

Forest Charter School

470 Searls Avenue
Nevada City, CA 95959

Monthly Charter Council Meeting Agenda August 11, 2021

4:00 p.m. Public Hearing/
Special Meeting

****Virtual Meeting****

Network User ID: FC_Public
Network Password: PineCedar2

Dan Thiem, Chair
Karen Fruchtenicht, Vice Chair
Cheryl Knight, Parent Representative
Amea Medeiros, Parent Representative
<VACANT>, Parent Representative
Tita Fowler, Secretary

ANNOUNCEMENTS

1. ANNOUNCEMENT: EXECUTIVE ORDER N-29-20 TELECONFERENCE FLEXIBILITY

This meeting is being held pursuant to the procedures established in Executive Order N-29-20 issued by California Governor Gavin Newsom on March 17, 2020. All board members may attend the meeting by teleconference. This meeting will be a virtual meeting only. The public may observe and address the meeting via Zoom.

2. ANNOUNCEMENT: PUBLIC ACCESS TO THE FOREST CHARTER SCHOOL BOARD MEETING

The public will have access to the Forest Charter School board meeting through Zoom Teleconferencing. For those individuals who wish to make a public comment, please do so through the Zoom meeting chat feature. A moderator for the meeting will read your comments for the record.

3. ANNOUNCEMENT: SHOULD THIS BOARD MEETING ENCOUNTER ANY SECURITY BREACH OR INAPPROPRIATE ISSUES, THE MEETING WILL BE ENDED IMMEDIATELY.

4. ANNOUNCEMENT: Public comments on non-agendized and agendized items are limited to three minutes per person.

Join Zoom Meeting:

<https://us02web.zoom.us/j/85408398614?pwd=Y2dzdFBFUXdQTUFxazl3bERnZGIYUT09>

Meeting ID: 854 0839 8614

Passcode: 873378

Dial by your location

+1 408 638 0968 US (San Jose)

Meeting ID: 854 0839 8614

Find your local number: <https://us02web.zoom.us/j/85408398614?pwd=Y2dzdFBFUXdQTUFxazl3bERnZGIYUT09>

AGENDA:

1. **Call To Order**
2. **Roll Call**
3. **Information/Action: A may be considered for Consent Agenda--Peter Sagebiel, Meshawn Simmons**
(E-Attachments)
 - Should the Consent Agenda be approved?
 - A. Adoption of the August 11, 2021 Public Hearing/Special Meeting Agenda (*page 1*)
4. **Public Hearing: (No earlier than: 4:00 pm) 2021/22 FCS Independent Study Policy—Peter Sagebiel**
(*page 3*)

In accordance with Section 11701 of Title 5 of the California Code of Regulations, setting policy pursuant to Education Code section 51747, the Board shall consider, in a public hearing, the scope of its existing or prospective use of independent study as an instructional strategy, its purposes in authorizing independent study, and factors bearing specifically on the maximum realistic lengths of assignments and acceptable number of missed assignments for specific populations of pupils or adult education students. This policy shall reflect an awareness that excessive leniency in its terms can result in pupils falling so far behind their age peers as to increase, rather than decrease, the risk of their dropping out of school.
5. **Discussion: Other**

This is an opportunity for members of the audience to address the Council on non-agendized items. Agendized items may be either addressed at this time or when the items come up for discussion.

The Council cannot discuss or take action on non-agendized items tonight, but items may be agendized at a later Council meeting for discussion and/or action. Public comments are limited to five minutes.

Action Items:

1. **Action: FCS School Plan for Safe Reopening--Peter Sagebiel**
(*page 12*)
 - Should the Council approve the 21/22 School Plan for Safe Reopening?
2. **Action: FCS Revised Independent Study Policy-Peter Sagebiel**
(*page 3*)
 - Should the Council approve the revisions to the FCS Independent Student Policy in accordance with the requirements of Education Code Section 51747?
3. **Information: Reminder of Future Meetings**

2021: 8/24, 9/14, 10/12, 11/9, 12/7**

2022: 1/11, 2/8, 3/8**, 4/19, 5/17, 6/13*, 6/14**

***Special Meeting/Public Hearing **Budget Meeting**

4. **Action: Adjourn**



Section: 100
Policy: 001
FCS Council Approved: May 16, 2011
Revised: insert date

Independent Study Policy

Resources used to create this policy:

Independent Study Operations Manual (2000) California Department of Education

Policy

The Charter Council authorizes independent study as an optional alternative instructional strategy by which students in grades K-12 may reach curriculum objectives and fulfill graduation requirements. Independent study shall offer a means of personalizing the educational plan for students whose needs may be met best through study outside of the regular classroom setting.

The Executive Director or designee shall determine that the prospective independent study student understands and is prepared to meet the school's requirements for independent study. Independent study entails a commitment by both the parent/guardian and the student. As the student gets older, he/she assumes a greater portion of the responsibility involved. Independent study may be offered only to students who can achieve in this program as well as or better than they would in a regular classroom.

The Executive Director or designee shall ensure that a written independent study agreement, as prescribed by law, exists for each participating student. (Education Code 51747)

The following written policies have been adopted by the Forest Charter School Charter Council for implementation at Forest Charter School:

1. To foster each student's success in independent study, the Council establishes the following maximum lengths of time which may elapse for all grades between the time an assignment is made and date by which the student must complete the assigned work as follows: is thirty (30) school days.

Completed Within Thirty (30) School Days

When circumstances justify a longer time, the Executive Director or designee may extend the maximum length of an assignment to a period not to exceed eight weeks, pursuant to a written request with justification.

2. The Executive Director or designee shall conduct an evaluation to determine whether it is in the best interests of the pupil to remain in independent study upon the following triggers:

- a. When any student fails to complete 730% independent study of assignments, (30%

missed assignments will initiate an evaluation on whether the Independent Study Program is meeting the student's needs; the Executive Director or designee shall conduct an evaluation to determine whether it is in the student's best interest to remain in independent study during a period of thirty (30) school days.

- b. In the event Student's educational progress falls below satisfactory levels as determined by the Charter School's CROSS-REFERENCE POLICY OR PROCEDURE FCS-Tiered Intervention Process which considers ALL of the following indicators:

- i. The pupil's achievement and engagement in the independent study program, as indicated by the pupil's performance on applicable pupil-level measures of pupil achievement and pupil engagement set forth in Education Code Section 52060(d) paragraphs (4) and (5).
- ii. The completion of assignments, assessments, or other indicators that evidence that the pupil is working on assignments.
- iii. Learning required concepts, as determined by the supervising teacher.
- iv. Progressing toward successful completion of the course of study or individual course, as determined by the supervising teacher.

Commented [JAR1]: Please confirm.

Commented [JAR2]: Cross reference the School's MTSS or SST or other policy that might contain objective measures for triggering intervention. If there is no policy or procedure to cross-reference, we can consider other options

A written record of the findings of any evaluation conducted pursuant to this policy shall be treated as a mandatory interim pupil record. The record shall be maintained for a period of three years from the date of the evaluation and, if the pupil transfers to another California public school, the record shall be forwarded to that school.

3. The Charter School shall provide content aligned to grade level standards that is provided at a level of quality and intellectual challenge substantially equivalent to in-person instruction. For high school grade levels this shall include access to all courses offered by the Charter School for graduation and approved by the UC or CSU as creditable under the A-G admissions criteria.

4. For students who participate in independent study for fifteen (15) or more days in a school year, the Charter School has adopted tiered reengagement strategies for all pupils who are not generating attendance for more than three (3) school days or 60% of the instructional days in a school week, or who are in violation of the written agreement pursuant to Education Code Section 51747(g). These procedures are as follows:

- a. Verification of current contact information for each enrolled pupil;
- b. Notification to parents or guardians of lack of participation within one school day of the absence or lack of participation;
- c. Outreach from the Charter School to determine pupil needs including connection with health and social services as necessary;
- b-d. When the evaluation described above under paragraph 2.b.iv. is triggered to consider whether remaining in independent study is in the best interest of the pupil, a pupil-parent-education conference shall be required to review a pupil's written agreement and reconsider the independent study program's impact on the pupil's achievement and well-being. This conference shall be a meeting involving, at a minimum, all parties who signed the pupil's written independent study agreement.

Commented [JAR3]: Consider whether the SIS can auto-generate this notice.

Commented [JAR4]: Items a-c are identical to the content required to be included in the learning continuity and attendance plan adopted as a result of SB 98 (2020). "c" requires "a plan for outreach" – if the learning continuity and attendance plan has more specifics of the "plan for outreach," include it here.

5. For students who participate in independent study for fifteen (15) or more days in a school year, the following plan shall be in place in accordance with Education Code Section 51747(e) for synchronous instruction and live interaction:

- a. For pupils in transitional kindergarten through grade 3, inclusive, the plan to provide

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opportunities for daily synchronous instruction for all pupils throughout the school year by each pupil's assigned supervising teacher shall be as follows: large group, small group, or one-on-one instruction delivered in person, or in the form of internet or telephonic communications, and involving live two-way communication between the supervising teacher and pupils.[INSERT]

- b. For pupils in grades 4-8, inclusive, the plan to provide opportunities for daily live interaction between the pupil and a certificated or non-certificated employee of the Charter School and at least weekly synchronous instruction for all pupils throughout the school year by each pupil's assigned supervising teacher shall be as follows: For synchronous instruction: large group, small group, or one-on-one instruction delivered in person, or in the form of internet or telephonic communications, and involving live two-way communication between the supervising teacher and pupil. For live interaction: large group, small group, or one-on-one interaction in person, or in the form of internet or telephonic communications, and involving live two-way communication between employee(s) and pupils.[INSERT]

- c. For pupils in grades 9-12, inclusive, the plan to provide opportunities for at least weekly synchronous instruction for all pupils throughout the school year by each pupil's assigned supervising teacher shall be as follows: large group, small group, or one-on-one instruction delivered in person, or in the form of internet or telephonic communications, and involving live two-way communication between the supervising teacher and pupils.[INSERT]

- 2.—For students who participate in independent study for fifteen (15) or more days in a school year, the following plan shall be utilized to transition pupils whose families wish to return to in-person instruction from independent study expeditiously, and, in no case, later than five instructional days: [INSERT] FCS will provide the family with a list of schools in which they can enroll, including their district of residence.

3.6. Written Agreements and Assignments

A current written agreement shall be maintained on file for each independent study pupil, including the written independent study agreement for each participating student shall include, but not belimited to, all of the following:~~(Education Code 51747)~~

- a. The manner, frequency, time and place for submitting the student's assignments, and for reporting his/her the pupil's academic progress, and for communicating with a pupil's parent or guardian regarding a pupil's academic progress.
- b. The objectives and methods of study for the student's work and the methods used to evaluate that work.
- c. The specific resources, including materials and personnel, that will be made available to the student. These resources shall include confirming or providing access to all pupils to the connectivity and devices adequate to participate in the educational program and complete assigned work.
- d. A statement of the policies adopted pursuant to Education Code Section 51747, subdivisions (a) and (b) regarding the maximum length of time allowed between the assignment and the completion of a pupil's assigned work, the level of satisfactory educational progress, and the number of missed assignments allowed before an evaluation of whether or not the pupil should be allowed to continue in independent study. The school's independent study policy describing the maximum length of time allowed between assignments that will trigger an evaluation of whether the student should be allowed to continue in independent study.

Commented [JAR5]: Insert a plan for **daily** synchronous instruction. The instruction must be provided by the assigned supervising teacher. The assigned supervising teacher must be an employee of the Charter School.

"Synchronous instruction" means classroom-style instruction or designated small group or one-on-one instruction delivered in person, or in the form of internet or telephonic communications, and involving live two-way communication between the teacher and pupil. Synchronous instruction shall be provided by the teacher of record for that pupil pursuant to Section 51747.5.

Commented [JAR6]: Insert plan for **weekly** synchronous instruction and **daily** live interaction. The live interaction can be between the pupil and classified or certificated staff.

"Live interaction" means interaction between the pupil and local educational agency classified or certificated staff, and may include peers, provided for the purpose of maintaining school connectedness, including, but not limited to, wellness checks, progress monitoring, provision of services, and instruction. This interaction may take place in person, or in the form of internet or telephonic communication.

Commented [JAR7]: Insert plan for **weekly** synchronous instruction.

Commented [JAR8]: Insert a plan for transitioning pupils whose families wish to return to in-person instruction. The "five instructional days" is a legal requirement but it is not tied to any trigger other than the families "wish" to return to in-person instruction.

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- e. The duration of the independent study agreement, including the beginning and ending dates for the student's participation in independent study under the agreement. No independent study agreement shall be valid for any period longer than one ~~semester, or one-half year for a school on a year-round calendar.~~
- f. A statement of the number of course credits or, for the elementary grades, other measures of academic accomplishment appropriate to the agreement, to be earned by the student upon completion.
- ~~f.g.~~ A statement detailing the academic and other supports that will be provided to address the needs of pupils who are not performing at grade level, or need support in other areas, such as English learners, individuals with exceptional needs in order to be consistent with the pupil's individualized education program or plan pursuant to Section 504 of the federal Rehabilitation Act of 1973 (29 U.S.C. Sec. 794), pupils in foster care or experiencing homelessness, and pupils requiring mental health supports.
- ~~h.~~ The inclusion of a statement in each independent study agreement that independent study is an optional educational alternative in which no pupil may be required to participate. In the case of a pupil who is referred or assigned to any school, class, or program pursuant to Section 48915 or 48917, the agreement also shall include the statement that instruction may be provided to the pupil through independent study only if the pupil is offered the alternative of classroom instruction.~~A statement that independent study is an optional educational alternative in which no student may be required to participate.~~
- ~~g.i.~~ Each written agreement shall be signed, before the commencement of independent study, by the pupil, the pupil's parent, legal guardian, or caregiver, if the pupil is less than 18 years of age, the certificated employee who has been designated as having responsibility for the general supervision of independent study, and all persons who have direct responsibility for providing assistance to the pupil. For purposes of this paragraph "caregiver" means a person who has met the requirements of Part 1.5 (commencing with Section 6550) of Division 11 of the Family Code

The curriculum and methods of study specified in the written agreement shall be consistent with the Charter Council's policies, administrative regulations and procedures for curriculum and instruction. The agreement may also include a schedule for achieving objectives and completing the agreement and a schedule of conference between the student and Supervising Teacher.

Before beginning the independent study, each written agreement shall be signed and dated by the student, the parent/guardian or caregiver of the student under 18 years of age, the certificated employee designated as responsible for the general supervision of independent study, and all persons who have direct responsibility for providing assistance to the student. (Education Code 51747)

The agreement shall state that the parent/guardian's signature confers his/her permission for the student's independent study as specified in the agreement.

- 7. The Charter School shall comply with the Education Code sections 51745 through 51749.3 and the provisions of the Charter Schools Act of 1992 and the State Board of Education regulations adopted there under.
- ~~4.~~ The Executive Director shall establish regulations to implement these policies in accordance with the law.
- 8.

Instruction

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~~The Council shall not provide independent study students or their parents/guardians with funds or items of value that are not provided for other students and their parents/guardians. (Education Code 46300.6, 51747.3)~~

Eligibility

~~No student shall be required to participate in independent study. (Education Code 51747)~~

~~Students enrolling in independent study must be residents of the local county or an adjacent county. (Education Code 51747.3)~~

~~Full-time independent study shall not be available to students whose district residency status is based on their parent/guardian's employment within county boundaries pursuant to Education Code 48204. (Education Code 51747(c)).~~

~~No individual with exceptional needs, as defined in Education Code 56026, may participate in independent study unless his/her Individualized Education Program specifically provides for such participation. (Education Code 51745)~~

Criteria for Participation

Approval for participation shall be based on the following criteria:

- ~~1. Evidence that the student will work independently to complete their program.~~
- ~~2. Availability of experienced certificated staff with adequate time to supervise the student effectively.~~

Student Rights and Responsibility

~~Students participating in independent study shall have the right, continuously, to enter or return to the regular classroom mode of instruction. The independent study teacher shall promptly and directly address any failure by the student to meet the terms of his/her written agreement. The following supportive strategies may be used:~~

- ~~1. A letter to the student and/or parent/guardian, as appropriate.~~
- ~~2. A special meeting between the student and the teacher and/or counselor.~~
- ~~3. A meeting between the student and the administrator, including the parent/guardian if appropriate.~~
- ~~4. An increase in the amount of time the student works under direct supervision.~~
- ~~5. Referral to the School Attendance Review Board.~~

~~When the student has missed the number of assignments specified in Charter Council Policy as precipitating an evaluation, the Executive Director or designee shall conduct an evaluation which may result in termination of the independent study agreement (i.e. disenrollment from FCS), with the student's return to a regular classroom or alternative instructional program.~~

Administration of Independent Study

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~~Each student's independent study shall be coordinated, evaluated and carried out under the general supervision of a certificated employee. (Education Code 51747.5)~~

Supervision Teachers

~~The independent study administrator shall approve the assignment of any teachers who directly supervise independent study on a regular basis. The Executive Director may recommend teachers or students for independent study.~~

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Independent Study Teachers Shall:

1. Complete designated portions of the written agreement and add additional information to the written agreement when appropriate.
2. Supervise and approve coursework.
3. Design/approve all lesson plans.
4. Write the assignments for students.
5. Assess all student work.
6. Personally judge the time value of assigned work or work products completed and submitted by the student.
7. Select and save with each agreement representative samples of the student's completed and evaluated assignments.
8. Sign and complete the agreement when the student has reached his/her objectives or the agreement is terminated.
9. Maintain any required records and files on a current basis.

When appropriate, independent study teachers shall determine and assign grades or other approved measures of achievement.

Records

District records shall identify all students participating in independent study and shall specify the grade level, program placement and school in which each of these students is enrolled.
(Education Code 51748)

Each school shall maintain records for the students at that school.

Records shall be maintained for audit purposes and shall include the following:

1. A copy of the Charter Council policy, administrative regulation, and procedures related to independent study.
2. A separate listing of the students, by grade level, program and school, who have participated in independent study, identifying units of the curriculum attempted and units of the curriculum completed by students in grades K-8 and identifying course credits attempted by and awarded to students in grades 9-12 as specified in their written agreements.
3. A file of all agreements, with representative samples of each student's work products bearing signed or initialed and dated notations by the supervising teacher indicating that he/she has personally evaluated the work or that he/she has personally reviewed the evaluations made by another certificated teacher.
4. A daily or hourly attendance register, as appropriate to the program in which the students are enrolled and maintained on a current basis as time values of student work products are personally judged by a certificated teacher and reviewed by the supervising teacher if they are two different persons.

The school also shall maintain a record of grades and other evaluations issued to each student for independent study assignments.

Legal Reference:

EDUCATION CODE

~~17289 Exemption for building~~

~~44865 Qualifications for home teachers and teachers in special classes and schools; consent to assignment~~

~~46300-46300.6 Methods of computing ADA~~

~~48220 Class of children exempted~~

~~48340 Improvement of pupil attendance~~

~~48915 Expulsion; particular circumstances~~

~~48917 Suspension of expulsion order~~

~~51225.3 Requirements for high school graduation~~

~~51745-51749.3 Independent study programs~~

~~5200 Improvement of elementary and secondary education; legislative intent~~

~~52015 School improvement plans; components of plan~~

~~52017 Secondary schools; additional plan components~~

~~56026 Individual with exceptional needs~~

FAMILY CODE

~~6550 Authorization affidavits~~

CODE OF REGULATIONS, TITLE 5

~~11700-11703 Independent Study~~

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**Forest Charter School Safe Reopening Plan
2021-22 School Year
August 11, 2021**

Introduction and Overview

The following School Plan for Safe Reopening is a collaboration between the California Department of Public Health (CDPH), Center for Disease Control (CDC), California Department of Education (CDE), The Nevada County Public Health Department, and the Nevada County Superintendent of Schools (NCSoS) to create a comprehensive plan to get students back to school safely.

As we prepare to resume in-person instruction, we will ensure plans are in place for students who may need to isolate or quarantine, as well as students who are medically fragile or who have a household member who is medically fragile. Because the data regarding the impact of school reopening on COVID-19 transmission dynamics remains incomplete, we will continue to learn and revise our guidance accordingly.

Safety Measures

Common public health strategies to reduce the risk of disease transmission in schools and other community settings include: (1) minimizing the number of people who come into contact with each other, (2) maximizing the physical distance between people, (3) reducing the time that people spend in close proximity to others, and (4) measures to minimize dispersion of droplets and aerosols (e.g., using face coverings and covering coughs and sneezes). Because the relative contribution of each of these measures in reducing the spread of COVID-19 is not yet clear, public health experts have generally recommended that they be used collectively where possible.

Below are the safety measures and controls that FCS is putting in place to help mitigate the spread of COVID-19.

1. **Face Masks:** Students are required to wear a mask indoors, with exemptions per CDPH face mask guidance. Face coverings are optional outdoors.
 - Parents/guardians, students, and visitors must wear masks when indoors on campus regardless of vaccination status.
 - FCS staff must wear a mask when meeting with parents/guardians, students, visitors, or other staff while inside on campus, regardless of vaccination status.
 - FCS will provide a face mask to students, staff, and visitors who inadvertently fail to bring one to school.
 - If students refuse to wear a mask, they will be sent to an administrator who will work with the student and parent/guardian regarding masking requirements.
 - Persons exempted from wearing a face covering due to a medical condition, must wear a non-restrictive alternative, such as a face shield with a drape on the bottom edge, as long as their condition permits it.
2. **Physical distancing:** Recent evidence indicates that in-person instruction can occur safely without minimum physical distancing requirements when other mitigation strategies (e.g., masking) are implemented. This is consistent with CDC K-12 School Guidance. We will create as much physical distancing in classrooms as practicable with a goal of 3' distance between workstations/desks.
3. **Ventilation:** FCS has installed MERV-13 air filters at our Nevada City and Truckee learning centers. Additionally, we have established ventilation system cleaning protocols to ensure proper ventilation. At our Foresthill learning center, where installing MERV-13 filters was not possible, we purchased portable HEPA air purifiers for each classroom.

We will encourage as much outside teaching time as practicable, and when inside and weather and air quality permissible, we will encourage open doors and windows to allow additional air flow.

4. **Health Screening:** All students, staff, and visitors will be asked to conduct an at-home self-symptom screening prior to arriving on campus each day. If they cannot conduct the self-screening at home, we will provide a symptom questionnaire at each learning center. Additionally, staff will be trained to conduct visual screening by knowing the common symptoms of COVID-19.

FCS will post signage throughout the campus instructing students, staff, and visitors not to enter campus if they have any COVID-19 symptoms. COVID-19 symptoms include fever, chills, cough, shortness of breath, difficulty breathing, fatigue, muscle or body

aches, headache, recent loss of taste or smell, sore throat, congestion or runny nose, nausea, vomiting, or diarrhea.

Students or staff with any identified COVID-19 symptoms and/or a temperature of 100.4 or higher will be sent home immediately until testing and/or medical evaluation has been conducted.

FCS will provide reminders on screening requirements throughout the year.

5. **Hand Washing:** FCS will teach proper hand washing time and frequency. We have provided hand washing stations in or near all classrooms and will provide enough time to make sure we meet the CDPH handwashing frequency guidance. Fragrance free hand sanitizer (with a minimum of 60 percent alcohol) is available in all classrooms and workstations (although frequent handwashing is more effective than hand sanitizer).
6. **Cleaning:** FCS has hired professional cleaners to do frequent cleaning and disinfecting at all learning centers. We provide our janitorial staff with the proper cleaning supplies (from the US EPA COVID-19 approved list) to remove any remaining germs on surfaces, which will further reduce the risk of spreading infection.

If a room has had a sick person with COVID-19 within the last 24 hours, FCS staff will clean AND disinfect the spaces occupied by that person during that time.

7. **Food:**
 - Maximize physical distance as much as possible while eating (especially indoors). FCS will utilize additional spaces for mealtime seating such as classrooms, outdoor tables, or the gymnasium can help facilitate distancing.
 - Clean frequently touched surfaces. Surfaces that come in contact with food will be washed, rinsed, and sanitized before and after meals.
8. **Field Trips:** FCS will pre-approve all requested Field Trips to make sure they can be compliant with all current health and safety guidelines. Guidance from CDPH is forthcoming, and these requirements may change.
 - FCS will encourage outdoor Field Trips when possible.
 - All FCS students, staff, and chaperones will be required to wear masks indoors, even if the Field Trip venue does not require them.
 - Only approved chaperones will be allowed on FCS Field Trips.
 - Students can only drive in their own car with their household members to and from Field Trips.
9. **School Events:** Assemblies, meetings, and other gatherings will be permitted to the extent allowed under any applicable requirements for gatherings occurring in the community. We will utilize Zoom or the outdoors as much as possible for all school events, and will limit attendance to students and staff, or those participating in a presentation (no visitors). Masks will be required for all indoor school events.
10. **Recommendations for staying home when sick and getting tested:** FCS will follow the protocol for staying home when sick and getting tested from CDPH. FCS will advise

staff and students with symptoms of COVID-19 infection not to return for in-person instruction until they have met CDPH criteria to return to school for those with symptoms:

- At least 24 hours have passed since resolution of fever without the use of fever-reducing medications; and
- Other symptoms have improved; and
- They have a negative test for SARS-CoV-2, OR a healthcare provider has provided documentation that the symptoms are typical of their underlying chronic condition (e.g., allergies or asthma) OR a healthcare provider has confirmed an alternative named diagnosis (e.g., Streptococcal pharyngitis, Coxsackie virus), OR at least 10 days have passed since symptom onset.

Per AB 86 (2021) and California Code Title 17, section 2500, schools are required to report COVID-19 cases to the local public health department. Forest Charter School has a COVID-19 liaison to assist the local health department with contact tracing and investigations.

11. **Quarantine recommendations for vaccinated close contacts:** For those who are vaccinated, FCS will follow the CDPH Fully Vaccinated People Guidance regarding quarantine.
12. **Quarantine recommendations for unvaccinated students for exposures** when both parties were wearing a mask, as required in K-12 indoor settings. These are adapted from the CDC K-12 guidance and CDC definition of a close contact.

When both parties were wearing a mask in the indoor classroom setting, unvaccinated students who are close contacts (more than 15 minutes over a 24-hour period within 0-6

feet indoors) may undergo a modified 10-day quarantine as follows. They may continue to attend school for in-person instruction if they:

- Are asymptomatic;
- Continue to appropriately mask, as required;
- Undergo at least twice weekly testing during the 10-day quarantine;
- Continue to quarantine for all extracurricular activities at school, including sports, and activities within the community setting.

13. **Quarantine recommendations for unvaccinated close contacts** who were not wearing masks or for whom the infected individual was not wearing a mask during the indoor exposure; or unvaccinated students as described above.

For these contacts, those who remain asymptomatic, meaning they have NOT had any symptoms, may discontinue self-quarantine under the following conditions:

- Quarantine can end after Day 10 from the date of last exposure without testing; OR
- Quarantine can end after Day 7 if a diagnostic specimen is collected after Day 5 from the date of last exposure and tests negative.

To discontinue quarantine before 14 days following last known exposure, asymptomatic close contacts must:

- Continue daily self-monitoring for symptoms through Day 14 from last known exposure; AND
- Follow all recommended non-pharmaceutical interventions (e.g., wearing a mask when around others, hand washing, avoiding crowds) through Day 14 from last known exposure.

If any symptoms develop during this 14-day period, the exposed person must immediately isolate, get tested and contact their healthcare provider with any questions regarding their care.

14. **Isolation recommendations:** For both vaccinated and unvaccinated persons, Forest Charter will follow the CDPH Isolation Guidance for those diagnosed with COVID-19.

COVID-19 Testing and Reporting

Testing: Forest Charter School will follow all CDPH and health department guidance on when to recommend testing, protocols for quarantine, and return to school.

Community Testing Sites

Testing is available for anyone, whether or not you have insurance. **You must pre-register and schedule an appointment at <https://www.lhi.care/covidtesting> or call 1-888-634-1123.**

For assistance scheduling a COVID-19 test, contact 211 Connecting Point at 1-833-DIAL211 to speak to a local call specialist.

LHI Testing Locations (please note, there are many other places to get tested including urgent care centers, primary care offices, and retail facilities):

Western Nevada County

231 Colfax Avenue, Grass Valley, CA 95945 (formerly Summer Thymes)

Eastern Nevada County

10990 Donner Pass Rd., Truckee, CA 96161

Roseville (closest LHI facility to Auburn)

1960 Johnson Ranch Rd., Roseville, CA 95661

According to The Nevada County Public Health Department, tests can also still be conducted by doctor's offices too, but you do not need your physician's approval to be tested at the OptumServe site. Call your primary care physician before physically going to the doctor.

Guidelines for a Healthy Workplace

- Practice physical distancing whenever possible.
- Face masks are required per the CDPH guidelines
- Observe boundary lines and floor signs
- When practicable, do not share computers or other equipment (phones, desks, pens, etc.)
- Wipe down computer keyboard and other hard, regularly touched surfaces with disinfectant wipes frequently
- Maintain clutter free surfaces
- Do not use shared dishes and utensils – provide your own dishes or use paper products
- When possible, do not bring food that requires heating in a microwave

First aid & hygiene

- Wash hands with soap and water frequently and thoroughly
- Use respiratory etiquette (cover cough and sneeze)
- Use designated restrooms
- Wash hands or use hand sanitizer before and after using the bathroom.
- Stay home if sick or exposure to COVID-19 is confirmed

Common Areas (e.g. Kitchen, Classrooms, & Copiers)

- Maintain physical distancing when possible

- Use hand sanitizer before and after use of copiers, fax, postage machine and other equipment
- Do not use shared dishes and utensils stored in kitchen area – provide your own dishes or use paper products

Business Office

- Only business office staff are allowed in the business office, unless you are picking up your mail. Only one person in the copy/mail room/office at a time
- Only business office staff may use the office bathroom
- No congregating in the office. Please call or IM staff if you have a question or need something instead of going to their work space
- If you need to check out a cume file, email Tita and she will put it in your box - do not take the file off campus, and please return it to the office the same day