

July 20, 2020.



Hi Everyone,

I hope you have been able to find some time to relax and renew this summer. As we prepare to reopen the district, we would like to share information in advance about what to expect when you return. On July 17, 2020, The 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. This means:

- Schools may not open for any in-person instruction, athletic or extracurricular 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**.

At this time, for the safety of staff and students we plan to reopen SVAE and SVCTE utilizing **Full Distance Learning** for at least the first two weeks. We plan to assess the situation and shift to the **Hybrid Model**. We continue to hope for a Full reopening if and when it is considered safe. We are continuing to follow all Santa Clara County Health department recommendations.

Throughout the summer, we have worked very hard to transform the district to become COVID-19 Ready by purchasing all the recommended supplies and implementing the appropriate protocols to keep our staff safe. Below are additional details on the plans for reopening.

#### **Silicon Valley Adult Education details:**

- We plan to reopen on Tuesday, September 1, 2020 in Full Distance Learning.
- September 21<sup>st</sup>, 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 will be given one (1) week notice prior to change of new schedule (Phase 2)

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

#### **Silicon Valley CTE details:**

- August 10, 2020. School Reopens in Distance Learning.
- September 7th; 3 weeks after we will reassess conditions, taking into account SVCTE staffing and Santa Clara County Public Health Guidelines.
- September 7th Communication will be sent home to families regarding potential new schedule as to new potential start date effective September 14th or stay in (Phase 1) distance learning schedule.
- Families will be given one (1) week notice prior to change of new schedule (Phase 2).

When we shift to the Hybrid Model:

- Students will attend 1 day a week on campus in person and 4 days a week via distance learning.
- Teachers will have two 30 minute periods a day for Office Hours and Sanitation.
- Teachers will have opportunities for Teacher Professional Development on Fridays.

#### **All-Staff Meeting Information**

Friday, August 7, 2020 10:00 a.m. - 12:00 p.m.  
This meeting will be held virtually.

**Here is the DRAFT Agenda:**

10:00 am	Welcome Back & Setting the Stage	Alyssa/Lisa/Alecia
10:15 am	Introduction of New Staff & Promotions	Alyssa
10:25 am	Union Presidents Welcome	Cassidy
10:30 am	Address the Reopening Plan	Alyssa/Alecia
10:45 am	Introduction of Employee Assistance Plan	Farah
11:00 am	Human Resources Play Book	Meagan/Farah
11:10 am	COVID-19 Training	Lisa Ketchum (COVID-19 Liaison)
11:40 am	Tech Talk with IT	Chuck
11:50 am	Budget & Financial Impact of COVID-19	Ron
noon am	Wrap up & Evaluation	Alyssa

The **Draft Reopening Plan for Fall 2020** can be found posted at [www.MetroED.net](http://www.MetroED.net) . The plan has been developed after careful review and consideration of many guidance documents referenced from **Santa Clara County Health Department, Center for Disease Control and Prevention** and many other entities. Many individuals have given input to this plan including teachers, administrators, classified staff and employee group leaders.

We know that today’s facts and advisories may be very different in the coming weeks. The shifting pandemic situation changes globally, nationally, and locally while research on its impact continues to inform all of us on the wavering conditions. It is very possible that new or changed health orders are issued between now and the first day of school, August 10<sup>th</sup> and September 1<sup>st</sup>. We are required to follow the State Officer’s Health order.

**The plan addresses the following areas:**

- Health and Wellness
- School and District Operations
- Teaching and Learning
- Technology
- Facilities
- Human Resources

Staff training will be provided to all staff members at an In-service meeting prior to school reopening.

**Training will include:**

- Health Screenings Process
- How to put on and take off a face covering
- Expectations and how to monitor and ensure students wear face coverings
- Instructing staff on air flow practices
- Over emphasizing hygiene practices
- Training staff on mental health awareness
- Policies to limit volunteers and other visitors on campus
- Appropriate poster signage in all locations
- COVID-19 staff responsibilities

Thank you for your support and patience. We look forward to welcoming you back to school!

Sincerely,  
*Alyssa Lynch*  
Alyssa Lynch  
Superintendent



Wear a face covering.



Practice social distancing.



Wash or sanitize your hands often.

 PLEASE STAY HOME IF YOU ARE SICK.