

# HTMMA Phase 4 Reopening Plan

## VALUES AND PRIORITIES FOR SCHOOL REOPENING

### Values:

- Follow California Department Of Public Health (Cdph) Guidelines And San Diego County Public Health Orders
- Maintain An Inclusive, Caring, And Supportive School Culture
- Establish Systematic Protocols For Health And Safety
- Timely, Frequent Communication And Transparency

### As we re-open and transition towards full in-person learning, we are focusing on the following priorities:

- Safety & wellbeing of students and staff
- Joy and belonging
- Hands-on work and collaboration
- Meaningful project work that drives meaningful learning
- Reclamation to school and the learning we believe in
- Creatively using our resources to create the best experiences for all our kids.

## TIMELINE

- 2/24 - Dr. Meadows present organization-wide Timeline
- 3/1 - 3/5 - HTMMA Family Survey around in person interest
- 3/5 - HTMMA Staff Review and Tune HTMMA Phase 4 Plans
- 3/9 - HTMMA Families invited to give feedback around Phase 4 Plans
- 3/11 - HTH Board of Trustees reviews Phase 4 Plans
- March 22nd - April 2: Spring Break

- Week of April 5: Staff Return to Work From Building - Prep Week; Morning Meetings + Asynch for kids to allow space for staff to prep campus for Phase 4
- 4/12 - First day of Phase 4 Learning for 6th Grade
- 4/19 - First day of Phase 4 Learning for 7th and 8th Grade

## **HEALTH & SAFETY WHAT TO EXPECT WHEN RETURNING TO SCHOOL**

AS WE REOPEN... The health and safety of our students, staff, and families is of the utmost importance. Due to new health and safety measures set forth by the County of San Diego and the California Department of Public Health, the 2020-21 school year will look much different than in years previous. HTMMA plans to focus on academic instruction as well as the programs that are crucial for the mental, social emotional, and physical well-being of students.

### **SCREENING AT HOME:**

- Students and staff are asked to self-screen for symptoms such as cough, shortness of breath, runny nose and fever at home before coming to school or getting on a bus.
- Anyone with a fever of 100°F or more should not go to a school site. Those experiencing symptoms including persistent cough, shortness of breath, or runny nose should not attend school.
- Staff members are required to self-screen and complete a daily temperature check prior to coming to a HTMMA.

### **ARRIVING AT SCHOOL:**

- Arrival/departure times and campus entry points will be managed to allow for appropriate physical distancing.
- Physical barriers will be installed in areas where face-to-face interaction with the public occurs.
- School sites will have signage throughout campus to encourage physical distancing and proper sanitation.
- Temperatures will be taken and health screening questions will be asked at school entry points.
- HTH is working with the County and private providers to provide on-site testing opportunities for school staff.

ESTABLISHED PROTOCOLS IF A TEMPERATURE OF 100°F+ IS DETECTED:

- Students with a temperature of 100°F or higher will not be admitted and shall be sent home.
- Individuals should then contact a health care provider for further instructions.
- Please notify the school administration of any positive COVID-19 test results.
- School will notify health officials, staff and families of any positive cases
- If a student develops a fever while at school, they will be isolated from other students, provided a face covering if they do not have one, and their parent/guardian will be contacted to pick them up.
- Sick staff and students will be advised to isolate according to CDC guidelines. The individual may return after 10 days since symptoms first appeared and no fever for the last 24 hours, or 3 days after all symptoms are fully resolved with proof of negative COVID test.

## PERSONAL PROTECTIVE EQUIPMENT AND PROTOCOLS

HAND HYGIENE:

- Staff and students will be trained on proper hand hygiene, including hand washing and use of hand sanitizer (CDC: Handwashing: Clean Hands Save Lives).
- Students will be instructed to wash or sanitize their hands upon arrival into the campus, using the restroom, and lunch.
- Handwashing and hand sanitizing for students will be reinforced daily with time allotted to wash hands regularly.
- Hand sanitizer stations will be available at all school sites.
- Students and staff will be instructed on protocols for coughing, sneezing, etc. while protecting others.
- Schools will limit sharing of supplies: belongings separated in individually labeled storage containers, cubbies or areas.

- Visual reminders will be provided and posted for staff and students.

#### PHYSICAL DISTANCING:

- Sites will implement plans to ensure physical distancing, such reducing the number of students in classrooms.
- Sites will design spaces with physical distancing in mind, which may include instruction outdoors or in larger areas and one-way traffic flow in hallways.
- Student work spaces will be arranged with consideration for maximum physical distancing, following public health recommendations.
- Teacher and other staff desks will be distanced at least six feet away from student desks.
- Group activities will be significantly limited.
- Visual reminders will be provided and posted around campus.

#### FACE COVERINGS:

- Face coverings are required for ALL students Preschool-12th (unless exempt), in order to provide additional protection for students and staff and prevent the spread of COVID-19. Students without masks will be provided with a disposable one to wear while at school.
- Students who refuse to wear face coverings and do not have an exemption will be excluded from on-campus learning. They will be required to participate in fully virtual learning.
- Students with medical/sensory/cognitive/behavioral exemptions (with a doctor's note) will not be required to wear a mask, but are strongly encouraged to utilize a face shield if possible.
- Students will be instructed on proper face covering protocol. Parents are asked to familiarize their children with the use of cloth face coverings, including the importance of being careful not to touch their mask or areas of their face.
- Students will be asked to wear face coverings upon arrival to the school site, throughout the day in their classrooms, as they transition between classes, as they travel around campus, when they have less than 6 feet of distance between themselves and another student or staff member, and when they are dismissed.
- Students will be allowed to remove their masks to eat, or for any mask breaks designated by staff.
- All staff will be provided with face coverings and are required to wear face coverings unless prevented due to

health conditions or instructional/ communication needs. In those instances, staff will be provided with a clear face shield.

- Visual reminders regarding face covering protocols will be posted for staff and students

## HTMMA PHASE 4 SCHEDULE

General UnBell Schedule

	Monday	Tuesday	Wednesday	Thursday	Friday
<b>Meeting Schedule (TBD)</b>	<b>Flex Meetings</b>	<b>Flex Meetings</b>	<b>Jennie/ Dave Office Hours</b>	<b>Flex Meetings</b>	<b>All Staff Meeting</b>
Daily Team Meeting	9:00 - 9:30 Team Meeting (Overview of the day, Connection Activities)				Team Meeting 9:00 - 9:30
					Break 9:30 - 9:45
Period 1	9:30 - 10:25 P. 1	9:30 - 10:25 P. 1	9:30 - 10:25 P. 1	9:30 - 10:25 P. 1	Advisory 9:45 - 10:25
Break	10:25 -10:45 Break	10:25 -10:45 Break	10:25 -10:45 Break	10:25 -10:45 Break	10:25 -10:45 Break
Period 2	10:45 - 11:40 P. 2	10:45 - 11:40 P. 2	10:45 - 11:40 P. 2	10:45 - 11:40 P. 2	10:45 - 11:40 P. 1
Period 3	11:45 - 12:40 P. 3	11:45 - 12:40 P. 3	11:45 - 12:40 P. 3	11:45 - 12:40 P. 3	11:45 - 12:40 P. 2
Lunch Break	12:40-1:30 Lunch Break				
Flex Time	1:30-2:30  Flex Time	1:30-2:30  Flex Time	1:30-2:30  Flex Time	1:30-2:30  Flex Time	1:30-2:30 P.3 or  Flex Time
Office Hours/ PD	2:30 - 3:30 Teacher Office Hours	2:30 - 3:30 Teacher Office Hours	2:30 - 3:30 Teacher Office Hours	2:30 - 3:30 Teacher PD (No Office Hours)	No Office Hours

## Full Class Detailed Schedule

This schedule outlines how the classes will be organized from one entire grade level over the course of the week. In order to ensure that all of our classes have access to a synchronous exploratory class during the week, we need to have a rotation that varies slightly on each day.

MONDAY						TUESDAY					
ab			cd			ab			cd		
M/S	Hum	Ex	M/S	Hum		M/S	Hum	Ex	M/S	Hum	
1	a	b.zoom	prep	c	d.zoom	1	a	b.zoom	c	d.zoom	Prep
2	prep	a	b.zoom	d.zoom	c	2	b.zoom	a	d.zoom	prep	c
3	b.zoom	prep	a	C Flex; D async		3	prep	prep	a; b async	c	d.zoom
4	A Flex; B async		c; d async	Prep	Prep	4	A Flex; B async		prep	C Flex, d.async	
WEDNESDAY						THURSDAY					
ab			cd			ab			cd		
M/S	Hum	Ex	M/S	Hum		M/S	Hum	Ex	M/S	Hum	
1	b	a.zoom	prep	d	c.zoom	1	b	a.zoom	prep	d	c.zoom
2	prep	b	a.zoom	c.zoom	d	2	a.zoom	b	c.zoom	prep	d
3	a.zoom	prep	b	D Flex; C async		3	prep	prep	b, A async	D Flex, C Async	
4	B Flex; A async		d; c async	Prep	Prep	4	B Flex, A asynch		d	c.zoom	prep

## HYBRID DISTANCE LEARNING SCHEDULE - STUDENT FACING

Blue = On Campus

**Orange = At Home**

At HTMMA, each grade level has two teaching teams and each teaching team has 2 classes. For our hybrid model, one class from each team will be invited for in person learning on Monday and Tuesday, then the other class will be invited for in person learning on Wednesday and Thursday. On the days that students are not on campus (shown in orange), students will still have access to a minimum of two synchronous classes per day. Friday will be a Full Asynchronous day for all HTMMA except for Synchronous Team Meeting and Advisory.

8C	Monday	Tuesday	Wednesday	Thursday	Friday
Team Meeting	Zoom TM	Zoom TM	Zoom TM	Zoom TM	Zoom TM
Period 1	Math/Science	Exploratory	Humanities (synch)	Humanities (synch)	Advisory
Period 2	Humanities	Humanities	Math/Science (synch)	Exploratory (synch)	Async
Period 3	Flex Time	Math/Science	Flex Time	Flex Time	Async
Period 4	Exploratory	Flex Time	Exploratory (asynch)	Math/Science (synch)	Async

8D	Monday	Tuesday	Wednesday	Thursday	Friday
Team Meeting	Zoom TM	Zoom TM	Zoom TM	Zoom TM	Zoom TM
Period 1	Humanities (synch)	Math/Science (synch)	Math/Science	Math/Science	Advisory
Period 2	Math/Science (synch)	Exploratory (synch)	Humanities	Humanities	Async
Period 3	Flex Time	Humanities (synch)	Flex Time	Flex Time	Async

Period 4	Exploratory (asynch)	Flex Time	Exploratory	Exploratory	Async
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### DISTANCE LEARNING ONLY SCHEDULE - STUDENT FACING

Students who choose Full Distance learning will receive a minimum of:

- We estimate we will have around 84 students who will continue in Full Distance Learning for the remainder of the year.
- 1 Synchronous Math/Science Class every day
- 1 Synchronous Humanities Class every day
- 2 Synchronous Exploratory Classes per week
- A combination of synchronous and asynchronous Flex Time experiences

8CD DL Group	Monday	Tuesday	Wednesday	Thursday	Friday
Team Meeting	Zoom TM	Zoom TM	Zoom TM	Zoom TM	Zoom TM
Period 1	Humanities (synch)	Math/Science (synch)	Humanities (synch)	Humanities (synch)	Advisory

Period 2	Math/Science (synch)	Exploratory (synch)	Math/Science (synch)	Exploratory (synch)	Async
Period 3	Flex Time	Humanities (synch)	Flex Time	Flex Time	Async
Period 4	Exploratory (asynch)	Flex Time	Exploratory (asynch)	Math/Science (synch)	Async

### HYBRID IN PERSON LEARNING SCHEDULE- TEACHER FACING

Momo	Monday	Tuesday	Wednesday	Thursday	Friday
Team Meeting	Zoom TM	Zoom TM	Zoom TM	Zoom TM	Zoom TM
Period 1	8D synch	PREP	8C synch	8C synch	Advisory
Period 2	8C in person	8C in person	8D in person	8D in person	Async
Period 3	Flex Time	8D synch	Flex Time	Flex Time	Async
Period 4	PREP	Flex Time	PREP	PREP	Async
Marc	Monday	Tuesday	Wednesday	Thursday	Friday

Team Meeting	Zoom TM	Zoom TM	Zoom TM	Zoom TM	Zoom TM
Period 1	8C in person	8D synch	8D in person	8D in person	Advisory
Period 2	8D synch	PREP	8C synch	PREP	Async
Period 3	Flex Time	8C in person	Flex Time	Flex Time	Async
Period 4	PREP	Flex Time	PREP	8C synch	Async

Jacqueline	Monday	Tuesday	Wednesday	Thursday	Friday
Team Meeting	Zoom TM	Zoom TM	Zoom TM	Zoom TM	Zoom TM
Period 1	PREP	8C in person	PREP	PREP	Advisory
Period 2	8B synch	8D synch	8A synch	8C synch	Async
Period 3	8A in person	8A in person. 8B async	8B in person	8A async 8B in person	Async
Period 4	8C in person. 8D async	PREP	8C async. 8D in person	8D in person	Async

### NOTES FOR PHASE 4 LEARNING

#### IN-CLASS INSTRUCTION:

- School schedules will be developed to reduce numbers of students in common areas during breaks, lunches, and passing periods as feasible

- Designated times and areas for students will be adjusted at the individual school site to limit large groups from gathering.
- Classroom routines, such as those for turning in assignments, will be designed to minimize contact.
- Initially, no visitors will be allowed on to campuses, including classroom volunteers and parents, and all off-site field trips are postponed. This will be reevaluated as health conditions change.

#### SAFETY PROTOCOLS IN PLACE:

- Schools will follow the physical distancing guidelines per the most current health order, as most feasible:
  - Changes will be made to eliminate sharing of instructional materials (pencils, pens, markers, manipulatives, etc).
  - Physical distancing signs will be placed on the pavement, and posters will be placed on campus.
  - Physical distancing guidelines will be enforced during arrival and departure.
    - It is strongly encouraged that parents talk to their younger children about the importance of physical distancing prior to returning to on-campus learning.
- Daily screenings for staff and students will be implemented:
  - Families, students, and staff will be asked to self-screen for symptoms at home before coming to school or getting on a bus.
  - Temperature-taking will be required before entry via touchless thermometers.
  - Health screening questions will be asked at predetermined entry points.
- Schools will follow established protocols if a temperature of 100+ degrees is detected
  - A full explanation of these protocols can be found in the 'Health and Safety' section of this guidebook.
- Face coverings and PPE (all PPE should be student friendly, school appropriate)
  - Pursuant to the San Diego County public health order, members of the public are required to wear masks on HTMMA property.
  - HTMMA will be providing masks to staff. Presently, all staff are required to wear fabric face coverings unless prevented due to health conditions or instructional/ communication needs. In those instances, staff will be provided with a clear face shield from the District.

- HTH will require all students in Preschool through 12th grade to wear masks at school, unless exempt.
  - Students with medical/sensory/cognitive/behavioral exemptions ( approved by school education specialist(s) and school psychologist) will not be required to wear a mask, but are strongly encouraged to utilize a face shield if possible.
  - Students who are not exempt and refuse to wear a mask on campus will learn virtually instead.

#### ACCESS TO SUPPORTS, ENRICHMENT, AND INTERVENTION:

- Referral and intervention services will be available for students.
  - Staff will continue to identify students in need of additional support, and provide services as needed.

#### MAINTAIN CONNECTIONS WITH STUDENTS AND STAFF

- Learning options will prioritize social and emotional wellness
  - Teachers and support staff build positive relationships and rapport with students based on trust and showing students that they are listening and interested.
  - Both learning options may include mindful moments, student check-ins, personal connections, social emotional lessons, and differentiated support so students feel connected and engaged.
- Schools will foster a positive school environment
  - Staff will be responsive to students' needs and check in with them on a regular basis in both learning models.
  - Teachers will build classroom environments that are collaborative, with expectations for treating one another with mutual respect.
  - Students are valued and have assets such as their lived experiences, language, culture, and identity that is honored.
- Schools will ensure students feel supported in physical health
  - Outdoor learning spaces will be utilized as reasonably as possible to support health and safety.
  - Both learning models will include opportunities to exercise and engage in play.
  - Staff will implement reasonable, practical and preventative safety procedures when students are

outdoors

#### CONTINUE TO FOSTER RIGOR AND INNOVATIVE LEARNING

- Build upon the learning experiences utilized during distance learning
  - Teachers and students will be intentional about incorporating useful technology into the classroom.
  - Teachers will continue to personalize experiences for students.
  - Student progress will be measured through assessments, feedback, and scores reported in PowerSchool or Google Classroom Gradebook in both models of learning.
  - Targeted instruction will be provided to support English learners, students with special needs, and students in need of additional support.

#### LEARNING OPTIONS WILL PRIORITIZE SOCIAL AND EMOTIONAL WELLNESS

- Teachers and support staff will continue to build positive relationships and rapport with students based on trust and showing students that they are listening and interested.
- Both learning options may include mindful moments, student check-ins, personal connections, social emotional lessons, and small group support so students feel connected and engaged.

#### SCHOOLS WILL FOSTER A POSITIVE SCHOOL ENVIRONMENT

- Teachers will build classroom environments that are collaborative, with expectations for treating one another with mutual respect.
- Students are valued and have assets such as their lived experiences, language, culture, and identity that is honored.

**ACCESS TO SUPPORTS, ENRICHMENT, AND INTERVENTION**

#### DIFFERENTIATED LEARNING SUPPORT FOR STUDENTS WITH DIVERSE LEARNING NEEDS

- Staff will ensure our students with additional learning needs (504s, English Learners, Special Education) are provided with targeted instruction and supports.
- Teachers and counselors will continue to make regular contact with students who have additional needs.

#### REFERRAL AND INTERVENTION SERVICES WILL BE AVAILABLE FOR STUDENTS

- Staff will continue to identify all students in need of additional support (regardless of educational program), and provide services as needed.

### **SOCIAL EMOTIONAL HEALTH**

WHEN WE RETURN TO SCHOOL, A TOP PRIORITY IS THE SOCIAL EMOTIONAL WELL-BEING OF OUR STUDENTS.

- HTMMA staff are committed to supporting the social emotional wellness of each and every student, each and every day. We will continue to offer resources to ensure the transition back to school is as smooth as possible.
- Now more than ever, we appreciate the partnership of families in helping create healthy environments for students during these challenging and unprecedented times. We are asking that schools and families work together to remain flexible and collaborative in assessing students' individual needs.

#### HTMMA WELLNESS

Students and parents can visit our HTMMA Wellness Lounge to sign up for a check-in from our HTMMA Wellness Team, which includes Mrs. Pamela (Wellness Coach), Ms. Ashley (Wellness Coach), Ms. Michon (School Psychologist) or Ms. Jennie (Dean of Students).

## MAINTENANCE AND OPERATIONS

### SAFETY EQUIPMENT

HTMMA is committed to providing safety equipment to maintain the cleanliness of our campus, including but not limited to:

- HAND SANITIZING STATIONS - Hand sanitizing stations will be located in common areas such as lunch areas, front offices, and priority locations identified by the director.
- PERSONAL PROTECTIVE EQUIPMENT FOR STAFF - HTH will provide face masks for staff. All staff are required to wear fabric face coverings unless prevented due to health conditions or instructional/communication needs. In those instances, staff will be provided with a clear face shield. Additional disposable masks and gloves are also available, as needed.
- TOUCHLESS THERMOMETERS - HTH has provided HTMMA with touchless forehead thermometers so staff may screen each student, and themselves, as they enter campus.
- ELECTROSTATIC CLEANERS - HTH has provided electrostatic sprayers for every campus. The sprayers will enable custodial staff to more efficiently disinfect our campuses. The units spray a fine mist of disinfectant solution that is statically charged and then adheres to the surfaces in the room ensuring coverage. Detailed attention will be given to high-touch areas such as door handles, desktops, sink handles, handrails and restrooms throughout the day.

### OTHER SAFETY CONSIDERATIONS:

- Campuses will follow guidelines developed by the CDPH for cleaning, disinfection, and ventilation of school sites as practicable.
- Drinking fountains will be disabled.
- Students should bring their own water bottles and may refill their bottles at touchless water bottle filling stations available for staff and student use. Water bottle filling stations will be available with safety protocols in place.
- Disinfecting wipes and/or disinfecting sprays will be provided in every classroom.
- HVAC systems have been serviced and inspected across the District to ensure proper operation and

circulation of outside air.

- HTMMA has upgraded from a 3-ply to MERV 13 filter, exceeding current requirements.

## FOOD AND NUTRITION

### STUDENT MEALS FOR ON-CAMPUS AND VIRTUAL LEARNING

#### AS WE REOPEN...

The HTH Food and Nutrition Department is committed to meeting the nutritional needs of each and every student during the 2020-21 school year. The department has developed, and will adhere to, the following measures to ensure the overall health and safety of students who rely on HTMMA's meal service. Food and Nutrition staff will follow safety guidelines set forth by the California Department of Public Health for handwashing, proper sanitation of work stations, physical distancing, and face coverings

#### ON-CAMPUS MEALS:

- Provide contact-free meal service to protect students and employees.
- All school meals are free until further notice.
- Eliminate self-service stations and use individually packaged foods.
- Stagger meal times as feasible to allow for distribution and as much physical distancing as possible.

#### GRAB & GO MEALS:

- HTMMA will continue to provide meal services for distance learning students via grab-and-go meals for consumption at home.
- Grab & Go breakfast/lunch will continue to be served at the HTM cafeteria on Mondays at 11a.
- Meal service providers will reinforce health and safety protocols, including hand hygiene, physical distancing,

wearing face coverings, gloves, and aprons.

OTHER SAFETY PROTOCOLS FOR MEAL DISTRIBUTION ON CAMPUS:

- HTMMA has determined additional spaces for lunch as needed to ensure physical distancing in outdoor lunch areas.
- Staff will encourage students to maintain physical distancing, as possible.
- Hand sanitizing dispensers will be located in lunch areas.
- Students will be allowed the option of washing their hands with soap and water for 20 seconds or using hand sanitizers.
- Students will be required to sanitize their hands prior to entering nutrition centers.
- Students will be required to sanitize their hands prior to returning to class.

## COVID-19 PROTOCOL & NOTIFICATION

What measures should be taken when a student, teacher, or staff member has symptoms, is in contact with someone infected, or is diagnosed with COVID-19? The following steps have been provided by the San Diego County Office of Education:

COVID-19 EXPOSURE ACTION & COMMUNICATION STEPS\*:

	<b>Student or Staff with:</b>	<b>Action</b>	<b>Communication</b>
1.	COVID-19 Symptoms (e.g., fever, cough, loss of taste or smell, difficulty breathing)  Symptom Screening: Per CA <a href="#">School Sector Specific Guidelines</a>	<ul style="list-style-type: none"> <li>• Send home</li> <li>• Recommend testing (If positive, see #3, if negative, see #4)</li> <li>• School/classroom remain open</li> </ul>	<ul style="list-style-type: none"> <li>• No Action needed</li> </ul>
2.	Close contact (†) with a confirmed COVID-19 case	<ul style="list-style-type: none"> <li>• Send home</li> <li>• Quarantine for 14 days from last exposure</li> <li>• Recommend testing (but will not shorten 14-day quarantine)</li> <li>• School/classroom remain open</li> </ul>	<ul style="list-style-type: none"> <li>• Consider school community notification of a known contact</li> </ul>
3.	Confirmed COVID-19 case infection	<ul style="list-style-type: none"> <li>• Notify the local public health department</li> <li>• Isolate case and exclude from school for 10 days from symptom onset or test date</li> <li>• Identify contacts (†), quarantine &amp; exclude exposed contacts (likely entire cohort (††)) for 14 days after the last date the case was present at school while infectious</li> <li>• Recommend testing of contacts, prioritize symptomatic contacts (but will not shorten 14-day quarantine)</li> <li>• Disinfection and cleaning of classroom and primary spaces where case spent significant time</li> <li>• School remains open</li> </ul>	<ul style="list-style-type: none"> <li>• School community notification of a known case</li> </ul>
4.	Tests negative after symptoms	<ul style="list-style-type: none"> <li>• May return to school 3 days after symptoms resolve</li> <li>• School/classroom remain open</li> </ul>	<ul style="list-style-type: none"> <li>• Consider school community notification if prior awareness of testing</li> </ul>

(†) A Close Contact is defined by the CDC as someone who was within 6 feet of an infected person for a cumulative total of 15 minutes or more over a 24-hour period starting from 2 days before illness onset (or, for asymptomatic patients, 2 days prior to test specimen collection) until the time the patient is isolated.” (††) A cohort is a stable group with fixed membership that stays together for all courses and activities (e.g., lunch, recess, etc.) and avoids contact with other persons or cohorts.

\*NOTE: Please ensure to provide your school site with the most up-to-date contact information.

Additionally, HTH is maintaining a COVID-19 Dashboard on our website, listing all confirmed cases related to HTH school sites and offices

**CONSIDERATIONS FOR PARTIAL OR TOTAL CLOSURE:**

Once schools reopen, schools are not required to close again if the county sees an increase in case rates or positive testing percentages. However, individual school closure is recommended based on the number of cases, the percentage of the teacher/students/staff that are positive for COVID-19, and following consultation with the local health officer. Individual school closure may occur when there are multiple cases in multiple cohorts at a school or when at least 5% of the total number of teachers/student/ staff are cases within a 14-day period. A superintendent should close a school district if 25% or more of schools in a district have closed due to COVID-19 within 14 days, and in consultation with the local public health officer.

**COVID-19 SCHOOL DECISION TREE**

HTMMA will refer to information from the CDC regarding COVID-19 transmission rates, spread, and treatment. Any actions will be determined in close partnership with local health officials on a case by case basis. For additional guidance, HTMMA will refer to this decision tree from San Diego County regarding decisions made at the site-level when assessing risk: in the event of COVID-19 exposure or; if a student or staff member develops any one of the following signs or symptoms:

# COVID-19 Symptom Decision Tree\*

(Version: 2/22/2021)

\*See page 2 for quarantine guidelines based on recently acquired immunity status



**At school, student or staff member develops any one of the following signs or symptoms:**

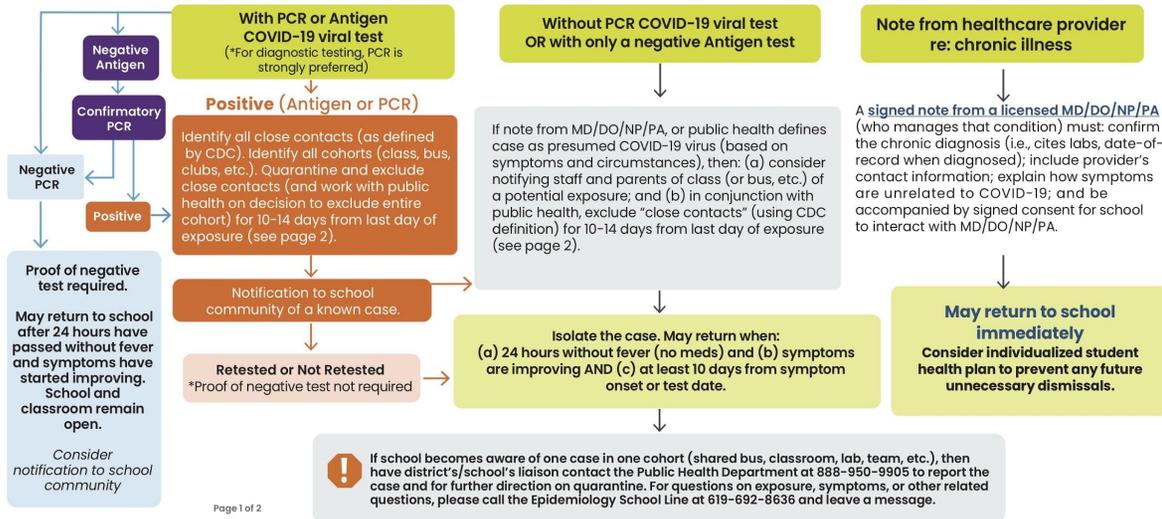
- Fever with or without chills/rigors (fever defined as  $T \geq 100.0$  that does not resolve within 30 min. without medication)
- Cough\*  Shortness of breath  Nasal congestion/rhinorrhea (runny nose)\*  Sore throat
- Nausea, vomiting, or diarrhea\*  Fatigue\*  New loss of taste/smell  Headache\*
- Muscle or body aches\*  Poor feeding or poor appetite\*

\*Disregard this symptom if school personnel already aware of a chronic, pre-existing condition that causes the symptom. The nature of the presenting symptom (e.g., duration, intensity) must be consistent with the underlying chronic condition.

**ACTION:** Apply appropriate PPE; isolate student/staff member until sent home; recommend they reach health care provider for instructions. Note: Other infections can cause same symptoms (e.g., flu, strep, etc.) but these do not rule out COVID-19 as co-occurring



## STUDENT / STAFF TO STAY HOME UNTIL...



## Quarantine of Persons Exposed to COVID-19

A "close contact" is a contact with a COVID-19 patient that occurs anywhere between 48 hours before the COVID-19 patient's symptoms began (or, for asymptomatic patients, two days prior to test specimen collection), and until the COVID-19 patient is no longer required to be isolated, and the contact:

- 1 Were within 6-feet of a COVID-19 patient for a cumulative total of 15 minutes or more over a 24-hour period; or
- 2 Had unprotected contact with the body fluids and/or secretions (including, but not limited to, being coughed on or sneezed on, sharing utensils, or drinking out of the same container) of a COVID-19 patient.

All persons without COVID-19 symptoms who have had close contact with a COVID-19 patient must immediately take quarantine themselves in their home or another residence. They may end quarantine and return to school/work after:

- **10 days** (e.g., on the 11th day) after the last contact with a COVID-19 patient **as long** as they can self-monitor for **COVID-19 symptoms** and **consistently use face covering and distance at least 6 feet** from all others through Day 14.
- **14 days** (e.g., on the 15th day) after the date of last exposure if they **cannot** self-monitor for **COVID-19 symptoms** nor consistently use face covering and distance at least 6 feet from all others after a 10-day quarantine or work with severely immunosuppressed persons (e.g., bone marrow or solid organ transplants, chemotherapy).
- Negative COVID-19 test results will not shorten the time for these individuals.
- **If symptoms occur during quarantine**, individuals should immediately self-isolate and contact their healthcare provider or San Diego County Public Health Services and seek testing.

### Quarantine Guidelines Based on Recently Acquired Immunity Status

According to the CDC, quarantine is not required for people who have been in close contact with someone who has COVID-19 under the following scenarios:

- People who have tested positive for COVID-19 within the past three months and recovered and are not now experiencing another onset of any COVID-19 symptom.
- People who have been fully vaccinated (i.e, two weeks past final dose of a COVID-19 vaccine) within the last three months and are not now experiencing an onset of any COVID-19 symptom.

 NOTE: 7-day quarantine rarely applies in the K-12 school setting and only applies to healthcare workers; for further guidance see this [memo](#).



## WHAT HAPPENS TO LEARNING IF A CLASSROOM CLOSES?

If a classroom stable group or school needs to close for quarantine, the students move to online learning with their existing teacher until they can return back to campus. When cleared to return, the students and teacher resume their on campus learning in person.

## ARRIVAL AND DISMISSAL

### **Arrival:**

Prior to arriving families will be asked to screen students for symptoms and temperature and to not bring students to campus if they have any symptoms, a temperature or have been in contact with anyone who may be positive for COVID 19.

Students will be screened and temperature checked outside their classroom by their Block 1 teacher. Students will also be asked to sanitize their hands upon entry to the classroom.

After temperature screening, each student will be asked the following questions or similar screening protocol:

1. Do you have a new cough, nasal congestion, or runny nose?
2. Are you experiencing shortness of breath or difficulty breathing?
3. Are you having new muscle pain or fatigue?
4. Do you have a headache (that is not normal for you)?
5. Do you have a sore throat?
6. Are you experiencing a new loss of taste or smell?
7. Are you experiencing nausea, vomiting, abdominal pain, or diarrhea?
8. Do you have a new rash?
9. Have you been exposed to anyone who has been tested positive for COVID-19 in the last two weeks?

A temperature of 100 F or greater or a “yes” answer to any of the questions above identifies the student as potentially positive for COVID-19. Students will be asked to return home and recommended for follow-up testing.

Any student with a temperature 100F or greater or a positive reply to any screening questions, will be moved to the isolation area and parents will be called for immediate pick up by the site manager.

Exclusion from school Students who present any of the following symptoms associated with COVID-19 will be excluded from school:

- Fever of 100 F or more
- Chills
- New cough, nasal congestion, or runny nose
- Shortness of breath or difficulty breathing
- New muscle or body aches, or fatigue
- Headache (if abnormal for you)
- New loss of taste or smell
- Sore throat
- Nausea, vomiting, abdominal pain
- Diarrhea
- New rash (for students)

**Arrival Procedures:**

1. Student will arrive between 8:30 and 9:00 am
2. 6th Grade will enter through Explorer Front Entry and will go up the 6th Grade Emergency Stairwell
3. 7th Grade will enter through the 7th Grade Emergency Stairwell on the corner of Truxtun and Farragut Rd.
4. 8th Grade will enter through the HTMMA Front Entrance

**Dismissal:**

To minimize foot traffic congestion, dismissal will occur at different locations.

**Dismissal steps are below:**

1. Students will be released at the same points they entered the building.
2. 6th Grade: Released Via the 6th Grade Emergency Stairwell
3. 7th Grade: Released Via the 7th Grade Emergency Stairwell
4. 8th Grade: Released Via the Front Door

**BREAK AND LUNCH PROCEDURES****Lunch Distribution**

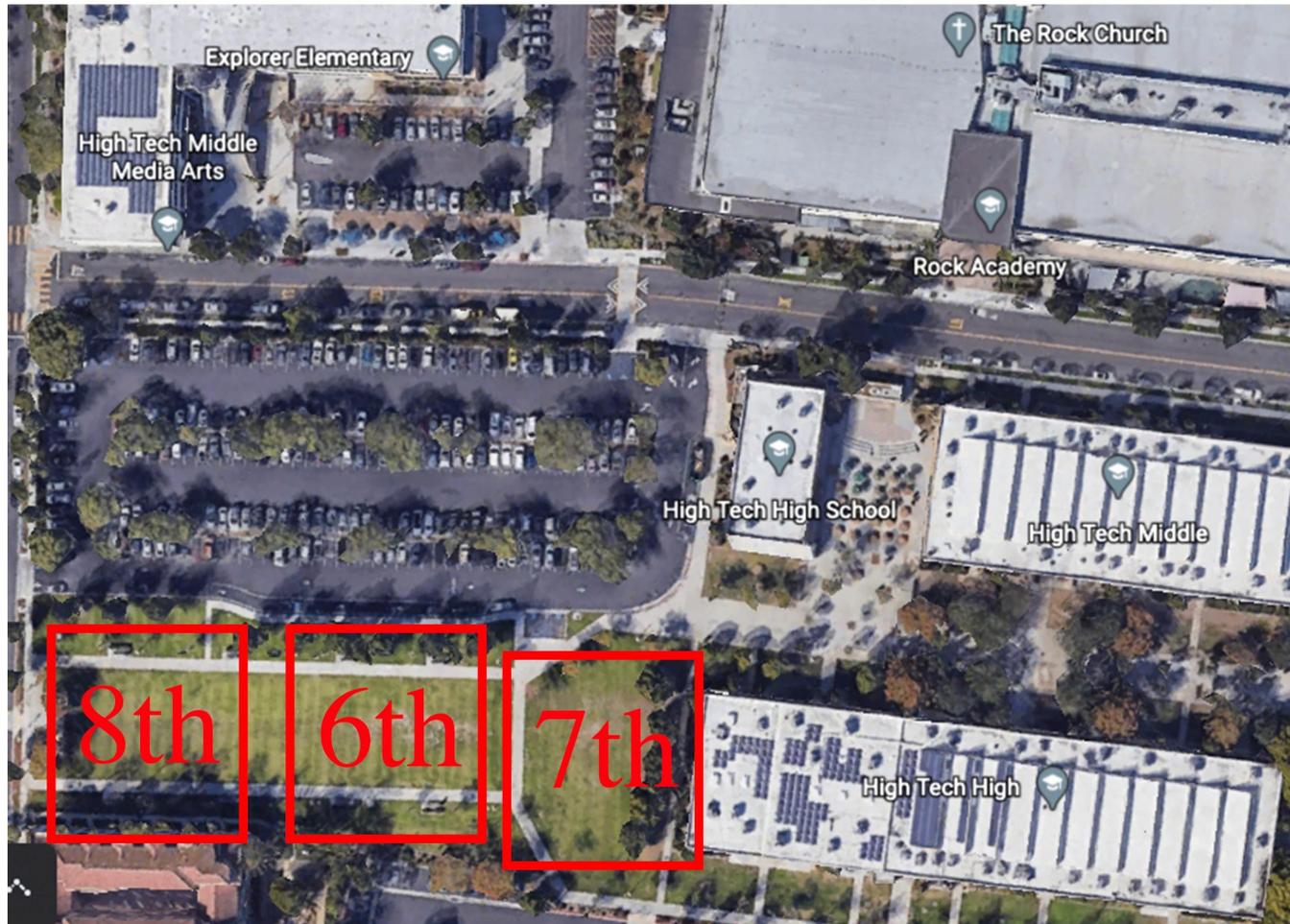
1. Menu options will be limited to pre-plated items.
2. Distribution points will be scheduled to visit by stable groups and physical distancing will be maintained. Staggering lunch periods will be coordinated with other Point Loma schools.

**Lunch Period**

1. To limit student mixing, meals will be consumed in outdoor areas that are segregated by stable groups.
2. Physical distancing will be maintained.
3. Students will be prompted to wash their hands or use hand sanitizer before eating

**Break/Lunch - Play Areas**

1. Designate specific areas for each stable group
2. Separate play equipment for each stable group.
3. Games that do not allow social distancing will not be permitted.



## CLEANING FOR ON-CAMPUS HYBRID

- Prior to dismissal, students will clean tables, chairs, individual materials. When the classroom is clear, facilities staff will clean all other areas such as door knobs, sinks, handles and floors. HTH has provided electrostatic sprayers for every campus. The sprayers will enable custodial staff to more efficiently disinfect our campuses. Detailed attention will be given to high-touch areas such as door handles, desktops, sink handles, handrails and restrooms throughout the day. In addition to cleaning each classroom will have their own space and a day will elapse and additional cleaning will occur between students from different stable groups using the same classrooms.
- If a student is sick during the day, we will remove the class to another space. Maricela will spray and disinfect the classroom and the sick students' work area. That classroom will be closed for 1-2 days based on timing of exposure.

## HEALTH AND SAFETY FOR ON-CAMPUS HYBRID

### **In the classroom:**

Students will wash/sanitize their hands whenever entering a new space (i.e., leaving for recess, exploratory, etc.). Students will social distance (4-6 feet apart).

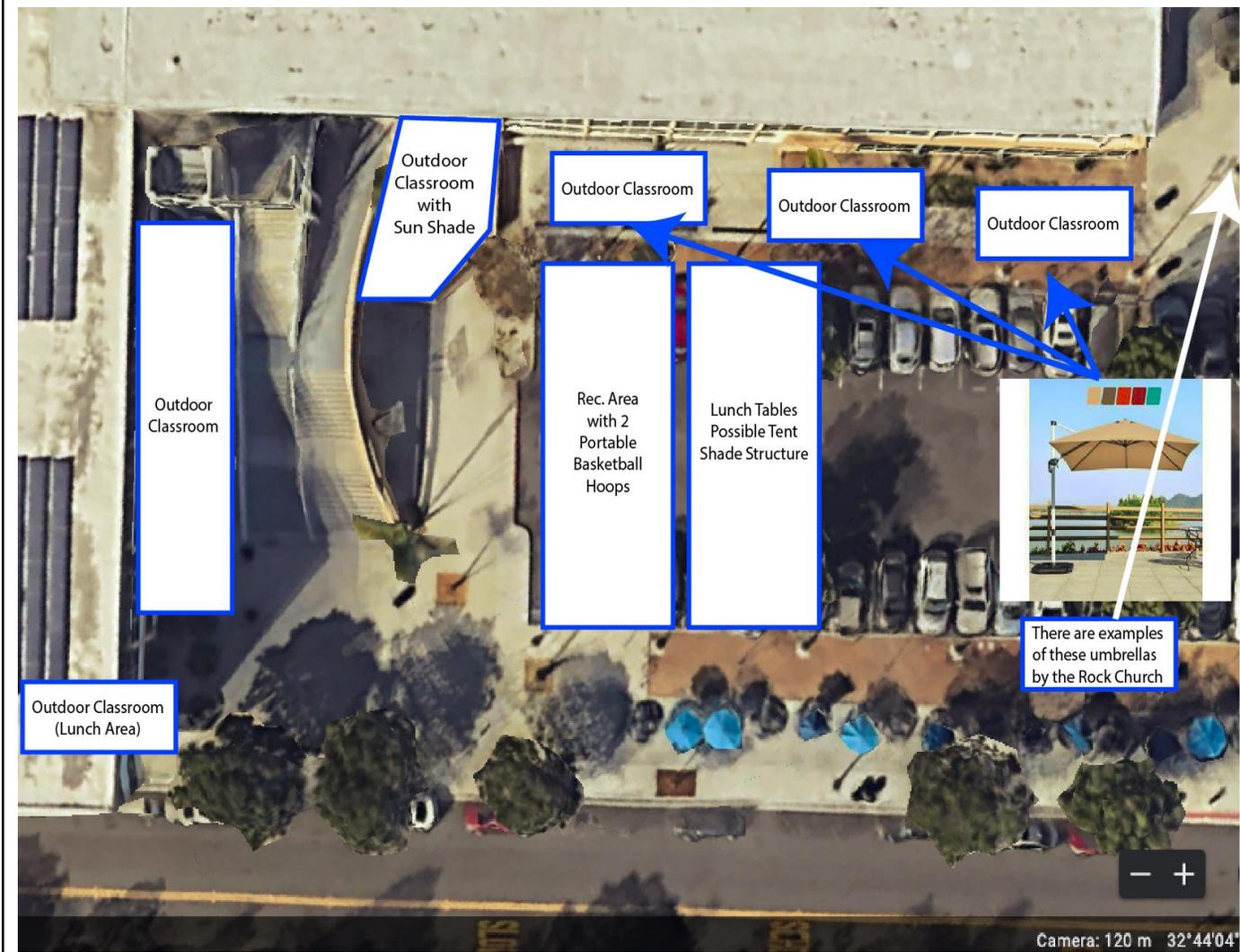
### **Bathrooms:**

Each bathroom will have 6 ft floor stickers that extend beyond the entrance of the bathroom. Each teacher will allow only one student at time to leave for the restroom. This will help ensure that bathrooms do not become overly crowded. During

breaks bathrooms will be monitored to ensure no more than three students are in the bathroom at any time.

### OUTDOOR CLASSROOM ACCESS

HTMMA Parking Lot, Lunch Table Area



## **ACADEMIC COACHES AND SUPPORT STAFF**

All School - Dave Gillingham (Director), Jennie Ganesan (Dean of Students), Naiby Mencias (Site Manager), Angee Mutter (Lead Education Specialist)

8th Grade - Emily Usaha, LaCreelin Ray (Ed Specialist Apprentice), B Wiesen (Education Specialist)

7th Grade - Josie Kamida, Daveon Smith, Taylor Hoff

6th Grade- Kevin Donn, Kayla Catolico, Emely Pulido

## **CLOSING**

Thank you to everyone who supported the development of this plan through critique, revision, ideation, collaboration, and thoughtful planning. This plan reflects feedback from families, students, and staff and is our best effort to create a learning plan that will support all our students and keep them at the center.

We are truly excited about the opportunity to welcome our students back and begin the transition back to school and the learning we know best serves our students! All change is challenging, and moving into Phase there are so many priorities and needs to balance. We committed to supporting our students and families through this next step. Thank you to our staff for their incredible efforts both to put this plan together all while continuing to support our amazing students in distance learning. Thank you to our families for your partnership through this next phase on our journey together. Finally, thank you to our amazing students who are resilient, brilliant, hilarious, big-hearted, and wise. We are truly lucky to have the opportunity to work with you each and every day. Together, we got this.