TULARE COUNTY
HEALTH & HUMAN SERVICES AGENCY

Timothy W. Lutz, MBA
Agency Director

Karen M. Elliott, MBA • Director • Public Health Branch Director
Karen Haught, MD, MPH • County Health Officer

Waiver Application Cover Form

(for use by a Local Education Agency or equivalent)

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

Name of Applicant (Local Educational Agency or Equivalent): St. Aloysius School

School Type:

_____ Traditional Public School

_____ Charter School

X Private, Independent, or Faith-Based School

Number of schools: 1 Enrollment/ADA: 127

Superintendent (or equivalent) Name: Holly Zamora

Address: 627 Beatrice Drive Tulare CA 93274

Grades of Students Proposed to be Reopened:

TK K 1st 2nd 3rd 4th 5th 6th

Date of Proposed Reopening: 9/14/2020

Name of Person Completing Application: Holly Zamora

Phone Number: (559) 686-6250 Email: hzamora@sastulare.com

Signature: H.Z. Date: 8/19/2020

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Waiver Criteria

- please reference your reopening plan by page number for each item below. -.

I. Consultation

Please confirm consultation with the following groups:

Labor Organization

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

N/A

Parent and Community Organizations

Name of Organization(s) and Date(s) Consulted: (pages 5-7)

Parents Club and School Advisory Board: July 2020
Parents were surveyed and 87% indicated that they wanted their children to return in person to St. Aloysius.

If no labor organization represents staff at the school, please describe the process for consultation with school staff:

As of late July, 100% of the staff at St. Aloysius stated they were ready to return to teaching face to face onsite. Also, in mid-July each staff member was given an Intent to Return form (see attached page 8)

II. Elementary School Reopening Plans

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

Cleaning and Disinfection: How shared surfaces will be regularly cleaned and disinfected and how use of shared items will be minimized. (page 1)

Cohorting: How students will be kept in small, stable, groups with fixed membership that stay together for all activities (e.g., instruction, lunch, recess) and minimize/avoid contact with other groups or individuals who are not part of the cohort. (page 1)

Entrance, Egress, and Movement Within the School: How movement of students, staff, and parents will be managed to avoid close contact and/or mixing of cohorts. (page 1)

Face Coverings and Other Essential Protective Gear: How CDPH's face covering requirements will be satisfied and enforced. (page 2)

Health Screenings for Students and Staff: How students and staff will be screened for symptoms of COVID-19 and how ill students or staff will be separated from others and sent home immediately. (page 2)

Healthy Hygiene Practices: The availability of handwashing stations and hand sanitizer, and how their use will be promoted and incorporated into routines. (page 2)

Identification and Tracing of Contacts: Actions that staff will take when there is a confirmed case. Confirm that the school(s) have designated staff persons to support contact tracing, such as creation and submission of lists of exposed students and staff to the local health department and notification of exposed persons. Each school must designate a person for the local health department to contact about COVID-19. (page 2)

Physical Distancing: How space and routines will be arranged to allow for adequate physical distancing of students and staff. (page 3)

Staff Training and Family Education: How staff will be trained and families will be educated on the application and enforcement of the plan. (page 3)

Testing of Students and Staff: How school officials will ensure that students and staff who have symptoms of COVID-19 or have been exposed to someone with COVID-19 will be rapidly tested and what instructions they will be given while waiting for test results. Describe how staff will be tested periodically to detect asymptomatic infections. (page 3)

Triggers for Switching to Distance Learning: The criteria the superintendent will use to determine when to physically close the school and prohibit in-person instruction. (page 4)

Communication Plans: How the superintendent will communicate with students, staff, and parents about cases and exposures at the school, consistent with privacy requirements such as FERPA and HIPAA. (page 4)

Resources for Completing Your Plan

CDPH and Cal/OSHA Guidance for Schools and School-Based Programs
https://files.covid19.ca.gov/pdf/guidance-schools.pdf

California Department of Education Stronger Together: A Guidebook for the Safe Reopening of California's Public Schools https://www.cde.ca.gov/ls/he/hn/strongertogether.asp

CDPH COVID-19 and Reopening In-Person Learning Framework for K-12 Schools in California, 2020-2021 School Year
https://www.cdph.ca.gov/Programs/CID/DCDC/CDPH%20Document%20Library/COVID-19/Schools%20Reopening%20Recommendations.pdf

Waiver to Reopen
Tulare County
St. Aloysius Catholic School - Tulare

I. Elementary School Reopening Plans - *Reopening Guidelines*

☒ **Cleaning and Disinfection:** How shared surfaces will be regularly cleaned and disinfected and how use of shared items will be minimized.

Sanitizing of each classroom with be completed every evening; including the use of foggers as well as approved sanitizer. Needlepoint Bipolar Ionization (NPBI) units are installed on each air conditioning unit throughout the school. These units use cold plasma technology to create oxygen ions that kill pathogens such as mold, bacteria and viruses. Each student will have his or her own Chromebook assigned to them and will be sanitized on a regular basis. Students will not share any technology. No supplies will be provided by the school. Students will keep the same desk, in the same classroom throughout the day. All teacher's desks have a clear protective tabletop shield around them to act as a physical barrier. The school and principal's office also have tabletop shields on the counter. The office is wiped down after each person is served.

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

Each classroom of students will remain in one classroom, or at one area of the playground as well as a specific place at lunch. Students will eat together in their cohort inside their classroom or outside distanced if the outside temperature is below 90 degrees. Recess will include 6 feet of distancing outdoors. Students are sent to recess in their cohort groups. Only 2 cohorts are sent out to recess at a time, each group on opposite ends of the campus.

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

Specific plans have been provided to parents and guardians for drop off and pick procedures. Students will go directly from their parent's vehicle to the unloading zone to get their temperature taken. A no-touch forehead thermometer will be used. Parents remain in the vehicle and do not transport any child/ren but their own.
No volunteers will be allowed to be on campus.
All meetings, including faculty and staff meetings will be through WebEx.
Arrows have been placed on walkways helping the children remain as distant as possible going from classroom to outside or to parent pick up.
At the end of the school day, students will be walked in their cohorts to an assigned location on the grass socially distanced for parent pick-up.

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

Face covers are required of all students, grades K-6 as well as all staff members at all times while on campus except while eating lunch or their snack. Faculty, staff and students are provided with disposable masks if they don't arrive wearing one. Employees taking staff members' temperatures as they arrive at school will wear a mask, shield and gloves. Teachers will also be provided with a shield with their mask for taking student temperatures.

☒ **Health Screenings for Students and Staff:** How students and staff will be screened for symptoms of COVID-19 and how ill students or staff will be separated from others and sent home immediately.

Each staff member must fill out a questionnaire, (see page 9 attached) stating that he or she has not been in contact with anyone testing positive for the virus. Any symptom must be declared on that form and the employee is sent home and must be cleared by a physician before returning. If a child displays any symptoms related to the virus or is in any way unwell, the child is isolated in a separate room and the parents are called to pick up the child immediately. The child cannot return until cleared by a physician.

☒ **Healthy Hygiene Practices:** The availability of handwashing stations and hand sanitizer, and how their use will be promoted and incorporated into routines.

Handwashing Stations: Students will wash their hands on a regular basis. Classrooms are equipped with handwashing stations which include soap and paper towels from a dispenser. All classrooms will be equipped with hand sanitizer for students to use in between washing of their hands.

All community drinking fountains will be closed, and water turned off. Students will bring their own water bottles from home. Students will not be allowed to refill their water bottles. Disposable water bottles will be available in the office for students who forget to bring their own or who run out of water during the day.

Restrooms: Only 2 students will be allowed inside each bathroom at a time. Students will be provided with a pass that they must hang on the door before entering the bathroom so one knows how many students are in the bathroom.

☒ **Identification and Tracing of Contacts:** Actions that staff will take when there is a confirmed case. Confirm that the school(s) have designated staff persons to support contact tracing, such as creation and submission of lists of exposed students and staff to the local health department and notification of exposed persons. Each school must designate a person for the local health department to contact about COVID-19.

The principal will Immediately notify local health officials. These officials will help administrators determine a course of action for their childcare programs or schools. Principal will work with the local health officials to determine appropriate next steps, including whether an extended dismissal duration is needed to stop or slow further spread of COVID-19. If the Principal is unable to contact the Health Department, then Lani-Kay Silva the office manager will contact them.

☒ **Physical Distancing:** How space and routines will be arranged to allow for physical distancing of students and staff.

Socially Distance floor stickers will indicate the 6 feet of distance that must be maintained in the office and waiting in lines. All desks have been arranged in each classroom observing the 6 feet of social distancing. Staff members observe distancing in all shared spaces such as teacher work rooms and in hallways. If teachers need to speak to one another, they should be outside and 6 feet apart rather than going into each other's classrooms. No small group tables are used in the classroom. Groupings are done by physically moving desks. No shared desks are ever used.

☒ **Staff Training and Family Education:** How staff will be trained, and families will be educated on the application and enforcement of the plan.

All staff members are trained prior to the opening of school. All staff members are required to watch a training PowerPoint presentation. Parents were required to attend a WebEx Meeting that reviewed all of the safety measures of the school.

Parents also signed an agreement stating that they accept and agree to comply with all safety measures taken by the school.

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

Any student or staff member who has any symptoms of the virus or reports that they have been exposed will be sent home immediately or if notified by phone, will not be allowed to come on campus until the results of a COVID test are complete. An employee shares his or her results with the principal and is notified if the employee is safe to return. Parents must have a letter from a qualified physician stating that the child is safe to return to school. That letter must be shared with the school principal before the child is allowed back to school. Staff are tested periodically by their primary care provider or by referring teachers to a community testing site, as testing capacity permits and as practicable. Examples of recommended frequency include all staff being tested over 2 months, where 25% of staff are tested every 2 weeks, or 50% every month to rotate which staff members are tested over time. Under the CARES Act, Covid-19 testing is covered by the School Health Plan with no cost to the individual being tested. The following testing sites will be used by employees: Altura Center for Health, CVS Pharmacy, Tulare Urgent Care and Tulare Community Outpatient Center.

☒ **Triggers for Switching to Distance Learning:** The criteria the superintendent will use to determine when to physically close the school and prohibit in-person instruction.

If more than 5% of St. Aloysius School students and/or staff members have tested positive, then the County Health department will be consulted to see their recommendations. St. Aloysius may typically reopen after 14 days, in consultation with the local public health department provided a thorough cleaning and disinfection regimen has been completed and public health has been consulted and done their investigation of the outbreak.

☒ **Communication Plans:** How the superintendent will communicate with students, staff, and parents about cases and exposures at the school, consistent with privacy requirements such as FERPA and HIPAA.

The Principal will send a letter to all parents explaining the cases and exposure without releasing any names . The correspondence will be communicated to the parents through email as well as posted on the password protected Parent Portal of our website sastulare.com

Additional Comments:

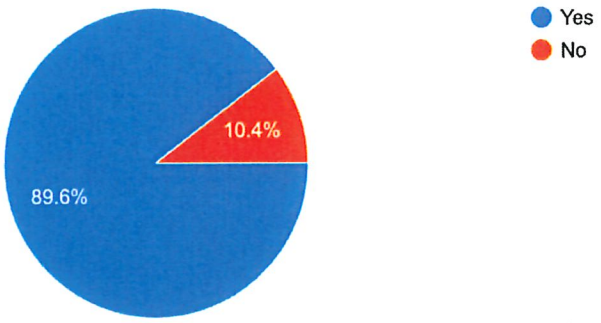
Website: The re-opening guidelines have been posted on the school website. sastulare.com

The school's cafeteria will not be serving hot lunch. Once the decision is made to open the cafeteria, County Health will be contacted for additional guidance and recommendations.

Graphs for Waiver
St Aloysius School
Survey completed on July 17, 2020.

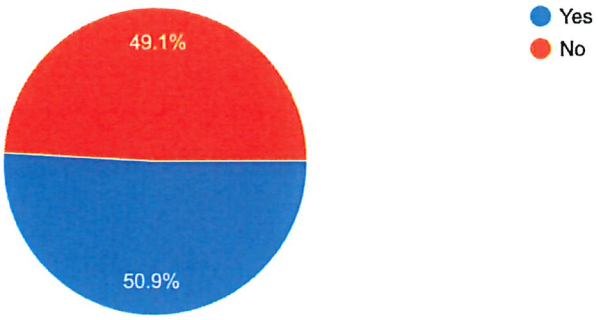
Are you or your spouse considered an essential worker? (Below is a link to the list of essential workers) https://covid19.ca.gov/img/EssentialCriticalInfrastructureWorkers.pdf

106 responses



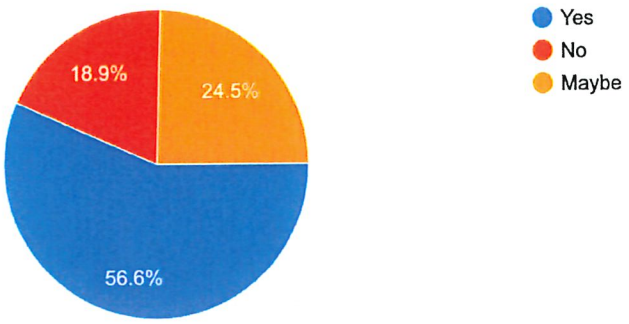
If a distance learning instructional model is selected will additional child care services be required?

106 responses



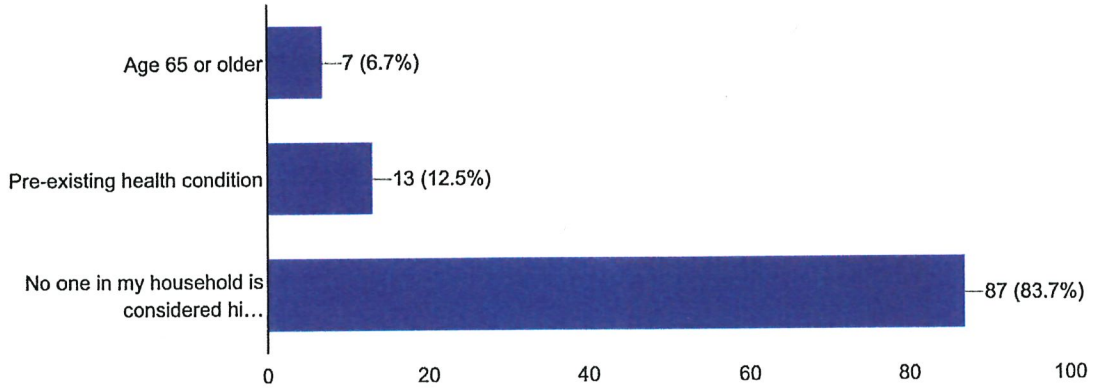
If a distance learning instructional model is selected do you believe your child(ren) will require additional private tutoring services?

106 responses



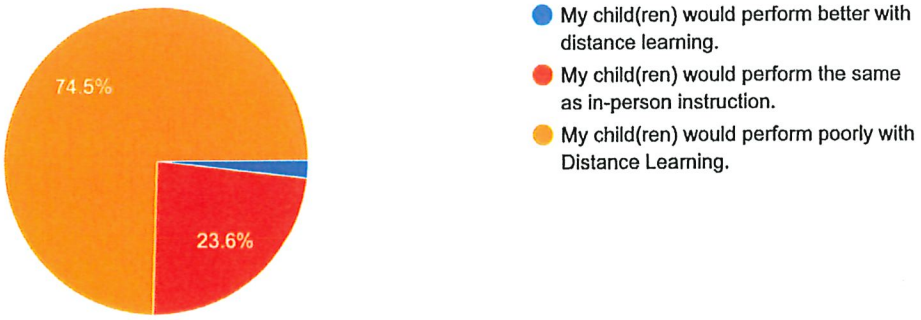
Is anyone in your household in a high-risk group for vulnerability to COVID-19? (check all that apply)

104 responses



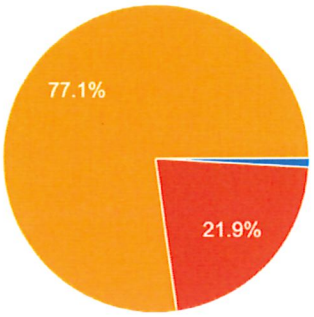
If the Distance Learning only option is implemented, how do you feel your child(ren) would fair academically?

106 responses



If the Distance Learning only option is implemented, how do you feel your child(ren) would fair emotionally?

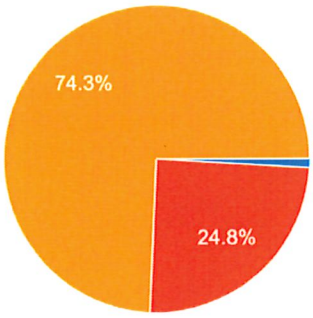
105 responses



- My child(ren) would fair better emotionally with Distance Learning.
- My child(ren) would fair the same emotionally with Distance Learning.
- My child(ren) would suffer emotionally as a result of Distance Learning,

If the Distance Learning only option is implemented, how do you feel your child(ren) would fair spiritually?

105 responses



- My child(ren) would fair better spiritually with Distance Learning.
- My child(ren) would fair the same spiritually with Distance Learning.
- My child(ren) would suffer spiritually as a result of Distance Learning,

INTENT TO RETURN FORM

The workplace environment surrounding the spread of the COVID-19 Coronavirus has changed drastically since you signed your Intent to Return Form in March. Please fill out this form indicating whether you intend to return to your position, in person, at one of our schools on August 1, 2020; the start of your new school year.

Do you intend to return to your place and position of employment in August?

☐ **Yes. I plan to return to my position.**

☐ **No. I do not intend to return.**

If you answered "no" and the reason is for your own health or that of a family member, please contact Jennifer Campopiano, Health Officer, for the Diocese of Fresno at: jcampopiano@dioceseoffresno.org.

Signature of Employee **Date**

All forms must be electronically returned to the Office of Catholic Education by July 20, 2020.

7/08/2020

Employee Health Screening Form

Saint Aloysius School
Faith in Education

Employee Name: _____

Please complete this form before you start your shift.

- If you answer "Yes" to a combination of two of any of the following, please notify your supervisor and leave immediately.
- **Temperature: 100.4 is automatic "No GO."** If temperature is 99.2 or higher, but less than 100: begin monitoring your temperature twice a day for a minimum of 7 days to determine if your temperature is going up or down. You should notify your supervisor.
- Close, unprotected contact is defined as contact longer than 15 minutes within 6 feet of someone who was sick with a fever and a cough.
- If you answer "no" be sure to wash your hands throughout the day, practice social distancing, do not shake hands or hug, and sanitize your work area. Contact your employer immediately if you are feverish or have respiratory symptoms.

Put an X in the box for each symptom you are experiencing. If you are experiencing two or more of these symptoms, contact your healthcare provider about COVID-19 testing.

DATE	BEFORE STARTING SHIFT												INITIALS
	Fever	Cough	Shortness of breath	Chills	Runny Nose	Head/ body aches	Sore throat	Nausea, vomiting	Sudden loss of taste or smell	Diarrhea	Close/unprotected contact with COVID-19 patient*	Temperature	

Adjustments to Waiver Submitted to County

- Brandie Gomes, our school health coordinator, will take on the role as COVID-19 coordinator this year. Mrs. Gomes (along with the principal and bookkeeper) attended a County Health Webinar on July 31st. She will serve as a liaison for parents and employees, will coordinate documentation and contact tracing in order to notify local health officials, staff, and families in a prompt and responsible manner. Staff and families will be notified using our FACTS SIS system, using emails and/or texts.
- St. Aloysius will apply best practices in contact tracing, and will monitor symptoms among students and staff and will isolate them promptly.
- Any person in close proximity* to someone who has tested positive for COVID-19 will be notified of possible exposure and instructed to self-monitor for the onset of symptoms. Classes will not co-mingle with each other at any time throughout the day so we will be able to determine which students and staff members have been in contact with each other.
- Testing will be considered for all close contacts of confirmed or probable COVID-19 patients.
- Those contacts who test positive (symptomatic or asymptomatic) will be managed as a confirmed COVID-19 case.
- Asymptomatic contacts testing negative should self-quarantine for 14 days from their last exposure.* Asymptomatic close contacts who are not tested should also self-quarantine and be monitored for 14 days after their last exposure.
- Quarantines and Siblings - Family members of those who test positive for COVID-19 will be asked to self-quarantine and monitor themselves for possible symptoms.
- Privacy - The privacy of all persons who test positive for COVID-19 will be maintained in accordance with the Federal Education Rights and Privacy Act (FERPA) requirements.

- Each classroom has an emergency kit that includes an Emergency Procedures binder. In the binder, there is information that teachers can refer to with who to contact in case of emergency. One of the sections of the binder is COVID-19 where the procedures are listed as to what to do if a student or staff member tests positive for COVID-19.
- Possible School Closure - A positive test may result in a class and/or school closure so that health officials can determine the impact or exposure and conduct proper contact tracing. Whether or not the school will be closed will be determined not only by the administration but also the local health officials. The number of students and the length of the closure will depend on the safety measures that were implemented at the time of the transmission of the virus as well as the social interaction that took place.

Communication

- Staff Members and Parents are sent a weekly email on updates of COVID-19. It contains updated information from the CDC, the State of California and the Tulare County Health Department. Emails are sent more frequently if the need arises. Families are also contacted via text using the FACTS SIS if information needs to be dispersed with urgency.
- Students are updated with information about the rules and regulations of the school in weekly WebEx Meetings.

* Close proximity is described as a person who is less than 6 feet from a case for more than 15 minutes.