:35 to 2:00.

Students in 5th Grade will be on campus two days a week, Wednesday and Friday, from 8:35 to 2:00.

Students in 6th Grade will be on campus two days a week, Tuesday and Thursday, from 8:35 to 2:00.

Mondays and one hour at the end of the instructional day on Tuesday through Friday, from 2:00 to 3:00, will be used by teachers to meet online with distance learning students to offer instruction. Distance learning students will keep pace with their in-person peers through the same access to assignments and resources through Google Classroom.

Staff Training and Family Education:

YES has used and will continue to use state-provided training both online and in person to train staff, students, and families on:

- Disinfecting frequency and tools and chemicals used in accordance with the Healthy Schools Act, CDPR guidance, and Cal/OSHA regulations. For staff who use hazardous chemicals for cleaning, specialized training is required.
- Physical distancing of staff and students.
- Symptom screening, including temperature checks.
- State and local health standards and recommendations, including, but not limited to, the following:
- Proper use of protective equipment, including information on limitations of some face coverings that do not protect the wearer and are not PPE but can help protect people near the wearer. Face coverings do not replace the need for physical distancing and frequent handwashing. Cloth face coverings are most essential when physical distancing is not possible. Also include training on removal and washing of cloth face coverings.
- Cough and sneeze etiquette.
- Keeping one's hands away from one's face.
- Frequent hand washing and proper technique.
- Confidentiality around health recording and reporting.
- Training for school health staff on clinical manifestations of COVID-19, pediatric presentations, and CDC transmission-based precautions.
- Training on trauma-informed practices and suicide prevention.

Testing of Students and Staff:

YES administration will work closely with the Bi-County Health Department and in accordance with CDPH guidance to implement testing of students and staff.

Triggers for Switching to Distance Learning:

In accordance with CDPH guidance, when a student, teacher, or staff member or a member of their household tests positive for COVID-19 and has exposed others at the school, YES will implement the following steps:

YES principal will consult with local Bi-County health officials, Dr. Rice and Dr. Luu, to consider whether school closure is warranted and length of time based on the risk level within the specific community.

In accordance with standard guidance for isolation at home after close contact, the YES classroom or YES office where the COVID-19-positive individual was based will typically need to close temporarily as students or staff isolate.

Additional close contacts at school outside of a classroom should also isolate at home.

Additional areas of the school visited by the COVID-19-positive individual may also need to be closed temporarily for cleaning and disinfection.

Delivery of education, medical and social services, and meal programs will continue to be provided. Instruction will pivot to distance learning. Meals will be delivered in a way similar to the Seamless Summer school meal program that YES has carried out all summer.

Communications Plan:

YES has created the following communications plan for if a school has a positive COVID-19 case:

In consultation with Bi-County Health Department, YES Administration office staff is responsible for:

- Documenting, reporting, tracking, and tracing infections in coordination with public health officials.
- Notifying staff and families immediately of any possible cases of COVID-19. Review legal responsibilities and privacy rights for communicating about cases of the virus.
- Provide guidance to parents, teachers, and staff reminding them of the importance of community physical distancing measures while a school is closed, including discouraging students or staff from gathering elsewhere.
- Providing information to parents regarding labor laws, Disability Insurance, Paid Family Leave, and Unemployment Insurance.
- Advising sick staff members and children not to return until they have met CDC criteria to discontinue home isolation.
- Recommending those who have had close contact with a person diagnosed with COVID-19 to quarantine and to be tested for COVID-19.

School Website URL

www.yescharteracademy.org