2021-2022 School Year
Continuity Plan
August 16, 2021

AchieveKids Community,

We are excited to be starting our 2021-2022 school year, and look forward to working with our students and families in our learning communities. Additionally, we recognize that we continue to deal with the COVID-19 pandemic and will continue to employ universal precautions in order to ensure a safe learning environment for our entire community.

The following plan outlines our approach to the 2021-2022 school year. We will resume our typical school year with in-person/campus-based instruction 5-days a week, with our standard school hours. In addition, we have outlined contingency plans, safety protocols, quarantining standards (which vary based on vaccination status), and processes for students seeking alternative means of instruction.

We thank you for your trust in our schools, and for your partnership in ensuring that our school campuses remain safe places to learn.

Together We Can Achieve!

Ryan C. Eisenberg, Ed.D.
Executive Director
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Instructional Model

Return to regular schedules
The state-wide default learning model is traditional in-person learning. AchieveKids will continue full in-person learning starting on August 16, 2021 in line with state guidance. For the 2021-2022 school year, our regular schedule will resume. This includes a Monday through Friday in-person learning schedule, 8:50 a.m. to 2:35 p.m. daily, except for Wednesdays, which are our minimum days that releases at 1:35 p.m.

Having offered in-person learning in a safe manner for the vast majority of the 2020-2021 school year, we are in a strong position to continue serving our students on our campuses. We intend to maintain a high focus on universal precautions, and will continue in our regular coronavirus testing and oversight of our campuses.

Community Integration
AchieveKids has always valued the generalization of skills that come with strong community integration. Students receiving instruction on AchieveKids campuses will be able to participate in community-based instruction as approved by the Site Director on a daily basis. Safety protocols must be strictly adhered to. Small groups may utilize vans to drive to a hiking location, or other outdoor learning experience. Community Integration opportunities may vary during the year based on local county conditions.

Transportation
Transportation routes will take into account total van capacity, student homerooms, and vaccination status when known. Students should attempt to wear masks, and windows should be left open when appropriate.
Instructional Model, cont.

Utilization of Distance Learning
Distance learning, as a large-scale tool for groups of students or as a substitution for in-person learning, is not permissible by the State of California at this time. Students are expected to return to campus for our in-person program. If a family/student has a need for accommodations related to the pandemic, an Individualized Educational Plan (IEP) meeting must be held, and an appropriate plan for that student and the particular circumstances of that student should be develop. If developed within an IEP, engagement and regular participation will be required and tracked.

Virtual learning tools or tele-based services can be leveraged for short term absences as appropriate for a particular student, and within the ability of the homeroom team. This would include cases where students (a single student or collective group) need to be quarantined, or in cases of precaution if a family is holding a student out for a single day due to potential symptoms and caution.

Individualized Educational Plans (IEP)
The IEP is the road map for student learning for any student in Special Education. Through the IEP process, we determine what constitutes a Free Appropriate Public Education (FAPE) for each student. The IEP is the ultimate guiding path to what type of instruction a student receives, and how they receive their corresponding related services. Given the complexities of the pandemic, and the complex needs of each of our learners, the IEP is our vehicle for any specialized programming an individual student might require during these challenging times. If your student needs consideration beyond the campus-based, in-person program AchieveKids offers, an IEP meeting will be called, and all stakeholders will come together to determine how to best meet the individual student’s needs in a safe manner.

We recognize this process takes time, and ask that we remain transparent with one another and with the district to ensure safe learning, strong engagement, and appropriate services for all of our students.
Instructional Model, cont.

Quarantine Periods
If members of our workforce or students within our schools are needing to be quarantined for a period of time based on the decision tree within Appendix A, AchieveKids will maintain connection with students, through opportunity for virtual connection, work sent to the family, and other remote based instructional strategies. The length of the quarantine period may dictate the approach and/or actions needing to take place.

Under 15 days: If the individual is quarantined for 15 or less days, remote check in, opportunity for some direct remote instruction, and appropriate working being sent home will be the means of continuity in instruction. Students will have opportunity to remain engaged in related services via a virtual format, pending scheduling/availability of the family. The district will be notified of the quarantine period, and when the student resumes in-person learning. If a full group of students is quarantined for a period of time, the class will switch to virtual instruction, with daily connections and live lessons, in addition to other work items being shared.

Greater than 15 days: If a student, or collective group of students, is required to be quarantined greater than 15 days, or if their quarantine period is extended beyond 15 days, an IEP meeting will need to be called. During the interim of conducting the IEP meeting, continued remote connection, as described above, will take place to ensure continuity in instruction, learning, and related services.

Students that on in quarantine are not eligible for home visits or other direct supplemental supports offered by AchieveKids.
Instructional Model, cont.

Contingency Planning
Learning from lessons of last year, we want to ensure we have contingency plans in place. The 2019-2020 and 2020-2021 school years taught us that some decisions are outside of our control. County-based health decisions may ultimately impact our allowed capacity or our ability to be open. Short-term closures, although unlikely, could occur during the course of the school year. In order to prepare for these measures, we will use the following contingency plans:

County/State Order Full Closure
In the case of a full closure of school, AchieveKids will transition to remote learning. AchieveKids maintains ClassDojo, Microsoft Teams, Zoom, GoToMeeting and various other online accounts to enable a rapid change to remote learning. AchieveKids will need 24 to 72 hours to fully get up and running and to ensure technology is dispersed to both families and staff members.

County Placing Capacity Limits
During the last year, capacity limits were often placed on businesses and schools. AchieveKids maintains two large campuses, and given capacity limits, our first course of action will be to further spread out across our existing spaces. If capacity limits do impact our total campus population, we will first move administrative staff off campus. If we need to decrease total student capacity over a period of time, we will enact similar standards as our priority groupings from last school year.
Instructional Model, cont.

**Priority Group A:**
Any student showing verification of vaccination

**Priority Group B:**
Early elementary students, unvaccinated, in our K-5 program

**Priority Group C:**
Any student over 12 years old who is unvaccinated.

**Differentiated Rules Related to Vaccinated vs. Non-Vaccinated**
We also want to recognize that we may be placed in circumstances that vary across vaccinated and unvaccinated students. AchieveKids is looking to respond to local conditions, to ensure safe learning for all, and to ensure the continuity in instruction for all of our students. If we are required to move students to another method of learning, we remain committed to engage a variety of methods, including potential home visits depending on family interest and student overall need.

**Special Note:** We think the likelihood of these scenarios is unlikely; however, we want to enter the year with contingencies in place so that AchieveKids is agile in any necessary transitions. This enables us to have more seamless instruction and support to all of our students. We demonstrated a long track record of safe in-person learning throughout the last year, and plan on carrying those lessons forward to enable stable direct instruction throughout this year to the best of our ability.
Safety, Health Precautions, and Risk Mitigation

Cohort Groups
Classroom group sizes at the two AchieveKids campuses range from approximately 4 to 10 total students, and corresponding staffing. Total group sizes, therefore, range from about 7 to 15 people in any given space or room, with full enrollment. Classroom groups should not congregate indoors in shared spaces beyond two classrooms groups. When outside, multiple classrooms can be in our outdoor space at a given time. Our yards will no longer be placed in zones; instead, there will be assigned learning spaces and assigned play spaces to enable outdoor learning opportunities and recreation, recess, and physical education.

During the 2020-2021 school year, classrooms were organized within clusters/cohorts that did not intermix. Given our current vaccination rate and emphasis on continued classroom-only space when indoors, we will not have assigned clusters this school year. We do encourage classrooms to limit intermixing to outdoor times.

Masks
Masks will be required when on AchieveKids campuses. Masks should be worn 100% of the time by non-student guests and staff members when in the presence of students. Masks should be worn when inside buildings whether students are present or not. This precaution is required regardless of student vaccination status. When working alone in an office space or classroom, staff may remove their masks as permitted by County Health Orders. Masks must be placed back on when exiting the office into the larger school building.
Safety, Health Precautions, and Risk Mitigation, cont.

Staff should take extra precaution when working directly with students struggling to wear masks due to sensory-based concerns. Staff should wear a face shield in combination with the required face mask/cover while delivering instruction, and demonstrate greater utilization of outdoor learning areas. Prior to instruction, staff should put on a pair of gloves, a face cover/mask, and a face shield. They should carry hand sanitizer, extra face covers/masks, and a pair of gloves in the waist packs provided by AchieveKids for this purpose. Once instruction is completed, the staff member should remove their face shield, clean it, remove their gloves, and wash their hands according to CDC guidelines. The staff member should also evaluate and clean any instructional tools that were handled by the instructor and student(s) during instruction.

Distancing
AchieveKids will continue to use physical distancing standards of 3 feet, when possible, based on specific student needs. We understand that many of our students need close proximity of staff. AchieveKids will allow such close work, but we ask our teams and students to respect healthy boundaries in order to enhance overall safety. AchieveKids will continue leveraging larger portions of our campuses to enable greater spreading out, including the utilization of conference room spaces for classrooms and outdoor spaces for instruction.

Air Purifiers/Ventilation
AchieveKids has implemented engineering controls to improve overall ventilation within classrooms. This includes the installation of ionizers in all HVAC units at our campuses, implementing a more frequent schedule in changing air filters in the HVAC system, as well as add one to two standing air purifiers per occupied room dependent on square footage. Available windows in classrooms will be kept open to further enhance air circulation and overall ventilation.

In-Classroom Cleaning
AchieveKids employees and student work groups wipe down surfaces no fewer than 3 times daily and are encouraged to wipe surfaces more frequently. Included in surface area cleaning are high touch point elements, door handles, sink faucets, and other classroom items.
Safety, Health Precautions, and Risk Mitigation, cont.

Outdoor Tables, Playgrounds
AchieveKids has the ability to pressure wash equipment daily as needed, and has weekly outdoor scheduled cleaning periods. It is also recommended that areas are wiped down after use.

AchieveKids has set up ‘outdoor’ learning spaces for classrooms to leverage and utilize as appropriate for each room. Rooms are designated to specific homerooms by each campus leadership team, and can be used to deliver instruction, or to spread students out during various instructional times.

Daily Janitorial Cleaning
Beyond our daily cleaning routines, AchieveKids contracts a janitorial crew that cleans the buildings, our surface areas, and our instructional spaces each evening. This has been part of our routine throughout the pandemic, and they have added extra focus on disinfecting high touch areas to sanitize our learning environment.

Electrostatic Sprayers
AchieveKids has an electrostatic spray cleaner on each campus, allowing for quick cleaning and disinfecting very hard to reach surfaces. This enables us to change over spaces if needed, to sanitize the quarantine rooms when utilized, or to clean a classroom if a student/staff/group is removed for quarantine.
Safety, Health Precautions, and Risk Mitigation, cont.

Vaccinations & Testing
At this time vaccines are not required among staff and students. We do strongly encourage those eligible for vaccination to take that opportunity and believe it aids in the safety to all in our community.

If and when the vaccination receives full authorization from the FDA, we do anticipate reevaluating our stance on requiring vaccination among our staff as recommended by County Public Health Orders.

AchieveKids staff must submit their vaccination status to our Human Resource department. We will not release the status of an individual, but can report on total inoculated percentages.

AchieveKids team members who are vaccinated will continue testing on our campuses two times a month. AchieveKids staff members who are unvaccinated, or who do not wish to release their status, will be required to test weekly. On weeks where testing is not offered on campus, employees can use work time, either prior to student arrival or after student dismissal, to obtain their weekly test. These times must to be informed to their supervisor, and all appropriate time clock notifications need to be made.

AchieveKids is in the process of obtaining rapid tests to have on campus in order to enable easier access to testing on a more regular basis.
# Appendix A
Santa Clara County Public Health


<table>
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<tr>
<th>Scenario</th>
<th>Immediate Steps</th>
<th>Interpreting Results</th>
<th>Return to School/Work</th>
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| **Scenario 1:** Individual exhibits one or more COVID-19 symptoms, regardless of vaccination status | • Send student/staff home.  
• Recommend immediate testing.  
• Notify school administration and COVID-19 Designee.  
• Classroom remains open.  
• If student/staff is not tested, must obtain medical note (explaining why not tested) OR follow instructions for positive case. | • If test is negative, stay at home until 24 hours after resolution of fever and other symptoms improve.  
• If test is positive, isolate at home for at least 10 days after the first symptoms started and at least 24 hours after resolution of fever and other symptoms improve. Send out letters. | • If negative test provided (or medical note explaining why testing was not performed), may return to school 24 hours after resolution of fever and improvement in other symptoms.  
• If test is positive, can return once full 10-day isolation period is completed. **No test or medical note needed.** |
| **Scenario 2:** Child or staff is a Close Contact* of someone who tested positive for COVID-19  
*Fully vaccinated contacts do not need to quarantine if they remain asymptomatic, and tests are negative.  
A close contact is someone who was:  
• within 0-6 feet of the COVID-positive person (with or without a mask)  
• for at least 15 minutes  
• when the person could spread the infection (starts 2 days before they had symptoms or tested positive) | • Consult 2021-2022 Quarantine Decision Tree for TK-12 School Settings for quarantine guidance for students/staff and provide testing and quarantine instructions based on the situation that applies.  
• Any contacts who are fully vaccinated or who qualify for modified quarantine can remain on campus while awaiting testing.  
• Notify school administration and COVID-19 Designee.  
• Send out appropriate letters.  
• All test results should be reported to the school as soon as possible. | • If test is negative, test again on or after Day 5 of quarantine and continue to monitor for symptoms. If symptoms develop, isolate and test immediately.  
• If test is positive, isolate for at least 10 days after symptom onset (or, if never symptomatic, 10 days from date positive test was collected) AND at least 24 hours after resolution of fever AND other symptoms improve.  
• Regardless of test results, continue to follow recommended interventions (distancing, face coverings, handwashing) for a full 14 days after exposure. | • Return to school/work once required quarantine period is completed (per 2021-2022 Quarantine Decision Tree for TK-12 School Settings).  
• If complete a full 10-day quarantine, no test results needed to return.  
• Contacts who are fully vaccinated or who qualify for modified quarantine need to provide negative test results promptly to continue on campus.  
• For contacts to qualify for shortened quarantine, they need to provide negative test results from on/after Day 5 to end quarantine on Day 7. |
| **Scenario 3:** A student or staff member tests positive for COVID-19 in a cohort or non-cohort setting, regardless of vaccination status | **GENERAL – Classroom remains open Case:**  
• Send home with instructions to isolate.  
• Contact: Use seating chart/roster & staff/student input to determine close contacts. Then follow steps in SCENARIO 2 above.  
• **If explicitly maintaining cohorts:**  
  • Send home with instructions to isolate.  
  • Contact: Consult 2021-2022 Quarantine Decision Tree for TK-12 School Settings to determine which cohort members and other campus close contacts need to be sent home.  
  • Any contacts who are fully vaccinated or who qualify for modified quarantine can remain on campus. Then follow Scenario 2. | **Case:**  
For student/staff whose test is positive, isolate for at least 10 days after symptom onset AND at least 24 hours after resolution of fever AND other symptoms improve. (If never symptomatic, isolate for 10 days after date of positive test.)  
• Continue to follow recommended interventions (distancing, face coverings, handwashing) for a full 14 days after exposure.  
• Contact: FOLLOW SCENARIO 2 | **Case:**  
• Return to school/work once full isolation period is completed.  
• No test results or medical note needed.  
• Contact: FOLLOW SCENARIO 2 |

9-8-2021
Appendix B
Santa Clara County Public Health

2021-2022 TK-12 TEST RESULT DECISION TREE
Isolation and Quarantine Recommendations While Awaiting and After Receiving COVID-19 Test Results

SYMPTOMATIC
COVID-19 symptoms: YES
Close contact: NO
Isolate immediately while awaiting test results

CLOSE-CONTACT
COVID-19 symptoms: YES or NO
Close contact: YES
If NOT fully vaccinated, quarantine immediately while awaiting test results

SCREENING
COVID-19 symptoms: NO
Close contact: NO
Continue at school/work while awaiting test results

See 2021-2022 TK-12 Quarantine Decision Tree

Exposure in a school setting supervised by school staff?

Positive
Continues at school/work

COVID test

Is the exposed person fully vaccinated?

continued at school/work
Isolate for at least 10 days and at least 24 hours after fever resolves and other symptoms improve.

Test ASAP and on/after Day 5 after last exposure.

No

Is the exposed person symptomatic?

NO

YES

Test ASAP and on/after Day 5 after last exposure.

Continue at school/work if results are negative.

Negative
Isolate and COVID test immediately.

Positive

Isolate for at least 10 days after last exposure and at least 24 hours after fever resolves and other symptoms improve.

Isolate for at least 10 days and at least 24 hours after fever resolves and other symptoms improve.

1. If person is not a close contact but has COVID-like symptoms that are common to a variety of illnesses, the person should get tested and provide a negative test result to school. A doctor’s note can only be used in place of a negative test under very specific circumstances. See Education page FAQ for details.

2. A close contact is someone who was within 6 feet of the infected person for at least 15 minutes at any time beginning 2 days before the infected person had symptoms or tested positive. The exposure time can be 15 minutes of continuous contact with the infected person or repeated short-duration interactions with the infected person totaling 15 minutes within a 24-hour period.

3. A test is positive regardless of vaccination status. Isolate at home for at least 10 days after the first symptoms started (or date positive test collected) and at least 24 hours after resolution of fever and other symptoms improve.

4. If the case is a household (HH) member, contact’s quarantine starts when the case’s isolation ends. HH contacts should also test on Day 5 of their quarantine (Day 15 from exposure).
Appendix C
Santa Clara County Public Health

2021-2022 Quarantine Decision Tree for TK-12 School-Based Exposures

- In all situations, test for COVID-19 as soon as notified of exposure and again on/after Day 5 from last exposure.
- Anytime a test is POSITIVE (regardless of vaccination status), isolate at home for at least 10 days after first symptoms started (or date positive test collected) and at least 24 hours after resolution of fever and other symptoms improve.

- Exposure in a TK-12 school setting supervised by school staff (If not, see Test Result Decision Tree)
  - Was anyone within 0-6 ft of the positive case for >15 min over a 24-hr period?
    - NO: There are no close contacts who need to quarantine.
    - YES: Is the exposed student fully vaccinated?
      - YES: Is the exposed student symptomatic?
        - YES: Exclude from campus for a full 10 days (no modification).
        - NO: Exclude from campus for a full 10 days (no modification).
      - NO: May remain on campus.
      - YES: Exclude from campus for 10 days.
      - NO: Is the exposed student symptomatic?
        - YES: Exclude from campus for 10 days.
        - NO: Were both COVID+ person & exposed student wearing masks during exposure?
          - YES, both case & contact were masked: May remain on campus but exclude from extracurricular activities until quarantine ends.
          - NO, either/both were not wearing masks: Quarantine at home for 10 days if untested. May shorten home quarantine to 7 days if test taken on/after Day 5 after last exposure is negative.

1. Asymptomatic, fully vaccinated staff/students and asymptomatic, unvaccinated student contacts who were exposed when both case and contacts were masked may continue at work/school if initial test and/or Day 5 test is negative. Monitor for symptoms and follow recommended interventions (distancing, face coverings, handwashing) for a full 14 days. If symptoms develop, isolate and test for COVID immediately.
2. Fully vaccinated, symptomatic students (but not staff, per Cal/OSHA) with a negative COVID-19 test result may return to school 24 hours after being fever-free and symptoms improve.

9.1.2021