



LIVERMORE
SCHOOL DISTRICT

2020-21 SCHOOL YEAR HANDBOOK

A Guide to Meeting the Challenges of COVID-19



#LVUSD
strong

www.livermoreschools.org

A MESSAGE FROM SUPERINTENDENT KELLY BOWERS

Welcome to the 2020-21 school year!

On August 25th we will welcome our 13,800 students to the start of the 2020-21 school year! We will be learning new names, meeting new friends, and embarking on the annual journey that helps our children grow and develop their academic, behavioral, and social emotional strengths. And for the first time in our lifetime, we will be experiencing this first day of school online.

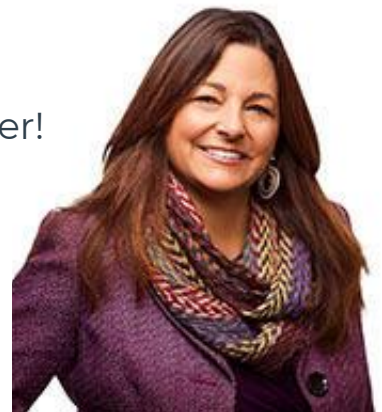
We are ready and eager to get started!

Our expectations are high for student participation and engagement. Our teachers will provide stellar online instruction and assess our students' progress through elementary standards-based report cards or through middle and high school letter grades on report cards. Our coursework will be rigorous. In addition, we have built time into the schedules for our teachers to provide additional academic support.

Alongside academics, and at the forefront of our commitment as educators, is the imperative to support the social emotional health of our students. Please continue to be our partner in this endeavor by communicating your children's needs. We ask for an open line of communication among students, parents, guardians, teachers, counselors, and administrators.

We are #LVJUSDstrong! And we are #strongertogether!

Kelly Bowers, Ed.D.
LVJUSD Superintendent of Schools



TIMELINE & IMPORTANT DATES

8/7

Complete Fall Individual Student Information Questionnaire

8/10

School Offices Open & Principals' Back to School Messages on website

- Check school websites for COVID 19-safe protocols for making an appointment

8/14

Complete PowerSchool Enrollment Updates Online

- Check for an email from enrollment@lvjUSD.org

8/17 - 8/20

Back to School Orientations

- Will include distribution of schedules, Chromebooks & supplies/materials

8/25

First Day of School for 2020-21



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The information provided takes into account orders set by the State of California Department of Public Health and Alameda County Public Health Department (ACPHD) that the Livermore Valley Joint Unified School District (LVJUSD) must follow. In addition, our plan includes guidelines set by the California Department of Education (CDE).

Please note that this document is subject to change based on current orders set by the State of California and Alameda County Public Health Department.

“School is you. It is not the brick and mortar of a building; school is a relationship, a commitment to inspire each other, to discover who we are meant to be and how we will give back to our communities.”

-Amy Gallaway & Heather Damarico

Ms. Gallaway & Ms. Damarico are teachers at West Valley High School in Fairbanks, Alaska. Ms. Gallaway is the Alaska 2020 Teacher of the Year.

DISTANCE LEARNING



Our distance learning schedules provide structure to the school day while also allowing flexibility. We recognize that learning from home carries its own set of challenges.

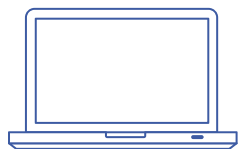
You will see that all students and staff have the same lunch time, 11:40am - 12:20pm. Elementary students engage in their primary instructional time in the mornings, and middle and high schools engage in their primary instructional time in the afternoons. We hope these considerations will allow for midday family connections and for siblings to help siblings when needed.

As educators, we have a philosophy of continuous improvement. As we launch distance learning, we will provide opportunities for feedback from students, families, and teachers. We will make adjustments as needed to ensure we are serving our students well.

PREPARING FOR SCHOOL

DISTANCE LEARNING

Chromebooks



Chromebooks will be loaned as needed. Similar to the process used last spring, a Chromebook Request Form will need to be completed online. Distribution of Chromebooks will take place at each school site during orientation.

Wi-Fi



A sustained, reliable Wi-Fi connection is a necessity for distance learning. On our Fall Student Information Questionnaire, you will be able to indicate if Wi-Fi is needed for your students. A District representative will follow up to coordinate services.

Textbooks/ Loaned Materials



Textbooks and other loaned materials such as novels, lab equipment, or art supplies will be organized for student pick-up during the first week of school.

School Supplies



Essential school supplies will be provided for each student to use during distance learning. These supplies will vary by grade level and will be distributed to students at orientation.

SCHOOL DAY STRUCTURE

DISTANCE LEARNING

ELEMENTS

Attendance



Reporting Absences

- If your child will not be engaged in their daily scheduled learning due to illness or otherwise, please call your school's attendance line. See your school's website for the attendance line phone number.



Daily Attendance Check- Ins

- Students at all grade levels will be required to participate in a visual attendance check-in using BigBlueButton at the start of each school day.
- Additionally, those students in middle and high school will participate in a visual attendance check-in at the beginning of each class period.

Webinar-Based Instruction



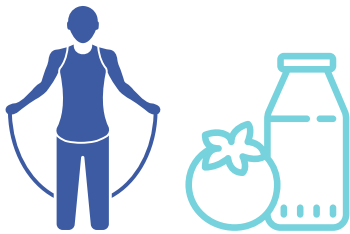
It is important to us that students do not become fatigued through the overuse of webinar-based instruction. Each school day will be structured to include a combination of both webinar-based instruction and independent work time. The length of each will, in part, be determined by grade level and subject.

SCHOOL DAY STRUCTURE

DISTANCE LEARNING

ELEMENTS

Transitions & Breaks



While the outline of the school day will not directly mirror the traditional in-person school day, we will incorporate time for and encourage students to take mental breaks, engage in physical activity, and eat lunch.

Social Emotional Learning

Jesse Lewis



Now more than ever, it is critical that our social emotional education of students continues to be prioritized at every level. We will continue to incorporate Choose Love lessons in our curriculum and provide further resources and support for the Choose Love at Home program.

Teacher Office Hours

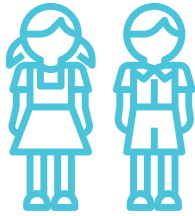


Teachers will have online appointments available each week for students to sign-up for additional educational guidance and/or social-emotional support. Counselors and principals will also be available by appointment to support students.

SCHOOLGY

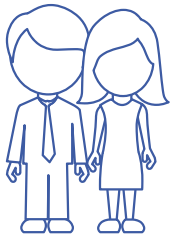
Throughout our district, we will implement the Schoology online learning management system that will serve as the framework for teaching, learning, and support whether we are meeting online or in our classrooms. It's our one-stop-shop for student success! Logging into Schoology will provide access to all of the information needed for you and your child to stay organized and on track with their education.

For Students



As teachers set up their class lists in Schoology, students will be automatically enrolled. Login information for students will be emailed to student and parent emails prior to the start of school and will include a video tutorial for how to get started. The first week of school will include additional instruction and explanation of this new learning tool.

For Parents & Guardians



Parents and guardians will be invited to make a Schoology account through an electronic invite from your child's teacher. Your invite will consist of a unique code that will allow for a parent account to be created and linked to your student. Once a parent account is established for one student, additional students in the family can be added using the invite codes from other children's teachers.

Highlights of Schoology

- Assignments, resources, materials, assessments, and student work are all in one place, with a single login.
- Teachers can provide engaging lessons in real time using the built-in video conferencing tool. (Schoology uses BigBlueButton, a tool similar to Zoom, but secure within our system.)
- Teachers can create and share videos and other resources for students to access on their own time.
- Teachers can provide online written or audio comments and support for work in progress and for completed assignments.
- Parents can monitor attendance.
- The gradebook is built-in, so students and parents can easily monitor achievement.
- Collaboration and group meetings between students and teachers can take place in a secure online environment.
- Classes, clubs, and extracurricular groups can all meet within Schoology.
- Counselors, resource teachers, and other school staff can provide support through messaging and video-conferencing individually and in groups.
- Google Classroom is integrated within Schoology.
- It is accessible online or through our mobile app.

SPECIAL EDUCATION

While students with special needs will be starting the year with distance learning, they will be among the first student populations to return to campuses once permitted. At this time, Alameda County is not reviewing waivers which would allow for special day classes to begin in-person instruction prior to meeting the criteria for removal from the State's "watchlist" and other County testing and safety requirements.

IEPs



IEP meetings will be conducted virtually using WebEx. Meetings will be set-up to accommodate parent schedules as much as possible.

Annual IEP meetings will continue on schedule and initial and triennial IEP meetings will occur unless there is not sufficient data to make an eligibility decision. In these circumstances, if assessment information cannot be obtained in a virtual setting, then either a Part 1 IEP meeting will occur or the meeting will be postponed to a later date.

Free & Appropriate Public Education



Though the manner in how services are delivered may be altered, it is the expectation that the minutes listed on the IEP are fulfilled, including support from related service providers. Service provisions will begin virtually but will transition to in-person services as soon as we are able to do so.

Resource Teachers & Paraprofessional Support



During distance learning, resource teachers will meet all of the required minutes listed in an IEP through a combination of live instruction, online meetings with families and students, virtual rooms for those in need of reading or math intervention, and regular check-ins with students to ensure they are turning in assignments on time.

Paraprofessionals will be directly involved with the classroom through Schoology, and will support students for small group and 1:1 instruction.

SPECIAL EDUCATION

(continued)

Additional PPE Considerations



Upon returning to campus, some classroom conditions may require additional personal protective equipment for staff. All aides and teachers will be provided protective gear, including face shields, face masks, and gloves.

Transportation



Once students return to campus, it will take approximately two weeks to route students accordingly and prepare for the safety protocols that will need to be in place for student transportation. Social distancing protocols will require the number of students in each transportation vehicle to be greatly reduced.

LVJUSD is working closely with our transportation providers to ensure safety and sanitation protocols are followed during the pick-up and drop-off of students.

SCHOOL DAY EXPECTATIONS

DISTANCE LEARNING

FOR STUDENTS



Check-in on Schoology each day, on time for each class.

- Attendance counts!



Create a learning space that allows you to be focused.

- Set your computer and phone to "Do Not Disturb" to avoid notifications.
- During class, close browser tabs to other websites.
- Put away phone/video game consoles to reduce distractions.
- Consider using headphones to help reduce noise distractions.



Come to online class ready to learn!

- Dress for school
- Keep your camera on and microphone muted unless otherwise instructed.
- Follow the behavior expectations of your school.



Keep up with assignments by turning in work on time.



Email teachers when you need support.

SCHOOL DAY EXPECTATIONS

DISTANCE LEARNING

FOR PARENTS



Support your child's prompt attendance.

- Post the schedule and know when your child will log on to Schoology. You may need to help your younger child log on.
- Report any connectivity or Chromebook issues to your child's teacher promptly.



Create a learning space that allows your child to focus on learning and participate in video conferencing.

- Provide a desk or table with adequate light in a quiet space (as much as possible).
- Students will have their cameras on, so be aware of what's in the background.



Support your child's active participation in online learning.

- Confirm your child is dressed appropriately for school.
- Support the Behavior Expectations of your child's school.
- Be aware of your child's academic progress.
- For younger children, parents will want to log in to Schoology to monitor progress on a weekly/regular basis
- For middle and high school students, parents are encouraged to set up a weekly/regular time when your child can update you on their progress and share accomplishments as well as concerns.



Be watchful of your child's mental and physical health.

- Encourage breaks from devices when they take breaks from school.
- Ensure your child exercises daily.
- Ask your child to share a positive about each day. And listen, especially if those answers move away from the positive.



Email teachers, counselors, or administrators when your child needs support.

SCHOOL DAY STRUCTURE

DISTANCE LEARNING

SCHEDULES

Elementary (Grades TK & K)

	MONDAY, TUESDAY, THURSDAY, FRIDAY	WEDNESDAY
8:00-8:20	Morning Class Meetings	Morning Class Meetings
8:20-8:40	Break	Break
8:40-9:55	Small Group English Language Arts (ELA)	Student's Individualized Learning
9:55-10:15	Break	
10:15-11:30	Small Group Math	
11:30-11:40	Closing Meetings	

TK-K Distance Schedule Information

- Students have daily online learning with teachers in Schoology.
- Primary instruction is in the morning beginning at 8:00am.
- Attendance is taken daily.
- All mornings begin with whole class meetings that include social emotional learning, enrichment, and directions for the day.
- Academics blocks include time for math and for ELA with Social Studies.
- Learning includes a mix of whole group, small group rotations, independent practice.
- Flexible afternoons allow for Science, Physical Education, independent reading, and practice.
- Wednesday individualized learning schedules will be posted in Schoology.
 - This time can include: counting collections, intervention, office hours, blended learning, PE, Science, Library, ELD, SPED, Kid Connection, and independent work.

SCHOOL DAY STRUCTURE

DISTANCE LEARNING

SCHEDULES

Elementary (Grades 1 & 2)

	MONDAY, TUESDAY, THURSDAY, FRIDAY	WEDNESDAY
8:00-8:20	Morning Class Meetings	Morning Class Meetings
8:20-8:40	Break	Break
8:40-9:40	Math Instruction & Learning	Student's Individualized Learning
9:40-10:00	Break	
10:00-11:30	English Language Arts (ELA) & Social Studies	
11:30-11:40	Closing Meetings	
11:40-12:20	Lunch	Lunch
12:20-1:10	Student's Individualized Learning	Student's Individualized Learning

Grades 1-2 Distance Schedule Information

- Students have daily online learning with teachers in Schoology.
- Primary instruction begins in the mornings at 8:00am.
- Attendance is taken daily.
- All mornings begin with whole class meetings that include social emotional learning, enrichment, and directions for the day.
- Academics blocks include time for math and for ELA with Social Studies.
- Learning includes a mix of whole group, small group rotations, independent practice.
- Flexible afternoons allow for Science, Physical Education, independent reading, and practice.
- Wednesday individualized learning schedules will be posted in Schoology.
 - This time can include: counting collections, intervention, office hours, blended learning, PE, Science, Library, ELD, SPED, Kid Connection, and independent work.

SCHOOL DAY STRUCTURE

DISTANCE LEARNING

SCHEDULES

Elementary (Grades 3 - 5)

	MONDAY, TUESDAY, THURSDAY, FRIDAY	WEDNESDAY
8:00-8:20	Morning Class Meetings	Morning Class Meetings
8:20-8:40	Break	Break
8:40-9:40	Math Instruction & Learning	Student's Individualized Learning
9:40-10:00	Break	
10:00-11:30	English Language Arts (ELA) & Social Studies	
11:30-11:40	Closing Meetings	
11:40-12:20	Lunch	Lunch
12:20-1:20	Student's Individualized Learning	Student's Individualized Learning

Grades 3-5 Distance Schedule Information

- Students have daily online learning with teachers in Schoology.
- Primary instruction begins in the mornings at 8:00am.
- Attendance is taken daily.
- All mornings begin with whole class meetings that include social emotional learning, enrichment, and directions for the day.
- Academic blocks include time for math and for ELA with Social Studies.
- Learning includes a mix of whole group, small group rotations, independent practice
- Flexible afternoons allow for Science, Physical Education, independent reading, and practice.
- Wednesday individualized learning schedules will be posted in Schoology.
 - This time can include: intervention, office hours, blended learning, PE, Science, Library, 4th/5th Music, ELD, SPED, Kid Connection, and independent work.

SCHOOL DAY STRUCTURE

DISTANCE LEARNING

SCHEDULES

Middle (Grades 6-8)

	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY
7:30-8:15		P Zero Support/ Work			P Zero Support/ Work
8:20-8:50	P2 Support/ Work	P1 Support/ Work	Student-Directed Learning	P2 Support/ Work	P1 Support/ Work
9:00-9:30	P4 Support/ Work	P3 Support/ Work	Student-Directed Learning	P4 Support/ Work	P3 Support/ Work
9:40-10:10	P6 Support/ Work	P5 Support/ Work	Student-Directed Learning	P6 Support/ Work	P5 Support/ Work
10:10-10:55	Student-Directed Learning	Student-Directed Learning	Student-Directed Learning	Student-Directed Learning	Student-Directed Learning
10:55-11:40	P Zero Online Instruction	Student-Directed Learning	Student-Directed Learning	P Zero Online Instruction	Student-Directed Learning
11:40-12:20	Lunch	Lunch	Lunch	Lunch	Lunch
12:20-1:05	P1 Online Instruction	P2 Online Instruction	Online Check-in with Advisory	P1 Online Instruction	P2 Online Instruction
1:20-2:05	P3 Online Instruction	P4 Online Instruction	Early Dismissal/ Staff PD	P3 Online Instruction	P4 Online Instruction
2:20-3:05	P5 Online Instruction	P6 Online Instruction		P5 Online Instruction	P6 Online Instruction

Middle School Distance Schedule Information

- Students have daily online meetings with teachers in Schoology.
- Attendance is taken daily in all scheduled periods.
- Primary instruction takes place in the afternoons two days per week for each period.
- Flexible mornings two days per week for each period allow for support, discussion, groups, and independent work. Teachers will determine the agenda based on the needs of the students.
- Students have Wednesday meetings with one teacher for announcements, social emotional learning, enrichment and/or support.
- Wednesday individualized learning schedules will be posted in Schoology.
- Schedules have built-in time for teachers to connect with and support students.

SCHOOL DAY STRUCTURE

DISTANCE LEARNING

SCHEDULES

High School (Grades 9-12)

	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY
8:40-9:25	P3 Support/ Work	P1 Support/ Work	Student-Directed Learning	P3 Support/ Work	P1 Support/ Work
9:35-10:10	P4 Support/ Work	P2 Support/ Work	Student-Directed Learning	P4 Support/ Work	P2 Support/ Work
10:20-10:55	Student-Directed Learning	P5 Support/ Work	Student-Directed Learning	Student-Directed Learning	P5 Support/ Work
10:55-11:40	Club Meetings, Student Services, or Independent Learning	Club Meetings, Student Services, or Independent Learning	Student-Directed Learning	Club Meetings, Student Services, or Independent Learning	Club Meetings, Student Services, or Independent Learning
11:40-12:20	Lunch	Lunch	Lunch	Lunch	Lunch
12:20-1:05	P1 Online Instruction	P3 Online Instruction	A.S.E/ C.A.P	P1 Online Instruction	P3 Online Instruction
1:20-2:05	P2 Online Instruction	P4 Online Instruction	Student-Directed Learning	P2 Online Instruction	P4 Online Instruction
2:20-3:05	P5 Online Instruction	Teacher Office Hours	Early Dismissal/ Staff PD	P5 Online Instruction	Teacher Office Hours

High School Distance Schedule Information

- Students have daily online meetings with teachers in Schoology.
- Attendance is taken daily in all scheduled periods.
- Primary instruction occurs in the afternoons two days per week for each period.
- Flexible mornings two days per week for each period are designed for support, discussion, groups, and/or independent work. Teachers will determine the agenda based on the needs of the students.
- Wednesday individualized learning schedules will be posted in Schoology.
- Students have Wednesday meetings with one teacher for announcements, social emotional learning, enrichment, and/or support.
- Schedules allow for time for club meetings and student support with counselors.
- Schedules have built-in time for teachers to connect with and support students.

STUDENT & FAMILY SUPPORT

DISTANCE LEARNING

CHILD NUTRITION

Our Child Nutrition Program will return to charging for daily meals using student ID cards (issued at orientation) once the Fall 2020-21 school year begins on August 25, 2020. Students can receive free or reduced price meals by applying and qualifying for the National School Lunch Program (see below). Any student can also purchase a meal using their online student lunch account.

Pick-Up Time & Locations

11:00am - 12:30pm



During Distance Learning, grab-and-go meals will be available for pick-up, M-F from 11-12:30 at the following locations:

- Arroyo Seco Elementary
- Christensen Middle
- East Avenue Middle
- Jackson Avenue Elementary
- Joe Michell K-8
- Junction K-8
- Marilyn Avenue Elementary
- Rancho Las Positas Elementary

Note: Due to our consolidation of school sites serving meals, your child does not need to be enrolled at the school in order to pick up a meal.

Free & Reduced Meal Application



Whether you are renewing an application or applying for the first time, if you think you may qualify, we encourage you to fill out a [Free & Reduced Meal Application](#) online. A new application must be completed each school year.

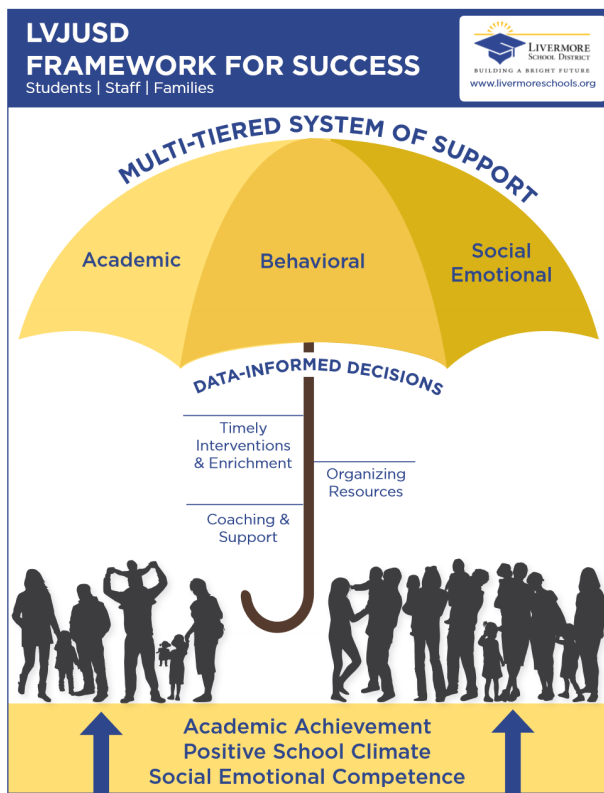
Find additional Child Nutrition information on our website at
www.livermoreschools.org/childnutrition

STUDENT & FAMILY SUPPORT

DISTANCE LEARNING

ACADEMIC SUPPORTS

LVJUSD Framework for Success



Our Framework for Success continues to provide the support system that keeps our students on track for academic achievement, positive behavior, and social emotional health and competence. We will continue to implement these supports whether we are in distance learning, a hybrid schedule, or the classroom full-time.

Time for student support is built into this year's schedules at all grade levels. We have a new supplemental reading curriculum for students from K through grade 12 that will support academic achievement in English Language Arts.

As we transition into the 2020-2021 school year, we will pay special attention to supporting the social emotional behavioral (SEB) needs of all students. In addition, we are integrating a focus on inclusivity and equity throughout this year's work.

STUDENT & FAMILY SUPPORT

DISTANCE LEARNING

MENTAL HEALTH SUPPORTS

Kid Connection



The Kid Connection, a Tier 2 Social Emotional Learning Program, provides social emotional and behavioral student support at all of our elementary & K-8 schools. Each school's website has an online portfolio of videos for all students and parents to access when needed. Topics of videos include being aware of your emotions, dealing with anger, dealing with boredom, emotional regulation/ self-control, setting goals, & solving problems. Videos are also available on our District website.

Counseling



For students in middle and high school, our counselors will be available for student support. Counselors will be meeting with students one-on-one, organizing small-group sessions, and conducting outreach to students to provide support. Each student's schedule has blocks of student-directed learning time that can be used to arrange appointments for support. A list of counselors by school can be found on our [Student Support](#) page.

Mental Health Website



[LVJUSD's Mental Health Website](#) is a vetted resource of information on mental health disorders and protective factors that can help to prevent a decline in the mental health of our students. We have included, and continue to update, information directly related to challenges associated with COVID-19 and its impact on the mental health of our students and families. You will find articles, videos, and book recommendations to aid in opening up a dialogue between you and your child.

STUDENT & FAMILY SUPPORT

DISTANCE LEARNING

MENTAL HEALTH SUPPORTS (CONTINUED)

Care Solace



Care Solace is an online resource with a live, 24/7 concierge line that assists individuals in finding local mental health related programs and counseling services. Access to Care Solace is available to our students, staff, and families at no cost. Care Solace does not require a user's name, address, phone number, or date of birth. All of the information that is entered in on their platform is completely confidential and stored securely.

<https://caresolace.com/site/lvjusdfamilies>

Community Partners



Our district works collaboratively with mental health agencies in our community to facilitate referrals and coordination of services. You can find a list, along with contact information and details of services on our [Mental Health Community Partners](#) page.



STUDENT & FAMILY SUPPORT

DISTANCE LEARNING

LIVERMORE LEARNS PARENT EDUCATION



Livermore Learns is a parent education program designed to educate, inform, and engage parents and guardians as they support their children throughout their education. Livermore Learns provides workshops, presentations, trainings, book clubs and webinars to help provide this education and support.

Fall Programming

Our fall programming will be focused on supporting parents as they help their children transition back to school. Distance learning can create challenges that both students and parents must work through together. Stay tuned for our calendar of events that will include webinars on topics such as:

- Work-Life Balance
- Establishing a Routine
- Motivating Your Child
- Supporting Students with Special Needs During Distance Learning
- Inclusion & Equity

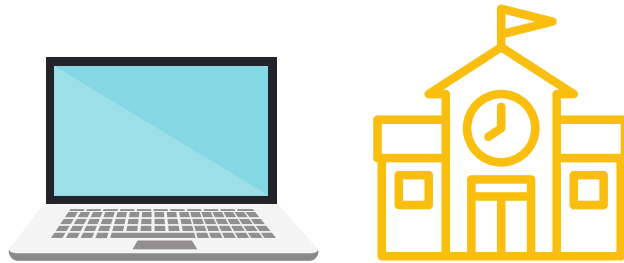
Online webinars will be available in both English and Spanish whenever possible. Webinars will include presentations of information from content experts including LVJUSD counselors, psychologists, and behaviorists, as well as community partner professionals. Each webinar will include time for Q&A and participant sharing.

For those unable to attend a live webinar, presentation content and any additional resources on the topic presented will be available on the [Livermore Learns](#) section of our website.

Special thanks to the Pedrozzi Foundation for supporting *Livermore Learns*.



HYBRID LEARNING



This section provides information about hybrid learning and the health and safety features that need to be in place before returning to school campuses.

Once Alameda County is off of the State's Coronavirus Watch List for 14 consecutive days and meets the California Department of Public Health's requirements to reopen schools, which includes testing and contact tracing, we will have the opportunity to consider bringing students and teachers onto campuses, in small groups at first.

When we are able to offer hybrid learning, we will ask for individualized commitments to the hybrid model, and we will continue to provide the opportunity for distance learning to those who feel that distance learning best meets the needs of their child.

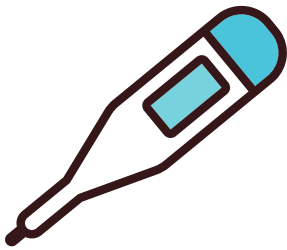
Hybrid schedules reflect the need to maintain physical distancing between students. The number of students at school at any time will be $\frac{1}{3}$ to $\frac{1}{2}$ of the number normally on campus. Classes will continue to meet in cohorts of a portion of the students, with cohorts coming onto campus at different times of the day. Students will still maintain some distance learning since they will not be on campus full time.

SCHOOL DAY STRUCTURE

ON CAMPUS

BEFORE SCHOOL

Home Health Screening

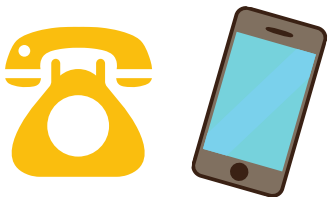


If the answer is "YES" to any of these questions, please do not send your child to school

Before coming to school each day, please fill out our online health screening available on our district's app and school websites. You will be asked the following questions:

- Has your child had a fever of 100.0 or higher in the past 14 days?
- Does your child have a cough or shortness of breath, sore throat, body aches, nausea, vomiting, diarrhea, new loss of taste and/or smell?
- Does anyone in your household have any of the above symptoms?
- Have you (or your child) been in close contact with anyone with suspected or confirmed COVID-19?
- Have you (or your child) had any medication to reduce a fever before coming to school?

Reporting Absences

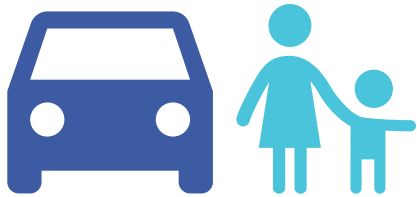


If your child will not be engaged in their daily scheduled learning due to illness or otherwise, please call your school's attendance line. See your school's website for the attendance line phone number.

Attendance will be taken each day and for each period regardless of whether your student is participating in the hybrid model or distance learning model. Not being present for attendance in either scenario will require a cleared absence by a parent or guardian.

ARRIVING TO SCHOOL

Drop-off Procedures



It is recommended that whenever possible, a school's valet drop off route is used to get students to school. This will greatly reduce the number of people on or around our campuses.

If you choose to park and walk your child to campus, you must wear a mask and adhere to 6 feet of physical distance between you and others. Each school will have a designated area for parents and students to stand on the perimeter of school grounds. Unfortunately, we cannot have any visitors (parents included) on campus at this time.

Entrance & Exit Pathways



Each campus will have one-way traffic flow with designated entrances and exits. This may result in the need to alter prior drop-off and pick-up locations you had with your child. Each school will be communicating the specifics of these routes.

Visitor Policy



While we greatly value our parent and community volunteers, we cannot have visitors on our campuses at this time.

If you need to pick up your child from school before scheduled dismissal, please contact your school's office prior to your arrival to make arrangements.

AT SCHOOL

Face Coverings & Personal Protective Equipment (PPE)



Cloth Face Coverings

Per Alameda County Public Health Guidelines, cloth face coverings are required for staff and students in grades K-12 and must be worn except when eating or drinking, with the exception of students who are not able to wear them due to special circumstances such as developmental or health diagnosis that would limit their ability to wear a face covering. Students and staff are encouraged to wear their own cloth face coverings from home. If a student or staff member forgets their own, a disposable surgical-type mask will be provided.

Face Shields

Staff and students who are unable to wear a cloth face covering may choose to wear a clear face shield, with a cloth drape attached, tucked into the collar of a shirt or tied around the back of the neck, per ACPHD. Clear face shields with a cloth drape may also be worn in place of a cloth face covering for brief instructional periods to avoid potential barriers to phonological instruction.

Physical Distancing



Inside

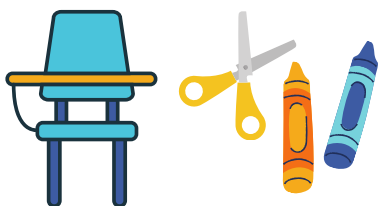
In general, whenever occupying indoor spaces, each individual should maintain a physical distance of 6' or greater between themselves and others. This includes classrooms, offices, hallways, restrooms, multi-purpose rooms, and other indoor facilities.

Outside

Physical distancing of 6 feet will also be required for outdoor areas such as playgrounds, blacktops, fields, and outdoor walkways.

AT SCHOOL

Classroom Modifications



Shared Space Modifications



Desks

Student desks will be arranged so there is 6 feet of distance between them.

Supplies

Each student will have a labeled container of school supplies to use while at school.

Community containers of supplies will not be available.

Shared Learning Materials

The use of shared learning materials will be minimized as much as possible. Items that are used will be collected and sanitized between uses. These include materials such as phonics and math manipulatives, Chromebooks, & lab equipment.

Libraries

Students will be able to visit the library and check out materials. Returned materials will be sanitized to the extent possible and will be held for 48 hours before being re-shelved. Library hours will be limited; schools will communicate details.

Computer Labs & Makerspaces

Both computer labs and makerspaces will be closed until further notice. Those students in need of computer access will be issued a District Chromebook to use at home.

AT SCHOOL

Shared Space Modifications (con't)



MPR

The MPR may be repurposed to allow for classroom lessons that require additional space. At this time, we will not be using these spaces for assemblies or lunch service.

Music Rooms

According to the CDC and ACPHD, music and choir are categorized as high risk due to the quantity of airborne microbes produced during these activities. We will not be able to conduct the majority of in-person music classes at this time. Those that can be offered will be conducted outdoors or done remotely using technology.



School Offices

School offices will have modified hours and will be outfitted with clear countertop dividers and other safety adaptations. Floor markings will reflect physical distancing requirements. Your school may have additional waiting areas outside of the office to reduce congestion.



Play Structures & Playgrounds

Play structures will be closed at this time. Playground access will be supervised and limited to activities that are in keeping with social distancing protocols.



Restrooms

Floor markings will indicate social distancing with additional markings outside of restrooms to avoid congestion. Soap dispensers will be filled daily to ensure adequate supply.

LEAVING SCHOOL

Pick-Up Procedures



It is recommended that whenever possible, a school's valet route is used to pick-up students from school. This will greatly reduce the number of people on or around our campuses.

If you choose to park and walk to campus to meet your child, you must wear a mask and adhere to 6 feet of physical distance between you and others. Unfortunately, we cannot have parents pick-up students on the interior of the campus. Each school will have designated areas for parents to wait for their children on the perimeter of school grounds.

Entrance & Exit Pathways



Each campus will have one-way traffic flow with designated entrances and exits. This may result in the need to alter prior drop-off and pick-up locations you had with your child. Each school will be communicating the specifics of these routes.

Childcare (ESS/PAL)



Before and after school programs are provided through the Livermore Area Recreation & Park District (LARPD). For more information about childcare offerings, please contact LARPD at 925-373-5700 or visit their website at www.larpd.org

SCHOOL DAY STRUCTURE

HYBRID LEARNING

SCHEDULES

Elementary (Grades TK & K)

	MONDAY, TUESDAY, THURSDAY, FRIDAY (IN PERSON)		WEDNESDAY (DISTANCE)
8:10-10:40	AM Cohort - In Person	PM Cohort - 30 min. of student directed learning in Schoology	AM & PM Cohorts - Schedule to include: <ul style="list-style-type: none">• Check in/ Morning Meeting• Live instruction• Small group activity• Office Hours• Student Directed Learning in Schoology
10:40-12:40	Lunch & Cleaning of Classroom		
12:40-3:10	PM Cohort - In Person	AM Cohort- 30 min. of student directed learning in Schoology	

TK-K Hybrid Schedule Information

- Attendance is taken daily.
- Morning and afternoon cohorts meet in-person at school four days each week. (An "AM/PM" schedule on Monday, Tuesday, Thursday, Friday)
- In-person learning will include academic blocks for Math, ELA, and Social Studies.
- Wednesdays remain distance learning days for all students.
- Wednesdays begin with whole class meetings that include social emotional learning, enrichment, and directions for the day.
- Wednesday individualized learning schedules will posted in Schoology

Note: When our district is able to move to the hybrid plan, distance learning students may be regrouped with a different teacher, depending on the number of students who opt for hybrid or distance learning.

SCHOOL DAY STRUCTURE

HYBRID LEARNING

SCHEDULES

Elementary (Grades 1 & 2)

	MONDAY, TUESDAY, THURSDAY, FRIDAY (IN PERSON)		WEDNESDAY (DISTANCE)
8:00-10:30	AM Cohort - In Person	PM Cohort - 80 min. of student directed learning in Schoology	AM & PM Cohorts - Schedule to include: <ul style="list-style-type: none">• Check in/ Morning Meeting• Live instruction• Small group activity• Office Hours• Student Directed Learning in Schoology
10:30-12:30	Lunch & Cleaning of Classroom		
12:30-3:00	PM Cohort - In Person	AM Cohort- 80 min. of student directed learning in Schoology	

Grades 1-2 Hybrid Schedule Information

- Attendance is taken daily.
- Morning and afternoon cohorts meet in-person at school four days each week. (An "AM/PM" schedule on Monday, Tuesday, Thursday, Friday)
- In-person learning will include academic blocks for Math, ELA, and Social Studies.
- Additional reading or independent learning time occurs daily for students in grades 1-5 and may include P.E., Science, Library, Music, Kid Connection. Students' assignments will be posted in Schoology.
- Wednesdays remain distance learning days for all students.
- Wednesdays begin with whole class meetings that include social emotional learning, enrichment, and directions for the day.
- Wednesday individualized learning schedules will be posted in Schoology.

Note: When our district is able to move to the hybrid plan, distance learning students may be regrouped with a different teacher, depending on the number of students who opt for hybrid or distance learning.

SCHOOL DAY STRUCTURE

HYBRID LEARNING

SCHEDULES

Elementary (Grades 3 - 5)

	MONDAY, TUESDAY, THURSDAY, FRIDAY (IN PERSON)		WEDNESDAY (DISTANCE)
8:00-10:30	AM Cohort - In Person	PM Cohort - 90 min. of student directed learning in Schoology	AM & PM Cohorts - Schedule to include: <ul style="list-style-type: none">• Check in/ Morning Meeting• Live instruction• Small group activity• Office Hours• Student Directed Learning in Schoology
10:30-12:30	Lunch & Cleaning of Classroom		
12:30-3:00	PM Cohort - In Person	AM Cohort- 90 min. of student directed learning in Schoology	

Grades 3-5 Hybrid Schedule Information

- Attendance is taken daily.
- Morning and afternoon cohorts meet in-person at school four days each week. (An “AM/PM” schedule on Monday, Tuesday, Thursday, Friday)
- In-person learning will include academic blocks for Math, ELA, and Social Studies.
- Additional reading or independent learning time occurs daily for students in grades 1-5 and may include P.E., Science, Library, Music, Kid Connection. Students’ assignments will be posted in Schoology.
- Wednesdays remain distance learning days for all students.
- Wednesdays begin with whole class meetings that include social emotional learning, enrichment, and directions for the day.
- Wednesday individualized learning schedules will be posted in Schoology.

Note: When our district is able to move to the hybrid plan, distance learning students may be regrouped with a different teacher, depending on the number of students who opt for hybrid or distance learning.

SCHOOL DAY STRUCTURE

HYBRID LEARNING

SCHEDULES

Middle (Grades 6-8)

	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY
	COHORT A	COHORT A	COHORTS A & B	COHORT B	COHORT B
7:30-8:15		P Zero In-Person			P Zero In-Person
8:20-9:05	P2 In-Person	P1 In-Person	Student-Directed Learning	P2 In-Person	P1 In-Person
9:15-9:55	P4 In-Person	P3 In-Person	Student-Directed Learning	P4 In-Person	P3 In-Person
10:05-10:50	P6 In-Person	P5 In-Person	Student-Directed Learning	P6 In-Person	P5 In-Person
10:55-11:40	P Zero Online Instruction Student-Directed Learning	Student-Directed Learning	Student-Directed Learning	P Zero Online Instruction Student-Directed Learning	Student-Directed Learning
11:40-12:20	Lunch	Lunch	Lunch	Lunch	Lunch
12:20-1:05	P1 Online Instruction	P2 Online Instruction	Online Check-in with Advisory	P1 Online Instruction	P2 Online Instruction
1:20-2:05	P3 Online Instruction	P4 Online Instruction	Early Dismissal/ Staff PD	P3 Online Instruction	P4 Online Instruction
2:20-3:05	P5 Online Instruction	P6 Online Instruction		P5 Online Instruction	P6 Online Instruction

Middle School Hybrid Schedule Information

- Attendance is taken daily.
- Students continue with online instruction in the afternoons, with mornings reserved for in-person instruction at school for additional learning, support, discussion, and groups work.
- Students will be assigned to either Cohort A or B. Cohort A meets in-person on Mondays and Tuesdays, while Cohort B meets in-person on Thursdays and Fridays. When your child's cohort is not meeting in-person, that time becomes student directed learning.
- Online instruction continues in the afternoons two days per week for each period. Once in-person meetings start, online instruction may vary in content.
- Wednesdays remain distance learning days for all students and include meetings with one teacher for announcements, social emotional learning, enrichment and/or support.
- Wednesday individualized learning schedules will be posted in Schoology.
- Schedules include built-in time for teachers to connect with and support students.

SCHOOL DAY STRUCTURE

HYBRID LEARNING

SCHEDULES

High School (Grades 9-12)

	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY
8:40-9:30	P1 In-Person Cohort A	P2 In-Person Cohort A	P3 In-Person Cohort A	P4 In-Person Cohort A	P5 In-Person Cohort A
9:45-10:35	P1 In-Person Cohort B	P2 In-Person Cohort B	P3 In-Person Cohort B	P4 In-Person Cohort B	P5 In-Person Cohort B
10:50-11:40	P1 In-Person Cohort C	P2 In-Person Cohort C	P3 In-Person Cohort C	P4 In-Person Cohort C	P5 In-Person Cohort C
(8:40-11:40)*	Student-Directed Learning	Student-Directed Learning	Student-Directed Learning	Student-Directed Learning	Student-Directed Learning
11:40-12:20	Lunch	Lunch	Lunch	Lunch	Lunch
12:20-1:05	P1 Online Instruction	P3 Online Instruction	A.S.E/ C.A.P	P1 Online Instruction	P3 Online Instruction
1:20-2:05	P2 Online Instruction	P4 Online Instruction	Student-Directed Learning	P2 Online Instruction	P4 Online Instruction
2:20-3:05	P5 Online Instruction	Teacher Office Hours	Early Dismissal/ Staff PD	P5 Online Instruction	Teacher Office Hours

High School Schedule Information

- Attendance is taken daily.
- Students continue with online instruction in the afternoons, with mornings reserved for in-person instruction at school for additional learning, support, discussion, and group work.
- Students attend each period one morning per week. *Cohorts meet in person from 8:40 - 11:40 M-F and when your child's cohort is not meeting, that time becomes student directed learning.
- Students are assigned to a cohort for each period. (For example, a student might be assigned to Cohort A for Period 1 and Cohort B for Period 2.)
- Online instruction continues in the afternoons two days per week for each period.
- Wednesday afternoons remain distance learning time for all students.
- Wednesday individualized learning schedules will be posted in Schoology.
- Schedules include built-in time for teachers to connect with and support students.

HEALTH, SAFETY & SANITATION

CLEANING & SANITATION PROTOCOLS

Before Returning to Campus

Summer Cleaning



In order to have classrooms ready for occupancy, our Maintenance Department has been cleaning school buildings with the following detail:

- All furniture thoroughly cleaned
- Carpets scrubbed and extracted
- Tile floors stripped and resealed
- High areas wiped clean
- Surfaces cleaned and disinfected

Planned Return to Campus



Just prior to students' and staff's return to campus, the following cleaning protocols will be enacted:

- Classroom surfaces will be cleaned and sanitized.
- Using electrostatic sprayers, BioProtect RTU will be applied which offers up to 90 days protection from bacteria, mold and viruses.

HEALTH, SAFETY & SANITATION

CLEANING & SANITATION PROTOCOLS

With Students & Staff on Campus

Frequency



- DAILY: Classroom touch points will be disinfected between cohorts with Critical Care disinfectant
- DAILY: Restrooms disinfected
- DAILY: Grades K-2 vacuumed daily
- BI-WEEKLY: Grades 3-12 vacuumed every other day
- WEEKLY: Application of disinfectants using our electrostatic sprayers

In the Event of a Positive COVID Case



In the event of a positive COVID-19 case or outbreak in classroom, the following protocols will be followed:

- Thoroughly disinfect classroom, including all desks, chairs, sinks, counters
- Use the electrostatic sprayers to apply Critical Care disinfectant
- Clean and disinfect any common or shared areas
- Follow any additional sanitation guidelines put forth by the Alameda County Health Department

RESPONSE TO CONFIRMED OR SUSPECTED COVID-19 CASES & CLOSE CONTACTS

Scenario	Immediate Actions	Communication
1 A student or staff member: <ul style="list-style-type: none"> • exhibits COVID-19 symptoms • answers “yes” to a health screening question, OR • has a temperature of 100.0 or above. 	<ul style="list-style-type: none"> • Student/staff sent home • Student/staff recommended to get tested • School/classroom remain open 	<p>No action needed</p>
2 A family member or someone in close contact with a student or staff member (outside of the school community) tests positive for COVID-19.	<ul style="list-style-type: none"> • Student/staff sent home • Student/staff recommended to get tested • Student/staff instructed to quarantine, even if they test negative, for a full 14 days after <ul style="list-style-type: none"> ◦ date of last exposure to COVID-19 positive non-household contact or ◦ COVID-19 positive household member completes their isolation • If student/staff test positive, see Scenario 3 • School administration notified • School/classroom remain open 	<p>Communication will be sent to cohort families connected to the student with a possible exposure.</p>
3 A student or staff member tests positive for COVID-19.	<ul style="list-style-type: none"> • Student/staff sent home if not already quarantined • Student/staff instructed to isolate for 10 days after symptom onset or test date • School-based close contacts identified and instructed to test & quarantine for 14 days <ul style="list-style-type: none"> ◦ In stable elementary classroom cohorts: entire cohort ◦ In other settings: use seating chart, consult with teacher/staff ◦ Disinfection and cleaning of primary spaces where case spent time • School administration notified • Public Health Department notified • School remains open 	<p>School community notified of a known case</p>

RESPONSE TO NEGATIVE COVID- 19 TEST RESULTS

Scenario	Immediate Actions	Communication
4 A student or staff member tests negative for COVID-19 after Scenario 1	<ul style="list-style-type: none"> Student/staff may return to school 72 hours after resolution of fever and improvement in other symptoms 	No action needed; proof of negative test if obtained may be required.
5 A student or staff member tests negative after Scenario 2	<ul style="list-style-type: none"> Student/staff must remain in quarantine for a full 14 days after <ul style="list-style-type: none"> date of last exposure to COVID-19 positive non-household contact OR date that COVID-19 positive household member completes their isolation 	No action needed
6 A student or staff member tests negative after routine surveillance testing (no symptoms and no close contact to a confirmed COVID-19 case)	<ul style="list-style-type: none"> Student/staff can return to school or work immediately 	No action needed

APPENDIX A - LVJUSD Resources

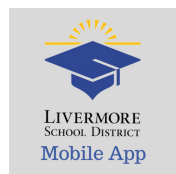
Livermore Valley Joint Unified School District's

Communication Guide

Supporting student achievement & parent engagement through clear & comprehensive communication



LIVERMORESCHOOLS.ORG is our district website and home to all of the news, announcements, calendars, and operations of our district. Learn about district-wide initiatives or select your child's school to find school-site information.



LIVERMORESCHOOLS MOBILE APP brings the information from our website to your fingertips! Customize your app by following the schools that are important to you. App translates to 70 languages. Download for free at Google Play or Apple App store.



FACEBOOK @livermoreschools is our community bulletin board. Posts about District & community events, educational & enrichment opportunities for students, parent education forums, and mental health & wellness resources are provided to support our students and families beyond the classroom.



INSTAGRAM @livermoreschools shows learning in action, what's behind the scenes or behind the classroom door. Our pictures tell a story about our schools, staff, and students.



TWITTER @livermoreschool is where you can find District press releases, retweets of local & national information related to student achievement, and current information about legislation & governance affecting education.



PEACHJAR is the hub for electronic flyers announcing upcoming events, on-campus activities, enrichment programs, scholarships, fundraisers, sports, and more! Accounts are school-specific with tailored information for each audience. Receive updates via email or on the Livermoreschools Mobile App.



THE GRAPEVINE is our superintendent's monthly newsletter. Dr. Kelly Bowers shares exciting news from our district featuring student achievements, Board recognitions, and school site programs, special events, and accomplishments. For a Grapevine archive, visit livermoreschools.org/grapevine.

APPENDIX B - Additional Resources

Included below are links to local, State, and federal government agencies that report on and provide guidance on the state of the pandemic and how it relates to school operations.



Alameda County Public Health Department (ACPHD)



California Department of Public Health (CDPH)



Alameda County Office of Education (ACOE)



California Department of Education (CDE)



CA.gov COVID-19 Website



Centers for Disease Control & Prevention (CDC)