

COVID-19 Instruction and Mitigation FAQ for Berean Families

- **When will Berean’s operational model be decided and or changed? (cf. “Levels I-IV” in *Reopening Together*)** According to current guidelines from the state of California, Contra Costa County must be off of the Governor’s watchlist for 14 days before schools can reopen. With these criteria, Berean’s instructional model will likely be decided on Monday, August 3rd. At that time, parents will be notified whether the school will reopen for in-person instruction or be required to begin the year with remote learning. If the school is permitted to reopen, parents will be given one week to opt-out and choose full-time remote learning for their student(s). If school begins remotely for everyone, parents will be notified of changing conditions and likely reopening dates. Following the announcement of an official reopening date, parents will be given one week to opt-out and continue with full-time remote learning.
- **If our family decides to choose full-time distance learning, is it possible to switch to hybrid learning in the middle of the school year?** Yes, on a quarterly basis, Berean will make accommodations for families who desire to place their children back in the physical classroom. Parents should notify the school registrar, Seana Shafer, of any potential changes.
- **How will Berean split the A and B groups for the hybrid model? Is there a way to request either A or B groups?** Berean is committed to assigning students from the same household to the same group. After that, we will start by splitting students roughly alphabetically. We say “roughly” because we will need to make additional adjustments to ensure both groups have a similar number of students and that no particular course period is overloaded on any given day. Our registrar will communicate student group assignments via email after the announcement that school will be operating with an “in-person” operational model. Regretfully, we will be unable to consider requests to be assigned to a specific group or to specific days on campus, or in the same group with specific friends, etc. We trust you can understand that processing individual requests would create too many variables, and it is not feasible for us to be able to process and accommodate fairly the individual preferences of over 400 students for A-B group placement. We continue to hope and pray that the hybrid model will be temporary and that in due time we can, once again, be together on campus as one community.
- **What instructional model and schedule will the school employ for remote and hybrid learning?** Berean will conduct live, synchronous learning with both the remote and hybrid models. The school will utilize a white bell schedule Monday-Thursday, and students will be expected to attend seven classes daily, whether they are learning in the classroom or at home. Keeping the weekly schedule and bell schedule the same will allow teachers to utilize the same lesson plan and ensure consistency across the board. This system will also allow for a seamless transition back to a normal school routine when that day arrives.
- **What will a typical week look like with a hybrid model of instruction? (cf. Level III)** Though a dual, hybrid method of instruction will be used, an instructional week will look similar to the normal instructional routine. Teachers will plan and teach a daily lesson, the difference being that part of the class will be at their desks while the other part is watching from

home. Teachers will not be expected to develop a separate lesson for distance learning students; rather, both groups will receive the same, synchronous instruction.

- **What will Fridays look like? Will teachers assign work on Fridays?** Fridays will be reserved as “teacher prep days” for grading and curriculum preparation. Teachers will be on campus till noon on Fridays to attend department meetings and hold virtual (remote learning) and virtual/in-person (hybrid) office hours for students. In order to keep Fridays as a prep day, teachers are discouraged from conducting live instruction (lectures, discussions, etc). However, teachers who teach AP or honors courses may assign small, independent assignments (i.e. AP skill work, extra readings, source analysis, math problems) to their students on Fridays. All teachers may use Fridays as a due date for work assigned earlier in the school week.
- **What platforms and technologies will my student use?** The school is committed to reducing the number of online platforms students employ for distance learning. Teachers will utilize RenWeb, Zoom for Education, Google Classroom, and email to communicate with students and conduct live teaching. Teachers may also employ a few additional apps to supplement the primary platforms in use (e.g., Timify, EdPuzzle, FaceTime, etc)
- **Will teachers take attendance?** Attendance will be taken at the start of every class period, and every student, whether present physically or online, is responsible for prompt arrival to each class. Once roll is called, teachers will not be responsible for monitoring the attendance of distance learners. However, *Zoom for Education*, our live broadcast platform, keeps an attendance record that is time-stamped to show when each student logs in and out of the period. Teachers will send this report to the office staff for reconciliation.
- **How will live synchronous learning occur while students are at home?** Since teachers will be taking attendance at the beginning of each class period, all remote students will be expected to sign in at the start of each class period via Zoom. This is especially important since some students may be participating in full-time distance learning due to health reasons, and remote learning will be their main source of instruction. While all students are expected to be signed in at the beginning of each class, the amount of time they are logged in may vary depending on the length of the lecture or instruction. At teacher discretion, online students may be allowed to log off after the live instruction time in order to begin independent assignments/classwork. If distance students are allowed to log off before the class period ends, the instructor may require distance students to check-in at the end of the period by turning in work, discussing an assignment, or submitting an “exit ticket.” This will keep students accountable for participating in the entire 50 minute class period. For the first few weeks of the school year, teachers will keep their students actively participating in class via Zoom for the entire 50 minute class period until routine and trust is established.
- **How will distance learners be managed?** Teachers will not be responsible for managing the behavior of remote learners. Keeping remote students on a white bell schedule will promote accountability in attendance. Aside from recording their attendance at the start of the class period, teachers are not responsible for closely monitoring the actions of remote learners while they teach and manage their in-person students. As previously mentioned, teachers will not be expected to plan a separate lesson for distance learners; the same four lessons will be taught to both groups

throughout the week. Teachers are highly encouraged to use strategies that promote a more interactive classroom experience that engages remote learners and creates a classroom community. Examples may include shorter source readings that are screen shared and discussed by both groups, calling on remote learners to read or answer a question aloud to the class, utilizing *Zoom's* text chat features and breakout group feature, more emphasis on formative assessments, and interactive polls and exit questions via Google Classroom. If there is concern about the participation or behavior of remote learners, teachers will be encouraged to give those students' names to the Deans to follow up with specific students and their families.

- **How will the school maximize spiritual formation and development while employing the hybrid and distance learning models?** Berean Christian High School (BCHS) exists to support both the home (Deut 6:4–9) and the church (Eph 4:11–12) in the development of worshipers of Jesus Christ (Ps 22:27). What this means, of course, is that the distinctive characteristic of a Berean education is the presence and work of the Holy Spirit among our staff and students. And while we may begin the school year remotely or partially in person, we trust that the Spirit of God will be at work among us, wooing our students to become more like our Lord every single day (Rom 8:29). Whatever the operational model, our faculty and staff will embody the Christian worldview in every class through blatant biblical integration, role modeling, and prayer. Our Bible teachers will likewise resume their explicit teaching of the Word of God and promote ever-increasing spiritual growth in their students through their focused curriculum and commitment to spiritual development. On top of this, Berean is committed to providing a weekly virtual chapel, which we hope will become part of your family's weekly viewing. Early in the week, we will send out a link to a YouTube chapel service/devotional along with a discussion question or two. These questions will serve to foster a graded discussion later in the week during a portion of Bible class (either Wednesday or Thursday). And while these videos and questions will be designed to facilitate a discussion in class, we want to encourage every family to view the chapel at some point during the week and discuss it together. We trust this will provide a fruitful time of enjoying the Lord and his Word.
- **Will live teaching be recorded for later viewing?** In general no, but some courses may require an occasional lesson to be recorded. For many reasons, most importantly for promoting the community, normalcy, accountability, and the emotional health of our students, the school feels that it is necessary to keep everyone on a traditional synchronous (live taught) school schedule (8:30-3) without the recording and posting of all live lectures.
- **Can students come to campus on Fridays?** If the school is utilizing a remote learning instructional model, students are prohibited from coming to campus. This protocol may change, but for now, any exceptions to this rule must be granted by the administration. If the school is utilizing a hybrid model of instruction, students will be permitted to be on campus on Fridays in groups of 12 or fewer when specifically invited by a staff member. The limit of 12 students may change with new orders from the CCHS.
- **If a student decides to stay home because they are feeling ill, can they participate in distance learning for that day?** If a student decides to responsibly stay home because they are unsure of their symptoms, they may participate in distance learning for that day. If these types of "absences" become a regular occurrence and the teacher believes this privilege

is being manipulated to get out of in-class work, administrators will contact the student and family for more information.

- **What technology and internet speed will my student need for distance learning?** School issued iPads are sufficient for live interaction through *Zoom for Education* and for completing course work in the majority of classes. However, Berean recommends the supplemental use of a laptop or desktop computer for students learning from home. Teachers will notify parents of technology needs if their particular coursework requires more substantial processing capability for distance learning. *Zoom for Education* requires an internet connection - broadband wired or wireless (3G or 4G/LTE). A minimum bandwidth of 600kbps (up/down) is required and 1.5 Mbps (up/down) is recommended. Please check your home internet bandwidth using *Speedtest.net*.
- **Will there be a tuition discount for any reason? (later start date, cancellation of retreat, 4-days per week school, if we elect 100% BCHS distance learning, etc.)** Regretfully, we do not foresee being able to offer any level of tuition rebate related to a possible delayed school year start or modified school format or cancellation of All-School Retreat, as in fact we are incurring significant unbudgeted expenses and infrastructure improvement capital outlays related to complying with COVID health & safety measures. We can assure you that we take our stewardship of families' hard-earned tuition dollars very seriously, and Berean Christian is committed to continuing to provide an exceptional Christ-centered and academic school experience for your student within the current societal and regulatory constraints.
- **Are fall sports going to be rescheduled?** Yes. The California Interscholastic Federation (CIF) has determined, in collaboration with its ten member Sections, that education-based athletics for the 2020-2021 school year will begin with a delayed/modified season. See *cifstate.org* for the complete 2020-21 sports calendar.

COVID-19 Mitigation Protocols FAQ

Screening

- **How will Berean screen for COVID-19 symptoms?** Families will be required to pre-screen students for symptoms (including a temperature reading) each day before coming to school using Berean's screening app (available on the Apple App Store and Android by August 3rd). The app will employ the CDC's COVID-19 health questionnaire and require a "yes" or "no" answer to 10 questions. Students who pass the screening will receive a "green screen" on their iPads or phone, which they will present to their first-period teacher for entry into class. Students who fail the test will receive a "red screen" which indicates that they should not come to school until they receive a follow-up assessment from a medical professional. Students of families who opt out of using Berean's prescreening app must come to the front office each day to be assessed in person. An infrared thermometer will be employed to take a temperature reading. Faculty and staff will likewise use the app for daily screening and mitigation.

Face Coverings and Personal Protective Equipment (PPE)

- **What type of PPE is required while on campus?** It is required that all staff wear a face covering of mouth and nose. At present, this may be satisfied via teacher preference of either a reusable or disposable cloth mask, or transparent face shield, or both (unless or until Cal/OSHA standards require more stringent respiratory protection). Some teachers may prefer to use transparent face shields, if available, which enables students to see their faces and to avoid potential barriers to phonological instruction. Students are likewise required to employ masks over mouth and nose; however, students are not permitted to wear face shields unless they are cleared to do so by a medical professional. Students and staff will be frequently reminded not to touch their face covering and to wash their hands frequently. Information will be provided to staff, students, and students' families on the proper use, removal, and washing of cloth face coverings.
- **What supplies will be included in every classroom for use by students and teachers?** All classroom sinks will have soap. If soap is found empty or low, staff should notify the facilities manager immediately. Touchless hand sanitizing stations are available in all classrooms along with disinfecting wipes.
- **Are gloves recommended for students and staff?** Gloves are not recommended for use by students or staff, except those conducting duties such as cleaning, first aid, or food service.

Physical Distancing and Limiting Contact

- **What are the physical distancing protocols (distance, number permitted in a group) in multiple settings: in classroom, hallways, common outdoor spaces?** Where practicable, physical distancing of at least **four to six feet should be maintained** between students within a classroom or instructional area; at least **six feet should be maintained** between adults and students.
- **What is the recommended number of students in a class?** The number of students per classroom will depend on the operational model (hybrid or traditional), room size, and furniture configuration. Distancing cannot be guaranteed at all times and because of this, the CCHS recommends that masks be worn as a mitigation.
- **How will students enter and exit the classroom?** Students will enter the classroom one at a time, maintaining 4 to 6 feet of distance between them (CCHS recommends at least 4 feet). As students enter the classroom, first period instructors will confirm that students have pre-screened their symptoms using an app downloaded on their cell phone or iPad (the app will produce a green screen which will allow entry). Touchless hand sanitizing dispensers will be kept near the door, and students will be required to use them or to wash their hands using an outdoor or classroom sink (80 percent of Berean classrooms have sinks). For sanitary reasons, cell phone caddies will not be used. Instead, students will be required to keep their cell phones silenced and in their backpacks. Students will be dismissed from class by row, maintaining 4 to 6 feet of distance as they exit the classroom.

- **Has Berean configured the campus to include a space to isolate people who become ill at school?** Berean has identified the “boardroom” as its “sick room” - a space through which others do not regularly pass where symptomatic individuals can remain until they are able to go home.
- **Are all adults and adult volunteers (parents) excluded from campus?** This exclusion is very likely but not mandated in all cases. The administration will decide on a case by case basis on what makes sense for a particular context, observing prevention principles such as screening, maintaining physical distancing, and hygiene.
- **Will students in PE classes change into PE clothes? If so, how will social distancing work in PE locker rooms?** Teachers will actively supervise locker rooms to ensure that students are actively participating in social distancing. A maximum of six students will be allowed in the locker rooms at one time, and extra time may be given to accommodate the distancing mandate. At the writing of this document, all PE classes will be conducted outdoors with masks and distancing protocols.
- **Will lockers be off-limits?** To enhance social distancing protocols, lockers will not be issued unless a request is made by parents to the front office.

Facilities - Safety and Sanitization Considerations

- **When will Berean require handwashing or other forms of hand sanitization?** Students and staff will be reminded of good hygiene practices with both regular verbal reminders and via signs throughout campus and in all restrooms. Staff will explicitly require student handwashing or sanitizing when entering their 1st-period class, when exiting their 4th-period class before lunch, and after lunch when entering their 5th-period class. Although the school will provide extra handwashing and hand sanitizing stations throughout campus and in classrooms, we expect parents to partner with the school to regularly remind students of good hygiene practices. The school also asks that parents keep their students stocked with personal hand sanitizer, wipes, and extra masks to carry in their backpack.
- **Will teachers pass out and collect papers?** Though it is highly recommended that teachers utilize Google Classroom to create consistency between groups and keep their rooms as “paperless” as possible, paper distribution and collection are permitted as long as social distancing is maintained. It is recommended that as students enter the classroom, the day's assignments are stacked near the door so each student can get their assignments before sitting at their desk. Likewise, it is recommended that a basket or file folder be kept in an open area of the classroom so that students can turn in their assignments while maintaining social distancing.
- **What are the cleaning procedures Berean has put in place? How often will the classrooms and shared spaces be cleaned?** The entire Berean campus will be deep cleaned each night. During the school day, students will be required to wash their hands at various points throughout the school day. Students are also encouraged to bring their own disinfectant wipes and hand sanitizer. Classrooms will be equipped with disinfectant wipes and hand sanitizer.

for teachers to use at their discretion. The Berean facilities manager will be cleaning shared spaces throughout the campus (door handles, light switches, etc) throughout the school day. In the common event that a teacher is sharing a classroom with others, when a teacher is finished using the classroom, they will wipe down all shared spaces including but not limited to the computer keyboard, mouse, monitors, TV remotes, desk, chair, lectern, etc.

Reporting, Health Protocols, and Communication

- **Will we be notified if a staff member or student tests positive for the virus?** It depends, but generally yes, but only if that information is in a non-personally identifiable form. The Berean administration must make a reasonable determination that a student or staff member's identity is not personally identifiable, whether through single or multiple releases. *See* 34 C.F.R. § 99.31(b)(1) of FERPA
- **What are the communication guidelines if a positive case is confirmed?** Communication will vary depending on the specific circumstances of a case in the Berean community.
- **How will the school respond to a student or staff member exhibiting symptoms? If a student gets sent home for symptoms, when will they be allowed back to school?** If a staff member notices that a student is exhibiting common symptoms, they are encouraged to send that student to the office for assessment. The student will be separated from others as much as possible (isolation in the board room) until they can be transported home or to a healthcare facility. Isolated students will receive continued supervision and care until picked up by an authorized adult. There is no need for others who had contact with the sick person to quarantine themselves while waiting for the results. Students exhibiting symptoms will not be permitted to come back to school until they are symptom-free for 72 hours.
- **When should I consider getting a COVID-19 test for myself or someone in my family?** CCHS recommends a COVID-19 test for anyone who believes they may need one, whether or not they have symptoms. People who have symptoms of illness are encouraged to get tested. Visit coronavirus.cchealth.org/get-tested to learn more about testing in Contra Costa County.
- **Will staff or students diagnosed with COVID-19 need a document to return to school?** Anyone who has been diagnosed with COVID-19 must isolate at home for at least 10 days, plus three days after symptoms subside. If needed, CCHS will provide clearance letters at the end of isolation/quarantine.
- **If a parent is diagnosed with COVID-19, will their student need to self-quarantine prior to returning to school? How will the schools know when the student is ok to return?** If a student or staff has a household member who tests positive for COVID-19, the student will be ordered to quarantine at home until 14 days have elapsed since all household members are no longer considered infectious. CCHS may issue an order with

explicit instructions on quarantine and details on its expiration. If needed, CCHS will provide clearance letters at the end of isolation/quarantine.

- **If a student or teacher tests positive, with or without symptoms, will the entire school be closed?** Not necessarily. Next steps will be determined on a case-by-case basis. CCHS may conduct contact tracing to determine who, if anyone, may have had close contact with the person who tested positive and will provide guidance to Berean, including whether a school closure is recommended. Whenever a positive case is confirmed on campus, the school will perform a thorough cleaning of areas where the person spent time, especially high-contact surfaces.

Transportation

- **What safety measures will be in place for bus drivers and students?** To lower the risk of exposure, Berean will implement the following for van and bus transportation:
 - The Berean prescreening app will be employed for students to board the bus
 - Physical distancing when getting on/off the bus will be required
 - Students and drivers will wear face masks at all times
 - Students will be encouraged to avoid touching their faces
 - Students will be spaced out according to current distancing guidelines
 - Windows may be open for better ventilation
 - Siblings will be encouraged to sit together to help us maximize our capacity to transport students

Miscellaneous

- **Will I be required to sign a release form for my student to come to the Berean campus?** Yes. The release form acknowledges that despite Berean's best efforts at screening, distancing, and sanitization, the school will not be able to guarantee that it will remain free of the virus or that students will not contract COVID-19 or any other infection at the school. Beginning on July 23rd, Berean will require that everyone coming to campus sign and date a *Notice and Release*. Students who are planning on being on campus prior to the first day of school, August 17th, must bring a parent signed release form unless they are 18 years of age. In that case, adult students can sign for themselves. For everyone else, please bring a parent signed copy to registration.