



# Safe Reopening FAQ

July 29, 2020

## Introduction

This is an **evolving** FAQ regarding Burlingame SD's planning and preparation process for safely reopening our schools for campus-based learning while also providing a distance learning program option for the 2020-2021 academic year.

*Please note the following:*

- The responses provided below, organized by topic, are in response to questions submitted via the three Zoom Safe Reopening Work Sessions held by BSD:
  - Session #1, July 20, 2020 (parent representatives)
  - Session #2, July 23, 2020 (teachers and staff)
  - Session #3, July 27, 2020 (community-wide)
- For clarity and concision sake, we have consolidated redundant questions, editing and paraphrasing where helpful. (We did not edit for punctuation or grammar...submissions were from Zoom's chat and a Google-based input form...)
- This FAQ will be updated as we continue to process the *significant* amount of input and questions we've received, and as we incorporate new information from changing conditions in the field. It will also move online to a Safe Reopening Portal to be launched the first week of August.

## Safety/Health

<b>Question:</b>	<i>What would be the response process if a student tests positive for COVID-19?</i>
<b>Response:</b>	<p>BSD will follow the protocols provided by the state, the California Department of Public Health (CDPH) and local health officials for responding when students or staff show signs of sickness/possible infection and when they test positive for COVID-19.</p> <p>A helpful source of information is <a href="#">COVID-19 INDUSTRY GUIDANCE: Schools and School-Based Programs</a> from the CDPH and OSHA.</p>
<b>Question:</b>	<i>Can you talk about what kind of PPE teachers will use/be provided?</i>

<b>Response:</b>	Teachers and staff will be provided face masks and reusable/disposable face shields. Where appropriate, plexiglass shields/dividers will be provided.
<b>Question:</b>	<i>Do all students and staff have to wear face coverings/masks?</i>
<b>Response:</b>	All students and staff will be required to wear face coverings/masks. Students with medical issues will be allowed to not wear a face mask. Face shields and plexiglass dividers will be used as necessary, including for instructional situations where visibility of a teacher or student mouth is critical to learning.
<b>Question:</b>	<i>Are we going to have families answer screening questions regarding COVID risk prior to bringing children to school? We do this as hospital employees.</i>
<b>Response:</b>	No, we will not be having families conduct a question-based screening.
<b>Question:</b>	<i>Does the district have plans to require staff to be tested on a regular basis to ensure our faculties are safe and healthy?</i>
<b>Response:</b>	In his recent press conference, Governor Newsom conveyed plans for how testing and contact tracking will be focused on and implemented at schools. BSD will continue to collaborate with health agencies to implement testing at all our sites. The governor also provided guidance for the progression of closing for classrooms, sites, even the entire district in cases of positive test results.
<b>Question:</b>	<i>Will there be hand washing stations at various locations? What types of equipment/cleaning supplies are we being provided by the district? What happens when we run out?</i>
<b>Response:</b>	<p>Yes, BSD will provide hand washing and hand sanitizing stations at each school site.</p> <p>BSD is providing Clorox 75 disinfecting wipes and rubber gloves to staff. BSD is providing approved disinfectants to custodial staff for daily use, along with protective equipment/gear.</p> <p>BSD has and will continue to procure needed cleaning supplies and protective gear in order to keep sufficient supplies on hand for use.</p>
<b>Question:</b>	<i>What protocols will be followed if a child displays any illness at home or at school (regardless of whether or not they are symptoms indicative of COVID)?</i>
<b>Response:</b>	In case of any student showing signs of illness, they will be sent to a designated area while parents/guardians are called to pick them up. BSD staff will check for temperature and COVID symptoms, and follow an Isolation Protocol to keep the student separate from others until a parent or guardian can pick them up.
<b>Question:</b>	<i>What is the plan if a child or teacher/staff tests positive?</i>
<b>Response:</b>	BSD will document/track incidents of possible exposure and notify local health officials, staff, and families immediately of any exposure to a positive case of COVID-19 at school while maintaining confidentiality, as required under FERPA and state law related to privacy of educational records.

## Scheduling/Logistics

<b>Question:</b>	<i>is AM /pm the only hybrid option being considered? have we looked at 2 days / 1 day / 2 days model been looked at? or one week on /off. seems if transmission is a concern, a deep clean between am/pm increases costs and doesn't take care of what might still be lingering in air.</i>
<b>Response:</b>	BSD considered multiple models for how to schedule the on-campus cohorts and selected the AM/PM model for various reasons, including continuity of student support and learning. We believe our approach to distancing and other hygienic practices will provide a safe environment for students attending either in the AM or PM.
<b>Question:</b>	<i>How will pick up and drop off work?</i>
<b>Response:</b>	Drop-off and pickup times will be staggered for elementary and middle school, and a sufficient window of time will be provided for the drop-off/pickup transition. Sites will provide multiple locations for drop-off/pickup and use appropriate markers and signage to support these processes while maintaining safe distancing. Temperatures will be read daily upon arrival.
<b>Question:</b>	<i>For on campus learning, will students have breaks? If so, how and where? Meaning in classroom or outside?</i>
<b>Response:</b>	Students will be provided breaks, both within the classroom and in outdoor spaces.
<b>Question:</b>	<i>Assume no parents will be allowed on campus?</i>
<b>Response:</b>	Parents will <b>not</b> be allowed on campus.

## Cohorts/Grouping

<b>Question:</b>	<i>Who will be making the stable cohort assignments for the hybrid learning program?</i>
<b>Response:</b>	Site principals will be creating the cohorts and assigning students to them, including AM and PM time frame assignments.
<b>Question:</b>	<i>Will sibling relationships/family groupings be considered when principals are determining cohorts?</i>
<b>Response:</b>	Yes.
<b>Question:</b>	<i>Is there any flexibility e.g. how long is the cohort together?</i>
<b>Response:</b>	The cohorts will remain together throughout this academic year until such time when we can resume full class instruction.
<b>Question:</b>	<i>For Stage 2 blue, will there be teachers who are dedicated to distance learning only so that teachers are not expected to do the hybrid plus this? I would imagine it could depend on number of kids who sign up per grade but would be a more efficient way to use resources potentially?</i>

<b>Response:</b>	BSD teachers will have dedicated assignments in one program or the other, supporting their assigned students whether for the Hybrid Learning or Distance Learning option.
<b>Question:</b>	<i>Pls clarify - is there one teacher per cohort A? Or one teacher per Cohort A+Cohort B? And will DL teacher be the same as the in-person teacher.</i>
<b>Response:</b>	Each teacher in the Hybrid Learning program will teach two stable cohorts, one Cohort A (AM) group and one Cohort B (PM) group. Distance learning teachers will teach a group of students they are assigned to.
<b>Question:</b>	<i>If a family selects distance learning for medical reasons, will they be with their class mates from their local school?</i>
<b>Response:</b>	At the elementary level, students will be in a group with students from not only their own site but also other elementary sites. The elementary distance learning program is a district-wide program.
<b>Question:</b>	<i>For the hybrid plan, if the teacher has to teach both the morning and afternoon cohorts, how will they provide "live instructions" during the distance learning time period? E.g. if my child is in cohort A and goes to school from 8:30-11, will the teacher be available for distance learning in the afternoon?</i>
<b>Response:</b>	<p>Teachers in the Hybrid Learning program will be actively engaged with students on-site in the morning and in the afternoon. As a result, they will not be available for live interaction with students who are in the "other" half of their day learning from home.</p> <p>Teachers will be providing online assignments, activities and resources for students to asynchronously engage in during the at home portion of their hybrid learning experience.</p> <p>Additionally, teachers will work to create opportunities for class members learning at home to connect with the class members learning on site through live sessions that bridge the classroom and remote participation via Zoom.</p>

## Childcare

<b>Question:</b>	<i>How are we helping our teachers who have children? Are teachers getting onsite childcare for their own children?</i>
<b>Response:</b>	BSD teachers have access to the Champions childcare provider program.
<b>Question:</b>	<i>Will Champions have the same safety measures in place? How can we ensure they follow the same health guidelines put out by our district?</i>
<b>Response:</b>	Based on our contract and public health requirements, Champions will be following the same protocols and practices as BSD to ensure student health and safety.
<b>Question:</b>	<i>If we are required to teach from our rooms during DL and are not comfortable with our children attending Champions, can we work with our site admin to allow our kids to come to class with us?</i>

<b>Response:</b>	Children of BSD teachers may not be in BSD learning spaces during teacher work time. Teachers with children must provide childcare, through their own provider or through attendance at Champions. Champions serves children ages 4 years 9 mos to 12.
------------------	--

## Distance Learning

<b>Question:</b>	<p><i>For those that choose DL for medical reasons, what is the structure? Are they in an assigned cohort at their site school? Are their regularly assigned teacher providing curriculum? Will there be live instruction?</i></p> <p><i>For the children who are exclusively DL, will they be separately assigned outside of the cohorts who are in person? And will the distanced children be assigned to a grade level teacher, or grouped? Do you have a sense of anticipated breakdown of data of students opting for exclusive DL?</i></p>
<b>Response:</b>	<p>Students in the “DL” program will be assigned a teacher and engage with a curriculum supported by that teacher. They will be part of a distributed cohort of students from their home school site and other elementary sites (elementary level) and grouped by grade level as possible. There will be a combination of live (synchronous) and asynchronous (different students accessing content/assignments at different times) teaching and learning.</p> <p>In our Parent Preference Poll early this summer, approximately 15% of parents expressed interest in the Distance Learning program option.</p>
<b>Question:</b>	Are required minutes in the context of distance learning minutes in front of a screen? Or just minutes of some kind of instruction? For younger kids especially it would be nice to have the option to pull some of those minutes to work away from a screen
<b>Response:</b>	For distance learning, the state minutes requirement can be met by live instruction and by the time value assigned to learning assignments, those that would be completed “on screen” and also those that could be completed away from a screen, such as via a packet, a learning activity not requiring a device, etc.

## Teacher Training & Support

<b>Question:</b>	<i>It's great that the state has more formal guidelines on the quality of Distance Learning. And you've noted that it will take training of the staff and likely putting in more procedures/checkpoints. Is that feasible to achieve that by 8/26 when teachers don't come back much before that?</i>
<b>Response:</b>	It is very helpful to have common standards evolving for DL across the state. We do recognize the need for training and are working on developing it for our teachers prior to the first day of school. A tall order and that is one of the reasons we feel the need for urgency.
<b>Question:</b>	<i>Will teachers/staff be polled (as parents were) on their thoughts about returning to school, including their comfort level for a safe return?</i>

<b>Response:</b>	Yes, BSD teachers and classified staff will be surveyed the week of July 27 to garner information regarding their level of comfort returning to school with the information that has been shared so far. The survey results will be used to inform ongoing planning and preparation. Results will be shared publicly, but without including personal identity information.
<b>Question:</b>	<i>Teachers will be likely be taking many more sub days for themselves and to take care of children when we are just mildly sick with potential symptoms. What is the district's plan to have enough subs?</i>
<b>Response:</b>	<p>BSD recognizes that in the year ahead, as has always been the case, substitute teachers will be needed to provide coverage in case of teacher absences. In the year ahead there may be pandemic-related challenges contributing to levels of teacher absences and the availability of subs.</p> <p>BSD will continue to utilize substitute teacher pools and services and long-term sub positions to provide sufficient coverage as needed, and utilize emergency coverage or other contingency approaches should a sub not be available when needed.</p>
<b>Question:</b>	<i>Will teachers be teaching the same in person lessons twice a day (once for A cohort, once for B cohort)?</i>
<b>Response:</b>	Yes, teachers will essentially teach the same lessons twice each day, once for each cohort. In a sense, it is like dividing your class in half, so you will not be able to cover as much content/learning, and will focus on essential standards in your teaching and student learning.

## Technology

<b>Question:</b>	<i>What is "1-1"?</i>
<b>Response:</b>	1:1 refers to each student having a dedicated computer/device available for their use at any time needed. 1 device per every 1 student, or 1:1. (Students may use their own or one will be provided by the district.)
<b>Question:</b>	<i>is there a plan for more hotspots to be made available?</i>
<b>Response:</b>	BSD has provided a <a href="#">Student Devices and Home Internet Access form</a> where families with need can request a hotspot for home internet connectivity.

## Assessment

<b>Question:</b>	<i>K-2 always starts the year with early release days to conduct assessments. How will this be handled? Can the kids come in 1:1 for assessment. Time needs to be built into the first few days of school.</i>
<b>Response:</b>	Due to SB98, there are mandatory daily instructional minutes and yearly requirement of 180 days. Since our student contact time is less in order to maintain social distancing, we cannot shorten it

	further. Testing will come in the form of an online platform K-5 for hybrid and distance learning models.
<b>Question:</b>	<i>When will online assessments be available so that we can be trained in using them - since we cannot use paper assessments?</i>
<b>Response:</b>	Yes! We are working on setting up professional learning to support a digital assessment platform.

## Special Education

<b>Question:</b>	<i>If I sign my child up for Distance Learning, do you know whether they will keep their IEP team?</i>
<b>Response:</b>	<p>We recognize that relationships are the most critical component of the IEP process. Relationships between students and staff, members of the IEP team including families, staff and outside providers, as well as working relationships between service providers to ensure the plan is coherent, services are coordinated to maximize benefit, and implementation is aligned, effective, and compliant.</p> <p>Our priority is to do everything we possibly can to maintain consistent IEP Teams, but the reality is whether or not students enroll in distance or in-person learning there will likely be some changes among the service providers. Even in a typical year, there are staffing changes and new members join teams. We know it is in everyone's best interest to retain and continue with as many of the same service providers who have worked with students and families when possible; and when it is not possible, our staff will do everything we can to ensure the transition to new service providers is structured such that everyone is supported to promote the success of the child.</p> <p>There are a myriad of scenarios for students with special needs depending on the services and accommodations in the IEP. All students with an IEP will be matched to an appropriately qualified service provider no matter what program in which they choose to enroll.</p>
<b>Question:</b>	<i>What will specialized academic instruction (i.e. resource support) or related services (speech and language, occupational therapy, counseling, etc.), look like for in-person vs online learning?</i>
<b>Response:</b>	At this point in time, it is likely that students who attend in-person will also be able to receive a hybrid of push-in and pull-out services in person and remotely. Service minutes will be served, to the greatest extent possible, outside of direct instructional minutes. Our staff is trained to provide instruction using a variety of materials to support student progress towards IEP goals. We have resources to support our staff with both program deliveries both in-person/online and remote learning.
<b>Question:</b>	<i>What would my child's school day look like?</i>
<b>Response:</b>	This answer is site specific and would need to be explored further with your child's principal, teacher, and IEP Team. Our intention is to provide as "typical" a day and routine as possible under these unprecedented conditions.