CSDO

Patti Calton <pcalton@csdo.org>

Alameda County Elementary School Waiver Application

1 message

Google Forms <forms-receipts-noreply@google.com> Fri, Sep 18, 2020 at 12:10 PM
To: pcalton@csdo.org

Google Forms

Thanks for filling out Alameda County Elementary School Waiver Application

Here's what we got from you:

Alameda County Elementary School Waiver Application

Email address *

pcalton@csdo.org

All Alameda County Schools and School Districts are required to complete this application form by 5:00 pm on September 18, 2020.

- Please submit one application for each local educational agency or equivalent.
- The Superintendent/Head of School (or equivalent) must authorize the application.
- If responding on behalf of a school district please submit one consolidated application for elementary schools in the district that are seeking to reopen for in-person instruction.
- If responding for an independent, private, faith-based, COE, NPS or charter school, please submit a

separate application for each school.
• The California Department of Public Health (CDPH) only allows local elementary waivers to be considered for elementary schools (must serve students in grades TK-6 only, even if the grade configuration at the school includes additional grades).
• Submission of this application does not guarantee that schools planning to apply for waivers will be able to open on the proposed date. Opening dates will be dependent on final approval of the waiver application and local disease conditions.
• Applications and all supporting documents must be submitted (using this online application form) at least 14 days prior to the desired reopening date.
• Completed waiver applications will need to be e-mailed back to Alameda County Office of Education (ACOE) no later September 18, 2020 by 5:00 p.m.
• Applications and all supporting documents must be submitted (using this online application form) at least 14 days prior to the desired reopening date.
• Any necessary attachments such as copies of a memorandum of understanding or contract with a testing provider should be provided via email to waivers@acoe.org prior to opening school.
• Please submit questions about filling out this application to: waivers@acoe.org

Elementary Waiver Application Review Steps:

1. Applications will first be screened by the Alameda County Office of Education (ACOE).
2. After review for completion, ACOE will forward the application to ACPHD to determine if the application meets the local Health Officer criteria for support.
3. The application then goes to California Department of Public Health (CDPH) for a final recommendation of approval.

APPLICATION CONTACT INFORMATION AND REOPENING PLAN SPECIFICS

Name of School/District completing this application (Local Educational Agency or Equivalent): *

St. Joseph School

School type: *

- ○ Traditional Public School
- ○ Charter School
- ◉ Private, Independent, or Faith-Based School Non-Public School (NPS)

- ○ County Office of Education Site/Program
- ○ State Special School

Name of person completing this application: *

Patti Calton

Phone Number of person completing this application: *

656-6525

Email Address of person completing this application: *

pcalton@csdo.org

Date of Submission: *

MM DD YYYY

09 / 18 / 2020

Superintendent (or equivalent) name *

Kathleen Radecke

Email of Superintendent (or equivalent): *

kradecke@csdo.org

LEA ADDRESS

Please write the address of your district office if you are submitting this form on behalf of an entire school district. If you are submitting this form on behalf of a single school, please fill out the address of the school site.

Address Line 1 *

43222 Mission Blvd

Address Line 2

City *

Fremont

ZIP Code *

94539

CONTACT INFORMATION OF COVID-19 LIAISON FOR MY DISTRICT/SCHOOL

Name of COVID-19 liaison for my school/district: *

Patti Calton

Title of COVID-19 liaison for my school/district: *

School Principal

Phone Number of COVID-19 liaison for school/district: *

656-6525

Email Address of COVID-19 liaison for my school/district: *

pcalton@csdo.org

REOPENING DETAILS

Date of proposed reopening under waiver: *

MM DD YYYY

11 / 02 / 2020

Comments (i.e. explain if you are planning a phased reopening, if the proposed date is tentative, or anything else you would like us to know about your reopening date):

Name and address of each school to be covered by the waiver: *

St. Joseph School 43222 Mission Blvd. Fremont Ca 94539

Number of students enrolled for each school to be covered by the waiver (TK-6): *

117

Number of Staff (include teachers, paraprofessionals, cafeteria workers, janitors, bus drivers, etc.) at each school covered by the waiver (TK-6): *

24

Grade levels served by the school(s) (include all): *

- [x] TK
- [x] K
- [x] 1
- [x] 2
- [x] 3
- [x] 4
- [x] 5
- [x] 6
- [x] 7

- [x] 8
- [ ] 9
- [ ] 10
- [ ] 11
- [ ] 12

Grade levels proposed to be reopened (check all that apply): *

- [x] TK
- [x] K
- [x] 1
- [x] 2
- [x] 3
- [x] 4
- [x] 5
- [ ] 6

Schedule for in-person instruction (e.g., full-time on Mondays-Fridays from 8:30-3:30 or hybrid model with in-person instruction on Mondays and Wednesdays for cohort A and Tuesdays and Thursdays for Cohort B): *

We are planning to open in three phases. Phase 1-TK & Kindergarten (November). Phase 2-Grades Second/Third (December). Phase 3- Fourth & Fifth (January).

KEY CONSTITUENT CONSULTATION

Please confirm consultation and approval with the following groups.

As a school/district, we have or will be seeking approval from our local governing body to request a waiver through ACPHD. *

- ○ Yes
- ○ No
- ◉ Our school does not have a governing body

Labor organization(s) – Which organizations represent your staff and teachers? Include name of all organization(s) consulted. Please also describe the method (e.g. survey, meeting), date(s), and outcome of the consultation with labor organization(s). *

Our staff does not have a labor organization.

If no labor organization represents staff at the school, please describe the method (e.g. survey, meeting) date(s), and outcome of the consultation with school staff. *

Key Constituent Consultation includes; Kathleen Radecke, DCS Superintendent, Msgr. Manuel Simas, Pastor, St. Joseph Faculty and Staff, St. Joseph School Stakeholders, SJS Advisory Board, and School Site Planning Committee (SSPC).
As the governing body of our school, consultation with our Pastor was the initial conversation in which we shared the process of applying for the waiver for our school. This was followed by consulting with the Faculty & Staff as a whole during our weekly faculty meetings.
While we do not have a labor organization like the public schools' teacher union, we have consulted with our faculty and staff in the decision making process for the waiver. Based on our consultation, our faculty and staff are supportive of applying for a waiver option for our school.
The School Site Planning Committee (SSPC) began meeting in June 2020. This special task force was made up of administration, advisory board members, parent volunteers and staff.

After consultation with the Superintendent & Pastor, the staff and this committee was informed of the application waiver process. They are supportive of the wavier option for the school.
The primary purpose of this group is to plan for a safe reopening of school based on 4 pillars; #1.) Health & Safety, #2.) Personnel & Finance, #3.) Health & Safety Facilities planning, #4.) Best instructional Practices. It is through their efforts under consultation with the Department of Catholic Schools (DCS) that our Health and Safety Addendum was created. This can be referenced in the resource page of the St.Joseph School Health and Safety Addendum.

Parent and community organization(s) - Include name of organization(s). Please also describe the method (e.g. survey, meeting, forum, etc.), date(s), and outcome of the consultation with parent and community organizations.

Key Constituent Consultation includes; Kathleen Radecke, DCS Superintendent, Msgr. Manuel Simas, Pastor, St. Joseph Faculty and Staff, St. Joseph School Stakeholders, SJS Advisory Board, and School Site Planning Committee (SSPC).
Based on our consultation, our Parent Community are supportive of applying for a waiver option for our school. As the governing body of our school, consultation with our Pastor was the initial conversation in which we shared the process of applying for the waiver for our school. This was followed by consulting with the Faculty & Staff as a whole during our weekly faculty meetings. Our Advisory Board and stakeholders were informed of the application of the waiver process during regularly scheduled meetings.
The School Site Planning Committee (SSPC) began meeting in June 2020. This special task force was made up of administration, advisory board members, parent volunteers and staff. The primary purpose of this group is to plan for a safe reopening of school based on 4 pillars; #1.) Health & Safety, #2.) Personnel & Finance, #3.) Health & Safety Facilities planning, #4.) Best instructional Practices. It is through their efforts under consultation with the Department of Catholic Schools (DCS) that our Health and Safety Addendum was created.
To gain knowledge on the "pulse" of the school community, surveys were sent several times since March 2020 as well as Virtual Parent Meetings were held. Ongoing communication through our weekly electronic newsletter (SMORE) kept the school community informed with the process of the application for the waiver.

ELEMENTARY SCHOOL REOPENING PLANS

Please confirm that the elementary school reopening plan addresses the following, consistent with guidance from the California Department of Public Health and Alameda County Office of Education and Alameda County Public Health Department, and that the plan has been published on the website of the local educational agency (or equivalent).

URL to School/District Reopening Plan: *

https://drive.google.com/file/d/19rgnZqWZYD_womW3dJTn4tH-lu8ztrGS/view?usp=sharing

SCHOOL/DISTRICT REOPENING PLAN IS POSTED: Reopening Plan is posted prominently to the school or district's website: *

- (●) Yes
- ( ) No

CLEANING, DISINFECTION AND VENTILATION: How shared surfaces will be regularly cleaned and disinfected, how use of shared items will be minimized, and what modifications will be made to increase the flow of fresh outdoor air within your school buildings. *

- (●) Yes
- ( ) No

Page Number(s)/Section Reference

Page 1

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

- [x] Yes
- [ ] No

Page Number(s)/Section Reference

Page 2

PHYSICAL DISTANCING: How space and routines will be arranged to allow for physical distancing of students and staff. *

- [x] Yes
- [ ] No

Page Number(s)/Section Reference

Page 2

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. *

- [x] Yes
- [ ] No

Page Number(s)/Section Reference

Pages 2 & 3

FACE COVERINGS AND OTHER ESSENTIAL PROTECTIVE GEAR: How CDPH and ACPHD's face covering requirements will be satisfied and enforced. Availability to supply appropriate personal protective equipment to staff and students when needed. *

- (●) Yes
- ( ) No

Page Number(s)/Section Reference

Pages 3 & 4

HEALTH SCREENINGS FOR STUDENTS AND STAFF: How students and staff will be screened for symptoms of COVID-19 and how ill students or staff will be separated from others and sent home immediately. *

- (●) Yes
- ( ) No

Page Number(s)/Section Reference

Page 4

HEALTHY HYGIENE PRACTICES: The availability of handwashing stations and hand sanitizer, and how their use will be promoted and incorporated into routines. *

- (●) Yes
- ( ) No

Page Number(s)/Section Reference

Pages 5 & 6

IDENTIFICATION AND TRACING OF CONTACTS: Actions that staff will take when there is a confirmed case. Confirm that the school(s) have designated at least two staff to support contact tracing, such as creation and submission of lists of exposed students and staff to ACPHD and notification of exposed persons. Each school must also designate one person for the local health department to contact about COVID-19. *

- (●) Yes
- ( ) No

Page Number(s)/Section Reference

Page 6

STAFF TRAINING AND FAMILY EDUCATION: How staff will be trained and families will be educated on the application and enforcement of the plan. *

- (●) Yes
- ( ) No

Page Number(s)/Section Reference

Page 7

TESTING OF STAFF: How school officials will ensure that staff who have symptoms of COVID-19 or have been exposed to someone with COVID-19 will be rapidly tested and what instructions they will be given while waiting for test results. Describe how staff will be tested periodically to detect asymptomatic infections (e.g. Screening Testing), including the name of a testing provider the school or district is planning to partner with. *

Examples of recommended frequency for Screening Testing include testing all staff over 2 months, where 25% of staff are tested every 2 weeks, or 50% every month to rotate testing of all staff over time. Students are not required to be included in the screening testing, but it is recommended.

- (●) Yes
- ( ) No

Page Number(s)/Section Reference

Page 7

TRIGGERS FOR SWITCHING TO DISTANCE LEARNING: The criteria the school or district leadership will use to determine when to physically close the school and prohibit in-person instruction. *

- (●) Yes
- ( ) No

Page Number(s)/Section Reference

Page 8

COMMUNICATION PLANS: How the school or district leadership will communicate with students, staff, and parents about cases and exposures at the school, consistent with privacy requirements such as FERPA and HIPAA. *

- (●) Yes
- ( ) No

Page Number(s)/Section Reference

Page 8

Please let us know what types of technical assistance and/or support your school or district might need from Alameda County Public Health (ACPH) in order to implement your reopening plans.

None

ADDITIONAL RESOURCES & ATTESTATION OF FORM COMPLETION

Additional Resources

ACOE and ACPHD COVID-19 School Guidance Alameda County School Reopening Plans: https://www.acoe.org/schoolguidance
CDPH and Cal/OSHA Guidance for Schools and School-Based Programs: https://Lles.covid19.ca.gov/pdf/guidance-schools.pdf
California Department of Education Stronger Together: A Guidebook for the Safe Reopening of California

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

I, the Superintendent/Head of School, authorize this application and attest that the information provided is complete and accurate as of the date that the application is submitted. *

Patti Calton

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