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BOARD OF EDUCATION: Andrew Cruz • Christina Gagnier • Irene Hernandez-Blair • James Na • Joe Schaffer • SUPERINTENDENT: Norm Enfield, Ed.D.

March 9, 2020

Dear CVUSD Family,

Many of you have questions about the Novel Coronavirus (COVID-19) and how it affects our school district. To date, there has been no positive case of COVID-19 in all of San Bernardino County, and that includes Chino Valley Unified School District. I want to assure all of you that my staff continues to work diligently, behind the scenes, to increase preventative measures and develop a continuation plan should this virus land in our community.

Since January, my staff has been participating in regular conference calls with public health leaders and taken guidance from the California State Department of Public Health and the Center for Disease Control and Prevention (CDC). You may have already seen some of the community updates that have been sent out and posted on our school district website and social media platforms. Those communications as well as regular updates and resources can be found on our CVUSD website on the COVID-19 updates pages at <https://www.chino.k12.ca.us/Page/26942>

I firmly believe that preparation is our best defense in dealing with the unprecedented COVID-19 virus. There are many things we can do now to be prepared, including practicing preventative hygiene, reinforcing our own family emergency plans and maintaining emergency supplies, and being responsible to ourselves and to our community by staying home when we are ill.

As with any uncertain situations, COVID-19 may be a frightening topic for our children. It is important that we acknowledge their feelings about the topic and discuss it with empathy and reassurance. The National Association of School Psychologists (NASP) has provided some excellent guidance on how you can speak to your children about this topic. Our District website's COVID-19 section contains a link to this resource, but you can also click on this link to go directly to the NASP recommendations: <https://www.chino.k12.ca.us/Page/26963>

In our school district, we have developed a multi-pronged approach to prevention and preparation as follows:

### **ENHANCED CLEANING AT SCHOOLS AND DISTRICT SITES**

Out of an abundance of caution and for proactive measures in order to prevent the spread of viruses, I asked District maintenance staff to disinfect all our school classrooms and offices this past weekend. The disinfectant used was ACE 61 Neutral Disinfectant &

Detergent, which has been utilized by schools for more than 10 years. This disinfectant is used daily throughout our schools as part of our standard cleaning and disinfectant process. ACE 61 is used in the classrooms/offices to disinfect chairs, desk, sinks and light switches. Additionally, the disinfectant is approved by the Environmental Protection Agency and allowed to be used in school districts across California.

Last week, our maintenance management staff physically inventoried every school site to ensure that all school sites have appropriate cleaners and disinfectants. The District has contracts in place with outside cleaning and restoration companies for immediate, on call services in the event of an outbreak. Additionally, the following steps are being taken:

- Reinforce training with custodial staff to ensure that we are using the proper chemicals and cleaning techniques for disinfecting.
- Augment our normal standard cleaning procedures with more frequent disinfecting of high contact areas.
- Install additional hand sanitizers at all school sites as soon as our orders are delivered from our vendors.

### **NUTRITION SERVICES BEST PRACTICES**

To help prevent any person-to-person transmission of any virus, the following health measures/procedures have been implemented by our school district's Nutrition Services Department for elementary and junior high grades:

- Students will no longer be allowed to touch the point of sale screen as part of their meal transaction. It will be the responsibility of the Nutrition Services staff to correctly record the transaction at the point of sale terminal.
- For high school sites using a keypad to record transactions, disinfectant wipes are being used to help disinfect equipment. These disinfectant wipes are being used to disinfect keypads, tablets and point of sale terminals as often as needed.

### **ENCOURAGE BEST HEALTH PRACTICES**

It will take a coordinated community effort to prevent the spread of COVID-19 and any respiratory illnesses. As such, I have directed all school sites to encourage the following personal practices to their students, staff and employees. As a District, we are sharing this with our community, and I encourage you to do the same.

- **Stay Home When Sick.** Individuals who have been ill should be fever-free for 24 hours without using fever-reducing medication before returning to school or work. A fever is defined as having a temperature of 100 degrees or above.
- **Wash Your Hands Frequently** with soap and water for 20 seconds, especially after going to the bathroom; before eating; and after blowing your nose, coughing, or sneezing. If soap and water are not available, hand sanitizer with at least 60% alcohol can be used. Use of soap and water is best.



- **Use Verbal Salutations** in place of handshakes and hugs. Do not share utensils and cups.
- **Cover Your Cough or Sneeze with a Tissue**, then throw the tissue in the trash and wash your hands. If you do not have a tissue, use your sleeve/elbow (not your hands).
- **Avoid Touching** your eyes, nose and mouth with unwashed hands.
- The California Department of **Public Health recommends getting the flu vaccine** if you have not done so this season.

As I stated above, District staff are **cleaning and disinfecting** frequently touched objects and surfaces at our sites using California state-approved cleaners. Additionally, we have placed messaging reminders for handwashing/coughing best practices in highly visible areas such as restrooms, classrooms, staff lounges, eating areas and sinks.

Although the **CDC does not recommend the use of face masks** as a preventative measure, if a student arrives to school with a face mask, they will be allowed to wear it. The District will not be distributing face masks to students.

Our schools are updating contact information for parents/guardians to expedite communications if needed. I encourage you to make sure your school has current contact information for you and anyone else you have authorized to be responsible for your children in your absence.

## **STUDENT/STAFF ILLNESS PROTOCOLS**

The best way to prevent the spread of any illness is to stay home when you are ill. However, our highly qualified school nurses are prepared to assess students who present flu-like symptoms at school and have protocols in place to attend to them while keeping the general population separated. Our school protocols regarding student illnesses include:

- School Nurses or Health Technicians will assess students presenting with flu-like symptoms that include fever, cough, and shortness of breath and will contact family to immediately pick up their student.
- Schools have designated a specific room to temporarily separate students or staff members if they present flu-like symptoms that include fever, cough, and shortness of breath.
- School Nurses or Health Technicians will advise parent/guardian to contact their primary care provider.
- School Nurses will notify the District's Health Services Department of any students or staff that are presenting flu-like symptoms that include fever, cough, and shortness of breath.
- School sites will monitor absences due to flu-like symptoms (e.g. fever, cough, shortness of breath) and report to the District's Health Services Department.

- The District's Health Services Department will contact the San Bernardino County Department of Public Health to report cases and/or patterns that potentially may be COVID-19.

In accordance with the Department of Public Health mandates, we will work directly with public health agencies should any potential cases of COVID-19 arise.

Because of the importance of staying home when ill, I have asked school sites to evaluate their perfect attendance programs in order to encourage best health practices during this unprecedented time.

### **EDUCATION CONTINUATION PLAN**

Currently, our District does not have any plans to close any of our schools. Our first responsibility as educators is to educate your children. However, should a COVID-19 outbreak require school closures, we have developed a multi-tiered learning plan for our students.

Rest assured that if anything necessitates a school closure, you will be notified promptly and provided with specific plans on how to continue education. Continuance of education will include both independent study at home and online distance learning. We have plans in place to make remote learning assignments easily accessible for families who are technologically equipped, as well as for those who may need assistance with technology.

You can find weekly updates (or more frequently if needed) to the ongoing COVID-19 situation on our website at <https://www.chino.k12.ca.us/Page/26942>

Please know that we are working every day to prepare and continuously enhance plans for any challenges that the unprecedented COVID-19 may bring to our school district. Our community has always worked best as a family, and this situation reminds us of our need to work with and for each other. Please remember to always practice sensitivity in actions and words to avoid marginalizing segments of our community. We are in this together.

Sincerely,

A handwritten signature in blue ink, appearing to read 'Norm Enfield', with a long horizontal flourish extending to the right.

Norm Enfield, Ed.D.  
Superintendent of Schools