GUIDANCE FOR PRINCIPALS TO LEAD & IMPLEMENT PHASE 1(MOU):
APPOINTMENT BASED ONSITE LEARNING (Link to 9/29 presentation)

Click on these starred links to take you to the specific section of the document:

★ **Identification**
★ **Implementation**
★ **Health & Safety Guidelines**
★ **Frequently Asked Questions FAQ**

IDENTIFICATION OF STUDENTS FOR PHASE 1 APPOINTMENT BASED ONSITE LEARNING		
Students Who Have Been Recommended for an Initial Assessment or Require a Triennial Assessment, and Require Standardized Assessment that cannot be Completed Online for Eligibility	**Students With an IEP Who Have Intense Support Needs**	**Students Who::** ❑ **Are Performing at a 1 or 2 in ELA/Math OR** ❑ **Are Not Meeting Their IEP Goals OR** ❑ **Do Not Have a Spring 2020 Report Card and Who Are Not Making Progress Toward Grade Level Standards**
Identify students who have been recommended for an initial or are due for a triennial assessment. Review the assessment plan for standardized assessments that cannot be completed online for eligibility (i.e. Woodcock-Johnson). Identify assessors to administer the initial/triennial assessments. Develop appointment based schedules with parents and assessors following Health and Safety guidelines.	The educator should first determine if the student can demonstrate independence by wearing a mask (Daily Living Skill). If the student has not yet demonstrated independence, educators should collaborate with parents and the school team to work towards this goal. If the student has a medical need, the team should review the student's IHSP. If the student can wear a mask, the student will be recommended for Onsite Learning consideration.	To propose students who need online support or onsite learning & assessment, Educators shall review students' progress towards individual goals and grade-level proficiency by analyzing formative assessments, observations and information gathered from families. Here is a *sample* teacher recommendation spreadsheet. Sites may also review the academic data report in illuminate in addition to the following: ● Review FAST, DRA, WRAP, Achieve 3000, iReady and other site-based assessment to analyze and cross-reference with district benchmarks. ● Review engagement data: social emotional learning and attendance/participation. As a response to intervention, teams should first consider a multi-tiered system and support for Assessment, Intervention & Acceleration During Online Learning to be provided online in whole group, small group or teacher initiated office hours. After implementing accommodations, interventions or supports online, and the student is still not making progress, the student will be recommended for Onsite Learning consideration.

Suggested Guidance for School Teams

School sites gather a team made up of: administrator, counselor, psychologist, nurse, education specialists, related services providers, and/or English Learner coordinator. This can also be your ILT or Grade Level Teams.

- Review student data and Guiding Questions for Grade Level Teams
- Group students according to health and safety guidelines:
  - No more than six (6) students in Grades TK-3
  - No more than eight (8) students in grades 4-5
- Coordinate schedules:
  - Classroom Teachers within the 180 minutes of whole/small group instruction and/or the 60 minutes of additional small group instruction, conferring, and office hours.
  - Non-classroom educators within the 240 minutes of direct and indirect daily instruction/services periods of time.
  - *Some* options for consideration *appointments may be with either a certificated or classified staff*
    - Students are onsite being supported in the whole group online lesson with the pre-identified educator.
    - Small Group Instruction for Guided Practice with students online and/or onsite with the pre-identified educator.
    - Other onsite learning opportunities identified in collaboration with the site team.
    - Learning Options for consideration

Site leader will coordinate with site and central office personnel to make arrangements for:
- Transportation
- Meals
- Health and Safety protocols
- Coordination of classroom access, preparedness, and sanitation
- Communication with parents and families
  - Sample Letter
  - Family Opt In On-Site Learning Protocols
  - Student Site Access Guide & Daily Student Symptom Checklist

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HEALTH AND SAFETY GUIDELINES FOR PHASE 1 APPOINTMENT BASED ONSITE LEARNING

The following guidelines apply to all operations happening during our Phase 1 implementation, including locations such as classrooms, restrooms, and workspaces that are occupied by students, educators and other staff during Phase 1 Appointment Based Learning. This excludes spaces exclusively used by SDEA members for online instruction only.

For questions, you may call the Principals' Operations hotline at (858) 634-4058

- ➢ The Campus Access Guide provides overall information on Health & Safety.
- ➢ The Phase-One Checklist will be used by all schools to ensure schools are physically prepared to ensure Health & Safety protocols are being met.
- ➢ In addition, schools will complete a Daily Checklist to ensure the safety of all staff per current State & County mandates.

Health Documents Landing Page: Campus Access Guide   Phase-One Checklist   Daily Checklist FORMS & CHECKLISTS (updated 10/5/20)

Training	- All staff members will complete the COVID 19 Training Module in the Safe Schools website. Employees will be informed of any updates to the modules. - All staff members will be provided with Site Access Guidelines. - Signage will be provided in multiple languages and posted on campus. Forms (SD Gov. Forms) will

	also be available online.
	● Health Education for Students & Families. [Grades PK-2](#), [Grades 3rd-5th](#), [Grades 6th-12th](#)
	  ➢ [Handwashing](#) - Keeping safe and practicing ongoing hygiene practices will protect you and your family.
	  ➢ [Wearing a Mask](#) - Learn general guidelines about masks based on State recommendations.
	  ➢ [Enhanced Sanitation Practices](#) - Learn about sanitation practices recommended by health experts.
	  ➢ [What is COVID-19](#) - Learn about the virus and how to stay healthy and safe.
	● Ongoing communication about keeping safe distance and wearing of masks to prevent spread for all staff.

Personal Protective Equipment (PPE)	● The district will provide any necessary PPE including, but not limited to face masks, shields, gloves, gowns, etc. Adequate supplies are available and some PPE has already been distributed to sites. Sites do not need to purchase PPE with their site budget.
Masks	● The use of face masks sufficient to cover the mouth, nose, and chin, is required. ● SDEA members caring for individuals who present COVID-19 like symptoms and are in an isolation space will be provided N95 respirators that are fit tested, if N95s are available, otherwise, surgical masks,face shields and other PPE will be provided. ● Face shield shall be provided to SDEA members who request it and not be used as a replacement to face masks. ● Face masks shall cover the mouth, nose, and chin and must not contain valves. Face masks must be used at all times while on campus in all locations by staff. Wearing a mask must be paired with appropriate implementation of other safety measures, including physical distancing. ● Modules for early learners are available via [Online Learning Parent Menu](#) and will be included on the [Student Site Access Guide & Daily Student Symptom Checklist](#).
Visitors	● To help prevent the spread of COVID-19, no visitors will be permitted on the school site or in a central office facility unless they are considered an essential visitor. ○ Visitors will be limited to District Personnel providing an essential function and/or service for students/staff during Phase 1. Examples include therapists providing support to students, itinerant teachers, counselors, psychologists, nurses, including groundskeeper and other maintenance/building contractors. All visitors are to follow strict District guidelines when visiting schools sites and notify principals prior to visit, so that they can be informed and follow the site visiting sign in the onsite process.
Health Screenings	● Health screenings shall be performed daily for anyone entering a school site or central office. Essential visitors who do not pass the health screening shall be denied entry. ○ Staff: ClearPass by HealthBox is live. All staff who plan on coming to campus should fill out the daily questionnaire here: https://www.myhealthbox.net/clearpass/saml/login/sandiegounified/ Please see attached [QR code](#) for easy access. ● Staff and students who do not pass the health screening or begin to display symptoms consistent with COVID-19 during the school day or workday will be sent home or sent to an isolation room on site pending travel home. Return to school protocols will follow County guidelines. ● General Guidelines: Before agreeing to On-Site Appointment based learning,

	obtain a completed/signed Family Opt in On-Site Learning Consent Form.
Meetings	● All meetings shall be in an online setting. This includes Integrated Site Team Meetings, Parent Meetings, IEPs, and Professional Development.
Physical Distancing	● Physical distancing of six (6) feet shall be maintained between all individuals. There may be limited scenarios where six (6) feet distance is impractical including, but not limited to, passing in a hallway or viewing students work. ● Phase 1 access guide will be inclusive of recommendations by Dr. Taras.
Congregation	● Employees shall not socially congregate in any workspace, including but not limited to break rooms, common lunch areas, hallways, restrooms and other workspaces.
Hand Sanitization	● Every room with a sink shall be stocked with soap, hand sanitizer, and paper towels; ● Every classroom shall be provided hand sanitizer; ● Non-classroom workspaces shall be provided hand sanitizer; ● Hand sanitizer or portable hand washing stations shall be provided at each ingress and egress point; ● All hand washing/hand sanitizing supplies noted above or otherwise provided shall be checked and restocked promptly as needed and prior to the beginning of each school day.
Daily Disinfecting	● All classrooms, restrooms, and workspaces identified for Phase 1 Onsite Learning will be disinfected daily, including but not limited to desks, doorknobs, light switches, faucets, and other high touch fixtures, using a disinfectant on the Environmental Protection Agency List "N". ● Custodial schedules will be adjusted as needed.
Ventilation	● PPO is making adjustments to HVAC systems. Air purifiers will be provided for rooms used for Phase I where adjustments to HVAC systems and natural ventilation don't provide adequate air exchanges

Frequently Asked Questions FAQ

New questions added from 9/29 Principal Meeting highlighted in gray.

★ **General**
★ **Health & Safety**
★ **Staffing & Scheduling**
★ **Transportation**

Health & Safety	
Will students' temperature be checked?	For Phase 1 with elementary students, no. Student temperature checks are not required or recommended in county or state guidelines, especially for young children.
Any direction for our schools as polling sites for multiple days during Phase 1	The Registrar of Voters staff will be responsible for the polling location, including daily cleaning and disinfecting.
Thoughts about students using common	Common restrooms are OK to be used. We will limit the

restrooms?	number of students in the room at the same time. We have signage "only X students allowed in the restroom at one time". PPO will help with this. Also, some restroom fixtures will be taken out of service to support physical distancing. For example, the middle sink in a row of three sinks may be taken out of service.
Is there a checklist that a BSS would complete?	School sites in preparation for appointment based onsite learning will complete a reopening checklist with their site teams. The Reopening Phase 1 Checklist will be done as a site team to ensure all health and safety guidelines are followed. In addition, a Daily Checklist will be completed at the site to ensure health and safety of students, families and staff. Administrators will work with their site teams, including BSS, to assign a person who will complete Daily Checklist for the school site.
Logistics - I'm still not clear on WHO is going to be assigned to "supervise" the isolation (waiting) rooms as a regular duty?	Sites will identify the staff who will be assigned to the waiting room. Staff assigned will be trained. If the health office staff (nurse and health tech) will be coming onto site they can help coordinate. If they are not coming onto site they can advise and help train, even remotely.
How will meals be provided to students?	Meals will continue to be available at the current 81 school locations from Noon to 2pm Daily. We are serving breakfast, lunch and evening meals along with weekend meals, distributed on Thursdays and Fridays. No additional school locations will become food distribution sites during Phase 1. Meals are Grab & Go and are not to be consumed on any school campus
If no one else volunteers, can we have nursing coordinators help us with administering temperature checks? Or who would support us with this?	Any personnel at your site can be trained to do employee temperature checks. There is a training module with links through the teacher/staff access guide and the updated phase 1 access guide.
I am presuming most bus pickup spots will be at school sites. Being a BSS for many years I would expect at times parents and students while waiting for the bus to arrive will need to use the restrooms. With sites secured with limited access do site employees, most likely office staff, allow these people onsite to use the restrooms?	They should not be allowed on site. They would be considered a non-essential visitor.
Who will be identifying the isolation rooms at any given site?	The isolation area or room is separate from the health office, and could be a pop-up tent on site or could be a spare classroom on campus if that is better for the site. The

	district will provide a tent to all sites that desire one. Room selection - Should be the Principal with the BSS in coordination with PPO. We particularly want to make sure there is adequate ventilation in the room - which PPO will provide guidance on if an indoor location is chosen.
If a student gets sick wouldn't anyone else in that room need to go home?	No one else would need to go home. With everyone wearing a mask and maintaining 6 feet of distance we would not have to send anyone else home. Mask wearing and 6 feet distance mitigates risk and you are not considered a close contact. There is also a "decision tree" that helps us to determine when a student can return.
If the weather changes, say it rains, will we have the choice to move elsewhere?	It makes sense to have a back-up plan for an isolation room if your primary location is the tent. Again, PPO should be included in the selection, particularly to confirm adequate ventilation.
What is the plan if we are unable to get a hold of parents if a student is "isolated?"	We hope that the appointment based idea and the parent checklist before coming onto campus for appointment based learning will help prevent this issue. Also, most students have alternative contacts and with diligence someone can pick up. In the worst case scenario, school police can be called and sent to the home to reach someone to pick up a student.
What happens if a student has additional health needs ie insulin?	Students with additional health needs will be managed by way of an individualized school health plan. Depending on the health needs, it depends on who can perform the service. Most services can be done by trained unlicensed personnel. In the specific case of insulin, where a nurse may be necessary, an itinerant nurse could come to support the student during the time the service was needed.
Do teachers need to retake the updated training? If our staff already took the training to come onto campus, should they now retake the training for Phase One?	Yes, we will update the training to address students coming back onto campus and staff will need to complete the updated training.
How do teachers know if a family has completed the form prior to their appointment?	Students will need to bring the screening form and drop off with their teachers when they arrive for appointment-based learning. If they don't have a form, they will need to go to the front office to get a form and fill it out before entering the classroom.
Will there be disinfection between groups of students coming into a room?	Disinfection between groups is not anticipated, assuming students are not using the same desks, etc. However, we would like to have some time between groups in the same room to allow the room to breathe (cycle fresh air through) - allowing ~24 minutes between groups is ideal.
Do the parents bring a paper copy of the form	Yes, students bring the paper form every day that they come

everyday? Is there an app they can download? I thought we could not collect paper checklists from staff due to HIPAA violation. Same for students? Forms in multiple languages?	to campus. There is no app they can download as this is currently a paper-only process.
If principals are not required to work from the site, who should manage the daily check-in procedures? Do sites need to identify one designee?[P][SEP]Or can this role be shared among various individuals?	Principals can designate multiple individuals as designees. It can be a shared role and different individuals each day.
Do we post all pages of the checklist in the office window, or did I misunderstand?	The SDUSD Phase 1 Checklist is the site specific checklist that should be completed and posted in the front office of the school, visible from the exterior, (all pages). The checklist should also be posted on the school's webpage.
Can we ask our health tech and nurse to man the waiting area? What if health tech and nurses are high risk themselves and do not want to work on site? Or have their own children at home and are unable to come?	You can ask health tech or nurse to monitor the waiting area. If they are not available, we will address this on a case-by-case basis.
I would like more clarification on this Safety Monitor. Who can this be? Does it have to be the same person every day? They complete a form every day? Does the safety monitor need to be certificated? If no one volunteers/or can be in the office or nurse area what are we expected to do?	The Safety Monitor can be anybody on site. It does not have to be the same person every day and does not need to be a certificated staff member. Sites need to assess their resources in order to identify site needs to reopen for appointment-based learning.
It's been in the news that parents have knowingly sent students with COVID to school. Shouldn't we take temperatures and not trust parents to do it?[P][SEP]	Younger children typically do not run a fever when they have COVID-19 so a temperature is not required because they can be asymptomatic.
Do students maintain 6 feet of distance in the classroom if there are barriers?	In phase 1 we expect students to be at least 6 feet apart. Desk barriers will not be in place in all areas. We do intend to provide a limited amount of barriers for assessments, as there may be times during the assessment that the student and assessor will be closer than 6 feet. Face shields and disposable gowns are available and are another form of physical barrier between staff and student.
If we are opening a set of student restrooms during Phase 1, will there be a standard protocol for cleaning/sanitation of this common area? Communicated directly to BSS?	Yes, this will be communicated directly to BSS.
Will we get barriers for conducting sped assessments? Like we have in the front office? My psychologist says most assessments won't be valid if administered with masks and 6 foot distance. What if they are outdoors with masks?	Yes there will be desktop barriers provided to each site for assessments. We can give extra PPE to those staff members who need to administer tests closer than 6 feet. Again, if they can take breaks every 10 or 15 minutes that is ideal.

Couldn't they be closer together?	We do have face masks with a clear insert so one can see the wearers mouth. If you need them just request them from PPE@sandi.net.
What are the conditions for closing phase 1?	Conditions for closing phase 1 is determined by positive cases for adults and students at your site and have multiple factors. Typically a trigger is more than 3 cases but it really depends. Our department consults with the county public health department. If you have a positive case on your site but everyone is wearing masks and maintaining 6 feet distance then you are not considered a close contact and your risk of infection is very low.

Staffing & Scheduling	
Will a survey be made available for us to poll our staff?	No, these conversations should be student centered and occur with grade level teams.
Is the staff providing onsite services still on a voluntary basis? What can we do if there is only one psychologist or one SLP? Is there a way to maybe ask for volunteers to assess across schools if we do not have enough volunteers?	Yes, staff will be providing onsite services on a voluntary basis. Only the site personnel (educator, para educator or related service provider) can provide service at their assigned site. Personnel assigned to another site can not be asked to provide service at an unassigned school.
If a first grade teacher is the best fit for the group of identified students, does that first grade teacher no longer work with their group of students, or do they do both? Do we dismantle classes for the teacher coming in and the others absorb? If so, what about class size reduction?	All teachers still work with their online class and the classes will remain the same. The only shifts that would occur would be due to staffing changes.
Does our plan for reopening change if we move into the purple tier? This is something we are hearing about on the news.	No, we can still move forward with Phase 1 as it is Appointment Based.
I noticed that the First Day of Appointment Based Learning is scheduled for Tuesday, October 13th. Is there a way we can move that to Monday, October 12th for those of us that want to create a week long schedule?	Starting on October 13th will give our sites the necessary 2 weeks notice following our September 29th principal meeting.
Has there been any consideration for childcare for teachers' children? I know I have interested teachers who cannot leave their own children unattended at home.	We are looking into this question and additional information on ChildCare will be forthcoming.
Will there be an admin designee? My normal	Site leaders maintain the responsibilities for evaluation of

designees will not be able to be on campus. Will there be a stipend opportunity?	adults, staff and discipline of students even if they are not onsite. Site leaders can identify any staff member as the COVID 19 Site Implementation Designee to complete this task. This can be done on a rotation basis. Our normal process is to have a site funded visiting teacher for the admin designee as needed
What happens if parents do not pick up the student?	The site team will work together to identify the process for parent pickup. As the appointment based services are short duration, sites are encouraged to work and communicate with families.
Do parents have an active role in determining how long a child should be on site or is this a site decision?	This is a site-based decision.
Can our school choose to begin Phase 1 after the Oct. 13th date? I agree about not being ready by the 13th, so the answer is we HAVE to bring back kids by then or is there leeway? Starting on a Monday, the 19th. Allowing for a few more days to plan?	The start date to begin Phase 1 is a site based decision dependent on student need and available site staff/resources. Site teams should be mindful of families who may want to start as early as October 13th. Communication with families is essential.
Where might parents wait? Most of our families walk and parents are likely to wait onsite. How to control?	We can not let non-essential visitors on campus by order of public health. I would encourage parents to go home and return if it will be a few hours. If the appointment is shorter then perhaps a waiting area outside of the school is appropriate. A few chairs or a bench would be fine but we really want to discourage any groups from forming even outside of campus.
Many staff say they will return if they can bring their own children to campus?	Currently, only staff and identified students are allowed to return to sites.
What if the teacher needs to go elsewhere and can't stay with the student? Since they are still teaching online, they will have even tighter schedules...	Sites will need to identify the resources needed to adequate staff areas and provide supervision.
Also, can we do a 3 day a week schedule or does it need to be 5 days a week?	Sites have the flexibility to create a customized schedule based on student need while considering site staff and resources
Is there a common statement to be used with families who are only continuing online learning? This will change teacher's schedules and routines that have been established. Is it part of the synchronous learning time	We are sending a letter to all families to inform them of Phase 1. Appointment based onsite services should not change a teacher's schedule. Site teams have the flexibility to create a customized schedule which may be part of the synchronous learning time.

Have the phases and their parameters been listed somewhere?	Only Phase One as an agreed upon MOU. Future phases still need to be bargained.
What is the plan if our school psychologists can't come back? Or if our speech pathologist cannot return?	If your site related service providers (psychologist/SLP) do not volunteer to return, they can use alternative assessments that can be done online or delay the assessment.
Do you have a recommended timeline for how long we should implement and monitor the supports you are referencing prior to making the decision to offer appointment-based learning?	This is student centered based on the adjustments that have been made since we started online learning and how the student is responding to these adjustments.
Since we have PPE equipment for assessments, can we mandate resource teachers/psych to come to school to do testing?	Phase One is voluntary for staff to return to site to provide appointment-based learning.
How will equity be established if some schools have many willing to come on campus and other schools don't? I, too, am concerned about equity issues for students at schools with high numbers of students with academic needs. How do we tell some families we can not invite them on campus? "Voluntary for staff" is very complicated and very different site-to-site. How do we explain differences from one campus to the next when speaking with parents? It is well documented that families in lower SES areas are at higher risk due to families not being able to work from home, higher percentages of essential workers and more people consolidated in households with less space. At the same time, it is likely that the need for on-site learning is greater for these populations. Was this taken into account as staffing protocols were developed? Our teachers are less likely to want to come to site due to higher risk and we have a greater number or students requiring services. There is a significant mismatch at my site between students needing services and staff willing to teach in person. What is the equity response to this dilemma? If sites don't have enough staff who are volunteering to come back we won't be able to open. What do we do?	Phase One is meant to be for a small group of students who has the *greatest* needs. Sites need to identify who has the greatest needs. Then, they will figure out how to meet the needs of these students by leveraging available staff or resources (i.e. noon duty, paraeducator, staff funding). Sites can be creative with how they can ensure equity.
If we have a retired teacher who has done interventions previously, and is willing to come in and do appointment based sessions, is that allowed? The site has funds to support this.	Yes.
Does phase 1 tie to the county Tier system? Also if there is a Covid case, does everyone in	No, the phases are not tied to the country tiered system and only those individuals who have come into "close contact"

contact go into quarantine?	(less than 6 feet for longer than 15 minutes) would need to be quarantined.
Can we give ELPAC in person during phase 1?	Yes, if it was determined that the student was not able to take it online and there is staff available in order to give this onsite.
Can we implement taking student temps if we want to - I am concerned that other families and staff will not be ok with that.	Student temperature checks are not required or recommended in county or state guidelines, especially for young children.
Which tile in Illuminate is our Phase One Student recommended list under? How do we get the report of students who scored 1 or 2 in the spring?	Follow the steps outlined in this document to locate the illuminate report titled *2020-21 Priority K–5 Students for Return to In-Person Instruction.* We have created a new tile for direct access: "In-Person Phase-In"
If a student needs to be on campus for multiple small group or testing are we expected to provide a lunch? What if we are a lunch distribution center? What if you are not and have no lunches available?	During Phase 1, food distribution will remain at the 81 sites. All meals are Grab & Go and we do not want meals consumed on campus.⌐P̦SEP̦
Can we pay teachers to do small groups outside of their live teaching time if we had money set aside for tutoring?	Yes, after hours time does really have to be held after hours.
Has there been consideration if a family is returning, could they be supported in a group in order to minimize contact?	Site team decision being creativity and innovate with resources and staff.
Can we do Saturday school?	Saturday school will not be offered during Phase 1.
We cannot move forward until we can assess staff to see how is/is not willing to return. If we are going to get a district-wide form, when would we expect to get that?	If there is an ADA meeting, the principal is part of that process.
Who would be considered the site team when the teachers and staff are not working on site. Would this be the SST team?	All team meetings are held online. Teams could be grade-level, ILT, or SST, it would be up to the site to decide on their process.
Are there PrimeTime Academic Program funds we can use to pay teachers?	Teacher hourly allocations for school sites will be shared with school principals in October.
When will ADA meetings be held?	They are currently happening and ongoing.
How do we notify parents if their child's teacher will not be willing to participate in the appointment based learning and siblings teachers are?	When you communicate with families, you can share with them who will be supporting the student. The student will still be enrolled in the teacher's class. It does not have to be the child's own teacher that provides onsite support. Other staff members, such as a paraeducator, could support the student under the guidance of the classroom teacher. The staff will communicate regularly on the needs of the student(s).

Will student teachers be allowed to support students on campus?	Yes, as long as they are working with the master teacher onsite.
Can PrimeTime also be included in Phase 1 to provide childcare for families who must work full time?	PrimeTime will not be part of Phase 1 as we need to develop a transition plan to move existing programs from online to onsite, provide families with notification, work with our existing partners, etc. Having said that, we are working on a timeline that will begin the transition from Online to Onsite Learning during upcoming implementation phases, not including Phase 1. Please feel free to connect with our PM for PrimeTime with any questions Christiane cmcpheee@sandi.net
So, ideally, we identify the students and their specific needs, and then speak with teachers & staff about meeting those needs?	Correct.
Do we have the latitude to have Teacher A teach Teacher B, C and D's kids at the same grade level. We're thinking one teacher might be onsite and the remainder at that grade level remain online. Staff childcare is the sticking point on our campus.	Students are consistently with same teacher in the classroom that they are in. They are not changing teachers or classrooms
Is the (illuminate) report of kids solely based on report cards?	Yes, for students with a Spring 2020 report card. We have no other data sources/assessments that provide universal data by which to consider all students. This report may be used as an initial guide in the site team's review of student data.
Is there a cap on the amount of students on campus?	There is no cap for the number of students on campus, as long as you can safely operate, control the flow of students and maintain physical distancing.
Is there a notion of the duration of Phase 1?	Future phases have not yet been bargaining. Updates will be given as we reach agreements with our bargaining units.
Is there some discussion on providing childcare for staff? Can we use funds to hire noon duty?	We will need to look at this more closely and reevaluate.
An SEA usually is supporting more than one student in a room. How will they continue to support multiple children if they are working one on one on site?	We encourage all staff including para educators to work with small groups not just one on one.
Can 2 adults work in a classroom together at the same time?	No, only one staff member can be assigned to a classroom at a time (with or without students).
Can our SETs be part of Phase 1? So our paraprofessionals can be alone with students in a room while they engage in their distance learning?	Yes, under the guidance of a teacher (who may be onsite or online), para educators can support students during phase 1. They can work with students in a classroom to engage in online learning.
I thought there was a classroom cap: TK-2 no more than 6 students, 3-5 no more than 8 students. Is that no longer true? Just 6 feet apart?	Cap is for each individual small group at one time. Desk shields are coming but will not be fully in place everywhere. When they do come in, they should be utilized for assessments when 6 feet is not possible.

We look at the Illuminate report and then speak with teachers & staff to decide who most needs to come onsite? and we can add students who are not on the Illuminate report, based on their needs?	The report is a beginning point to give you students who were struggling last year. In addition to looking at that report teachers
To clarify, no students may begin PRIOR to October 13th correct? If we have a teacher who wants to bring kids back sooner, can they?	Today we provided our 2-week notification based on our agreement with SDEA and AASD. Two weeks from today is October 13th. Sites have the flexibility to decide when to begin onsite services.
Question regarding loft buildings and capacity/student caps?	There is no difference for a loft building. We are making sure there is adequate ventilation, either through upgrades to the existing ventilation system, or more likely, air purifiers will be utilized.
So the teachers who DO volunteer to come on campus are also committing to teaching both online and offline with the children in their classroom only? To clarify: classroom teachers will not be responsible for appointment based learning AT THE SAME TIME as distance learning.	It is not the intent that they are doing online and onsite at the same time, however, teachers may choose to do that. Please refer to the Learning Options Document. Site teams have the flexibility to determine when onsite appointment based learning is provided based on site staffing availability and resources. Classroom educators may schedule onsite appointments during the classroom educator's 180 minutes of daily live whole group instruction and/or during their 60 min small group/office hours time/office hours time.

Transportation	
Who is our Transportation Scheduler?	Transportation Schedulers are assigned by school. Here is the list of assigned schedulers and contact information of Schedulers.
How would we work with schedulers on time if we haven't identified the students?	Transportation Schedulers currently have a roster of all eligible riders, and will need school sites to provide names of students participating in Phase 1 no later than October 2. Transportation requires a minimum of 2 full weeks to assign a rider to a bus to facilitate: - development of manifest - design of route and establishing stops with Covid guidelines - notification of parents - notification of drivers and contract provisions for practice runs In order for pupils to receive services on the proposed start date, student names will need to be provided to schedulers 2 weeks in advance.
Who is eligible for transportation? Is it only for	Only "Qualified Riders" will receive transportation services.

students that would receive transport under normal circumstances or for everyone?	Prioritization of Ridership ● Legally mandated transportation (Pupils in Transition & Special Ed) ● Dedicated Magnet ● VEEP ● Neighborhood Magnet It will not be provided to all students. Board established distance out (5 miles), and minimum ridership rules apply Neighborhood routes, contracted routes will be re-evaluated for service when Covid restrictions are lifted
Given school choice, we have many families who do not live by their neighborhood school. Dropping a child off for a short amount of time may be prohibitive for families who cannot commute back and forth on a regular basis. I understand parents cannot be on campus. Any thoughts on how parents can wait?	Parents of Choice pupils will be responsible for transporting their child for services, and for either waiting or returning to pick up the pupil. They cannot wait on campus or use any campus facilities while waiting.
How will parents know their child's pick up/drop off times and location?	Transportation will communicate pick up/stop times and locations to parents and school site
Who can I contact if I have more questions?	Questions or concerns can be submitted to Scheduling and Planning Supervisor, Josh Morgan at jmorgan@sandi.net
What does the Board established distance out (5 miles) mean? If they live within 5 miles they can't get transportation?	With the exception of SpEd and Transition pupils, riders must reside more than 5 miles from the school to qualify for bussing based on the VEE/Magnet qualifications. Any questions, please email transportation.
Based on the timeline, it would be hard to give the scheduler 2 week notice since we have 2 weeks total to start? We need to engage staff in identifying kids first. Clarify - Sites have to request transportation two weeks out (so, today) for kids who qualify to be transported.	Two week timeline is the established timeline. We realize this information is coming now and will be sending out the notice tomorrow to sites. If we have the information by the end of the day next Monday, that should be enough time to schedule.
Is there a minimum amount of time for bus riders that they need to be on campus? How long are the appointment to be able to utilize the bussing option? For testing it might just be a day, not a set schedule. Is that ok too? So if a student is only on campus for a 30 minute appointment the bus driver will just wait for them?	Appointment length and time is a site based decision. In the initial email to sites from transportation, there will be areas to fill in site needs. Schedulers will work with principals and liaisons on a case by case basis to develop rider schedules. Drivers will have multiple daily assignments and we do not anticipate having drivers wait at sites.