



MCDOWELL SCHOOL

INFANT | PRESCHOOL | ELEMENTARY CAMPUS

August 23, 2020

Dr. Clayton Chau. Orange County Health Care Agency.

Dear Dr. Chau,

I am writing to secure a re-opening waiver for McDowell School in case the current trends do not continue, and Orange County remains on or returns to the State of California watch-list.

Our small school shares a campus with a Preschool that includes an Infant program, that is operating safely under the guidance of our parent company Cadence Education, following County Licensing, CDC, and AAP guidelines.

Our Kindergarten through grade 5 program allows for a maximum of 90 students, but I anticipate 60 to 70 students will be enrolled, and of that number, around 50 who would want to attend in person, so I anticipate around 5 to 8 children in each classroom.

Our intended start date is the day after Labor Day, as is our tradition, Tuesday September 8th, 2020. Our classes have not been on campus since Friday March 13th, 2020, with our program delivered by distance learning.

Our school is owned and operated by Cadence Education Inc. who are headquartered at 8800 North Gainey Center Drive, suite 300, Scottsdale Arizona 85258. Our Health provider is Aetna Health.

As well as the guidance and protocols put in place by Cadence Education, I have worked in concert with an Advisory Group, parents with invaluable expertise, and have surveyed my families and faculty, to develop a plan that will allow us to operate safely, adhering to all recommended health and safety protocols. I have also worked closely with the site administrator responsible for the Preschool, and my regional administrators, as I am the sole administrator with responsibility for grades K through 5.

Our current plan is attached to this application, along with the protocols of our parent company. Additional advisory group, parent questionnaire responses and comments, and faculty communications can be made available should you require further evidentiary materials. Our plan is posted on our website at www.mcdowellschool.org.

Our families have the option, should we be permitted to open, to have the children attend in person or to work remotely. Each classroom is set up with a large screen TV, Camera, and Computer set up on a mobile cart, to allow for live streaming of classes. This would also be our back-up system should we be directed to not have children on campus.

I believe our small school is prepared to be an exemplar of a safe and healthy return to the classroom for those in our community who require it.

Thank you for your consideration.

Sincerely,

Christopher J Lincoln. M.Ed. Head of School.



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Please submit one application for each local educational agency or equivalent. If applying on behalf of a school district please submit one application for elementary schools in the district that are seeking to reopen for in-person instruction. If applying for an independent, private, faith-based, or charter school, please submit an application for each school.

Background Information

Name of Applicant (Local Educational Agency or Equivalent): McDowell School

Name of District/School: McDowell School

If this is a School District Consolidated Application Yes: No:
(Please list each school on a separate sheet)

School Type: Traditional Public School
 Charter School
 Private, Independent, or Faith-Based School

Number of schools: 1

Enrollment: 72

Superintendent (or equivalent) Name: Christopher J Lincoln

Address:

29028 Aloma Avenue
Laguna Niguel
California 92677

Number of students and number of classes per grade proposed to be reopened:

TK	K	1 st	2 nd	3 rd	4 th	5 th	6 th
	12/1	12/1	12/1	12/1	12/1	12/1	

Date of Proposed Reopening: September 8th, 2020

Name of Person Completing Application: Christopher J Lincoln

Phone Number: 949-584-9515

Email: CLincoln@Cadence.Education

Signature:

Date: 8/23/2020

I. Consultation

Please confirm consultation with the following groups:

Labor Organization

Name of Organization(s) and Date(s) Consulted:

Parent and Community Organizations

Name of Organization(s) and Date(s) Consulted:

Parent Support Group - multiple dates from 5/15/2020 (5/19, 5/20, 6/8, 6/20, 6/30, 7/12, 7/13, 7/19, 7/20 and 7/24/2020)

Covid-19 Advisory Group - multiple dates from 5/15/2020 (5/19, 5/20, 6/8, 6/30, 7/11, 7/17, 7/20 and 7/24/2020)

If no labor organization represents staff at the school, please describe the process for consultation with school staff:

There are ten teachers on our staff, they are contracted to return on 8/31/2020. Each was informed of the process through the summer months, and asked directly if willing to return to the classroom on 8/18/2020.

All responded positively, save one who is pregnant. Accommodations have been made for her to work from home.

II. Elementary School Reopening Plans

Please confirm that elementary school reopening plan(s) addressing the following, consistent with guidance from the California Department of Public Health and the local health department, have been published on the website of the local educational agency (or equivalent):

Cleaning and Disinfection: How shared surfaces will be regularly cleaned and disinfected and how use of shared items will be minimized.

Cohorting: How students will be kept in small, stable, groups with fixed membership that stay together for all activities (e.g., instruction, lunch, recess) and minimize/avoid contact with other groups or individuals who are not part of the cohort.

Entrance, Egress, and Movement Within the School: How movement of students, staff, and parents will be managed to avoid close contact and/or mixing of cohorts.

- Face Coverings and Other Essential Protective Gear:** How CDPH's face covering requirements will be satisfied and enforced.
- Health Screenings for Students and Staff:** How students and staff will be screened for symptoms of COVID-19 and how ill students or staff will be separated from others and sent home immediately.
- Healthy Hygiene Practices:** The availability of handwashing stations and hand sanitizer, and how their use will be promoted and incorporated into routines.
- Identification and Tracing of Contacts:** Actions that staff will take when there is a confirmed case. Confirm that the school(s) have designated staff persons to support contact tracing, such as creation and submission of lists of exposed students and staff to the local health department and notification of exposed persons. Each school must designate a person for the local health department to contact about COVID-19.
- Physical Distancing:** How space and routines will be arranged to allow for physical distancing of students and staff.
- Staff Training and Family Education:** How staff will be trained and families will be educated on the application and enforcement of the plan.
- Testing of Students and Staff:** How school officials will ensure that students and staff who have symptoms of COVID-19 or have been exposed to someone with COVID-19 will be rapidly tested and what instructions they will be given while waiting for test results. Describe how staff will be tested periodically to detect asymptomatic infections.
- Triggers for Switching to Distance Learning:** The criteria the superintendent will use to determine when to physically close the school and prohibit in-person instruction.
- Communication Plans:** How the superintendent will communicate with students, staff, and parents about cases and exposures at the school, consistent with privacy requirements such as FERPA and HIPAA.
- School Website URL** where reopening plan and waiver are posted.
www.mcdowellschool.org

Additional Resources:

CDPH and Cal/OSHA Guidance for Schools and School-Based Programs

<https://files.covid19.ca.gov/pdf/guidance-schools.pdf>

California Department of Education Stronger Together: A Guidebook for the Safe Reopening of California's Public Schools

<https://www.cde.ca.gov/ls/he/hn/strongertogether.asp>

CDPH COVID-19 and Reopening In-Person Learning Framework for K-12 Schools in California, 2020-2021 School Year

<https://www.cdph.ca.gov/Programs/CID/DCDC/CDPH%20Document%20Library/COVID-19/Schools%20Reopening%20Recommendations.pdf>

For Internal Use Only:

Date Received

Health Officer Review

Determination Date