



MARIA MONTESSORI CHARTER ACADEMY

1850 Wildcat Blvd. • Rocklin, CA • 916-630-1510



DRAFT

Maria Montessori Charter Academy

**ADDRESSING THE CHALLENGES
OF REOPENING SCHOOL WITH COVID-19
FOR THE 2020-2021 SCHOOL YEAR**

June 30, 2020

Acknowledgments, Sourcing and Assumptions

This is a DRAFT plan for re-opening Maria Montessori Charter Academy for the 2020-2021 School Year. Sources consulted when drafting this plan include:

- California Department of Public Health ('CDPH') Reopening School Guidelines
- California Department of Education ('CDE') Reopening School Guidelines
- Placer County Office of Education staff, including Superintendent Gayle Garbolino-Mojica
- Placer County Public Health staff, including Dr. Sisson
- Pediatric Association Recommendations, including American Pediatric Association
- Rocklin Unified School District Reopening of Schools 2020-21 (DRAFT)
- CharterSafe COVID-19 School Re-opening Checklist
- Guidance for cleaning and disinfecting Coronavirus for schools from the Centers for Disease Control ('CDC')
- Shasta County Office of Education Reopening Plan

Re-opening plan's primary assumption:

- That all local conditions are in place for school reopening and continued operation (lifting of stay-home orders, local public health clearance, PPE equipment availability, cleaning supply availability).

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I COVID-19

HOW IS COVID-19 SPREAD?

COVID-19 is spread mainly from person-to-person, via air droplets that contain the virus. For example, when a person sneezes, coughs, or talks, the virus is exhaled by the infected person and then inhaled by a nearby person. Some people do not show any signs or symptoms of being ill but can still spread the virus. The virus can also spread when a person touches objects and surfaces that have the virus on it and then touches their eyes, nose, or mouth.

HOW CAN WE PREVENT TRANSMISSION?

This virus can spread easily from person-to-person so taking necessary precautions is an important way to keep you, your family, friends, and community safe. The best way to prevent illness is to avoid being exposed to this virus. Key prevention practices also include:

- Physical distancing to the maximum extent possible.
- Washing hands frequently with soap and water for at least 20 seconds or using hand sanitizer (at least 60% alcohol).
- Covering your coughs and sneezes. If you use a tissue, throw it away immediately and wash your hands.
- Cleaning and disinfecting frequently touched surfaces.
- Monitoring you and your family's health by taking temperatures and watching for signs and symptoms of COVID-19.

WHAT IS MMCA DOING TO MITIGATE THE RISKS?

Plan Introduction

June 30, 2020

Dear MMCA Families,

The question I have received the most over the past couple of months is “when is school opening back up and what it will look like?” This plan is an attempt to answer that question.

The reality is, this continues to be an extremely fluid situation, and ultimately, the County Health Doctor Aimee Sisson has ultimate jurisdiction over our operations during a declared pandemic. Our operations could change with a moment’s notice if she deems it necessary. It is also entirely possible that after a day or two of operations within this plan, at the local level we recognize the need to make adjustments and will adjust accordingly.

About a month ago, we sent a survey to our parents requesting your input on your preferred method of instruction to start the 2020-2021 school year, and we included options that ranged from ‘normal’ school, to various hybrids and continuing distance based learning.

The vast majority of our families preferred some type of “normal” 5 days per week, kids at school. Via the comments within the survey and the emails I’ve received over the last couple months, there was also strong sentiment for Before and After Childcare to be available, our Children’s House preschool to be re-opened, and access for kids to afterschool activities like clubs and athletics. Each of the school districts in the county did a similar survey as we did, and it’s my understanding that all other districts reflected similar results as our survey (e.g., 80-90% of their families preferring some type of ‘normal’ school).

This plan is an attempt to provide as “normal” a school experience as possible for our students, families and staff, while also addressing the realities of COVID-19 and the necessary mitigation measures we need to make in trying to keep everyone on the school site as safe as possible during this COVID-19 pandemic.

I also recognize that, for a variety of reasons, some families might not be comfortable sending their child(ren) back to ‘normal’ school during a pandemic. For these families, we have created multiple distance-based educational delivery alternatives that will keep your child(ren) within our school community until the pandemic is over and they can come back to school. These options are further detailed below.

From the feedback I've received, I know that two of the "hot button" mitigation issues are going to be related to 'wearing masks' and 'physical distancing'.

- Masks: In the current draft of this plan, wearing masks is optional for students. For instructional staff, wearing masks or face shields is optional. It is possible that Dr. Sisson, based on COVID-19 conditions countywide, may require that masks be worn by everyone on site.
- Physical Distancing: While this plan does implement several physical distancing initiatives that I do not like (detailed in the plan- eliminating parent volunteers during the school day, suspending assemblies and field trips until Phase 4 is reached are three examples), I recognize that they are needed for the safety of our staff and students and for the plan approval by Dr. Sisson.

Bigger picture, it is not an accident that our largest mitigation investment - air purification and filtration systems for every room – is directly related to trying to minimize the need for face coverings and physical distancing between students within classrooms. But again, ultimately, Dr. Sisson may decide it's necessary to make these measures more 'mandatory' versus optional.

After reading the full plan, I suspect many of you will have questions. Please feel free to contact me at brent@mmcharter.org. Additionally, if there is enough demand, I will host a Zoom-based Question and Answer session regarding this plan.

These are unprecedented times. While I look forward to seeing each of your children in August, I sincerely wish that we can return to true "normal" school for everyone as soon as possible.

Sincerely,

A handwritten signature in black ink that reads "Brent Boothby". The signature is written in a cursive, slightly slanted style.

Brent Boothby
Executive Director, M.M.C.A.

Air Purification and Filtration

With COVID-19 primarily transmitted through air droplets, our primary mitigation strategy is to significantly improve the air purification and air filtration systems within each of our classrooms.

1. Air purification: We are installing the RGF REME HALO Air Purification system into each of the HVAC units on our campus. The RGF REME products were originally developed to deal with the SARS-COVID-1 outbreak from 2005. It uses a multi-level strategy of UV-C light within the ducting and ionized Hydrogen Peroxide to eliminate 99%+ of all bacteria, viruses, and mold.
 - a. Surface cleaning: Another reason why we chose this unit is because as the ionized H₂O₂ is disbursed into the classroom, it disinfects all surface areas that are within the classroom. This should exponentially reduce the risk of someone catching the virus by touching a contaminated surface.
 - b. Reducing the 'sneeze' radius: The 'typical' sneeze disperses droplets six feet (hence the 6' recommendations regarding physical distancing). Studies have shown that using ionized H₂O₂ reduces the 'sneeze radius' to three feet.
2. Air filtration: Since our school is a Division of State Architect ('DSA') approved facility, we have hospital level HVAC units that are capable of operating with stronger filters. Given COVID-19, we are changing all of our air filters to a filter that is closer to N-95 mask levels (it will trap 10 micron size or larger particles 99% of the time, and 1-10 micron particles 80%+ of the time).

Personal Protective Equipment (PPE) for students and staff

1. For the first two months of school, the State of California will be providing our school with:
 - a. 12 gallons of hand sanitizer
 - b. 4 digital no touch forehead thermometers
 - i. We will be making additional digital thermometer purchases to ensure that every classroom, including Children's House (preschool) and Before/Aftercare, have a digital thermometer
 - c. 2 disposable masks for every student
 - d. 2 cloth masks for every student
 - e. 2 cloth masks for every staff member
 - f. 2 face shields for every teacher
2. Gloves will be available for all custodial and food staff.

Communication

1. If any significant changes are necessary for this COVID-19 plan, we will communicate those changes to our parents via an E-Blast. For 'new' COVID-19 impacts on school operations, we will use all of our communication tools to communicate with parents (these tools are listed in the 'School Plan' section on page 21).
2. Signage will be posted throughout campus to remind students, staff and visitors of the COVID-19 protocols in place.

Independent Study Options

We recognize that during these unprecedented times, some families may not be comfortable sending their child(ren) back to school when COVID-19 is still so prevalent in our operations. For these families, we have two options:

1. Short term Independent Study: Led by MMCA Teachers

- a. We will do up to (2) two-week short-term Independent Study agreements for families that are uncertain about whether or not they want to bring their child back to the "physical school" environment.
 - i. These I.S. agreements will be developed and managed by your child's assigned classroom teachers
 1. Work assigned must be turned in by the end of the grading week (e.g., student work will be turned in once per week).
 - ii. They will reflect most of the work that is happening within the classroom
 1. We can't cleanly replicate the Montessori-based hands on jobs in the at home environment
 - iii. Teachers will be available to answer email-based questions regarding the assignment (or perhaps brief Google MEETS with older students), but they will not be available for direct instruction
 - iv. For families choosing this option, we will be scheduling an 'assessment' meeting during the afternoons of the first four days of school for our teachers to meet / assess the student.

2. Longer term Independent Study: Led by our educational partner Edgenuity

- a. We have a partnership with Edgenuity. Edgenuity is a digital-based learning platform with video lessons, assigned teachers for support, and a COMPLETE curricular program for ALL of California's state standards.
 - i. The program includes an interactive calendar and guide that spells out exact

- expectations (grades, time needed, etc.) for each assignment.
- ii. An MMCA staff person would be available as a liaison to make sure access, setup and an overview on how to use the program would be available
- b. What this program is NOT is our typical MMCA Educational Program
- i. Academic content will be strictly grade level based, with minimal deviation for student ability
 - ii. It will not have the 'whole child', tactile-based inclusionary structure of our MMCA classrooms
- c. If completed, it will keep a student on track within grade level, which should minimize any academically related transitional difficulties students may have when they come back to "normal" school
- d. Edgenuity will be offered as an option in quarter-based increments until Placer County has reached full reopening Phase 4. Students choosing Edgenuity will have their spot at MMCA reserved for them until full Phase 4 reopening is reached.

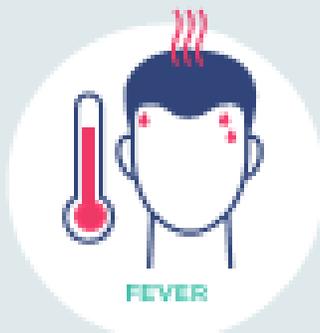
CORONAVIRUS

SYMPTOMS

People with COVID-19 have had a wide range of symptoms reported – ranging from mild symptoms to severe illness.



SYMPTOMS MAY APPEAR 2-14 DAYS AFTER EXPOSURE TO THE VIRUS. PEOPLE WITH THESE SYMPTOMS MAY HAVE COVID-19:



BEFORE SCHOOL, ARRIVAL AND PICKUP

SCREENING AT HOME

Families are encouraged to take temperatures daily before sending students to school. Anyone with a fever of 100.4° or higher should stay home.

Students should be screened for COVID-19 symptoms prior to coming to school. Those experiencing symptoms should not attend school.

Please contact the school if someone in your home or a close contact has been diagnosed with COVID-19. Depending on the situation, your child may need to stay home for 14 days.

School staff will also be asked to screen before leaving for school and to stay home if they have symptoms.

ARRIVING AT SCHOOL

Students arriving to campus:

- Before Care Students:
 - Sign-in will be located outside of the Library
 - Staff will conduct a temperature check using digital remote forehead thermometer

- Children's House:
 - Sign-in will be located outside of the classroom
 - Staff will conduct a temperature check using digital remote forehead thermometer

- K-8th Grade students:
 - Students are to leave their cars from the drop-off zone and put their belongings outside of the classroom and then proceed to playground
 - Staff will conduct a temperature check before students enter their classroom

- For students arriving during the school day (after the bell):
 - Students must sign in at the office for a pass
 - Staff will conduct a temperature check before students leave the office

PICKING UP FROM SCHOOL

Students being picked up from campus:

- **During the School Day**
 - Parents will come into the office and sign their child out.
 - The child will meet the parent at the office
- **Children’s House:**
 - Parents will park in either the Children’s House drop-off lanes or directly across from the preschool
 - Parents will digitally sign their child out at a station outside the classroom
 - The student will be brought to the parent
- **Regular dismissal (K and 1st -8th Grade Students)**
 - Kindergarten Students (dismissal at 2:00p)
 - Parents/guardians will drive their cars through the pick-up lane
 - Students will be brought to parents at their cars
 - **1st-8th Grade Students**
 - Parents/guardians will drive their cars through the pick-up lane or may park in a designated parking spot of the school or the church
 - Students will be brought to parent cars in pick-up lane; for parents parked at church, students will be allowed to walk to their cars.
- **After Care Students (for Children’s House and our K-8th grade program)**
 - Parents will park in a designated parking spot in the parking lot
 - Parents will digitally sign their child out at a station outside the classroom (Children’s House) or Library (K-8th ASC)
 - The student will be brought to the parent

PRECAUTIONS THROUGHOUT THE DAY- CLEANING, DISINFECTING & GENERAL HYGIENE

STUDENTS' SOCIAL-EMOTIONAL WELL-BEING

We recognize that time away from school has been challenging for most students. Teachers and other staff on campus will be assisting students in making a positive adjustment back to school.

INSTRUCTIONAL PROGRAM

Distance learning during Spring 2020 may have created differences in learning and support for some students. Teachers and other support staff will be assessing students to determine where gaps may exist to help determine what gaps may need filled (if any) and how to get the student back on track.

TRAINING FOR STUDENTS

Teachers and other support staff will take time with students to talk about what has changed on the school campus since students left. Training will be provided in healthy hygiene practices, use of space on school campuses, why we need to keep physically distant as much as possible, and how movement through the campus may have changed.

CLEANING/DISINFECTING GUIDELINES

1. MMCA will follow the Centers for Disease Control & Prevention cleaning and disinfecting guidelines for COVID-19.
 - a. The guidelines include requirements for cleaning high touch points throughout the school day, including:
 - i. Door handles (cleaned 2x per school day)
 - ii. Light switches (MMCA lights have motion sensors; these will be cleaned 1x per day)
 - iii. Bathroom surfaces (toilets, sinks, handles) – cleaned 2x per day

- iv. Classroom countertops (cleaned 1x per school day)
 - v. Carpets will be vacuumed and linoleum mopped in each classroom at least 3x per week
 - vi. Daily cleaning log for each room on campus will be maintained
- b. Disinfection will be done using EPA approved disinfectants against COVID-19 (hydrogen peroxide is one example).
2. Custodians will wear appropriate PPE (masks, gloves etc.) when disinfecting surfaces.
3. UV-C sanitation: A UV-C device will be used 1x per day to sanitize:
- a. Playground equipment
 - b. Library Books
 - c. Computers

HANDWASHING AND HAND SANITIZING STATIONS

1. Handwashing
- a. Routines will be established with teachers and students to regularly wash their hands. Students will be taught to use soap and water and to wash their hands for at least 20 seconds.
2. Hand sanitizing stations
- a. All 2nd-8th grade classrooms will have wall mounted hand sanitizer dispensers
 - i. Children's House and K-1 will have hand sanitizer bottle dispensers that will be under direct teacher control
 - b. Outdoor areas will have hand sanitizer stations throughout campus
3. Times handwashing/sanitizing should occur:
- a. When student arrives on campus
 - b. Before student enters classroom
 - c. Every time student leaves classroom
 - d. Every time student uses bathroom
 - e. Before student goes to snack/lunch/recess
 - f. After student returns from snack/lunch/recess
 - g. When student leaves campus

General Hygiene

1. Students will be instructed to:
 - a. Not touch their face and eyes;
 - b. Cover their mouth when coughing or sneezing; and
 - c. To physically distance themselves from other students when possible

SIGNS OF ILLNESS WHILE AT SCHOOL

1. For any students or staff members exhibiting symptoms of COVID-19 while at school, they will be:
 - a. Referred to the office for a temperature check (temperature check may occur in the classroom as well); if student has temperature and symptoms, they will be:
 - i. Placed in an isolation area (ex. Conference Room)
 - ii. Required to immediately wear a face covering; and
 - iii. Wait until they can be transported home or to a health care facility.
 - iv. Per C.D.C. recommendations, students sent home with a fever will need to stay home for at least 72 hours before they may come back to school.

SERVICE PROVIDERS AND PROGRAM PERSONNEL

A variety of people are on our school campus to provide services and support to students and their families. These personnel will continue to provide services but will need to sign in at the school office each day. These individuals will not come on campus if they are ill, have any symptoms of COVID-19, or a temperature of 100.4° when arriving at the school.

PRECAUTIONS THROUGHOUT THE DAY- PHYSICAL DISTANCING MEASURES AND FACE COVERINGS

PHYSICAL DISTANCING MEASURES- CAMPUSWIDE

1. Assemblies

- Until Placer County has entered “Phase 4” of COVID-19 recovery, there will be no whole-school assemblies in the MPR

2. Field Trips

- Until Placer County has entered “Phase 4” of COVID-19 recovery, there will be no on or off-campus field trips

3. Visitors on Campus, Parent Volunteers

- Until Placer County has entered “Phase 4” of COVID-19 recovery, visitors on campus and parent volunteers will be extremely limited. This includes a temporary suspension of our:
 - WatchDOG Dad’s Program
 - Art, Garden and Spanish Docent Programs
 - No parent volunteers allowed within the classrooms during the school day*

*Note: Parents will be able to volunteer to lead After School Clubs or Athletic Teams if they agree to abide by the policies within this COVID-19 School reopening plan.

PHYSICAL DISTANCING MEASURES- GRADELEVEL Based

1. Temporary Lunch / lunch recess groups

- Until Placer County has entered “Phase 4” of COVID-19 recovery, Lunch / Lunch recess will be reduced to grade level groups only (e.g., K/1, 2/3, 4/5, 6/8)
- At least 2 tables per classroom for lunch seating as well as individual chairs available if requested
- Use of refillable water bottles HIGHLY encouraged
- Food Service workers will be wearing masks and gloves

2. 4th-8th Grade Electives

- Until Placer County has entered “Phase 4” of COVID-19 recovery, our Electives program is suspended

3. Classroom ‘Big Buddy’ programs (where we pair an older classroom with a younger classroom for student-initiated activities)

- Until Placer County has entered “Phase 4” of COVID-19 recovery, our Big Buddy programs are suspended

PHYSICAL DISTANCING MEASURES- CLASSROOM Based

1. Teacher desks should be at least 6 feet away from student desks.
2. Study carrels and partitions will be available for student desks, tables and work rugs within the classroom to use
3. Shared use of individual school supplies will be minimized
4. Kids will be spread out more during ‘line up’ situations
5. To the extent reasonably possible within a Montessori setting, physical distancing between students will be encouraged within the classroom
6. Instructional Lessons outdoors will be highly encouraged

FACE COVERINGS

1. Staff
 - a. Clear face shields and cloth masks will be provided to each teacher.
 - b. Cloth masks will be provided to all staff members.
 - c. When in an interior location and physical distancing is not possible, staff may wear face shields or masks
2. Students
 - a. Cloth face coverings may be worn by students, especially when physical distancing is not possible, but they are not required. The California Office of Emergency Services is providing an initial supply of face coverings for all students for the start of school.
3. PROPER USE OF FACE COVERINGS:
 - a. Wash your hands before putting on your face covering.
 - b. Put it over your nose and mouth and secure it under your chin.
 - c. Try to fit it snugly against the sides of your face. Make sure you can breathe easily.
 - d. CLEANING OF FACE COVERINGS: Cloth face coverings should be washed using warm water with your laundry or by hand using 4 teaspoons household bleach per quart of room temperature water.

STOP THE SPREAD OF GERMS

Help prevent the spread of respiratory diseases like COVID-19.



WASH

Wash your hands with soap and water often, and for at least 20 seconds.



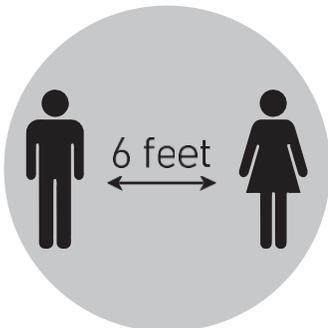
COVER

Cover your cough or sneeze with a tissue, then throw the tissue in the trash and wash your hands.



DO NOT TOUCH

Do not touch your eyes, nose, or mouth.



SOCIAL DISTANCE

Try to stay apart (about 2 arm's length) from other people.

SPORTS / PE / RECESS / CLUBS

- Activities will be held in a large, well-ventilated area or outdoors.
- All equipment will be sanitized daily; personal items and equipment should not be shared.
- Staff will give frequent reminders for practicing physical distancing.
- Physical activities that require less contact with surfaces will be encouraged for PE.
- Indoor sports: 1 spectator per participant until COVID-19 restrictions lifted.
- Hand washing or hand sanitizer should be used before and after activity.
- For indoor clubs, wearing cloth masks is encouraged.

MEDICALLY FRAGILE, SPECIAL EDUCATION AND HANDICAPPED STUDENTS

STUDENTS WITH UNDERLYING HEALTH CONDITIONS

Families are encouraged to discuss safety concerns regarding return to class with their child's healthcare provider to determine if the student should come back to school or do Independent Study until Phase 4 is reached.

STUDENTS WITH MOBILITY, EMOTIONAL, BEHAVIORAL, DEVELOPMENTAL NEEDS

Classroom staff will use all appropriate prevention measures and will encourage students to do the same as able.

STUDENTS RECEIVING SPECIALIZED PHYSICAL HEALTHCARE PROCEDURES

Procedures will continue to be performed by trained staff members using appropriate precautions and protective equipment.

COVID-19 RESURGENCE AND SCHOOL PLANS

1. COVID-19 resurgence countywide

- Placer County Public Health will contact MMCA if there has been a COVID-19 resurgence that necessitates a lockdown order, the physical closure of school and a return to school-wide distance-based learning.

2. COVID-19 Case at school during the school year

- Placer County Public Health will contact MMCA if a student or staff member has a positive COVID-19 test. Placer County Public Health will work with MMCA on a case by case basis to determine the extent of exposure to other students and staff members and consider if classroom, office, or school closure is warranted, and the length of time based on the need to mitigate the spread of COVID-19 and allow for additional cleaning. Classroom or school closure may result in using temporary distance learning to ensure continuity of learning until the classroom or school can reopen.

3. Communicating with Parents regarding COVID-19

- In the case of a countywide lockdown order, or in the case of a student or staff member with a positive test for COVID-19 that requires a temporary room or school closure, in accordance with the privacy requirements of FERPA/HIPPA and the communication guidance as required from County Public Health, MMCA will communicate with staff/families via:
 - E-Blast
 - Webpost
 - Facebook Page
 - Procure (formerly Kinderlime);
 - OneCall; and
 - Text message

*****Please note: this plan will be modified as State and County Guidance change.*****