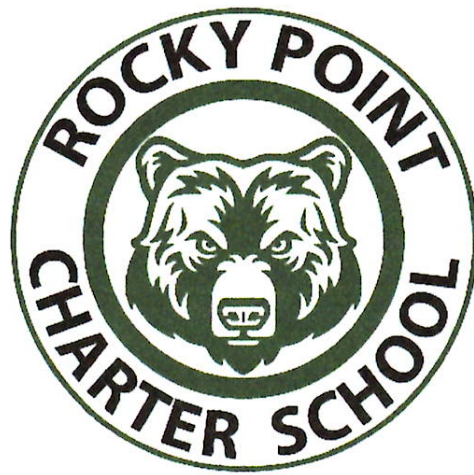
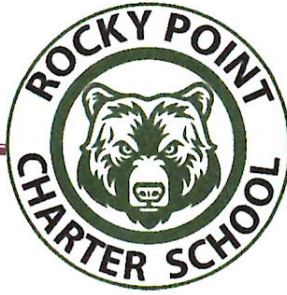


ROCKY POINT CHARTER SCHOOL



REGULAR BOARD MEETING AGENDA TUESDAY, JULY 21, 2020



ROCKY POINT CHARTER SCHOOL

3500 TAMARACK DRIVE, REDDING, CA 96003 · 530-225-0456

Media Center Room

Regular Meeting of The Governing Board

Agenda for July 21, 2020 at 5:30 p.m.

5:00 Closed Session: Special Education Office

5:30 p.m. Open Session: Media Center

In compliance with the Americans with Disabilities Act, Rocky Point Charter School will make available to the public who has a disability, any needed modification or accommodation in order for that person to participate in the public meeting. Contact the Rocky Point Charter School Office at (530) 225-0456 at least one (1) week prior to the scheduled meeting. We will make every effort to give primary consideration to expressed preferences or provide equally effective means of communication to ensure equal access to Rocky Point Charter School public meetings.

OUR DISTRICT GOALS

- to equip students to read, write, speak, calculate and think with clarity and precision
- to equip students to participate provide a rigorous hands-on passionately and ethically in the life of the community
- to provide a rigorous hand-on educational experience emphasizing high expectations, learning by doing, character growth, teamwork, and literacy

"Today We Learn, Tomorrow We Lead"

Public Comments for Items Listed on the Agenda: Persons who wish to address the Board on items listed on the agenda, are required to complete the Speaker Card provided and hand it to the Board of Trustees' secretary prior to the formal opening of the meeting.

1. FORMAL OPENING CALL TO ORDER BY PRESIDING OFFICER: (Time)

Closed Session: 5:00 p.m. - Special Education Office

Open Session: 5:30 p.m. - Media Center

2. ROLL CALL-CLOSED SESSION:

Governing Board

Susanne Lapointe, Teacher Representative, President

Danya Estes, Parent Representative

Mandy Joiner, Community Member, Treasurer

Laura Burgdorf, Community Member, Secretary

3. **APPROVAL OF CLOSED SESSION AGENDA AS PRESENTED: (Action Item)**
4. **PUBLIC COMMENTS REGARDING ITEMS NOT ON THE AGENDA:** Under this item, the public is invited to address the Board regarding items that are not listed on the closed session agenda. Speakers are limited to three (3) minutes each (BP#07-05 Pursuant to Ed. Code 54954.3 (b)) and six (6) minutes for individual speakers who utilize a translator (AB 1787/Gov. Code § 54954.3). By law, the Board is not allowed to take action on matters that are not listed on the agenda.
5. **RECESS TO CLOSED SESSION: (Special Education Room)**
 - 5a. With respect to every item of business discussed in Closed Session pursuant to Government Code Section 54957: Director 2020-21 Employment Contract.
6. **RECONVENE TO OPEN SESSION:** (This meeting will be held in the Medial Center and is open to the public)
7. **CALL TO ORDER: (Time)**
8. **ROLL CALL-OPEN SESSION:**
Governing Board
Susanne Lapointe, Teacher Representative, President
Danya Estes, Parent Representative
Mandy Joiner, Community Member, Treasurer
Laura Burgdorf, Community Member, Secretary
9. **FLAG SALUTE: (Pledge)**
10. **APPROVAL OF OPEN SESSION BOARD AGENDA AS PRESENTED: (Action Item)**
11. **ANNOUNCEMENT OF ANY REPORTABLE ACTIONS TAKEN IN CLOSED SESSION:**
 - 11a. With respect to every item of business discussed in Closed Session pursuant to Government Code Section 54957: Director 2020-21 Employment Contract.
12. **PUBLIC COMMENTS REGARDING ITEMS NOT ON THE AGENDA:** Under this item, the public is invited to address the Board regarding items that are not listed on the agenda. Speakers are limited to three (3) minutes each (BP#07-05 Pursuant to Ed. Code 54954.3 (b)) and six (6) minutes for individual speakers who utilize a translator (AB 1787/Gov. Code § 54954.3). By law, the Board is not allowed to take action on matters that are not listed on the agenda.
13. **SPECIAL BUSINESS/CORRESPONDENCE: (Information items)**
 - 13a. June 2020 Monthly Financial Report provided by Charter Impact.
 - 13b. HM&S Audit Engagement Letter for the year ended June 30, 2020.

14. CONSENT ITEMS (Action Items-to be approved as a whole)

14a. Approval of June 9, 2020 Regular Board Meeting Minutes.

14b. Approval of Rocky Point Charter School Personnel Report.

Moved Seconded Ayes Noes Absent

15. NEW BUSINESS (Discussion and/or Action Items-approval of each item separately)

15a. Discussion and Action regarding 2020-2021 Memorandum of Understanding Agreement for Shared Technology Service between GWUSD and RPCS.

Moved Seconded Ayes Noes Absent

15b. Discussion and Action regarding RPCS 2020-21 Reopening Plans Draft.

Moved Seconded Ayes Noes Absent

16. STAFF REPORTS (Information Items)

17. DIRECTOR/PRINCIPAL COMMENTS

18. BOARD COMMENTS

19. RECESS TO CLOSED SESSION, IF NEEDED: (Time)

At this time, the Board may recess back to Closed Session to further discuss items that are listed on the Closed Session Agenda.

19a. Reconvene to Open Session: (Time)

19b. Announcement of Any Reportable Action Taken in Closed Session:

20. ADJOURNMENT: (Time)

Moved Seconded Ayes Noes Absent

Copies of the agenda may be reviewed on the Rocky Point Charter School website at www.rockypointcharter.com. Copies of the agenda, complete with backup materials, may be reviewed at the Rocky Point Charter School Office, 3500 Tamarack Dr., Redding, CA 96003 during the hours of 7:30 a.m. and 3:15 p.m. Monday through Friday, excluding holidays.

THE JUNE 2020 FINANCIAL REPORT
TO FOLLOW
PRIOR TO BOARD MEETING



June 16, 2020

Rocky Point Charter School
3500 Tamarack Drive
Redding, CA 96003

55 Independence Circle, Suite #102
Chico, CA 95973
530.588.7427

Dear Board of Directors:

We have been engaged to audit the financial statements of Rocky Point Charter School (the Charter School), for the year ended June 30, 2020. A copy of the engagement letter for the year ended June 30, 2020, is enclosed for your reference. Please feel free to contact us if you have any questions regarding the engagement letter or this letter. Professional standards require that we provide you with the following information related to our audit.

The objectives of this correspondence are as follows:

- To discuss the auditors' responsibilities under auditing standards generally accepted in the United States of America (GAAS);
- To provide those charged with governance an overview of our engagement, including the planned scope and timing;
- To identify significant areas of accounting and auditing emphasis, and how we propose to address these areas; and
- To discuss the concept of materiality in planning and executing the audit.

Our Responsibility Under U.S. Generally Accepted Auditing Standards

As stated in our engagement letter, our responsibility, as described by professional standards, is to express an opinion about whether the financial statements prepared by management with your oversight are fairly presented, in all material respects, in conformity with accounting principles generally accepted in the United States of America (GAAP). Our audit of the financial statements does not relieve you or management of your responsibilities.

Our responsibility is to plan and perform the audit to obtain reasonable, but not absolute, assurance that the financial statements are free of material misstatement. As part of the audit we will consider the internal control of the Charter School. Such considerations are solely for the purpose of determining our audit procedures and not to provide any assurance concerning such internal control.

We are responsible for communicating significant matters related to the audit that are, in our professional judgment, relevant to your responsibilities in overseeing the financial reporting process. However, we are not required to design procedures specifically to identify such matters.

Planned Scope and Timing of the Audit

Audit Planning and Risk Assessment

The initial phase of our audit involves various planning procedures, including the following:

- Developing an understanding of internal and external factors affecting the Charter School, such as changes in management or regulation.
- Performing preliminary analytical procedures, covering all accounts, to identify any significant new accounts or programs and any significant changes from the prior year.
- Assessing various organizational risks such as those related to the Charter School's operating characteristics and environment, information technology, financial characteristics and business strategies. This also involves discussing with management what they see as the significant risks to the Charter School.
- Obtaining an understanding of the Charter School's internal controls, including the control environment, management's risk-assessment process, management's consideration for internal controls, and management's internal control monitoring process.
- Performing an evaluation of the design of internal controls relating to each significant transaction cycle as well as financial reporting to identify weaknesses in the system of controls that may contribute to the risk of a material financial statement error occurring without detection.
- Assessing of fraud risk, including consideration of the requirements of AU-C 240, *Consideration of Fraud in a Financial Statement Audit*. This also includes conducting a fraud brainstorming session with all members of the audit team to discuss the potential for material misstatement due to fraud and to enforce the concept of approaching the audit with professional skepticism.
- Designing our audit procedures and taking into consideration our preliminary analytical procedures, various risk assessments, our understanding of the various aspects of the Charter School's internal controls, and those audit areas that are considered to be significant.

Audit Fieldwork

Depending on the significant areas selected and the extent of testing that is determined to be appropriate during the planning process, we will perform audit procedures as part of our audit fieldwork. These procedures include inspection of documents, recalculation of various amounts, inquiry of appropriate personnel as well as other means to verify account balances. Significant accounts or risk areas, which may or may not be applicable to the Charter School, are identified as follows:

- Cash and cash equivalents.
- Inventories.
- Accounts and grants receivable.
- Capital assets.
- Deferred inflows and outflows of resources.
- Accounts payable and cut off.
- Long-term debt.
- Other long-term liabilities.
- Related-party transactions.
- Possible unrecorded liabilities.
- Revenue recognition.
- Federal and state compliance.
- Susceptibility of accounts to material misstatement arising from either error or fraud.
- Leasing transactions (including costs associated with new leasing arrangements).
- Changes in the control environment (e.g., new systems, standards, regulations, changes in personnel, etc.) and the Charter School's financial statement closing process.

Materiality

Financial Accounting Standards Board (FASB) Statement of Financial Accounting Concepts No. 2 (CON-2), *Qualitative Characteristics of Accounting Information*, defines materiality as the “magnitude of an omission or misstatement of accounting information that, in the light of surrounding circumstances, makes it probable that the judgment of a reasonable person relying on the information would have been changed or influenced by the omission or misstatement.” In planning and performing the audit, we use professional judgment to determine a level of materiality. Factors considered in this evaluation include the components of the financial statements believed to be the most critical to users and the extent of adjustments detected in prior audits.

Audit Completion and Reporting

Once audit fieldwork has concluded, a complete final review will be performed of the audit workpapers, ensuring that any outstanding questions or issues have been resolved and that the testing and results are properly documented. Deliverables will be as follows:

- Draft financial statements, including footnotes.
- Draft letter of required communication to those charged with governance that includes information on the auditors’ responsibility in performing the audit and significant findings noted during the audit process that are required to be reported, such as any significant or unusual transactions or any significant sensitive estimates.
- Draft report on internal control that reports any significant deficiencies or material weaknesses in internal controls that were noted during the audit process, if applicable.

All of the draft documents are reviewed with management and those charged with governance before the final financial statements and correspondence letters are issued.

Communication

Effective communication between the auditor and those charged with governance is emphasized in the recent audit standards, and we feel it is paramount to a truly effective and successful audit. For these reasons, we encourage you to contact us with any questions or concerns that you may have regarding any aspect of the audit. The following points may assist you in this critical communication effort:

- Are there any matters you feel warrant particular attention during the audit?
- Are there any areas where you request that additional or special procedures be performed?
- Describe how you exercise oversight of the Charter School's internal controls.
- Describe your understanding of the risks of fraud at the Charter School.
- Are you aware of any suspected or actual fraud at the Charter School?
- Are there any other matters you think we should be aware of?

Our contact information is listed below, and we encourage you to maintain open communication with us regarding the above points and any other matters you deem appropriate.

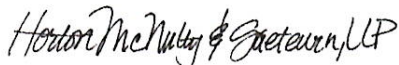
Kalah M. Horton	530.588.7427	kalah.horton@hms-cpas.com
Taen F. Saeteurn	530.588.7427	taen.saeteurn@hms-cpas.com

Closing

The information in this letter is intended solely for the use of those charged with governance of the Charter School and is not intended to be and should not be used by anyone other than these specified parties.

We sincerely appreciate the opportunity to provide services to the Charter School and hope you find the information included in this correspondence useful and informative. If you have any questions or wish to discuss any of the items further, please let me know.

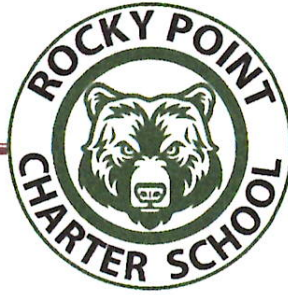
Very truly yours,



Horton McNulty & Saeteurn, LLP

KMH:jlm

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ROCKY POINT CHARTER SCHOOL

3500 TAMARACK DRIVE, REDDING, CA 96003 · 530-225-0456

Media Center Room

Regular Meeting of The Governing Board
Minutes for June 9, 2020 at 5:30 p.m.

5:30 p.m. Open Session: As per executive order N-29-20 from Governor Newsom, the School Board Meeting will move to a Zoom Meeting. Meeting access and log in information is listed below in Agenda Item I.

In compliance with the Americans with Disabilities Act, Rocky Point Charter School will make available to the public who has a disability, any needed modification or accommodation in order for that person to participate in the public meeting. Contact the Rocky Point Charter School Office at (530) 225-0456 at least one (1) week prior to the scheduled meeting. We will make every effort to give primary consideration to expressed preferences or provide equally effective means of communication to ensure equal access to Rocky Point Charter School public meetings.

OUR DISTRICT GOALS

- to equip students to read, write, speak, calculate and think with clarity and precision
- to equip students to participate provide a rigorous hands-on passionately and ethically in the life of the community
- to provide a rigorous hand-on educational experience emphasizing high expectations, learning by doing, character growth, teamwork, and literacy

"Today We Learn, Tomorrow We Lead"

1. **As per executive order N-29-20 from Governor Newsom, the School Board Meeting will move to a Zoom Meeting at this [Link](#).**

Meeting ID: 773 5008 3203 Password: 9ccBP6

2. **CALL TO ORDER BY PRESIDING OFFICER: (Time)**
Minutes:
The Call to Order was at 5:30 p.m.

3. **ROLL CALL:**
Minutes:
All Trustees were present, except Danya Estes.
4. **FLAG SALUTE:**
Minutes:
The Pledge was led by Mandy Joiner.
5. **APPROVAL OF BOARD AGENDA AS PRESENTED: (Action Item)**
Minutes:
The Agenda was approved as presented.
Motion Passed: Passed with a motion by Mandy Joiner and a second by Laura Burgdorf.
Yes Mandy Joiner
Yes Laura Burgdorf
Yes Susanne Lapointe
Danya Estes absent.
6. **PUBLIC COMMENTS REGARDING ITEMS NOT ON THE AGENDA: Under this item, the public is invited to address the Board regarding items that are not listed on the agenda. Speakers are limited to three (3) minutes each (BP#07-05 Pursuant to Ed. Code 54954.3 (b)) and six (6) minutes for individual speakers who utilize a translator (AB 1787/Gov. Code § 54954.3). By law, the Board is not allowed to take action on matters that are not listed on the agenda.**
Minutes:
No Public Comment.
7. **SPECIAL BUSINESS/CORRESPONDENCE (Information items)**
Minutes:
No Special Business.
8. **CONSENT ITEMS (Action Items-to be approved as a whole)**
Minutes:
The Consent Agenda was approved as presented.
8a. Approval of April 21, 2020 Regular Board Meeting Minutes.
8b. Approval of April and May, 2020 Monthly Financial Reports provided by Charter Impact.
8c. Approval of Rocky Point Charter School 2020-21 Resolution Regarding the Education Protection Account.
Motion Passed: Passed with a motion by Mandy Joiner and a second by Laura Burgdorf.
Yes Mandy Joiner
Yes Laura Burgdorf
Yes Susanne Lapointe
Danya Estes absent.
9. **NEW BUSINESS (Discussion and/or Action Items-approval of each item separately)**
9a. Discussion and Action regarding 2020-21 Rocky Point Charter School Budget provided by Charter Impact.
Minutes:
The 2020-21 Rocky Point Charter School Budget provided by Charter Impact was approved as presented.
Motion Passed: Passed with a motion by Laura Burgdorf and a second by Mandy Joiner.
Yes Mandy Joiner
Yes Laura Burgdorf
Yes Susanne Lapointe
Danya Estes absent.

9b. Discussion and Action regarding Covid-19 Operations Written Report for Rocky Point Charter School.

Minutes:

The Covid-19 Operations Written Report for Rocky Point Charter School was approved as presented.

Motion Passed: Passed with a motion by Laura Burgdorf and a second by Mandy Joiner.

Yes Mandy Joiner

Yes Laura Burgdorf

Yes Susanne Lapointe

Danya Estes absent.

9c. Discussion and Action regarding RPCS 2020-2021 Calendar Draft Revision.

Minutes:

The RPCS 2020-2021 Calendar Draft Revision was approved as presented.

Motion Passed: Passed with a motion by Laura Burgdorf and a second by Mandy Joiner.

Yes Mandy Joiner

Yes Laura Burgdorf

Yes Susanne Lapointe

Danya Estes absent.

10. STAFF REPORTS (Information Items)

Minutes:

There were no staff reports.

11. DIRECTOR/PRINCIPAL COMMENTS

Minutes:

There were no Director/Principal comments.

12. BOARD COMMENTS

Minutes:

There were no Board comments.

13. ADJOURNMENT: (Time)

Minutes:

The meeting was adjourned at 5:42 p.m.

Motion Passed: Passed with a motion by Laura Burgdorf and a second by Mandy Joiner.

Yes Mandy Joiner

Yes Laura Burgdorf

Yes Susanne Lapointe

Danya Estes absent.

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Rocky Point Charter School

Personnel Report

2020-2021

CLASSIFIED

New:

<u>Name:</u>	<u>Position:</u>
Kathryn Tracy	ASES Group Leader

Resignations:

<u>Name:</u>	<u>Position:</u>
Amanda Wert	ASES Group Leader
Jeanette Blough	Receptionist/Student Services
Christine Grace	Paraprofessional II
Paige Tindell	Paraprofessional II

CERTIFICATED

New:

<u>Name:</u>	<u>Position:</u>
Paige Tindell	Teacher
Jessica Wright	Teacher
Glynn Gregory	Special Education Administrator

Resignations:

<u>Name:</u>	<u>Position:</u>
Susan Dunn	Special Education Administrator
Jennifer Merte	Teacher

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Gateway Unified School District

Providing Excellence in Learning: Every Student, Every Day

4411 Mountain Lakes Blvd. ■ Redding, CA 96003 ■ (530) 245-7900 ■ (530) 245-7920
www.gateway-schools.org

2020 -2021 Memorandum of Understanding Rocky Point Charter School Shared Services Agreement - Technology Services

The Gateway Unified School District ("GUSD") and Rocky Point Charter School ("RPCS") agree to this Memorandum of Understanding with all conditions listed below as it relates to services provided by the GUSD Technology Services Department. It is understood and agreed to that the following items exist in their entirety and may not be individually separated without agreement of GUSD and RPCS.

Services Provided:

GUSD will support/manage the following items. Note some of the support for these services may be provided remotely.

- 1) GUSD will provide general technology support for RPCS, including:
 - a. Software support for all software owned by RPCS (excludes RPCS student information system and financial software)
 - b. Site level network infrastructure (hardware) support on all technology equipment owned by RPCS
 - c. Assistance advising for technology quotes and purchases
 - d. E-waste disposal if requested by RPCS
 - e. Coordination of service/repair/replacement, including warranty service and coverage of technology equipment. At the request of RPCS GUSD will handle the RMA process for repairs to their technology equipment.
 - f. Full support and management of specific projects to provide necessary network services (network firewall, anti-spam filter, content filter, email solution, Google integration, Wi-Fi)
 - g. Windows networking support including Active Directory, DHCP and DNS
 - h. Desktop Operating Systems
 - i. Desktop setup and configuration
 - j. Hardware support for printers
 - k. GUSD will perform routine PC replacement and installation of computers purchased by RPCS.
 - l. Chromebook setup and management
 - m. iPad setup and management

- n. Assistance with the Hosted VoIP Jive phone system
- o. Clock/Bell system.

Additional Services: Any other services provided to RPCS by GUSD will be billed on a usage basis or project basis. Projects will be quoted with all associated costs. Initial consultation regarding potential technology projects is included in agreement.

Items Not Covered in this MOU:

- Misuse of the network by staff and students on campus
- Curriculum software training for development of lessons
- Support for older PBX analog telephone system
- Software licensing
- Financial software support
- Student information system support
- Overtime of technicians. Standard work hours of GUSD technicians is Monday – Friday 7:30 am – 4:30 pm. If RPCS desires work performed outside of these hours it is at the rate of \$80 per hour per technician.

By signing below, RPCS agrees to pay GUSD for the services listed in section 1) above at an annual rate of \$13,200 per school year. Payment is due 30 days from receipt of invoice. The annual service runs from July 1, 2020 – June 30, 2021.

Gateway Unified School District

Date

Rocky Point Charter School

Date

BUCKEYE SCHOOL OF THE ARTS
3407 Hiatt Drive
Redding, CA
96003
(530) 225-0420

CENTRAL VALLEY HIGH SCHOOL
4066 La Mesa Avenue
Shasta Lake, CA
96019
(530) 275-7075

GATEWAY EDUCATIONAL OPTIONS
3500 Tamarack Drive
Redding, CA
96003
(530) 245-7960

GRAND OAKS ELEMENTARY
5309 Grand Avenue
Shasta Lake, CA
96019
(530) 275-7040

MOUNTAIN LAKES HIGH SCHOOL
17752 Shasta Dam Blvd.
Shasta Lake, CA
96019
(530) 275-7000

SHASTA LAKE SCHOOL
4620 Vallecito Street
Shasta Lake, CA
96019
(530) 275-7020

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Rocky Point Charter School
Reopening Plans
2020-2021

DRAFT

The Administration has been engaged in ongoing discussions regarding reopening our school on August 12th, 2020 for the new school year. Survey data, as well as recommendations from a variety of sources (Center for Disease Control, California Dept of Public Health, California Dept of Education and the Shasta Co Dept of Public Health among others), have all been considered in developing the following options and protocols for different aspects of the school's operations. Discussions will continue on an ongoing basis as new and relevant information becomes available. Similar to the system currently in use by the California Governor's office, the recommendations in each area below are based on different phases. Phase 4 being the least restrictive and Phase 1 being the most restrictive.

Determination of which Phase the school is in will be made in consultation with the Shasta County Public Health (SCPH) based on local conditions. We are likely to move between phases for the foreseeable future. Should we have a confirmed case or multiple confirmed cases of the coronavirus, the administration will consult with SCPH for guidance and to engage in contact tracing to make informed decisions regarding the next steps. Confirmed cases may result in more restrictive measures until those cases have been effectively isolated and the threat of transmission throughout the school minimized.

Phase 4 through Phase 1 protocols have been developed for the following areas:

- ❖ **Instructional Model**
- ❖ **Health Screenings / Wellness Checks**
- ❖ **Transportation**
- ❖ **Food Service**
- ❖ **Sanitization**

Protocols in the above areas focus on returning to classroom instruction. Depending circumstances other plans will need to be developed for sports, clubs and other extracurricular activities

Instructional Model

All instructional models will include assignments and assessments that students will be expected to complete. Grading will continue to follow adopted board policy.

Phase 4:

Full return to school with a “typical” school schedule and no restrictions related to COVID-19 or slowing the spread of the coronavirus. Phase 4 will likely be achieved when there is evidence of a very low rate of transmission and/or a vaccine has been developed.

Phase 3:

Return to school full open TK-8. Regular school schedules will occur while taking into consideration health and safety guidelines from the Regional Association of Northern California Health Officers (RANCHO):

Elementary Schools:

- ❖ Stable classroom cohorts (up to standard class size at each respective grade level) are maintained throughout each school day, and through each quarter or semester, with an assigned primary cohort teacher.
- ❖ No mixing across stable classroom cohorts.
- ❖ Elementary school students should be encouraged, but are not required, to wear a cloth face covering within their stable classroom cohort. **If unable to cohort or physically distance in the classroom, face coverings are required.**
- ❖ Students should not be excluded from class if occasionally or consistently unable to wear a face covering.

Middle Schools/Junior High Schools:

- ❖ Spacing of student desks is maximized.
- ❖ Stable classroom cohorts are encouraged (e.g. middle school) if feasible.
- ❖ Larger cohorts of more than one classroom may be arranged while avoiding school-wide mixing of students and staff.
- ❖ Middle school students that are in a stable classroom cohort are encouraged

to use cloth face coverings.

- ❖ Middle school students **not among a cohort must** use a cloth face covering.
- ❖ Junior high school students must use cloth face coverings when in the classroom even if they are in a stable classroom cohort.
- ❖ Students should not be excluded from class if occasionally or consistently unable to wear a face covering.

Phase 2:

A blended/hybrid learning model. For example, a **possible** A/B schedule would be created to reduce the student population present at school by half. Students on the “A Cohort” will attend classes Monday and Wednesday each week. “B Cohort” students will attend classes Tuesday and Thursday of each week. Friday will be a professional day for teachers who will be on campus to complete distance learning activities, provide intervention and conduct staff meetings and no regular classes will be held on campus. Some specific groups of students may attend school on Friday for limited periods (i.e., students with special needs) at the discretion of the teacher or based on the student’s individual learning plans.

Students enrolled in some special education programs **may** continue to attend school five days per week in a cohort group that does not mix with other students. All social distancing measures utilized in Phase 3 will be continued and expanded upon as necessary.

Phase 1:

Distance learning model with no students reporting to campus. All instruction will be completed online and/or with materials provided for students to take home. Students will be expected to complete this work and will be graded.

Health Screenings / Wellness Checks

Parent(s)/guardian(s) are the first line of defence. Therefore, enhanced health screenings and wellness checks should be performed by parents before sending students to school.

Phase 4:

Typical guidance regarding ill or injured students and staff with no specific measures related to COVID-19 or slowing the spread of the coronavirus. Phase 4 will likely be achieved when there is evidence of a very low rate of transmission and/or a vaccine has been developed.

Phase 3:

It should be noted that parents /guardians are the first line of defence. Therefore, enhanced health screenings and wellness checks should be performed by parents before sending students to school. Additionally, ongoing screening by school staff will happen before school and during the school day. Staff should assess their own health and self-isolate if they are displaying symptoms or feeling ill.

Staff will do frequent wellness checks with students, assessing the following symptoms:

- ❖ Fever
- ❖ Cough
- ❖ Shortness of breath or difficulty breathing
- ❖ Chills
- ❖ Repeated shaking with chills
- ❖ Muscle pain
- ❖ Headache
- ❖ Sore throat
- ❖ New loss of taste or smell

Students or staff who are determined during the school day to have coronavirus symptoms will be isolated as soon as possible and, if applicable, parents contacted to

remove the student from school. The school may contact Shasta County Public Health regarding contact tracing and isolation measures.

Phase 2:

All measures implemented during Phase 3, with a reduced student population.

Phase 1:

Students will not be present on campus, however any staff exhibiting coronavirus symptoms should self-isolate and remain off campus. Staff should contact their immediate supervisor and/or the Human Resources department if self-isolating.

Transportation

Phase 4:

Full return of special event/field study transportation with no restrictions related to COVID or showing the spread of the coronavirus. Phase 4 will likely be achieved when there is evidence of a very low rate of transmission and/or a vaccine has been developed.

Phase 3:

Special event/field study transportation may be provided as necessary with restrictions. The following steps should be taken when utilizing RPCS Transportation:

- ❖ All students should be health screened at home, prior to arriving at school. If your student(s) have signs of illness, they should not attend school.

- ❖ All students must wear a face covering while entering, exiting, and during transport by the RPCS Van.

- ❖ All students must use provided hand sanitizer while entering the van. ❖ All students must sit where the driver assigns.

- ❖ Students are to remain seated and should aim to limit interaction with other students while on the van. Students whose behavior is deemed as disruptive to the health and safety of other students may lose their riding privileges.

- ❖ Van driver will wear face coverings while transporting students.

- ❖ Van will be sanitized between uses.

Phase 2:

All requirements of Phase 3, however van capacity will be reduced by approximately half.

Phase 1:

No special events/field study transportation will be offered.

Food Service

Phase 4:

Full return to school with a typical food service and no restrictions related to COVID-19 or slowing the spread of the coronavirus. Phase 4 will likely be achieved when there is evidence of a very low rate of transmission and/or a vaccine has been developed.

Phase 3:

Meals provided on campus during each school day with additional social distancing measures. In addition to others, some examples of social distancing measures specific to food service:

- ❖ Students will be spaced out in lines when waiting for food.
 - ❖ Clear barriers will be installed between students and staff serving food.
 - ❖ Cafeteria capacities will be reduced and student seating will be spaced throughout the cafeteria.
 - ❖ Promote social distancing and limit the grouping of students.
 - ❖ Students will eat with classroom cohorts
 - ❖ Those engaged in distance learning may come to school for meals
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Phase 2:

All measures implemented during Phase 3, with a reduced student population.

Phase 1:

During distance learning when no students will be on campus, meals may be provided in the same drive through format that was utilized during previous distance learning in the Spring of 2020.

Sanitization Protocols**Phase 4:**

Typical cleaning and sanitizing procedures with no restrictions related to COVID-19 or slowing the spread of the coronavirus. Phase 4 will likely be achieved when there is evidence of a very low rate of transmission and/or a vaccine has been developed.

Phase 3:

Enhanced sanitization protocols to include, but not limited to, the following:

- ❖ Custodial staff will use EPA approved cleaner/sanitizer in all classrooms and high contact surfaces on a nightly basis or as directed throughout the day.
 - ❖ Custodial staff and others who have completed the DPR 104 training will engage in regular sanitizing during the day of “high touch point” areas as much as feasible.
 - ❖ Hand sanitizer can or should be used when available. It will be available in classrooms and throughout the school by staff and students. Product availability will determine the amount available.
 - ❖ Frequent hand washing will be encouraged for staff and students.
 - ❖ Cafeterias will be sanitized daily and throughout the day as feasible.
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- ❖ Classrooms should have as much fresh air as practicable, with open doors and windows when possible.
- ❖ Ventilation systems filters will be changed regularly.

Phase 2:

All procedures and protocols in Phase 3, expanded upon as necessary and feasible with half the student population.

Phase 1:

With no students present, portions of the campus will be sanitized thoroughly and then closed to ensure no contamination. Access to campus will be restricted and limited to scheduled periods during the day.

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