



**BELLEVUE
UNION**
SCHOOL DISTRICT

N O T I C E

**BOARD MEETING OF THE BELLEVUE UNION SCHOOL
DISTRICT BOARD OF TRUSTEES WILL BE HELD ON Monday**

September 28, 2020, OPEN SESSION 5:30PM

**VIDEO TELECONFERENCE STREAMED VIA YOUTUBE LIVE ON THE
BUSD HOMEPAGE HOSTED BY BELLEVUE UNION SCHOOL DISTRICT
3150**

EDUCATION DRIVE SANTA ROSA, CA 95407

DATED: September 25, 2020

**David Alexander, Ed.D.
SECRETARY TO THE BOARD
AND DISTRICT SUPERINTENDENT**

POSTED: September 25, 2020

Posted: September 14, 2020

Bellevue Union School District

Notice of Public Hearing

1. Bellevue Union School District Learning Continuity and Attendance Plan

A. Date: Monday, September 28, 2020

B. Time: 5:30 P.M.

C. Location: BELLEVUE UNION SCHOOL DISTRICT
Special Board Meeting
Video Teleconference Streamed Via YouTube Live on the BUSD
Homepage - Hosted by Bellevue Union School District

- Information may be reviewed in the Bellevue School District Office between the hours of 8:00 a.m. to 4:00 p.m., Monday thru Friday.

BELLEVUE UNION SCHOOL DISTRICT
Special Board Meeting
Video Teleconference Streamed Via YouTube Live on the BUSD Homepage
Hosted by Bellevue Union School District
Monday, September 28, 2020

As authorized by the Governor’s Emergency Executive Order issued on March 12, the Bellevue Union School District Board of Education will conduct Board of Education meetings by live video conference until further notice. The meeting will be live streamed live on the District’s YouTube page which can be reached via a link from our Bellevue Union School District homepage @ www.BUSD.org

AGENDA

1. Open Session 5:30 pm

- 1.1. Call to Order
- 1.2. Flag Salute

2. Public Comment

The Public is invited to address the Board regarding items that are on the Closed Session Agenda. Speakers are limited to 3 minutes each. Because this is the time for the public to comment it is our time to hear from you. Although the Board will not respond we want you to know that we are listening to you carefully.

To access the [Public Comment Form](#), please click on the link: [BUSD Digital Comment Form](#) to submit your comment to Moriah Hart prior to the start of the meeting. All comments received prior to the start of the meeting will be shared during the meeting.

3. Information/Hearing

- 3.1. Bellevue Union School District Learning Continuity and Attendance Plan

4. Planning

September 29, 2020	Special Board Meeting	5:30 pm	To be live streamed on the District’s YouTube Page on the District’s Homepage: www.busd.org
October 20, 2020	Regular Board Meeting	5:30 pm	To be live streamed on the District’s YouTube Page on the District’s Homepage: www.busd.org

Notice

The Bellevue Union School District complies with the Americans with Disabilities Act. Should you require special accommodations, or more information about accessibility, please contact the Superintendent's Office by calling (707)542-5197 x2. All efforts will be made for reasonable accommodations.

Agenda available in Spanish upon request. Orden del día disponible en español si se solicita.

*District Employees, parents and community members shall treat each other with civility, courtesy and respect.
Civility Policy (BP 1313)*

Bellevue Union School District

Agenda Item for Board Meeting of September 28, 2020

Agenda Category: Information/Hearing

Agenda Item Title: Bellevue Union School District Learning Continuity and Attendance Plan

Prepared By: Aracely Romo-Flores, Curriculum/English Learner Director

Background:

The Learning Continuity and Attendance Plan (Learning Continuity Plan) provides information regarding how student learning continuity will be addressed during the COVID-19 crisis in the 2020-21 school year. The Learning Continuity Plan replaces the LCAP for the 2020-21 school year.

The Learning Continuity Plan DRAFT memorializes the planning process already underway for the 2020-21 school year and includes descriptions of the following: addressing gaps in learning; conducting meaningful stakeholder engagement; maintaining transparency; addressing the needs of unduplicated pupils, students with unique learning needs, and students experiencing homelessness; providing access to necessary devices and connectivity for distance learning; providing resources and supports to address student and staff mental health and social emotional well-being; and continuing to provide meals for students.

Recommended Action:

The Bellevue Union School District will hold a public hearing to receive recommendations and comments from members of the public regarding the specific actions and expenditures proposed to be included in the Learning Continuity and Attendance Plan (LCP).

Supporting Documents:

[DRAFT Learning Continuity and Attendance Plan \(LCP\)](#)
[Bellevue Union School District Return to School Plan](#)

Learning Continuity and Attendance Plan Template (2020–21)

The instructions for completing the Learning Continuity and Attendance Plan is available at <https://www.cde.ca.gov/re/lc/documents/lrngcntntyatndncpln-instructions.docx>.

Local Educational Agency (LEA) Name	Contact Name and Title	Email and Phone
Bellevue Union School District	David Alexander, Ed.D. Superintendent	dalexander@busd.org 707 542-5197

General Information

[A description of the impact the COVID-19 pandemic has had on the LEA and its community.]

The unprecedented COVID-19 pandemic has affected the Bellevue Union School District (BUSD) community and drastically altered the lives of our students, families, and staff. The unexpected closure of schools in March 2020 has impacted the physical, emotional, social, and educational needs of our students and caused high levels of stress and trauma to them and their families. The closure of schools has impacted many students and families by challenging their ability to access basic services.

The broader economic impacts of the pandemic, including increased unemployment, have increased existing challenges such as food insecurity and access to technology/connectivity. Families and students have also been impacted by the physical separation from targeted supports and services that are typically provided in-person, including many services for English Learners, Foster Youth, Homeless Youth, and Students with Disabilities. The COVID-19 pandemic has also resulted in increased isolation and disconnection due to the physical and social separation from the classroom and school community. Curriculum pacing, traditional methods of instruction, and assessments of student learning have also been disrupted.

COVID-19 has had a disparate impact on our BUSD community. Our student demographics consist of the following subgroups: 80% low income, 62% English learners, 3% homeless, and less than 1% foster youth. In addition, 87% of our student population is Latinx, the most affected group in Sonoma County inflicted by the virus. Although Latinos only represent 25.6% of the Sonoma County population, they make up 51% of the diagnosed COVID cases.

The BUSD Return to School Plan documents the intentional efforts and the action plan to address the disruption in learning and mitigate this loss through addressing the social emotional needs of our students, staff, and families and by ensuring students receive grade level content to address the content standards. The plan also abides by all county public health orders to safely serve as many students as possible when in-person instruction becomes possible. In all models of instruction, we will use data and assessments to ensure our practices support our students' learning and will make adjustments to our offerings as needed.

Stakeholder Engagement

[A description of the efforts made to solicit stakeholder feedback.]

In response to how best to educate our students and the sudden possibilities of revenue shortfalls, BUSD created the District Strategic Planning Team 2.0. This group was formed to address immediate concerns regarding the COVID-19 pandemic and the fiscal crisis left in its wake combining the Budget Advisory Committee (BAC) with the Reopening Planning Committee (RPC) due to interdependence on each other. The goal of BAC is to provide our stakeholders with an understanding of education funding and the constraints and opportunities of the State and District budgeting process and to build the BUSDs educational communities capacity for understanding the process of budgeting and the challenges of maintaining fiscal solvency. The purpose of the district BAC is to provide a forum for sharing of information, for stakeholders to ask questions, and for the Superintendent and staff to share information and to receive input on the allocation of the district resources. Information was shared on revenues and expenditures and on the status of the state budget and the district's allocation of resources, constraints and opportunities of funding, timeline, calendar and the approval process. The purpose of the reopening planning discussions was to seek input from our stakeholders regarding the 2020-2021 school year mitigation measures and considerations based on current guidelines. To gather stakeholder input, BUSD surveyed parents in English and Spanish as well the staff. The goal was to gain insight about their current reality and to understand their preferences for meeting their students' needs in the different stages of the pandemic. BUSD also held a Parent Town Hall meeting on July 13,2020 to collaborate on our Learning Continuity and Attendance Plan. The BUSD District Strategic Planning Team, which was composed of parents, teachers, school site administration, district office administrators as well as partners in educating our students met on June 2, 16, 23, July 7 and 14, 2020.

[A description of the options provided for remote participation in public meetings and public hearings.]

All of our meetings took place remotely with invitations to participate with translation and technical support.

[A summary of the feedback provided by specific stakeholder groups.]

Our stakeholder feedback was very diverse. Some advocated for distance learning for fear of jeopardizing their children's health. Others feared that students would not get the same quality of education in a distance learning setting and worried about learning loss.

[A description of the aspects of the Learning Continuity and Attendance Plan that were influenced by specific stakeholder input.]

As a result of the diverse needs and the varied feedback received, we created three models of instruction: A full-time Distance Learning model, a Hybrid Model with A/B Cohorts, and a Blended Model where students in grades 3-6 will follow the A/B Hybrid Model. Grades K-2 will be on campus for all learning. This allowed us more flexibility in meeting the varied needs and preferences of our families. The goal was to provide choices to our stakeholders.

Continuity of Learning

In-Person Instructional Offerings

[A description of the actions the LEA will take to offer classroom-based instruction whenever possible, particularly for students who have experienced significant learning loss due to school closures in the 2019–2020 school year or are at a greater risk of experiencing learning loss due to future school closures.]

Currently, BUSD is unable to provide in-person instruction because Sonoma County is on the state watchlist.

BUSD understands that our students need to make up for lost learning time and continue to grow academically, socially, and emotionally. Reopening decisions and offerings of in-person instruction will be guided by data and based on three key priorities:

- Health and safety of students and staff
- Educational quality, consistency, and equity
- Social and emotional well-being of students

Any in-person instruction will include face coverings, social distancing, frequent hand-washing, campus sanitizing, and other required health and safety precautions as outlined in state guidance from the California Department of Public Health as well as the County Health Department for COVID-19.

For the start of the school year, schools in Sonoma County are unable to offer in-person instructional offerings because of Governor Newsom's mandate regarding in-person instruction until Sonoma County is off of the COVID -19 watchlist for 14 consecutive days.

Once Sonoma County meets the 14-day watch list requirements, our school will move into Phase 2 and begin to offer some choice to our families. Regardless of the instructional model BUSD is committed to ensuring the instructional minute requirements are met for all students, including meeting the required special education services and the integrated and designated English language development support for our emerging bilingual students (English learners), as well as intervention and support for students who require more to meet grade level proficiency standards.

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Actions Related to In-Person Instructional Offerings [additional rows and actions may be added as necessary]

Description	Total Funds	Contributing
Plexiglass for the front office and for small group instruction	TBD	
Signage	TBD	
Procurement of personal protective equipment (face coverings, soap, hand sanitizer, etc.)	TBD	
Additional cleaning tools and supplies (disinfectant, gloves, goggles, etc.)	TBD	
Custodial Support	TBD	

Distance Learning Program

Continuity of Instruction

[A description of how the LEA will provide continuity of instruction during the school year to ensure pupils have access to a full curriculum of substantially similar quality regardless of the method of delivery, including the LEA’s plan for curriculum and instructional resources that will ensure instructional continuity for pupils if a transition between in-person instruction and distance learning is necessary.]

As a key aspect of continuity of instruction, daily live interaction with certificated employees and with peers shall occur for purposes of instruction, progress monitoring and maintaining school connectedness. These interactions will occur through daily live Zoom (virtual) meetings.

Per California Department of Education guidelines, the School must offer the following instructional minutes daily for a minimum of 175 days of instruction:

Kindergarten = 180
Grades 1-3 = 230
Grades 4-8 = 240

The following are Instructional Components of our Distance Learning Program (Distance Academy) identified in collaboration with Stakeholders:

ELA: Reading, Writing, Language

Explicit and interactive instruction for student
Student Independent practice
Informative feedback
Live and pre-recorded video
Embed Social Studies/Science as possible

Math

Explicit and interactive instruction for student
Student Independent practice
Informative feedback
Live and pre-recorded video
Embed Social Studies/Science as possible

Designated ELD

(California Code of Regulations section 11300(a)
Explicit Instruction Leveled and targeted
30-min daily

Small Group Instruction

Differentiated
High-engagement
Set weekly schedule

Community Building

Possible Topics for teachers to use with students
Tech platform navigation
Digital Citizenship
SEL
Equity, Culture, Race Relations, Language

Physical Education

(Education Code Section 51210[a][7]

as amended by Executive Order N-56-20

Although the minimum instructional minutes (200 minutes each 10 schooldays, exclusive of recesses and the lunch period) for PE have been waived, PE requirements have not changed. Schools will still be required to provide PE instruction and should provide distance learning options.

Instructional minutes will include a combination of live, (synchronous) instruction, pre-recorded lessons, and independent (asynchronous) assignments. All assignments will have “Work Time Value” (WTV) defined by a certificated teacher. The WTV is determined by the professional determination of the teacher, the actual time taken by an individual student may vary. A student’s daily instructional minutes will be the sum of synchronous instruction, pre-recorded lessons and the WTV of assignments. For example, a student may have 100 minutes of live instruction and 140 minutes worth of independent work on a given day, for a total of 240 minutes. Daily instructional minutes may exceed, but will not be less than the required daily instructional minutes.

Curriculum, resources, and assessments are all standards-based and grade-level aligned. If transitions between hybrid instruction and distance learning are necessary, teachers will continue to utilize the same set of resources, but adjust delivery based on the model required (e.g., full distance learning or hybrid). In addition, the same teachers and teaching assistants will teach classes whether they are held via Zoom or in person, ensuring that there is a continuity of instruction if transitions between in-person instruction and distance learning are necessary. All required services and additional interventions and supports will be offered in both a full distance learning or hybrid model.

Access to Devices and Connectivity

[A description of how the LEA will ensure access to devices and connectivity for all pupils to support distance learning.]

BUSD is committed to supporting the curricular needs of our students. To that end, all students were provided either a chrome book or an ipad. Families that had a connectivity need were provided MiFis. Office hours for families and students is provided at all school sites in order to provide digital and in-person training and resources in both English and Spanish. BUSD also provides technical support through the BUSD Tech YouTube Channel and the BUSD Distance Learning Resources on our website.

Pupil Participation and Progress

[A description of how the LEA will assess pupil progress through live contacts and synchronous instructional minutes, and a description of how the LEA will measure participation and time value of pupil work.]

Pupil Participation:

Daily attendance is mandatory in all learning models. In accordance with AB 98, attendance will be taken daily for each student. Absences will be recorded by the teacher of record in the AERIES each day. For attendance taking purposes, teachers mark students present or absent during the instructional day. Attendance for Distance Learning is met through the following:

- live, daily rigorous interaction in Distance Academy instruction (5 days per week)
- evidence of participation in online activities
- completion of regular assignments
- completion of assessments
- or contacts between any BUSD staff member and a student or their parent or guardian

Teachers will take attendance as required by AB 98 and any other state or federal mandates. A pupil who does not participate in distance learning on a school day shall be documented as absent for that school day. Students who are absent for more than three school days or 60 percent of the instructional days in a school week, shall be subject to a leveled re-engagement process.

Pupil Progress:

To monitor progress, all students will be given base-line assessments at the beginning of the year in order to scaffold grade level curriculum as necessary. All new students who enter our system with a home language survey that indicates a language other than English is spoken in the home, will be assessed with the Initial ELPAC to determine the students' English proficiency levels. Continuing English learners will be given the Summative ELPAC domain assessment needed to get overall scores. This will help us to understand how they are progressing with their English language development and to tailor the English Language Development (ELD) supports they receive. All students will also be graded on grade level content standards. Results will be reflected on trimester report cards. There are multiple ways to assess student progress and understanding of grade and subject level content. These may include content exams, project presentations, and other work products. Assessments may serve both formative and summative purposes, providing teachers the necessary information to make instructional decisions and supporting students in receiving feedback to adjust the demonstration of learning. Further, each day, students will experience both synchronous and asynchronous instruction. During live synchronous instruction, student progress will be checked by having students respond in writing and verbally to questions.

Distance Learning Professional Development

[A description of the professional development and resources that will be provided to staff to support the distance learning program, including technological support.]

Bellevue Union School District is committed to supporting the professional growth of its staff, both certificated and classified. The District recognizes and supports the need for additional, ongoing training and collaboration that will focus on highly effective tools, skills, and strategies for meeting the diverse needs of our students. Considering District and BEA survey data, as well as input from the District Strategic Planning Committee 2.0, the following professional development topics and formats may be considered: Connect Ed, Mystery Science, Dreambox, Star Math/ELA, Star Early Literacy, ESGI, Clever, Google Classroom, Zoom, English Language Development (integrated and designated). This list is not exhaustive but rather reflects current needs and wants expressed by staff in light of these new

models of instruction, hybrid and distance learning. To ensure equitable learning and social and emotional outcomes for all students during this new way of teaching and learning, as well as the expectation of AB 98, all staff will be given the opportunity to attend professional development.

Staff Roles and Responsibilities

[A description of the new roles and responsibilities of affected staff as a result of COVID-19.]

The Superintendent, director, and principal roles have changed significantly in that a core responsibility of their current roles requires staying informed with up to date knowledge of public health policies and protocols in relation to COVID-19. Administration's priority is ensuring that teachers are supported so that they may in turn support students, both social-emotionally and academically. While teachers' primary responsibility of supporting students' academic and social emotional development has remained the same, the way in which they achieve these has changed dramatically. There is an increased focus on mitigating learning loss and nurturing social emotional development during this stressful time. All curriculum has had to be reconsidered based on these needs. Teachers responsibilities now include teaching over Zoom and managing learning platforms. Teaching assistants will continue to work with individual students and small groups, at the direction of the certificated member. Furthermore, teachers now have added responsibilities related to documenting and tracking student participation and engagement on all assignments. Likewise, office managers have taken on additional responsibilities to manage the paperwork and logistics. They are recreating paper documents so that they can be available virtually. More phone calls are taken and made, and technical support for families takes up much of the day.

Supports for Pupils with Unique Needs

[A description of the additional supports the LEA will provide during distance learning to assist pupils with unique needs, including English learners, pupils with exceptional needs served across the full continuum of placements, pupils in foster care, and pupils who are experiencing homelessness.]

Supports for Pupils with Exceptional Needs:

BUSD is committed to supporting our students with exceptional needs. Speech and Language, Counseling, and Occupational Therapy must continue to provide services either through online services or in-person. The model of delivery could vary based on individual IEP goals. Services are to be delivered in the least restrictive environment. Related Service Providers will provide services to the students they are assigned as outlined in each student's IEP.

BUSD recognizes the level of support our students with disabilities require in order to progress on their IEP goals. Student Services recommends students with significant needs who require Special Education Services return to site based learning. However, there are health and safety considerations and safety is the priority. For those who have significant medical conditions, distance learning may be the most appropriate educational model.

Supports for English Learners:

According to the California Department of Education's Stronger Together guidebook, English learners will need additional support to rebalance and refocus on the task of learning and being productive in the school community with the goal to achieve the same rigorous

grade-level academic language standards that are expected from all students within a reasonable period of time. To accomplish these goals, all English learners will receive a comprehensive program of both designated and integrated English language development (ELD) instruction targeted to their proficiency level, and appropriate academic instruction in a language acquisition program. The California English Learner Roadmap Policy, Principle One addresses the need to embrace our English learners as assets to our schools and community and Principle Two the need to provide meaningful access to a full standards-based and relevant curriculum through Designated and Integrated ELD language instruction services that are required to be provided to all English learner students regardless of grade and proficiency level. As per the BUSD English Learner Master Plan, all English learners shall be provided with a minimum of 30 minutes a day of Designated ELD instruction by a certificated staff member. This Designated ELD instruction shall be targeted at EL proficiency levels with groupings of not more than two proficiency levels, aligned to the 2012 California English Language Development Standards, focused on communicative purposes, not discrete grammar instruction, address the speaking, listening reading and writing domains and include systematic development of academic vocabulary.

Synchronous Designated ELD may include...

- Live virtual lessons/meetings
- Phone calls
- Small group lessons
- By proficiency levels with scaffolds
- In mixed level groups for fluency building
- Teacher feedback and support as needed

Asynchronous Designated ELD may include...

- Previously-recorded lesson and videos
- Phone and text messages
- ELD assignments/projects using approved ELD curriculum
- Paper and pencil activities
- Reading logs and journals
- Goal setting and reflection

Supports for Foster and Homeless Youth:

BUSD is committed to supporting the foster and homeless youth in the district in collaboration with the Sonoma County Office of Education. The District recognizes that additional challenges may occur for this population during the COVID-19 pandemic and is committed to providing the necessary support for their physical, emotional and academic health. This support takes the form of collaboration with students and families, school and district staff, and other county agencies in order to remove barriers to educational access and expand educational opportunities.

By removing barriers that occur due to frequent changes in home placement, BUSD helps to ensure that foster and homeless youth can benefit from uninterrupted educational access. AB 175 (Foster Youth Bill of Rights) provides protections for this vulnerable population of

students. School districts are also responsible for ensuring that youth who are experiencing homelessness have full access to educational programs in accordance with the McKinney-Vento Homeless Assistance Act.

All BUSD students needing more time or assistance will be referred for additional services if they are not performing at grade level or need social emotional support. These supports may consist of additional time in the curricular area that is challenging or counseling services, depending on the need. Further all teachers are fully prepared to support students needing more support or challenging curriculum, just as they are in a traditional school year. They may offer this support in small group instruction through break out rooms in Zoom and/or using paraprofessionals when possible to provide targeted supports to students.

Actions related to the Distance Learning Program [additional rows and actions may be added as necessary]

Description	Total Funds	Contributing
Purchase additional computers, ipads, and headsets to ensure all teachers have the proper tools to support distance learning		
Purchase a device and headset for all students to engage in the distance learning from home.		
Provide MiFis for students without internet access		
Provide Zoom accounts for all staff members		
Provide Illuminate to gather assessment data and to support grading in the report card		
Provide professional development opportunities to support both the academic and social emotional needs of students.		
Supplemental Reading Materials for Guided Reading		

Pupil Learning Loss

[A description of how the LEA will address pupil learning loss that results from COVID-19 during the 2019–2020 and 2020–21 school years, including how the LEA will assess pupils to measure learning status, particularly in the areas of English language arts, English language development, and mathematics.]

The first step for addressing learning loss is properly determining students' present levels. This process begins with baseline assessments in the beginning of the school year. Teachers will use a variety of district assessments, which may include, phonics inventory, the Developmental Reading Assessment (DRA), STAR Math, STAR language arts, etc. This helps teachers to scaffold the grade level curriculum for students needing more support to ensure students can access it. It also gives teachers information about which student have mastered the grade level content and need to be challenged more. Teachers will begin assessing students' over Zoom.

The goal is to identify the students' current levels and zone of proximal development in order to appropriately challenge all students. Teachers will monitor student progress and reassess students regularly. We will also administer the Initial English Language Proficiency Assessment for California (ELPAC) and all Summative ELPAC domain tests missing for students as a result of the move to distance learning mid administration last spring. This will help us to understand how students are progressing in their English language development.

Pupil Learning Loss Strategies

[A description of the actions and strategies the LEA will use to address learning loss and accelerate learning progress for pupils, as needed, including how these strategies differ for pupils who are English learners; low-income; foster youth; pupils with exceptional needs; and pupils experiencing homelessness.]

After identifying students' present levels, the second step for addressing learning loss is scaffolding grade-level curriculum and forming small groups that will occur multiple times across the week. For language arts, teachers will use small group time to work on phonics and comprehension skills, depending on the grade level and needs of the individual children. For math, teachers may also use small group time to work on grade level content, by differentiating the skills and number sets used in the problem. By utilizing small group time to differentiate instruction, teachers can closely monitor student progress and accelerate curriculum at a pace that appropriately challenges the student. Lit Paras will work with small groups of students to teach or reteach a concept, as directed by the classroom teacher. They may also meet with individual students for social-emotional check-ins and individual academic support.

While we will be assessing and addressing the academic progress of all students, we are especially attuned to the learning loss of our English language learners, low-income students, foster youth, pupils with exceptional needs, and pupils experiencing homelessness. We are supporting English language learners during small group time, as that is when students will receive designated English language instruction. Integrated English language instruction will occur during whole group instructional opportunities each day. Additionally, English language learners and foster and homeless youth who are below grade level in reading will have priority for additional support provided by supplemental staff (i.e. LitParas, student teachers, tutors, Cool Schools staff).

We will also investigate supplemental instructional materials to support student learning loss (e.g. Reading A-Z). For math, students will be provided with items to support their learning (e.g. rulers, counters, dice).

Effectiveness of Implemented Pupil Learning Loss Strategies

[A description of how the effectiveness of the services or supports provided to address learning loss will be measured.]

We will measure the effectiveness of services and supports provided to address learning loss by monitoring student progress through student work and internal interim assessments. This may occur during small groups, when teachers will be noting miscues, responses to comprehension questions, and students' thought process when solving a math problem. Teachers will also formally assess students on benchmark assessments. Depending on student progress, teachers will adjust the levels of support, the level of material presented, and/or the method of instruction.

To determine its effectiveness for individual students, we will continue to utilize our Student Success Team (SST) meetings. During these meetings, parents/guardians, an administrator, and the classroom teacher review student progress, set goals, and identify an action plan for the student to achieve those goals. After six to eight weeks of implementing the action plan, the team will reconvene to determine the effectiveness of the services and supports. Adjustments are made to the plan or goals and the plan is implemented or halted, depending on the outcomes. Students can be referred to the SST process for academic and social-emotional needs.

Actions to Address Pupil Learning Loss [additional rows and actions may be added as necessary]

Description	Total Funds	Contributing
STAR Language Arts Assessment		
STAR Math Assessment		
Illuminate		
Investigate and purchase supplemental leveled readers to provide reading material at the students' proximal zone of development		

Mental Health and Social and Emotional Well-Being

[A description of how the LEA will monitor and support mental health and social and emotional well-being of pupils and staff during the school year, including the professional development and resources that will be provided to pupils and staff to address trauma and other impacts of COVID-19 on the school community.]

Through the Multi-Tier System of Support (MTSS) structure, we support both the development of academic and social-emotional and behavioral well-being (or mental health). MTSS supports district-wide coordination of a continuum of support making sure that all students' needs are identified.

BUSD will continue to support the social-emotional health of our students and staff. Students will continue to have access to counseling services through school counselors and school psychologists. In addition students who have counseling as a service listed on their IEP will receive those services. School psychologists will continue to support students and staff through training, consultation, and provision of resources. In addition BUSD is committed to the following:

Tier 1: Universal Supports

BUSD will engage with students and families using culturally responsive techniques.

BUSD is committed to using universal screening to identify the social-emotional needs of students.

BUSD will use professional development time to increase trauma knowledge and skills.

BUSD will include information about mental health and wellness resources on the district and school websites and in communication with families.

Tier 1: Community and Family Wellness

BUSD will continue to collaborate with local government and private agencies to provide resources on adult and student mental health, trauma responsiveness, suicide prevention, and resilience.

Tier 1: Staff Wellness

BUSD acknowledges the importance of staff wellness and will work to support staff through the implementation of staff resilience, consultation, and mental health support.

Prior to school opening, and ongoing, BUSD will provide training on secondary traumatic stress and self-care.

BUSD District and Site Administrators will promote mindfulness techniques and staff social supports.

BUSD Leadership is committed to open and routine communication with staff members, encouraging self-care (e.g., saying no, accepting oneself and others, not being at 100% all the time).

Tier 1: Classroom Strategies

BUSD will engage staff in professional development for social-emotional learning to help teachers learn tools and strategies to lower anxiety and stress exhibited by students.

BUSD will encourage staff to establish and implement routines for both in-person and distance learning, which include welcoming inclusion activities, engagement strategies, and an optimistic closure to class.

BUSD will encourage staff to include stress management and mindfulness practices in classroom routines.

BUSD will encourage teachers to ask their students how they are doing and refer to counseling when students are struggling.

BUSD leadership and staff will consider the impact of stress and trauma when assessing and supporting students.

Tier 2 / 3: Early and Targeted Interventions for Students and Staff

BUSD is committed to scaling up Social Emotional Learning to promote social-emotional competencies among students and staff.

BUSD is committed to building the capacity of student mental health services.

Mental health staff will provide services either in-person or through a Telehealth platform.

On August 11, 2020 all staff participated in a professional development opportunity to support the social emotional development of students in the classroom.

Pupil and Family Engagement and Outreach

[A description of pupil engagement and outreach, including the procedures for tiered reengagement strategies for pupils who are absent from distance learning and how the LEA will provide outreach to pupils and their parents or guardians, including in languages other than English, when pupils are not meeting compulsory education requirements, or if the LEA determines the pupil is not engaging in instruction and is at risk of learning loss.]

California's compulsory education laws continue to apply for all persons between the ages of 6 and 18 and not otherwise exempted under the law. A student who does not participate daily in either in-person instruction or distance learning shall be deemed absent by the School in violation of compulsory education laws. In other words, participation in distance learning instruction is how the school takes Attendance. Daily participation in distance learning may include, but is not limited to, evidence of participation in online activities, completion of regular assignments, and contacts between the school and students.

Daily attendance is mandatory in all learning models. In accordance with AB 98, attendance will be taken daily for each student. Absences will be recorded by the teacher of record in the AERIES each day. For attendance taking purposes, teachers mark students present or absent during in-person learning. Attendance for Distance Learning is met through the following:

live, daily rigorous interaction in Distance Academy instruction (5 days per week)

evidence of participation in online activities

completion of regular assignments

completion of assessments
or contacts between any BUSD staff member and a student or their parent or guardian

Teachers will take attendance as required by AB 98 and any other state or federal mandates. A pupil who does not participate in distance learning on a school day shall be documented as absent for that school day. Students who are absent for more than three school days or 60 percent of the instructional days in a school week, shall be subject to a leveled re-engagement process.

Re-engagement Process

Level 1 (any unexcused absence)

The automated messaging system will make daily phone calls for each day a student is marked absent by the teacher.

Teachers or other BUSD employees will attempt to make contact with the student and parent.

Teachers will create, publish, and inform students and parents of their grading practices, and complete assignments in a blended, hybrid or distance learning model.

Level 2 (3 unexcused absences in a week)

Students that are deemed 60% absent from any instructional model will be reported to the school site attendance technician.

As part of the re-engagement strategy, the school site attendance team will attempt to reach out and determine the cause for the absence.

The Team will:

- | Ensure that communication with the parent is working, emails, and internet access;
- | Determine if there is a breakdown in communication and make any corrections; and
- | Determine if the lack of participation is due to a lack of access and the site will take the necessary steps to ensure the issue is resolved.

The parents will be informed that continued absences could include:

? A conference with an administrator;

Development of an Attendance Plan through a Student Attendance Review Team;

? Through the SART process, other forms of support will also be discussed such as additional time needed, emotional or mental health supports, and potential greater academic supports and interventions; and

? Discussion of the intervention of the student changing learning models.

Level 3

If the re-engagement strategies in Levels 1 & 2 fail to improve attendance then a follow-up SART will be held.

The school administrator may develop an Attendance Plan that includes:

? Teacher engagement

? Both reward and consequences for further attendance;

Review of the family circumstance for outside connection with health and social service;

Meeting with District SARB staff; and

Making a recommendation to transitioning the student to an alternate program model

Absences Due to COVID-19 Illness

Student Absences

Any student, in any learning model, who contracts the virus or lives with someone who has been diagnosed with COVID-19 must stay home in accordance with state and local health directives. Per Education Code 48205, student absences due to illness or quarantine are considered excused absences. When a student is absent for COVID-19 reasons, the student's parent/guardian shall notify the school of the reason for the absence. A physician's verification of a student's illness or quarantine may be submitted to their school but is not required. The student may return to school when they submit a clearance from their doctor to their school. The school will submit the clearance for the student to return to the COVID-19 Coordinator. Direct any student who contracts the virus or lives with someone who has been diagnosed with COVID-19 to stay home in accordance with state and local health directives. Students who are infected with COVID-19 shall be excluded from on-campus instruction until a medical provider states in writing that the student is no longer contagious. (Education Code 49451; Health and Safety Code 120230; 5 CCR 202). Per Education Code 48205, student absences due to illness or quarantine are considered excused absences. When a student is absent, the student's parent/guardian shall notify the school of the reason for the absence. A physician's verification of a student's illness or quarantine may be submitted but is not required.

School Nutrition

[A description of how the LEA will provide nutritionally adequate meals for all pupils, including those students who are eligible for free or reduced-price meals, when pupils are participating in both in-person instruction and distance learning, as applicable.]

Student meals (breakfast and lunch) will be provided, regardless of the learning model being implemented. When necessary, meals will be individually plated or "grab and go" will be provided/delivered to classrooms, outdoors, in the cafeteria, or at curbside pick-up. (Even if food is delivered to classrooms, students should go outside to eat, so masks can be removed). If common areas such as cafeterias are used, students will be safely separated by cohorts while maintaining the social distance standards with proper disinfection after each use. Disposable food service items (e.g., utensils, dishes) will be used as much as possible. Divided mealtimes (for breakfast, snack, and lunch) will be implemented by site administrators. Classified staff may assist with the monitoring of various eating locations. Additional trash/composting containers will be used to accommodate the various eating areas. Meals will be provided as "Grab and go" to ensure social distancing guidelines can be followed.

Additional Actions to Implement the Learning Continuity Plan [additional rows and actions may be added as necessary]

Section	Description	Total Funds	Contributing
Stakeholder Engagement	Purchase Remind to maintain lines of communication with parents.		
Stakeholder Engagement	Additional hours for Parent Liaisons to support families with distance learning and to keep them engaged and informed.		
Distance Learning Program (Supports for Pupils with Unique Needs)	Provide professional development to support students' academic and language proficiency levels		
Pupil Learning Loss	Provide additional support time, paying teachers to support students needing more time and guidance in language arts or math.		

Increased or Improved Services for Foster Youth, English Learners, and Low-Income Students

Percentage to Increase or Improve Services	Increased Apportionment based on the Enrollment of Foster Youth, English Learners, and Low-Income students
%	

Required Descriptions

[For the actions being provided to an entire school, or across the entire school district or county office of education (COE), an explanation of (1) how the needs of foster youth, English learners, and low-income students were considered first, and (2) how these actions are effective in meeting the needs of these students.]

Whole-school programmatic design and intervention structures are created to ensure that grade-level aligned curriculum, robust assessment, and identification and tracking systems are in place so that all of our students experience access to a standards-aligned curriculum and have the services, support, and interventions needed to improve and succeed. Specific program structures in place to support our most vulnerable students (foster youth, English learners, and low-income students) include initial and on-going assessment structures, an engaging and relevant curriculum, LitParas to support emerging readers with smaller groups of students to individualize instruction and/or support towards reading mastery. In addition, we provide devices and headsets to all students and connectivity with MiFis to students with this need. Necessary supplies and materials to engage in learning are provided to students. Each of these structures and approaches benefits all students but also directly supports the identified needs of foster youth, English learners, and low-income students.

[A description of how services for foster youth, English learners, and low-income students are being increased or improved by the percentage required.]

At BUSD services for foster youth (<1% of population), English Learners (62% of population), and Low-Income Students (80% of population) are being increased and improved in the following ways:

- Professional development focused on the quality of classroom supports and intervention for English Learners, students with disabilities, and students who need support accessing grade level curricular materials
- Professional Development focused on teaching language acquisition in a distance learning context
- Professional development on trauma-informed instruction
- Integrated scaffolds and supports in daily classroom instruction, specifically during small group instruction
- An increased focus in teacher team collaborations on identifying, supporting, and monitoring growth for students of focus
- Daily Community Circle, which creates opportunities for connections between peers and with teachers; connectedness to school is foundational to supporting our most vulnerable students
- Various whole-school community building virtual events to foster a sense of connectedness to the whole school community
- Providing access to books through a digital library

- Providing supplies and manipulatives to students to ensure equal access to the curriculum

In addition, all students will be provided with a device and headset. Students who require internet connectivity to engage in distance learning will be provided MiFis by the school.

A survey sent out to all families to identify family needs and connect families to resources will also help to provide the necessary wrap-around support our most vulnerable students need, including foster youth, English Learners, and low-income students.

DRAFT

2020-2021

Return to School Plan

Presented to the Bellevue Union School District Board of Trustees

8/4/2020



Acknowledgements

For months the Bellevue Union School District has been actively engaged in planning for the reopening of school for the 2020-2021 school year. During this time, specific guidelines have led our efforts and yet our plans have experienced continual adjustment due to the most current information available at any given time. During the development of this document increases in COVID-19 infections in Sonoma County and the state compelled us to view the reopening of school differently than our initial plans. Our county is currently on the state monitoring watch list which dictates our schools must remain in distance learning only. Once off the watch list, districts are still subject to SB 98 requirement that states districts “shall offer in-person instruction to the greatest extent possible.”

*We recognize schools will need to function much differently due to the ongoing health concerns related to the COVID-19 pandemic. We would like you to know we have incredible teams who are **keeping the health and safety of our students, staff, and community as our first priority.***

On Tuesday, July 7, 2020, our BUSD Governance Team had the opportunity to discuss progress toward our goals including our current return to school plan's progress. In addition to various models discussed to reopen our school we discussed exploring the possibility of our entire school district going to a distance learning model at the start of the school year due to the desire to keep our school community safe and healthy.

On Friday July 17, 2020, Governor Gavin Newsom held a news conference to lay out a pandemic plan for learning and safe schools. The Governor's plan centers on five key areas:

- 1) Safe in-person school based on local health data*
- 2) Strong mask requirements for anyone in the school*
- 3) Physical distancing requirements & other adaptations*
- 4) Regular testing and dedicated contact tracing for outbreaks at schools*
- 5) Rigorous distance learning*

Under newly enacted state law, school districts are required to provide:

- Devices and connectivity so that every child can participate in distance learning.*
- Daily live interaction for every child with teachers and other students.*
- Class assignments that are challenging and equivalent to in-person instruction.*
- Targeted supports and interventions for English learners and special education students.*

In light of the current state mandates and direction, our reopening plan contains a distance learning model as well as two possible options when it is deemed safe to re-enter the school campuses. Our school board will receive monthly COVID-19 updates at each regularly scheduled board meeting. We will continue to closely monitor this situation and remain flexible to meet the needs of our community.

On behalf of our entire school community, I would like to express our appreciation to our school board for their true understanding of our school community. Our school board's deep concern for keeping our staff, students and families healthy is to be highly commended.

*Dr. David Alexander
Superintendent
Bellevue Union School District*

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Introduction

From restoring a budget, to fires, smoke, power shut-offs, floods and now the COVID-19 pandemic, the Bellevue Union School District is strong and here to serve our students and families. The state of emergency declared by Governor Gavin Newsom due to the COVID-19 pandemic left us no choice but to suspend in-person learning starting March 24, 2020 and lasted throughout the rest of the 2019/2020 school year.

District Strategic Planning Team 2.0

In response to how best to educate our students and the sudden possibilities of revenue shortfalls, BUSD created the **District Strategic Planning Team 2.0**:

This District Strategic Planning Team 2.0 (DSPT 2.0) was formed to address immediate concerns regarding the COVID-19 pandemic and the fiscal crisis left in its wake combining the **Budget Advisory Committee** with the **Reopening Planning Committee** for next year due to interdependence on each other. The goal of the district budget advisory committee is to provide our stakeholders with an understanding of education funding and the constraints and opportunities of the State and District budgeting process and to build the BUSD's educational communities capacity for understanding the process of budgeting and the challenges of maintaining fiscal solvency. The purpose of the district budget advisory committee is to provide a forum for sharing of information, for stakeholders to ask questions and for the Superintendent and staff to share information and to receive input on the allocation of the District resources. Information was shared on revenues and expenditures and on the status of the State budget and the District's allocation of resources, constraints and opportunities of funding, timeline, calendar and the approval process. The meetings presentations and information is shared with our school community. The purpose of the reopening planning discussions was to seek input from our stakeholders regarding 2020/21 school year mitigation measures and considerations based on current guidelines. The team met on June 2, 16, 23, July 7 and 14, 2020. The committee was composed of parents, teachers, school site administration, district office administrators as well as partners in educating our students.

Committee Members:

Nina Craig, Bellevue Principal
Josh Simmons, Bellevue Teacher Mod-Severe SDC
Amy Flores, Bellevue Parent Liaison
Natali Ramirez, Bellevue Parent

Denise McCullough, Kawana Springs Principal
Patty Gomez- Teacher: Kawana Springs 1st grade Dual Immersion
Kathy Burt- Kawana Springs Dual Immersion Literacy Paraprofessional
Kate Nagle, Kawana Springs Parent

Jean Walker, Meadow View Principal
Susan Albritton- Meadow View Teacher 6th grade
Donna Rinnels- Meadow View RSP Aide
Norma Velarde, Meadow View Parent

Margaret Jacobson, Taylor Mountain Principal
Becky Hansen, Taylor Mountain Teacher 5th grade

Jennifer Spain, CSEA Rep
Tiffany Kampman BEA Rep
Sally McDaniel, TOSA
Larry Black, Technology Director
Roger Farrell, Director of Maintenance & Operations
Tracy Whitaker, Director of Student Services
Chris J. Kim, CBO
Siara Goyer, Director of Human Resources
Moriah Hart, Executive Assistant
David Alexander, Superintendent

Sally Yates, School Nurse
Cara Colombo-Stuart, Early Learning Center Program Director
Melissa Moore, Expanded Learning Program Manager
Napa County Office of Education - Community Programs
Sara Sitch, Director, Community Programs
Napa County Office of Education

Stakeholders Input

BUSD sent surveys to parents and staff regarding their situation and preferences for the 2010-2021 school year:

[BUSD Survey for Parents to Reopen School 20/21](#)

[BUSD Spanish Survey for Parents to Reopen School 20/21](#)

[Staff and Teacher Survey](#)

Additional input was gathered through the District Strategic Planning Team 2.0 as well as a Parent Town Hall meeting on July 13, 2020.

Our BUSD leadership conveyed throughout the last several months to review information as well as formulate a plan to return to school.

Guiding Documents:

Sonoma County Health Orders

This plan was developed based on:

[CDE Guidelines for Opening Schools: *Stronger Together: A Guidebook for the Safe Reopening of California Public Schools and the Sonoma County 2020-21 Roadmap to a Safe Reopening: Key Considerations for Sonoma County Schools to Address the Challenges of Covid-19*](#)


Our Mission and Vision

Our mission and vision serves as a foundation for all we do including the reopening plan:

Mission:

Inspire learning.

Vision:

*Engaging and  (valuing/caring)
for our families, students and staff
to empower our community.*

This plan is designed to identify possible solutions and options for students in the Bellevue Union School District based on the most current public health information and State mandates.

The following recommendations evolved from substantial discussions and input from stakeholders:

Communication

Providing regular, transparent, two-way communication in our school community is always a priority, but especially so in these uncertain and stressful times. Clear, timely communication is necessary to help ensure that staff, families, and the greater community are kept informed and provided an avenue through which to share questions and/or concerns. BUSD is committed to providing on-going communication both at the District and School Site levels.

- Blackboard Parentlink
- BUSD.org website
- Social Media
- Site websites
- PeachJar

- All calls
- Newsletters

In order to support a continuous feedback loop of all stakeholders, the District Strategic Planning Team 2.0 process was designed to play a significant contribution to the development of the Return to School Plan. In light of ever-changing health and safety landscape under COVID-19, this type of communication is essential for inclusive and transparent planning. The District will continue to seek input and feedback from stakeholders through various methods, including:

- Surveys
- DSPT 2.0 Meetings
- Focus Groups at district and site level
- Town Hall Meetings
- Parent Meetings (English Language Advisory Council [ELAC], District English Language Advisory Council [DELAC], School Site Council [SSC], etc)

Parent/Student Orientation to the 2020/2021 School Year

Our goal is to set up students for success and ensure returning and new students feel welcome on our campuses. We realize the circumstances under which school is operating is very different from previous years. Each site will take care in transitioning students into the school year, especially for students new to the district and those students entering kindergarten.

Teachers will hold parent/student conference meetings at the beginning of the school year to meet with each student and parent to welcome them to school to explain the synchronistic model, how students will be assessed, identify technology assistance needs, and most importantly build relationships.

Health and Safety

Health Screening

As a preventative measure our BUSD sites are implementing a social distancing protocol as recommended by the Center of Disease Control (CDC). The social distancing protocol has several prevention measures to help ensure Health and Safety. All recommendations are based on mitigating risk and following the stages set out by our County Public Health Officer, CDC,

and other scientific and educational authorities. The district will be flexible and responsive to change. Cleaning and safety standards, by best effort, will adhere to current recommendations.

All staff and vendors complete a health screening questionnaire <http://bit.ly/busdcovid>. If Individuals are symptomatic in any areas and/or the answer is YES to any of these questions, the person cannot proceed to any BUSD campus and is encouraged to self-quarantine and seek medical counsel.

Symptom Assessment

Parents will be required to keep symptomatic students or students who have had close contact with a person with COVID-19 at home. The same will hold for staff members.

Staff and students will safely and respectfully receive a temperature check before they enter any BUSD facility. Each school or office will develop their own school entry plan which will identify: the location for entry, the procedures for temperature checking and the personnel who will conduct the temperature checks.

There will also be a COVID-19 self-checklist assessment in place that students, staff, and parents are required to follow. The self-checklist will be posted at all schools and district work sites. For students who are unable to perform their own self-assessment, the parents will be required to assist with the assessment before the student arrives at the campus. Anyone, staff or student, who shows symptoms of COVID-19 will be denied entry to a BUSD facility. For students and staff who are already on-site, see the section below titled "When Someone Becomes Ill".

When Someone Becomes Ill

Students should self-monitor throughout the day for symptoms of illness. Each school site will identify an isolation room or area to separate anyone who exhibits symptoms of COVID-19, i.e 100.4 degrees or higher or who have a cough or any other COVID-19 symptoms. Any students or staff exhibiting symptoms will immediately be required to wait in the designated isolation area until they can be transported home or to a healthcare facility. If a staff member or student becomes sick, the emergency contact is unavailable and the symptoms are severe, 911 will be called. Severe symptoms include, but are not limited to, trouble breathing, persistent pain, chest pressure, or confusion. (See Illness Assessment Chart below).

Staff and Students who exhibit COVID-19 symptoms should not return to school or work until they have been cleared by their physician. Isolation Rooms will be cleaned and disinfected throughout the day if used. If someone is confirmed to have contracted COVID-19 and has been in an Isolation Room, it may be necessary to temporarily relocate the Isolation Room for at least 24 hours. To the extent possible, these rooms will be adjusted for negative airflow.

Confirmed COVID-19 Notification Process:

In the Event of a Case or Outbreak at School document is awaiting final review by public health. [Sonoma County COVID-19 Notification Process](#)

Visitors to Campus

Nonessential visitors, volunteers, and community members will be asked not to come to a BUSD site unless a virtual option (e.g. video conferencing) is not available. Anyone entering a BUSD campus will be subject to the same precautionary measures including a temperature check and COVID-19 symptom check protocol as outlined above. Attendance at staff meetings, IEPs, back to school nights, parent/teacher conferences, 504 meetings, and SST meetings may be held remotely, if possible. Bellevue Union School District will ensure that technology is available for students/parents to participate in remote meetings.

Safety & Sanitation

Promoting Behaviors that Reduce the Spread of COVID-19

BUSD is implementing the following steps to promote healthy behaviors to reduce the spread of COVID-19.

- Stay home when appropriate. This applies to students, staff, parents, and members of the community.
- Educate staff about when they should stay home, families about when their child(ren) should stay home, and when either staff or a student can return to work or school
- Require employees and students who are sick or who have recently had close contact (longer than 15 minutes) with a person with COVID-19 to stay home.
- Students and staff will continue to report their absences when they need to stay home.
- For staff members, please contact your supervisor and Human Resources if you need to stay out for more than 3 days due to a COVID-19 exposure or have been diagnosed with COVID-19.
- Staff and students should stay home if they or a member of their household has tested positive for or are showing COVID-19 symptoms.

- Follow the Sonoma County Public Health Orders and the [Sonoma County 2020-21 Roadmap to a Safe Reopening: Key Considerations for Sonoma County Schools to Address the Challenges of Covid-19](#) criteria that will guide Students and Staff on when to return to work.

Hygiene and Etiquette

Demonstrations will be used to teach and reinforce handwashing with soap and water for at least 20 seconds. Supervision of students may be utilized to reinforce health and safety protocols. In addition to soap and water, hand sanitizer will be available in classrooms and offices. Staff and students will be encouraged to cover coughs and sneezes with a tissue. Used tissues should be thrown in the trash and hands washed immediately with soap and water for at least 20 seconds. If soap and water are not available, hand sanitizer should be used.

Personal Protection Equipment and Supplies

The district will follow current state and county guidelines regarding the use of face coverings. Staff will be provided with the option of a District purchased face shield. Shields should be used by all who are engaged in instructional activities, tasks where the ability to see one's facial expression or lip movements is necessary or when there is an issue of personal safety. (e.g. DHH students/teachers or anyone who is incapacitated and is unable to remove their face covering without assistance). Plexiglass barriers will be provided for main office areas and district office locations. Face-covering may be removed during breaks during designated times and in designated areas. Face coverings will not be required while students and staff are engaged in eating or drinking. Recommended social distancing guidelines will be followed during these times. Training will be provided for students and staff in the proper use and etiquette of all face coverings. BUSD will continue to monitor and update requirements for face coverings based on guidance from the [Sonoma County 2020-21 Roadmap to a Safe Reopening: Key Considerations for Sonoma County Schools to Address the Challenges of Covid-19](#) .

Signs and Messages

Signs that promote protective measures will be posted in visible locations throughout the District. These include, but are not limited to, self-assessment of possible COVID-19 symptoms/exposure, when to stay home, proper use of PPE, access to training and where to

obtain more information, and direction for hallways and common areas. Information will be provided in English and Spanish.

Cleaning and Disinfection

Custodial staff at BUSD Schools have been thoroughly trained in the proper cleaning of frequently touched surfaces (e.g. playground equipment, door handles, desks, sink handles, drinking fountains) within the school. Schedules will be set up to provide for cleaning during the day and to provide increased cleaning and to disinfect due to COVID. Cleaning supplies will continue to be stored away from children. The use of shared objects, including recess equipment, will be limited unless they can be cleaned after a single-use. Staff engaged in cleaning and disinfecting will be equipped with proper PPE for COVID-19 disinfection in addition to PPE as required by product instructions. Outdoor activities, including instruction, will be encouraged.

Ventilation systems have been checked to be in working order and will be monitored for proper operation. BUSD will continue to replace all Heating, Ventilation & Air Conditioning (HVAC) filters on the regular replacement cycle. Replacement cycles will be adjusted accordingly based on guidance or need. In addition to HVAC, best practices for classroom and office ventilation are to have windows and doors open to allow air flow to provide as much fresh air as possible.

Water Systems

To minimize the risk of waterborne illnesses, steps have been taken to ensure that all water systems and features (e.g., sink faucets, drinking fountains) are safe to use after the prolonged facility shutdown. Drinking fountains will be cleaned and sanitized regularly, but staff and students will be encouraged to bring their own water to minimize the use and touching of water fountains.

Modified Classroom Layouts

Seating at tables or desks is spaced according to current county and state guidelines. The recommended 6ft distance is relevant to the distance between people; portions of desks or tables may be within the recommended 6ft distance between people.

Modified Staff Work Areas

Layouts and social distancing include positioning staff work areas so that they are a safe distance away from high traffic areas. This may include the need for moving desks, rerouting traffic, or installation of plexiglass or other types of dividers. For all positions that perform one-on-one legally required student testing (e.g. school psychologists, speech, nurses, educational specialist teachers, and any other BUSD staff), safety protocols will be followed for all testing and services.

Transportation: Social Distancing and Face Coverings

Practicing physical distancing on school buses would require a significant reduction in seating capacity. The reduction in capacity would severely impact a majority of families that rely on the school buses to transport them to and from schools. Using the Sonoma County, "[Roadmap To A Safe Reopening](#)" guidelines, and ensure students have equal access to educational support services, physical distancing will be encouraged, but not required on the school bus.

State COVID-19 Industry Guidance: School and School Based Programs issued by the California Department of Public Health states:

Students should be encouraged to use cloth face coverings. Cloth face coverings are most essential in settings where physical distancing cannot easily be maintained, such as school buses or other settings where space may be insufficient.

Unless specifically exempt per [CDPH guidelines](#) all staff and students will be required to wear a face-covering while on the school bus. Families electing to utilize school bus transportation should be aware that their child may be seated within 6 feet of another person.

Common Spaces

Common or shared spaces such as cafeterias, and playgrounds will operate with staggered schedules that are determined by the site administrators. The schedules will promote social distancing guidelines to ensure staff and student safety while in these areas.

Food Services




Student meals (breakfast and lunch) will be provided, regardless of the learning model being implemented. When necessary, meals will be individually plated or “grab and go” will be provided/delivered to classrooms, outdoors, in the cafeteria, or at curbside pick-up. (Even if food is delivered to classrooms, students should go outside to eat, so masks can be removed). If common areas such as cafeterias are used, students will be safely separated by cohorts while maintaining the social distance standards with proper disinfection after each use. Disposable food service items (e.g., utensils, dishes) will be used as much as possible. Divided mealtimes (for breakfast, snack, and lunch) will be implemented by site administrators. Classified staff may assist with the monitoring of various eating locations. Additional trash/composting containers will be used to accommodate the various eating areas. Meals will be provided as “Grab and go” to ensure social distancing guidelines can be followed.

Teaching and Learning

Learning Models

During the course of its work, the District Strategic Planning Committee identified and discussed models of instruction that would be most effective and flexible as our school district faces challenges due to COVID-19. Ultimately, we decided upon the following 3 models. Distance Academy, Hybrid, and a Blended version. All models accommodate the social requirements of Sonoma County Health Orders, California Department of Education Guidelines, and the Sonoma County Road Map to Safe Reopening.

IMPORTANT: Due to the complexities of scheduling, staffing, and logistics, families should commit to one of the models below (if given the option).

Distance Academy Model	A/B Hybrid Model	Blended Model
		
<ul style="list-style-type: none"> ★ Full-time, Monday-Friday K-6th distance learning where teachers and students create a virtual “school” and community. 	<ul style="list-style-type: none"> ★ Learning takes place Monday-Friday ★ “A” attends Monday-Tuesday; “B” attends Thursday-Friday ★ Half of students will attend in-person classes at school ★ Other half will do online learning at home 	<ul style="list-style-type: none"> ★ Learning takes place Monday-Friday ★ Grades 3-6 will participate in the A/B Hybrid Model ★ Grades K-2 will attend school M,T, TH, F to participate in single-cohort, small class size instruction with social distancing and health-safety protocols ★ Initially, kindergarten will be the first grade level to begin this model. Grades 1-2 will be added as we secure additional staffing.

Student Attendance

Daily attendance is mandatory in all learning models. In accordance with AB 98, attendance will be taken daily for each student. Absences will be recorded by the teacher of record in the AERIES each day. For attendance taking purposes, teachers mark students present or absent during in-person learning. Attendance for Distance Learning is met through the following:

- live, daily rigorous interaction in Distance Academy instruction (5 days per week)
- evidence of participation in online activities
- completion of regular assignments
- completion of assessments
- or contacts between any BUSD staff member and a student or their parent or guardian

Teachers will take attendance as required by AB 98 and any other state or federal mandates. A pupil who does not participate in distance learning on a school day shall be documented as absent for that school day. Students who are absent for more than three school days or 60 percent of the instructional days in a school week, shall be subject to a leveled re-engagement process.

Re-engagement Process

Level 1 (any unexcused absence)

- The automated messaging system will make daily phone calls for each day a student is marked absent by the teacher.
- Teachers or other BUSD employees will attempt to make contact with the student and parent.
- Teachers will create, publish, and inform students and parents of their grading practices, and complete assignments in a blended, hybrid or distance learning model.

Level 2 (3 unexcused absences in a week)

- Students that are deemed 60% absent from any instructional model will be reported to the school site attendance technician.
- As part of the re-engagement strategy, the school site attendance team will attempt to reach out and determine the cause for the absence.

The Team will:

- Ensure that communication with the parent is working, emails, and internet access;
 - Determine if there is a breakdown in communication and make any corrections;
- and
- Determine if the lack of participation is due to a lack of access and the site will take the necessary steps to ensure the issue is resolved.

- The parents will be informed that continued absences could include:
 - A conference with an administrator;
 - Development of an Attendance Plan through a Student Attendance Review Team;
 - Through the SART process, other forms of support will also be discussed such as additional time needed, emotional or mental health supports, and potential greater academic supports and interventions; and
 - Discussion of the intervention of the student changing learning models.

Level 3

- If the re-engagement strategies in Levels 1 & 2 fail to improve attendance then a follow-up SART will be held.
- The school administrator may develop an Attendance Plan that includes:
 - Teacher engagement
 - Both reward and consequences for further attendance;
- Review of the family circumstance for outside connection with health and social service;
- Meeting with District SARB staff; and
- Making a recommendation to transitioning the student to an alternate program model

Absences Due to COVID-19 Illness

Student Absences

Any student, in any learning model, who contracts the virus or lives with someone who has been diagnosed with COVID-19 must stay home in accordance with state and local health directives. Per Education Code 48205, student absences due to illness or quarantine are considered excused absences. When a student is absent for COVID-19 reasons, the student's parent/guardian shall notify the school of the reason for the absence. A physician's verification of a student's illness or quarantine may be submitted to their school but is not required. The student may return to school when they submit a clearance from their doctor to their school. The school will submit the clearance for the student to return to the COVID-19 Coordinator. Direct any student who contracts the virus or lives with someone who has been diagnosed with COVID-19 to stay home in accordance with state and local health directives. Students who are infected with COVID-19 shall be excluded from on-campus instruction until a medical provider states in writing that the student is no longer contagious. (Education Code 49451; Health and Safety Code 120230; 5 CCR 202). Per Education Code 48205, student absences due to illness or quarantine are considered excused absences. When a student is absent, the student's parent/guardian shall notify the school of the reason for the absence. A physician's verification of a student's illness or quarantine may be submitted but is not required.

Staff Leave (Personal Illness/Injury/Necessity)

BUSD will work with employees who are absent when they are sick due to any of the “qualifying reasons for leave related to COVID-19” as described in the Employee Rights document regarding paid sick leave and expanded Family and Medical Leave under the Families First Coronavirus Response Act (FFCRA).

Staff members will inform the COVID Coordinator and enter their absence in the Frontline Employee Management System. The employee will contact Human Resource for the next steps in applying for appropriate COVID 19 related leave and documenting time off specifically related to COVID-19. The Family First Coronavirus Response Act (FFCRA) provides additional types of leaves related to COVID-19. These leaves can be used in addition to an employee’s regular leave options, or in lieu of, depending on whether certain criteria are met.

Certificated and classified staff members will be asked to contact Human Resources to apply for FFCRA COVID-19 Types of Leave Info and COVID-19 Leave Request Form. Staff may also be asked to provide health provider documentation regarding any leave related to COVID-19 as requested.


Flowchart for COVID-19 Assessments



FLOWCHART FOR COVID-19 ASSESSMENT

Based on CDC Guidelines

STAFF OR STUDENT EXHIBITS SYMPTOMS OF COVID-19



- Fever > 100.4
- Cough or Sneezing
- Fatigue
- Muscle or body aches
- Headache
- Sore throat
- Shortness of Breath
- New loss of taste or smell
- Difficulty breathing
- Congestion
- Nausea
- Diarrhea

NURSE OR HEALTH TECHNICIAN ESCORTS PERSON TO ISOLATION ROOM

If the emergency contact is unavailable and the symptoms are severe, 911 will be called. Severe symptoms include, but not limited to, trouble breathing, persistent pain, chest pressure, or confusion.



LESS SEVERE SYMPTOMS



if symptoms are not severe and there is no underlying reason, such as allergies, identified, a parent or emergency contact will be notified. Staff members will be sent home.

COVID-19 COORDINATOR

The COVID-19 Coordinator will follow up with families or staff members. The Superintendent or designee will share information with the Sonoma County Department of Public Health and coordinate information for the site to share as necessary.



Sonoma County Health Notification for Student/Staff Illness

*Any state or county health mandates that currently exist or are developed supersede the following protocols.

Public Health Nurses will notify a school/district when a student or staff member is confirmed positive with COVID-19 and will lead contact tracing efforts as needed. BUSD Superintendent will work with the County Health Department through their existing protocols to conduct testing and contact tracing, as needed, and identify whether quarantine of impacted students and staff is necessary. Contacts will be identified based on the duration of the contact, the proximity of the contact, and the number of people.

Partial or Total Site Closures

The need to quarantine an entire class cohort or school site will be determined by Sonoma County Public Health officials depending on the extent of exposure (duration, numbers exposed, the closeness of contact, and other factors). For reference, see the Sonoma County Road Map to a Safe Reopening. If a student or staff member is confirmed to have COVID-19, the classroom or facility may need to be closed for at least 24 hours before it can be cleaned and an alternative area to continue class will be provided. When a student, teacher, or staff member tests positive for COVID-19 and exposes others at the school, the Superintendent will work with Sonoma County Public Health to determine next steps.

Expectations

Student Expectations	
At School	Online
<p>Attendance: The student attends class on assigned days.</p> <p>Behavior: District, school, and classroom rules and procedures apply.</p> <p>Work Effort: Students are expected to put forth their best learning effort, including turning in projects, assignments, quizzes, and tests on time. The student is asked to communicate with the teacher if he/she is experiencing difficulty in completing the work.</p> <p>Technology: Students are expected to bring any BUSD Device (unless directed by their teacher) such</p>	<p>Attendance:</p> <ul style="list-style-type: none"> ● Live daily interaction in Distance Academy cohort (state guideline) ● The student is expected to check the teacher’s virtual classroom, attend virtual meetings, check district email, and complete assignments. Students will have additional opportunities to check in with the teacher during specified times. <p>Behavior: Students are expected to behave appropriately when on a virtual connection with other students and teachers. This includes keeping the camera on so the teacher and other students can see the student’s image, using an appropriate name for identification, keeping the microphone on mute other than when directed, using appropriate images that DO NOT include racial slurs, drugs, alcohol, nudity, or other offensive images. In accordance with California Education Code, district policies and guidelines, disciplinary action may be taken for any violation.</p> <p>Work Effort: Students are expected to put forth their best learning effort, including turning in projects, assignments, quizzes, and tests on time. The student is asked to communicate with the teacher if he/she is experiencing difficulty in completing the work.</p> <p>Technology: Students are expected to be prepared with their device so as to actively engage in online</p>

<p>as a chromebook to school each day fully charged and with its power cord so as to be prepared for learning.</p>	<p>learning, including lessons and assignments. If experiencing technical difficulties students are expected to contact the school within 24 hours.</p>
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Parent Expectations	
At School	Online
<p>Attendance: The parent is responsible for reporting a student absence in a timely manner. COVID-19 related absences are excused and must be reported immediately. All other absences will be reported in the normal school procedures.</p> <p>Communication: The parent/guardian is expected to communicate immediately with the teacher, or site administration if he/she notices a change in the student’s learning, behavior, and/or demeanor.</p>	<p>Attendance: The parent is responsible for reporting a student absence in a timely manner. COVID-19 related absences are excused and must be reported immediately. All other absences will be reported in the normal school procedures. The parent will ensure that the student will check the teacher’s virtual classroom, attend virtual meetings, check district email, and complete assignments.</p> <p>Support at Home: The parent/guardian is encouraged to assume the role of the learning coach. The parent is not expected to be the teacher but rather assists his/her student in developing study habits, establishing a place to learn, and keeping, creating, or adhering to (needs a verb) a schedule.</p> <p>Communication: The parent/guardian is expected to communicate immediately with the teacher or site administration if he/she notices a change in the student’s learning, behavior, and/or demeanor.</p>

Leadership Expectations	
At School	Online
<p>Instructional Planning:</p> <ul style="list-style-type: none"> ● Work with grade-level teams to establish support and intervention plans ● Observe instruction to provide feedback and support in a non-evaluative manner ● Collaborate with counselors and teachers to support students and families ● Collaborate with Leadership Team to provide appropriate professional development and training for staff (apps, learning platforms, student information systems) ● Develop school-wide goals and involve all stakeholders in discussion and implementation <p>School Culture:</p> <ul style="list-style-type: none"> ● Engage all stakeholders to ensure the school site is a safe, welcoming environment for all students ● Provide restorative practices and discipline for students not following school rules and board policy <p>Communication:</p> <ul style="list-style-type: none"> ● Communicate with families regularly via school newsletters, all-calls, social media, and school calendar. ● Provide support for student non-participation and attendance 	<p>Instructional Planning:</p> <ul style="list-style-type: none"> ● Work with grade-level teams to establish support and intervention plans ● Support faculty and staff with virtual classroom and online learning platforms ● Observe online instruction to provide feedback and support in a non-evaluative manner ● Collaborate with Leadership Team to provide appropriate professional development and training for staff (apps, learning platforms, student information systems) ● Collaborate with counselors and teachers to support students and families ● Develop school-wide goals and involve all stakeholders in discussion and implementation <p>School Culture:</p> <ul style="list-style-type: none"> ● Engage all stakeholders to ensure the online classroom is a safe, welcoming environment for all students ● Provide restorative practices and discipline for students not following the online behavior agreements. <p>Communication:</p> <ul style="list-style-type: none"> ● Provide a robust parent outreach program that includes workshops/training for virtual classroom platforms, support/ intervention, the key elements of the learning models, etc. ● Communicate with families regularly via school newsletters, all-calls, social media, and school calendar. ● Provide support for student non-participation and attendance

<p>Multi-Tiered System of Support:</p> <ul style="list-style-type: none"> • Ensure MTSS systems are in operation for all areas of student supports: Academics, Attendance, Social Emotional, and Student Behaviors • Use MTSS tiered structures for monitoring and developing interventions and supports for students and families <p>Evaluation:</p> <ul style="list-style-type: none"> • Follow agreed upon Evaluation timelines and processes to support innovative teaching and learning practices. 	<p>Multi-Tiered System of Support:</p> <ul style="list-style-type: none"> • Develop similar MTSS systems for online programs and ensure systems are in operation for all areas of student supports: Academics, Attendance, Social Emotional, and Student Behaviors • Use MTSS tiered structures for teacher to student and family communication <p>Evaluation:</p> <ul style="list-style-type: none"> • Follow agreed upon Evaluation timelines and processes to support innovative teaching and learning practices.
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<p style="text-align: center;">Teacher Expectations <i>*Additional items to be negotiated</i></p>	
<p style="text-align: center;">At School</p>	<p style="text-align: center;">Online</p>
<p>Instruction:</p> <ul style="list-style-type: none"> • Teachers will identify priority standards and develop a timeline for instruction • Teachers will assess priority standards. • Provide ELD instruction (integrated and designated) • Support diverse learners • Regularly monitor student work completion and participation 	<p>Instruction:</p> <ul style="list-style-type: none"> • Live daily interaction in Distance Academy cohort (state guideline) • Teachers will identify priority standards and develop a timeline for instruction • Teachers will assess priority standards. • Provide ELD instruction (integrated and designated) • Support diverse learners • Regularly monitor student work completion and participation <p>Technology:</p> <ul style="list-style-type: none"> • When a student is experiencing technical difficulties, teachers are expected to follow up with IT until all

<p>Social-Emotional Learning:</p> <ul style="list-style-type: none"> ● Implement strategies to support student social emotional development. ● Build rapport and connection with students. <p>Communication:</p> <ul style="list-style-type: none"> ● Collaborate with school staff to access virtual classroom platforms. ● Establish, communicate out and maintain a regular platform for communicating priority standards ● Establish regular, timely communication and feedback with families and students regarding programming and expectations. ● Report non-participation to the site administrator for additional outreach and follow up. <p>Multi-Tiered System of Support:</p> <ul style="list-style-type: none"> ● Follow SST process to support student needs ● Participate in professional learning communities 	<p>connectivity issues are resolved.</p> <p>Social-Emotional. Learning:</p> <ul style="list-style-type: none"> ● Implement strategies to support student social emotional development. ● Build rapport and connection with students. <p>Communication:</p> <ul style="list-style-type: none"> ● Collaborate with school staff to access virtual classroom platforms ● Establish, communicate out and maintain a regular platform for communicating priority standards ● Establish regular, timely communication and feedback with families and students regarding programming and expectations. ● Report non-participation to the site administrator for additional outreach and follow up <p>Multi-Tiered System of Support:</p> <ul style="list-style-type: none"> ● Follow SST process to support student needs ● Participate in professional learning communities
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Classified Staff Expectations <i>*Additional items to be negotiated</i>	
At School	Online
<ul style="list-style-type: none"> ● Support classroom instruction as needed, including phone calls home about attendance and learning ● Support learning continuity and essential school functions through flexible application of job description responsibilities. ● Support staggered recess coverage as well as lunch supervision and before school and after school supervision, and monitoring of restrooms. ● Flexibility of custodial staff to support the new models of learning ● Support implementation of health and safety requirements through flexible application of job descriptions ● Check email daily and communicate with supervisor regularly 	<ul style="list-style-type: none"> ● Support students with online learning in small groups. ● Support learning continuity and essential school functions through flexible application of job description responsibilities. ● Check email daily and communicate with supervisor regularly

Grading and Assessments

Students will be assessed and graded on grade level content standards. Results will be reflected on trimester report cards. There are multiple ways to assess student progress and understanding of grade and subject level content. These may include content exams, projects, presentations, and other work products. Assessments may serve both formative and summative purposes, providing teachers the necessary information to make instructional decisions and supporting students in receiving feedback to adjust the demonstration of learning.

Grading and Assessments Expectations		
Teachers	Students	Leadership
<ul style="list-style-type: none"> • Establish, communicate out, and maintain a regular platform for communicating student progress • Notify student and parents/guardians if a student is not completing work or is at risk of not meeting academic standards • Utilize a variety of assessments to determine student learning • Use district supported assessments • Share grading policy with students, parents, and administration • Teach students how to use online platforms and/or applications required for demonstrating learning 	<ul style="list-style-type: none"> • Access and participate in platform(s) used by the teacher • Reach out to the teacher with questions • Complete assignments to the best of his/her ability • Follow teacher expectations for using online platforms and/or applications for demonstrating learning 	<ul style="list-style-type: none"> • Support educators in collaborating to reflect on assessment and grading practices • Communicate with guardians to clarify and explain grading and assessment practices when necessary • Support teachers in the use of online platforms and/or applications to support student learning • Work with teachers to identify additional supports for struggling students

Priority standards

Priority standards, collaboratively developed with grade level teams in the winter of 2020, support educators so they can go deeper on a smaller subset of the most important standards in this new teaching and learning environment, which provides less in-person teaching and instruction.

Priority Standard Expectations		
Teachers	Students	Leadership
<ul style="list-style-type: none"> Establish, communicate out and maintain a regular platform for communicating learning objectives Use priority standards to guide horizontal and vertical articulation Assess priority standards Collaborate with colleagues during PLCs 	<ul style="list-style-type: none"> Reach out to the teacher with questions Demonstrate learning in relation to the priority standards to the best of his/her ability 	<ul style="list-style-type: none"> Support educators in collaborating around priority standards Provide feedback and help educators reflect on lesson development when requested or needed
Parents/Guardians		
<ul style="list-style-type: none"> Stay informed on priority standards for their student's grade level/content areas Encourage the student to follow up with the teacher Reach out to teachers first if there are questions or concerns 		

Instructional Components of Distance Academy

Daily Component	Notes
<p>Daily Live Interaction (Education Code 43501 as amended by SB98)</p>	<ul style="list-style-type: none"> • With teacher and peers
<p>Minimum Daily Instructional Minutes (Education Code 43501 as amended by SB98)</p>	<ul style="list-style-type: none"> • TK-K: 180 daily minutes (3 hours) • 1-3: 230 daily minutes (3 hours, 50 minutes) • 4-6: 240 daily minutes (4 hours)
<p>ELA: Reading, Writing, Language</p>	<ul style="list-style-type: none"> • Explicit and interactive instruction for student • Student Independent practice • Informative feedback • Live and pre-recorded video • Embed Social Studies/Science as possible
<p>Math</p>	<ul style="list-style-type: none"> • Explicit and interactive instruction for student • Student Independent practice • Informative feedback • Live and pre-recorded video • Embed Social Studies/Science as possible
<p>Designated ELD (California Code of Regulations section 11300(a))</p>	<ul style="list-style-type: none"> • Explicit Instruction Leveled and targeted • 30-min daily
<p>Small Group Instruction</p>	<ul style="list-style-type: none"> • Differentiated • High-engagement • Set weekly schedule
<p>Community Building</p>	<p>Possible Topics for teachers to use with students</p> <ul style="list-style-type: none"> • Tech platform navigation • Digital Citizenship • SEL • Equity, Culture, Race Relations, Language
<p>Physical Education (Education Code Section 51210[a][7] as amended by Executive Order N-56-20).</p>	<p>Although the minimum instructional minutes (200 minutes each 10 schooldays, exclusive of recesses and the lunch period) for PE have been waived, PE requirements have not changed. Schools will still be required to provide PE instruction and should provide distance learning options.</p>

Considerations

Consideration	Notes
Weekly schedule for parents	Shared with families in advance
Multiple Zoom Offerings throughout day	

Parent Support

Using a printed, posted schedule given by teacher	
Tech navigation	

Model(s) and Sample Schedules

Distance Academy (full-time distance learning)

**Physical Education instruction will be provided to students.

**Each student will receive 30 minutes a day of English Language Development instruction

Distance Academy	Monday	Tuesday	Wednesday	Thursday	Friday
8:15 - 8:30	Community Building <ul style="list-style-type: none"> • Tech platform navigation • Digital Citizenship • Social Emotional Learning • Equity, Culture, Race Relations, Language 				
8:30-10:30	English Language Arts/ Spanish Language Arts <ul style="list-style-type: none"> • Explicit and interactive instruction for students • Priority standards • Student independent practice • Synchronous interaction • Small group instruction • Informative feedback • Live and pre-recorded video • Integrated ELD <p>*Wednesdays shall include designated ELD breakout session(s)</p>				
10:30-10:45	Movement Break				
10:45-12:00	Math <ul style="list-style-type: none"> • Explicit and interactive instruction for students • Priority standards • Student independent practice • Synchronous interaction • Small group instruction • Informative feedback • Live and pre-recorded video • Integrated ELD 				
12:00-12:45	Lunch				
12:45-1:15	Designated ELD		Staff Meetings PLCs Grade Level Collaboration Monthly Committees	Designated ELD	
1:30-2:00	Science/Social Studies			Science/Social Studies	
2:00-2:30	Office Hours			Office Hours	

**Physical Education instruction will be provided to students.

**Each student will receive 30 minutes a day of English Language Development instruction

Hybrid Model: A/B Cohorts *staggered start times TBD				
Monday	Tuesday	Wednesday	Thursday	Friday
<p>8:00 - 8:30 Community Building (Could be mixed cohort Zoom to satisfy daily synchronous interaction requirement with Distance Academy Cohort)</p> <ul style="list-style-type: none"> • Tech platform navigation • Digital Citizenship • Social Emotional Learning • Equity, Culture, Race Relations, Language 				
<p>8:30 - 10:30 Cohort A In-person English Language Arts</p> <ul style="list-style-type: none"> • Explicit and interactive instruction for students • Priority standards • Student independent practice • Small group instruction • Informative feedback • Integrated ELD <p>10:30 - 10:45 Recess 10:45- 12:00 Math 12:00-12:50 Designated ELD</p>	<p>Distance Academy Cohorts A & B</p>		<p>8:30 - 10:30 Cohort B In-person English Language Arts</p> <ul style="list-style-type: none"> • Explicit and interactive instruction for students • Priority standards • Student independent practice • Small group instruction • Informative feedback • Integrated ELD <p>10:30 - 10:45 Recess 10:45- 12:00 Math 12:00-12:50 Designated ELD</p>	
	<p>8:30 - 10:30 ELA/ELD</p>			
	<p>10:30 - 10:45 Movement Break</p>			
	<p>10:45 -12:00 Math</p>			
<p>12:00 - 12:45 Lunch</p>		<p>12:00 - 12:45 Lunch</p>		
<p>12:50 Dismissal</p>		<p>12:45-2:45 Staff Meeting PLC Gr. Level Collab</p>		<p>12:50 Dismissal</p>
<p>12:50 -1:35 Lunch</p>		<p>12:50 -1:35 Lunch</p>		<p>12:50 -1:35 Lunch</p>
<p>1:35 - 2:35 Cohort B Distance Academy Designated ELD~SS/Sci</p> <ul style="list-style-type: none"> • Synchronous Interaction • Explicit and interactive instruction for students • Student independent practice • Small group instruction • Informative feedback 		<p>2:45 Committees</p>		<p>1:35 - 2:35 Cohort A Distance Academy Designated ELD~SS/Sci</p> <ul style="list-style-type: none"> • Synchronous Interaction • Explicit and interactive instruction for students • Student independent practice • Small group instruction • Informative feedback

Blended Model

In the Blended Model students in grades 3-6 will follow the A/B Hybrid Model. Grades K-2 will be on campus for all learning. Initially, kindergarten will be the first grade level to begin this model. Grades 1-2 will be added as we secure additional staffing. The teachers at each grade level will rotate to each of the three cohorts and administer instruction in their designated curricular area. A Lit Para or Instructional Assistant (IA) will facilitate the third group, allowing small class size for each cohort.

The following schedule is an example of a kindergarten Blended Model.

**Physical Education instruction will be provided to students.

**Each student will receive 30 minutes a day of English Language Development instruction

Daily: M, T, W, TH, F		
	8- 8:30	Grade Level Synchronistic Community Building
Rotations	8:30- 9:00	English/Spanish Language Arts Reading/Language (Teacher 1)
	9:00 - 9:30	Writing (Teacher 2)
	9:30 - 10:00	Literacy Centers (Lit Para)
	10:00 - 10:20	Recess
Rotations	10:20 - 11:00	Math (Teacher 1)
	11- 11:30	Science/SS/Art (Teacher 2)
	11:30 - 12:00	Math Centers: Lit Para
	12:00 - 12:50	Choice Time (Lit Para) Designated ELD (Teachers 1 & 2)
	12:50	Dismissal
	12:50 - 1:35	Lunch
	1:35 - 2:35	Distance Academy Intervention (1-1 or small group)

Special Education

BUSD is committed to supporting our students with exceptional needs. Speech and Language, Counseling, and Occupational Therapy must continue to provide services either through online services or in-person. The model of delivery could vary based on individual IEP goals. Services are to be delivered in the least restrictive environment. Related Service Providers will provide services to the students they are assigned as outlined in each student's IEP.

BUSD recognizes the level of support our students with disabilities require in order to progress on their IEP goals. Student Services recommends students with significant needs who require Special Education Services return to site based learning. However, there are health and safety considerations and safety is the priority. For those who have significant medical conditions, distance learning may be the most appropriate educational model.

Site based learning is recommended for the following programs if safe to do so:

Grade Level/Age	Program	Services	Location
3-5 year olds	Preschool Speech Services	Speech & Language	Early Learning Center
3-5 year olds	Preschool	Special Day Class	Early Learning Center
K-3 grade	Significant Needs	Special Day Class	Bellevue Elementary
2-4 grade	Significant Needs	Special Day Class	Bellevue Elementary
4-6 grade	Significant Needs	Special Day Class	Kawana Springs Elementary
3-5 grade	Significant Needs	Special Day Class/Social Cognition	Kawana Springs Elementary
K-6 grade	Mild/Moderate	Special Day Class	Taylor Mountain Elementary Meadow View Elementary

English Learners

According to the California Department of Education’s Stronger Together guidebook, English learners will need additional support to rebalance and refocus on the task of learning and being productive in the school community with the goal to achieve the same rigorous grade-level academic language standards that are expected from all students within a reasonable period of time. To accomplish these goals, all English learners must receive a comprehensive program of both designated and integrated English language development (ELD) instruction targeted to their proficiency level, and appropriate academic instruction in a language acquisition program. The California English Learner Roadmap Policy, Principle One addresses the need to embrace our English learners as assets to our schools and community and Principle Two the need to provide meaningful access to a full standards-based and relevant curriculum through

Designated and Integrated ELD language instruction services that are required to be provided to all English learner students regardless of grade and proficiency level. As per the BUSD English Learner Master Plan, all English learners shall be provided with a minimum of 30 minutes a day of Designated ELD instruction by a certificated staff member. This Designated ELD instruction shall be targeted at EL proficiency levels with groupings of not more than two proficiency levels, aligned to the 2012 California English Language Development Standards, focused on communicative purposes, not discrete grammar instruction, address the speaking, listening reading and writing domains and include systematic development of academic vocabulary. For the secondary level, this includes at least one period of Designated ELD per school day, with two periods for newcomer students, and is part of a comprehensive Designated ELD course sequence.

Synchronous Designated ELD	Asynchronous Designated ELD
<ul style="list-style-type: none"> ● Live virtual lessons/meetings ● Phone calls ● Small group lessons <ul style="list-style-type: none"> ○ By proficiency levels with scaffolds ● In mixed level groups for fluency building ● Teacher feedback and support as needed 	Previously-recorded lesson and videos <ul style="list-style-type: none"> ● Phone and text messages ● ELD assignments/projects using approved ELD curriculum ● Paper and pencil activities ● Reading logs and journals ● Goal setting and reflection

Foster and Homeless Youth

BUSD is committed to supporting the foster and homeless youth in the district in collaboration with the Sonoma County Office of Education. The District recognizes that additional challenges may occur for this population during the COVID-19 pandemic and is committed to providing the necessary support for their physical, emotional and academic health. This support takes the form of collaboration with students and families, school and district staff, and other county agencies in order to remove barriers to educational access and expand educational opportunities.

By removing barriers that occur due to frequent changes in home placement, BUSD helps to ensure that foster and homeless youth can benefit from uninterrupted educational access. AB 175 (Foster Youth Bill of Rights) provides protections for this vulnerable population of students. School districts are also responsible for ensuring that youth who are experiencing homelessness have full access to educational programs in accordance with the McKinney-Vento Homeless Assistance Act.

All Sonoma County students have the right to enroll in and attend school, even when housing becomes uncertain. If a child lacks “fixed, regular, and adequate housing,” federal and state laws require immediate school enrollment for that child – even without proof of residency or medical, school, or legal guardianship records.

For more information contact:

Tracy Whitaker, Director of Student Services
twhitaker@busd.org
707-544-8026

Dual Immersion

The Kawana Springs Dual Immersion Program’s vision is to develop bilingualism, biliteracy and high levels of academic achievement in English and Spanish. Using Spanish as the primary language of instruction, it focuses on the goal of developing sociocultural competence by integrating multicultural themes and learning opportunities that promote social/racial justice and appreciation of diversity. Equity for all groups, including cultural, linguistic and socioeconomic needs, must be taken into account for any of the learning models.

Dual immersion students must have a significant time of daily immersion in the partner language, including opportunities to listen, speak, read and write daily in Spanish. Synchronous

learning and interactive activities that integrate content and language modeling will be crucial for language immersion in any of the BUSD program models (Distance Academy, Hybrid, Blended). Asynchronous learning opportunities may enhance instruction while providing opportunities to frontload students with language and content knowledge, review standards previously taught, and allow for independent and self-paced learning and practice.

Connectedness

Social-Emotional Health

Social-Emotional Wellness is the ability to identify and manage emotions, express empathy, form healthy relationships, make responsible decisions and cope with stress. Social-Emotional Wellness primes students for learning. Schools that support student social-emotional wellness help students feel safe and supported and develop skills to communicate better, can focus more on school work and typically have fewer behavioral issues. This can translate to improved academic outcomes and better health later in life.

Through the Multi-Tier System of Support (MTSS) structure, we support both the development of academic and social-emotional and behavioral well-being (or mental health). MTSS supports district-wide coordination of a continuum of support making sure that all students' needs are identified.

BUSD will continue to support the social-emotional health of our students and staff. Students will continue to have access to counseling services through school counselors and school psychologists. In addition students who have counseling as a service listed on their IEP will receive those services. School psychologists will continue to support staff through training, consultation, and provision of resources. In addition BUSD is committed to the following:

Tier 1: Universal Supports

- BUSD will engage with students and families using culturally responsive techniques.
- BUSD is committed to using universal screening to identify the social-emotional needs of students.
- BUSD will use professional development time to increase trauma knowledge and skills.
- BUSD will include information about mental health and wellness resources on the district and school websites and in communication with families.

Tier 1: Community and Family Wellness

- BUSD will continue to collaborate with local government and private agencies to provide resources on adult and student mental health, trauma responsiveness, suicide prevention, and resilience.

Tier 1: Staff Wellness

- BUSD acknowledges the importance of staff wellness and will work to support staff through the implementation of staff resilience, consultation, and mental health support.
- Prior to school opening, and ongoing, BUSD will provide training on secondary traumatic stress and self-care.
- BUSD District and Site Administrators will promote mindfulness techniques and staff social supports.
- BUSD Leadership is committed to open and routine communication with staff members, encouraging self-care (e.g., saying no, accepting oneself and others, not being at 100% all the time).

Tier 1: Classroom Strategies

- BUSD will engage staff in professional development for social-emotional learning to help teachers learn tools and strategies to lower anxiety and stress exhibited by students.
- BUSD will encourage staff to establish and implement routines for both in-person and distance learning, which include welcoming inclusion activities, engagement strategies, and an optimistic closure to class.
- BUSD will encourage staff to include stress management and mindfulness practices in classroom routines.
- BUSD will encourage teachers to ask their students how they are doing and refer to counseling when students are struggling.
- BUSD leadership and staff will consider the impact of stress and trauma when assessing and supporting students.

Tier 2 / 3: Early and Targeted Interventions for Students and Staff

- BUSD is committed to scaling up Social Emotional Learning to promote social-emotional competencies among students and staff.
- BUSD is committed to building the capacity of student mental health services.
- Mental health staff will provide services either in-person or through a telehealth platform.

Childcare and Supervision

*Any state or county health mandates that currently exist or are developed supersede the following protocols.

BUSD will continue to operate the North Bay Children's Center programs for ages 3-5 at our sites and the Early Head Start Infant program at the Early Learning Center to support our

essential workers and our community. The number of students will be limited to ensure social distancing, safety, and sanitization.

BUSD will continue to partner for the after school and childcare programs. Space may be limited until the full scope of families who choose to use private or family childcare options is known.

Instructional Technology

Bellevue Union School District is committed to supporting the curricular needs of our staff, students and families. During distance learning Bellevue Union School District focused on monitoring the access needs of our families in both computers and network services. We will continue to support our students with the following initiatives.

Technology Initiatives

- 1 to 1 device availability for all students
- Office hours for staff, families and students at least 1 day per week in English and Spanish
- Available hotspots for families without network services
- Digital and in person training and resources for staff, families and students in English and Spanish
- Provide staff and students with equipment and services needed to support synchronous and asynchronous instruction

These services will be expanded or modified with the ongoing partnership of the stakeholder committees.

Support resources

- [BUSD Tech Youtube channel](#)
- [BUSD Distance Learning Resources](#)
- District Software
 - Connect Ed
 - Mystery Science
 - Dreambox
 - Star MATH/ELA
 - Star Early Literacy
 - ESGI
 - Clever

- Take home contract - [English](#) / [Spanish](#)
- [Chromebook Basics](#)
- [Accessible Use Policy](#)

Getting Support

The technology team is here to support our staff and families in English and Spanish.

Email - ithelp@busd.org

Call - 1-707-544-8164

Professional Development

Bellevue Union School District is committed to supporting the professional growth of its staff, both certificated and classified. As we look to the return to school in fall, the District recognizes and supports the need for additional, ongoing training and collaboration that will focus on highly effective tools, skills, and strategies for meeting the diverse needs of our students. Considering District and BEA survey data, as well as input from the District Strategic Planning Committee 2.0, the following professional development topics and formats may be considered. This list is not exhaustive but rather reflects current needs and wants expressed by staff in light of these new models of instruction, hybrid and distance learning. To ensure equitable learning and social and emotional outcomes for all students during this new way of teaching and learning, as well as the expectation of AB 98, all staff will be given the opportunity to attend professional development.