

## Memorandum of Understanding (3.4.2021) Elementary Schools Reopening 2020-2021

This Memorandum of Understanding (MOU) is entered into by the Snowline Teachers' Association (STA) and Snowline Joint Unified School District (District). The items in this MOU will be effective immediately and will sunset June 30, 2021 or upon re-negotiation by both parties.

*In preparation for the 2020-2021 school year, the parties recognize that it is in the mutual interest of the parties to abide by the recommendations of public health officials to prevent illness and further spread the virus. The parties recognize that schools are critical to daily life and that collaboration between local public health, education officials, and educators is the best means to determine and balance the competing concerns surrounding school reopening decisions.*

Purpose: Senate Bill 98 Education Finance: education omnibus budget trailer bill states in Education Code 43504 (b) A local educational agency shall offer in-person instruction to the greatest extent possible. Per California Department of Public Health (CDPH) COVID-19 and Reopening In-Person Learning Elementary Education Waiver Process, local health officers are authorized by CDPH to grant a waiver in order for elementary schools to open for in-person instruction. The purpose of this MOU is to address the working conditions associated with in-person instruction at District elementary schools under an approved waiver.

1. The District will adhere to the current COVID guidelines issued by CDPH and San Bernardino County Department of Public Health (DPH). In addition, the District will take into account the health and safety guidelines issued by the California Department of Education (CDE) and Centers for Disease Control and Prevention (CDC).
2. Wellness
  - a. The District agrees to implement "passive screening" of staff. Staff must complete the daily health screening before entering the campus/office. See attached Self Screening Log
  - b. Self-screenings are strictly limited to COVID and shall not be used to inquire into other medical conditions.
  - c. Screening records shall be kept confidential and be destroyed after 30 days.
  - d. Parents/guardians must conduct their students' initial daily health screenings before arriving at school or the bus stop. See attached Wellness Screenings for Students
  - e. The District agrees to actively monitor staff and students throughout the day for signs of illness, and will have the ability for temperatures to be taken at any point in the school day with a no-contact thermometer. Staff who become ill during the day or develop a fever will be immediately sent home.
  - f. In adherence to current consolidated *COVID-19 and Reopening In-Person Instruction Framework & Public Health Guidance for K-12 Schools in California and the District COVID-19 Safety Plan (CSP)* the District will train staff and provide educational materials to families regarding COVID-19 safety actions and actively encourage staff and students who are sick or who have recently had close contact (within six feet for 15 minutes or more) with a person with COVID-19 to stay home.
    - i. The District shall ensure all students, employees, and visitors are checked for symptoms daily prior to entering school. Visitors with any symptom consistent with COVID-19 shall be denied entry.
    - ii. Staff and students with symptoms consistent with COVID-19 or who have had close contact (within six feet for 15 minutes or more) with a person with COVID-19 will be sent home or sent to an isolation room on site pending travel home.
    - iii. Per the most current health official guidelines, the District will notify local health officials of any positive case of COVID-19, and initiate contact tracing by notifying exposed staff and families while maintaining confidentiality as required by state and federal laws.
    - iv. The District will maintain communication systems that allow staff and families to self-report symptoms and receive immediate notifications of exposures and closures, while maintaining confidentiality, as required by state and federal laws.
  - g. Any student exhibiting a COVID-19 medical condition is to be referred to the health office.
  - h. The District may test staff periodically, as testing capacity permits and as practicable at no financial cost or charge to a staff member's personal leave.

### 3. Safety

- a. Physical distancing of six feet to the extent possible, in combination with face masks, and hand-washing will be adhered to for the health and safety of all staff and students. Physical distancing between staff and students must be maintained as much as possible, and face masks must be worn at all times per CDPH guidance for schools.
- b. Staff will refrain as much as feasible from congregating in work environments, break areas, offices and restrooms.
- c. Staff and students will follow current consolidated *COVID-19 and Reopening In-Person Instruction Framework & Public Health Guidance for K-12 Schools in California* on appropriate use of face coverings. Per these guidelines, face coverings are to be worn by all staff and students while at school, unless exempted. Face coverings should be removed for meals. Exemptions are due to medical or mental health condition or disability that would impede them from properly wearing or handling a face covering, those with a communication disability, or when it would inhibit communication with a person who is impaired. Those exempted from wearing a face mask should wear a non-restrictive alternative, such as a face shield with a drape on the bottom edge, as long as their condition permits. Staff may wear a face shield with a drape while in the classroom. Staff must return to wearing a face covering outside of the classroom. See (updated) attached Face Coverings Student Protocols/Scenarios
- d. Ingress/Egress and movement within the school site will be guided by safe routes established in collaboration with site administration and the District to limit or prevent interaction between students.
- e. Cleaning and disinfecting within the school site will adhere to 5. of the COVID-19 2020-2021 MOU between STA and SJUSD, which reads: The District shall ensure that all classrooms, restrooms, and workspaces that are in use are cleaned and disinfected daily, including but not limited to desks, doorknobs, light switches, faucets, and other high touch fixtures, using the safest and most effective disinfectant necessary, as recommended by federal, state, and/or local health officials.
- f. Multi-fold sneeze guards will be provided for each student workspace. All other PPE and safety supplies shall be provided by the District to school sites.
- g. Air filtration within the school site will adhere to 6. of the COVID-19 2020-2021 MOU between STA and SJUSD, which reads: The District shall ensure all HVAC systems operate on the mode which delivers the most fresh air changes possible, which includes using the most efficient filters and changing them at the recommended intervals.
  - i. Air filtration units with a minimum capacity 625 square feet will be provided to classes without windows.
  - ii. Classrooms will be provided with window screens and allowed to open to allow air flow when weather permits.
- h. Staff will be trained by District Nurse video(s) in appropriate health procedures and in the process of visual wellness checks.

### 4. Working Conditions

- a. Bargaining Unit Members being brought back to the worksite to provide elementary waiver services will be notified no less than ten (10) business days prior to the first day of elementary waiver classes, and may use their discretionary asynchronous learning time to prepare for elementary waiver learning in the five (5) business days prior to the first day of the elementary waiver classes.
- b. Bargaining Unit Members may, but will not be expected to, conduct or supervise online learning sessions at the same times as their in-person class(es).
- c. Bargaining Unit Members will be provided a transition time of at least one hour when expected to provide synchronous learning time to their elementary waiver students.
- d. Bargaining Unit Members will not be expected to provide workday student supervision or additional duty hours beyond what the collective bargaining agreement allows.
- e. Remote schooling class sizes at hybrid schools will adhere to Article 18 of the Collective Bargaining Agreement.
- f. Teachers may teach their synchronous learning time groups from home in the afternoon.

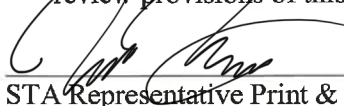
5. Hybrid Learning schedule: To utilize a blended learning model, half of a class will come to school at a time. Likely group A on Monday/Tuesday and group B on Thursday/Friday.

	<b>Monday</b>	<b>Tuesday</b>	<b>Wednesday</b>	<b>Thursday</b>	<b>Friday</b>
<b>8:00 - 11:30</b>	Group A at school	Group A at school	8:15-9:15 Group A & B synchronous learning time	Group B at school	Group B at school
<b>8:00 - 11:30</b>	Group B asynchronous learning time at home	Group B asynchronous learning time at home	Teacher preparation, planning, collaboration, training & staff meetings  Staff may work remotely to allow cleaning, and staff will inform administration if they will be on campus.  Group A & B asynchronous learning time at home	Group A asynchronous learning time at home	Group A asynchronous learning time at home
<b>12:00 - 12:30</b>	Lunch	Lunch		Lunch	Lunch
<b>1:00 - 2:00</b>	Group B synchronous learning time	Group B synchronous learning time		Group A synchronous learning time	Group A synchronous learning time
<b>1:00 - 2:00</b>	Group A asynchronous learning time at home	Group A asynchronous learning time at home		Group B asynchronous learning time at home	Group B asynchronous learning time at home
<b>2:00 - 3:00</b>	Teacher office hours and student study/homework time	Teacher office hours and student study/homework time		Teacher office hours and student study/homework time	Teacher office hours and student study/homework time

- a. On Monday/Tuesday/Thursday/Friday, teachers shall provide one-hour of synchronous learning time with students in their class who were not scheduled to attend in person that day.
- b. Each Wednesday, teachers shall provide one-hour of synchronous learning time with their students. The remainder of the day shall be reserved for teacher preparation, planning, collaboration, training and staff meetings. Administration meetings and professional development shall not extend beyond 90 minutes. In person meetings shall comply with all current workspace safety protocols.
- c. Staff members directed to report to work to provide elementary waiver in-person services who have an underlying health condition that places them at an increased risk due to COVID-19 will adhere to 9. of the COVID-19 2020-2021 MOU between STA and SJUSD, which reads: The District recognizes that the Centers for Disease Control (CDC) has advised that individuals are at increased risk for severe illness due to COVID-19 because of certain underlying health conditions. If a bargaining unit member has an underlying health condition that places them at increased risk due to COVID-19, the District will promptly engage in the interactive process to discuss whether the member can safely and effectively perform their essential duties, with reasonable accommodation. Such reasonable alternatives may include, among other things, whether the member may effectively and safely work remotely, at a different location, or in a different assignment. In some situations the interactive process may necessitate documentation from a medical provider specifying the recommended accommodations. Orders from a bargaining member doctor will be the highest priority for assignment to a remote teaching assignment.
- d. Hybrid learning schedule teachers will not be assigned remote learning students.

6. Remote Learning will continue at all elementary schools in a distance/online learning environment taught by teachers assigned in-full to teach remote learning students.
  - a. Order of priority for teacher assignment to remote teaching
    - i. Increased risk due to Covid related complications, as indicated by documentation from a medical provider specifying the recommended accommodations.
    - ii. In home family member with increased risk of Covid related complications, as indicated by documentation for a medical provider specifying the recommended accommodations.
    - iii. Unable to care for middle school or high school children in the event of return to school.
    - iv. Seniority
7. Homeschool learning will continue through Snowline Academy as an option for all K-12 Snowline students.
8. Class Sizes
  - a. No elementary school class shall have more students in classrooms than can be accommodated at physical distancing of six feet.
  - b. Bargaining Unit Members will not have total class sizes exceeding the requirements of the certificated bargaining agreement.
9. Scheduling: The District agrees to prioritize the assignments of positions by first assigning the in-person position to the current teacher of record to the majority of students assigned to the class. Every effort will be made to keep a teacher working at their assigned site and assigned grade level. Should the interactive process determine an employee is unable to work in an in-person setting but is able to perform the duties of a remote learning assignment, the employee will be assigned to an available position in the following order
  - a. A remote learning position on their current site in their current grade level
  - b. A remote learning position on their current site in another grade level(s)
  - c. A remote learning vacant position at another site
  - d. If none of these options is available, the employee shall use appropriate applicable leave time

The District shall endeavor to limit involuntary transfers. At the conclusion of the COVID emergency, the 2020-2021 school year, or when schools are fully reopened, all teachers transferred as a result of this agreement, shall be restored to their previous school site at the time of the involuntary transfer.
10. Child Supervision: The District will provide to staff members working on site, child supervision for school-age children enrolled at a Snowline School. These Snowline students of staff members will be provided a place to participate in distance learning on their non-classroom days.
11. STA and the District shall begin gathering input to develop a secondary school return to in-person instruction plan. Upon completing the plan, the parties agree to negotiate the effects of implementing secondary school return to in-person instruction plan.
12. STA and the District shall begin gathering input to develop a return to full in-person instruction plan. Upon completing the plan, the parties agree to negotiate the effects of implementing the return to full in-person instruction plan.
13. STA and the District understand the COVID-19 pandemic situation is very fluid and mutually agree to review provisions of this MOU, as necessary.

 Jeff Phillips  
 STA Representative Print & Signature

3/4/21  
 Date

 Dennis Zimmerman  
 District Representative Print & Signature

3.4.2021  
 Date



## Snowline JUSD Wellness Screenings of Students

The health and safety of students on school campuses or District facilities is of extreme importance. Along with other safety measures on school campuses or District facilities, the following wellness screenings will be implemented.

**From SJUSD BP 0470 COVID-19 Mitigation Plan:** *If the screening indicates a fever or other COVID-19 symptoms, or if the student exhibits symptoms at any time during the school day, the student shall be placed in a supervised isolation area until the student's parent/guardian is contacted and the student can be transported home or to a healthcare facility. School staff may provide the parent/guardian with referrals to school or community health centers for further testing.*

### **Screening at Home:**

- Families will take student temperatures each day before going to school and screen for COVID-19 symptoms.
- Students should not be physically present at school if any of the symptoms below are present.
- COVID-19 symptoms include: fever (100.4 degrees or higher) or chills, cough, shortness of breath or difficulty breathing, fatigue, muscle or body aches, headache, new loss of taste or smell, sore throat, congestion or runny nose, nausea or vomiting, diarrhea. This list does not include all possible symptoms. Health officials will continue to update this list as more is learned about COVID-19.
- Prior to attending school, students should be fever free for 24 hours, without fever reducing medication.
- Students should not be physically present if they have been in close contact to anyone with a confirmed positive COVID-19 test in within the past 14 days. Centers for Disease Control defines close contact as anyone who has been within 6 feet of an infected individual for at least 15 minutes, up to 2 days before illness onset with a confirmed COVID-19 case.

### **Process at School:**

- If a student presents symptoms of COVID-19, the student will go to a designated isolation room until they can be picked up from school.
- Please be sure to have updated emergency contacts on file.
- Per State guidelines, Districts should recommend the individual experiencing symptoms take a COVID-19 test. Students can contact their physician or access [San Bernardino County COVID-19 Testing Sites](#).
- If the student was symptomatic, but not exposed, and tests negative for COVID-19, the student may return to in-person instruction three days after symptoms resolve.
- If the student does not get a COVID-19 test, the student may return to school 10 days after symptoms first appeared, and after being fever-free for 24 hours without fever-reducing medication.
- School/classroom may remain open per California Department of Public Health protocols.

## **Snowline JUSD Plan For When a Student Has Symptoms or Isn't Feeling Well**

**From SJUSD BP 0470 COVID-19 Mitigation Plan:** *If the screening indicates a fever or other COVID-19 symptoms, or if the student exhibits symptoms at any time during the school day, the student shall be placed in a supervised isolation area until the student's parent/guardian is contacted and the student can be transported home or to a healthcare facility. School staff may provide the parent/guardian with referrals to school or community health centers for further testing.*

Students should not be physically present at school if any of the symptoms below are present. Additionally, students should not be physically present if they have been exposed to anyone with a confirmed positive COVID-19 test within the past 14 days. COVID-19 symptoms include: fever (100.4 degrees or higher) or chills, cough, shortness of breath or difficulty breathing, fatigue, muscle or body aches, headache, new loss of taste or smell, sore throat, congestion or runny nose, nausea or vomiting, diarrhea. This list does not include all possible symptoms. Health officials will continue to update this list as more is learned about COVID-19.

### **Students who present with symptoms while at school:**

- Students will go to a designated isolation room until they can be picked up from school.
- Please be sure to have updated emergency contacts on file.
- Per State guidelines, Districts should recommend the individual experiencing symptoms take a COVID-19 test. Students can contact their physician or access [San Bernardino County COVID-19 Testing Sites](#).
- If the student was symptomatic, but not exposed, and tests negative for COVID-19, the student may return to in-person instruction three days after symptoms resolve.
- If the student does not get a COVID-19 test, the student may return to school 10 days after symptoms first appeared, and has been fever-free for 24 hours without fever-reducing medication.
- School/classroom may remain open per California Department of Public Health protocols.

### **Students who have had close contact with a confirmed COVID-19 case:**

- Students should not come to campus if they knowingly had a close contact. Centers for Disease Control defines close contact as anyone who has been within 6 feet of an infected individual for at least 15 minutes, up to 2 days before illness onset with a confirmed COVID-19 case.
- Per State guidelines, Districts should recommend the individual experiencing symptoms take a COVID-19 test. Students can contact their physician or access [San Bernardino County COVID-19 Testing Sites](#).
- Quarantine for 14 days from last exposure. School work will be provided to students to complete during this time.
- School/classroom may remain open per California Department of Public Health protocols.

### **Students who have a confirmed COVID-19 case:**

- Students cannot come onto campus for 10 days from symptom onset or test date, and must be fever free without fever-reducing medication for three-days.
- If a student tests positive, but has had no symptoms, they may return to campus 10 days after the date of the positive test.

- Identify close contacts, quarantine and exclude exposed contacts for 14 days after the last date the case was present at school while infectious. Centers for Disease Control defines close contact as anyone who has been within 6 feet of an infected individual for at least 15 minutes, up to 2 days before illness onset with a confirmed COVID-19 case. School work will be provided during this time.
- State guidelines recommend testing of close contacts. Students can contact their physician or access [San Bernardino County COVID-19 Testing Sites](#). However, testing will not shorten the 14 day quarantine.
- Disinfection and deep cleaning of the classroom and primary spaces where the case spent significant time will be conducted.
- School/classroom may remain open per California Department of Public Health protocols.
- Notification of close contacts will be made.



**Snowline JUSD Face Covering Protocols/Scenarios**  
(updated 3.1.2021)

**From SJUSD BP 0470 COVID-19 Mitigation Plan:** *CDC's Considerations for Schools reinforces the value of using cloth face coverings to protect oneself and others, but recognizes that wearing face coverings in all-day settings such as school may be challenging for students, particularly younger students. CDC advises that face coverings be worn as feasible, but especially when social distancing is difficult. Face coverings shall not be required for children younger than two years, or for anyone who has trouble breathing or is incapacitated or otherwise unable to remove the covering without assistance. Reasonable accommodations shall be made for anyone who is unable to wear a face covering for medical reasons.*

- 1. Face Covering Protocols:** Staff and students will follow current consolidated *COVID-19 and Reopening In-Person Instruction Framework & Public Health Guidance for K-12 Schools in California* on appropriate use of face coverings. Per these guidelines, face coverings are to be worn by all staff and students while at school, unless exempted. Face coverings should be removed for meals. Exemptions are due to medical or mental health condition or disability that would impede them from properly wearing or handling a face covering, those with a communication disability, or when it would inhibit communication with a person who is impaired. Those exempted from wearing a face mask should wear a non-restrictive alternative, such as a face shield with a drape on the bottom edge, as long as their condition permits. Staff may wear a face shield with a drape while in the classroom. Staff must return to wearing a face covering outside of the classroom.
  - a. If a student or staff member does not have a face covering, one will be provided to them.
  - b. In order to comply with this guidance, students, staff and visitors must be excluded from district facilities if they are not exempt from wearing a face covering under CDPH guidelines and refuse to wear one provided to them. Schools should develop protocols to provide a face covering to students, staff and visitors who inadvertently fail to bring a face covering to prevent unnecessary exclusions. Schools should offer alternative educational opportunities for students who are excluded from campus.
  - c. Per CDPH Guidelines, the following individuals are exempt from wearing a face covering:
    - Persons younger than two years old. These very young children must not wear a face covering because of the risk of suffocation.
    - Persons with a medical condition, mental health condition, or disability that prevents wearing a face covering. This includes persons with a medical condition for whom wearing a face covering could obstruct breathing or who are unconscious, incapacitated, or otherwise unable to remove a face covering without assistance.
    - Persons who are hearing impaired, or communicating with a person who is hearing impaired, where the ability to see the mouth is essential for communication.

## 2. Face Covering Scenarios:

### a. A student, staff or visitor refuses to wear a face covering

- A school district has jurisdiction over its schools and facilities in terms of requiring the wearing of a face covering on its properties in alignment with CDPH and state health and safety guidelines.
- If a student, staff or visitor refuses to wear a mask, they will be offered a face covering by the District.
- If a student, staff or visitor refuses to wear the offered face covering, they will be reminded that they will be excluded from school/workspace if they do not wear a face covering.
- If no compromise can be reached regarding wearing a face covering, the student will be excluded from in-person instruction and offered a Remote School alternative.
- If no compromise can be reached regarding wearing a face covering, the staff or visitor will be excluded from district properties.
- In the scenario of a student refusal to wear a mask, a parent/guardian/emergency contact will be contacted by the school and notified of the exclusion due to lack of face covering and asked to come pick up the student at the school. While waiting to be picked up, the non-face covered student should be physically distanced from staff and other students.

### b. A student/parent, staff or visitor claims exemption from wearing a face covering due to religious reasons

- At this time, there is no legal precedent for a face covering exemption due to religious reasons.

### c. A student/parent claims exemption from wearing a face covering due a medical condition

- Engage in an interactive process to determine if there are alternative face coverings that could be used due to the medical condition such as face shield, scarf, etc.
- If no alternative face covering can be identified for the student, the parent will need to provide a Medical Exemption for Face Covering signed by their physician.
- Once the medical exemption is received and is approved by the principal or appropriate administrator, the student may attend school without a face covering.

### d. A student/parent claims exemption from wearing a face covering due to a mental health condition and/or disability

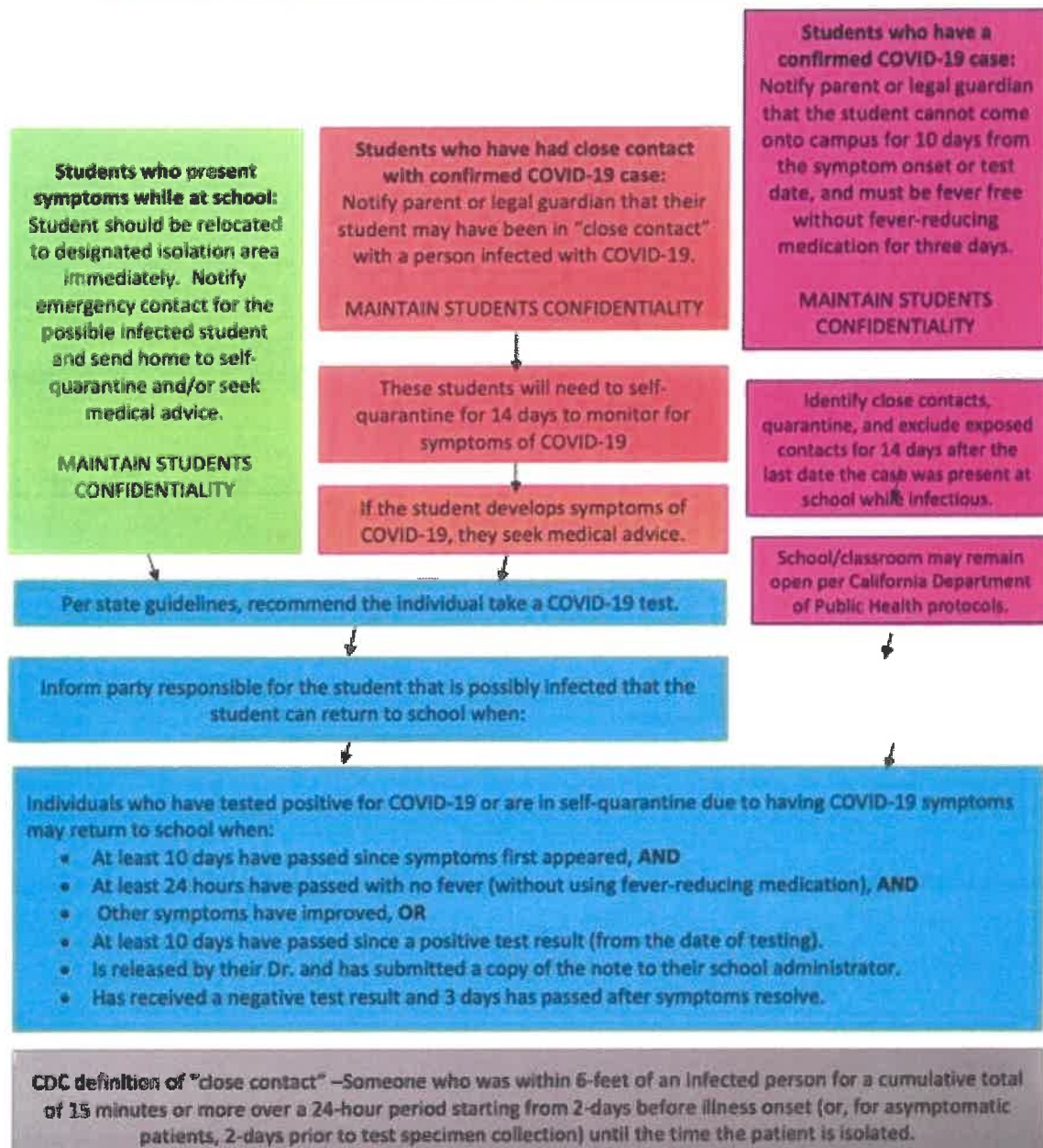
- Engage in an interactive process with the parent to determine if there are alternative face coverings that could be used due to the disability/mental health condition such as face shield, scarf, etc.
- If no alternative face covering can be identified for the student, the parent will need to provide a Medical Exemption for Face Covering signed by their physician.
- Once the medical exemption is received and is approved by the principal or appropriate administrator, the student may attend school without a face covering.

### e. A student is clearly impacted by their disability and unable to wear a face covering

- If a student, due to their disability, is clearly unable to wear a face covering, the medical exemption process may be waived at the discretion of the Principal, District Nurse, and Special Education Teacher.

## Student Flow Chart for suspected/confirmed COVID-19 cases

Students that are identified by staff as showing symptoms of COVID-19 should be relocated to the designated isolation area at your site.



## Staff Flow Chart for suspected/confirmed COVID-19 cases

1<sup>st</sup> Employee reports COVID-19 related symptoms to their Supervisor

2<sup>nd</sup> Contact HR with details of the employee's statement and information

