

March 2021

Dear FUHSD Community,

As we prepare to welcome back students for in-person instruction on April 19, it is our hope that our updated ***FUHSD Guide to Bringing Back Students*** will provide our families and staff with the information they need to understand the precautions we are taking to keep every member of our community safe. We know this school year has looked very different from those in the past and has required many adjustments and a great deal of flexibility from each of us. Our ultimate goal is to ensure our schools reopen safely and continue to provide a healthy learning environment for each and every student. Thank you for your patience as we begin to welcome more students and staff back on to our campuses.

Sincerely,
Polly Bove
Superintendent

FUHSD GUIDE TO BRINGING BACK STUDENTS

Spring 2021

DISTRICT COVID-19 LEADERSHIP

- COVID-19 Designee: [Trudy Gross](#), Associate Superintendent
- COVID-19 Designee Back-up: [Rachel Zlotziver](#), Coordinator of Communications
- Human Resources: [Paula Robinson](#) and [John Dwyer](#), HR Directors

SITE COVID-19 LIAISON CONTACT INFORMATION

Cupertino HS Steve Puccinelli 408-366-7374	Fremont HS George Bechara 408-522-2489	Homestead HS Brian Dong 408-522-2511	Adult School Liz Ambra 408-522-2739
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<p>Lynbrook HS Susan Rocha 408-366-7707</p>	<p>Monta Vista HS Janice Chen 408-366-7607</p>	<p>Educational Options Laura Gonzales 408-522-2292</p>	<p>District Office Trudy Gross 408-522-2203</p>
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OVERVIEW OF SAFETY PRECAUTIONS TO PROTECT STUDENTS AND STAFF ON CAMPUS

For our students and staff that will be returning in person to our school sites, safety measures in place at each of our campuses include the following:

- COVID-19 symptoms pre-screen by Qualtrics, email or text, prior to arrival (students will be asked to indicate if they are experiencing any COVID-related symptoms and whether they have been diagnosed with COVID-19 within the last 10 days or had a test confirming they have the virus);
- the expectation that students and staff wear face coverings in accordance with SCCPHD guidelines;
- identified Isolation Room on campus and process for use when a student or staff member exhibits symptoms;
- assessment of ventilation in every room by our Facilities Department, with older filters being removed and MERV 13 filters installed in all rooms and classrooms;
- QR Code Check-In process to track use of rooms and other campus facilities on a daily basis for cleaning and disinfecting purposes;
- a full supply of proper Personal Protective Equipment (PPE), including surgical masks, face shields, hand sanitizer, disinfecting and standard wipes, and disinfecting equipment;
- strict [cleaning and disinfecting protocols](#);
- management of one-way student traffic at all sites;
- clear signage throughout the campus regarding maintaining proper social distance, hand washing and the wearing of face masks;
- socially distanced desks/workstations and use of plexiglass dividers for Front Office Staff where face-to-face interaction with the public occurs;
- plexiglass dividers available for teacher/staff use including assessments and other 1:1 student-staff interactions; and
- COVID-19 Designee system for reporting confirmed cases of COVID-19 to the SCCPHD's Educational Portal and training on procedures around close contacts.

Each of these practices play an important role in keeping our students and staff safe. Please read on in this guide for additional detailed information on these precautions.

COVID-19 SYMPTOMS, COLD AND FLU AND OTHER ILLNESSES

it is important to note that there are many cold and flu [symptoms that are similar to COVID-19](#). If you experience any of the following symptoms, please stay home and contact your healthcare provider. Staff members should also immediately inform their work supervisor. Students and families reporting an absence will be asked to provide information on specific symptoms and whether the student has been in close contact with a confirmed COVID-19 case.

- Fever or chills
- Cough
- Shortness of breath or difficulty breathing
- Fatigue
- Muscle or body aches
- Headache
- New loss of taste or smell
- Sore throat
- Nausea or vomiting
- Diarrhea

Reporting an Absence

When leaving a message on the attendance line, please provide as much detailed information as possible about the reasons for a student's absence, including all symptoms they are experiencing, the date of onset of these symptoms and whether they have been in contact with a confirmed COVID-19 case. This information will help us to advise you on any further action that needs to be taken.

Returning to Campus After Illness & Doctor's Note Requirements

Prior to returning in person to school or work you will need a doctor's note clearing you to return or a negative COVID-19 test result. A valid doctor's note must include the following three pieces of information:

- (1) confirmation that a medical evaluation was completed by the doctor (a tele-health appointment is valid);
- (2) a statement that an alternative explanation for symptoms has been identified; and
- (3) a statement that COVID-19 testing is not indicated.

Individuals must be fever-free for 24 hours (without taking fever-reducing medication) and show signs of improvement of their symptoms, before returning to campus. Please remember that taking care of yourself, helps take care of all those around you as well.

REQUIREMENTS FOR STUDENTS COMING TO CAMPUS

- Specific information and directions for students coming on to campus and their families will come directly from the student's school site.
- Students will perform a symptom self-check at home, with staff reviewing self-screen information upon student arrival to campus
 - Students and staff are asked to self-screen for symptoms including cough, shortness of breath and fever at home before coming to school.
 - Anyone with a fever of 100°F or more should not go to a school site. Those experiencing symptoms including persistent cough or shortness of breath should not attend school.
- Students who refuse to wear face coverings and do not have an exemption will be excluded from on-campus instructional support.

PHYSICAL DISTANCING

- Sites will implement plans to ensure physical distancing, complying with the requirements laid out by the SCCPHD, including:
 - Spacing student desks at least three feet apart.
 - Keeping class sizes as small as practicable.
 - Distancing teacher and staff desks at least six feet away from students' desks to minimize the risk of adult-to-child disease transmission.
- Sites will design spaces with physical distancing in mind, which may include utilizing larger areas and one-way traffic flow in hallways.
- Student work spaces will be arranged with consideration for maximum physical distancing, following public health recommendations.
- Students who need the close proximity of staff to participate in their cohort, including personal care needs, will be provided support with safety practices in place.

- Students and staff will be directed to bathrooms within the vicinity of their classroom, with capacity adjusted to maintain physical distancing.
- Visual reminders of physical distancing will be provided and posted around campus.
- Students who refuse to follow physical distancing parameters will be given one warning. Students who continue to not follow parameters may be sent home for the remainder of the day. This will be an unexcused absence and parents/guardians will be contacted.

FACE COVERINGS & PERSONAL PROTECTIVE EQUIPMENT (PPE)

- Face coverings are required for all individuals while on a campus or District property, at the following times:
 - In-person pick-up and drop-off;
 - Arrival on campus;
 - Throughout the day, except while eating or drinking;
 - Travel around campus; and
 - Departure from campus.
- Staff who are working outdoors and maintaining at least 6 feet of social distancing may have their face covering off. Such persons must have a face covering with them at all times and must put it on if they are within 6 feet of others.
- Per SCCPHD guidelines, face coverings should:
 - Have at least two layers of material; and
 - Fit snugly over your nose, mouth and chin, hooking around your ears or tying behind your head. Do not wear your face covering below your nose or with the top tucked underneath your chin.
- Students without masks will be provided with a disposable one to wear while at school.
- Per SCCPHD guidelines, the following people do not have to wear face coverings:
 - People who a healthcare professional has advised should not wear a face covering because they have a medical condition that would make wearing a face covering dangerous.
 - People who cannot put on or take off a face covering without assistance.
 - People who are hearing impaired or people who are communicating with someone else who is hearing impaired, where the ability to see the mouth is essential for communication.
- The FUHSD Face Covering Exemption Process is required for anyone who will not be wearing a mask while at school. Shields with drapes will be available for individuals who are able to wear this option.

- Students will be instructed on proper face covering protocol.
- When drinking water in the classroom, students and staff should lower their mask to drink and then place the mask back over their nose. Masks should not be removed to drink water while in the classroom.
- Parents are asked to familiarize their children with the use of cloth face coverings, including the importance of being careful not to touch their mask or areas of their face.
- Per Centers for Disease Control and Prevention guidelines, cloth face coverings should be washed whenever they get dirty or at least daily. If you have a disposable face mask, throw it away after wearing it once. Individuals should wash their hands after touching a used face covering.
- All staff are required to wear face coverings unless prevented due to health conditions or instructional/communication needs. In those instances, staff will be provided with a clear face shield with a drape. Extra face coverings will be available and provided if needed.
- Visual reminders regarding face covering protocols will be posted for staff and students.
- Students who refuse to wear face coverings and do not have an exemption will be given one warning. Students who continue to not wear a mask or not wear a mask correctly may be sent home for the remainder of the day. This will be an unexcused absence and parents/guardians will be contacted.

HAND HYGIENE

- Students will be instructed to wash or sanitize their hands upon arrival into the campus, during transitions between rooms, when using the restroom and at lunch.
- Hand sanitizer will be available at all school sites, around campus and in every classroom.
- Schools will limit sharing of supplies. Students are expected to bring their own supplies to campus.
- Visual reminders will be provided and posted for staff and students.

ISOLATION ROOM PROCEDURES

Isolation rooms will be identified at each campus for the purpose of minimizing exposure of staff and students to students with COVID-19 symptoms. The isolation room is for the temporary holding of students who are displaying symptoms until a parent/guardian can be notified and release or pick-up is confirmed. The space must allow for social distancing of

multiple students (at least 6 feet apart) and be well ventilated, with open windows/doors or through the use of a MERV 13 filtration system.

An Isolation Room Designee, referred to as Designated Trained Personnel (DTP) and a back-up will be identified to provide supervision of students assigned to the isolation room. DTP/Back-up will be provided appropriate personal protective equipment (PPE) including at minimum gloves, surgical mask and face shield.

Students who exhibit or complain of experiencing COVID-19 symptoms as identified by SCCPHD will be assigned to the isolation room and will remain there until they are picked up/released from school. The isolation room is intended as a safe temporary waiting area for students who report experiencing, or are observed experiencing, COVID-19 symptoms. Any student assigned to the isolation room is expected to follow the following rules and expectations which will be posted at the door of the isolation room.

Isolation Room Rules

The isolation room is intended as a safe temporary waiting area for students who report experiencing, or are observed experiencing, COVID-19 symptoms. Any student assigned to the isolation room is expected to follow the following rules and expectations:

1. Sit in any designated seat that is at least 6 feet away from another person, including the isolation room designee.
2. Maintain at least 6 feet of distance between other people at all times.
3. Do not enter an isolation room if:
 - a. Another person is present without face covering on. Wait at the doorway for the isolation room designee to provide guidance.
 - b. Student is not wearing a face covering. Request a face covering from the isolation room designee.
4. Keep face covering on at all times. If unable to do so due to respiratory difficulties or because the face covering has become damaged/soiled, remove the face covering and inform the isolation room designee as soon as he/she arrives. Do not enter the isolation room without a face covering.
5. Remain seated until dismissed or instructed to move about the room.
6. Keep noise levels to a minimum and work on class work until dismissed from school.
7. Avoid discussions with others while in the isolation room.
8. Dispose of trash in the appropriate bin within the isolation room.
9. If the restroom is needed, notify the isolation room designee and wait for instructions:

- a. a. avoid interacting with other students while in the restroom
 - b. b. wash hands with soap and water for at least 20 seconds
 - c. c. return to the isolation room immediately taking care to avoid interacting with others.
10. Upon dismissal, exit the isolation room and proceed to the school exit as instructed.

MENTAL HEALTH

Students can request to speak with a School Based Therapist or School Psychologist by filling out our [FUHSD Wellness Check-In Form](#). Appointments can be made during regular school hours, Monday-Friday from 8 a.m. to 3:30 p.m. This form should not be used for medical or mental health emergencies, please call 911 or visit your nearest hospital emergency room in the case of a medical or mental health emergency or use the Crisis Resources listed below. We have also provided contact information for each of the school’s guidance counselors, school based therapists and school psychologists below.

- 24-hour Suicide and Crisis Line (Santa Clara County): 1-855-278-4204
- Bill Wilson Youth Hotline (24-hour Suicide & Crisis Line): 408-850-6125
- Center for Living with Dying (part of the Bill Wilson Center): 408-243-0222
- Kara Grief Support for Children, Teens, Families and Adults: 650-321-5272
- National Suicide Prevention Lifeline (24-hour): 1-800-273-TALK (8255)
- Rape Crisis Hot Line (24-hour): 650-493-7273
- Trevor Lifeline LGBTQQ+ Crisis Support: 1-866-488-7386
- Crisis Text Line Text “LISTEN” to 741741
- 911 or visit your nearest hospital emergency room if you can get there safely

Cupertino High School – Principal: Kami Tomberlain

Main Phone: 408-366-7300; FUHSD email is: First Name_Last Name@fuhd.org

Administrative & Guidance Team	Alpha Group	Phone Number
Assistant Principal, Melina Nafrada	A – F	408-366-7319
Guidance Counselor, Gregg Buie		408-366-7328
Assistant Principal, Yukari Salazar	G – Le	408-366-7375
Guidance Counselor, Tamara Emmert		408-366-7312
Assistant Principal, Steven Puccinelli	Li – Re	408-366-7374

Guidance Counselor, Belinda Olson		408-366-7358
Assistant Principal, Jackie Corso	Ri – Z	408-366-7376
Guidance Counselor, Lillie Phares		408-366-7330
School Based Therapists & School Psychologists		Phone Number
School Based Therapist, Cathy Gomez		408-366-7393
School Based Therapist, Christopher Hickey		408-366-7326
School Based Therapist, Denise Salin		408-366-7329
School Psychologist, Melody Yi		408-366-7300
School Psychologist, Ivanna Warren		408-366-7324

Educational Options

Main Phone: 408-522-2208; FUHSD email is: First Name_Last Name@fuhsd.org

Administrative & Guidance Team	Phone Number
Principal, Alison Coy	408-522-2275
Assistant Principal, Laura Gonzales	408-522-2292
Guidance Counselor, Jessica Wu	408-522-2276
School Based Therapist & School Psychologists	Phone Number
School Based Therapist, Alisa Dunlap	408-522-2239
School Psychologist, Molly Coppel	408-522-2256
School Psychologist, Denise Lagarde	408-522-2407

Fremont High School – Principal: Bryan Emmert

Main Phone: 408-522-2400; FUHSD email is: First Name_Last Name@fuhsd.org

Administrative & Guidance Team	Alpha Group	Phone Number
Assistant Principal, Brooke Chan	A – Go	408-522-2411
Assistant Principal, Chris Moore	Gr – O	408-522-2419
Assistant Principal, Andy Walczak	P – Z	408-522-2409
Dean, Connor Smith	A – L	408-522-2416
Dean, George Bechara	M – Z	408-522-2489
Guidance Counselors, Sherry Fazzio & Sandra Woosley	A – D	408-522-3835
Guidance Counselor, Vanessa Goulart	E – LL	408-522-2480
Guidance Counselor, Sarah Giarratta	LM – Ra	408-522-2428
Guidance Counselor, Dan Amezquita	Rb – Z	408-522-2484
School Based Therapists & School Psychologists		Phone Number
School Based Therapist, Sharon Dariano		408-522-2495
School Based Therapist, Deirdre Louie		408-522-2487
School Based Therapist, Leila Lurie		408-522-2444
School Based Therapist, Jessica Wang		408-522-2476
School Psychologist, Shelly Greene		408-522-2477
School Psychologist, Denise Lagarde		408-522-2407
School Psychology, Jeannette Medina		408-522-2440

Homestead High School – Principal: Greg Giglio

Main Phone: 408-522-2500; FUHSD email is: First Name_Last Name@fuhd.org

Administrative & Guidance Team	Alpha Group	Phone Number
Assistant Principal, Terri Hannigan	--	408-522-2509
Assistant Principal, Geoff Wright	--	408-522-2510
Assistant Principal, Brian Dong	--	408-522-2511
Dean, Anthony Nguyen	A – L	408-522-2556
Dean, Maria Trejo	M – Z	408-522-2506
Guidance Counselors, Marisa Amezcuita	A – F	408-522-2550
Guidance Counselor, Raquel DeJesus	G – Li	408-522-2517
Guidance Counselor, Wilma Wu	Lj – Sam	408-522-2544
Guidance Counselor, Derek Chan	San – Z	408-522-2520
School Based Therapists & School Psychologists		Phone Number
School Based Therapist, Shabbie Afshar		408-522-2565
School Based Therapist, Sarah Loyd		408-522-2533
School Based Therapist, Dawn Priedum		408-522-2558
School Psychologist, Emily Bersaglia		408-522-2549
School Psychologist, Ellen Lain		408-522-2564

Lynbrook High School – Principal: Maria Jackson

Main Phone: 408-366-7700; FUHSD email is: First Name_Last Name@fuhd.org

Administrative & Guidance Team	Alpha Group	Phone Number
Assistant Principal, Jeff Rosado	A – Gh	408-366-7703
Assistant Principal, Eric Wong	Gi – Lim	408-366-7719
Assistant Principal, Susan Rocha	Lin – Sha	408-366-7707
Assistant Principal, David Erwin	Shb – Z	408-366-7706
Guidance Counselors, Nikki Dang	A – H	408-366-7766
Guidance Counselor, Shana Howden	I – Pg	408-366-7767
Guidance Counselor, Malissa Goldstein	Ph – Z	408-366-7790
Guidance Counselor, Tania Yang		408-366-7769

School Based Therapist and School Psychologists	Phone Number
School Based Therapist, Jenna Starnes	408-366-7743
School Psychologist, Brittany Stevens	408-366-7756
School Psychologist, Jack Neudorf	408-366-7725

Monta Vista High School – Principal: Ben Clausnitzer

Main Phone: 408-366-7600; FUHSD email is: First Name_Last Name@fuhd.org

Administrative & Guidance Team	Alpha Group	Phone Number
Assistant Principal, Michael Martinez	A – Gou	408-366-7603
Guidance Counselor, Monique Balentine		408-366-7615

Assistant Principal, Nico Flores	Gov – L	408-366-7609
Guidance Counselor, Jessica Coscia		408-366-7616
Assistant Principal, Janice Chen	M – Sha	408-366-7607
Guidance Counselor, Sylvia Lam		408-366-7626
Assistant Principal, Mike White	She – Z	408-366-7608
Guidance Counselor, Clay Stiver		408-366-7614
School Based Therapists and School Psychologists		Phone Number
School Based Therapist, Richard Prinz		408-366-7638
School Based Therapist, Becky Byrne		408-366-7640
School Psychologist, Sheila Altmann		408-366-7664
School Psychologist, Glenn Fisher		408-366-7643

SCREENING AND CONFIRMED CASES

We have established flow charts that explain how the District will handle situations where a student or staff member is: (1) displaying symptoms at school, (2) is identified as a close contact or (3) tests positive for COVID-19. The flowcharts for all student-related situations are below. The district has specific communication protocols in place for informing individuals who may have been in contact with a person who tested positive. In addition, a school community will be informed if a person within the school community tests positive, while maintaining the strictest of confidentiality around the individual’s identity.

- [Scenario 1: Symptomatic Individual](#)
- [Scenario 2: Close Contact](#)
- [Scenario 3: Confirmed/Positive Case](#)