CHARLIE KEYAN ARMENIAN COMMUNITY SCHOOL

COHORT PLAN FOR WAIVER

Charlie Keyan
Armenian Community School
CKACS is working closely with the California Department of Public Health, Fresno County Department of Public Health, California Department of Social Services Child Care Licensing Division, California Public Health Department/Public Affairs, as well as following CDC guidelines to ensure the safety of our children, staff and families. We will continue to review daily updates with our health agency partners and elected officials to stay informed as we provide our current child care services as our CCL allows.

As we plan for a safe and successful 2020-2021 school year in these unprecedented times, we have approached this work thoughtfully, collaboratively and with an enormous sense of responsibility for the health and well-being of our children, families, and staff. The coronavirus itself and guidelines and policies from health agencies continue to evolve. That means we must be flexible in our ability to plan for and adapt to changing circumstances as smoothly and quickly as needed to support uninterrupted learning for children.

We are requesting this waiver due to the small number of students we enroll each year. Normally we have no more than 20 students per class. This year we will follow cohort guidelines of no more than 14 per class.
COHORTS

According to the most recent update from the California Department of Public Health (September 4th), states that class sizes for cohorts should be no more than 14 children and 2 adults. (Fresno County Department of Public Health, 9/4/2020)

Due to our small classroom sizes, we are able to provide cohorts of 14 children as specified under the new guidelines of the California Department of Public Health.

ACADEMICS

Supervising adults will provide instructional experiences that are aligned to academic standards and the content priorities for each grade level. Supervising adults will continue to utilize the researched-based instructional models for virtual learning that are used for in-person learning. Grade level content is the academic priority for all children and we will continue to align cohort content with Common Core Standards. Children will participate via zoom for Armenian and the arts in their cohort homerooms. With assistance from their assigned supervising adult, each break out group will be assigned to a different area of the room to allow for a more uninterrupted learning environment. Headphones (with built-in microphone) will be required to be worn while in a zoom program. Weather permitting, band and choir programs will be outdoors with their assigned wheel supervising adult. These groups will be in their designated cohort areas practicing social distancing. Indoor band and choir instruction will be limited to theory, history, the reading of music, etc. All singing and playing of instruments will be conducted outside in their cohorts, weather permitting.

Assignments and Course Expectations
1. Supervising adults will make every effort to post and share upcoming and future assignments, expectations, and projects as far in advance as possible.
2. In both scenarios (in-person & virtual) supervising adults will share this information with the children and/or parents through traditional practice via weekly newsletter, weekly progress report, or via technology.

Supervising Adult Interactions
1. During in-person learning, children will be engaged with their supervising adult in whole group, small group, or one-on-one instruction and discussion.
2. During virtual learning, children will also be engaged with their supervising adult in whole class, small group (virtual grouping), and one-on-one discussions.

Programs
1. CKACS is committed to a variety of programs to support children at different levels.
2. Instruction, support sessions and meetings with children will be conducted via in person and via zoom.
3. Children in grades 1st-6th will have access to a Chromebook. This will be used at home and in camp.
4. Books and other materials will be available for the children in the event of sole remote learning.

*Refer to Parent and Staff Policy Handbook for details on curriculum and assessment.
SAFETY PROTOCOLS

The health and safety of our children, our staff and their families are our top priority. We want children, parents, and supervising adults to feel comfortable and safe returning to our campus.

1. Parents are required wear a mask if they get out of the car at drop off or pick up.
2. Individual supplies per child for art class and band instruments.
3. UV-C light air treatment systems have been installed in every homeroom.
4. Staff will be screened upon arrival with temperatures taken.
5. All adults will wear masks/shields.
6. Parents are not allowed inside any homeroom.
7. Face coverings (face mask or shield) will be required for all children 3rd grade and above while indoors, as per the COVID-19 INDUSTRY GUIDANCE: Schools and School-Based Programs - updated August 3rd, 2020. Pre-k through 2nd grade children are not required to wear any face coverings (but are strongly recommended per the guidelines). Face coverings are not required outside during recess or while eating a meal. Children can wear a face covering at any time during the day if that is the family preference. If your child has a medical exception, please notify the administration. Face shields will be provided by CKACS at no cost to the children.
8. Supervising adults will greet children outside their homeroom while social distancing and observe 6-foot markers in front of each homeroom during both drop-off and pick-up.
9. Parents complete sign-in and sign-out at the homeroom door, not inside the room. Clean pens are given to each parent then sanitized after each use.
10. Supervising adults will screen children upon arrival and take their temperature. Temperatures will be recorded on sign in sheet.
11. Persons who have a fever of 100.40 (38.00C) or above or other signs of illness, such as coughing or sneezing, will be sent home for the day.
12. Children will be asked to sanitize/wash their hands upon entering the homeroom. We have added two outdoor handwashing stations to facilitate and expedite the sign-in process.
13. Cohort sizes are 14 – 1 and once a cohort is established there will no change.
14. The details of the wheel will be clarified in the COHORT SCHEDULE section below.
15. Lunch will be in the homeroom or outside in the cohorts designated areas.
16. Each cohort will have a designated area at the playground.
17. Intensified cleaning and disinfection efforts are implemented throughout the day for both homerooms and playgrounds. We will be completing monthly deep cleanings of the entire campus through a third-party company.
18. Weekly staff training on the continuous implementation of the Cohort plan.
19. Families will receive weekly reminder on cohort plan implementation as well as new guidelines and implementations.
20. Superintendent will refer to FCDPH School Scenarios for guidance in the event a student/staff member in a cohort tests positive for COVID-19. The cohort affected will switch to distance learning for two weeks.
21. Parents will be notified via personal phone calls and emails in the event of a positive case.
COHORT SCHEDULE

Campus Drop off
- Children will report to their cohort homeroom at 8:15 am.
  - PreK – K drop-off will be no earlier than 7:45 am
  - 1st through 3rd Grade drop-off will be at 8:00 am
  - 4th Through 6th Grade drop-off will be at 8:10 am
- Supervising adults will greet children outside their assigned homeroom while social distancing and observe 6-foot markers in front of each homeroom during both drop-off and pick-up.
- Supervising adults will screen children upon arrival and take their temperature. Temperature will be recorded on sign in sheet.

Homeroom
- Children will begin the day with instruction within their assigned cohorts by their supervising adult.

Armenian/Arts
- Children will remain in their homeroom with their cohorts. Wheel program will remain on zoom or be conducted outside while maintaining social distancing as weather permits.
  Each child is required to bring a pair of headphones with a built-in microphone.
  (The headphone jack should have three (3) black lines on the connector).*

Recess
- Children will be assigned to designated areas on the playground.
- Each cohort will have designated recess equipment.
- Children will be expected to remain socially distant from one cohort to another on the playground.
- Recess equipment will be sprayed and cleaned between each cohort.

Lunch
- Children can either bring lunch from home or purchase school lunch.
- Children will eat lunch in their homerooms or outdoors in their designated cohort area.
  Each child is required to bring a personal water container. Water fountains will be disabled and/or removed. Each homeroom has been provided with a purified water station.*

Dismissal
- Parents will pick up their children from their homeroom cohorts.

*We will make every effort to accommodate all of our CKACS families. If you have any questions or concerns obtaining these required materials for your child, please contact the administration or the board and we will be happy to help you. Thank you for your understanding.
Daily Schedule

1st-3rd
8:15 - 8:45 Homeroom (Cohort Classroom)
8:45 - 9:35 English Language Arts (Cohort Classroom)
9:35 - 9:50 Recess (Designated Cohort Playground Area)
9:50 - 10:40 Math (Cohort Classroom)
10:40 - 11:30 Science/History/Projects (Cohort Classroom)
11:30 - 12:15 Lunch & Recess (Classroom/Designated Playground Area)
12:15 - 1:05 Wheel (Cohort Classroom via Zoom/ Designated Outdoor Cohort Area)
1:05 - 1:55 Wheel (Cohort Classroom via Zoom/ Designated Outdoor Cohort Area)
1:55 - 2:45 Wheel (Cohort Classroom via Zoom/ Designated Outdoor Cohort Area)
2:45 - 3:15 Homeroom (Cohort Classroom)

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4th - 6th
8:15 - 8:45 Homeroom (Cohort Classroom)
8:45 - 9:35 Wheel (Cohort Classroom/Designated Outdoor Cohort Area)
9:35 - 9:50 Recess (designated playground area)
9:50 - 10:40 Wheel (Cohort Classroom/ Designated Outdoor Cohort Area)
10:40 - 11:30 Wheel (Cohort Classroom/ Designated Outdoor Cohort Area)
11:30 - 12:15 Lunch & Recess (Cohort classroom/ Designated Outdoor Cohort Area)
12:15 - 1:05 English Language Arts (Cohort Classroom)
1:05 - 1:55 Math (Cohort Classroom)
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CKACS Reopening Plan: Parent Survey
Safely Moving Forward Without Leaving Any Child Behind

Survey of ALL families with students in 2nd through 6th grade
32 Families comprising 39 Students: 100% of Total Enrolled Student Population

Would you return to campus with our current Health and Safety protocols?

- Yes: 78%
- No: 22%

Are you waiting until there is a vaccine to return to on-campus learning?

- Yes: 3%
- No: 97%

Are you waiting until the State of California opens all the schools to return to on-campus learning?

- Yes: 16%
- No: 84%

We plan to continue with our current protocols but would you come back to campus without any protocols?

- Yes: 55.4%
- No: 44.6%

Do you want to continue with what we are doing now on Zoom and stay off campus for now?

- Yes: 12%
- No: 88%
**COVID-19 PROTOCOLS**

**WHAT TO DO IF A STUDENT BECOMES SICK AT SCHOOL OR REPORTS A NEW COVID-19 DIAGNOSIS**

- **Student(s) displays signs of infectious illness consistent with COVID-19.**
- **Teacher or staff excuses student(s) from classroom, cohort/pod or area within the school and notifies COVID-19 designated POC.**
- **COVID-19 POC takes student(s) to designated isolation room/area until transportation can be arranged to send student(s) home or to seek emergency medical attention.**
  - **AND**
  - **Note:** If multiple ill students must be placed in the same isolation room/area, ensure mask use and that they maintain at least 6 feet of distance between them.
  - **COVID-19 POC notify parent(s), guardian(s) or caregiver(s) of ill student(s).**
  - **Parent(s), guardians, or caregiver(s) pick up student(s). The student(s) should consult with their healthcare provider for evaluation and determination if testing is recommended.**
  - **Student negative COVID-19 test result.**
  - **Student returns to school following existing school illness management policies.**

- **Student positive COVID-19 test result.**
  - **A student(s) is newly identified as having COVID-19.**
  - **COVID-19 POC initiates list of close contacts of the ill student and communicates the possible exposure to teacher(s), staff, and parent(s), guardian(s) or caregiver(s) of student(s) in the school.**
  - **Exposed area(s) (e.g., classroom) closed off for up to 24 hours. Cleaning and disinfection of area performed by appropriate staff.**
  - **Administrators work with local health officials to assess transmission levels and support contact tracing efforts.**
  - **Close contacts are notified, advised to stay home (quarantine for 14 days), and to consult with their healthcare provider for evaluation and determination if testing is recommended.**
  - **Administrators or COVID-19 POC communicate with teacher(s), staff and parent(s), guardian(s) or caregiver(s) the importance of COVID-19 mitigation strategies (e.g., staying home when sick, washing hands, wearing masks, social distancing).**
  - **Members of the student(s)’ household are requested to quarantine for 14 days.**
  - **Student(s) returns to school after meeting criteria for ending home isolation.**

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**Note:**
- COVID-19 POC = the designated point of contact (a staff person that is responsible for responding to COVID-19 concerns, such as a nurse)
- Scenario based on geographic area with community transmission of SARS-CoV-2 the virus that causes COVID-19
- **With no known close contact**
- **Close contact is defined as someone who was within 6 feet for a total of 15 minutes or more within 2 days prior to illness onset, regardless of whether the contact was wearing a mask.
- **Student can end home isolation after meeting all of the following three criteria: at least 10 days since symptoms appeared, at least 24 hours with no fever-reducing medication, and symptoms have improved.**

*cdc.gov/coronavirus*
The Charlie Keyan Armenian Community School Day Camp
Health & Safety Pledge

By signing this form, I acknowledge that I am this child’s parent/legal guardian and am responsible for decisions regarding their health and well-being.

I understand that The World Health Organization has declared the novel Coronavirus (COVID-19) a worldwide pandemic and that during this time the Charlie Keyan Armenian Community School is making a good faith effort to follow all safety and infection control guidelines. This includes temperature screening, hand hygiene via handwashing stations, social distancing, daily campus sanitation, homeroom air purification system, and appropriate reporting of outbreaks to local authorities and informing affected families of possible exposures. This information will be kept confidential.

I acknowledge that myself, my child, and any member of my household has not experienced symptoms such as fever, fatigue, difficulty in breathing, dry cough, sore throat, congestion, body aches or has exhibited any other symptoms relating to COVID-19 or any communicable disease within the last 14 days.

I also acknowledge that I have not, nor any member(s) of my household, traveled by sea or by air, internationally within the past 14 days.

I understand that if my child shows any of the above symptoms while on campus, they will be sent home and asked not to return until they are asymptomatic for the appropriate recovery time; according to the most recent public health guideline.

As a member of the CKACS community, I understand that it would be beneficial to the health and safety of our children and staff should I choose to inform the school if myself, my child, or any member(s) of my household test positive for Covid-19 or shows associated symptoms.

Thank you for your support and commitment to a healthier and safer campus.

Children Name(s) ________________________________

Parent/Guardian Name(s) ________________________________
September 2, 2020

The purpose of this advisory is to clarify the status of schools in Fresno county.

Fresno County continues to experience widespread COVID infection, with the potential to cause severe illness and death. California has a new blueprint for reducing COVID-19 in the state with revised criteria for loosening and tightening restrictions on activities. Fresno County’s position on the statewide blueprint for a safer reopening prohibits some sectors from operating at this time, including in-person education at schools, as indicated here:

https://www.cdph.ca.gov/Programs/CID/DCDC/Pages/COVID-19/COVID19CountyMonitoringOverview.aspx

The Fresno County Department of Public Health is working with stakeholders from all sectors to help slow the spread of illness and build the medical and technical capacity to test, trace and treat infections using appropriate and recommended guidelines from the California Department of Public Health (CDPH) and the Centers for Disease Control and Prevention (CDC).

At the time of this writing, the following school-related policies are in effect for Fresno County:

1. All schools are to remain closed for in-person instruction until further notice.

2. In stable cohorts of no more than 14 children and 2 adults, support services, child supervision and facilitation of distance learning in small group environments are permitted.
   
   a. For schools, this guidance allows for targeted, specialized support and services only as determination is made at the LEA and school level, based on the needs of students. Students with disabilities should be prioritized by the LEA and school for receiving targeted supports and services. In addition, English learners, students at higher risk of further learning loss or not participating in distance learning, students at risk of abuse or neglect, foster youth and students experiencing homelessness may also be prioritized.

   b. All educational cohort activities must be done with face masks for children older than two and adults unless prevented by a medical condition, social distancing of six feet or greater, symptom screening with temperature checks, and all health and safety practices outlined by this document an the FAQs:

   https://www.cdph.ca.gov/Programs/CID/DCDC/Pages/COVID-19/small-groups-child-youth.aspx


   c. This guidance is not intended to allow for in-person instruction for all students, and these activities do not supersede separate guidance related to schools, youth sports, day camps, and child care.

3. After Fresno County has met the required thresholds for elementary school waivers, waivers to reopen elementary schools (grades K-6) will be considered for schools that can adhere to statewide guidance:

Promotion, preservation and protection of the community’s health
1221 Fulton Street (P. O. Box 11867, Fresno, CA 93775
(559) 600-3200 • FAX (559) 600-7687
The County of Fresno is an Equal Employment Opportunity Employer
www.co.fresno.ca.us • www.fcdph.org
Providing Targeted, Specialized Support and Services at School

UPDATED September 4, 2020

On August 24, 2020, the California Department of Public Health (CDPH) issued Guidance Related to Cohorts (Cohorting Guidance), which sets minimum health and safety guidelines across multiple sectors serving youth, including childcare and schools (public and private). The following is intended to supplement the Cohorting Guidance with responses to frequently asked questions specific to the provision of school-based targeted, specialized support. Insofar as a question is not addressed, local school officials—in collaboration with local health departments and school-based staff (including, if applicable, organized labor)—should implement measures consistent with local operations and needs.

Background: On March 4, 2020, the Governor proclaimed a State of Emergency in California as a result of the impacts of COVID-19 to make additional resources available and help the state prepare to respond to an increasing number of individuals requiring medical care and hospitalization as a result of a broader spread of COVID-19. Since that time, the State Public Health Officer and the CDPH have issued multiple public health directives to combat the COVID-19 pandemic, including, on July 17, 2020, the COVID-19 and Reopening In-Person Learning Framework for K-12 Schools (Framework).

The Framework prohibits in-person instruction at schools operating within a county in Tier 1 due to high rates of COVID-19, and permits elementary schools in those counties to request a waiver to permit reopening for in-person instruction where conditions and safety plans permit. On August 3, 2020, CDPH provided further guidance to the July 17 reopening framework and detailed information regarding the elementary school waiver process. The August 3 guidance noted that additional guidance was forthcoming to identify conditions in which schools otherwise prohibited from reopening for full in-person instruction can offer in-person services to small groups of students. On August 24, 2020, CDPH issued the Cohorting Guidance regarding permissible small-group in-person services.

Does the Cohorting Guidance apply to K-12 school settings?
Yes. The Cohorting Guidance authorizes small-group, in-person services in controlled, supervised, and indoor environments, such as those operated by local educational agencies (LEAs). The Cohorting Guidance applies to schools that cannot reopen for in-person instruction pursuant to the July 17 Framework, including elementary schools in those jurisdictions that have not received an elementary school waiver through the local public health office. Under these circumstances, school officials should develop and
TO: All Californians

SUBJECT: Guidance Related to Cohorts - UPDATED September 4, 2020

This guidance applies to groups of children and youth in controlled, supervised, and indoor environments operated by local educational agencies, non profits, or other authorized providers, including, but not limited to, public and private schools; licensed and license-exempt child care settings; organized and supervised care environments, i.e., “distance learning hubs”; recreation programs; before and after school programs; youth groups; and day camps. Guidance and directives related to schools, child care, day camps, youth sports, and institutions of higher education are not superseded by this document and still apply to those specified settings.

Purpose: To provide guidance for necessary in-person child supervision and limited instruction, targeted support services, and facilitation of distance learning in small group environments for a specified subset of children and youth, and for those programs to understand the required health and safety practices needed to prevent the spread of COVID-19 in their settings.

Definitions:

Cohort: a cohort is a stable group of no more than 14 children or youth and no more than two supervising adults (or a configuration of no more than 16 individuals total in the cohort) in a supervised environment in which supervising adults and children stay together for all activities (e.g., meals, recreation, etc.), and avoid contact with people outside of their group in the setting.

Supervising adult: an adult assigned to one cohort of children or youth, who does not physically interact with children or youth and supervising adults in other cohorts, other child facility staff, or parents of children or youth in other cohorts. This includes child care staff, certificated or classified school staff, volunteers, participating parent or caregiver, or other designated supervising adult(s).

Supervised care environment: an environment where multiple children or youth, from multiple families or households, are being supervised simultaneously by an adult. This includes, but is not limited to, licensed child care facilities, licensed exempt child care programs, supervised programs on a school site while a school is not in session or is providing curriculum in a distance-learning format, or where some educational services are being offered to a subgroup of students as identified by a local educational agency on a school campus.

Considerations for Cohorts

Utilizing cohorts minimizes the number of people exposed if a COVID-19 case is identified in a child or youth attendee, provider, other instructional support provider, or staff member of a particular cohort.

Children or youth, attendees and adults in supervised care environments during the COVID-19 pandemic must be in groups as small as possible. This practice decreases opportunities for exposure to or transmission of the virus; facilitates more efficient contact tracing in the event of a positive case; and allows for targeted testing, quarantine, and isolation of a single cohort instead of an entire population of children or youth and supervising adults in the event of a positive case or cluster of cases.

While present at the supervised care environment, children or youth and supervising adults in one cohort must not physically interact with children or youth and supervising adults in other cohorts, other child facility staff, or parents of children or youth in other cohorts.
Cohort Size

- Cohorts must be limited to no more than 14 children and youth and no more than two supervising adults, or a configuration of no more than 16 individuals total (children and youth or adults) in the cohort.
- Requirements for adult to child ratios continue to apply for licensed child care programs.
- Cohorts can be divided, as needed, into subgroups of children and youth from the same cohort, as long as the 14-to-2 ratio is not exceeded.
- The maximum cohort size applies to all children and youth in the cohort, even when all children are not participating at the same time. For example:
  - A cohort may not include 6 children or youth who attend full-time, 6 children on Mon/Wed/Fri, and 6 children on Tue/Thu (total of 18).
  - A cohort may not include 8 children or youth who attend for the entire day, 4 who attend mornings only, and 4 who attend afternoons only (total of 16).

Cohort Mixing

- Prevent interactions between cohorts, including interactions between staff assigned to different cohorts.
  - Assign children and youth who live together or carpool together to the same cohort, if possible.
  - Avoid moving children and youth from one cohort to another, unless needed for a child's overall safety and wellness.
  - Cohorts must be kept separate from one another for special activities such as art, music, and exercise. Stagger playground time and other activities so that no two cohorts are in the same place at the same time.
- The requirement to prevent interaction between cohorts can be met either by having each cohort in a separate room or space created by partitions.
- One-to-one specialized services can be provided to a child or youth by a support service provider that is not part of the child or youth's cohort.
- Specialized service includes but not limited to occupational therapy services, speech and language services, and other medical, behavioral services, or educational support services as part of a targeted intervention strategy.
- Services must be provided consistent with the industry guidance for Limited Services (PDF).

Considerations for Staff

Supervising adults should be assigned to one cohort and must work solely with that cohort, unless serving children five years of age and younger in which case an adult may be assigned to no more than 2 cohorts. Avoid changing staff assignments to the extent practicable. Substitute providers who are covering for short-term staff absences are allowed but must only work with one cohort of children per day.

Meetings among the staff from different cohorts must be conducted remotely, outdoors, or in a large room in which all providers wear cloth face coverings and maintain at least 6 feet distance from other providers. Outdoor meetings and meetings in large rooms with the windows open are preferred over meetings in small rooms with windows closed.

Precautions and Considerations

Physical distancing, in combination with the use of face coverings, decreases the risk of COVID-19 from respiratory droplets. Physical distancing between adults must be maintained as much as possible, and adults and students must use face coverings at all times, pursuant to the CDPH Schools Guidance regarding face coverings. Physical distancing between young children in the same cohort should be balanced with developmental and socio-emotional needs of this age group. Supervised care settings should follow applicable industry guidance on appropriate use of face coverings by children and youth.

See the CDPH Guidance on Schools and School Based Programs (PDF) and on Child Care (PDF) for additional considerations regarding, face masks, meals, cleaning, drop off and pick up and health screening.