Welcome back and, if you are new, welcome to Tamalpais Union High School District. I hope you and your loved ones experienced a safe and healthy June and July. We have spent the summer listening, learning, and adapting our Fall plans. It is now abundantly clear that August will find us with a resurgence of COVID-19 and as we experience tightened restrictions we are anchored in our commitment to the development of creative, passionate, and self-motivated learners.

Looking to the 2020-2021 school year and beyond, Tam District is resolved to do everything we can to reopen our campuses because we believe doing so is in the best interest of our students. And yet, we recognize that we need to find a pathway for reopening campuses safely with the health and well-being of our entire community in mind. **At this time, we plan for our students to begin the 2020-21 school year with a more robust and flexible 100% distance learning model using a phased approach (in conference with Tamalpais Federation of Teachers) for in-person re-entry to school.**

The *School Reopening Guide leads out with* the assumption that a vaccine will be available at some time during the coming school year, which means we need to be able to transition students back to schools in phases. Even as we plan to launch learning in August, we need to be flexible in our approach. This means that TUHSD must be prepared to toggle between different learning models designed to fit a variety of circumstances and learning needs.

**The Reopening Guide is organized by four principles:**

- How schools will operate
- How we plan to reduce risks
- How we will support students, staff, and families
- How we will be intentional about access to instruction and resources

No schools will be operating in a business-as-usual manner in the foreseeable future; however, through this *Reopening Guide*, we hope to shape positive school and learning experiences within a challenging new context. Tamalpais leadership would like to thank its students for their resilience, adaptability, and spirit; its parents for their support, patience, and understanding; and its staff for their courage, professionalism, and dedication. The 2020-21 school year promises to be an especially challenging one for all of us, but we are confident that we can weather these challenges together.

Sincerely,

Tara Taupier, Ed.D.
Superintendent
2020-21 School Year

Instructional Vision

Academic achievement for all students through high quality education programs that provide targeted ongoing support for students and staff.

Instructional Options for Students & Families

Marin County Public Health announced the delay of in-person instruction until at least September 8th. Due to this announcement, the Tamalpais Union High School District will begin the 2020-21 school year in a distance learning model through at least September 8th.

Governor Newsom also put stipulations on when schools may open to in-person instruction.

To read more about the local and state public health guidelines, please see the following links:
- California Department of Public Health guidelines for in-person instruction link.
- The complete state guidelines on reopening schools link.
- Marin County guidelines for reopening schools link.

When health officials determine it is safe to begin the transition back, we will return to sites on a hybrid schedule.

<table>
<thead>
<tr>
<th>Hybrid</th>
<th>Distance Learning</th>
</tr>
</thead>
<tbody>
<tr>
<td>Under current public health guidelines</td>
<td></td>
</tr>
<tr>
<td>• In person instruction for all students based on a phased approach from 25-75%</td>
<td></td>
</tr>
<tr>
<td>• Virtual learning for balance of time</td>
<td></td>
</tr>
<tr>
<td>o Virtual learning has robust expectations including a weekly learning plan from all teachers</td>
<td></td>
</tr>
</tbody>
</table>

Selected by family OR in the event of more restrictive public health guidelines are issued
- Campuses are closed and instruction is delivered remotely

✔ Student support centers will be established at each site for students who may need extra support participating in distance learning
At this time, we plan for our students to begin the 2020-21 school year with a more robust and flexible 100% distance learning model using a phased approach for in-person re-entry to school.

There are three scenarios for teaching and learning; **100% Distance Learning**, Hybrid Learning, and **100% In-Person Learning**. Under these scenarios, there is a breakdown of in-person/distance learning hybrid phases that allow our educational model to pivot at any time between the three scenarios in phases.

<table>
<thead>
<tr>
<th>Phase 1</th>
<th>Phase 2</th>
<th>Phase 3</th>
<th>Phase 4</th>
<th>Phase 5</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>100% Distance Learning</strong>&lt;br&gt;<em>In the event of more restrictive public health guidelines are issued</em>&lt;br&gt;● Campuses are closed and instruction is delivered remotely</td>
<td><strong>Hybrid Learning phases</strong>&lt;br&gt;Under current public health guidelines&lt;br&gt;● In person instruction for all students based the phases listed above&lt;br&gt;● Virtual learning for balance of time&lt;br&gt;○ Virtual learning has robust expectations including a weekly learning plan from all teachers</td>
<td><strong>100% In-Person with Restrictions</strong>&lt;br&gt;<em>In the event of that less restrictive public health guidelines are issued</em>&lt;br&gt;● Campuses are open to all students with some restrictions</td>
<td></td>
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</tr>
</tbody>
</table>
DISTANCE LEARNING SCHEDULE

- Students maintain their enrollment status at their brick and mortar schools.
- Students attend school online during regular school hours and follow a standard school schedule.
- Wrap-around support services provided for students (e.g. Counseling Services, Therapies, and Mental Health) on campus or remotely as appropriate.

POTENTIAL HYBRID SCHEDULE

- Students may be split into an A/B rotation to reduce the number of students in a classroom and the school by approximately half.
- Students may be assigned to a group, probably by alpha, with the goal of keeping families together.
- Students may attend the physical campus 2 days a week for a full day and their in-person learning will be supported by robust distance learning with required attendance and participation.
- Schools will employ physical distancing measures meeting established thresholds.
- Schools will have to account for specialized classroom space needs for students with disabilities.
We anticipate that bell schedules will be available on August 10, 2020. In the meantime you can expect all classes to meet on Monday for at least 30 minutes followed by two 75 minute sessions throughout the week per class.

<table>
<thead>
<tr>
<th></th>
<th>Monday</th>
<th>Tuesday</th>
<th>Wednesday</th>
<th>Thursday</th>
<th>Friday</th>
</tr>
</thead>
<tbody>
<tr>
<td>Staff/Dept meeting</td>
<td>8:30-9:30</td>
<td>Period 0 7:10-8:25</td>
<td></td>
<td>Period 0 7:10-8:25</td>
<td></td>
</tr>
<tr>
<td>Period 1</td>
<td>9:40-10:10</td>
<td>Period 1 8:30-9:45</td>
<td>Period 5 8:30-9:45</td>
<td>Period 1 8:30-9:45</td>
<td>Period 5 8:30-9:45</td>
</tr>
<tr>
<td>Period 6</td>
<td>1:35-2:05</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Period 7</td>
<td>2:15-2:45</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Period 0/8</td>
<td>2:55-3:25</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
Scheduling: Teaching & Learning

Teachers will be required to track all assignments that students will do while outside the classroom as it will have to count towards instructional time. Teachers will create weekly learning plans for students.

1. **Instruction will be Chromebook-based.** Printed versions of textbooks and novels will will be distributed as needed. A weekly system to exchange broken Chromebooks will be available. Alternatives will be determined for students who do not have internet access.

2. **We are in a synchronous instruction model.** This means that teachers will offer synchronous/live support.

3. **Instruction should focus on essential standards.**

4. **Weekly learning plans are required and will be posted for students in either Canvas or Google Classroom.**

5. **Grace and flexibility.** We are in an unprecedented situation. We have to lean into ambiguity, learn from our mistakes, and adjust as needed. If changes occur at the state or local level, we will make adjustments to this plan.
All teachers will be using 1 of 2 learning management systems: Google Classroom or Canvas. These platforms will support the learning experience whether students are in person or learning remotely. We plan to provide student and family orientation sessions with Google Classroom and Canvas at the beginning of the school year to prepare for successful implementation.

What is Canvas?

Canvas Student allows students to access their courses and groups using a mobile device. Students can submit assignments, participate in discussions, view grades and course materials. The app also provides access to course calendars, To Do items, notifications, and Conversations messages.

Video on downloading the canvas app and navigating the system: [LINK](https://www.canvaslms.com/)

What is Google Classroom?

Google Classroom is a class-organization platform that incorporates Google's core G Suite (Google Docs, Sheets, Slides, Drive, and other Google products) so students can access everything they need for a class, including homework assignments, group projects, files, and even Google Hangouts to chat with the teacher or the entire class. Classroom also includes optional "Additional Services," including YouTube and Maps, which a school administrator can choose to enable as part of your student's Classroom tools. Google Classroom isn't a learning tool, like IXL, Khan Academy, and other providers of educational content: It's designed for organization and collaboration. ([https://www.commonsensemedia.org/blog/parents-ultimate-guide-to-google-classroom#whatis](https://www.commonsensemedia.org/blog/parents-ultimate-guide-to-google-classroom#whatis))

Video on navigating google classroom: [LINK](https://support.google.com/classroom/answer/6200976?hl=en)
Safety & Sanitation

We will have an extensive educational program to promote good hand hygiene practices and proper mask wearing. Each site will have extra sanitation stations and well-stocked bathrooms to promote frequent hand washing. Our campuses will also have strict guidelines governing entrance into and movement around the buildings.

✔ Consistent with County and State orders, all students and staff will be required to wear face coverings while on campus.

✔ Students to bring their own appropriate face coverings and will have disposable masks available for those who do not bring one to school.

✔ Require face coverings for all visitors

✔ Students will be spaced 4-6 feet apart and facing the same direction, when practicable.

✔ Teacher desks will be 6 feet away from students

✔ Frequent sanitization of high-touch areas with hospital-grade germicide throughout the day and after school in preparation for next day

✔ Set screening protocols for all visitors

✔ Set capacity limitations for restrooms and elevators

✔ Install hand sanitizing stations in high-traffic areas (e.g. building entrance, etc.)

✔ Monitor student attendance for increased chronic absences

✔ Click Link: [protocols for reporting symptoms and initiate contact with Marin County Health](#)

[Click the picture to watch a Marin County Public Health Message]

LINK to Videos on Handwashing: [https://www.cdc.gov/handwashing/index.html](https://www.cdc.gov/handwashing/index.html)
Wellness

Student health and wellness has taken on a new level of importance as we navigate school closures and social distancing due to the COVID-19 pandemic. We hope that each of you and your families are staying healthy and safe. We miss our students and are working hard to find more ways to connect with our youth during these unprecedented times. We are pleased to share that TUHSD has launched a Virtual Counseling & Wellness Center (click the blue text for web links) for all students to access and stay connected to our Counseling & Wellness staff and programs.

✓ **Talk to Someone!** Each school has School Counselors, School Psychologists and Community Therapists available to speak to you about issues large and small. To arrange an appointment, simply contact your School Counselor, Wellness Coordinator, Administrator or Teacher. We’re ready to listen!

✓ **Navigate** mental health services in Marin County with this flowchart.

✓ **Stay Safe** with crisis support - please refer to this list of numbers to call or text for 24/7 support.

✓ **Black Lives Matter!** Learn how racism affects youth health and well-being. See our health and wellness resources for students of color and their allies, here.

✓ **Explore Mindfulness Techniques** or keep up with an existing practice. Check out these free mindfulness apps/tools.

✓ **Take Care of Yourself** and those you love during these uncertain times by visiting this site for tips and tricks.

✓ **Follow TUHSD Counseling & Wellness on Instagram!**

@tam.wellness
@drake.wellness
@redwood.wellness
@tamschoolcounseling
Distancing

Every effort will be made to maintain as much distance as possible. Reopening schools requires certain procedures be in place to ensure safety as students, teachers and staff return to school campuses.

✓ Establish protocols for expanded entry areas in compliance with State mandates for safety and security
✓ Assess staggered arrival and dismissal times for students
✓ Establish family pick-up/drop off protocols
✓ Evaluate emergency drill procedures (active shooter, fire drill, etc.)
✓ Stagger classroom release, when feasible
✓ Create protocols for transitions during passing times
✓ Strategically place signage to reinforce safety protocols
✓ Require families to perform temperature checks on students prior to school arrival
✓ Require face coverings for staff and students
Transportation

Please check [www.marintransit.org/service-alerts](http://www.marintransit.org/service-alerts) for updates on any new information or service impacts related to COVID-19. To adhere to physical distancing guidance onboard vehicles, drivers are asked to limit capacities. Supplemental School service will resume when school closures are lifted.

Marin Transit is operating backup service in high ridership areas where limited capacities are creating pass-ups, specifically along Highway 101 and within the Canal area of San Rafael.

The backup trips help minimize impacts associated with pass-ups and give riders additional service options. Canal backup service (“Canal Shuttle”) will operate between the hours of 6:00 am and 3:00 pm (Monday-Saturday) and Highway 101 backup service (“Novato-Marin City”) will operate 7:00 am – 6:00 pm (Monday-Saturday).

Routing through the Canal will follow the Route 35 alignment/stops and routing along Highway 101 will serve all bus pads in Marin County, the San Rafael Transit Center, Marin City, and stops in Downtown Novato including Redwood/Grant and Redwood/Olive.
Classroom Environment

Attendance is mandatory. Grades will be assigned per BP 5121. Extra-curriculars will be explored prior to opening to determine the best approach to ensuring students have access to these important resources.

☑ Each week, teachers will create a weekly learning plan to include all assignments with time requirements.

☑ Instructional minutes will meet or exceed the state requirement for high schools during the COVID-19 response.

☑ Teachers will have additional professional development for engaging in robust remote learning for the synchronous learning sessions.
Adapting Meal Services

Student Nutrition Services will offer ‘grab n go’ meals to students on a cashless basis next school year. Prepayments for meals are accepted online on the following website: Myschoolbucks.com. New for 2020-21, an online free and reduced-price meal application will be available on the Student Nutrition website on August 10, 2020. Link to website: Here. All students will scan their bar-coded student ID card at the meal service location while social distancing to receive ‘grab n go’ meals and/or snack grab bags.

✓ Serving lines will be placed in breezeways and indoor eating will be restricted.

✓ Students who will be eating on campus will be encouraged to wear face masks when not consuming food or beverage, spread around campus outside and to eat in small groups under cover during inclement weather.

✓ Adjust lunch service options to utilize alternative space for meal consumption

✓ Maximize social distancing as much as possible during mealtimes

Food/Nutrition services will be available during distance learning. Information on meal pickup will be available by August 17th.
Extracurricular Activities

Currently, no contact activities are permitted that involve the potential of person-to-person physical contact. Extracurricular activities (clubs, etc.) are encouraged to meet on a virtual platform.

Athletics

The California Interscholastic Federation (CIF) has determined, in collaboration with our 10 Sections, that education-based athletics for the 2020-2021 school year will begin with a modified season of sport schedule. Here is the NCS calendar link.

2020-21 CIF Sports Calendar
as of July 20, 2020

<table>
<thead>
<tr>
<th>Sport</th>
<th>Last Day for Section Playoffs</th>
<th>*Last Day for Regional/State Championships</th>
</tr>
</thead>
<tbody>
<tr>
<td>FALL</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Volleyball (Boys &amp; Girls)</td>
<td>March 13, 2021</td>
<td>March 20, 2021</td>
</tr>
<tr>
<td>Water Polo (Boys &amp; Girls)</td>
<td>March 13, 2021</td>
<td>March 20, 2021</td>
</tr>
<tr>
<td>Cross Country</td>
<td>March 20, 2021</td>
<td>March 27, 2021</td>
</tr>
<tr>
<td>Trad. Competitive Cheer</td>
<td>Determined by Section</td>
<td>April 17, 2021</td>
</tr>
<tr>
<td>Football</td>
<td>April 10, 2021</td>
<td>April 17, 2021</td>
</tr>
<tr>
<td>Field Hockey</td>
<td>Determined by Section</td>
<td>**</td>
</tr>
<tr>
<td>Gymnastics</td>
<td>Determined by Section</td>
<td>**</td>
</tr>
<tr>
<td>Skiing &amp; Snowboarding</td>
<td>Determined by Section</td>
<td>**</td>
</tr>
<tr>
<td>SPRING</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Badminton</td>
<td>May 22, 2021</td>
<td>May 29, 2021</td>
</tr>
<tr>
<td>Soccer</td>
<td>May 29, 2021</td>
<td>June 5, 2021</td>
</tr>
<tr>
<td>Swimming &amp; Diving</td>
<td>May 29, 2021</td>
<td>June 5, 2021</td>
</tr>
<tr>
<td>Tennis (Boys &amp; Girls)</td>
<td>May 29, 2021</td>
<td>June 5, 2021</td>
</tr>
<tr>
<td>Wrestling</td>
<td>June 5, 2021</td>
<td>June 12, 2021</td>
</tr>
<tr>
<td>Basketball</td>
<td>June 12, 2021</td>
<td>June 19, 2021</td>
</tr>
<tr>
<td>Golf (Boys &amp; Girls)</td>
<td>June 12, 2021</td>
<td>June 23, 2021</td>
</tr>
<tr>
<td>Baseball</td>
<td>June 19, 2021</td>
<td>June 26, 2021</td>
</tr>
<tr>
<td>Softball</td>
<td>June 19, 2021</td>
<td>June 26, 2021</td>
</tr>
<tr>
<td>Track &amp; Field</td>
<td>June 19, 2021</td>
<td>June 26, 2021</td>
</tr>
<tr>
<td>*Competitive Sport Cheer</td>
<td>Determined by Section</td>
<td>**</td>
</tr>
<tr>
<td>Lacrosse</td>
<td>Determined by Section</td>
<td>**</td>
</tr>
</tbody>
</table>

*Regional/State Championship events have been reduced to one week for all sports
** Regional/State Championship events are not currently offered by the State CIF in these sports
*CSC teams are approved to compete in season culminating tournament on June 12
Health Screening Questionnaire for Students and Staff

Ask these questions. A person who answers “Yes” to any one of these questions must not be allowed to enter or remain at the school facility.

<table>
<thead>
<tr>
<th>Question</th>
<th>Answer</th>
</tr>
</thead>
<tbody>
<tr>
<td>1. Within the last 14 days have you been diagnosed with COVID-19 or had a test confirming you have the virus?</td>
<td>Yes – STAY HOME and seek medical care.</td>
</tr>
<tr>
<td>2. Do you live in the same household with, or have you had close contact with, someone who in the past 14 days has been in isolation for COVID-19 or had a test confirming they have the virus? Close contact is less than 6 feet for 15 minutes or more.</td>
<td>Yes – STAY HOME and seek medical care and testing.</td>
</tr>
<tr>
<td>3. Have you had any one or more of these symptoms today or within the past 24 hours? Are these symptoms new or not explained by another reason?</td>
<td>Yes – STAY HOME and seek medical care and testing.</td>
</tr>
</tbody>
</table>

- Fever
- Cough
- Shortness of breath/trouble breathing
- Chills
- Night sweats
- Sore throat

- Muscle/body aches
- Loss of taste or smell
- Headache
- Confusion
- Vomiting
- Diarrhea
We are working with Marin County health officials to develop comprehensive plans and protocols for when we have a positive COVID-19 case in our school community. With a positive case, privacy will be protected, but students and staff may be put on 14-day quarantine.

<table>
<thead>
<tr>
<th>Scenario</th>
<th>Immediate Actions</th>
<th>Communication</th>
</tr>
</thead>
</table>
| Scenario 1: A student or staff member either exhibits COVID-19 symptoms, answers “yes” to a health screening question, or has a temperature of 100.00 or above. | - Student/staff sent home  
- Student/staff instructed to get tested | No action is needed |
| Scenario 2: A family member or someone in close contact with a student or staff member (outside the school community) tests positive for COVID-19 | - Student/staff sent home  
- Student/staff instructed to get tested  
- Student/staff instructed to quarantine, even if they test negative, for a full 14 days after (1) date of last exposure to COVID-19 positive non-household contact or (2) COVID-19 positive household member completes their isolation  
- If student/staff test positive, see Scenario 3 below  
- School administration notified | For the Involved Student Family or Staff Member:  
Template Letter: Household Member or Close Contact With COVID-19 Case |
| Scenario 3: A student or staff member tests positive for COVID-19.        | - Student/staff sent home if not already quarantined  
- Student/staff instructed to isolate for 14 days after symptom onset OR 7 days after resolution of symptoms, whichever is longer. (If never symptomatic, isolate for 14 days after positive test.)  
- School-based close contacts identified and instructed to test & quarantine for 14 days  
  - In stable elementary classroom cohorts: entire cohort  
  - In other settings: use seating chart, consult with teacher/staff  
- School administration notified  
- Public Health Department notified | For Positive Case  
Student Family/Staff:  
Template Letter: COVID-19 Case  
For Student Families and Staff Members Identified as Close Contacts:  
Template Letter: Household Member or Close Contact With COVID-19 Case  
For All Other Student Families and Staff Members:  
Template Letter: COVID-19 Case in Our Community |
<table>
<thead>
<tr>
<th>A class, assignment, or resource</th>
<th>Your student’s teacher</th>
</tr>
</thead>
</table>
| A technology-related problem or issue (I can’t sign in, my sound doesn’t work, or something is not working with my device) | **Students:**  
  - Option A: Go to the IT Helpdesk icon in the TUHSD Portal (http://portal.tamdistrict.org/), and submit a new request.  
  - Option B: Using your school-provided Gmail account, send an email to help@tamdistrict.org.  
**Parents/Guardians:** Contact the IT Secretary at 415-945-1034, or via email: dcraft@tamdistrict.org. Please include student’s name & school in all communications. |
| A personal concern regarding your student       | **Redwood-Principal Sondheim**  
Contact: Jean Leutwyler, 415-945-3620, ileutwyler@tamdistrict.org  
**Drake-Principal Seabury**  
Contact: Jolie Jacobs, 415-945-3410, jjacobs@tamdistrict.org  
**Tamalpais- Principal Farr**  
Contact: Laure Keaton, 415-380-3510, lkeaton@tamdistrict.org  
**San Andreas-Principal Luongo**  
Contact: Joy Collins, 415-945-3770, jcollins@tamdistrict.org  
**Tamiscal-Principal Stiffler**  
Contact: Sue Woods, 415-945-3794, swoods@tamdistrict.org |
| Social/Emotional Support                        | School counselor or Wellness Coordinator      |
| Food/Nutrition Services                         | **Drake School Cafeteria**  
Phone number 1 (415) 458-3460  
**Redwood & San Andreas Cafeteria**  
Phone number 415-945-3677  
**Tamalpais High School Cafeteria**  
Phone number 415-380-3567 |
| Bullying/Harassment:                            | School Administrator or Confidential Tip Line (listed on each school’s website) |
| Athletics                                       | Link: [https://www.cifstate.org/landing/index](https://www.cifstate.org/landing/index) |
| Current Marin County guidelines                 | Link: [https://www.marinhhs.org/](https://www.marinhhs.org/) |
| Current California State guidelines             | Link: [https://covid19.ca.gov/](https://covid19.ca.gov/) |