

**Waiver Application Cover Form**  
(for use by a local Education Agency or equivalent)

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

**Background Information**

Name of Applicant (Local Educational Agency or Equivalent):

Los Alamitos Unified School District

School Type:

  X   Traditional Public School  
       Charter School  
       Private, Independent, or Faith-Based School

Number of schools:   6   Enrollment as of August 13, 2020:   3,584\*  

*\*The enrollment numbers part of this waiver does not include enrollment of those students that have signed up for the 100% Distance Learning pathway LosAl@Home. The enrollment figures listed only apply to the current regular and special education elementary (TK-5<sup>th</sup> grade) enrollment that would be under the CDPH elementary waiver. Normally our average class size ratio @ grades TK-3 is 24 and @ 4<sup>th</sup>-5<sup>th</sup> grade is 32.*

Superintendent (or equivalent) Name:   Dr. Andrew Pulver  

Address:   Los Alamitos USD    
  10293 Bloomfield Street    
  Los Alamitos, CA 90720  

Grades/Number of Students Proposed to be Reopened:

TK	K	1 <sup>st</sup>	2 <sup>nd</sup>	3 <sup>rd</sup>	4 <sup>th</sup>	5 <sup>th</sup>
126	502	563	563	600	590	640
6 classes	21 classes	24 classes	24 classes	25 classes	18 classes	20 classes

Date of Proposed Reopening:   August 31, 2020  

Name of Person Completing   Dr. Andrew Pulver  

Phone Number:   (562) 799-4700 ext. 80401  

Email:   [apulver@losal.org](mailto:apulver@losal.org)  

Signature:     

Date:   August 13, 2020

## I. Consultation

Please confirm consultation with the following groups:

Labor Organization

Name of Organization(s) and Date(s) Consulted:

- **Background:** Los Alamitos Unified educators and leaders have spent the last several months diligently collaborating and preparing the best possible educational options for our students, while keeping safety as our top priority. Our committees have conducted over thirty meetings and reviewed nearly 9,000 responses from staff and family surveys. Our team has taken the input from stakeholders, the guidance from state and local health and education agencies, and collaborated with the Los Alamitos Unified School District Board of Education to offer a comprehensive [2020-21 School Opening and Safety Plan](#) for all students.

Los Alamitos Unified is committed to providing a rigorous and quality instructional program for our students, while ensuring a safe environment for students, staff and the community. We realize our community deserves a variety of educational options and we are committed to providing choices for families and staff during the pandemic. Our plan includes the appropriate safety precautions as well as a clear outline of our educational options for both a traditional schooling pathway and a year-long, 100% distance learning pathway we are calling LosAl@Home. Our team and Board of Education have worked hard to provide two pathways for students, allowing families to make the choice they believe is best for their child(ren).

If the CDPH Elementary Waiver was approved, we would begin the elementary in-person pathway in our hybrid setting.

- **July 2020:** Since the CDPH Elementary Waiver was referenced in July, we began engaging our certificated and classified association presidents on the topic. We have discussed the elementary waiver with our certificated association, Los Alamitos Education Association (LAEA) president and our classified association president, California School Employees Association (CSEA) Chapter 324 at various meetings in July and August. Additionally, the elementary waiver was discussed with our Superintendent Forum on July 30. The Superintendent Forum is a committee established with LAEA made up of elected representatives from each school site who meets with the Superintendent monthly during the school year to discuss and receive input on a variety of topics of interest. We scheduled a special meeting in July to go over various

aspects of our School Opening and Safety planning measures. When the District released our School Opening and Safety Plan to parents and staff on July 31, we mentioned the CDPH elementary waiver and our intention to explore it.

- **August 2020:** When CDPH released the waiver template, an email was sent to all District staff on August 4, notifying them of the CDPH waiver template release and a link was provided for them to review the waiver process. The District communicated to all staff our intentions to explore the CDPH elementary waiver. We released an FAQ on our School Opening and Safety Plan to parents and staff on August 5 which included a section on the elementary waiver process. On August 6, we conducted a Special Board of Education Meeting to present to staff, parents and the community our School Reopening Plan. During the meeting, we also discussed the elementary waiver during the in-depth presentation. The presentation was over two hours and it was both livestreamed and archived on our District YouTube channel. Thus far we have over 4.1 thousand views on YouTube for that presentation (<https://www.youtube.com/watch?v=eDbGgFLeXy0&t=3s>).

On August 10, all elementary certificated staff members were sent an email with detailed information about the CDPH elementary waiver process and they were invited to join one of two informational Zoom sessions on August 11. The sessions were 75 minutes and facilitated by the Superintendent, Dr. Andrew Pulver, and Assistant Superintendent, Ondrea Reed. These sessions were advertised to all elementary certificated staff members in partnership with LAEA. Elementary staff members were able to learn about the CDPH elementary waiver process and participate in an open Q&A session in regard to the waiver. There were 65 participants in the first Zoom conference and 50 participants in the second Zoom conference, which accounts for over 70% of the elementary certificated staff attending one of the two sessions. The LAEA President was also able to participate in both informational Zoom sessions. To garner specific feedback on support of the District applying for the elementary waiver, a survey was sent, via email, to all elementary certificated staff members. The survey asked all elementary certificated teachers if they “support the District submitting an elementary waiver request to the California Department of Public Health?”

**LAEA Survey results:** The survey closed on August 13 and yielded over 62% of elementary certificated staff indicating their support of the District applying for the CDPH elementary waiver. The percentage of support for the waiver increases to over 68% when you remove staff that have already elected to teach in our 100% virtual LosAl@Home instructional program. There are approximately 160 elementary certificated staff members and 133 members completed the input survey.

The District Superintendent and Board of Education members received several emails from parents and the community regarding the CDPH elementary waiver. On August 11, during our regular scheduled Board of Education Meeting, Superintendent, Dr. Andrew Pulver gave a presentation on the CDPH Elementary Waiver process. The presentation was over 30 minutes in length and time was allowed for questions from the Board. The Board of Education meeting was open to the public and it was both livestreamed and archived on our District YouTube channel. Thus far we have over 1.7 thousand views on YouTube for that presentation and meeting (<https://www.youtube.com/watch?v=GI8Qsw8LzSs&t=11210s>).

On August 13, the District met with our CSEA negotiation team to discuss and consult on several items, including the CDPH elementary waiver.

Parent or Community Organizations

Name of Organization(s) and Date(s) Consulted:

- **July:** As soon as the CDPH document was released on July 13, the district received several emails from parents about the elementary waiver and encouraging the District to apply for the waiver. When the District released our School Opening and Safety Plan to parents and the community on July 31, we mentioned the elementary waiver and our intention to explore it.
- **August 2020:** We released an FAQ on our School Opening and Safety Plan to parents and staff on August 5 which included a section on the elementary waiver process. Parents were informed on the FAQ that if the District applied for the waiver prior to the start of school, the District would re-open the enrollment deadline for the LosAl@Home pathway to all elementary families so that families can select the best pathway for their child. On August 6, we conducted a Special Board of Education Meeting to present to staff, parents and

the community our School Reopening Plan. An invite to watch the livestreamed meeting was sent via email to all families. During the meeting, we also discussed the elementary waiver during the in-depth presentation. The presentation was over two hours and it was both livestreamed and archived on our District YouTube channel. Thus far we have over 4.1 thousand views on YouTube for that presentation.

<https://www.youtube.com/watch?v=eDbGgFLexy0&t=3s>

- After the August 6 Special Board of Education meeting, the Superintendent and Board of Education members received several emails from parents and the community regarding the CDPH elementary waiver. The emails reflected differing viewpoints on the elementary waiver. On August 11, during our regular scheduled Board of Education Meeting, Superintendent, Dr. Andrew Pulver gave a presentation on the CDPH Elementary Waiver process. The presentation was over 30 minutes in length and time was allowed for questions from the Board. The Board of Education meeting was open to the public and it was both livestreamed and archived on our District YouTube channel. Thus far we have over 1.7 thousand views on YouTube for that presentation and meeting (<https://www.youtube.com/watch?v=GI8Qsw8LzSs&t=11210s>).
- On August 12, the Event News Enterprise weekly newspaper published several articles on the District's reopening plan, including a separate article about the District exploring the CDPH elementary waiver.
- On August 13, the superintendent presented to the District Council PTA on the CDPH elementary waiver process. The District PTA Council is made up of PTA presidents and PTA leaders throughout the District.
- On August 13, the superintendent consulted with members of the Los Alamitos Education Foundation (LAEF) on the CDPH Elementary Waiver. LAEF is an independent, non-profit organization providing enrichment classes and extraordinary educational experiences that benefit students at every level within the District community. They provide a variety of after-school and summer enrichment programs and services for students.

## II. Elementary School Reopening Plans

Attached as part of our CDPH elementary waiver application is:

- *2020-21 School Opening and Safety Plan*
- *School Opening & Safety FAQ*
- *LosAl@Home FAQ*

Please confirm that elementary school reopening plan(s) addressing the following, consistent with guidance from the California Department of Public Health and local health department, have been published on the website of the local educational agency (or equivalent):

- Cleaning and Disinfection:** How shared surfaces will be regularly cleaned and disinfected and how use of shared items will be minimized.
- Cohorting:** How students will be kept in small, stable, groups with fixed membership that stay together for all activities (*e.g.* instruction, lunch, recess) and minimized/avoid contact with other groups or individuals who are not part of the cohort.
- Entrance, Egress, and Movement Within the School:** How movement of students, staff, and parents will be managed to avoid close contact and/or mixing of cohorts.
- Face Coverings and Other Protective Gear:** How CDPH's face covering requirements will be satisfied and enforced.
- Health Screenings for Students and Staff:** How students and staff will be screened for symptoms of COVID-19 and how ill students or staff will be separated from others and sent home immediately.
- Healthy Hygiene Practices:** The availability of handwashing stations and hand sanitizer, and how their use will be promoted and incorporated into routines.
- Identification and Tracing of Contacts:** Actions that staff will take when there is a confirmed case. Confirm that the school(s) have designated staff persons to support contact tracing, such as creation and submission of lists of exposed students and staff to the local health department and notification of exposed persons. Each school must designate a person for the local health department to contact about COVID-19.
- Physical Distancing:** How space and routines will be arranged to allow for physical distancing of students and staff.

- ✓ **Staff Training and Family Education:** How staff will be trained, and families will be educated on the application and enforcement of the plan.
  
- ✓ **Testing of Students and Staff:** How school officials will ensure that students and staff who have symptoms of COVID-19 or have been exposed to someone with COVID-19 will be rapidly tested and what instructions they will be given while waiting for test results. Describe how staff will be tested periodically to detect asymptomatic infections.
  
- ✓ **Triggers for Switching to Distance Learning:** The criteria the superintendent will use to determine when to physically close the school and prohibit in-person instruction.
  
- ✓ **Communication Plans:** How the superintendent will communicate with students, staff, and parents about cases and exposures at the school, consistent with private requirements such as FERPA and HIPAA.

**Los Alamitos Unified School District – Estimated Elementary enrollment as of August 17, 2020.**

Class size ratio at TK-3 is 24:1

Class size ratio at 4<sup>th</sup> – 5<sup>th</sup> grade is 32:1

School: Rossmoor Elementary							
Grade	TK	K	1 <sup>st</sup>	2 <sup>nd</sup>	3 <sup>rd</sup>	4 <sup>th</sup>	5 <sup>th</sup>
No. Students	20	77	76	75	90	84	85
No. Classes	1	4	4	4	4	3	3

School: Lee Elementary							
Grade	TK	K	1 <sup>st</sup>	2 <sup>nd</sup>	3 <sup>rd</sup>	4 <sup>th</sup>	5 <sup>th</sup>
No. Students	20	74	89	90	86	90	125
No. Classes	1	3	4	4	4	3	4

School: Weaver Elementary							
Grade	TK	K	1 <sup>st</sup>	2 <sup>nd</sup>	3 <sup>rd</sup>	4 <sup>th</sup>	5 <sup>th</sup>
No. Students	20	79	103	77	81	114	108
No. Classes	1	4	5	4	4	4	4

School: Hopkinson Elementary							
Grade	TK	K	1 <sup>st</sup>	2 <sup>nd</sup>	3 <sup>rd</sup>	4 <sup>th</sup>	5 <sup>th</sup>
No. Students	20	86	85	102	109	88	95
No. Classes	1	4	4	5	5	3	3

*Hopkinson also has One Special Day Classroom of 7 students K-4<sup>th</sup> grade. See SDC section below.*

School: Los Alamitos Elementary							
Grade	TK	K	1 <sup>st</sup>	2 <sup>nd</sup>	3 <sup>rd</sup>	4 <sup>th</sup>	5 <sup>th</sup>
No. Students	18	72	82	100	100	95	111
No. Classes	1	3	4	5	5	3	4

*LAE also has three Special Day Classrooms (SDC) of 25 students TK-5<sup>th</sup> grade. See SDC section below.*

School: McGaugh Elementary							
Grade	TK	K	1 <sup>st</sup>	2 <sup>nd</sup>	3 <sup>rd</sup>	4 <sup>th</sup>	5 <sup>th</sup>
No. Students	24	106	116	98	118	103	108
No. Classes	1	5	5	4	5	4	4

*McGaugh also has three Special Day Classrooms (SDC) of 29 students K-5<sup>th</sup> grade. See SDC section below.*



District General Education Student and Classroom Totals							
Grade	TK	K	1 <sup>st</sup>	2 <sup>nd</sup>	3 <sup>rd</sup>	4 <sup>th</sup>	5 <sup>th</sup>
No. Students	122	494	551	542	584	574	632
No. Classes	6	23	26	26	27	20	22

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**Special Education – Special Day Classes (SDC) and student enrollment by School Site**

School: Hopkinson Elementary - Special Education SDC Multi-Age Classroom (1)							
Grade	TK	K	1 <sup>st</sup>	2 <sup>nd</sup>	3 <sup>rd</sup>	4 <sup>th</sup>	5 <sup>th</sup>
No. Students	0	2	1	1	0	3	0
No. Classes	1						

School: Los Alamitos Elementary - SPED SDC Classrooms (3)							
Grade	TK	K	1 <sup>st</sup>	2 <sup>nd</sup>	3 <sup>rd</sup>	4 <sup>th</sup>	5 <sup>th</sup>
No. Students	1	10	2	4	1	3	4
No. Classes	1		1			1	

School: McGaugh Elementary - SPED SDC Classrooms (3)							
Grade	TK	K	1 <sup>st</sup>	2 <sup>nd</sup>	3 <sup>rd</sup>	4 <sup>th</sup>	5 <sup>th</sup>
No. Students	0	1	3	4	7	6	8
No. Classes	1				2		

Los Alamitos Unified  
School District

2020-2021

**SCHOOL OPENING**  
*& Safety Plan*



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# MESSAGE FROM DR. PULVER

## BOARD OF EDUCATION

Meg Cutuli - President  
Marlys Davidson - VP/Clerk  
David Boyer - Board Member  
Diana Hill - Board Member  
Karen Russell - Board Member

### Dear Members of the Los Alamitos Unified School District Community,

All of us in Los Al Unified are eager to have our students and families return for the 2020-21 school year on August 31, 2020! We miss you and know that the past several months have been challenging for everyone, us included. While the future has many lingering questions, our Los Al Unified educators and leaders have spent the last several months diligently collaborating and preparing the best possible educational options for our students, while keeping safety as our top priority. Our committees have conducted over thirty meetings and reviewed nearly 9,000 responses from staff and family surveys. Our team has taken the input from stakeholders, the guidance from state and local health and education agencies, and collaborated with the Los Alamitos Unified School District Board of Education to offer a comprehensive 2020-2021 School Opening and Safety Plan for all students.

As always, Los Al Unified is committed to providing a rigorous and quality instructional program for our students, while ensuring a safe environment for students, staff and the community. We realize our community deserves a variety of educational options and we are committed to providing choices for families during the pandemic. Our plan includes the appropriate safety precautions as well as a clear outline of our educational options for both a traditional schooling pathway and a year-long, 100% distance learning pathway (LosAl@Home). Our team and Board of Education have worked hard to provide two pathways for students, allowing families to make the choice they believe is best for their child(ren).

Throughout the COVID-19 pandemic, every action has been and will continue to be in alignment with the California Department of Public Health (CDPH) and the Orange County Health Care Agency (OCHCA) guidelines specific for schools and classrooms. The safety protocols and procedures outlined within this plan are aimed to mitigate risk. No single action or set of actions will completely eliminate the risk of COVID-19 transmission, but the implementation of several coordinated interventions can greatly reduce that risk. Please note that as of the publication date of this plan, Orange County remains on the State's COVID-19 Monitoring Watchlist, prohibiting us from offering in-person learning. We will closely monitor Orange County's ability to meet the requirements, as outlined by the state, for a return to in-person instruction.

We invite you to carefully read our 2020-21 School Opening and Safety Plan. It is our hope that the information provided will give families the information needed to make the best selection for their child(ren).

We ask that after reviewing our plan, families make a decision as to which of the two pathways they would like their child to participate in for the school year. For those families that choose to remain in the Traditional Schooling Pathway, no further action is required, as all students will remain in the traditional pathway by default. For those families who would like to make the year-long commitment to a 100% distance learning model, log onto the LosAl@Home Website, by clicking on the LosAl@Home icon to the right. Please download and submit the enrollment packet for each student you are enrolling in LosAl@Home by Monday, August 12, 2020. This deadline is critical so we can assign Los Al Unified teachers to the different instructional pathways and develop student schedules. Enrollment requests for the LosAl@Home program received after August 11, will be considered only if space is available.



Thank you for your ongoing support, patience and understanding as we continue to prepare for the upcoming academic year and for entrusting your child's education to our Los Al family of educators. We also want to thank the 70+ members who have served on our Remote Teaching and Distance Learning Committee for their tremendous efforts and contributions in the development of this plan.

Stay safe and healthy, take care of your loved ones and know that we are Better Together!

Warmly,

A blue ink signature of Andrew Pulver.

Andrew Pulver, Ed.D.  
Superintendent

# HEALTH & SAFETY PROTOCOLS

The health and safety of our students, staff, and families is of the utmost importance. When the 2020-2021 school year begins, on-campus school will look much different than previous years due to new health and safety measures. This plan to reopen schools is based on current guidance from public health officials and state agencies and will be updated as the situation evolves.



## SUPPLIES & PROTECTIVE EQUIPMENT

The following items are being set up at each school site:

- Plexiglass office dividers
- Directional walkways
- Messaging signs and floor stickers
- Mobile handwashing stations

The following items are being sent to schools based upon student enrollment and staff numbers:

- Cloth Mask - Child
- Cloth Mask - Adult
- Disposable Mask - Child
- Disposable Mask - Adult
- Face Shields
- Student Desk Dividers
- Hand Sanitizer
- Gloves - Medium and Large
- Disinfecting Wipes
- Thermometers (One Per Classroom)

## FACE COVERING & PERSONAL PROTECTIVE EQUIPMENT

In accordance with the California Department of Public Health's (CDPH) Guidance, students and staff are expected to wear cloth face coverings.

Students must utilize face coverings:

- While in the classroom
- While waiting to enter campus
- While on school grounds (except when eating, drinking or playing)
- While entering and exiting school
- While on the bus

Personal Protective Equipment (PPE) will be provided to staff and students, but it is highly encouraged for students to bring their own face covering.

- Personal face coverings will be allowed in compliance with dress code policies.
- Teachers and identified staff members will receive a reusable face shield.
- Gloves are not recommended for use by students or staff, with the exception of those conducting cleaning, first aid, or food service.

Age	Face Covering Requirement
Under 2 years old	No
2 years old – 2 <sup>nd</sup> grade	Strongly encouraged**
3 <sup>rd</sup> grade – High School	Yes, unless exempt

## SCREENING AT HOME

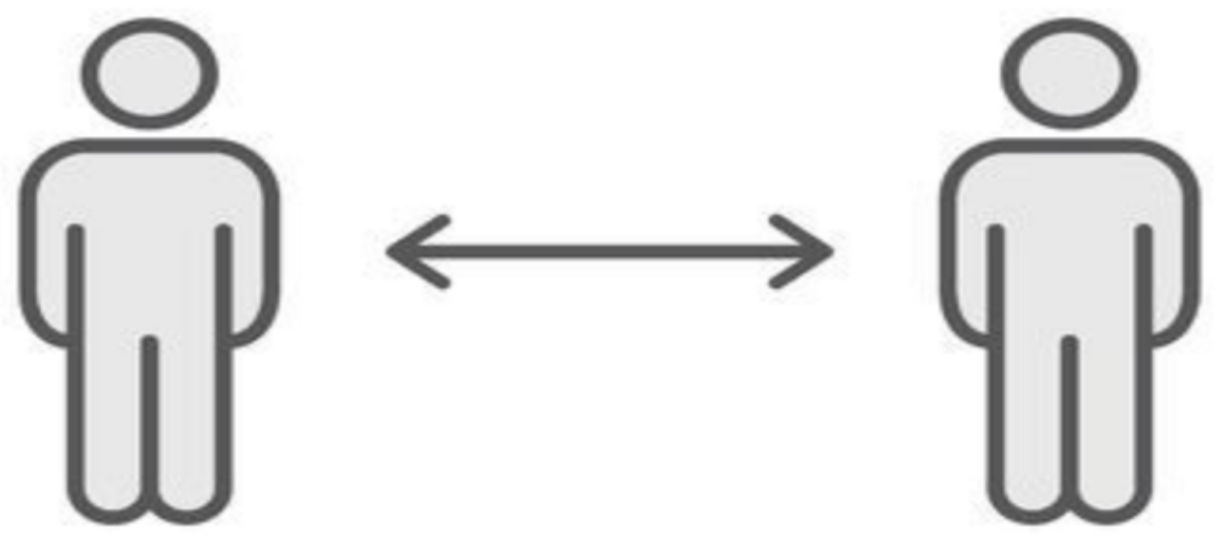
- Families are strongly encouraged to take temperatures daily and monitor children for symptoms before going to school. Anyone with a fever of 100.4°F, without fever reducer/pain relief medication, or higher should not go to a school site. Personal illness, quarantine, and COVID-19 illness or symptom-related absences will be excused.
- Students and adults are strongly encouraged to self-screen for respiratory symptoms such as cough and shortness of breath prior to coming to school each day. Students and adults experiencing those symptoms should not attend school.
- Staff members are required to have their temperatures taken prior to beginning work. If staff members are experiencing symptoms, they should stay home and contact Human Resources.

## OTHER SAFETY CONSIDERATIONS

- Staff members will complete mandated COVID-19 online trainings.
- Campuses will follow guidelines developed by the CDPH for cleaning, disinfection, and ventilation of school campuses.
- Common touch surfaces will be cleaned regularly (e.g. countertops, door handles, restrooms, student desks, student chairs)
- Staff and students will be expected to wash/sanitize their hands regularly.
- Schools will limit sharing of supplies between students to the extent possible and encourage students to take home personal items for cleaning daily.
- Students will be encouraged to bring personal/refillable water bottles or have an option to use a disposable cup at water source.
- Playground equipment will be regularly inspected and cleaned for student use.

## ARRIVAL AT SCHOOL

- Students and staff members will be required to wear face coverings and have their temperature checked upon arrival. Student temperatures will be checked upon arrival in class.
- School sites will designate routes and specific locations for entry and exit in order to limit direct contact with others.
- School sites will have signage throughout campus to remind students and staff about wearing face coverings, social distancing and hand washing.
- Parents and visitors will have limited access to school campuses. If a visitor needs to visit any location other than the school office they will have their temperature checked and be asked the CDC screening questions before being granted permission and issued a Visitor Badge.



## IMPLEMENTING SOCIAL DISTANCING

Social distancing will limit the spread of the virus. Schools will adhere to the following strategies to maintain social distancing as much as possible:

- Minimize contact at school between students, staff, families and the community at the beginning and end of the school day. Prioritize minimizing contact between adults at all times.
- During regular school hours, school sites will restrict non-essential visitors, volunteers, and activities involving other groups and ask school community members to call the office instead of physically visiting it for routine office business. An appointment system will be used for non-routine meetings.
- Stagger arrival and drop-off times and locations as consistently as practicable as to minimize scheduling challenges for families.
- Minimize movement of students and teachers or staff as much as practicable.
- Not hold large gatherings such as assemblies, award ceremonies and performances and move to implement virtual events for families instead of on-campus gatherings for widely attended events such as Back-to-School Night and Open House.
- Routes will be designated to reduce face-to-face contact and directionality at entry and exit to lunch, recess, and other transition times.
- Staggered schedules for restroom breaks and hand washing.
- Modifications to instructional schedules, lunch and recess protocols to reduce concentration of students and build stable cohorts.
- Serve meals outdoors or in classrooms. All school provided or purchased lunches will be individually bagged meals.
- Use the newly added temporary, outdoor, shaded classroom space for instructional purposes.
- Hold recess and play activities in separate areas designated by class.
- Each campus will have a designated isolation room to hold staff or students who show symptoms while at school.

Staff will be asked to practice social distancing, including but not limited to the following:

- When working indoors or in outdoor areas
- Before and after the work shift
- Coming and going from vehicles
- Entering, working, and exiting physical buildings or other structures
- During breaks and lunch periods

## CONTACT TRACING

- Schools will maintain communication systems that allow staff and families to self-report symptoms and receive prompt notifications of exposures and closures, while maintaining confidentiality, as required by FERPA and state law related to privacy of educational records and other privacy laws.
- Using the CDPH guidance and in collaboration with OCHCA staff, district nurses will serve as the primary contacts and contact tracers, to the extent practicable, when situations arise with a possible COVID-19 exposure or student tests positive for COVID-19. The Assistant Superintendent of Human Resources will serve as the primary contact and contact tracer, to the extent practicable, when situations arise with a possible COVID-19 exposure or staff member tests positive for COVID-19. CDPH and CDC define close contact within 6ft or greater for more than 15 minutes, without a face covering.
- The Assistant Superintendent of Human Resources and the Director of Safety & Student Services will supervise and coordinate any additional efforts regarding communication with staff or families who have been in close contact, maintaining confidentiality according to FERPA.
- School principals will be the designated contact for the local health department.



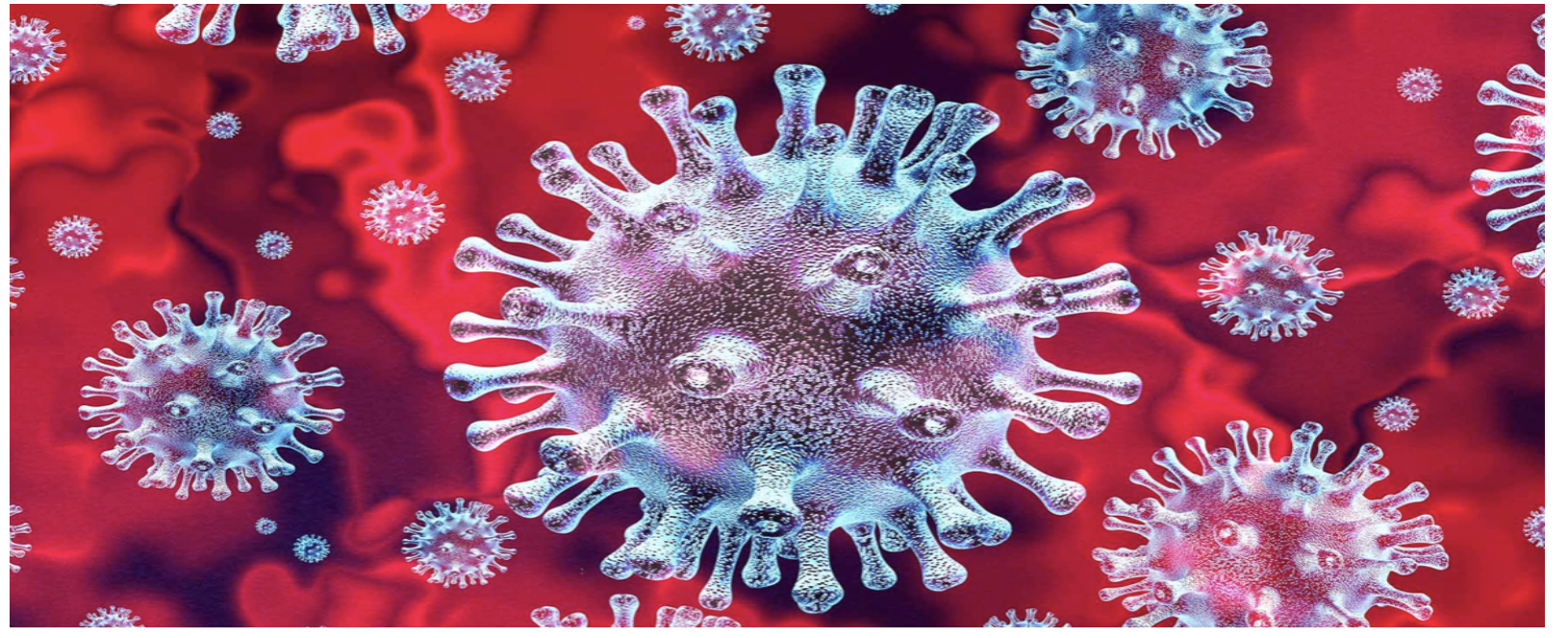
## INSIDE CLASSROOMS

- Classroom space will be arranged to remove non-essential furniture, allowing maximum space for students and staff.
- Student desks will be spaced six feet from teacher desk.
- Students will be provided desk shields allowing for visual access of the teacher and creating a physical barrier from peers during instruction.

# COVID-19 TESTING & REPORTING

## CALIFORNIA DEPARTMENT OF PUBLIC HEALTH

### *Action Guidelines*



#### **Student or staff with COVID-19 Symptoms** (e.g., fever, cough, loss of taste or smell, difficulty breathing):

- Send home student or staff immediately, place in school site isolation room while awaiting pick-up
- Recommend COVID-Testing
- School/classroom remain open
- No communication sent to classroom or school community

#### **Student or staff with close contact to a confirmed COVID-19 case:**

- Send home student or staff immediately, place in school site isolation room while awaiting pick-up
- Quarantine for 14 days from last exposure
- Recommend COVID-testing
- School/classroom remain open
- Consider school community notification of a known contact

#### **Staff or student with confirmed COVID-19 case infection:**

- Notify the local public health department
- Isolate case and exclude from school for 10 days from symptom onset or test date
- Identify close contacts, quarantine and exclude exposed contacts; could be entire cohort for 14 days after the last date the case was present at school while infectious
- Recommend testing of contacts, prioritize symptomatic contacts
- Disinfection and cleaning of classroom and primary spaces where case spent significant time
- School remains open
- School or classroom community notification of a known case

#### **Staff or student tests negative after symptoms:**

- Staff or student may return to school 3 days after symptoms resolve
- School/classroom remain open
- Consider school community notification if prior awareness of testing

#### **CLOSE CONTACT:**

A close contact is defined as a person who is less than 6 feet from a case for more than 15 minutes without a face covering.

#### **COHORT:**

A cohort is a stable group with fixed membership that stays together for all courses and activities (e.g., lunch, recess, etc.) and avoids contact with other persons or cohorts.

#### **What are the criteria for closing a school?**

The California Department of Public Health recommends individual school closure based on the number of cases, the percentage of the teacher/student/staff that are positive for COVID-19, and following consultation with the Local Health Officer. Individual school closure may be appropriate when there are multiple cases in multiple cohorts at a school or when at least 5 percent of the total number of teacher/student/staff cases are within a 14-day period, depending on the size and physical layout of the school.

The Local Health Officer may also determine school closure is warranted for other reasons, including results from public health investigation or other local epidemiological data.

#### **If a school is closed for in-person learning, when may it reopen?**

Schools may typically reopen after 14 days and the following has occurred:

- Cleaning and disinfection
- Public health investigation
- Consultation with the local public health department

#### **What are the criteria for closing a school district?**

The California Department of Public Health recommends that a superintendent should close a school district if 25% or more of schools in a district have closed due to COVID-19 within 14 days, and in consultation with the local health department.

#### **If a school district is closed, when may it reopen?**

Districts may typically reopen after 14 days, in consultation with the local health department.

\*These action guidelines may change in accordance with recommendations from CDPH and the local county health officer.

# FACILITY CLEANING & SANITIZATION PROTOCOLS

The safety of employees and students at Los Al Unified is the first priority. Schools have been completely cleaned and disinfected, and Los Al Unified will continue to adhere to all necessary safety precautions. In addition to the deep cleaning of the office and school before employees and students return, the cleaning steps outlined below will be followed:

**CLEANING** - Physical removal of soil (dirt and debris) from surfaces which can include the use of water and detergent.

**DISINFECTING** - Destroy or inactivate microorganisms, including bacteria and viruses on surfaces.

**SANITIZATION** - Treating a surface to effectively reduce microorganisms of public health significance. Cleaning before sanitizing is always recommended when time permits.

## Sanitize the following at least daily:

- Desks and chairs
- Keyboards, phones, headsets, copy machines
- Door handles
- Handrails
- Restroom surfaces and sink handles
- Light switches
- Public interface/Interaction areas
- Kitchens and food preparation areas

## Sanitize the following at least weekly:

- Playground equipment
- Elevators
- Bike Racks

## HANDWASHING

Handwashing is strongly encouraged as one of the most effective ways to prevent the spread of any biological pathogen, including COVID-19.

- Wash hands thoroughly with soap and water for at least 20 seconds
- Thoroughly dry hands

Handwashing stations are being deployed to supplement existing facilities, especially where food is eaten and in common areas. Types of handwashing stations:

- Self-contained system – foot pump operated water and soap handwashing stations
- Hand sanitizer dispensers - touchless dispensers
- Hand sanitizer bottles - readily available

## DRINKING STATIONS

- Some drinking fountains are being retrofitted with bottle filling stations. This is a good alternative to drinking fountains and will provide students with access to water.
- Students should provide their own reusable water bottles to reduce sharing and encourage environmentally friendly alternatives to disposable water bottles.

## INDOOR AIR QUALITY

Indoor air quality is essential to providing a safe and comfortable environment for schools and offices. Proper temperature and humidity levels can help slow down the reproduction of viruses and bacteria. Los Al Unified is ensuring proper preventive maintenance is being performed on all HVAC units and is changing filters on a regular basis and providing adequate air filters:

- The Center for Disease Control recommends increasing air filtration as high as possible (target MERV 13) without diminishing air flow and enforcing the existing or revised indoor air quality plan.



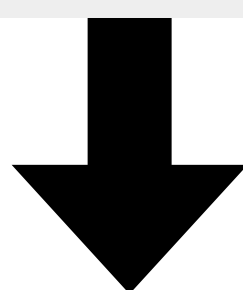
# INSTRUCTIONAL PROGRAMS



Quality instruction and a commitment to equity for all students continues to be a focus for the Los Al Unified educational programs. We know the needs of our students and families vary, which is why we have provided two instructional options for the 2020-2021 school year:

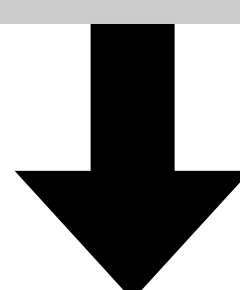
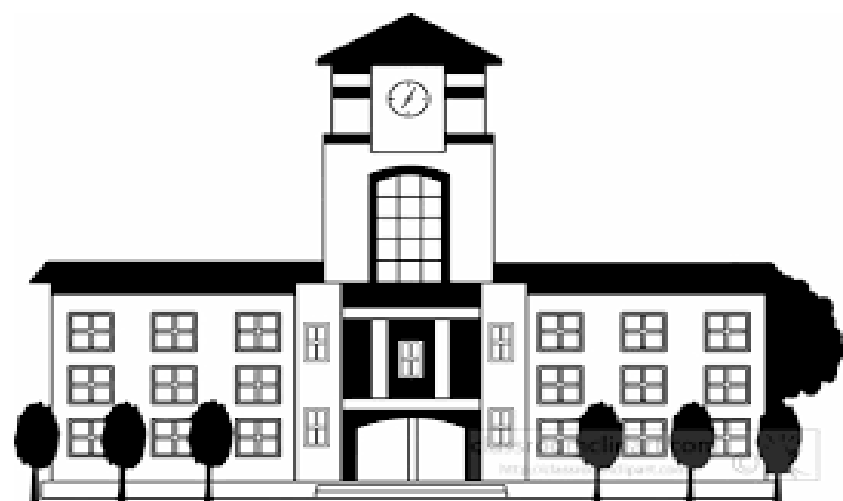
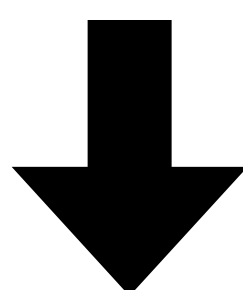
## OPTION 1: TRADITIONAL SCHOOLING PATHWAY

Families can choose to keep their student enrolled in their regular school of attendance for the 2020-2021 school year, knowing that students who remain in the traditional schooling pathway may spend time in different learning environments this school year. Students who remain in the traditional schooling pathway will return to on-campus instruction when state and county health guidelines allow, but will participate in remote learning if health guidelines restrict in-person instruction. This pathway is best for families who want their students to return to on-campus instruction as soon as legally allowable.



## OPTION 2: DISTANCE LEARNING PATHWAY - LOSAL@HOME

Families can choose for their student to register for a 100% distance learning option through LosAl@Home for the 2020-2021 school year. LosAl@Home will provide the opportunity for TK-12 students to learn remotely for the entirety of the school year. This pathway is best for families who don't want their students to return to on-campus instruction during the 2020-2021 school year.



### TRADITIONAL SCHOOLING PATHWAY

Students who remain in the traditional schooling pathway will attend school in the format which aligns to state and county health guidelines for opening schools. These students could spend time in three different learning environments during the 2020-2021 school year, with the desired outcome being to participate in on-campus instruction, when legally allowable.

Students in the traditional schooling pathway may, at some point during the school year, participate in the three settings below, based upon health guidelines:

- Traditional Setting with Health & Safety Enhancements – Return to campus for a full-school day in a classroom with the typical number of students, but with additional health and safety enhancements.
- Hybrid Learning – Return to campus for half of a school day in a classroom with approximately 50% of the typical number of students. Students learn remotely the other half of the day utilizing the Schools PLP learning management system. Students are placed into two cohorts: AM Cohort or PM Cohort.
- Distance Learning - Students participate in 100% remote instruction, utilizing the Schools PLP learning management system, following the distance learning schedule for their grade level and taught by their regularly assigned teacher(s).

### DISTANCE LEARNING PATHWAY YEAR-LONG COMMITMENT

LosAl@Home will offer students in all grades the opportunity to learn completely from home during the 2020-2021 school year. Classes will be taught by Los Al Unified teachers utilizing the Schools PLP learning management system. Students who attend LosAl@Home will participate in live daily instruction and be expected to log into class, during traditional schooling hours, to engage with their classroom teachers and peers.

LosAl@Home classes will follow the traditional Los Al Unified curricular scope and sequence and be taught using District adopted curriculum and supplemental materials. Classes at the elementary level may be comprised of students from across the District and middle school classes will be comprised of both Oak and McAuliffe students. All high school classes are "a-g" and NCAA approved and LosAl@Home will offer access to Advanced Placement Courses. Unfortunately, LosAl@Home students will not have access to performing arts and athletic programs, but will have access to visual arts courses.

For more information or to register for LosAl@Home visit <https://www.losal.org/losalathome> or call/email Dr. Kenneth Lopour, LosAl@Home Administrator, (562) 799-4716, [Losalathome@losal.org](mailto:Losalathome@losal.org).

# TRADITIONAL SCHOOLING PATHWAY

TRADITIONAL SETTING

HYBRID LEARNING

DISTANCE LEARNING

## TRADITIONAL SETTING: HEALTH & SAFETY ENHANCEMENTS

In a traditional setting, students would return to on-campus instruction with increased health and safety enhancements previously outlined in the document under Health & Safety Protocols. The enhancements include:

- Designated supplies and protective equipment for students, staff and facilities
- Face covering and Personal Protective Equipment protocols
- Home symptom screening protocols
- School arrival temperature checks and symptom screenings
- Increased cleaning and sanitization protocols
- Social distancing protocols
- Modified recess/lunch protocols
- Student desk shields
- Removal of non-essential classroom furniture
- Utilizing outdoor learning space
- COVID-19 Testing & Screening protocols

In addition to the above listed areas of health and safety enhancements school sites will utilize instructional schedules that mitigate student concentration at arrival, dismissal and during passing periods.

### ELEMENTARY SCHEDULE

Elementary schools will utilize staggered arrival and departure schedules and assigned entry and exit points. Alphabetical assignment by last name will be used to assure that children from the same household can arrive and depart school at the same time. Below is a sample of an elementary school schedule in a traditional setting.

### ELEMENTARY SCHEDULE

#### Staggered Arrival and Departures for Students

	Arrival	Departure
<b>A – F</b>	8:00AM	1:55PM
<b>G – M</b>	8:15AM	2:10PM
<b>N – Z</b>	8:30AM	2:25PM

\*Kindergarten could be at 8:45am by classroom assigned gate

A – B	GATE 1
C – D	GATE 2
E – F	GATE 3

AERIES would be used to do GRAND ALPHA sort, yielding equal groupings.

\*No before school play and strict accountability of drop-off & pick-up.

**Example of:**  
Staggered school start and ending times with designated drop-off and pick up locations. Each elementary school will have a unique schedule as they do during a regular school year. The amount of staggered times and entry/exit points will be based on student enrollment.

### SECONDARY SCHEDULES

Secondary schools will utilize block schedules and assign entry and exit points to their student body. Utilizing a block schedule will reduce the concentration of interaction between peers and students to staff, in addition it will create more stable daily cohorts. Below is a sample middle school and high school block schedule in a traditional setting.

MIDDLE SCHOOL BLOCK SCHEDULE				
	Monday	Tuesday	Thursday	Friday
8:40AM – 8:53AM	Homeroom	Homeroom	Homeroom	Homeroom
8:53AM – 9:38AM	Period 1	Period 1	Period 1	Period 1
9:46AM – 11:16AM	Period 2	Period 3	Period 2	Period 3
11:24AM – 11:54AM	LUNCH #1			
11:54AM – 12:27AM	LUNCH #2			
12:27AM – 12:57AM	LUNCH #3			
11:24AM – 1:27PM	Period 4	Period 5	Period 4	Period 5
1:35PM – 3:05PM	Period 6	Period 7	Period 6	Period 7
Wednesday				
8:40AM – 8:55AM	Homeroom			
8:55AM – 9:23AM	Period 1			
9:31AM – 10:44AM	Period 2 / 3			
9:31AM – 9:51AM	Nutrition #1			
9:55AM – 10:15AM	Nutrition #2			
10:24AM – 10:44AM	Nutrition #3			
10:52AM – 11:42PM	Period 4 / 5			
11:50PM – 12:40PM	Period 6 / 7			

- Students alternate every other Wednesday Periods 2, 4, 6 or 3, 5, 7
- Period 0 meets every day

HIGH SCHOOL BLOCK SCHEDULE					
	Monday	Tuesday	Wednesday*	Thursday	Friday
6:50AM – 7:44AM	Period 0	Period 0	Period 0	Period 0	Period 0
7:50AM – 9:40AM	Period 1	Period 2	Period 1 / 2	Period 1	Period 2
9:50AM – 11:40AM	Period 3	Period 4	Period 3 / 4	Period 3	Period 4
11:40AM – 12:10PM	1 <sup>ST</sup> LUNCH				
11:50AM – 12:45PM	Period 5	Period 6	Period 5 / 6	Period 5	Period 6
12:20PM – 2:10PM	Period 5	Period 6	Period 5 / 6	Period 5	Period 6
12:45PM – 1:15PM	2 <sup>ND</sup> LUNCH				
1:20PM – 2:10PM	Period 5	Period 6	Period 5 / 6	Period 5	Period 6
2:20PM – 3:14PM	Period 7	Period 7	Period 7	Period 7	Period 7

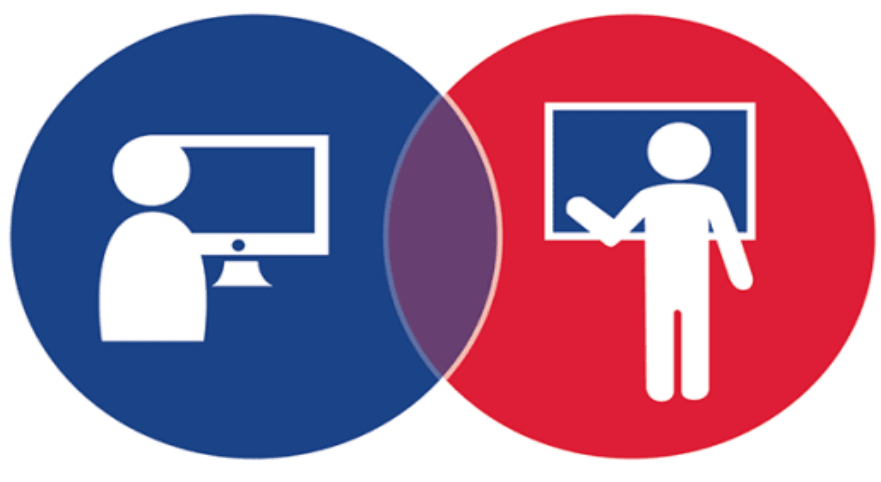
- Students alternate every other Wednesday Periods 1, 3, 5 or 2, 4, 6
- Period 0 and 7 meet every day

# TRADITIONAL SCHOOLING PATHWAY

TRADITIONAL SETTING

HYBRID LEARNING

DISTANCE LEARNING



## HYBRID LEARNING

In a hybrid learning setting, students come to campus for part of their school day and learn remotely for the other part of their school day. Los Al Unified will be deploying an AM/PM Hybrid model across the District. In the AM/PM model students are either part of the AM Cohort or part of the PM Cohort, where they are on-campus in the morning or on-campus in the afternoon. Classes run at close to 50% of the typical student count in the hybrid model and students learn remotely, from home, the other half of their school day. The Schools PLP learning management system is utilized by classroom teachers to provide additional content delivery or skill practice opportunities. Below are samples of school site AM/PM Hybrid schedules.

### ELEMENTARY HYBRID SCHEDULE

	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY
<b>8:00AM – 10:50AM</b>	<b>GROUP A ON CAMPUS</b>  Group B: REMOTE 9:00AM-10:15AM	<b>GROUP A ON CAMPUS</b>  Group B: REMOTE 9:00AM-10:15AM	<b>GROUP A/B 8:00AM-10:00AM ON CAMPUS</b>  Group A/B: REMOTE 8:00AM-10:00AM	<b>GROUP A ON CAMPUS</b>  Group B: REMOTE 9:00AM-10:15AM	<b>GROUP A ON CAMPUS</b>  Group B: REMOTE 9:00AM-10:15AM
<b>10:50AM – 11:35AM</b>	TEACHER LUNCH	TEACHER LUNCH	TEACHER LUNCH & PLANNING	TEACHER LUNCH	TEACHER LUNCH
<b>11:35AM – 2:25PM</b>	<b>GROUP B ON CAMPUS</b>  Group A: REMOTE 12:15PM-2:00PM	<b>GROUP B ON CAMPUS</b>  Group A: REMOTE 12:15PM-2:00PM	<b>Group A &amp; B: Asynchronous 12:00-2:00</b>	<b>GROUP B ON CAMPUS</b>  Group A: REMOTE 12:15PM-2:00PM	<b>GROUP B ON CAMPUS</b>  Group A: REMOTE 12:15PM-2:00PM

- Students split into two cohorts: A/B
- Groups A/B alternate every other Wednesday

### MIDDLE SCHOOL HYBRID SCHEDULE

	Monday	Tuesday	Thursday	Friday	Wednesday A/B
8:10AM-8:30AM	Period 0A	Period 0A	Period 0A	Period 0A	8:00AM - 8:30AM Period 0
8:35AM-9:00AM	Period 1A	Period 1A	Period 1A	Period 1A	8:35AM – 9:10AM Period 1
9:05AM – 9:45AM	Period 2A	Period 3A	Period 2A	Period 3A	9:15AM – 9:45AM Period 2
9:50AM-10:30AM	Period 4A	Period 5A	Period 4A	Period 5A	9:50AM – 10:20AM Period 3
10:35AM-11:15AM	Period 6A	Period 7A	Period 6A	Period 7A	10:25AM – 10:55AM Period 4
11:15AM-12:20PM	Transition	Transition	Transition	Transition	11:00AM – 11:30AM Period 5
11:50AM-12:10PM	Period 0B	Period 0B	Period 0B	Period 0B	11:35AM – 12:05PM Period 6
12:15PM-12:40PM	Period 1B	Period 1B	Period 1B	Period 1B	12:10PM - 12:40PM Period 7
12:45PM-1:25PM	Period 2B	Period 3B	Period 2B	Period 3B	
1:30PM-2:10PM	Period 4B	Period 5B	Period 4B	Period 5B	
2:15PM-2:55PM	Period 6B	Period 7B	Period 6B	Period 7B	

### HIGH SCHOOL HYBRID SCHEDULE

	Monday	Tuesday	Thursday	Friday	Wednesday A/B
6:50AM – 7:40AM	Period 0A	Period 7A	Period 0A	Period 7A	7:08AM – 7:40AM Period 0
7:50AM – 8:40AM	Period 1A	Period 6A	Period 1A	Period 6A	7:50AM – 8:22AM Period 1
8:50AM – 9:40AM	Period 2A	Period 5A	Period 2A	Period 5A	8:32AM – 9:04AM Period 2
9:50AM – 10:40AM	Period 3A	Period 4A	Period 3A	Period 4A	9:14AM – 9:46AM Period 3
10:40AM – 11:47PM	Transition	Transition	Transition	Transition	9:56AM – 10:28AM Period 4
11:47PM – 12:37PM	Period 4B	Period 3B	Period 4B	Period 3B	10:38AM – 11:10PM Period 5
12:47PM – 1:37PM	Period 5B	Period 2B	Period 5B	Period 2B	11:20PM – 11:52PM Period 6
1:47PM – 2:37PM	Period 6B	Period 1B	Period 6B	Period 1B	12:02PM – 12:34PM Period 7
2:47PM – 3:37PM	Period 7B	Period 0B	Period 7B	Period 0B	

- Students are split into two cohorts: A/B
- Groups A/B alternate every other Wednesday

# TRADITIONAL SCHOOLING PATHWAY

TRADITIONAL SETTING

HYBRID LEARNING

DISTANCE LEARNING



## DISTANCE LEARNING

In the event that state and county health guidelines restrict students in the traditional schooling pathway from returning to campus for either of the in-person instructional settings, traditional or hybrid, students will participate in 100% distance learning. Students will utilize the Schools PLP learning management system, following the distance learning schedule for their grade level and taught by their regularly assigned teacher(s). Los Al Unified has prioritized providing students with "live" or synchronous instruction, where Los Al teachers will be teaching in real-time via a video conferencing application.

**Synchronous Instruction** - the teacher is present or "live" at the same time as the learner(s) providing instruction and engaging students in the learning process.

**Asynchronous Instruction** - the teacher, the learner, and other students are not engaged in the learning process at the same time. Students learn on their own time and schedule, engaging with assigned content independently.

Senate Bill 98 (SB98) authorized school districts to offer distance learning if schools are unable to open under local health guidelines and to address the unique circumstances of each student. SB98 places a strong emphasis on teacher-student engagement in distance learning, requires districts to offer "live interaction" and allows daily mandated instructional minutes to be met through a combination of "asynchronous" and "synchronous" instruction. The 2020-2021 daily mandated instructional minutes are as follows:

- Transitional Kindergarten: 180 minutes
- Kindergarten: 180 minutes
- First - Third Grade: 230 minutes
- Fourth - Twelfth Grade: 240 minutes

### TRANSITIONAL KINDERGARTEN DISTANCE LEARNING SCHEDULE

	Start Time	End Time	Total Minutes
Group A Transition	8:00	8:10	10
<b>GROUP A</b>			
Synchronous Teaching	8:10	9:40	90
Group A/B Transition	9:40	10:00	20
<b>Morning Launch</b>			
Whole Class	10:00	10:30	30
<b>GROUP B</b>			
Synchronous Teaching	10:30	12:00	90
Group B Transition	12:00	12:10	10

<b>Per Student Daily Live Teaching (Synchronous)</b> 50-min Whole Group/Transition 100-min Half-Class/Transition (1:12)	<b>Synchronous Instruction (83%)</b> DAILY: 150-minutes WEEKLY: 750-minutes
	<b>Asynchronous Instruction (17%)</b> DAILY: 30-minutes WEEKLY: 150-minutes

### KINDERGARTEN DISTANCE LEARNING SCHEDULE

	Start Time	End Time	Total Minutes
<b>Morning Launch</b>			
Whole Class	8:00	8:30	30
Group A Transition	8:30	8:40	10
<b>GROUP A</b>			
Synchronous Teaching	8:40	10:10	90
Group A/B Transition	10:10	10:30	20
<b>GROUP B</b>			
Synchronous Teaching	10:30	12:00	90
Group B Transition	12:00	12:10	10

<b>Per Student Daily Live Teaching (Synchronous)</b> 50-min Whole Group/Transition 100-min Half-Class/Transition (1:12)	<b>Synchronous Instruction (83%)</b> DAILY: 150-minutes WEEKLY: 750-minutes
	<b>Asynchronous Instruction (17%)</b> DAILY: 30-minutes WEEKLY: 150-minutes

### GRADES 1-3 DISTANCE LEARNING SCHEDULE

	Start Time	End Time	Total Minutes
Morning Launch	8:00	9:00	60
Transition	9:00	9:05	5
ELA Group A	9:05	9:50	45
Transition	9:50	9:55	5
ELA Group B	9:55	10:40	45
BREAK	10:40	10:50	10
Transition	10:50	10:55	5
Math Group A	10:55	11:40	45
Transition	11:40	11:45	5
Math Group B	11:35	12:20	45

**Per Student Daily Live Teaching (Synchronous)**  
 60-minute (Whole Group)  
 50-min Half/Class ELA (1:12)  
 50-min Half/Class Math (1:12)

<b>Synchronous Instruction (70%)</b>	DAILY: 160 minutes WEEKLY: 800-minutes
<b>Asynchronous Instruction (30%)</b>	DAILY: 70 minutes WEEKLY: 350-minutes

**SAMPLE DISTANCE LEARNING SCHEDULES CONTINUED**

**GRADES 4-5 DISTANCE LEARNING SCHEDULE**

	Start Time	End Time	Total Minutes
Morning Launch	8:00	9:00	60
Transition	9:00	9:05	5
ELA Group A	9:05	9:50	45
Transition	9:50	9:55	5
ELA Group B	9:55	10:40	45
BREAK	10:40	10:50	10
Transition	10:50	10:55	5
Math Group A	10:55	11:40	45
Transition	11:40	11:45	5
Math Group B	11:35	12:20	45

**Per Student Daily Live Teaching  
Synchronous**

60-minute (Whole Group)  
50-min Half/Class ELA (1:16)  
50-min Half/Class Math (1:16)

**Synchronous  
Instruction (70%)**

DAILY: 160 minutes  
WEEKLY: 800-minutes

**Asynchronous  
Instruction (30%)**

DAILY: 80 minutes  
WEEKLY: 400-minutes

**MIDDLE SCHOOL DISTANCE LEARNING SCHEDULE**

	Start Time	End Time	Total Minutes
0	7:52	8:25	33
Passing	8:25	8:30	5
1	8:30	9:03	33
Passing	9:03	9:08	5
2	9:08	9:41	33
Passing	9:41	9:46	5
3	9:46	10:19	33
Passing	10:19	10:24	5
4	10:24	10:57	33
Passing	10:57	11:02	5
5	11:02	11:35	33
Passing	11:35	11:40	5
6	11:40	12:13	33
Passing	12:13	12:18	5
7	12:18	12:51	33

**Per Student Daily Live Teaching  
100% Synchronous**

33-minute periods (Whole Group)

**Synchronous  
Instruction (100%)**

DAILY: 261 minutes  
WEEKLY:  
1,305-minutes

**Asynchronous**

As Assigned

**HIGH SCHOOL DISTANCE LEARNING SCHEDULE**

	Start Time	End Time	Total Minutes
0	7:20	7:53	33
1	8:00	8:33	33
Passing	8:33	8:40	7
2	8:40	9:13	33
Passing	9:13	9:20	7
3	9:20	9:53	33
Passing	9:53	10:00	7
4	10:00	10:33	33
Passing	10:33	10:40	7
5	10:40	11:13	33
Passing	11:13	11:20	7
6	11:20	11:53	33
Passing	11:53	12:00	7
7	12:00	12:33	33

**Per Student Daily Live Teaching  
100% Synchronous**

33-minute periods (Whole Group)

**Synchronous  
Instruction (100%)**

DAILY: 240 minutes  
WEEKLY: 1,200-minutes

**Asynchronous**

As Assigned

# SPECIAL EDUCATION & MENTAL HEALTH

## SAFETY CONSIDERATIONS FOR STUDENTS WITH DISABILITIES

- Students with disabilities will adhere to the guidelines previously outlined to maintain social distancing and follow safe practices as much as possible.
- Students with sensory/cognitive/behavioral needs will not be required to wear facial coverings, but are encouraged to utilize a face shield or covering when possible.
- Students who are deaf/hard of hearing will not be required to wear facial coverings, but will be encouraged to wear a face shield.
- School personnel will work closely with families of students who are immunocompromised regarding specific needs when returning to school.

## CONSIDERATIONS FOR STAFF WORKING WITH STUDENTS WITH DISABILITIES

- Staff will be provided a face covering which is most conducive to addressing specific student needs.
- IEP services will be delivered while adhering to CDPH guidelines by wearing facial coverings, and/or the use of desk shields or table guards, social distancing, increased hand washing, and sanitizing to the greatest extent possible.
- All staff who work with students who require more hands-on services such as diapering, catheterization, feeding, etc. will utilize both face coverings and gloves.

## IEP PROCEDURES

- "In Person" IEP meetings will be determined in conjunction with public health guidelines.
- All special education timelines resume on the day school reopens.
- IEP meetings shouldn't be held during direct instructional time of students

## RELATED SERVICES

- Related Service Providers will take data upon return to school to determine if regression has occurred in the area of each goal and objective. If regression has occurred, staff will take ongoing data to determine the level of recoupment of skills.
- Starting on the second week of school, all related services will resume to ensure the district is providing FAPE.
- Occupational Therapy, APE (Adapted Physical Education), Orientation and Mobility, and PT (Physical Therapy) may require additional planning regarding how to provide services within public health guidelines.
- Related Service Providers will make every effort to provide services outside of direct instructional time.
- Special education students who receive Specialized Academic Instruction (SAI) in a Basic (Mild/Moderate) setting will have services delivered to the maximum extent possible in alignment with the student's IEP. For elementary students enrolled in the general education program, SAI services will be delivered during the non-general education session.

## ASSESSMENTS

- Assessment timelines resume on August 31, 2020
- All assessments that are late, partially completed, or not started due to the closure will be completed within the first 30-60 days of school.
- If classroom observations need to occur as part of the assessment process for school psychologists, safety procedures will be followed.
- County public health guidelines will determine if virtual assessments need to occur, if public health guidelines do not support in person assessment between student and special education team members.

## MENTAL HEALTH & SOCIAL EMOTIONAL WELL-BEING

District and school staff are committed to supporting students' social emotional wellness and offering resources to ensure students transition back to school smoothly. Support may include social emotional learning, building relationships, community-building activities, and increased access to mental health/wellness services. Families and schools will need to work together to check how students are feeling and assess their individual needs to provide the support our students need during these challenging times.

Families can access our free tele-health and virtual therapy resources made available through our partner Care Solace. Those in need of support can contact Care Solace 24/7 at 888-515-0505, email [weserve@caresolace.org](mailto:weserve@caresolace.org) or access our District's unique page: [www.Caresolace.com/losalfamilies](http://www.Caresolace.com/losalfamilies). For more resources, visit [www.losal.org/mentalhealth](http://www.losal.org/mentalhealth).

# EXTRACURRICULAR ACTIVITIES & ATHLETICS



The California Interscholastic Federation (CIF) Sports Medicine Advisory Committee has developed a comprehensive document to help school districts prepare for their student athletes and performing arts students to return to athletic activities and program conditioning. Los Al Unified will resume athletics/performing arts adhering to the guidelines. With guidance from the California Department of Health (CDHP), California Department of Education (CDE), and CIF, Los Al Unified determines the level and duration of each phase for a gradual full physical return to athletics and performing arts. As of August 10, per CDPH guidance, District athletic/performing arts programs will operate under the guidance. To review the guidance, which is included in the District Athletics & Performing Arts Operating Guidelines and the Parent Notification Letter, please click on the button below.

CIF has postponed all Fall sports and has an updated sports schedule for the 2020-2021 school year. To view the modified athletic schedules and the full listing of CIF guidelines please click on the button below.



## LINK TO DISTRICT SITE

### LOW-RISK ACTIVITIES

- Color Guard
- Cross Country
- Golf
- Sideline Cheer/Dance/Song
- Tennis
- Track-Specific Events

### MODERATE-RISK ACTIVITIES

- Baseball
- Basketball
- Lacrosse (Girls)
- Soccer
- Softball
- Volleyball
- Water Polo
- Track Specific Events

### HIGH-RISK ACTIVITIES

- Choir
- Competitive Cheer/Dance/Song
- Lacrosse (Boys)
- Marching Band
- Wrestling
- Football
- Water Polo
- Track Specific Events

### PHASE 1

- 10 people > indoors
- 10 people > outdoors
- No locker rooms
- Six feet distance
- No athlete contact
- No shared equipment
- Pods of 5-10 students
- No vulnerable individuals involved

### PHASE 2

- 10 people > indoors
- 50 people > outdoors
- No locker rooms
- Six feet distance
- No athlete contact
- Shared equipment
- No vulnerable individuals involved

### PHASE 3

- 50 people > indoors/outdoors
- Locker rooms open (6-ft Apart)
- Three to six feet distance
- Athlete contact
- Shared equipment
- Vulnerable individuals social distance

All field trips are currently suspended and schools will consider virtual field trips when possible. Assemblies, dances, athletic competitions, and rallies are also currently suspended.

### **What do I do if my child is experiencing COVID-19 symptoms while at home?**

If your child is experiencing COVID-19 symptoms, please keep him/her home and contact your child's health care provider. Please contact your school to report the absence; a COVID-19 related absence is excused.

### **What if someone in our household tested positive for COVID-19?**

If someone in your household tested positive for COVID-19 and is currently under quarantine or self-isolation, your child should follow the guidelines from the Orange County Health Care Agency (OCHCA) on how long to remain at home and when to return to school.

### **What happens if a student demonstrates COVID-19 symptoms while at school?**

If a student becomes ill during the school day, the following steps will be taken:

- Student will be taken to an isolation area where temperature and symptoms will be evaluated; student will remain in the isolation area until they are picked up by a parent or guardian.
- The school site will work with the family to follow the Center for Disease Control Home Isolation Guidelines, as recommended by the California Department of Public Health.

### **What happens if a positive COVID-19 case occurs at a school site?**

For any positive COVID-19 case the following protocol will be applied, in accordance with state and local laws and regulations. School administrators will notify the District Office designee with the following information:

- Name of person confirmed
- If known, date of potential exposure
- Date of test
- Last date on Los Al Unified facility
- Names of individuals who had physical contact with an infected person or spent 15 minutes or more within six feet of distance without a face covering

The District Office designee will coordinate a response with OCHCA. After receiving direction from OCHCA, the District designee will only notify students, staff, and families who have been potentially exposed to COVID-19 and provide health recommendations and guidance from OCHCA.

A positive COVID-19 case may lead a classroom, multiple classrooms, or a school to return to distance learning for a period of time. Any closures will be determined by the District administration after consultations with OCHCA.

The classroom or impacted areas will receive extensive cleaning and sanitation following District Maintenance & Operations guidelines.

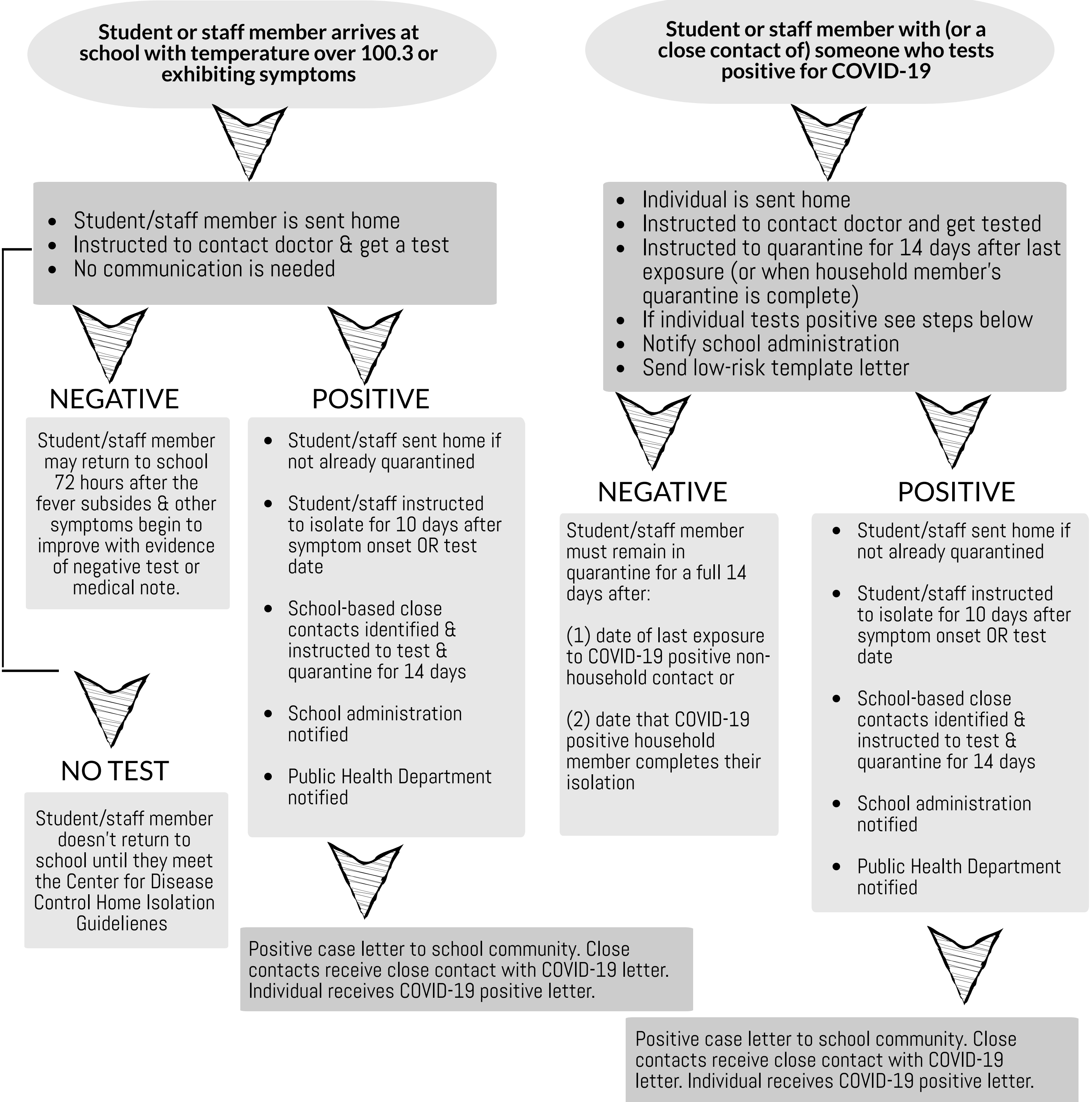
### **How are others notified they were in contact with an individual who tested positive for COVID-19?**

The District works with OCHCA to determine close contacts and low risk contacts. Individuals identified by OCHCA are contacted via an email that outlines specifics regarding how long the individual must quarantine, steps to mitigate contracting the coronavirus, and list symptoms associated with the virus.

All HIPPA notifications and guidelines for privacy are always followed.



# APPENDIX II COVID-19 SCENARIO CHART



Orange County Health Care Agency (OCHCA) is responsible for clearance of individuals infected with COVID-19, including students. After a positive diagnosis is made, students are expected to be in isolation for at least 14 days after the test, and potentially longer if they continue to remain symptomatic.

Students may not return to school until they have been cleared by OCHCA; school health clerks will work directly with families when they are cleared by OCHCA and ready to return to school.

# APPENDIX III ELEMENTARY GUIDANCE

CDPH = California Department of Public Health  
OCHCA = Orange County Healthcare Agency  
FERPA = Family Educational Rights and Privacy Act  
HIPAA = Health Insurance Portability and Accountability Act

Cleaning and Disinfection: Shared surfaces will be regularly cleaned and disinfected and shared items will be minimized.

- (Page 5) Outlines details on cleaning and sanitization, in addition all classrooms will have supplies to clean and sanitize desktops, desk shields, and commonly touched surfaces throughout the school day as needed. For example, before going out to recess, after lunch and anytime a student moves to a new seat in the classroom. This shared responsibility inside the classroom with staff will be coupled with the daily cleaning and sanitation routines of the custodial staff.
- Each student's belongings will be separated in individually labeled storage containers, plastic bags, cubbies or designated storage areas. Teachers will ensure belongings are taken home each day to be cleaned as outlined on (Page 2).
- Additional orders of commonly shared items in classrooms, math manipulatives, physical education equipment, etc., have been ordered to minimize sharing of high-touch materials and/or limit use of supplies and equipment to one group of children at a time and will be cleaned and disinfected between uses.
- Schools will operate on a 1:1 model of electronic devices in grades 3-5. Electronic devices needed at the TK-2 grades, when used, will be clean and disinfected between student use. Educational toys, books and other games or learning aids will be cleaned and disinfected between uses when sharing occurs.

Cohorting: Students will be kept in small, stable, groups with fixed membership that stay together for all activities (e.g. instruction, lunch, recess) and avoid contact with other groups or individuals who are not part of the cohort.

- (Page 7) Outlines the elementary school plans for return to classroom cohorts, where students only interact with their classroom peers and assigned classroom teacher. Students stay together for recess and lunch recess in designated play areas and eat lunch inside their classrooms.
- (Page 8) Outlines the elementary schools plans for return to campus utilizing classroom AM/PM cohorts. Students in a classroom are divided into two separate cohorts, the AM and the PM cohort, and stay together as a stable cohort, and only have interaction with half of their classroom peers and their assigned classroom teacher.
- In both settings outlined above, students do not traverse campus for specialized instruction, for example, music or media center, and instead the specialist provide instruction via videoconferencing, asynchronous lesson preparation or outdoor instruction with social distancing guidelines.

Entrance, Egress, and Movement Within the School: Movement of students, staff, and parents will be managed to avoid close contact and/or mixing of cohorts.

- (Page 7) Outlines the scheduling at the elementary schools with staggered arrival and departure times for all students and assigned entry and exit points on campus. Schools will be minimizing the concentration of students, staff and parents and avoiding close contacts. In addition, parents will not be allowed past the entry/exit gates on campus and students will use the social distancing guides, 6-feet of distance, on the ground when queuing at the gates.
- (Page 3) Outlines that routes will be marked on campuses with directionality as well, to further minimize face-to-face contact.

Face Coverings and Other Protective Gear: CDPH's face covering requirements will be satisfied and enforced.

- (Page 2) Outlines the implementation and enforcement of the CDPH guidelines for face coverings. Students in grades 3-5 who do not comply will be excluded from school and offered distance learning. In addition, all sites are stocked with extra cloth and disposable face coverings to offer to staff and students, if someone arrives to campus without their own face covering.

Health Screenings for Students and Staff: Students and staff will be screened for symptoms of COVID-19 and will be separated from others and sent home immediately if symptoms arise.

- (Page 2) Outlines the shared responsibility for both staff and students in temperature checks and symptom screening. Staff and students will receive a daily message, via email/text, to remind them to pre-screen prior to arriving to campus. This pre-screening includes taking their temperature and checking for symptoms commonly associated with COVID-19. In addition, when staff and students arrive to campus their temperature will be checked and they will also be screened for symptoms by checking posted signage at entry points and answering questions involving the screening of symptoms.
- (Page 4) Outlines the protocols and action steps of COVID-19 screening, aligned with CDPH guidelines, when a staff or student displays symptoms. Staff/students will immediately be taken to the school site isolation room so that they are separated from others should symptoms arise.

# APPENDIX III ELEMENTARY GUIDANCE

CDPH = California Department of Public Health  
OCHCA = Orange County Healthcare Agency  
FERPA = Family Educational Rights and Privacy Act  
HIPAA = Health Insurance Portability and Accountability Act

Healthy Hygiene Practices: Hand washing stations and hand sanitizer will be available, and promoted and incorporated into school routines.

- (Page 5) Outlines the availability of both hand sanitizer and hand washing stations on campuses.
- (Page 3) Outlines that staggered schedules for restroom breaks and hand washing will also be in use on school sites.
- Staff, students and families will also receive training, via deployed videos, that educates stakeholders on the importance of healthy hygiene practices to diminish the spread of COVID-19. Which includes regular handwashing and/or the use of hand sanitizer.

Identification and Tracing of Contacts: Staff will take action when there is a confirmed case of COVID-19. The District and each school site has designated staff persons to support contact tracing, such as creation and submission of lists of exposed students and staff to the local health department and notification of exposed persons. Each school site principal is the designated contact person for the local health department.

- (Page 3) Outlines the District designees and process for contact tracing.

Physical Distancing: Space and routines will be arranged to allow for physical distancing of students and staff.

- (Page 3) Outlines the physical distance measures in place, in addition to the following:
  - Removal of non-essential classroom furniture
  - Creation of outdoor learning spaces
  - Establish directional hallways and passageways for foot traffic, if possible, to reduce instances where individuals pass one another face-to-face
  - Clearly mark areas where students, staff and visitors must queue to maintain physical distancing, or use alternative entry requirements
  - Limiting nonessential visitors, volunteers, and activities. Use an appointment system, stagger appointments and reduce walk-ins at school sites
  - Reconfigure waiting areas, lobbies, workstations and employee break rooms, if possible, to allow for at least six feet of distance
  - Limiting communal activities where practicable
  - Serving meals in classrooms or outdoor areas where practicable.
  - Adjusting staff meetings (videoconferencing)
  - Desk shields will be used to create separation of students
  - Classroom space will be reconfigured to ensure 6-feet between staff and student desks

Staff Training and Family Education: Staff will be trained and families will be educated on the application and enforcement of the plan.

- Site principals will provide training to all staff members on the application and enforcement of the plan.
- The Director of Safety & Student Services will provide training for District office staff.
- The District has filmed and posted on the District YouTube Channel multiple videos outlining the plan that has been shared with families, in addition site principals will be providing plan information to families as part of the welcome back to school campaign.

Testing of Students and Staff: School officials will ensure that students and staff who have symptoms of COVID-19 or have been exposed to someone with COVID-19 will be rapidly tested and what instructions they will be given while waiting for test results. Staff will be tested periodically to detect asymptomatic infections.

- The District will test staff periodically, as testing capacity permits and as practicable. Examples of recommended frequency include testing all staff over 2 months, where 25% of staff are tested every 2 weeks, or 50% every month to rotate testing of all staff over time.

Triggers for Switching to Distance Learning: Criteria the superintendent will use to determine when to physically close the school and prohibit in-person instruction has been determined.

- (Page 4) Outlines the protocols for closing a school site of the District, which are aligned with CDPH recommendations.

Communication Plans: The superintendent or designee will communicate with students, staff, and parents about cases and exposures at the school, consistent with private requirements such as FERPA and HIPAA.

- (Page 4 & Appendix II) Outline the action steps that will be taken to communicate with stakeholders about positive cases and exposure.
- All communication will be consistent with privacy requirements (FERPA/HIPAA).



LOS ALAMITOS UNIFIED SCHOOL DISTRICT  
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# LOS ALAMITOS UNIFIED SCHOOL DISTRICT

## 2020 – 2021 District Opening & Safety Plan

### *Frequently Asked Questions*

## TRADITIONAL PATHWAY

**What will be the normal student-to-teacher ratios for the Traditional Schooling and the LosAI@Home distance learning pathways?** *The student-to-teacher ratios will follow the same expectations in both settings. For grades TK-3, the average staffing ratio is 24:1. For grades 4-5, the district-wide staffing ratio is 32:1. In grades 6-12, the average class-size ratio is 34:1. The ratios reflect the number of students assigned to a teacher's class, but the actual number of students meeting with a teacher at one time will be determined by whether they are learning in a distance, hybrid, or traditional setting.*

**What is the difference between Traditional and Hybrid settings? Are they separate models families can select or are they one option the District will select?** *The traditional and hybrid models are part of the traditional schooling pathway; they are not separate choices for families. The traditional and hybrid schedule are instructional schedules that may be implemented when in-person instruction is allowed for those that select the traditional schooling pathway. When in-person instruction is permitted, the District will assess the current conditions and restrictions in place at the time to decide if we implement the traditional schedule (all in-person) or the hybrid schedule (50% in-person) for a given grade level or school. Our Reopening School Plan already has these schedules designed so that we can make the best decision when the conditions allow.*

**In the Traditional Schooling Pathway, if my child has to stay home due to illness or quarantine, can they make up the work through LosAI@Home?** *Students who are in the Traditional Schooling Pathway that miss school will be able to make up any missed work just as they would in a traditional school year; they will not switch to LosAI@Home.*

**Based on the guidelines for elective courses, can students change to a different elective course if they no longer want to remain in an elective due to limitations and restrictions?** *Yes, a student may change his/her elective preference, based on availability, and they need to contact their school guidance counselor as soon as possible.*

**In a Hybrid setting, when students attend school as part of an AM or PM group, will siblings be assigned the same group?** *In grades TK-5 siblings that attend the same school site will be assigned to the same AM or PM cohort. Due to more complex scheduling at the secondary level, however it cannot be guaranteed that siblings will be in the same cohort.*

**If childcare is not offered as part of a Hybrid setting, will working families be able choose which learning cohort they are in – AM or PM?** *The District will assign AM/PM cohorts to students and then make every effort to work with families in unique circumstances.*

**If staggered start times are organized alphabetically to keep TK-5 families together, will classes also be created alphabetically at the elementary level?** *No, elementary classes will be formed as they are every school year to create balanced classrooms that best support learning.*

**With the Block schedule, will students be given a break during the period?** *While there is not a set break time within the block period of instruction, students will have an opportunity for a brain break within the period.*

**For the Hybrid setting, on alternate Wednesdays when a cohort is "off" will there be mandatory learning via Schools PLP, or just a lot of homework, or will that be similar to a vacation day for the students in that cohort?** *Students in the Hybrid model will have asynchronous learning every other Wednesday. This means that students will be required to log into Schools PLP and complete the assignments for each class. These assignments are developed by teachers to be completed independently by students.*

**For the high school Distance Learning setting, instructional time has been reduced to 240 minutes, will teachers be assigning homework to supplement the loss of classroom time?** *Yes, teachers will still be assigning projects and assignments in addition to the live instruction time to supplement instruction.*

**How will (6-12) PE classes be instructed within the different instructional pathways? Is PE offered through LosAl@Home?** *Physical education classes will be offered in the traditional schooling pathway in compliance with current guidelines set forth by the California Department of Public Health. In addition, PE classes will be offered in all remote settings, LosAl@Home and distance learning for traditional schooling pathway students.*

## LOSAL@HOME

**For the latest information about LosAl@Home please visit the program website at [www.losal.org/losalhome](http://www.losal.org/losalhome).**

**What is the daily schedule for LosAl@Home school to start and end?** *LosAl@Home will follow the same schedule as the on-campus classes.*

**What is the difference between distance learning and LosAl@Home?**

*Distance learning is one of three phases within the traditional schooling pathway. While in the traditional schooling pathway, if the classroom or school is unable to provide in-person instruction (due to county and state health agency restrictions) teachers and students will engage in distance learning until the classroom or school is allowed to resume in-person instruction. Once state and county health restrictions permit in-person learning, distance learning in this pathway will migrate to in-person learning. LosAl@Home is a separate schooling pathway being offered that is a 100% remote learning for the year. Students in this pathway stay in remote teaching throughout the year, even if county and local health agency regulations permit in-person instruction.*

**Can families selecting LosAl@Home change their minds mid-year and be allowed to go into the traditional schooling pathway at the start of the second semester?** *Any change from one schooling pathway to the other will be dependent upon space availability given our normal class size and staffing ratios. Enrollment in the LosAl@Home Program is for the 2020-21 school year. The opportunity for a student to return to the traditional schooling pathway may be limited and will be solely based on enrollment and staffing availability at each of the nine District schools.*

*In December, a survey will be sent to families enrolled in the LosAl@Home program to ascertain levels of interest in returning to our traditional schooling pathway, attending schooling on-campus at the start of the second semester (February 1, 2021). This information will be utilized to assess the availability of a return plan for interested families. Again, it is important to note that any return plan would be based on enrollment numbers and staffing availability. If a change to a return to a physical campus was granted, we cannot guarantee that it would be at the student's regular school of attendance. These realities need to be factored into a family's decision whether or not to enroll in the LosAl@Home program.*

*See sample scenario below to help illustrate the issue:*

*A LosAl@Home 3<sup>rd</sup> grade class has 24 students in it (normal District staffing ratio). Near the end of the first semester, 10 of the 24 students surveyed from that class want to return to in-person instruction at the second semester. If space is available in the in-person classrooms with our current staffing to absorb the 10 request, we would be able to grant the requests. Note, that the available open space may not be at the child's home school, it could be a placement district-wide. However, if we only had four spaces district-wide to grant the request it would leave six of the requests that could not be granted. When looking at this district-wide, more options may be available to grant the requests.*

*We will review the request district-wide to find the best possible solutions. The survey conducted in December will help us assess and develop a return plan to address as many requests as possible while also not dismantling current traditional schooling pathway classrooms.*

**Can families selecting the traditional schooling pathway switch to LosAl@Home at the second semester or mid-year?** *Any change from one schooling pathway to the other will be dependent upon space availability given our normal class size and staffing ratios. Enrollment in each of the pathways is for the 2020-21 school year. The opportunity for a student to switch between the traditional schooling pathway and the LosAl@Home pathway may be limited and will be solely based on enrollment and staffing availability within each program. See sample scenario above in the previous question.*

**Is it permissible for one student in a family to choose the LosAl@Home program while their sibling chooses to attend the Traditional Schooling Pathway?** *Yes, families can select the schooling pathway they feel is best for each child.*

**Will students who participate in LosAl@Home, need to attend live online instruction daily?** *Yes, students enrolled in LosAl@Home will have set live daily instruction times where participation will be expected, or they will be considered absent.*

**Will students who choose the LosAl@Home distance learning program be allowed to participate in after-school activities on campus, like athletics, performing arts, dances and graduation?** *Yes, all LosAl@Home students will be able to participate in on-campus afterschool extracurricular activities. LosAl@Home students will not receive course credit or graduation units for participation in any after-school activity.*

**Will eighth grade students who were previously scheduled to attend a first-period class at Los Alamitos High School be able to attend the advanced math or world language course through LosAl@Home?** *Yes.*

**How are LosAl@Home teachers prepared and supported to teach in the distance learning pathway?** *All Los Alamitos Unified teachers participate in ongoing professional development in our signature practices such as Cognitively Guided Instruction and Depth and Complexity. Prior to the start of the year, every teacher will*

receive training in Schools PLP, as well as other online tools (ex. Google Meet). Teachers will continue to receive ongoing training and support from our Instructional Coaches, as well as our EdTech trainers.

**What does online learning in LosAI@Home look like?** *LosAI@Home learning will provide the same scope and sequence of learning provided by Los Alamitos USD traditional school pathways. The learning opportunities will be rigorous and students will be expected to participate daily in videoconferencing sessions with their teachers and peers at specific times designated in the LosAI@Home schedule. Additionally, students will build proficiency through practice in the Schools PLP learning environment. The curriculum and learning supports are the same Los AI learning tools provided in traditional classrooms, updated for an online format.*

**What is the difference in the learning schedules between the Traditional Schooling Pathway and LosAI@Home?** *Please use the table below to see when each type of learning schedule will be deployed in both the Traditional Schooling Pathway and the LosAI@Home Pathway. Secondary schools, (6-12), in both pathways will always be deploying the same learning schedule.*

<b>LEARNING SCHEDULES</b>			
Traditional Schooling Pathway vs. <u>LosAI@Home</u>			
	<b>Campuses Are Closed</b>	<b>Campuses on Hybrid</b>	<b>Campuses on Traditional with Health &amp; Safety Enhancements</b>
<b>(TK-5) Traditional Pathway</b>	Distance Learning	Hybrid Learning	Full Day Staggered Arrival/Departure
<b>(TK-5) <u>LosAI@Home</u></b>	Distance Learning	Distance Learning	Revised Robust Learning Schedule
<b>(6-12) Traditional Pathway</b>	Distance Learning	Hybrid Learning	Full Day Block Schedule
<b>(6-12) <u>LosAI@Home</u></b>	Distance Learning	Hybrid Learning	Full Day Block Schedule

## SPECIAL EDUCATION

**Does an IEP need to be scheduled to enroll my child in the LosAI@Home option?** *No. California is permitting parents of all students to elect distance learning for their student where COVID or health-related concerns exist.*

**How will my student’s services be implemented within a Distance Learning or Virtual format?** *While participating in LosAI@Home or distance learning, the emergency conditions plan (or distance learning plan)*



*specified in each student's IEP will be implemented. If a student's IEP team has not yet adopted an emergency conditions plan (or distance learning plan), then the IEP team will implement that student's current IEP in a comparable manner and to the maximum extent feasible during distance learning, until the next regularly scheduled revision for that student's IEP, at which time such a plan will be added to the IEP.*

**If families choose LosAl@Home for the year, will they be able to continue working with their IEP team (speech and language pathologist, case manager, school psychologist, etc.) from their home school or will they have to start with a new IEP team?** *A special education case carrier and service providers will be assigned for the school year, and these individuals may not be associated with that student's regular school of attendance. Prior to the start of the school year, each case carrier/service provider will be expected to become familiar with the IEPs of those students they will be supporting.*

**Will students in all pathways have access to instructional assistants as outlined in their IEP?** *Yes, if a student's IEP specifies the use of instructional aide support, this will be provided in a comparable manner or as specified in the emergency conditions plan (or distance learning plan) in the student's IEP.*

**How will initial and triennial assessments be conducted?** *At this time, and absent of further state or local health department guidance or orders, it is anticipated that assessment timelines will (re)commence on the first day of school, August 31. It is anticipated that School Psychologists and service providers will contact parents beginning the week of August 17 to schedule in-person assessment sessions for those students with pending signed assessment plans. Safety protocols and precautions, such as use of face coverings, will be utilized as set forth by the California Department of Public Health.*

**How will IEP goals and accommodations be implemented via Distance Learning?** *All IEP goals and accommodations will be implemented to the greatest extent feasible. If the IEP team has not already done so, an emergency conditions plan (or distance learning plan) will also be added to your student's IEP which will outline how special education, services, and supports (including accommodations) will be provided to your student during any period (of more than 10 school days) in which in-person instruction or services cannot be provided to your student.*

**How will students eligible under Section 504 plan be accommodated?** *If a student has a Section 504 plan, the accommodations and supports outlined in the plan will be implemented to the maximum extent feasible while that student participates in the LosAl@Home pathway. Accommodations and supports may need to be revised at the next scheduled 504 plan meeting in order to ensure that the student continues to have an equal opportunity to access their educational program.*

## HEALTH & SAFETY

**As defined by the California Department of Public Health:**

**Close Contact** – A contact within 6 feet for greater than 15 minutes without a face covering.

**Cohort** -Stable group with fixed membership that stays together for all courses and activities (e.g., lunch, recess, etc.) and avoids contact with other persons or cohorts.

**What conditions must be met before schools can shift from distance learning to on-campus instruction?** *Orange County will need to be removed from the County Monitoring List and remain off the monitoring list for 14 consecutive days. Per the California Department of Public Health, some of the factors used in determining the monitoring list include a minimum number of tests conducted per day, COVID-19 positive case rate per 100,000 residents, and testing positivity rate.*

**If a student or staff member is sent home with COVID-related symptoms, under what conditions will other students and the community be notified?** *Students and staff will only be notified if there is a known case of COVID-19 in their classroom and/or cohort of students. In consultation with the local health department, individuals identified as having close contact with a positive case will be notified; the school will remain open. The classroom will be disinfected and sanitized, focusing on frequently touched locations and spaces where the individual who tested positive spent a significant amount of time.*

**If a student or staff member has COVID-related symptoms, will they be required to get tested and report their results to the school?** *Any student or staff member with COVID-related symptoms will be isolated, sent home, and encouraged to be tested and to notify the school of the results. Staff and students may return to school three days (72 hours) after symptoms resolve, including not having a fever (without the use of fever-reducing medication.)*

**How far apart will students' desks be from each other in the traditional setting and hybrid setting?** *In both models, per CDPH Guidelines, classroom desks will have partitions between students, students in third grade and higher will wear masks, and seating will be arranged for students to face the same direction to minimize face-to-face contact. The Hybrid setting will have a smaller number of students, although in both settings, space between desks will be maximized to the greatest extent possible. Non-essential furniture will be removed from classrooms.*

**Are children required to wear their face masks while sitting at their desks, and what happens when a student refuses to wear a mask?** *Per CDPH Guidelines, students under two years of age are not required to wear masks. Students in TK – 2<sup>nd</sup> grade will be strongly encouraged to wear masks. Students in third grade and higher are required to wear masks. Students without masks will be provided one by the school. Students who refuse to wear a mask will not be allowed to participate via in-person instruction and will be taught via distance learning.*

*The face covering guidance recognizes that there are some people who cannot wear a face covering for a number of different reasons. People are exempted from the requirement if they are under age 2, have a medical or mental health condition or disability that would make it difficult for them to properly wear or handle a mask, or when it would inhibit communication with a person who is hearing impaired.*

**Are you considering holding classes outdoors since the classrooms do not have windows?** *Outdoor spaces will be used as much as practicable.*

**How will temperature checks be handled as students arrive at school?** *All schools and classrooms have non-contact thermometers. Elementary school students will have their temperatures taken upon arrival in their classroom, and secondary students will have their temperatures taken during zero and/or first period.*

## ELEMENTARY WAIVER

**Has the CDPH Released the Elementary School Waiver template and is the District exploring this option?** *The CDPH released the Elementary School Waiver template and outlined the process on the CDPH website Monday, August 3 in the evening. See link: [CDPH -Reopening In-Person Learning Elementary Education Waiver Process](#)*

*Los Alamitos Unified School District is exploring the In-Person Elementary Education Waiver. The waiver must be submitted to the Orange County Health Care Agency within 14 days prior to the desired reopening date. Prior to applying for the waiver, the District must (1) consult with labor, parent, and community organizations, and (2) publish elementary school reopening plans on the website of the local educational agency (or equivalent). The waiver will need to be approved at both the county and state level.*

**What grade levels does the CDPH Elementary School waiver apply to in Los Alamitos USD?** *The CDPH waiver the District is exploring will apply for regular and special education classes in grades TK-5.*

**Why does the waiver only apply to elementary schools and not middle or high schools?** *According to the CDPH, “based on the current best available scientific evidence, COVID-related risks in schools serving elementary-age students (grades TK-6) are lower than and different from the risks to staff and to students in schools serving older students. In particular, there appears to be lower risk of child-to-child or child-to-adult transmission in children under age 12, and the risk of infection and serious illness in elementary school children is particularly low.”*

**If the District is granted the Elementary School waiver, allowing for in-person instruction at the elementary level after the August 12, LosAl@Home interest deadline, will elementary families be allowed to request the LosAl@Home pathway before school starts?** *Yes. If the District is granted the elementary school waiver allowing for in-person instruction prior to the start of the school year, we will re-open the LosAl@Home pathway to all elementary families so that families can select the best pathway for their child.*

**In addition to the guidance above, the California Department of Public Health also released a FAQ for schools on August 3, 2020 that includes detailed responses and can be found [clicking here](#).**

# LOSAL@HOME

## LOS ALAMITOS UNIFIED SCHOOL DISTRICT

### Common Distance Learning Terms

**Synchronous Instruction** - the teacher is present or “live” at the same time as the learner(s) providing instruction and engaging students in the learning process.

**Asynchronous Instruction** - the teacher, the learner, and other participants are not engaged in the learning process at the same time. Students learn on their own time and schedule, engaging with assigned content from the teacher.

### **Frequently Asked Questions (FAQs)**

#### **WHEN CAN STUDENTS ENROLL?**

Enrollment is now open for LosAl@Home. Enrollment information and documents are available on the LosAl@Home website.

#### **HOW DOES LOSAL@HOME DIFFER FROM WHAT MY REGULAR SCHOOL OF ATTENDANCE MAY OFFER TO STUDENTS REMOTELY THIS SCHOOL YEAR?**

The LosAl@Home Program is for families interested in committing to a year-long distance learning environment for their student. Students who participate in LosAl@Home will be removed from the roster of their regular school of attendance to participate in the LosAl@Home distance learning model for the entirety of the 2020-21 school year.

All nine schools in the Los Alamitos Unified School District MAY, at some time during the 2020-21 school year, offer remote instruction to students to abide by the California Department of Public Health (CDPH) guidelines for reopening schools. This offer of remote instruction will be temporary, and only offered as long as necessary to meet CDPH reopening guidelines for schools.

LosAl@Home will offer students a **full-year distance learning experience** and the remote learning that is offered at the nine Los AI USD schools will only be offered as long as required by county and state health officials. Students who remain rostered to a traditional Los AI USD school will participate in on-campus learning during the 2020-21 school year when schools are able to reopen in accordance with county/state health guidelines. LosAL@Home students will remain in the distance learning program all year.

The LosAl@Home program will share the same daily schedule, course structure, timelines, and sequence as those same courses offered via the in-person options.

## **WHAT IS THE DIFFERENCE BETWEEN DISTANCE LEARNING AND LOSAL@HOME?**

Distance learning is one of three phases within the traditional schooling pathway. While in the traditional schooling pathway, if the classroom or school is unable to provide in-person instruction (due to county and state health agency restrictions) teachers and students will engage in distance learning until the classroom or school is allowed to resume in-person instruction. Once state and county health restrictions permit in-person learning, distance learning in this pathway will migrate to in-person learning. LosAl@Home is a separate schooling pathway being offered that is a 100% remote learning for the year. Students in this pathway stay in remote teaching throughout the year, even if county and local health agency regulations permit in-person instruction.

## **CAN FAMILIES SELECTING LOSAL@HOME CHANGE THEIR MINDS MID-YEAR AND BE ALLOWED TO GO INTO THE TRADITIONAL SCHOOLING PATHWAY AT THE START OF THE SECOND SEMESTER?**

Any change from one schooling pathway to the other will be dependent upon space availability given our normal class size and staffing ratios. Enrollment in the LosAl@Home Program is for the 2020-21 school year. The opportunity for a student to return to the traditional schooling pathway may be limited and will be solely based on enrollment and staffing availability at each of the nine District schools.

In December, a survey will be sent to families enrolled in the LosAl@Home program to ascertain levels of interest in returning to our traditional schooling pathway, attending schooling on-campus at the start of the second semester (February 1, 2021). This information will be utilized to assess the availability of a return plan for interested families. Again, it is important to note that any return plan would be based on enrollment numbers and staffing availability. If a change was granted we cannot guarantee that it would be at a student's regular school of attendance. These realities need to be factored into a family's decision whether or not to enroll in the LosAl@Home program.

See sample scenario below to help illustrate the issue:

A LosAl@Home 3<sup>rd</sup> grade class has 24 students in it (normal District staffing ratio). Near the end of the first semester, 10 of the 24 students surveyed from that class want to return to in-person instruction at the second semester. If space is available in the in-person classrooms with our current staffing to absorb the 10 requests, we would be able to grant the requests. Note, that the available open space may not be at the child's home school, it could be a placement district-wide. However, if we only had four spaces district-wide to grant the request it would leave six of the requests that could not be granted. When looking at this district-wide, more options may be available to grant the requests.

We will review the request district-wide to find the best possible solutions. The survey conducted in December will help us assess and develop a plan to address as many requests as possible why also not dismantling current traditional schooling pathway classrooms.

**CAN FAMILIES SELECTING THE TRADITIONAL SCHOOLING PATHWAY SWITCH TO LOSAL@HOME AT THE SECOND SEMESTER OR MID-YEAR?**

Any change from one schooling pathway to the other will be dependent upon space availability given our normal class size and staffing ratios. Enrollment in each of the pathways is for the 2020-21 school year. The opportunity for a student to switch between the traditional schooling pathway and the LosAl@Home pathway may be limited and will be solely based on enrollment and staffing availability within each program. See sample scenario above in the previous question.

**IF MY STUDENT IS SUPPOSED TO BE ENROLLED IN A SPORT OR PERFORMING ARTS PROGRAM BUT I CHOOSE TO HAVE THEM ENROLL WITH THE LOSAL@HOME PROGRAM, CAN THEY COME ON CAMPUS FOR JUST THAT CLASS/PRACTICE?**

Performing arts and Athletic courses will not be offered through the LosAl@Home program. Meaning, there will not be graduation units issued for these courses. Students will not be able to come to the physical campus for single courses during the day. After school, extracurricular activities and Fall athletics conditioning and workouts are open for LosAl@Home students to participate in, dependent upon individual coach/program.

**IF MY CHILD IS ENROLLED IN THE LOSAL@HOME PROGRAM, MAY I UNENROLL THEM AT ANY TIME TO SWITCH TO A PRIVATE SCHOOL?**

Yes. Parents have the ability to unenroll their student from a Los Alamitos Unified School District school or program at any time.

**WHAT DOES THE DAILY SCHEDULE LOOK LIKE?**

LosAl@Home will follow the same schedule as the on-campus classes.

**WHAT DOES ONLINE LEARNING IN LOSAL@HOME LOOK LIKE?**

LosAl@Home learning will provide the same scope and sequence of learning provided by Los Alamitos USD traditional school pathways. The learning opportunities will be rigorous and students will be expected to participate daily in video conferencing sessions with their teachers and peers at specific times designated in the LosAl@Home schedule. Additionally, students will build proficiency through practice in the Schools PLP learning environment. The curriculum and learning supports are the same Los Al learning tools provided in traditional classrooms, updated for an online format.

**WILL THE YOUNGEST STUDENTS BE EXPECTED TO ONLINE FOR THE ENTIRE BLOCK OF CLASS TIME?**

All of our teachers are highly experienced and understand the different learning needs for students at different grade levels. Teachers will have the ability to structure their synchronous learning activities to best align with their student needs. The sample schedule provided will include brain breaks, offer diverse learning strategies and incorporate physical activity to support all students.

**WILL EIGHTH GRADE STUDENTS WHO WERE PREVIOUSLY SCHEDULED TO ATTEND A FIRST-PERIOD CLASS AT LOS ALAMITOS HIGH SCHOOL BE ABLE TO ATTEND THE ADVANCED MATH OR WORLD LANGUAGE COURSE THROUGH LOSAL@HOME?**

Yes, eighth grade students who were previously scheduled to take a class at Los Alamitos High School will still have access to those courses through LosAl@Home.

**IS PARENT/GUARDIAN INVOLVEMENT REQUIRED FOR LOSAL@HOME STUDENTS?**

Yes, daily parent/guardian involvement is essential for LosAl@Home student success. The amount of parent/guardian support needed for student success will vary from student to student and decrease at the higher grade levels. The youngest LosAl@Home students (TK-3), will require more parent/guardian support to be successful in a distance learning program.

**ARE HIGH SCHOOL COURSES A-G and NCAA APPROVED?**

Yes, classes are A-G and NCAA approved.

**ARE ALL ELECTIVE CLASSES OFFERED TO (6-12) STUDENTS?**

Elective courses will be offered, but may be different than what is offered at a student's regular school of attendance. Not all elective courses offered at Oak, McAuliffe and Los Alamitos High School will be offered through LosAl@Home. There will be elective courses offered for 9-12 students that meet a-g elective requirements, including fine arts.

LosAl@Home will not offer participation or enrollment in secondary performing arts programs such as choir, band, orchestra, dance and colorguard.

**ARE ADVANCED PLACEMENT (A.P.) COURSES OFFERED?**

Yes, ALL Advanced Placement courses currently offered at the High School will be offered through LosAl@Home. Dr. Lopour and the LosAl@Home team will work with guidance counselors and families to maximize course availability. However depending on total student enrollment some AP courses may be offered through varied delivery models. Specifics regarding AP courses and course delivery models can be addressed with your student's academic counselor.

**WILL HONORS CLASSES BE AVAILABLE TO STUDENTS IN THE LOSAL@HOME PROGRAM?**

All core English, Math, Social Science, and Science courses will be offered to students at LosAl@Home. Honors courses will also be available. Based on student enrollment, there may be

courses with both honors and non-honors students in the same virtual space. Teachers will differentiate curriculum in the course to meet the needs of both types of students.

**IS IT PERMISSIBLE FOR ONE STUDENT IN A FAMILY TO CHOOSE THE LOSAL@HOME PROGRAM WHILE THEIR SIBLING CHOOSES TO ATTEND THE HYBRID OR TRADITIONAL OPTION?**

Yes, families can select the schooling pathway they feel is best for each child.

**WILL STUDENTS THAT PARTICIPATE IN LOSAL@HOME, NEED TO ATTEND LIVE ONLINE INSTRUCTION DAILY?**

Yes, students enrolled in LosAl@Home will have set live instruction time daily that students will be expected to participate in, or they will be considered absent.

**WILL STUDENTS THAT CHOOSE THE LOSAL@HOME DISTANCE LEARNING PROGRAM, ALLOWED TO PARTICIPATE IN AFTER-SCHOOL ACTIVITIES ON CAMPUS, LIKE DANCES AND GRADUATION?**

Yes, all LosAl@Home students will be able to participate in on-campus after school extracurricular activities.

**HOW WERE TEACHERS FOR LOSAL@HOME CHOSEN?**

All LosAl@Home teachers are highly qualified teachers in the Los Alamitos Unified School District. All LosAl@Home teachers have been selected based on a variety of criteria including their ability to provide engaging online learning experiences and to effectively deliver online content.

**HOW ARE LOSAL@HOME TEACHERS PREPARED AND SUPPORTED TO TEACH IN THE DISTANCE LEARNING PATHWAY?**

All Los Alamitos Unified teachers participate in ongoing professional development in our signature practices such as Cognitively Guided Instruction and Depth and Complexity. Prior to the start of the year, every teacher will receive training in Schools PLP, as well as other online tools (ex. Google Meet). Teachers will continue to receive ongoing training and support from our Instructional Coaches, as well as our EdTech trainers.

**WHO ARE THE LOSAL@HOME TEACHERS? WILL MY STUDENT BE IN CLASS(ES) WITH STUDENTS FROM THEIR REGULAR SCHOOL OF ATTENDANCE?**

LosAl@Home will be taught by Los Al USD teachers from across the nine school sites.

(TK-5) Elementary classes may have a mix of students from different elementary schools, depending upon enrollment. The goal is to form classes as similar to the traditional school classroom as possible, which includes the possibility of combination classes of mixed-grade level students.



(6-8) Middle school courses will be composed of students from both Oak and McAuliffe Middle Schools .

(9-12) High school classes will only be students from Los Alamitos High School.

### **WHAT CURRICULUM WILL BE USED IN LOSAL@HOME?**

LosAl@Home classes follow the traditional Los Al Unified curricular scope and sequence and use District-adopted curriculum, with the support of Schools PLP digitized resources/content. Schools PLP is a Learning Management System that offers educators additional content resources to deliver curriculum and keep students and parents informed and organized when learning from home.

### **HOW MUCH DOES IT COST TO ATTEND?**

LosAl@Home is a free distance learning program offered to Los Al Unified District students, operated by the Los Alamitos Unified District. There is no tuition.

### **WHAT TECHNOLOGY DO STUDENTS NEED?**

- Computer/Laptop (With Web Camera and Microphone)
- High Speed Internet Connection
- Printer (Recommended)

\*If a student does not have access to the above resources please contact your regular school of attendance for device check-out.

### **WHAT WILL BE DONE IF THERE ARE TECHNOLOGY ISSUES DURING CLASS SESSIONS?**

As part of the classroom management protocols for all LosAl@Home teachers, contingency plans regarding technology issues will be developed and communicated with students and families. All LosAl@Home teachers will make time available (via office time, etc.) for students to check-in with their teachers in case any connectivity issues occur. Also, during the first week of instruction, teachers will carefully monitor students' connectivity capabilities and technology needs. Students with consistent technology issues can check out laptop and mobile wifi hotspots.

### **WHAT ARE THE TECHNOLOGY REQUIREMENTS NEEDED TO ACCESS SCHOOLS PLP?**

Schools PLP is accessible through all internet-capable devices. The platform functions best with Chrome, Safari, Edge and Firefox web browsers. It is important to have the most updated version of these browsers.

### **DO STUDENTS RECEIVE GRADES?**

Yes, students will receive the same report cards, grades and citizenship marks as other students in the Los Alamitos Unified School District, in accordance with District grading periods. In addition, all grades will be permanent on pupil records and/or high school transcripts.

- (TK-2) Numeric Marks of 1-4 on Standards Based Report Card
- (3-12) Letter Achievement Grades (A-F)

**WILL THERE BE A “HOLD-HARMLESS GRADING” POLICY AS THERE WAS IN SPRING LAST SCHOOL YEAR?**

No, students will be held to the traditional grading standards normally in place during an academic year.

**WILL THERE BE REGULAR TEXTBOOKS OR WILL TEXTBOOKS BE ONLINE?**

Course materials will be provided by the district for the student. The materials needed for each course/class vary and may include both hard copies and digital.

**WHAT TYPE OF ORIENTATION WILL BE AVAILABLE FOR PARENTS AND STUDENTS TO LEARN HOW TO USE THE SCHOOLS PLP SYSTEM?**

There will be a quickstart virtual training for schools PLP provided to all parents and students prior to the beginning of classes on August 31st.

**WILL PARENTS GET COURSE SYLLABI?**

The Schools PLP learning platform provides parents with a “one-stop” dashboard that will clearly show students’ academic progress, assignments, and current grades. Teachers will provide families with a course syllabus and parents will be able to access students’ daily instruction through the Schools PLP platform.

**WILL THERE BE SIGNIFICANT SOCIAL INTERACTION FOR MY STUDENT IN THE LOSAL@HOME PROGRAM?**

There will be significant time devoted to live daily interactions in every course/class offered through the LosAl@Home program. There will be regular opportunities for students to work in large groups, small groups, on collaborative projects, and other arrangements to encourage social interaction.

**WILL CLUBS BE OFFERED THROUGH THE LOSAL@HOME PROGRAM?**

At this time there will be no extracurricular clubs offered through the LosAl@Home program. This may change depending on staffing and student interest/need.

**WILL LOSAL@HOME STUDENTS BE ABLE TO PARTICIPATE IN SCHOOL DANCES, PROMOTION CEREMONIES, SENIOR ACTIVITIES, ETC.?**

Once schoolwide activities are allowed to commence at traditional schoolsites, LosAl@Home students will be able to attend those activities as long as they remain in good standing and take necessary health precautions. 8th graders will be allowed to participate in their promotion ceremony, and seniors will be able to walk at graduation.

### **WILL ENROLLMENT IN LOSAL@HOME AFFECT MY STUDENT'S INTERDISTRICT PERMIT?**

There will be no impacts on interdistrict permits due to enrollment in LosAl@Home.

### **HOW OFTEN DO STUDENTS ATTEND CLASSES OR CHECK-IN?**

Students attend daily live instruction and will be marked absent and tardy in accordance with their participation. Attendance records will remain permanent on students' pupil recordp7. Parents and/or guardians are still legally responsible for school attendance and will be subject to a School Attendance and Review Board hearing should attendance fall below minimum state requirements. The Los Alamitos Unified School District will regularly inform parents and guardians of pupil attendance records.

### **WILL THE LOSAL@HOME PROGRAM FOLLOW THE SAME SCHEDULE AS THE THE DISTANCE LEARNING MODEL FOR THE TRADITIONAL SCHOOLING PATHWAY?**

Our daily schedule at LosAl@Home will always mirror the schedules of the traditional school sites. An updated schedule will always be posted on the LosAl@Home Website.

### **CAN A STUDENT WITH AN IEP PLAN ENROLL IN LOSAL@HOME?**

Yes, students in special education may participate in LosAl@Home if their IEP goals and services can be provided in a distance learning program. An IEP team meeting may need to take place to determine viability of participation and needed modifications to current IEP goals, services and supports.

Please contact Rakhee Comar, Coordinator of Special Education & Mental Health, if your student is on an IEP and is interested in participating in the LosAl@Home Distance Learning Program.

[Rcomar@losal.org](mailto:Rcomar@losal.org)

### **CAN A STUDENT WITH A 504 PLAN ENROLL IN LOSAL@HOME?**

Yes, a student on a 504 plan may participate in LosAl@Home. It may be necessary to reconvene the 504 team at the start of the school year to discuss and reevaluate 504 accommodations.

### **WHEN WILL ALL ELECTIVE COURSES AT THE MIDDLE AND HIGH SCHOOL BE FINALIZED?**

Final course listings will be based on total enrollment and staffing availability and so will be posted after the August 12th enrollment deadline.

**I HAVE OTHER QUESTIONS THAT ARE NOT ANSWERED HERE. WHAT SHOULD I DO?**

There is a form linked here: [LosAl@Home Parent Questions Form](#). You should receive a response within two business days.