

Memorandum of Understanding
Between the
Placentia-Yorba Linda Unified School District
And the
Association of Placentia-Linda Educators

October 20, 2020

The Placentia-Yorba Linda Unified School District (District) and the Association of Placentia-Linda Educators (APLE) hereby enter into this Memorandum of Understanding regarding the effects of returning to work for the 2020-2021 school year under a hybrid model to mitigate the impacts of COVID-19.

I. Start of School

- a. The District has informed APLE that in-person hybrid instruction shall begin as follows:

Elementary Schools	Wednesday, October 21, 2020
Middle Schools	Monday, October 26, 2020
High Schools/Adult Transition	Monday, November 9, 2020

The District will remain in this environment unless State and/or County guidelines require a return to Distance Learning Instruction for some or all the District. The District shall adhere to the COVID guidelines issued by the Centers for Disease Control and Prevention (“CDC”), California Department of Public Health (“CDPH”), California Department of Education (“CDE”), the California Department of Industrial Relations Division of Occupational Safety and Health (Cal/OSHA), and the Orange County Public Health Department issued as of the date of this Agreement. The parties agree to meet as soon as possible to negotiate the impact and effects of any revisions or updates to those guidelines from any of the agencies listed above.

- b. The negotiated work calendar for the 2020-21 school year shall remain the same.
- c. Unit members will teach classes from their classroom with the exception of secondary teachers during online Wednesdays to allow for cleaning and sanitation of the classrooms. Unit members are expected to remain on zoom during hybrid academic periods when students are present, however unit members retain the academic freedom in determining the method for delivering required academic content.
- d. Unit members working in their classroom shall wear appropriate personal protective equipment and shall maintain social distancing guidelines with other staff and administrators on campus.

- e. The daily school schedules for Hybrid Learning shall follow the format listed in Appendix A to this Agreement. It is understood that each school may have a different schedule as long as it follows the guidelines (e.g. work hours, breaks, lunch time, prep/release time and written guidelines in the notes of the schedules) of the schedules attached to this Agreement.
- f. All District Meetings shall follow all safety protocols, including but not limited to 6 feet distancing and mandatory mask wearing. Unit members shall have the following options for meeting attendance pursuant to this MOU:
 - 1. Staff Meetings: Unit member option to be in-person or zoom.
 - 2. Parent Meetings/Conferences: Shall be done by zoom only.
 - 3. PLC Meetings: Unit member option to be in-person or by zoom.
 - 4. IEP Meetings: Option of zoom, as determined by IEP Team.
 - 5. Elementary Parent Conferences in November shall be done by zoom. Elementary teachers shall have the option of doing Parent Conferences from home.
 - 6. 504 and SST Meetings: Shall be done by zoom only.
 - 7. Unit members that choose to participate in any of the above via zoom, shall have their camera on.
- g. No school or District staff shall enter a classroom unless they are wearing a mask, personal protective equipment as required by CDPH and immediately wash their hands or use hand sanitizer upon entering the classroom. Unit members shall be out of their classrooms no later than the close of the school office to allow for cleaning of the classrooms.
- h. Unit members shall not be required to have any other in-person meetings with parents or other community members while the District is providing in-person hybrid instruction.
- i. The working day ends at 4:30pm for all unit members. Unit members must be available to have communication with administrators, parents, and other District staff until the end of their working day. Unit members shall not be required to have communications with staff, administrators, or parents past 4:30 pm.
- j. Unit members that share classrooms shall have their own teaching station that is at least 6 feet from other teaching stations. Unit members that teach in multiple classrooms shall not get within 6 feet of students in the classroom.
- k. Unit members that work at elementary schools shall not have morning duty, recess duty and shall alternate afternoon dismissal duty that shall not exceed 2x a week unless each unit member has rotated through the duty and additional time is needed. Should the need arise, unit members can volunteer for morning duty or recess duty at the certificated hourly rate of pay.

- l. All physical education classes must not exceed contractual class size and must have designated areas where physical distancing guidelines may be observed by the size of the physical education class.
- m. Unit members may work in their classroom on the weekend. Unit members can only be in their own classroom or the front office and may not bring any guests or family members. This requirement is to ensure the cleanliness of the school prior to daily cleaning that begins on Monday or a return from a holiday.
- n. The District must secure all securable areas of campus from community use during the weekend and holidays. All areas that are used by the community or groups with an authorized use of facilities agreement are to be sanitized prior to unit members arriving on Monday or the day after a holiday.

II. Reliance on Unit Member Expertise

- a. Unit members are not to be used as experts for purposes of making decisions of safe practices for COVID-19 mitigation. Unit members may be consulted, but their opinion shall not be the sole basis for any decision related to safety of students, staff, or community. All decisions shall be the sole decision of the District and the District shall hold harmless any unit member for any and all actions from being consulted on safe practices regarding COVID-19.
- b. Unit members are not experts in contact tracing. Unit members shall not be relied upon to be experts in conducting contact tracing and the District shall hold harmless any Unit members for any and all actions that result from contact tracing actions requested by the District.

III. Physical Distancing and Accommodations for Hybrid Model

- a. The District shall implement a plan for physical distancing of at least six (6) feet between student workspaces and unit member desks/primary workspace. Unit members are not prohibited but shall not be required to come closer than 6 feet from students in their class or work area. No unit member shall be disciplined, negatively evaluated, or called to conference for selecting to maintain at least 6 feet of distance from students.
- b. Unit members who provide documentation of an underlying high-risk condition or reside with someone with documentation of an underlying high-risk condition shall provide a temporary alternate work assignment without loss of compensation or benefits if such an assignment exists and the unit member is properly credentialed to provide.

IV. Personal Protective Equipment and Safety

a. Masks

1. The District shall require the use of facial coverings by all unit members, students, District employees, parents, and authorized campus visitors in accordance with the requirements of the California Department of Public Health currently in effect. Individuals who cannot wear a mask because of a documented health issue shall instead be required to wear an appropriate face shield. The District shall develop and share with the Association, a plan that addresses the protocols for dealing with students, parents and others who are not in compliance with the District's face covering requirements. This plan shall be attached as Appendix B to this MOU.
2. The District will provide unit members with face coverings. Should a unit member request a face shield, the District shall provide one. Unless a unit member has a note from a doctor that removes the requirement of wearing a mask, the use of a face shield shall not eliminate the requirement to also wear a mask. Unit members may choose to bring their own mask(s), provided the mask(s) follows the requirements established by the California Department of Public Health. Individuals are responsible for laundering masks after each use. If, based on extenuating circumstances, a unit member forgets to bring a face covering or fails to launder/clean their mask/face shield for that workday, one will be provided by the District.
3. Unit members shall not be required to bring their own personal protective equipment. No unit member shall be disciplined or negatively evaluated for not supplying/bringing their own personal protective equipment. If the District fails to provide sufficient personal protective equipment for the day, unit members without equipment shall be sent home for the remainder of the working day. Unit members sent home under these circumstances shall remain on paid status and receive their daily rate of pay without any loss of personal leave.

b. Hand Sanitizer/Soap

The District shall, at a minimum, comply with the following hand washing logistical requirements:

1. Every room with a sink shall be supplied with soap, paper towels, and a trash container near the sink.
2. Every classroom shall be provided with hand sanitizer.
3. Non-classroom workspaces shall be provided with hand sanitizer.

4. Hand sanitizer shall be provided at each ingress and egress point, and in student meal and recess areas.
5. The hand washing/hand sanitizing supplies noted above shall be checked and restocked as soon as reasonably possible prior to the beginning of each day.

c. Handwashing

Students, employees, parents, and visitors shall be directed to wash their hands or use hand sanitizer upon entering district sites and every time a classroom is entered in accordance with California Department of Public Health requirements.

d. Daily Cleaning and Disinfecting

1. The District shall ensure that all classrooms, restrooms, and workspaces are cleaned and disinfected daily, including desks, doorknobs, light switches, faucets, and other high touch fixtures, using the safest and most effective disinfectant necessary, as mandated by California Department of Public Health. High touch areas such as doorknobs, light switches, faucets, and other high touch fixtures shall be cleaned between cohorts.
2. Staff Restrooms shall be cleaned 3x each day.
3. Utilized student vending machines shall be cleaned 3x each day

e. Food, Drink, and Items in Classrooms

1. Unit members may have food and drink in the classroom, but it must stay at the unit members' desk/primary workstation.
2. Students may only have a bottle of water in the classroom. No eating is allowed unless there is a medical exception.
3. Unit members may have their personal items in the classroom (e.g. refrigerators and microwave ovens) but are personally responsible to clean them.
4. Unit members may not store food and/or drink for students in their personal items unless there is a medical necessity to do so.
5. Unit members are not required to handle backpacks and the backpacks should be placed in an area to preserve physical distancing, unless required in writing by an IEP.

f. HVAC

The District shall replace MERV 8 HVAC system air filters with MERV 13 air filters as recommended by the California Department of Public

Health (“CDPH”). The MERV 13 filters shall be replaced on a regular basis, no less than 3 times per year. The District shall also implement an annual maintenance and cleaning schedule for HVAC units that includes pressure washing units with a sanitizing solution. To help facilitate optimum air quality, the District shall install mobile air purification units with HEPA filters for each classroom, including but not limited to Speech, RSP and ELD. The District shall make every effort to deliver these units to each classroom before the first hybrid day of instruction. In the event the units cannot be delivered, the District shall negotiate alternative measures with the Association to increase air flow until the units arrive.

g. Equipment and Supplies

1. The District shall provide students and teachers with sufficient equipment and supplies to minimize the sharing or exchange of items. Shared materials shall be sanitized between uses/exchanges. Unit members shall not be responsible for sanitizing materials or supplies.
2. Unit members must wipe down shared staff equipment with appropriate provided sanitizer after each use in a common area.
3. Itinerant unit members that have to travel from site to site and bring their equipment from site to site shall either receive extra time in their schedule to allow for cleaning of the equipment or have separate equipment available at each site with a plan for the cleaning of the equipment. These plans shall be approved by the Association.

h. Health Screening, Testing, Notification, and Contact Tracing

The District shall implement a plan to check for COVID-19 symptoms of all students, employees, parents, and visitors suspected to be sick. Visitors with symptoms determined by the District to be consistent with COVID-19 shall be denied entry. Staff and students with any symptom consistent with COVID-19 or who have had close contact with a person with COVID-19 shall be sent home or sent to a secured room on site pending going home.

Upon notification that an employee or student has been infected with COVID-19, the District shall initiate contact tracing as required by California Department of Public Health. The District shall notify the Association in a timely manner of the location(s) where the infected individual(s) were present at a school site or in an employee workspace where unit members were also present. The number and

location of positive cases of COVID-19 (students and staff) shall be reported on the District's public reporting page located at www.pylusd.org/dashboard which will be live beginning October 21, 2020.

V. Enforcement of District Safety Policy

- a. The District has created a guide entitled 2020-21 Return to School Plan that is located [here](#) and attached as Appendix C to this MOU. The District and Association agree that the Association may use the Contract's Grievance Article to enforce the sections under the following headings:
 1. Health and Safety Measures
 2. Face Coverings
 3. Other Safety Measures
 4. Protocols for Students/Staff with Covid-19 Symptoms
- b. Each School Site shall have a site safety plan that is available for viewing by unit members.
- c. Each School Site shall have a cleaning schedule posted that will indicate the approximate times and areas to be cleaned.
- d. The District has created a guide entitled Student Symptom Decision Tree from the same tree required by the Orange County Health Care Agency located [here](#) and attached as Appendix D to this MOU. The District and the Association agree that Association may use the Contract's Grievance Article to enforce the District's Student Symptom Decision Tree for purposes of determining health risks to a class.
- e. Article XV, Section C process for reporting safety concerns shall be modified for violations of this MOU as follows:
 1. Each unit member is responsible for reporting unsafe conditions to their site administrator or Human Resources.
 2. The District shall investigate each reported safety condition and shall take the necessary steps to correct the condition(s) within two working days of the date the condition was reported to the District.
 3. Once reported, the unit member is relieved of any responsibility for the reported safety condition.
 4. If the District has not corrected the safety condition to be in compliance with this MOU within the timeline of #2 above, the unit member shall not be required to perform duties under conditions which pose an immediate threat to their safety.

VI. Evaluations

- a. For the 2020-21 school year, the following modifications shall be made to the employee evaluation procedures:
 1. All unit members that were on-schedule to be evaluated in 2020-21 shall be evaluated.
 2. All permanent unit members scheduled to be evaluated shall be observed and recorded on Form B. Permanent unit members shall also complete the Goals and Objectives process outlined in the Contract. The evaluations will be to coach and provide support for hybrid/distance learning teaching. Form F shall not be completed for permanent unit members.
 3. All permanent unit member evaluation documents/marks shall reflect the mitigation of the switch to a hybrid/distance learning model of instruction. If a unit member believes that such a mitigation was not given, the unit member may appeal the specific documents/marks to the Assistant Superintendent of Human Resources. Upon receipt of this appeal, the Assistant Superintendent of Human Resources or designee shall inform and consult with the President of the Association to make a final ruling on the appeal.
 4. All probationary and temporary unit member evaluations shall follow the evaluation language in the Contract. Evaluators will coach and support taking into consideration the environmental change to hybrid/distance learning when observing and evaluating probationary and temporary unit members.
 5. All unit members that were on an improvement plan for the 2019-20 school year shall be evaluated according to the provisions of the Contract.
 6. Unit members shall provide their evaluator access to their distance learning platform(s) prior to the first student day of hybrid delivery.

VII. Grading, Homework & Cameras

- a. Student grades shall follow board policy and be based upon the work turned in and the grades earned on assessments. Unit members shall retain academic freedom in grading within the parameters of applicable board policy and/or regulation and shall be sensitive to the unique challenges of hybrid learning and understanding when assigning homework and due dates to students.
- b. Students attending class via zoom shall have their cameras turned on during instructional time, unless otherwise authorized by their teacher. Students that do not have their cameras on shall be referred to the site administrator for follow up action.

VIII. Leaves

- a. Unit members that must stay home due to being positive for Covid-19 or directed or approved by the District to be in quarantine for possible exposure to Covid-19 shall remain in 100% paid status and not use any sick leave for the school days they miss. If the unit member is fit to work remotely, the unit member may be directed, at the discretion of the District, to work remotely.
- b. Unit members who have not received District authorization to quarantine pursuant to Section (a) above, but are absent for possible exposure to Covid-19, may use available leave entitlements, including FFCRA (Families First Coronavirus Response Act) [information found here](#) and sick leave. If FFCRA is not renewed past December, and another available leave is not provided by Federal or State law, the District will provide paid leave time in a manner that mirrors the FFCRA leave to the end of the school year. In no case shall a unit member receive more than 10 days from a combination of FFCRA and/or District provided mirrored FFCRA leave during the 2020-21 school year.
- c. If the District is unable to secure a qualified substitute for a unit member who is on a long-term medical leave of absence, but who is fit to work from home, the unit member may be asked to provide instruction via video platform from their home. Unit members who are on a long-term medical leave shall only be asked to provide instruction via video platform from their home if they notify the District, in writing, that they are willing and able to perform their duties from home. For this limited period, until the District can find a qualified substitute, the unit member shall be in 100% paid status instead of paid medical leave. This option is only available for positions in which the District cannot secure a subject-matter qualified substitute for the unit members' position.

VIII This Memorandum of Understanding shall not be construed as a precedent for any future circumstances or as establishing a past practice for any purpose and will terminate on June 30, 2021. This MOU shall remain in effect during all periods that the District is providing instruction in a hybrid model or upon an order by the State or District that requires all employees to return on a traditional school environment and work schedule. The District and Association agree to meet and negotiate changes to this MOU should the current guidance from CDPH or Orange County Health Care Agency change.



For the District

10/2/20
Date



For the Association

10/20/20
Date

For Parents (Early Start Schools)

AM Cohort: PK-6 At School							
TIME	Monday	Tuesday	TIME	Wednesday	TIME	Thursday	Friday
7:50	School Begins	School Begins	7:50	School Begins	7:50	School Begins	School Begins
7:50-10:25	Instruction -Includes 15 min. Recess	Instruction -Includes 15 min. Recess	7:50-9:50	Instruction	7:50-10:25	Instruction -Includes 15 min. Recess	Instruction -Includes 15 min. Recess
10:25	School Ends	School Ends	9:50	School Ends	10:25	School Ends	School Ends
PM Cohort: PK-6 At School							
TIME	Monday	Tuesday	TIME	Wednesday	TIME	Thursday	Friday
11:40	School Begins	School Begins	10:50	School Begins	11:40	School Begins	School Begins
11:40-2:15	Instruction -Includes 15 min. Recess	Instruction -Includes 15 min. Recess	10:50-12:50	Instruction	11:40-2:15	Instruction -Includes 15 min. Recess	Instruction -Includes 15 min. Recess
2:15	School Ends	School Ends	12:50	School Ends	2:15	School Ends	School Ends
PK-6 At Home Learning Sample Schedule							
<u>At Home Learning Instructional Minutes - No Zoom In and Teacher Assigned</u>							
PK = 25 minutes K-3 = 75 minutes 4-6 = 85 minutes (M,T,Th,F)							
PK= 60 minutes K-3 = 110 minutes 4-6 = 120 minutes (W)							
<u>At Home Learning May Include:</u>							
PE, Music , iReady Reading/Math, Mystery Science, Storytime, Continuation of Class Assignments							
*Meals delivered to classroom prior to dismissal M-F *Materials Distribution: Days & Times Site Specific							

PlyUSD Sample Middle School Hybrid Schedule*						
Time	Min	Mon	Tues	Time	Min	Wednesday
8:09-8:51	42	Period 0	Period 0	8:34- 8:51	27	Period 0 Synchronous Remote
		Period 1	Period 1			Period 1 Synchronous Remote
8:55-9:37	42	Period 2	Period 2	8:55-9:22	27	Period 2 Synchronous Remote
		Period 3	Period 3			Period 3 Synchronous Remote
9:41-10:25	44	Break		9:26-9:55	29	Period 4 Synchronous Remote
		Period 4	Period 4			Period 4 Synchronous Remote
10:25-10:40	15	Break		9:59-10:26	27	Period 5 Synchronous Remote
		Period 5	Period 5			Period 5 Synchronous Remote
10:44-11:26	42	Period 3	Period 3	10:26-10:36	10	Break
		Period 4	Period 4			Period 6 Synchronous Remote
11:30-12:12	42	Period 4	Period 4	10:40-11:07	27	Period 7 Synchronous Remote
		Period 5	Period 5			Period 7 Synchronous Remote
12:16-12:58	42	First Lunch		11:11-11:38	27	Period 8 Synchronous Remote
		Period 6	Period 6			Period 8 Synchronous Remote
12:12-12:42	30	First Lunch		11:38-12:08	30	Lunch
		Period 7	Period 7			Period 9 Synchronous Remote
12:46-1:28	42	Period 5	Period 5	12:12-12:39	27	Period 10 Synchronous Remote
		Period 6	Period 6			Period 10 Synchronous Remote
12:58-1:28	30	Second Lunch		12:43-1:10	27	Period 11 Synchronous Remote
		Period 7	Period 7			Period 11 Synchronous Remote
1:32-2:14	42	Period 6	Period 6	1:15-2:15	60	Teacher Collaboration PLC/Department/Staff Meetings
		Period 7	Period 7			Lesson Preparation
2:18-3:00	42	Attendance and Re-engagement	Attendance and Re-engagement	2:15-3:30	75	Lesson Preparation
		Attendance and Re-engagement	Attendance and Re-engagement			Lesson Preparation
3:00-3:30	30	Attendance and Re-engagement		2:15-3:30	75	Lesson Preparation
		Attendance and Re-engagement	Attendance and Re-engagement			Lesson Preparation

PlyUSD Sample Middle School Hybrid Schedule*
 *Actual middle school hybrid schedules will be provided by school sites and will more closely reflect the school's typical schedule and start time.

❖ **Cohort A**
 Students in class on Monday & Tuesday

❖ Students "Zooming" into class Thursday & Friday

❖ **Cohort B**
 Students in class on Thursday & Friday

❖ Students "Zooming" into class Monday & Tuesday

❖ **Wednesday**
 Synchronous Remote Instruction

❖ Additional campus cleaning between cohorts

❖ **Daily**
 Attendance & Student Re-engagement

■ Teacher documents students attendance

■ Teacher connects with students with missing assignments

2020-21 High School Hybrid Bell Schedule

Cohort Schedule

Day	Monday	Tuesday	Wednesday	Thursday	Friday
Cohort A	In Class	In Class	Zoom	Zoom	Zoom
Cohort B	Zoom	Zoom	Zoom	In Class	In Class
Fully Remote	Zoom	Zoom	Zoom	Zoom	Zoom

Monday, Tuesday, Thursday, Friday

In Class or Zooming into Class Based on Cohort Assignment Above

Early Break/Lunch Schedule*				Late Break/Lunch Schedule*			
Period	Start Time	End Time	Min	Period	Start Time	End Time	Min
Period 0	6:58	7:48	50	Period 0	6:58	7:48	50
Period 1	7:55	8:45	50	Period 1	7:55	8:45	50
Period 2	8:57	9:52	55	Period 2	8:57	9:52	55
1 st Break	9:52	10:02	10	Period 3	9:59	10:49	50
Period 3	10:09	10:59	50	2 nd Break	10:49	10:59	10
Period 4	11:06	11:56	50	Period 4	11:06	11:56	50
1 st Lunch	11:56	12:26	30	Period 5	12:03	12:53	50
Period 5	12:33	1:23	50	2 nd Lunch	12:53	1:23	30
Period 6	1:30	2:20	50	Period 6	1:30	2:20	50
Attendance & Student Re-engagement**	2:20	2:45	25	Attendance & Student Re-engagement**	2:20	2:45	25
Period 7	2:45	3:35	50	Period 7	2:45	3:35	50

*Students may be assigned to any combination of break or lunch based on 3rd and 5th Period room assignments

**Teacher documents student attendance and makes contact with absent students

Wednesday: Synchronous Remote Instruction*

Period	Start Time	End Time	Minutes
Period 0	7:20	7:50	30
Teacher Collaboration**	7:55	8:55	60
Period 1	9:00	9:30	30
Period 2	9:35	10:05	30
Period 3	10:10	10:40	30
Break	10:40	10:50	10
Period 4	10:55	11:25	30
Period 5	11:30	12:00	30
Period 6	12:05	12:35	30
Lunch	12:35	1:05	30
Period 7	1:10	1:40	30
Lesson Preparation	1:45	2:45	60

*Additional campus cleaning between cohorts

**Professional Learning Communities, Department Meetings, Staff Meetings

Appendix B

Protocols for Dealing with Students, Parents and Others Who Are Not in Compliance with the District's Face Covering Requirements

FACE COVERINGS

PYLUSD has established guidelines to be adhered to on all school campuses. Following the statewide order from the California Department of Public Health, face coverings are required in school settings for all students PK-12, unless exempt. Face coverings are required for students and staff in PYLUSD schools, as well as authorized visitors unless exempt.

Student Face Coverings

Elementary School Students: Students will receive 3 warnings and then will be reassigned to 100 percent remote learning after the fourth violation.

Middle and High School Students: Students will receive 2 warnings and then will be reassigned to 100 percent remote learning after the third violation.

PYLUSD Employees Face Coverings

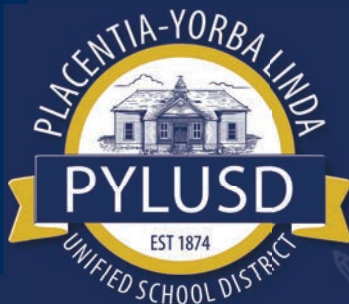
Face coverings are required by all employees unless exempt.

Failure to comply with this requirement may result in disciplinary action.

All Approved Visitors Face Coverings

All adults must wear a face covering while on campus.

An authorized visitor who fails to comply with this requirement will be directed by the site administrator to leave school or school district property.



2020–2021 Return to School Plan

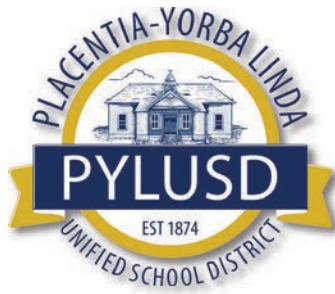
Remote Learning Model • Under COVID-19 Conditions

Release Date: August 6, 2020
www.pylusd.org/returntoschool

The Placentia-Yorba Linda Unified School District (PYLUSD) has developed this plan based on guidance from public health and education officials as of August 6, 2020. It will be updated as conditions surrounding the COVID-19 pandemic continue to evolve.

For the latest version of this document, please reference the school district's website at www.pylusd.org/returntoschool.





A Message from Superintendent Dr. Greg Plutko

Dear PYLUSD Community,

The Placentia-Yorba Linda Unified School District (PYLUSD) has worked diligently to develop this document in order to offer insight to students, families, employees, and the community about the 2020-2021 school year. This plan was established with guidance related to the COVID-19 pandemic from state and local authorities as well as our Board of Education. Please note that this document is subject to change based on evolving orders set forth by the State of California and the County of Orange.

PYLUSD is committed to providing an array of educational opportunities to meet the academic needs of all students and families in and out of the classroom. It is our hope that the information provided will enable families to make the best decision for their children.

We want to thank the dedicated members of our Return to School Steering Committee and Focus Area Work Groups including parents, teachers, staff, APLE and CSEA representatives, and district and site administrators for their contributions to this plan. In addition, we would also like to express our sincere gratitude towards our PYLUSD families and staff for their daily feedback, reflections, and contributions that helped shape our planning process throughout this unprecedented time.

In PYLUSD, we will remain committed to being a dynamic and supportive learning community that prepares each and every student for success now and in the future.

Respectfully,

Dr. Greg Plutko
Superintendent of Schools
Placentia-Yorba Linda Unified School District

TABLE OF CONTENTS

1	Timeline
2	Commitment to Virtual Student Learning
3	Emergency Distance Learning vs. Planned Remote Learning
4	PYLUSD Remote Learning Will Include...
5	Elementary School Bell Schedules
7	Middle School Bell Schedule
8	High School Bell Schedule
9	Overview of Buena Vista Virtual Academy
10	Buena Vista Virtual Academy vs. Planned Remote Learning
11	Overview of Parkview Homeschool
12	English Language Learners
12	Special Education
13	Performing Arts and Athletics
13	Technology Needs
14	Wellness Resources
16	Meal Services
17	Child Care
18	Contact Information
18	Additional Information

TIMELINE



In July, the State of California announced that all counties on the California Department of Public Health's (CDPH) COVID-19 monitoring list must begin the school year in a full distance learning format, including Orange County. Until a county has been off of CDPH's monitoring list for 14 consecutive days, learning must remain completely virtual.

As a result, the Placentia-Yorba Linda Unified School District (PYLUSD) has prepared three instructional delivery models for students and families to choose from to begin the 2020-2021 school year.

X SEPTEMBER 1, 2020 – First Day of School

All Placentia-Yorba Linda Unified School District (PYLUSD) students will begin the 2020-2021 school year in one of three instructional model choices:

1. **All PYLUSD Schools** (*100% Remote Learning Model*)
2. ***Buena Vista Virtual Academy** (*Optional–100% Online Program*)
3. ***Parkview School** (*Optional–Homeschool Program*)

*** = Optional choice.** Students may choose to enroll at Buena Vista Virtual Academy or Parkview School in lieu of their home school of attendance or school of choice.

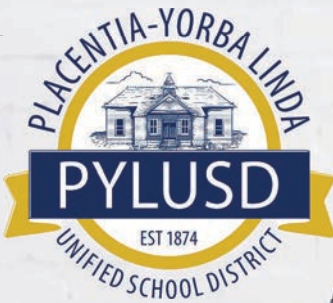
More information about all three instructional models including Remote Learning at all PYLUSD schools, Online Learning at Buena Vista Virtual Academy, and Homeschool Learning at Parkview School is included later in this document.

X NOVEMBER 6, 2020 – End of First Trimester/Quarter

Remote Learning at all PYLUSD schools will take place through the end of the first trimester/quarter for all students. The first trimester/quarter in PYLUSD ends on Friday, November 6, 2020. The district will continue to review the state's COVID-19 monitoring list and work directly with the California Department of Public Health and Orange County Health Care Agency (OCHCA) to determine requirements needed for consideration of in-person instructional models.

The Governor and CDPH have announced the option of an elementary school waiver process for in-person instructional models. At the time of this document, CDPH has just released the requirements that districts will need to meet in order to consider this as an option. We will continue to keep families and employees informed of OCHCA's progress regarding the implementation of this process.

PLACENTIA-YORBA LINDA UNIFIED SCHOOL DISTRICT'S COMMITMENT TO VIRTUAL STUDENT LEARNING



We will help students **LEARN** during remote instruction

Live daily interaction for high quality instruction

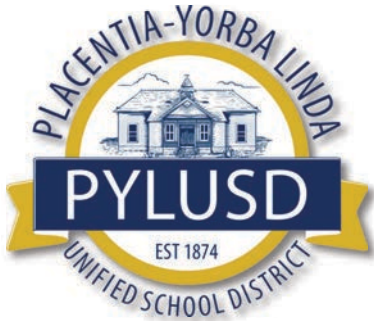
Equitable access for all students

Active communication with students and parents

Re-engage students who are absent or not participating

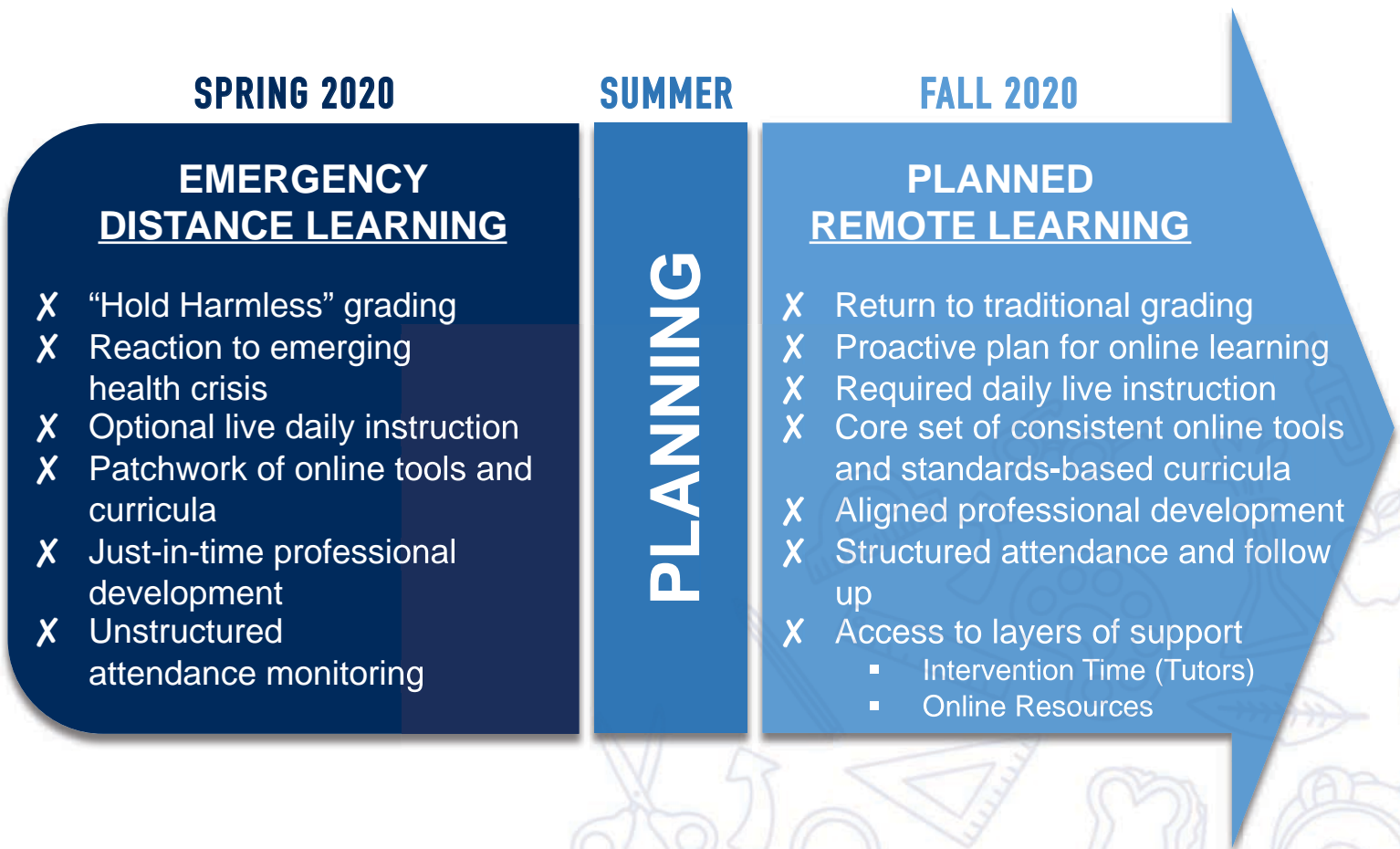
Nurture social/emotional well-being

EMERGENCY DISTANCE LEARNING VS. PLANNED REMOTE LEARNING



In spring 2020, the Placentia-Yorba Linda Unified School District, like all school districts throughout the State of California, had to initiate Emergency Distance Learning in response to the COVID-19 pandemic. For fall 2020, Planned Remote Learning in PYLUSD will be more robust and consistent from class-to-class and school-to-school.

The graphic below depicts the differences between the Emergency Distance Learning that took place in spring 2020 and the Planned Remote Learning that will take place in fall 2020 following extensive planning efforts aligned with California Senate Bill (SB) 98, otherwise known as AB 77 (the education omnibus budget trailer bill).



PYUSD REMOTE LEARNING WILL INCLUDE...



DAILY LIVE INSTRUCTION

Teachers will meet **daily** to connect with their students through online instruction.

STUDENT ENGAGEMENT

Teachers will **engage** students through interactive instruction and re-engage those who were absent.



FAMILY OUTREACH

Connect with families to ensure that students and families have devices and connectivity to participate in remote learning.

CONSISTENT PRACTICES

Use of Distance Learning Playbook, EduProtocols, Nearpod, and lesson sequence to **enhance and engage** students.



FEEDBACK & ASSESSMENT

Use of regular teacher and peer feedback to **guide and monitor** student learning.

REPLAY

Teachers work with struggling students and provide opportunities to **master content**.



INSTRUCTIONAL BELL SCHEDULES

Elementary School • Remote Learning

**These schedules are subject to change.*



There are three bell schedules for Placentia-Yorba Linda Unified School District elementary school remote learning: Preppy K, K-1, and Grades 2-6, which are much like a traditional school schedule with recess and lunch breaks included.

Within the given school day, all students will have daily, live interaction with their classroom teacher as well as small group rotations for additional support. Direct instruction will be provided for students in core content areas via Zoom. During this time, teachers will deliver the lesson, allow time for students to work independently and ask questions, just as they would do in a traditional classroom setting. Embedded into the schedule is time on Fridays for material pick-up/drop-off as directed by the classroom teacher. While this may not be necessary each Friday, a time is allotted for this to ensure that students have the necessary supplies and materials for learning.

Given that there are 21 elementary schools in PYLUSD, the elementary school schedules will differ slightly due to different school start times (more information will come directly from your elementary school principal). The following schedules serve as a guide to help you understand what the school day will look like for elementary school remote learning.

Preppy K Remote Learning *(Individual school start times may vary)*

Time	Monday	Tuesday	Wednesday	Thursday	Friday
7:50 - 8:50	Early Birds Zoom Direct Instruction: Math; ELA; Art; Science.	Early Birds Zoom Direct Instruction: Math; ELA; Art; Science.	Early Birds Zoom Direct Instruction: Math; ELA; Art; Science.	Early Birds Zoom Direct Instruction: Math; ELA; Art; Science.	Early Birds Zoom Direct Instruction: Math; ELA; Art; Science.
8:50 - 9:25	EB Independent work time (Purposeful Play Teacher Assigned Activity) Teachers: Remote Support	EB Independent work time (Purposeful Play Teacher Assigned Activity) Teachers: Remote Support	EB Independent work time (Purposeful Play Teacher Assigned Activity) Teachers: Remote Support	EB Independent work time (Purposeful Play Teacher Assigned Activity) Teachers: Remote Support	Weekly Package Preparation and Parent Pick-Up/ Project Drop-Off
9:25 -9:40	EB Recess	EB Recess	EB Recess	EB Recess	EB Recess
9:40 - 10:40	EB/LB Overlap Zoom : Attendance, Calendar, SEL, Centers	EB/LB Overlap Zoom : Attendance, Calendar, SEL, Centers	EB/LB Overlap Zoom : Attendance, Calendar, SEL, Centers	EB/LB Overlap Zoom : Attendance, Calendar, SEL, Centers	EB/LB Overlap Zoom Attendance, Calendar, SEL, Centers
10:40- 11:15	LB Independent work time (Purposeful Play Teacher Assigned Activity) Teachers: Remote Support	LB Independent work time (Purposeful Play Teacher Assigned Activity) Teachers: Remote Support	LB Independent work time (Purposeful Play Teacher Assigned Activity) Teachers: Remote Support	LB Independent work time (Purposeful Play Teacher Assigned Activity) Teachers: Remote Support	Weekly Package Preparation and Parent Pick-Up Project Drop-Off as directed by the teacher
11:15 - 11:30	LB Recess	LB Recess	LB Recess	LB Recess	LB Recess
11:30- 12:30	Late Birds Zoom Direct Instruction: Math; ELA; Art; Science	Late Birds Zoom Direct Instruction: Math; ELA; Art; Science	Late Birds Zoom Direct Instruction: Math; ELA; Art; Science	Late Birds Zoom Direct Instruction: Math; ELA; Art; Science	Late Birds Zoom Direct Instruction: Math; ELA; Art; Science
12:30 - 1:15	Lunch	Lunch	Lunch	Lunch	Lunch
1:15-2:15	Teacher prep	Teacher prep	PLC/Staff Meeting/PD	Teacher prep	Teacher prep

INSTRUCTIONAL BELL SCHEDULES

Elementary School • Remote Learning

**These schedules are subject to change.*

Grades K-1 Remote Learning *(Individual school start times may vary)*

Time	Monday	Tuesday	Wednesday	Thursday	Friday
7:50 - 8:05	Attendance Check in Zoom Class Meeting	Attendance Check in Zoom Class Meeting	Attendance Check in Zoom Class Meeting	Attendance Check in Zoom Class Meeting	Attendance Check in Zoom Class Meeting
8:05 - 9:00	ELA /ELD on Zoom	ELA/ELD on Zoom	ELA /ELD on Zoom	ELA/ELD on Zoom	ELA/ELD on Zoom
9:00-9:15	Recess/Break	Recess/Break	Recess/Break	Recess/Break	Recess/Break
9:15-10:00	Math on Zoom Whole/Small Group	Math on Zoom Whole/Small Group	Math on Zoom Whole/Small Group	Math on Zoom Whole/Small Group	Math on Zoom Whole/Small Group
10:00-10:35	PE/Art on Zoom	Social Science /Science Zoom	PE/Art/ on Zoom	Social Science /Science Zoom	PE/Art/ on Zoom
10:35-11:35	Small Group Rotations/Centers (4 groups); Zoom	Small Group Rotations/Centers (4 groups) Zoom	Small Group Rotations/Centers (4 groups) Zoom	Small Group Rotations/Centers (4 groups) Zoom	Small Group Rotations/Centers (4 groups) Zoom
11:35-12:20	Lunch	Lunch	Lunch	Lunch	Lunch
12:20-1:10	Small group Differentiated Learning- Zoom	Small group Differentiated Learning- Zoom	Small group Differentiated Learning- Zoom	Small group Differentiated Learning - Zoom	Weekly packet preparation and parent pick up and project drop off as directed by the teacher
1:10-2:15	Teacher prep	Teacher prep	PLC/Staff Meeting/PD	Teacher prep	Teacher prep

Grades 2-6 Remote Learning *(Individual school start times may vary)*

Time	Monday	Tuesday	Wednesday	Thursday	Friday
7:50 - 8:00	Attendance Check- in Zoom Class Meeting	Attendance Check- in Zoom Class Meeting	Attendance Check- in Zoom Class Meeting	Attendance Check- in Zoom Class Meeting	Attendance Check- in Zoom Class Meeting
8:00-9:30	ELA /ELD on Zoom	ELA/ELD on Zoom	ELA /ELD on Zoom	ELA/ELD on Zoom	ELA/ELD on Zoom
9:30-9:45	Break	Break	Break	Break	Break
9:45-11:00	Math on Zoom Whole/Small Group	Math on Zoom Whole/Small Group	Math on Zoom Whole/Small Group	Math on Zoom Whole/Small Group	Math on Zoom Whole/Small Group
11:00-11:45	Social Science Zoom and Google Classroom	Small Group Rotations PE/Music/Art and Intervention Zoom and Google Classroom	Social Science Zoom and Google Classroom	Small Group Rotations PE/Music/Art and Intervention Zoom and Google Classroom	Social Science Zoom and Google Classroom
11:45-12:30	Lunch	Lunch	Lunch	Lunch	Lunch
12:30-1:15	Mystery Science Zoom	Mystery Science Zoom	Mystery Science Zoom	Mystery Science Zoom	Weekly packet preparation and parent pick up and project drop off as directed by the teacher
1:15-2:15	Teacher prep	Teacher prep	PLC/Staff Meeting/PD	Teacher prep	Teacher prep

INSTRUCTIONAL BELL SCHEDULE

Middle School • Remote Learning

**This schedule is subject to change.*



Monday through Thursday, the Placentia-Yorba Linda Unified School District middle school remote learning schedule will be divided into an Instructional Block and a Check For Understanding Block.

The Instructional Block will consist of 55 minute periods for teachers to provide time for direct instruction, student collaboration, practice, and review. The Check for Understanding Blocks will be 20 minutes and provide the opportunity for teachers to use formative assessments to determine student learning and review and reteach as needed.

During the Instructional Block on Monday and Wednesday, students will attend odd periods first, followed by the shorter Check for Understanding Block for even periods. On Tuesday and Thursday, this schedule reverses. **On Friday, teachers will utilize the 25 minute periods to review the week's concepts and preview themes for the following week.** PYLUSD believes this schedule will provide daily contact for all students.

Middle School Remote Learning

- Monday & Wednesday**
 - * Instructional Block**
 - Preview, Review & Explore
 - Direct instruction
 - Practice
 - Additional practice
 - Product/Closure
 - * Check For Understanding**
 - Formative assessment
 - Review/reteach
- Tuesday & Thursday**
 - * Instructional Block**
 - Preview, Review & Explore
 - Direct instruction
 - Practice
 - Additional practice
 - Product/Closure
 - * Check For Understanding**
 - Formative assessment
 - Review/reteach
- Friday**
 - * Review/Preview**
 - Review week's concepts
 - Preview next week's concepts

	Time	Min	Mon	Tues	Wed	Thur	Time	Friday
Instructional Block	7:55-8:50	55	Period 0 Check-In 8:30-8:50	Period 0	Period 0 Check-In 8:30-8:50	Period 0	8:15-9:15	Teacher Collaboration PLC/Department/ Staff Meetings
	8:50-9:00	10	Break				9:20-9:45	Period 1 Preview/Review
	9:00-9:55	55	Period 1	Period 2	Period 1	Period 2	9:50-10:15	Period 2 Preview/Review
	9:55-10:05	10	Break				10:15-10:25	Break
	10:05-11:00	55	Period 3	Period 4	Period 3	Period 4	10:30-10:55	Period 3 Preview/Review
	11:00-11:30	30	Lunch				11:00-11:25	Period 4 Preview/Review
	11:30-12:25	55	Period 5	Period 6	Period 5	Period 6	11:25-11:55	Lunch
	12:25-12:35	10	Break				12:00-12:25	Period 5 Preview/Review
	12:35-1:30	55	Period 7	Period 7 Check In 1:10-1:30	Period 7	Period 7 Check In 1:10-1:30	12:30-12:55	Period 6 Preview/Review
	Check For Understanding	1:35-1:55	20	Period 2	Period 1	Period 2	Period 1	1:00-1:25
1:55-2:15		20	Period 4	Period 3	Period 4	Period 3	1:25-3:30	Online Instruction Preparation
2:15-2:35		20	Period 6	Period 5	Period 6	Period 5		
2:35-3:30		55	Online Instruction Preparation					

INSTRUCTIONAL BELL SCHEDULE

High School • Remote Learning

**This schedule is subject to change.*



Monday through Thursday, the Placentia-Yorba Linda Unified School District's high school remote learning bell schedule will be divided into an Instructional Block and a Check For Understanding Block.

The Instructional Block will consist of 75 minute periods for teachers to provide time for direct instruction, student collaboration, practice, and review. The Check for Understanding Blocks will be 20 minutes and provide the opportunity for teachers to use formative assessments to determine student learning and review and reteach as needed. During the Instructional Block on Monday and Wednesday, students will attend odd periods in the morning before lunch and the even periods after lunch to engage in the Check for Understanding Block. **On Tuesday and Thursday, the blocks will be reversed with even periods meeting during the morning Instructional Block and odd periods meeting during the afternoon Check for Understanding Block.**

On Friday, teachers will utilize the 30 minute periods to review the week's concepts and preview themes for the following week. PYLUSD believes this schedule will provide daily contact for all students.

High School Remote Learning

Monday & Wednesday

- ✳ **Instructional Block**
 - Preview, Review & Explore
 - Direct instruction
 - Practice
 - Additional practice
 - Product/Closure

- ✳ **Check For Understanding**
 - Formative assessment
 - Review/reteach

Tuesday & Thursday

- ✳ **Instructional Block**
 - Preview, Review & Explore
 - Direct instruction
 - Practice
 - Additional practice
 - Product/Closure

- ✳ **Check For Understanding**
 - Formative assessment
 - Review/reteach

Friday

- ✳ **Preview/Review**
 - Review week's concepts
 - Preview next week's concepts

	Time	Min	Mon	Tues	Wed	Thur	Time	Min	Friday
Instructional Block	6:55-8:10	75	Period 0 Check-in (7:55-8:10)	Period 0	Period 0 Check-in (7:50-8:10)	Period 0	7:30-8:30	60	Teacher Collaboration PLC/Department/ Staff Meetings
	8:10-8:15	5	Break				8:40-9:10	30	Period 1 Review/Preview
	8:15-9:30	75	Period 1	Period 2	Period 1	Period 2	9:20-9:50	30	Period 2 Review/Preview
	9:30-9:40	10	Break				9:50-10:00	10	Break
	9:40-10:55	75	Period 3	Period 4	Period 3	Period 4	10:10-10:40	30	Period 3 Review/Preview
	10:55-11:05	10	Break				10:50-11:20	30	Period 4 Review/Preview
	11:05-12:20	75	Period 5	Period 6	Period 5	Period 6	11:20-11:50	30	Lunch
	12:20-12:50	30	Lunch				11:50-12:20	30	Period 5 Review/Preview
	12:50-1:10	20	Period 2	Period 1	Period 2	Period 1	12:30-1:00	30	Period 6 Review/Preview
	1:10-1:30	20	Period 4	Period 3	Period 4	Period 3	1:00-2:45	105	Online Instruction Preparation
Check For Understanding	1:30-1:50	20	Period 6	Period 5	Period 6	Period 5			
	1:50-2:45	55	Online Instruction Preparation						
	2:45-4:00	75	Period 7	Period 7 Check-in (2:45-3:00)	Period 7	Period 7 Check-in (2:45-3:05)			

BUENA VISTA VIRTUAL ACADEMY

PLACENTIA-YORBA LINDA UNIFIED SCHOOL DISTRICT

***Buena Vista Virtual Academy (BVVA) is a Western Association of Schools and Colleges (WASC) accredited online school for students in kindergarten through twelfth grade.** Students may choose to attend Buena Vista as an alternative to their home school of attendance or school of choice in PYLUSD. Families who elect for their student(s) to attend BVVA may choose to transfer back to their home school of attendance or school of choice mid-year to coincide with the trimester/quarter ends in PYLUSD.

Buena Vista is located at 4999 Casa Loma Avenue in Yorba Linda. More information is available online at www.buenavistavirtual.org or by contacting the school at 714-986-7026.

PROGRAM OVERVIEW

Elementary Online Program Students in BVVA's Elementary Program will benefit from:	Secondary Online Program Students in BVVA's Secondary Program will benefit from:
Daily Online and Live Interaction Delivered by PYLUSD Teachers	A-G Approved Online Courses Delivered by PYLUSD Teachers
Themed Cross Curricular Units	Weekly One-on-One Meetings
STEAM Kits	A Choice Between Personalized Learning Pathways
Personalized Instruction	Concurrent Enrollment to Take Courses at Home School <i>(If Applicable)</i>

****Students who wish to attend Buena Vista Virtual Academy in lieu of their home school or school of choice for the 2020-2021 school year must enroll online at www.buenavistavirtual.org/enroll.***

What is the difference between



& Remote Learning?

BUENA VISTA VIRTUAL ACADEMY

- Always online
- Attendance by work product
- Gradual release of live interaction
- Students grouped by age, pace, and interest
- Goal of live interaction to build community and independence
- No honors, GATE, or specialized programs offered

PYLUSD PLANNED REMOTE LEARNING

- Temporarily online
- Attendance by participation
- Daily live interaction
- Students grouped by class
- Goal of live interaction to emulate traditional school
- Honors, GATE, and other specialized programs offered

**PYLUSD
Teachers**

**Traditional
Grading**

Both Buena Vista Virtual Academy and Remote Learning in the Placentia-Yorba Linda Unified School District will feature highly qualified teachers and traditional grading utilizing district materials and curriculum.

Buena Vista Virtual Academy will always feature online learning. The goal of Buena Vista Virtual Academy is to offer online and hybrid programs for students in kindergarten through twelfth grade all-year-round. **Preppy K will not be offered at Buena Vista Virtual Academy, but will be offered at all PYLUSD elementary schools for the 2020-2021 school year.*

Remote Learning will be temporarily online and will feature daily live interaction between students and teachers. The goal of PYLUSD schools in Remote Learning Instruction is to return to some form of in-person schooling as soon as it is deemed safe by state and local officials.



***Parkview Homeschool is a Western Association of Schools and Colleges (WASC) accredited program designed for students who desire an alternative to traditional classroom instruction.** Instructional strategies may include independent study, online learning, concurrent classes, and workshops. Parents serve as their student’s teacher with the support of Parkview’s teachers and curriculum. Students may choose to attend Parkview as an alternative to their home school of attendance in PYLUSD.

Parkview is located at 2189 North Kraemer Boulevard in Placentia. More information is available online at www.pylusdparkview.org or by contacting the school at 714-986-7050.

PROGRAM OVERVIEW

Elementary Program Students in Parkview’s Elementary Program will benefit from:	Secondary Program Students in Parkview’s Secondary Program will benefit from:
Textbook and Online Courses	A-G Approved Textbook and Online Courses
Science Labs	Science Labs
Co-curricular Activities	AP Classes
Field Trips	Concurrent Enrollment to Take Courses at Home School <i>(If Applicable)</i>

****Students who wish to attend Parkview School in lieu of their home school or school of choice for the 2020-2021 school year must fill out a prospective student form online at www.pylusdparkview.org.***

ENGLISH LEARNERS



PYLUSD REMAINS COMMITTED TO SERVING THE DIVERSE NEEDS OF ALL STUDENTS.

English Language Learners in PYLUSD will receive designated Literacy Development online at all grade levels throughout Remote Learning Instruction. This will include:

Elementary students will receive designated English Literacy Development on a daily basis

Secondary students will receive designated and integrated English Literacy Development on a daily basis

All English Learners will have access to technology support and verified access

The District English Language Advisory Committee (DELAC) and each school's English Language Advisory Committee (ELAC) will host meetings virtually on a monthly basis to advise PYLUSD about programs and services available for English Learners.

SPECIAL EDUCATION

PYLUSD has created a plan to serve special needs students through Remote Learning Instruction. Students with disabilities will have access to and be supported through the same instructional model as their general education peers.

Related services for special education, including but not limited to, specialized academic instruction, speech and language, occupational therapy (OT), and physical therapy (PT) will be delivered remotely. The focus will be on implementation of goals and services to support our students in accessing the curricula while providing support during remote learning.

Instructional aides will serve as an integral part of the service delivery to students with special needs. Collaboratively, all special education staff, certificated and classified, will partner to ensure that our students' individualized needs are being addressed.



PERFORMING ARTS AND ATHLETICS



Performing arts classes and programs will conduct courses and rehearsals remotely at all grade levels. Athletic calendars have also been postponed due to COVID-19. The California Interscholastic Federation Southern Section (CIF-SS) has condensed three seasons of sport into two—fall and spring—for the school year. Fall is scheduled to begin in December 2020 and spring in March 2021. The district will continue to monitor guidance from state and local officials with hopes of reopening a modified form of summer sports camps as soon as practicable.

TECHNOLOGY NEEDS

The Placentia-Yorba Linda Unified School District will provide Chromebooks and Wi-Fi hotspots for students who are without a device or internet connectivity at home. Chromebooks may be checked out at individual school sites while hotspots may be checked out at the District Office on an ongoing basis. More information is available online at www.pylusd.org/returntoschool.



For the 2020-2021 school year, educational technology available to students and staff will include, but is not limited to, the following:

EduLastic

A technology-enhanced online assessment tool for teachers

PAPER

An educational support system with 24/7 access to live help for secondary students

nearpod

An instructional platform that promotes collaborative learning

turnitin

An online tool to promote academic honesty, streamline grading and feedback, and improve student outcomes

i-Ready

An interactive online learning tool designed to assess K-8 students and provide individualized instruction

zoom

A video communications platform for video and audio conferencing, chat, and webinars

Families and employees may receive technology assistance via telephone at 714-985-8733 or via email at helpdesk@pylud.org.

WELLNESS RESOURCES



THE WELLNESS OF PYLUSD STUDENTS AND STAFF WILL BE A TOP PRIORITY AS SCHOOL RESUMES.

The Placentia-Yorba Linda Unified School District is committed to meeting both student and staff needs with the opening of the 2020-2021 school year. Now, more than ever, it is important to remember that there is no health without mental health. It's never too early to help our students care for their well-being by acting early to identify social, emotional, and mental health needs. The Wellness Team has identified potential areas of need and created resources to address student well being in these areas:

For EMOTIONAL Well-Being Help to identify and address:	For SOCIAL Well-Being Help to identify and address:	For MENTAL Well-Being Help to identify and address:
<ul style="list-style-type: none">• Ways to express varying emotions• Current way of functioning in this "new normal"• Existing and new coping skills and current support system (both in/out of school)• Strengths and solutions to current struggles	<ul style="list-style-type: none">• Current support system (both in and out of school)• Healthy communication• Provide support in class and in social situations• How to address and overcome life stressors	<ul style="list-style-type: none">• Underlying stressors• Effective daily routines• Time management skills• Mindfulness techniques to improve concentration

The district's mental health team is committed to addressing the aforementioned areas of student needs through the leveraging of district resources as well as resources from the community to ensure the needs of students, families, and staff are met during this challenging time. **The district's Wellness Team available for student and family support is comprised of:**

- Coordinators—Crisis and Mental Health
- Counselors
- School Psychologists
- Wellness Specialists
- Mental Health Clinician
- Mental Health Interns
- Registered Behavioral Technicians

To access these wellness resources provided by the district, families may contact their school administrators or employees may contact the District Mental Health Coordinators.

WELLNESS RESOURCES

ADDITIONAL RESOURCES

CARESOLACE: Families and employees may access the district's free telehealth and virtual therapy resources made available through our partner CareSolace. Those in need of support may contact Care Solace 24/7 via telephone at 888-515-0595, via email at weserve@caresolace.org, or on the district website at www.pylusd.org/caresolace/.

OUTREACH CONCERN: Students that need to talk to a counselor may call Outreach Concern's Crisis hotline at 1-800-4-CONCERN 24 hours a day, 7 days a week. Outreach Concern is a non-profit 501(c)(3) school-based counseling agency which currently provides support to PYLUSD schools.

EMPLOYEE ASSISTANCE PROGRAM (EAP): Full and part time employees, regardless of if they are benefited or not, may access resources for managing stress and grief/loss, elder and child care information, and much more through the district's Employee Assistance Program. More information about this program is available online at www.pylusd.org/eap/.



MEAL SERVICES



PYUSD WILL SERVE BREAKFAST AND LUNCH DURING REMOTE LEARNING.

The Placentia-Yorba Linda Unified School District will serve grab and go breakfast and lunch meals while students are in 100% Remote Learning for the 2020-2021 school year. Grab and go meal pick up will be available daily from 7:00 am to 9:00 am at the ten designated school sites below.

Families may drive-through or walk-up to receive meals, but meals should be consumed off-site. Barcodes are required for service; however, children do not need to be present. Barcoded letters will be sent home to families via email. Students will be charged based on their approved meal benefits. Students in free or reduced status will receive meals are no charge. Students in a paid status will receive a breakfast/lunch meal bundle for \$4.50.

See the service sites listed below or visit the district's Nutrition Services website at www.pylusdnutrition.org for more information.

PYUSD Meal Pick Up Locations During Remote Learning 7:00 am to 9:00 am • Monday through Friday

Bernardo Yorba Middle School

5350 Fairmont Boulevard, Yorba Linda, CA 92886

El Dorado High School

1651 N. Valencia Avenue, Placentia, CA 92870

Esperanza High School

1830 N. Kellogg Drive, Anaheim, CA 92807

Golden Elementary School

740 Golden Avenue, Placentia, CA 92870

Melrose Elementary School

974 Melrose Street, Placentia, CA 92870

Rio Vista Elementary School

310 N. Rio Vista Street, Anaheim, CA 92806

Topaz Elementary School

3232 Topaz Lane, Fullerton, CA 92831

Valencia High School

500 N. Bradford Avenue, Placentia, CA 92870

Woodsboro Elementary School

7575 Woodsboro Avenue, Anaheim, CA 92807

Yorba Linda Middle School

4777 Casa Loma Avenue, Yorba Linda, CA 92886

To see menus or learn more about grab and go meals, please visit www.pylusdnutrition.org or call 714-985-8610 for additional information.

**Infant meals will not be available.*



PYLUSD CHILD CARE IS COMMITTED TO PROVIDING A SAFE ENVIRONMENT FOR STUDENTS AND STAFF.

The State of California has provided guidance and permitted school districts to continue offering child care to the community during these difficult times. The Placentia-Yorba Linda Unified School District will offer in-person, fee-based child care services from 6:30 am to 6:00 pm during the 2020-2021 school year. The district's Expanded Learning Department has developed a strategy to ensure a safe and clean environment for students and staff. More information including details about pricing is available online at www.pylusd.org/childcare.

Child Care Classroom Environment

- The student to adult ratio will be 15:1 with two smaller, stable cohorts in each child care classroom
- Staff members will adhere to wearing masks throughout the day
- Children will receive an orientation on staying safe at child care while having fun
- Face coverings are strongly encouraged for students through 2nd grade and required for students in 3rd grade and above. Face coverings can be removed for meals, snacks, and outdoor recreation

Families of students who will attend child care are required to abide by the at-home screening and check-in protocols as listed below.

Child Care Screening at Home

Students and staff are recommended to self screen daily prior to arriving at school for child care. If students/staff are experiencing any of the following, they should not attend school:

- Fever of 100.4 F or greater
- Symptoms of COVID-19
- Recent contact in the past 14 days with known or suspected positive COVID-19 case

Child Care Check-In Procedures

- While Orange County is on California's COVID-19 watch list, check-in will include temperature taking and symptom review (Please allow for additional time for safety procedures each day)
- During check-in, parents will use the physical distancing markers while waiting
- **Personal illness, quarantine, and COVID-19 illness or symptom-related absences will be excused**

Visit www.pylusd.org/childcare for additional information regarding child care.

CONTACT INFORMATION

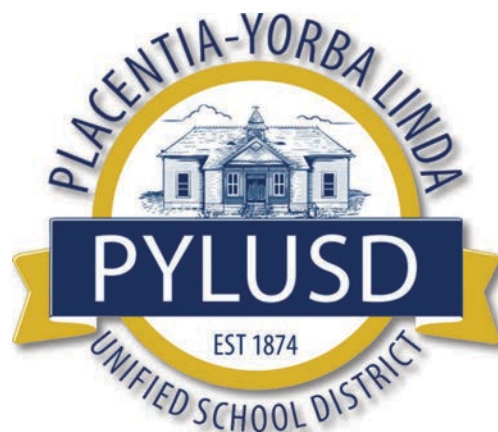


It is important for PYLUSD families to keep their current, primary email addresses and phone numbers up-to-date in the Aeries Student Information System.

PYLUSD may send detailed information about the 2020-2021 school year to families through emails, and/or text messages and phone calls. **Please do not unsubscribe.** If you need assistance accessing the Aeries Student Information System, or updating your contact information, please call the PYLUSD Technology Helpdesk at (714) 985-8733 or email them at helpdesk@pylusrd.org.

ADDITIONAL INFORMATION

More information about the Placentia-Yorba Linda Unified School District's Return to School Plan including frequently asked questions (FAQs) and a Spanish version of this document are available online at www.pylusrd.org/returntoschool.



PLACENTIA-YORBA LINDA UNIFIED SCHOOL DISTRICT
1301 E. Orangethorpe Ave. Placentia, CA 92870
www.pylusrd.org/returntoschool | 714-986-7000

Student Symptom Decision Tree

Screen all students for potential COVID-19 symptoms or exposure

Low-risk: general symptoms



Fever ($\geq 100.4^{\circ}\text{F}$)



Sore throat



Congestion/runny nose



Headache



Nausea/vomiting/diarrhea



Fatigue/muscle or body aches

High-risk: red flag symptoms



Cough



Difficulty breathing



Loss of taste/smell

Exposure to COVID-19 positive person?

Close contact: less than 6 feet, 15 minutes or longer

NO

▶ 1 **low risk** symptom



Send home



Return to school 24 hrs after symptom resolution (without fever reducing medication)

▶ ≥ 2 **low risk** symptoms
OR 1 **high risk** symptom



Send home



Evaluation by health care provider

1

Health care provider confirms alternative diagnosis for symptoms. A health care provider's note must be on file. SARS-CoV-2 PCR test not needed.



Return to school after 24 hrs without fever and symptoms improving

2

Negative SARS-CoV-2 PCR test.



Return to school after 24 hrs without fever and symptoms improving

3

Positive SARS-CoV-2 PCR test
OR
No provider visit or test.



Return to school only after 10 days since symptom onset and 24 hrs without fever. Quarantine close contacts of confirmed cases. Contact HCA if questions.

YES



Stay home*



Return to school after 14 days from last contact, unless symptoms develop. If symptoms develop, perform SARS-CoV-2 PCR test.

*In consultation with OC Health Care Agency (HCA)