

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

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

Background Information

Name of Applicant (Local Educational Agency, School or Equivalent):

Orange Center School District

School Type (please check one):



Traditional Public School



Charter School



Private, Independent, or Faith-Based School

Number of schools: _____ Enrollment (# of students): _____

(If applying for multiple schools, please attach a list of schools with the enrollment for each school.)

Superintendent (or equivalent)

Name: Terry Hirschfield

Address: 3530 S. Cherry Ave.

Fresno, CA 93706

Grades/Number of Students Proposed to be Reopened:

TK

K

1st

2nd

3rd

4th

5th

6th

Date of Proposed Reopening:

November 3, 2020

Name of Person Completing Application:

Terry Hirschfield

Phone Number:

559-237-0437

Email:

thirschfield@orangecenter.org

Signature:



Date: 10-22-2020

- Face Coverings and Other Essential Protective Gear:** How CDPH's face covering requirements will be satisfied and enforced. The requirement is for all adults, students grades 3 and up, and strongly recommended for students grade 2 and younger, except those with a medical condition (described in the CDPH guidance).
- Health Screenings for Students and Staff:** How students and staff will be screened for symptoms of COVID-19 including temperatures and how ill students or staff will be separated from others and sent home immediately.
- Healthy Hygiene Practices:** The availability of handwashing stations and hand sanitizer, and how their use will be promoted and incorporated into routines.
- Identification and Tracing of Contacts:** Actions that staff will take when there is a confirmed case. Confirm that the school(s) have designated staff persons to support contact tracing, such as creation and submission of lists of exposed students and staff to the local health department and notification of exposed persons. Each school must designate a person for the local health department to contact about COVID-19. A single person may be the designee for multiple schools.
- Physical Distancing:** How space and routines will be arranged to allow for physical distancing of six feet or more for students and staff.
- Staff Training and Family Education:** How staff will be trained, and families will be educated on the application and enforcement of the plan.
- Testing of Students and Staff:** How school officials will ensure that students and staff who have symptoms of COVID-19 or have been exposed to someone with COVID-19 will be rapidly tested, and what instructions they will be given while waiting for test results. May refer to FCDPH School Scenarios for guidance.
- 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. May refer to FCDPH School Scenarios for guidance.
- Communication Plans AFTER COVID case occurs:** 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. May refer to FCDPH School Scenarios for guidance.

Key Contact for Medical Investigations/Contact Tracing:

Name: Irma Rodriguez

Phone Number: 559-237-0437

Email: oclvn@orangecenter.org

Contact information for On-site Swabber/ Testing Personnel and/or health care clinics/provider(s) who will provide testing for COVID-19:

Name: Clinica Sierra Vista

Phone Number: 559-457-5600

Email: clincasierravista.org

Additional Resources:

CDPH Blueprint for a Safer Economy

<https://www.cdph.ca.gov/Programs/CID/DCDC/Pages/COVID-19/COVID19CountyMonitoringOverview.aspx>

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](https://www.cdph.ca.gov/Programs/CID/DCDC/CDPH%20Document%20Library/COVID-19/Schools%20Reopening%20Recommendations.pdf)

FCDPH School Scenario Guidance

<https://www.co.fresno.ca.us/home/showdocument?id=47338>

I. Consultation

Please confirm consultation with the following groups:

Labor Organization

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

OCTA- consultation September 2, 2020

District Board Meeting September 9th & 29th, 2020

Staff surveys August 30th, September 27th, 2020

Parent and Community Organizations

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

School Site Council 9/8/2020

Parent Advisory Committee 9/8/2020 Student survey 9/3/2020

District Board Meeting 9/9 & 29, 2020 Return to school Surveys sent August 30th, 9/28/20, and October 19th 2020

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

Mo Union for classified staff -held an all staff meeting in order to consult, receive feedback and questions regarding reopening.

For all Classified and Confidential staff who are not represented by a union Consultation meeting occurred on 9/3/2020

District Board Meeting September 9 & 29, 2020 Staff Survey August 30th & September 27th, 2020

II. Elementary School Reopening Plans

Please check boxes below to confirm that elementary school reopening plan(s) addressing the following, consistent with guidance from the CDPH and the Fresno County Department of Public Health (FCDPH), have been published on the website of the local educational agency (or equivalent).

BEFORE SCHOOL REOPENING: Communicate with parents, teachers and staff discussing your safety plans, and what to expect in cases of a suspected or conformed COVID case or outbreak at the facility.

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

Clear Rules on Classroom Instruction: How class size will remain small and how each student group will remain stable. How will the school ensure that classes minimize/avoid contact with other groups or individuals who are not part of that class. Instructors may lead multiple classes per day (for example, both AM and PM sessions).

NOTE: Guidance on cohorts for distance learning is separate from this waiver, which covers in-person instruction.

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.



Orange Center School District

3530 S. Cherry Ave • Fresno, California 93706 • (559)237-0437 • Fax (559)237-9380

Terry M. Hirschfield, Superintendent

October 22, 2020

David Pomaville, Director
Department of Public Health County of Fresno
Fresno, California

RE: WAIVER REQUEST FOR ORANGE CENTER SCHOOL DISTRICT, FRESNO, CALIFORNIA

As the Superintendent of Orange Center School District, I, Terry Hirschfield, am requesting consideration of the Elementary Waiver, currently available for our TK-6th grade students of our small, rural TK-8 Elementary School District in Fresno, California in accordance with the State of California guidance. Orange Center School District has collaborated with all stakeholders and have decided that we would like to request for our TK-4th grade students to be allowed to return on November 3rd. The District will consider integrating the 5th-8th grade students back at a later date. While we would continue to offer Learning Cohorts to students in the 5th-8th grades based on the CDPH Guidance of August 25, 2020.

This plan is reflected in our Learning Continuity and Attendance Plan (LCP) and has had the input from our stakeholders. The plan was approved by our School Board Trustees with consultations with certificated and classified personnel, Parent Advisory and District English Learner Advisory Committees and our public community, as well as our local CTA. Orange Center School's classified staff do not participate in a bargaining unit, however, our staff has been invited to participate in all of the discussions and staff meetings and surveys that have been offered while working the development of the plan.

Orange Center School District is requesting to open under this Waiver on November 3, 2020. Thank you for your consideration. Please feel free to contact me if you have any further questions or clarifications. You can contact me at thirschfield@orangecenter.org or (559) 237-0437.

Respectfully,

Terry Hirschfield
Superintendent

**ORANGE CENTER ELEMENTARY SCHOOL DISTRICT
2020-2021 SCHOOL YEAR**

OVERVIEW OF DISTRICT PROCEDURES & DETAILS

Reopening Plan • Orange Center School is scheduled to open, as per the regular 2020-2021 adopted district calendar, on August 18, 2020. The District will resume the regularly scheduled calendar as long as the State of California and the County of Fresno have lifted the Stay-Home order and the District is able to facilitate an environment that meets the guidelines set forth by the state and local public health department, the State of California, the California Department of Education.

Stakeholders

The District has made many efforts to include all stakeholders (parents, board members, staff, teachers, FCSS partners) in drafting a plan for reopening, in the extent that it is safely possible, through:

- Board meetings
- Staff and union meetings via Digital platform
- Email communication
- Surveys

Cleaning Procedures

- All classrooms, offices, and other used facilities at the school site will be cleaned and disinfected regularly per CDC guidelines.
- Every classroom and school building will have cleaning and disinfecting products and hand sanitizer stations for use at all times.
- Surfaces in the school office will be cleaned multiple times per day due to high traffic.
- All buses will be cleaned and disinfected before and after each bus route completion
- All computer or “digital” devices will be wiped/disinfected at the end of the day. Note: Devices will be assigned to individual students. Students will not share learning materials, desks or devices.

Cohort Plans / Classroom instruction and Rules

- As needed, due to large grade level size, some grade level students may be cohorted by grade level and/or grade spans, allowing for safe social distancing. All classes will assure appropriate social distancing (6 feet) as indicated by CDPH. All classes will have designated break zones for non classroom time and students will follow paw prints, which are 6 feet apart, in every walkway, in one direction, in order to avoid close encounters in the hallways. Every student will have a plastic corral at their work area. All teachers who must test students for state mandated assessments, will use plexiglass shields working with students.

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Entrance, Egress, and Movement Within the School/Campus Safety Measures

- Orange Center's south gate of the circular drive, will be a single point ingress and the north gate will be the single point of egress of campus/district.
- Staff members have a designated point of ingress and egress via the staff parking lot area. This leads directly to the staff active screening area.

Upon Arrival

- Parents who drop off their students will be required to enter the loading/drop off area and will be asked not to exit their vehicle or walk on to campus (except TK-1).
- Students will be directed into a line to await screening and sanitize their hands. Marked areas will designate where students can wait with proper social distancing.
- The school office will modify its schedule to be open to parents/visitors after all students have entered the school building.
- There will be one entry point during the instructional day for the public and parents/guardians to access the office in case of an emergency or urgent matters.
- Entry points for students, where active screening will take place, have been established and divided by: drop offs, bus riders, and preschool TK/K students.
- Upon arrival, students will follow clear paths of travel, which have been marked on the ground with paw prints in a specific direction. Staff will be strategically placed to assure students are following the correct path of travel and are staying 6 feet apart, as the paws are spaced 6 feet apart.
- A designated path of travel has been established, that illustrates a single direction of travel in all hallways, where appropriate social distancing (6 feet) cannot be practiced.

End of School day

- Families will be assigned staggered dismissal times and will wait in a designated area to be called.
- Families will be encouraged to stick to the dismissal schedule, allowing for safe distancing of each dismissal group.
- Bus riders will wait to board the bus at the bus loading area, with social distancing of 6 feet.
- Drivers will call for students using their radios. Students will be required to follow the designated direction of travel to the designated bus loading area.
- Students who are picked up will be scheduled, by family, and picked up at the front of the school in the loading area.
- Parents will be asked to stay in their vehicle or walk on to campus.

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Face Coverings and Other Essential PPE

- **Students (3rd-8th grade) will be required to wear a mask or face covering while at school.** Students in grades TK-2nd will be strongly encouraged to wear a mask (except for those with medical conditions).
- Students or staff members who require special accommodations, regarding masks, due to medical conditions or disabilities, may work with administration to discuss alternatives, ie, face shield/cloth covering tucked into shirt options
- A mask will be provided, if students do not have one prior to entering the school campus, however, the District encourages families to provide masks or face coverings, for their child, that are comfortable and fit each student appropriately.
- Teachers **will** be required to wear a face covering (mask) or a face shield with a cloth drape (provided by the district) at all times.

Safety Requirements and Campus Access / Health Screenings for Students and Staff

- The District will practice Active Screening: prior to entering campus, students, staff and visitors will have their temperature checked, by trained staff, with a digital no touch thermometer.
- All staff members and students will be screened by a trained screener using the “ COVID-19 Screening Checklist for ORANGE CENTER Employees and Volunteers Reporting to Work” prior to coming onto campus or driving the bus, and will follow all directions listed. Students
- Appropriate social distancing guidelines will be followed by all staff, students, and campus visitors.
- Staff and students must sanitize their hands immediately prior to entering the school site.
- Parents will be required to wear a mask upon entering campus.
- Students will be required to wash hands and/or use hand sanitizer prior to entering campus, before eating meals, and after breaks or outdoor activities.
- Vendors will be allowed on campus wearing proper PPE and after being screened.
- Deliveries will be dropped off at designated areas.
- The district will suspend any requests for facilities use until all of the COVID -19 Pandemic restrictions have been lifted by the State of California , CDPH, and the local Health Department.

**School Community Health Safeguards / Healthy Hygiene Practices and Trainings/
Training and Education for Staff and Families**

- The Site LVN and FCSS Registered School Nurse will work with site administration to assure proper medical protocols and procedures are in place for active and passive screening.
- School office will have a partitioned space for COVID-19 related needs or concerns.
- School office will have a designated room for routine health needs.
- Proper PPE will be provided to all staff- All staff members will be provided with face coverings (masks), in addition, teachers will be provided with face shields. OCSD will

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provide N95 masks for respiratory protection staff caring closely for students who get sick at the worksite with COVID-like symptoms

- OCSD shall provide and require the use of facial coverings (facial shields as specified in the OC reopening plan) in accordance with federal, state, and local guidelines currently in effect. Individuals who cannot wear a mask because of a documented health issue shall instead be required to wear a face shield and neck drape (tucked into the shirt). Teachers may also wear a mask or face covering, in addition to the face shield.
- The Human Resource Officer will act as a liaison for responding to COVID-19 concerns.
- Staff members who are at higher risk for severe illness (medical conditions that the CDC says may have increased risks) or who cannot safely distance from household contacts at higher risk may be provided options, such as telework or negotiated change in classification of duties, if appropriate or if the district can reasonably accommodate.
- If reasonable accommodations are not practicable, the District will work with the employees to develop a flexible leave plan that endeavors to avoid exhausting the employees earned leave.
- District Staff will be provided with training in the following areas:
 - Proper use of PPE
 - Cleaning and sanitizing thermometers
 - Cough and sneeze etiquette
 - Keeping hands away from ones face
 - Frequent hand washing and techniques
 - Confidentiality around health reporting
 - School health staff to be trained by FCSS Health staff on clinical manifestations of COVID-19 pediatric presentations, and CDC transmission-based precautions.
- District students and parents will receive literature and be given access to videos on proper usage of masks and how to mitigate the spread of COVID-19.
- Signage in (English Hmong, and Spanish) reminding all school community members on the importance of handwashing and maintaining social distancing will be prominently displayed in all classrooms and all school facilities.
- If a student, upon entering school, or throughout the school displays symptoms of COVID-19, not limited to and including a temperature of 100.4 or higher, they will immediately be separated from others and isolated in an area to ensure physical distancing. They should continue to wear their facemask and remain under adult supervision until they can be picked up by an authorized adult or transported to a healthcare facility, as needed. Protocols established by the Department of Public Health will be followed.
- The Site LVN will notify parents that the child cannot return to school until they have met the criteria to discontinue home isolation set by the CDC.
- Staff members who develop symptoms of illness should be sent to medical care.
- Staff members are to report to the HR department regarding any exclusions from work.
- Staff Members who are sick are not to return to work until they have met the criteria set forth

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by CDC regarding the discontinuance of home isolation.

- Office counters are equipped with plexiglass between office staff and students/parents/staff.
- School playground equipment or play structures will not be utilized, until deemed appropriate by CDPH.
- Appropriate safety training will be provided to all staff within their respective job function roles.
- Hand sanitizer will be available in all classrooms, all school facilities, and in hallways.
- Hand washing stations will be available in every classroom, school facility, and bathroom.
- All bathroom stalls, urinals, and sinks that cannot be used with appropriate barriers or social distancing, for student and staff use, will be covered or closed off.
- The District will assure that the appropriate amount of PPE and hand sanitizer is made available, in addition to the small supply of hand sanitizer, masks and face shields that will be provided to the District by the State of California, for students and staff. The District will develop a plan to replenish the stock as needed.
- The District will utilize touchless thermometers, in order to execute Active Screenings.
- OCSD shall ensure all HVAC systems operate on the mode which delivers the most fresh air changes per hour, including disabling demand-controlled ventilation, and open outdoor air dampers to 100% as indoor and outdoor conditions safely permit.

Positive COVID-19 Cases or Community Surges/Identification of Tracing Contacts

- The District Superintendent will work closely with the site LVN, the County contracted Registered School Nurse and to follow all protocols that are required when a confirmed case has been made at the site including notification of the health department. The Site LVN is the designated contact for medical contacts with the CDPH.
- In the event that a student or staff member who has been attending school or a member of their household tests positive for COVID -19, the District will follow all guidelines and regulations set forth by the Department of Public Health.

<https://www.co.fresno.ca.us/Home/ShowDocument?id=49500>

- In the event that local public health officials or the State of California give guidance for school to close, based on risk levels in the specific community, the district will immediately execute the **Orange Center School Closure Distance Learning Program** for all students.

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Physical Distancing

- Entry points for students, where active screening will take place, have been established and divided by: drop offs, bus riders, and preschool TK/K students. Marked areas on the ground show appropriate areas to stand with 6 feet social distancing.
 - Upon arrival, students will follow clear paths of travel, which have been marked on the ground with paw prints in a specific direction. Staff will be strategically placed to assure students are following the correct path of travel and are staying 6 feet apart, as the paws are spaced 6 feet apart.
 - As needed, due to large grade level size, some grade level students may be cohorted by grade level and/or grade spans, allowing for safe social distancing. All classes will assure appropriate social distancing (6 feet) as indicated by CDPH. All classes will have designated break zones for non classroom time and students will follow paw prints, which are 6 feet apart, in every walkway, in one direction, in order to avoid close encounters in the hallways. Every student will have a plastic corral at their work area. All teachers who must test students for state mandated assessments, will use plexiglass shields working with students.
 - The School site has established a designated isolation area for COVID-19 related health isolation needs.
 - The school has a designated room for routine health needs.
 - Office counters are equipped with plexiglass between office staff and students/parents/staff.
 - A designated path of travel has been established, that illustrates a single direction of travel in all hallways, where appropriate social distancing (6 feet) cannot be practiced.
 - All bathroom stalls, urinals, and sinks that cannot be used with appropriate barriers or social distancing, for student and staff use, will be covered or closed off.
- Common areas have tables and chairs that are separated by 6 feet, in order for staff to use at a safe distance.
- To the extent possible, break and lunch schedules will be staggered to prevent congregations in work areas, break rooms, and bathrooms.
 - The OC Patio and break room will be made available to staff who wish to eat and take breaks, seating will be marked off to ensure appropriate social distancing.

Recess & Breaks

- Recess times will be staggered by classrooms/cohorts.
- Staff will monitor students outside during breaks.
- Staff will monitor bathrooms to assure safe bathroom practices.
- Play zones will be designated by grade level and/or cohorts.
- Students will be required to stay a minimum of 6 feet distance apart.

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Physical Education (Not required by CDE during the 2020-2021 SY)

- Students will complete PE activities in designated areas and at designated times.
- All lessons will include activities that require no contact, or equipment and that can be completed with appropriate social distancing.
- PE times will be staggered by grade level and/or grade spans.

Staff Training and Family Education

- District Staff will be provided with training in the following areas:

- Proper use of PPE
- Cleaning and sanitizing thermometers
- Cough and sneeze etiquette
- Keeping hands away from ones face
- Frequent hand washing and techniques
- Confidentiality around health reporting
- School health staff to be trained by FCSS Health staff on clinical manifestations of COVID-19 pediatric presentations, and CDC transmission-based precautions.

- District students and parents will receive literature and be given access to videos on proper usage of masks and how to mitigate the spread of COVID-19.

- Signage in (English Hmong, and Spanish) reminding all school community members on the importance of handwashing and maintaining social distancing will be prominently displayed in all classrooms and all school facilities.

- The Site LVN will communicate regarding any concerns or issues related to health of children and the families we serve.

Testing of Students or Staff

The District LVN will provide lists of free testing sites and information, for reference, to the Department of Public Health for all COVID related questions. He link to the CDPH will also be available on the District website for quick reference

Staff will be directed to a site from the agreed upon medical facilities as arranged by the health department. Specifically, Clinica Sierra Vista, Fresno.

Triggers for Switching to Distance Learning

- If there are two or more persons affected with COVID-19 in the same classroom the District will require that the entire class be quarantined for 14 days.
- If there are two or more classrooms at a school that will be required to quarantine, or 3 or more school wide cases over a one week period the superintendent in coordination with the Fresno County Department of Public Health will determine a school shut down.
- In the event the Fresno County Department of Public Health or the State of California orders schools to shut down or places a stay at home order, a long term closure will take effect.

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Communication Plans AFTER COVID Case Occurs

The District will communicate with staff, students, and parents about cases and exposures at school via notes home, phone dialer and electronic messaging. While maintaining consistency with privacy requirements such as HIPAA and FERPA, as guided by the Return to School: A Guide to responding to COVID-19 cases in K12 school settings 2020-2021.

<https://www.co.fresno.ca.us/Home/ShowDocument?id=49500>