



Fall 2020: A Guide for Pandemic Recovery

A Plan to Reopen MetroED
Safely for Every Student and
All Staff

July 20, 2020



MetroED

Metropolitan Education District

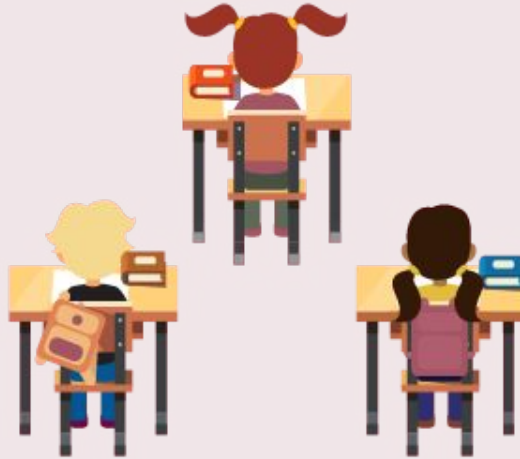
Phased Reopening



Priority for Certain Student Groups

Younger students
Students in transitional years
Students with specific needs

Rotating Schedules



Fewer Students in Classrooms Together

Full-day alternating schedules
or half-day schedules

Voluntary Attendance



Options for Families

Some may choose to send students back to school while others continue distance learning

On July 17, 2020:

- State Health Officer ordered the **closure of all in-person operations at schools** in counties on the State's monitoring list (including Santa Clara County), except for elementary schools that can obtain a waiver from the local health officer.
- Schools may not open for any in-person instruction, athletic or extra curricular activities or other related functions.
- Once Santa Clara County has been off of the State's monitoring list for 14 days, schools should resume in-person instruction and activities consistent with the COVID-19 Prepared: Reopening of Santa Clara County K-12 Schools for the 2020-2021 School Year.

State's Pandemic Plan for Schools based on five stated principles:

- Safely based on local health data
- All school staff and students grade 3 and above required to wear face coverings
- Physical Distancing 6 feet and other adaptations
- Regular COVID-19 Testing and dedicated contact tracing
- Rigorous Distance Learning

Preparing for 2020-2021

- **Reopening Proposal**
 - The reopening plan will maintain a degree of fluidity as revised rules and regulations are presented by the Santa Clara County Public Health Department (SCCPHD). The transition reopening plan is being presented the Board for input and consideration with a phased in approach for Metropolitan Education District.
 - Metropolitan Education District's commitment is a to safely bring students and staff back in person to our campuses.
 - **Metropolitan Education District Priorities and Factors Taken into Consideration**
 - **Metropolitan Education School District Reopening Task Force- process and Recommendation**
 - Phased in Approach to In-Person Instruction
 - **Timeline Proposal for Reopening - *A phased Approach***
 - **Board Discussion and Direction**
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MetroED Reopening Priorities

- **Top Priority: Health, Safety, and care for students, teachers and staff**
 - **Social-emotional well-being of all our students and staff**
 - **High expectations of teaching and learning**
 - **Equitable access for digital connectivity and devices and support for all students and families**
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Factors for Returning

As we proceed toward reopening we take into account stakeholders input, Santa Clara Public Health Department Guidelines, and current Santa Clara County conditions with respect to COVID-19 (as of 7.17.20):

- **MetroED Parents, Students and Staff Input for Reopening**
 - Survey: 30.4% of parents reported being uncomfortable or unsure sending their student to school
 - 55.9% of parents felt comfortable with their students attending class one day per week with the other four days of the week being designated as distance learning
 - 91.5% of parents feel comfortable having students return to a class with 10 to 12 students
 - 50% of Adult students prefer to return to a 100% Distance Learning Model in the Fall
 - 42% of staff have conflicts related to returning in person

Factors for Returning Continued

- **Santa Clara Public Health Department-COVID-19 Dashboard:**
 - Increase in COVID-19 cases since release of Santa Clara PHD Reopening Guidelines
 - July 14, 2020 Governor, Gavin Newsom took bold statewide action to respond to rapid growth of COVID-19 cases and hospitalizations across California. Reducing transmission statewide is critical to controlling the pandemic.
- **Changing Conditions in Santa Clara County:**
 - Santa Clara County was added to the State’s monitoring list on Sunday July 12, 2020
 - Currently our county is on the statewide watch list due to increase in cases
 - “The fight against COVID-19 is far from over, but our residents and businesses have shown we can collectively make an extraordinary difference in saving lives and safeguarding our community”, said Sara Cody, County of Santa Clara Health Officer (7.13.20)
- **MetroED School Challenges:**
 - Number of students on campus at one time creates a social distance challenge
 - A consistent cohort for transporting SVCTE students may lead to a mixing of students

Reopening Team Process and Recommendation

- **Seven Reopening Task Force Team Meetings were held (May 27- July 27)**
- **Created Various Schedule Scenarios (see appendix):**
 - Hybrid and Distance learning Schedule created for Silicon Valley Career and Technical Education (SVCTE) and Silicon Valley Adult Education (SVAE)
- **Santa Clara County Health Guidelines released June 29th** (SCCHPD K-12 Guidelines)
- Prior to July 13th committee was prepared to recommend to the Board a Hybrid model for both Silicon Valley CTE and Silicon Valley Adult Education

Current Reopening Team Recommendation

Start with Distance Learning for all students and phase into in-person instruction.

Two Options for Families & Adult Students for 2020-21 School Year

Options for our Families to Consider and Commit to for the 2020-21 School Year:

- Reopen schools in Distance Learning with the intent to return to in-person instruction.
- Based on the condition of the environment at any time we are prepared to be flexible to move back and forth between schedules if needed.
- Commitment by family for their student(s) to participate in a full distance learning option for the entire school year (2020-21)

As schools prepare to resume in-person instruction (in 2020-21), schools should also ensure plans are in place for remote instruction 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. Schools should also be prepared for the possibility of partial or full school closure, either short term or for a longer period. 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.

(COVID19 Prepared: Reopening of Santa Clara County K-12 Schools for the 2020-21 School Year)

SVCTE Proposed Phased Approach Returning to In-Person

Phase 1: School Reopens In Distance Learning

August 10th: First Day in Distance Learning

- September 7th; 3 weeks after we will reassess conditions, taking into account SVCTE staffing and Santa Clara County Public Health Guidelines
- Communication sent home to families on September 7th to potential new schedule as to new potential start date effective September 14th or stay in (Phase1) distance learning schedule.
- Families given 1 week notice prior to change of new schedule (Phase 2).

Phase 2: Return to Campus (Hybrid Schedule or Full Class In Person)

- Students will be brought back by home district and course cluster to help transition to an in-person schedule following current Santa Clara County Public Health Guidelines.

Other considerations are being developed for potential support for instruction to ensure success for English Language Learners, Foster Youth, Special Education, and Academic Intervention students.

SVAE Proposed Phased Approach for Returning to In-Person

Phase 1: School Reopens In Distance Learning

September 1st First Day of School in Distance Learning

September 21st

- 3 weeks after we will reassess conditions, taking into account SVAE staffing and the Santa Clara County Public Health Guidelines
- Communication will be sent home to families as to a new potential schedule to start effective September 28th or stay in (Phase 1) distance learning schedule
- Adult Students given 1 week notice prior to change of new schedule (Phase 2)

Phase 2: Return to Campus Hybrid Schedule or Full Class In-person

Adult Students will be brought back in cohorts to help transition to an In-person schedule following current Santa Clara County Public health Guidelines

- Cohort 1 AM/PM to return first: Monday and Tuesday
- Cohort 2 AM/PM to return second: Wednesday and Thursday

Other considerations are being developed for potential support for instruction to ensure success for Adults with Disabilities.

Important Dates and Checkpoints (Phased Approach)

August 12	<ul style="list-style-type: none"> Reopening Team (Task Force) Recommendation to the Board for a Returning in a Phased-In Approach
TBD	<ul style="list-style-type: none"> Once approved by the Board, the final Reopening Schedule and options will be emailed to families/students
July 27th - August 3rd	<ul style="list-style-type: none"> Families/Adult Students have the option of committing to year long distance learning model
August 12th	<ul style="list-style-type: none"> Staff will bring Distance Learning Board Policy and Instructional Recommendations for Phase 1 (Distance Learning)
September 7th (SVCTE)	<ul style="list-style-type: none"> Parents & Families of SVCTE students will receive status update on September 7th with a minimum of one week notice before significant program revisions may be implemented If hybrid schedule is to be put in place for September 14th Parents & families will receive assigned cluster day of in person attendance
September 14th (SVCTE)	<ul style="list-style-type: none"> Phase 2: Schedule and program change (based on September 7th conditions and SC Public Health Department) will be implemented or stay in Phase 1
September 21st (SVAE)	<ul style="list-style-type: none"> SVAE Adult students will receive status update on September 21st with a minimum of one week notice before significant program revisions may be implemented If hybrid schedule is to be put in place for September 28th Adult Education students will receive assigned cohort day of in person attendance
September 28th (SVAE)	<ul style="list-style-type: none"> Phase 2: Schedule and program change (based on September 21st conditions and SC Public Health Department) will be implemented or stay in Phase 1

Local Educational Agency (LEA) Determination

- **SB 98 provides that distance learning may be offered under either of the following circumstances:**
 - On an LEA or schoolwide level as a result of an order or guidance from a state public health officer or a local public health officer; or
 - For students who are medically fragile or would be put at risk by in-person instruction, or who are self-quarantining because of exposure to COVID -19
 - SB 98 (Education Code § 43504) contains a statement that LEAs “shall offer in-person instruction to the greatest extent possible.”
- **Education Code Section 43503 expressly states that distance learning is allowed in either of the following circumstances:**
 - On a local educational agency or school wide level as a result of an order or guidance from a state public health officer or a local public health officer.
 - For pupils who are medically fragile or would be put at risk by in-person instruction, or who are self-quarantining because of exposure to COVID -19

Based on the above, a Local Educational Agency (LEA) may close an entire site, or an entire district, in consultation with public health officers.

Discuss and Take Action as to the 2020-21 School Year Schedule

Metropolitan Education District will continue to evaluate and maintain a degree of fluidity as revised rules and regulations are presented by the Santa Clara County Public Health Department to Keep our students and staff healthy, safe and educated.



Appendix



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Silicon Valley CTE (SVCTE) - Full Distance Model for Students

SVCTE Full Distance Learning Plan						
	Time	Monday	Tuesday	Wednesday	Thursday	Friday
AM Session	7:30 -9:30	Synchronous & Asynchronous instruction as assigned by teachers	Synchronous & Asynchronous instruction as assigned by teachers **ESUHSD students excused from 8:30am	Synchronous & Asynchronous instruction as assigned by teachers	Synchronous & Asynchronous instruction as assigned by teachers	Asynchronous instruction for ALL periods Office hours as announced by Teachers
PM Session	12:30-3:30	Synchronous & Asynchronous instruction as assigned by teachers	Synchronous & Asynchronous instruction as assigned by teachers	Synchronous & Asynchronous instruction as assigned by teachers	Synchronous & Asynchronous instruction as assigned by teachers	

Synchronous = Live instruction, i.e. Google Meet or Zoom call

Asynchronous = Work on your own, i.e. Canvas assignments, hands-on projects

Silicon Valley Adult Education (SVAE) - Full Distance Learning Model

SVAE Full Distance Learning Model						
	Time	Monday	Tuesday	Wednesday	Thursday	Friday
AM Program	8:30-9:30	Check in & Attendance Lesson Directions/Guidance	Check in & Attendance Lesson Directions/Guidance	Full Asynchronous DL for ALL students Teachers Prep/Planning/ Collaboration	Check in & Attendance Lesson Directions/Guidance	Check in & Attendance Lesson Directions/Guidance
	9:30- 11:30	Synchronous Lesson	Synchronous Lesson		Synchronous Lesson	Synchronous Lesson
PM Program	6:00- 7:00	Check in & Attendance Lesson Directions/Guidance	Check in & Attendance Lesson Directions/Guidance	Professional Development 8:30 -11:30	Check in & Attendance Lesson Directions/Guidance	Asynchronous Lessons
	7:00-9:00	Synchronous Lesson	Synchronous Lesson		Synchronous Lesson	

Silicon Valley CTE (SVCTE) Hybrid Model



Time	Monday	Tuesday	Wednesday	Thursday	Friday
7:30 am- 9:30 am	SCUSD, ESUHSD ORANGE In Person Instruction	CUHSD, LG, Charter, MUSD In Person Instruction	ESUHSD PURPLE In Person Instruction	SJUSD In Person Instruction	All Districts Synchronous/ Asynchronous, Teacher Preparation/Professional Development
	Asynchronous Lesson Delivery for All Students not receiving In Person Instruction				
12:30 pm-3:30 pm	SCUSD, ESUHSD ORANGE In Person Instruction	CUHSD, LG, Charter, MUSD In Person Instruction	SCUSD, ESUHSD PURPLE In Person Instruction	SJUSD In Person Instruction	All Districts Synchronous/Asynchronous, Teacher Preparation/Professional Development

Silicon Valley Adult Education (SVAE) - Hybrid Model AM Program -AM

AM Program	Monday	Tuesday	Wednesday	Thursday	Friday
DAY COHORT 1 8:30-11:30 AM	In-Person Classroom Instruction	In-Person Classroom Instruction	Asynchronous Lesson Delivery	Asynchronous Lesson Delivery	Professional Development, Teacher Preparation, Office Hours
DAY COHORT 2 8:30-11:30 AM	Asynchronous Lesson Delivery	Asynchronous Lesson Delivery	In Person Classroom Instruction	In Person Classroom Instruction	

Silicon Valley Adult Education (SVAE) - Hybrid Model PM Program

PM Program	Monday	Tuesday	Wednesday	Thursday
6:00-7:00 PM COHORT Purple	Teach Prep	Teacher Prep	Asynchronous Lesson Delivery	Asynchronous Lesson Delivery
7:00 - 9:00 PM	In Person Classroom Instruction	In Person Classroom Instruction	Asynchronous Lesson Delivery	Asynchronous Lesson Delivery
6:00 - 7:00 PM COHORT Orange 7:00 - 9:00 PM	Asynchronous Lesson Delivery	Asynchronous Lesson Delivery	Teacher Prep In Person Classroom Instruction	Teacher Prep In Person Classroom Instruction

State Guidelines and Assembly Bill 98

Attendance

- Document daily student participation
- Offer a full year (180 days) of instruction
- Communicate with parents for students not participating

Distance Learning

- Establish procedures to re-engage students who are absent for more than 60% of instruction per week and provide live instruction
- Provide standard aligned content and instruction
- All students have access to a computer and internet

Support Plan

- Develop a Learning Continuity and Attendance plan describing how to respond to the impact of Coronavirus on in-school and distance learning, learning loss and students' mental health
- Provide support for ELs, students with disability, SED students who have fallen behind in their academic progress

Closure Decisions in Consultation with Health Officers

- A classroom cohort should be quarantined when a single positive case is confirmed.
- An entire school should revert to distance learning if there are positive cases among multiple cohorts or 5% of students.
- An entire district should revert to distance learning if 25% or more of its schools have been physically closed.
- After 14 days, school districts may return to in-person instruction with the approval of the local public health officer.

Reopening Task Force Team Members

- **Alyssa Lynch** Governance, Policies, Equity, Health and Wellness
- **Alexis Agustin** Executive Administrative Assistant
- **Meagan Azevedo** Director, Human Resources
- **Cassidy Cannizzaro** Metals Instructor, SVCTE
- **Ricky Carrillo** Manager Maintenance and Operations
- **Jenna Cestone-Green** Academic Coordinator, SVAE
- **Mike Cortese** Truck Mechanics Instructor, SVCTE
- **Tony Danh** Webmaster & Database Analyst
- **Luz Daugherty** Site Registrar, SVCTE
- **Marleen Dinis** Academic Coordinator, SVCTE
- **Gina Flemming** Dental Assisting Instructor, SVCTE
- **Drew Foerder** Assistant Principal, SVAE
- **Sheena Fuentes** Accountant, MetroED
- **Lora Hunter** Counselor, SVCTE
- **Chuck King** Technology Manager
- **Ron Lebs** Chief Business Officer
- **Nick Laskowski** Assistant Principal, SVCTE
- **Norma Martinez** Program Coordinator, SVAE
- **Shannon McIntosh** Work Based Learning Specialist
- **Alecia Myers-Kelley** Director, Student Programs
- **Jennifer Rockett** Sport Medicine/Kinesiology Instructor, SVCTE
- **Rosalie Ruiz** Accountability Specialist, SVAE
- **Kim Timoteo** Support Specialist, M & O
- **Farah Ubaidullah** Human Resources Analyst
- **Danielle Welch** Sr. Executive Assistant to Superintendent

