

RETURN TO CAMPUS: HYBRID AND ONLINE FREQUENTLY ASKED QUESTIONS

The following document has been created in response to questions posed by Principals and Community of School Administrators related to the hybrid return to campus. All of the responses contained in the “Answers” column have been provided by the respective district divisions based upon District policy, the most current LACDPH published guidelines and negotiated agreements with our labor partners. Additional guidance will be provided as information is made available.

As of March 18, 2021

ATHLETICS (HIGH SCHOOLS)		
Questions		Answers
How do we proceed with a daily pass and access to sports with students from local charters that play on our teams?		Charter school students may use the Daily Pass as “Guest.” The use of the Daily Pass is not required and charter school students may screen in person prior to entering campus.
When sports competitions occur, does the host school need to screen and temperature check the visiting team? Do the visiting team (athletes and adults) need to use the Daily Pass to access our campus?		When participating against non-LA Unified schools, the home team will need to screen the visiting opponent upon arrival. Visiting LA Unified teams do not need to screen when they arrive for a contest. All LA Unified teams should be screened before they board the bus.
Can coaches livestream games for parents/community to view? What are the parameters?		This is a school site decision following all District guidelines and ensuring media release forms are in place for all student athletes. Coordinate with your Local District Operations Coordinator.
How will student cohorts from stable advisory cohorts work when students will then mix with their sports team cohort after school?		According to the latest LA County Department of Public Health guidelines, students can be a part of different cohorts for Interscholastic Athletics than they would be during the instructional day.
How will buses be allocated for competition meets/games? What is the process for ordering buses?		Buses will be ordered through fieldtrip@lausd.net . Athletics will provide funding for 8 away contests per team.

RETURN TO CAMPUS: HYBRID AND ONLINE FREQUENTLY ASKED QUESTIONS

BEYOND THE BELL (BTB STUDENT SUPERVISION)		
Questions		Answers
Will all BTB programs now be called Student Supervision Programs?		During Hybrid Reopening, the BTB programs will be called the BTB Student Supervision Program.
What will be the hours of the BTB Student Supervision Program?		At the time of this publication, the hours of operations for the Student Supervision program are 8 a.m. to 4 p.m. Monday through Friday. We are working to expand our service hours to meet the needs of families, staffing permitted.
Will before school care be offered?		Not at this time. The program will open at 8:00 a.m.
Will the employee daycare program still be offered for employees whose children attend non-LAUSD schools that have not yet opened for in-person/hybrid services?		Only if there is space available for these students. First priority will be school site students.
Will all students needing BTB services be admitted? Or is there a capacity per site?		We are accepting all students who selected the need for BTB Student Supervision and are attending the in-person model. We are working with the cities and others to utilize outside facilities if needed.
How would BTB prioritize the need for student supervision? lottery?		All students indicating the need for BTB Student Supervision, and are participating in the hybrid in-person model, will be allowed enrollment if they are going to be in attendance for 5 days.
Will BTB provide tents if all rooms are being used?		Student Supervision cohorts will require the use of classrooms and/or non-instructional space (MPR, Auditorium, Library, etc) that is not used to host a hybrid instructional cohort. If your site has exhausted the use of all rooms on campus and requires additional space for use by the Student Supervision program, please communicate this need to your BTB site supervisor.
Can schools utilize rooms previously occupied by afterschool program staff to accommodate classroom cohorts?		Yes, but for the most part, they are small rooms.
How will the cohorts that have been established during instructional hours be maintained during BTB Student Supervision?		We will be working with the principals to establish the cohorts during the instructional hours as well as the Beyond the Bell time. According to the latest

RETURN TO CAMPUS: HYBRID AND ONLINE FREQUENTLY ASKED QUESTIONS

	LA County Department of Public Health guidelines, students can be a part of different cohorts than they would be during the instructional day.
When will schools be notified on who the BTB staff will be that report to their campus?	We will notify principals once staffing assignments have been finalized.
Will BTB be able to provide additional support for supervision? I.e - other than childcare supervision. Temperature checks?	BTB staff have set responsibilities in regards to the BTB Supervision Program.
Who provides the BTB school team's PPE? Who will be responsible for ordering replenishments for BTB?	The District has provided a baseline allocation of PPE to all schools. Host schools will be responsible for placing replenishment orders to meet the needs of both the instructional and BTB programs.
Will Special Education Centers and Career and Transition Centers have BTB programming?	Unfortunately, at this time, BTB is not able to offer programs at Special Education or Career Transition sites.
Where will BTB be housed if all classrooms are being utilized on a campus?	We are working on off-site facilities for those schools that lack adequate space. Priority will be given to TK through 2nd grade to remain on the school campus.
Will online students be eligible for BTB Student Supervision programs?	No, only students that have selected in-person instruction may participate in the Beyond the Bell program.
What is the maximum of students in the BTB Program?	BTB is working to maintain a 14:1 ratio.

BUDGET SERVICES

Questions	Answers
Attachment A Elementary Hybrid Instruction point 2 states, "The 30-minute extension of the school day outlined below shall be compensated at the members hourly rate." How do we document this and pay them?	<ol style="list-style-type: none"> 1. Extra 30 minutes for ES teachers 2. 2.5 hours for CSPP teachers 3. 15 hours for preparation 4. 1 hour for site based COVID chair
What is the funding line for the voluntary 15 hours for teachers prior to the start of hybrid?	

RETURN TO CAMPUS: HYBRID AND ONLINE FREQUENTLY ASKED QUESTIONS

<p>When should we expect the extra funding allocation participants of the COVID-19 Compliance Task Force (1 hour/week)?</p>		<table> <tr> <th>Classification</th><th>Fund</th><th>Functional Area</th></tr> <tr> <td>Teachers and Coaches</td><td>010-3210</td><td>1110-1000-15382</td></tr> <tr> <td>Coordinators/Deans</td><td>010-3210</td><td>0000-2100-15381</td></tr> <tr> <td>Counselors</td><td>010-3210</td><td>0000-3110-15381</td></tr> <tr> <td>Librarians</td><td>010-3210</td><td>0000-2420-15381</td></tr> <tr> <td>Nurses *</td><td>010-3210</td><td>0000-3140-15381</td></tr> <tr> <td>PSW/PSA/Psychologists*</td><td>010-3210</td><td>0000-3110-15381</td></tr> <tr> <td>SPED Assistants</td><td>010-3210</td><td>1110-1000-15382</td></tr> <tr> <td>Physical Therapist,OT/PT Providers</td><td>010-3210</td><td>0000-3140-15381</td></tr> <tr> <td>Speech & Language Pathologist</td><td>010-3210</td><td>010-2100-15381</td></tr> </table> <p>*Reported centrally, not at school sites.</p>	Classification	Fund	Functional Area	Teachers and Coaches	010-3210	1110-1000-15382	Coordinators/Deans	010-3210	0000-2100-15381	Counselors	010-3210	0000-3110-15381	Librarians	010-3210	0000-2420-15381	Nurses *	010-3210	0000-3140-15381	PSW/PSA/Psychologists*	010-3210	0000-3110-15381	SPED Assistants	010-3210	1110-1000-15382	Physical Therapist,OT/PT Providers	010-3210	0000-3140-15381	Speech & Language Pathologist	010-3210	010-2100-15381
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<p>For sites that are co-located with Charters, can we use shared space in order to accommodate cohorts?</p>		<p>At least two (2) weeks prior to the District's hybrid reopening, the District administrators, charter school administrators, and Co-Location Advisory Team should facilitate a meeting to discuss any necessary adjustments to the existing Shared Use Agreement to address student and staff health and safety. Amendments to the Shared Use Agreement must be mutually agreed upon by both the co-located District and charter school administrators, as outlined in Bulletin 5532.1</p>																														

RETURN TO CAMPUS: HYBRID AND ONLINE

FREQUENTLY ASKED QUESTIONS

Do co-located charters have to conform to LAUSD Hybrid schedules?	Co-located District and Charter School administrators should meet to ensure operations are aligned to meet all safety guidelines. Contact your Charter Operations Coordinator for additional support.
COVID-19 TESTING/VACCINATIONS	
Questions	Answers
If a student in a hybrid model fails to test every 2 weeks, must the principal switch the student to virtual? What is the process?	Students are required to participate in weekly COVID-19 testing. If a student is absent on the day tests are administered at their school, the student may attend school and test the following week. If the student is absent on the testing day the following week, a new baseline (negative) test is required before they attend in-person instruction. Principals will be able to monitor student test results via the Principal Dashboard.
What is the testing process for parents who opt-in their child to the hybrid model at the 2-week program change increment?	The student may test at the school on the scheduled testing day. As an additional option, the parent may make an appointment at one of the Local District test sites.
Is there a rollout for parent volunteer vaccines?	A volunteer is not an employee. At this time, only education sector employees are eligible to receive a vaccine. The parent volunteer may be eligible for vaccination if they have alternate eligibility through another category.
When will the nurses be setting up at sites? Is there a schedule for this? Who will the nurses be? What will this look like?	At this time, nurses are serving students and families at COVID-19 testing and vaccination sites. These essential health care services are necessary for a safer return to school. District Nursing is developing a schedule that will provide necessary services at the school site and also accommodate the need to test and vaccinate students and employees.
Once we are in a hybrid model, will all surveillance testing occur on individual school campuses? Will parent permission be required?	Periodic testing will take place at school sites. The district has engaged a vendor, Infiniti Health, to conduct periodic COVID-19 testing of students and staff at school sites. Parental consent is required for the baseline test. Additional consent for ongoing periodic tests is not required.

RETURN TO CAMPUS: HYBRID AND ONLINE

FREQUENTLY ASKED QUESTIONS

Will the district still be offering Community COVID-19 testing sites for online students and family members?	Once schools open for hybrid instruction, COVID-19 testing will be provided for symptomatic and exposed family members of students and employees. Non-school testing sites will be located in each Local District for employees who are assigned to non-school work locations.
Have all SEIU employees been offered the vaccine now? What if an SEIU employee does not want to take the vaccine or has not scheduled an appointment?	All LAUSD employees have been given the opportunity to receive a COVID-19 vaccine.
Will the three-hour sub-window for testing and vaccination continue to be offered once in-person instruction begins?	Yes, the three-hour sub-window for vaccination will continue. There will be a COVID-19 Testing Traveling Team that will visit each school for periodic COVID-19 Testing.
How many days prior to school starting do the students need to have their COVID-19 test?	Students must have a negative baseline test within one week (7 days) prior to their return to campus.
How will the Community Engagement (CE) team track positive infection for students living in the same location (same apt. complex)?	LAUSD Community Engagement team will continue to “contact trace” for the LAUSD school community. The County will continue to be the lead for Contact Tracing in Los Angeles County.
How will parents be notified/reminded to have students tested?	Template notification letters will be available to inform parents of testing requirements.
How often will students need to be tested?	The testing frequency of students and staff is determined by our medical team and university medical partners. At this time, weekly testing is established. The testing frequency may be adjusted over time based on scientific recommendations.
How will families get test results if they do not have a parent portal account?	A Parent Portal account is required to make a test appointment.
The Visitors on Campus document states, “Visits to the school by individuals other than students and staff shall be avoided whenever feasible and limited to those who are essential for the school’s operation.” That means we may have visitors or do visitors need to be COVID-19 tested? How will we be informed they have been COVID-19 tested?	Visitors to the campus are required to respond to the health screening questions and have their temperature monitored. At the discretion of the site administrator, visitors may be on campus for brief periods, following all safety protocols (wear a mask, maintain social distance, etc.)
Who is monitoring the COVID-19 testing (ensuring every student is getting tested every 2 weeks)?	The Principal Dashboard provides information on test results.

RETURN TO CAMPUS: HYBRID AND ONLINE

FREQUENTLY ASKED QUESTIONS

Will our COVID-19 Testing system expand to allow student teachers to be tested if they are allowed on site?	Student teachers should participate in weekly testing. They can register for a test through the guest portal at https://dailypass.lausd.net .
If parents refuse to get their child tested and/or refuse to participate in ongoing testing, are they disallowed from in-person hybrid?	Weekly testing is required for students who return for hybrid instruction.
Can we provide a step-by-step guide for responding to a positive case on campus and the procedures for temporarily shutting down a cohort?	The CE Team will provide the appropriate guidance to schools and offices for responding to a positive case.
Early Ed students do not have access to make a COVID test appointment. Their parents do not have access to the parent portal, so they can't go that route either. Students have LAUSD emails and it lets them log into the Daily Pass Portal however once you click on make a COVID test appointment it says they have to be 18 years or older to move forward. Therefore, how are we expected to have the students get tested before returning to in-person instruction?	The District is working with Microsoft on this issue. For now, parents can set up an account in the Parent Portal. However, the setup connection to their student is pending on the next Microsoft enhancement. Parents can access COVID-19 testing and Daily Pass as "guests" in the meantime. More information will be forthcoming.
DAILY PASS/DASHBOARD	
Questions	Answers
Can students over 13 register on the Daily Pass website with their ID Numbers?	Students 13 years old and older can sign in to the Daily Pass using their mymail.lausd email accounts.
How will students that do not have parents who are registered for Parent Portal utilize the Daily Pass app?	Only students who are 13 years and older can obtain a Daily Pass on their own via https://dailypass.lausd.net . Students under 12 whose parents do not have a Parent Portal account will need to answer the Daily Health questions verbally.
Can the Principal assign employees to serve as the "Welcomer?" If so, what specific staff can be assigned? What if a person refuses? Must a person volunteer to serve as Welcomer?	The school administrator needs to identify and work with the best staff members that are available and willing to be Welcomers at the school. A Welcomer needs to be able to maintain confidentiality in terms of people's temperature, documentation regarding access to the campus, and adhere to the District entrance requirements.
There are glitches in the Daily Pass Dashboard where students and employees have taken a COVID-19 test but the data does not reflect in the	A Principal can request to see the negative test result and can also request that the student or employee submit it to the District through the Daily Pass

RETURN TO CAMPUS: HYBRID AND ONLINE FREQUENTLY ASKED QUESTIONS

dashboard. How will an administrator verify that a baseline test was administered? Can they ask for results or just verification of an appointment?	feature “Submit External Test Results” so that it is part of the Dashboard system.
How will schools get technical support for installing the scanner app?	Schools can use the job aid for guidance on how to add Power Apps to a District issued tablet or mobile device. School support technicians will be available to support schools with installing the Daily Pass Scanner to existing District-issued devices. The District has purchased iPhones with the Power Apps already downloaded for schools to use as the scanners. Access to the Daily Pass Scanner will need to be requested through this form . One Access is in the process of getting set up for future requests.
The Daily Pass and the Dashboard do not sync simultaneously. An employee had a negative Covid result, cleared Daily Pass, but was disallowed. Which platform overrides the other or will both mirror each other by the first day of reopening?	More information will be forthcoming prior to the first day of school related to the functionality of these two systems.
Can we add the cohort assignment to the Daily Pass?	Adding cohort assignments is an enhancement we are looking to include in the Daily Pass and the Dashboard once the data is collected in MiSiS.
Do we need to log students who answer the Daily Health Check questions in person?	Only those who do not pass the Daily Health Check and temperature check need to be logged and shared with the COVID-19 Compliance Task Force.
Is there a sample log for the students who do not pass the Daily Health Checks?	Yes, the log can be found under COVID-19 Prevention Trainings in the Principal’s Portal or in https://bit.ly/DailyPassResources .
If a paraprofessional is a “Welcomer” does that prevent them from being assigned additional other duties during the day? I.e. supervision in hallways/classrooms?	It is up to the school Principal and their team to plan the schedule of their staff to best meet the school’s safety needs and requirements while ensuring employees are working within their class description. If a paraprofessional is a “Welcomer,” it does not prevent them from being assigned other duties during the day. A “Welcomer” needs to be identified to conduct screening procedures during the school’s hours of operation.
Where can I find the training for the QR Code scanner?	Schools can use the job aid for guidance on how to add the Daily Pass Scanner by downloading Power Apps to a District issued tablet or mobile device.

RETURN TO CAMPUS: HYBRID AND ONLINE

FREQUENTLY ASKED QUESTIONS

When should we expect scanners for the Daily Pass? Can we use other district-issued devices?	Yes, schools can use existing district-issued devices. The District has also purchased iPhones to download Power Apps and get access to the Daily PassScanner app. Schools should expect deliveries starting March 19th. Early education centers will receive 1 iPhone, elementary schools will receive 3 iPhones and secondary schools will receive 5 iPhones. The application will already be downloaded, but access to the Daily Pass Scanner will need to be requested through this form . One Access is in the process of getting set up for future requests.
Where can we access the Public Dashboard that reports all instances of positive cases at all schools and worksites?	The public dashboard is being developed and is not yet available.
Are we taking temperatures on the forehead or wrist?	Temperatures are taken about 1-inch away from the forehead with a contact-free infrared thermometer. Training is available on MyPLN the course name is "Part 4: Daily Health Screening Procedures"..
EEC - Early Education Centers/Infant Centers	
Questions	Answers
Who will teach the PCC students virtually if teachers have students that are in-person and virtual?	PCC teachers will teach an AM session with in-person students and then teach the rest in a PM session virtually.
Who teaches remotely at the EECs and will the number of students be higher than 24?	Employees who are unable to return due to a medical condition must provide documentation from a medical provider and go through the RA process to determine if a reasonable accommodation can be provided. No teacher will be asked to teach more than 24 students.
What is the cohort size for Infant Centers?	4:1 for infants with a maximum group size of 10.
Have clear shields/masks been ordered for all Infant Centers staff?	These items are available at no cost to the school site through the District Warehouse using the LRP process.
What are the recommendations for Infant Centers that have no additional rooms for isolation/quarantine rooms?	Since the Infant Centers have two rooms, the Infant Center will use one of the rooms for isolation/quarantine if needed. Pop-up tents were distributed to each school site for use as quarantine and isolation space. Contact the District Warehouse to determine the status of your order/confirm delivery.

RETURN TO CAMPUS: HYBRID AND ONLINE FREQUENTLY ASKED QUESTIONS

What are the recommendations to maintain social distancing when Infant Centers have so many 3-hour Infant Center aides? 1:3 ratios	Infant Centers will follow the same guidelines as the other early education programs.
Are Infant Centers following the same policies as EECs for receiving students? Parents cannot come onto campus for changing students as usual?	Yes, parents cannot come onto the campus. Infant center aides and teachers are also responsible and trained to diaper infants.
Are Infant Centers aligned to the same return guidelines as EEC's?	Yes, but infants will be brought back using the same CDE priority as outlined in the Management Bulletin 20-18.
Infant Centers have to open a half-hour before so HS students can be on campus on time? What will be the hours for Infant Centers with the new HS schedule?	The current EEC/Infant Center schedule indicates that the start time for drop off is at 8:00 am and High Schools open at 8:30 am. Coordinate with your local high school to verify times.
Will Infant Center teachers go between both groups of students- infants & toddlers since it's considered one class?	Yes, the infant and toddler teacher will go beneath the groups as they are considered one classroom.
Will Infant Centers have 10 or 12 students in cohorts?	4:1 for infants with a maximum group size of 10.
Will Infant Care parents have the same return order per CDE as EECs?	Yes, infants will be brought back using the same CDE priority as outlined in the Management Bulletin 20-18.
How will EEC and CSPP parents and students be able to sign up for weekly COVID-19 testing?	EEC and CSPP parents will need to use the household/invited guest links in dailypass.lausd.net to schedule COVID-19 tests for their students.
Will early education teachers receive an additional 30 minutes of pay? My PCC teacher only works 6 hours.	The funding information for use with additional pay for these employees is available in the Budget Services section.

EXTRACURRICULAR ACTIVITIES (Clubs, Bands, SRLA, Partnerships, etc.)

Questions	Answers
Will non-LAUSD after-school vendors be able to operate on campus after reopening?	Arts Partners should continue to offer services virtually.
Can mental health agencies provide on-site counseling services?	No, on-site partner services/volunteers are not authorized at this time. Partners with current MOUs for site-based services may continue to provide

RETURN TO CAMPUS: HYBRID AND ONLINE FREQUENTLY ASKED QUESTIONS

		telehealth and/or virtual support services, in alignment with their existing MOUs. Organization Facilitators will provide additional information and updates at a later time.
Will City Year employees have access to campus? Are other such partners like City Year, Promesa Boyle Heights, and Communities in Schools able to return to campus?		No, on-site vendor/contracted services/volunteers of this kind are not authorized at this time. Vendors with current contracts for site-based services may continue to provide their services virtually, when feasible, in alignment with their existing contracts.
What are the parameters for SRLA to practice after-school and weekends in person?		SRLA is not part of Interscholastic Athletics. They operate as a club and should not be on campus at this time.
FACILITIES		
Questions		Answers
When will students be able to use the play structure?		Due to the disinfection requirements of shared equipment between cohorts, the use of play structures and equipment is currently restricted. Additional guidance will be forthcoming as County guidelines become less restrictive.
Where will the teachers eat lunch when the teachers' lounge is too small to keep a 6ft distance and they are not allowed to eat in their classroom?		Teachers can utilize any area on a school campus as long as they maintain 6ft social distancing. School principals can identify alternate sites for teachers to use during lunch.
Will custodial staff be paid to come back and paid from the funds? Not out of site budget.		School-based custodial staff is already being paid from the cost center at which they are assigned. When they return, this will continue. Any additional custodial support provided to the school will be paid centrally. Each school will receive a daily overtime allotment of 3-5 hours, depending on the school. This will be funded from central.
Are students allowed to bring snacks? Where will they eat?		Students are permitted to bring food so long as the food is not shared and students are eating in a socially distanced manner.
When will we receive the new guidelines from the LA County Dept of Public Health for the red or lower tiers?		The guidelines provided by the County are based upon a variety of factors and are issued in response to conditions within the County. Information related to the guidelines resulting from the transition to less restrictive tiers will be provided as conditions permit.

RETURN TO CAMPUS: HYBRID AND ONLINE

FREQUENTLY ASKED QUESTIONS

What restrictions are there for staff to stay in their room in regards to cleaning, especially on Mondays when Faculty Meetings do not end until 4:00 pm. ?	Electrostatic Disinfection works need to take place without occupants. Each site will have the ability to customize their schedules as needed. Custodial staff does not need to be in all spaces by 3:30 pm. They can begin work in other areas.
How often are restrooms cleaned?	Restrooms will be disinfected hourly along with all other high-touch surfaces and cleaned and disinfected after hours.
Will the district be monitoring the service calls to ensure that all calls that impact COVID safety preparation are mitigated prior to the return?	M&O will be monitoring all service calls in real-time, with a focus on HVAC-related calls.
When will M&O staff shift hours so B&G are on-site later or will they maintain daytime hours?	They will shift to their normal hours. All schedules have been completed by the plant managers and are available for review by Principals. Principals can request to review schedules with the Plant Manager. Schedules were created with some flexibility to account for site specific operations. If you need further assistance contact your CPM.
If a teacher has no in-person students in the PM, can their class be cleaned after the conclusion of the school day?	Yes.
If there is only one AM cohort, will the class be cleaned at lunch or at the end of the day after the teacher finishes with her PM Zoom cohort?	At the end of the day
How will restrooms be managed? How many students are allowed in a restroom at a time?	The capacity of each restroom can be calculated by the number of socially distanced operational fixtures contained within. For example, if a restroom has 2 sinks, 2 urinals, and 3 partitioned stalls, the maximum occupancy would be seven (7) individuals. While using the restroom, students would be reminded to adhere to all PPE and social distancing guidelines.
Are cohorts in larger classrooms able to be greater than cohorts in smaller classrooms?	Yes. Cohort size is determined by the ability to maintain a minimum of 6 ft apart for social distancing. Cohort size may differ from classroom to classroom depending on the size of the room.
When will more information be provided regarding the “night crews” that will be disinfecting our buildings?	Custodial schedules have already been developed. Please check with your Plant Manager and/or CPM. Specific assignments of supplemental services are being developed now. On average smaller elementaries will be supplemented with one additional full-time custodian working 8:30-5:00 pm in order to bridge between the daytime and evening staff.

RETURN TO CAMPUS: HYBRID AND ONLINE

FREQUENTLY ASKED QUESTIONS

Will schools have to equip classrooms with power strips to have students charge their computers throughout the day?	Schools with laptop and iPad carts are encouraged to use them for charging stations for students. Additional charging resources are currently being evaluated by ITD and the Facilities Team to address power supply needs for Zoom-based instructional models.
Are campuses able to handle the increased numbers of teachers and students zooming at the same time for classrooms?	Yes. School Wifi systems are designed to handle the total student population simultaneously. ITD is currently working to perform network capacity assessment at each site, optimizing network capacity and providing supplemental hardware as necessary.
What is the plan for inclement weather? Will students be able to eat indoors?	TBD. More information will be forthcoming.
How often will restrooms be sanitized? What about restrooms inside classrooms? Do B&G sanitize classrooms restrooms only during the hour between cohort A and cohort B?	All high-touch surfaces will be disinfected in accordance with LADPH guidelines. Currently County guidelines require hourly disinfection of restrooms and other high-touch surfaces.
For schools with hand dryers in the restrooms, will we need to indicate "Do Not Use" and revert to paper towels only?	Air hand dryers in restrooms can be utilized.
FOOD SERVICES/LUNCH	
Questions	Answers
To ensure social distancing, students will need to be spread out throughout the campus to eat lunch. Will more supervision be provided by the district?	Site administrators are responsible for designating eating areas on campus in which students can be effectively supervised for the duration of the lunch period. Additional supervision staff will be allocated from central and local district offices to provide additional support. Principals may assign site-assigned supervision, administrative and support staff, as appropriate.
How will secondary students be dismissed for lunch to ensure cohorting protocols are followed? Can lunch times be staggered to maintain cohorts?	Food Services will provide lunches at the designated lunch time. If lunch times are staggered, FSD will have lunch ready for pick up according to the schedule.
Does the stagger time require a Bell Schedule Waiver?	Food Services will have to notify and get CDE approval.
How often will water deliveries be expected at schools? Where do we order replenishment from?	Bottled water allocations were included in each school site's baseline allocation of PPE. Additional water can be ordered through the District

RETURN TO CAMPUS: HYBRID AND ONLINE

FREQUENTLY ASKED QUESTIONS

		Warehouse at no charge to the school using the LRP ordering process.
How many meals will be provided in the Grab & Go?		We will provide 3 meals per student in the Grab & Go bag for the Elementary students as they leave campus(breakfast, lunch and supper). For Secondary students, lunch will be served on campus and the Grab and Go bag will have 2 meals, breakfast and supper.
To avoid gathering and mixing cohorts, will Food Services be stationed throughout campus to hand out Grab & Go Meals?		The intent is to have meal service operate much like the BIC program, with designated students picking-up all meals from the cafeteria using a rolling cart, for distribution in the classroom. Each student will be given an opportunity to take a bag of food as he/she exits the classroom at the conclusion of the instructional cohort day.
Who is in charge of lunch/BIC?		<p>For elementary students, Food Services will provide three (3) meals to each participating student at the conclusion of the cohort's instructional day. Students will receive their meals as they exit campus for consumption at home or with their Student Supervision cohort.</p> <p>Secondary students will be served food during the designated lunch period. Meals are to be eaten in site-assigned areas in which cohorting and social distancing guidelines are maintained.</p>
When and how do we serve outside when we do not have the space to hold that many students?		Students will “grab” a brown bag and eat with their designated cohorts outside in a socially distanced space.
Will we be providing lunch eating areas on campus for onsite Cohort B students ahead of class start times?		Site administrators are responsible for identifying and designating socially distanced eating areas on campus. A student who participates in Cohort B will receive their Grab and Go meals as they exit their classroom at the end of the instructional day.
Will there be breakfast for the Early Ed students?		EEC students will be served on campus per the new protocols from CDE for service to EEC students.
Grab and Go Meals - Are we providing special diets (e.g. pureed) for Grab and Go meals?		Students with special diets will be accommodated.
Will Grab and Go community programs continue?		The disposition of the community Grab and Go sites is pending a final determination by Superintendent Beutner. Upon return to campus in the

RETURN TO CAMPUS: HYBRID AND ONLINE FREQUENTLY ASKED QUESTIONS

	hybrid instructional model, cafeteria staff will be returned to their assigned campuses to assist with hybrid meal service.
Will cafeteria workers still take counts at the point of service?	Meal service will be delivered to classrooms using BIC style bags and will include a meal distribution tally form. Classroom teachers will be asked to record the number of meals taken by students. Both the meal service bag and meal service log will be returned to the cafeteria for accounting purposes.
HEALTH: NURSING/ISOLATION/QUARANTINE	
Questions	Answers
Will there be additional nursing staff deployed to each school site? Will Option schools be allocated nursing time?	The District is working to provide support to meet the medical needs of all students who select the Hybrid in-person model. Please contact your LD Nursing Coordinator for individual support.
Will we have additional personnel assigned to operate Isolation and Quarantine areas?	The District is working to provide support to meet the medical needs of all students who select the Hybrid in-person model. Please contact your LD Nursing Coordinator for individual support.
In the Family Guide, it is stated that the quarantine period is 10 days, but then in the FAQ section, it says 14 days. Which is correct?	TBD. LACDPH protocols will be adhered to at all times. It is not known at this time what the guidelines will be once school resumes.
Will teachers exposed to COVID outside of school result in the quarantine of the entire class?	Employees who are positive should upload their test results for the Community Engagement Team to review, monitor and advise on isolation and quarantine requirements. Employees can upload non-LAUSD testing results on the Daily Pass site: http://dailypass.lausd.net
Do middle school students need to have TDAP shots before they are allowed to return in person?	Yes, students are required to meet all previously established immunization requirements in order to participate in in-person instruction.
Where can we locate the video from the LAUSD Medical Director? Is there a paper version of the information? "Information from the Center Disease Control (CDC) on the vaccine's benefits, risks, and efficacy rates and the LAUSD COVID-19 video featuring the LAUSD Medical Director."	https://lausd.wistia.com/medias/zy37jhyrh2 HR COVID-19 Video Guidance for Employees 03042021 (lausd.net)

RETURN TO CAMPUS: HYBRID AND ONLINE

FREQUENTLY ASKED QUESTIONS

Will schools that do not currently have full-time nurses be provided additional support? What might that look like?	Schools will be allocated a nurse and mental health practitioner. SHHS staff is recruiting personnel in order to ensure that all schools receive support. SHHS is recruiting and hiring to meet the needs of each school. For questions or if you need specific support please contact the LD Nursing Coordinator or LD School Mental Health Coordinator.
Is the nursing station (for regular everyday cuts and scrapes) supposed to be outside under one of the tents?	Schools should utilize the School COVID-19 Compliance Task Force to determine the various nursing station locations at each school site. Consult with your LD Nursing Coordinator if you need additional guidance.
How will nurses support diabetic and other students with chronic conditions that take medications, etc. with the new cohort schedule?	The District is working to provide support to meet the medical needs of all students who select the Hybrid, in-person model. Please contact your LD Nursing Coordinator for individualized support.
When will the guidelines be released for staff with medical restrictions that prevent them from returning to the site?	If an employee has medical restrictions that impede his/her ability to return to in-person instruction, he/she will be required to provide documentation from a physician and engage in the Reasonable Accommodations Interactive Process to determine the employee's ability to work remotely.
HUMAN RESOURCES	
Questions	Answers
<ol style="list-style-type: none"> 1) Are vaccines mandatory for staff once we open for hybrid? 2) What is required of an employee in a high-risk category who wishes to remain in a remote teaching environment? Accommodations office? 3) FMLA? 	<ol style="list-style-type: none"> 1) At this time, the vaccine is not mandatory for Los Angeles Unified employees; however, we strongly encourage all stakeholders to consider their options with regard to the vaccine. 2) Employees who are unable to return due to a medical condition must provide documentation from a medical provider and go through the RA process to determine if a reasonable accommodation can be provided. Since the vaccine is not mandated, employees can be onsite without having been vaccinated but must adhere to all safety measures including testing. 3) FMLA protections remain unchanged.
If employees are not COVID-19 testing as they should, will their failure to test	All employees who are required to report to a District site must first have a

RETURN TO CAMPUS: HYBRID AND ONLINE

FREQUENTLY ASKED QUESTIONS

result in discipline?	baseline test seven days before reopening and must continue to test regularly as defined by LA County Public Health. Failure to adhere to testing requirements may lead to progressive discipline.
Once employees submit documentation from a doctor stating that they have underlying health conditions where do the notes go?	The documentation remains at the school site during the interactive process of Reasonable Accommodation (RA) Division of Risk Management and Insurance Services / Reasonable Accommodation (lausd.net) . If it becomes necessary to engage/move on to the formal RA process, the documentation will be forwarded to the RA committee. All information remains confidential.
Will the guidelines be released for staff with medical restrictions that prevent them from returning to the site? How will administrators know who qualifies to remain working remotely due to health conditions?	Accommodations to work remotely will only be offered to employees who are unable to return due to a medical condition, provide documentation from a medical provider, and go through the RA process to determine if a reasonable accommodation can be provided.
Will an employee who needs to work at home due to child-care be allowed to continue with virtual cohorts if it meets the needs of the school?	Accommodations to work remotely will only be offered to employees who are unable to return due to a medical condition, provide documentation from a medical provider, and go through the RA process to determine if a reasonable accommodation can be provided.
When will we get confirmation from the District for those teachers who won't be returning because of illness?	Employees will need to coordinate with their immediate supervisors to determine to share and provide medical documentation from a medical provider.
If a family submitted the survey several times, do we use the latest entry?	Schools will use the latest survey entry to place students.
If parents who did not make a selection show up on day 1 for hybrid, do we have them wait 2 weeks?	We ask every family to complete the program selection form or call the school to indicate their selection, so we can best plan for a safe return to campus. We will do our best to accommodate the needs of all students at all times. Depending on space availability, some students may need to wait until the next hybrid window (every two weeks) in order to ensure safety. Additionally, students need a COVID test prior to a physical return.
Will there be specific onsite expectations for different unit members? By what time must UTLA members report to work?	Expectations are consistent with Side Letter Agreements. UTLA arrival time depends on whether they are elementary or secondary. Elementary teachers must be on-site 21 minutes before instruction begins and secondary teachers must be onsite 7 minutes instruction begins.

RETURN TO CAMPUS: HYBRID AND ONLINE

FREQUENTLY ASKED QUESTIONS

Pilot Schools: What flexibility do they have with scheduling? What is the limit to the adjustments they can make?	Pilot Schools, like all schools, must adhere to the schedules in the Sideletters.
Can Pilot Schools exercise their scheduling autonomy for school minutes if they are equal to or greater than the required minutes?	All schools must meet the SB 86 requirements. Any changes to schedules must go through the waiver process.
What is the official return date for all UTLA members? Though elementary students return first, will middle and high school teachers still be expected to return to campus at the same time (also for all other UTLA members)?	No official date has been set. The current goal is to meet all necessary return to school conditions so that elementary school students can return sometime mid-April.
Elementary: Will teachers get an additional 20-minute break in the PM? Sideletter - Attachment A #5 sounds like teachers get two (2) 20- minute breaks and a 40-minute lunch	Teachers will get a 20-minute break which will be staggered as determined by the school site.
Is lunch for secondary teachers 40 minutes?	Teacher lunch breaks are determined by their schedules. Six period schedules include a 40-minute lunch. Seven and eight period schedules include a 30-minute lunch.
How does Monday PD work with staggered start/end times?	Monday PD takes place after teacher office hours and planning time and is scheduled from 2:30-3:30 for secondary and 2:00-3:00 for elementary.
Are employees able to leave campus during their lunch break?	We can not direct employees to remain on campus but can expect them to adhere to all safety protocols when leaving and returning to campus.
The sideletter states that “The day before students return for hybrid in-person instruction shall be prioritized for staff planning, preparation, and training of safety procedures and protocols.” Are teachers reporting to the school site the day before schools open? Is this time the same as the 15 hours of on-site preparation?	Staff will report to campus on this day of preparation, planning, and training. This preparation day is not included in the voluntary hours.
Will teachers’ office hours be required? Will the teacher conference period also be considered office hours, or will teacher office hours be separate from the teacher conference period?	In order to support remote students, teachers shall continue to create, share and follow a regular weekly schedule of services and office hours per week.
Will a staggered Monday start schedule be provided?	The schedules are agreed upon. Variations by grade level (K-2, 3-5, Secondary) are embedded in the schedules.

RETURN TO CAMPUS: HYBRID AND ONLINE

FREQUENTLY ASKED QUESTIONS

What time does instruction actually start? 8 am like the sample or is that the suggested arrival time? Or should students arrive and go straight to class?	Instruction starts as indicated in each schedule. Students should report directly to class.
How do schools accommodate Advisories for Secondary PE teachers if there is no additional space?	Schools should utilize all available space including MPR, auditorium, and gymnasium in order to accommodate students returning to campus for in-person learning.
How will it be decided which employees will be remote or in-person?	Teachers will have to request reasonable accommodations to remain in a remote learning model and will have to provide medical verification.
Do principals have flexibility with assigning which teachers teach online versus who teachers remotely?	The goal is to keep students with their same teachers. Parent survey results will determine how you group students.
Does HR have an update on Prob/CTE teachers being able to carry an advisory roster?	There is no update. Probationary and CTE teachers who do not hold the appropriate credentials to teach the advisory classes will not be able to do so unless there is a change from the state and the CTC. Current guidelines and practice remain the same.
Will additional personnel be deployed to each school to assist with supervision? Up to how many rooms/cohorts can support personnel assist in one day?	Information forthcoming
How long will the additional staff assigned to assist schools come to sites and will there be time to communicate with the assigned staff before school starts?	Information forthcoming
Are secondary schools (MS/HS) receiving substitutes for 1 per every advisory classes?	No. Substitute teachers will either support secondary school advisory teachers who are working remotely (from home) or rotate between several classrooms supporting a culture of learning and positive behavior.
How will combo classrooms be supported? For teachers with a supplemental substitute (covering their other grade in the combo)- will we have to set up a physical classroom for the substitute to continue if there are students in each grade that are split between virtual and in-person?	Special Program Substitutes will shift to a different model of support once we return to a hybrid model of instruction for all students. Additional guidance will be forthcoming from HR.

RETURN TO CAMPUS: HYBRID AND ONLINE

FREQUENTLY ASKED QUESTIONS

How will we request for subs due to the number of students per instructional program/cohorts and the number of teachers that can teach face to face versus online only?	More information regarding substitutes will be forthcoming.
What is the role of the librarian on campus? Can the person also be assigned an advisory group to monitor?	Advisory may only be taught by a teacher with a teacher who is appropriately credentialed. Please check with your Staff Relations Field Director for additional guidance.
When can office staff be required to be full-time in the office? (No staggered schedule.)	Office staff can be required to be full-time if all safety measures are fully implemented.
What will services look like for PSW, School Psychologist, RST, and Library Aide? Will their services continue to be virtual only?	LAUSD and UTLA continue to negotiate itinerant staff services in a hybrid model. The Library Aides are members of SEIU and can report to a school site as needed to fulfill duties related to their class.
If 90% of the students return and teachers are teaching am/pm in-person cohorts, who will teach the 10% online?	Every effort will be made to keep students and teachers together; however, in situations like these, students may have to be assigned to another teacher who is teaching remotely.
Can teachers have combination classes or are we providing substitutes to avoid combo classes?	Every effort will be made to keep students and teachers together, therefore combination classes will remain intact. Special Program Substitutes may be repurposed to support in other areas.
When there is no sub coverage for an absent teacher/sub, what are the suggestions to cover classes? (for all levels EEC-Sec)	Adhere to all regular procedures for requesting a substitute. Every effort should be made to request a substitute teacher in a timely manner to avoid unfilled assignments. Each site should have a plan for providing coverage if a substitute teacher is not available.
I have a special program substitute that will be going off on maternity leave soon. I know of a sub that was just hired that is currently subbing for one of my teachers...can I have her move into that special program sub?	Contact the sub unit for additional assistance.
What will happen to special assignment substitutes assigned to elementary schools?	Special Program Substitutes may be repurposed to support in other areas.
Will specialized subs be staying with us until the end-of the school year?	Special Program Substitutes may be repurposed to support in other areas.
1) Will all substitutes be released from their current assignments?	1) Special Program Substitutes may be repurposed to support in other

RETURN TO CAMPUS: HYBRID AND ONLINE

FREQUENTLY ASKED QUESTIONS

2) Will at least one pool teacher be assigned to help with coverage?	areas. 2) Every attempt will be made to assign pool teachers to provide coverage as needed based on availability.
How will subs be assigned to campuses with teachers not returning/remaining remote (process)?	All teachers are expected to return to hybrid instruction unless they are unable to return due to a medical condition and provide documentation from a medical provider and go through the RA process to determine if a reasonable accommodation can be provided.
Will there be specially assigned substitutes for each school centrally to support schools and teachers? Will there be special funding for schools to have one or more substitutes every day at hand as urgent needs arise during the day to supervise students in classrooms with some teachers who may need extra support or work accommodations?	Substitutes will be deployed to schools based on need. Day-to-day subs will be available and should be requested via the SmartFind Express.
Can teachers supervise students in the classroom upon students entering campus?	Students will walk directly to their classrooms when class begins. Efforts should be made at the school site to encourage parents to drop off students as close to their scheduled start time as possible. Individual schools will develop their own protocol as long as safety standards and protocols are met.
Are TAs and support personnel able to move from one room to another or do they have to stay in one classroom for the 3 hours?	Every effort should be made to have staff remain in their discrete cohort. Make every attempt to minimize and monitor the movement of personnel as outlined in the LAUSD COVID-19 Containment Response and Control Plan.
What is a teacher's responsibility to manage behavior with their cohort as they are concurrently teaching their subject class/period?	Special Program Subs will be deployed to assist and support a culture of learning and positive behavior.
Can we use staff outside of their classification to do the proper supervision to keep students safe?	No. All staff must work within their class description.
Will additional supervision support be provided to schools? We currently do not have the human resources to supervise students during entry, lunch, and exit periods.	Central and local district office staff will be deployed to school sites to assist schools with their daily operational needs. Additional Information will be forthcoming.
There is a scheduled 1 hour lunch period between cohorts. The teachers are receiving a 40-minute duty-free lunch. Does this mean teachers can supervise 20 minutes for dismissal and pick up?	Yes. Teachers can assist with the supervision of students as they leave and/or arrive.

RETURN TO CAMPUS: HYBRID AND ONLINE FREQUENTLY ASKED QUESTIONS

In regards to Task Force Meetings, will other bargaining units be paid if they work after their assigned hours?		Staff who work outside of their regularly scheduled workday should be compensated appropriately.
Is there additional compensation for Early Ed principals since we do not have a budget for extra duty pay?		Extra Duty Pay for Administrators will be provided centrally.
Will Extra Duty Pay be approved for administrators for schools to open on the weekend for teachers to prep classes (to accommodate the 15 hours)		Yes. Administrators will be allocated up to 28 hours. Detailed information from Human Resources is forthcoming.
Will schools be provided custodial OT for the 15 hours of teacher room preparation?		Principals are to work with their Plant Managers to stagger the work schedules of facilities employees in order to facilitate the preparation of classrooms and common areas.
Are lesson observations online only or can it be in person?		Lesson observations can be in person if all safety measures and requirements are met.
Are EEC teachers who are not teaching in person yet required to do Zoom from school or can they still teach virtually from home?		All teachers are expected to return to a hybrid teaching environment once scheduled to do so.
Attachment A states that teachers should be compensated for the 30-minute extension of the school day, however, teachers are expected to be on campus for 10 minutes after the conclusion of the afternoon instruction, do we pay them for 5 minutes per day if we follow the 2nd/3rd grade schedule where Cohort B ends at 3:15? The school day ends at 3:00. Teachers have to be on campus until 3:10. For 4th-6th we would pay for 20 minutes per day, correct?		Teachers are to be compensated for an extra half-hour daily. Funding information is available in the Budget Services section of this document.
If meetings for the Task Force held outside of school day all members eligible for the 1-hour pay? And we will time report from a specific budget? PM, Nurse, Classified Member, UTLA member?		Staff should be compensated for performing any extra work that is requested to be completed outside of their regularly scheduled workday. Funding information is available in the Budget Services section of this document.
The sideletter states that unit members are compensated at their hourly rate		Additional compensation is for Task Force members who are working outside

RETURN TO CAMPUS: HYBRID AND ONLINE

FREQUENTLY ASKED QUESTIONS

for participating in the COVID-19 Compliance Task Force meeting, do we compensate CPA, TSP Program Advisors, or Instructional Coaches that are on the Task Force if they have a differential?	of their contracted hours. Funding information is available in the Budget Services section of this document.
Who will decide the hours or when teachers can schedule the fifteen hours of on-site preparation time at a school? If it's a Saturday, what about Admin X and custodial X? Who will track these hours, or will teachers automatically receive pay for 15 hours?	Proposed schedules will be shared with Local Districts and CoSAs. Sample sign-ins and tracking logs will be provided.
Will 8-hour UTLA members receive additional compensation (1 hour) if they participate in the Task Force? What if their on-site obligation hours end prior to the start of the meeting? (e, 7-3:30 pm employee)	Additional compensation is for Task Force members who are working outside of their contracted hours.
Will TAs and supervision aides also be compensated if they can work longer hours? (Also campus aides and community representatives?)	Individual school sites will have to make a determination as to whether or not they will require additional support from TAs, supervision staff, campus aides, and/or community representatives. Please also be aware that overtime policies must be strictly adhered to at all times and there are limits to overtime/additional time performed by different classifications.
Can teachers sign in using the remote learning digital sign-in they are currently using?	Schools can continue to utilize digital sign-in procedures to align with social distancing protocols.
When will student store managers be able to return?	Financial Managers are CSEA represented employees and were eligible to return effective March 8th and could do so on a rotating basis until the implementation of a hybrid model of instruction..
Will Operations be offering a meeting to principals with Staff relations to further discuss the side letter like last time?	Yes, principals will be receiving additional guidance from Operations and Staff Relations as more information is updated.
If a teacher is absent and there is no sub, what will be done for student coverage that doesn't break the cohort isolation protocol? What if a teacher has an emergency and has to leave while cohort A is in session?	Principals will need to coordinate coverage as needed to ensure supervision and instructional support is being provided.
INSTRUCTIONAL DOI (ELEMENTARY)	

RETURN TO CAMPUS: HYBRID AND ONLINE

FREQUENTLY ASKED QUESTIONS

Questions	Answers
Can instructional aides support multiple classes and do they affect the number of students we can have within a certain amount of sq. ft.?	Social distancing guidelines must be adhered to all times by both employees and students. Whenever possible, principals should make every effort to maintain consistent instructional cohorts and minimize movement between groups by instructional aides. Recent changes to the County guidelines have allowed for “Specialized Instructors” to work with up to three groups of stable student cohorts during an instructional day or school week. The implementation of this guidance is pending the outcome of negotiations. Additional information will be forthcoming.
What is the student to adult ratio for hybrid model?	There is no student to adult ratio, it depends on how many students you can fit in a room while still maintaining 6 feet of social distancing
Are students expected to bring their devices to class for in-person daily instruction?	Yes
Is there a 20 minute recess period during the cohort? If so, can we utilize teachers to support dismissal/arrival during the 1-hour transition period before and after their 40-minute duty-free lunch?	There is no 20-minute recess. Teachers will support with dismissal and arrival during the 10 minutes prior and 10 minutes after their 40-minute duty-free lunch.
Will elementary follow the staggered schedule on Mondays? How will that impact the PD hour?	Elementary dismissal on Mondays is at 2:00 pm. Professional Development or Faculty meetings will start at 3:00 pm.
When will we get the waiver form to make changes to the elementary staggered schedule?	Waivers are not needed for this and any variations should be approved by the school’s Local School Leadership Council.
Will a teacher be allowed to teach 2 in-person cohorts? Cohort A & B?	Parent survey data will help schools create schedules.
Is there a recess period?	Schools will coordinate with faculty regarding break times for students.
Will TK/K parents be allowed on campus since the youngest students have never been on campus yet?	TK/K parents will follow the social distancing protocols set in place by each school site. A TK/K orientation prior to the first day of school on a staggered schedule to meet social distancing guidelines is recommended to support students/families with understanding the drop-off/pick-up routines.
How will attendance be taken?	Attendance will be taken via MiSiS.

RETURN TO CAMPUS: HYBRID AND ONLINE FREQUENTLY ASKED QUESTIONS

What will the schedule be for the 3 hours of instruction? Is it all synchronous?	Instructional guidance will be provided with specific examples of priority content.
Who will be teaching my online only students?	All efforts will be made to keep teachers with their current group of students.
Will any aspects of the old agreement be carried forward? (Morning virtual assembly, remote schedules, classroom observation notification, additional substitute teacher for split classes and etc.)	Yes, as applicable. For example - morning virtual assembly (no), remote schedules (no), classroom observation notification (yes), additional substitute teacher for split classes (no).
When will be the cutoff for student in-person scheduling prior to the start of their first day?	Schools can communicate with their community about the deadline for requests. Changes can always be made when there are exceptions. Parents are able to request changes every two weeks.
Will students from each cohort go together to the intervention class, followed by cleaning and disinfecting before the next group, or will the teacher do a push in room to room?	Students will receive intervention instruction during the asynchronous time. Intervention instruction provided by non-register carrying teachers will be provided virtually.
Will students be allowed to bring their textbooks and consumable books back to school or will schools be required to provide a new set of books to our hybrid students upon their return?	Students will continue to use their consumable books. Schools will not provide new sets of books to our hybrid students upon their return unless lost or damaged beyond use.
The side letter mentions that all students will have a “bag” of their own classroom materials - will this be put together by teachers (during their voluntary 15 hours) or with the students on the first day or is this expected to be completed by “Others”	Each school will determine a plan to organize the individual student bag of materials using available school site staff, which may also include using a portion of the voluntary 15 hours of preparation time. Social distancing protocols should be adhered to for the distribution of materials. .. In-person instructional time should be maximized for teaching and learning.
For parents that didn't get devices but want to return to campus will the district provide devices? Will we be getting extra headphones or keyboards?	Yes, schools can request more devices for students who need one. Every student will be provided with a headset.
Can we decide as a community (site) to have ETK-2 virtually at home and only bring 3rd-5th grades back? (3rd-5th are testing the entire month of May)of course with the teachers/parents buy-in via survey responses.	No.
Will the principal be able to determine cohort composition, i.e. more adults and less students in the classroom?	As long as cohorts are stable and social distancing protocols are adhered to, schools will have some flexibility based on family survey results.
How do parents make a program change once hybrid begins?	Schools should communicate with stakeholders to make changes in writing or

RETURN TO CAMPUS: HYBRID AND ONLINE FREQUENTLY ASKED QUESTIONS

		in person. An email and contact should be listed by each school.
If there is an am and pm session for elementary, how and when are teachers teaching the online-only students, if they are not doing simultaneous instruction (both classroom & zoom)?		Depending on the return option the families select, teachers will be assigned one of the following return models: 1. Two In-person cohorts (AM/PM), 2. One in-person cohort and one remote(online) cohort (AM/PM), or 3. Two remote cohorts (AM/PM).
In EEC, the PCC students leave at 12:30 PM. How will the schedule look for that class of 12? After they leave, will that class continue with 3 students until 3?		Yes, that is correct.
Is Schedule A from 8-11 ad Schedule B 1-3? Set in stone?		<p>Elementary schools shall follow the schedules below:</p> <p>Grades CSPP/ETK/TK/K/1: Cohort A/8:00 am-11:00 am and Cohort B/12:00pm-3pm</p> <p>Grades 2/3 Cohort A/8:15 am-11:15 am and Cohort B/12:15 pm-3:15 pm</p> <p>Grades 4/5/6: Cohort A/8:30 am-11:30 am and Cohort B/12:30 pm-3:30 pm</p> <p>Any variations to the staggered start times above shall be approved by the school's Local School Leadership Council.</p> <p>Refer to the sideletter, Attachment A Elementary hybrid instruction. Sideletter Between LAUSD and UTLA</p>
What does the schedule look like for those choosing online learning? Are they going to be synchronously zooming for 3 hours? Is there a proposed schedule?		Instructional guidance will be provided with specific examples of priority content. Students on remote cohorts will have 3 hours of synchronous instruction with a teacher. Refer to the sideletter, Attachment A Elementary hybrid instruction.
Will Professional Developments be virtual?		All required meetings will be conducted virtually as described in the side letter.
How will in-person instruction and learning look for PE and Music?		<p><u>Classroom Teacher Instruction</u></p> <p>Instructional guidance will be provided with specific examples of priority content.</p>

RETURN TO CAMPUS: HYBRID AND ONLINE

FREQUENTLY ASKED QUESTIONS

	<p><u>Itinerant Teacher Instruction</u> Itinerant teachers may continue to provide remote instruction during the asynchronous time. Additional guidance will be provided.</p>
Can non-magnet students be placed in magnet classes if there is a need and/or space?	Non-magnet students cannot be placed in magnet classes. Magnet classes have a different instructional focus.
Will there be guidance for how to use/allocate minutes for the 3 hours of in-person instruction?	Instructional guidance will be provided with specific examples of priority content with sample schedules.
Are teachers only posting asynchronous assignments for students who are doing online learning?	Every student will have an asynchronous portion of their school day to complement either 3 hours of in-person instruction or 3 hours of synchronous remote instruction.
Will student teachers be able to be in the classroom?	As long as all safety protocols are adhered to and all required documentation is on file with the District, student teachers will be able to be in classrooms.. Additionally, all student teachers have been provided access to vaccinations with the District.
Any guidance about Dual Language 50/50 Schools? Could dual-language schools alternate and/or rotate days to provide instruction for specific cohorts? Mandarin on Tuesday/Thursday, English on Wednesday/Friday?	<p>All students in DLE programs should receive target language arts, English language arts, and designated language development instruction on a daily basis.</p> <p>All other content areas may be alternated and rotated on a daily or weekly basis. For example, math can be taught weekly or daily in one language and then alternate the following week/day.</p> <p>Given the unprecedented circumstances of distance and hybrid learning, adjustments to the DLE program structure will be a school-site decision. If schools choose to alternate and/or rotate the language of instruction, educators are encouraged to continue making cross-language connections.</p>
For dual language - can the students see one teacher on one day and the other teacher on the other day? Or is that considered mixing cohorts?	In elementary DLE programs, as in other master plan programs in which ELs are enrolled, mixing applies to the section of the day when ELs and English speaking students are “mixed” to have models for English.

RETURN TO CAMPUS: HYBRID AND ONLINE FREQUENTLY ASKED QUESTIONS

	<p>When referring to “merging” students from two different cohorts for in-person instruction, schools should ensure that all safety guidelines, protocols, and procedures are being followed.</p> <p>In team-teaching arrangements, during hybrid learning, students in DLE programs can receive synchronous instruction in one language and asynchronous instruction in the other language. The following day, the language of instruction for synchronous and asynchronous switches.</p> <p>Given the unprecedented circumstances of distance and hybrid learning, adjustments to the DLE program structure will be a school-site decision. If schools choose to alternate and/or rotate the language of instruction, educators are encouraged to continue making cross-language connections.</p>
Are Cohorts to be considered a roll-carrying teacher’s class? How do we represent the cohort in MiSiS, on the CUM, on a report card?	For elementary teachers, the combined cohorts (AM/PM) is considered their class. There is no need to distinguish the cohorts in MiSiS, on CUMs, or on report cards. Simply enter the progress marks and comments. In completing comments for the CUM teachers may indicate whether the student participated in in-person sessions or remote sessions during the spring semester. This is not required.
Will School Libraries be open?	School libraries will not operate in a traditional manner. Schools should work with their librarians to coordinate the distribution of resources. Books are not to be shared among students.
INSTRUCTIONAL - DOI (SECONDARY)	
Questions	Answers
PE - what is that going to look like? Are students being required to dress and participate in physical activities?	It is recommended that students do not dress up for physical education because locker rooms will not be available since students will be in their advisory classrooms all day. Cleaning and maintaining locker rooms will be costly, time-consuming, and will place an additional burden on both PE teachers and plant managers. In the “Advisory Hybrid” model where students

RETURN TO CAMPUS: HYBRID AND ONLINE

FREQUENTLY ASKED QUESTIONS

	are taking various classes online, it would be disruptive to other students (in other classes) for them to be physically active. Consequently, it is recommended that physical education teachers focus on the cognitive physical education standards through synchronous instruction and encourage students through these standards to be physically active outside of school time. Differentiated instruction can be provided through a combination of asynchronous and synchronous lessons.
Can students that select the online-only model participate in extracurricular activities? If so, will there be any requirements they need to meet?	Yes, students who select the online model can participate in allowable extra-curricular activities after meeting COVID -19 testing requirements.
Can instructional aides support multiple classes and do they affect the number of students we can have within a certain amount of sq. ft?	Social distancing guidelines must be adhered to all times by both employees and students. Whenever possible, principals should make every effort to maintain consistent instructional cohorts and minimize movement between groups by instructional aides. Recent changes to the County guidelines have allowed for "Specialized Instructors" to work with up to three groups of stable student cohorts during an instructional day or school week. The implementation of this guidance is pending the outcome of negotiations. Additional information will be forthcoming.
Will advisory teachers receive a curriculum for Advisory?	Advisory teachers will continue to deliver the same type of lessons during Advisory that they were delivering during Remote Learning
What kind of instruction is expected for PE/Art while in classroom constraints with others learning other content?	PE/Art teachers will deliver the same type of instruction they were delivering during Remote Learning. Differentiated instruction can be provided through a combination of asynchronous and synchronous lessons.
What kind of tech support might be available if the Advisory teacher is busy teaching?	Teachers will be provided technical training leading up to the return to campus. (Date to be determined). Any technical support will be coordinated with the school and ITD.
With the new schedules did the synchronous and asynchronous time SB98 requirements change?	The instructional minute requirements of SB 98 did not change.
Who is responsible for instruction on the day before hybrid instruction begins?	The teacher is responsible for providing the check-in and any asynchronous time needed to meet the SB 98 requirements.
In the secondary schedule gaps of 10 minutes, are teachers assuming this is	The passing period is not considered a break.

RETURN TO CAMPUS: HYBRID AND ONLINE

FREQUENTLY ASKED QUESTIONS

their break?	
Will the Master Schedule or Meeting Patterns need to be adjusted to align with the cohort schedule?	Yes, MiSiS Meeting Patterns will have to be adjusted.
What if advisory classes are bigger than 14? How will teachers manage their advisory classes online while teaching their classes?	All schools will have access to a “Tips and Tricks” resource to assist with strategies such as classroom management and other issues.
Will AP exams be administered on campus?	Although school campuses may reopen, due to logistical issues posed by public health requirements, it is recommended that students take AP home digital exams at home. Given that there is no digital option for AP World Languages and AP Music Theory Exams, each high school must provide students with the option of taking these exams at the school site during Administration Window 1 or 2. Additionally, should a high school choose to test some students on campus to provide internet access or a quiet space to take the digital exam at school, all California Department of Public Health (CDPH) guidelines and College Board proctoring requirements must be adhered to.
How will we address AP testing if students are back on campus, considering we will have too many students to test in a given space?	<p>The 2021 AP Exam schedule includes three different testing windows to provide schools with options that meet their unique circumstances and needs. Administration 1: May 3-7, 10-12, 14, 17 (In school); Administration 2: May 18-21, 24-28 (In school and at home), and Administration 3: June 1-4, 7-11 (In school and at home). Paper or at-home digital exams are offered for AP Exams except for AP World Languages and AP Music. To view detailed AP Exam schedules refer to District memorandum, MEM-5705.10, 2020-2021, Advanced Placement (AP)/International Baccalaureate (IB) Exam Fee Reimbursement Program, dated February 8, 2021, Attachments N and N-1 or click this link: https://apcentral.collegeboard.org/exam-administration-ordering-scores/exam-dates.</p> <p>If a student is assigned or elects to test at home during a student’s “hybrid” day at school, the school can use “Testing Program” or “TP” in MiSiS attendance. The student receives a positive attendance mark for the day.</p>
Will schools be given an extra allocation of headsets for students who forget	Schools will receive headphones for all students. Schools will have a very

RETURN TO CAMPUS: HYBRID AND ONLINE

FREQUENTLY ASKED QUESTIONS

to bring them? If we provide students with a “loaner” who will be responsible for sanitizing?	limited amount to loan out.
What is the guidance for when students are in PE/Music classes during advisory so as to not be too disruptive?	This is still being considered, but at this time, arts students are to remain in their advisory class for all periods. Please check back for further developments.
Can schools write a waiver to alter the Tues/Thurs and Wed/Fri on-campus schedule? For example Tues/Wed and Thurs/Fri?	Local School Leadership must be included in the waiver process.
What is the guidance around graduation/culmination ceremonies?	<p>The determination for in-person ceremonies is still pending. Should the need for virtual culmination/graduation services arise, contracts for virtual services have been extended through September 30, 2021. The contracts include the following vendors:</p> <ul style="list-style-type: none"> • Fifth Sun Pictures • Motif Motion • VWSE Productions, LLC, dba Van Wagner Productions • Local District Buyers can provide additional information.
Can advisory change to align schedules in families?	Siblings should be on the same schedule to support families.
Can a special day class with only 8 students meet every day?	Response pending continued negotiations.
Continuation Sites- can we have more flexibility to set up an option pod of kids staying in class and teachers change?	Any changes to the schedule would be part of the local school leadership process to request a waiver.
Can 6th grade teachers change classes for ELA and math?	Consistent cohorting of students calls for teachers to remain with one cohort of students.
Will schools get an extra allocation of Chromebooks for students who do not want to bring their personal devices to campus?	Schools can request equipment and provide the necessary device for use at schools.
Will advisory teachers be expected to take attendance for students in the AM and then again when returning from lunch?	Teachers will take attendance for all advisory meeting patterns.

RETURN TO CAMPUS: HYBRID AND ONLINE

FREQUENTLY ASKED QUESTIONS

If a student violates social distancing expectations, will they be pulled from participating in the hybrid model? Is there a process for this?	Schools will provide training to staff and communicate expectations for students and families. Additional guidance will be forthcoming.
Do we have any details about how intervention is supposed to work on the 7 period schedule? Can students leave campus if they are not receiving intervention?	Guidance is being developed to address the intervention period for a 7 period schedule.
Are Cohorts to be considered a roll-carrying teacher's class? How do we represent the cohort in MiSiS, on the CUM, on a report card?	For secondary, a cohort is synonymous with Groups in MiSiS. Students can belong to multiple cohorts. Cohorts/Groups do not appear on the report card and or cumulative record. Cohorts/Groups do not replace the teacher's roster. They are mutually exclusive.
Are there specific guidance for highly enrolled classes to create a cohort rotating model?	Guidance and job aids will be provided to schools to establish the creation of cohorts.
Can adults move within cohorts? If so, is there a specific protocol? Is there a limit on how many cohorts they can move to?	Recent changes to the County guidelines have allowed for "Specialized Instructors" to work with up to three groups of stable student cohorts during an instructional day or school week. The implementation of this guidance is pending the outcome of negotiations. Additional information will be forthcoming.
Could we consider combining 2 teacher rosters for one in-person cohort?	Family survey data is still being collected. All attempts will be made to keep students with the currently assigned teacher. There may some exceptions where changes could be made in a limited way
For concurrent enrollment courses(LACC), would the district centrally negotiate an agreement with college class professors to attend classes during school hours, or is each school site negotiating such agreements?	All LACCD college classes will be online.
Is there an actual date-of-return for secondary?	No set date. A possible start date for secondary schools is the end of April.
Secondary Side Letter does not indicate the number of minutes that they are to be on campus prior to the instructional day-7 minutes before-6 minutes after? The elementary sideletter does have the 20 minutes prior to the instructional day.	There is no change to the language of the 2019-2022 Collective Bargaining Agreement between UTLA and the District so these terms continue.

RETURN TO CAMPUS: HYBRID AND ONLINE

FREQUENTLY ASKED QUESTIONS

We were told that Interns were not allowed to have advisory. May we now assign them advisory classes?	Interns should not be assigned advisory periods.
For teacher's conference periods, it says the conference periods are from 2:30-3:30. What does the teacher do during their actual conference period during the school day? Are schools supposed to use subs to cover these classes during the conference period?	Teachers will supervise their cohort of students during that time.
What is the maximum size of an Advisory Cohort?	Advisory cohort size will be driven by results from the parent survey and guidance on social distancing and classroom square footage.
Are there specific lesson plans for the morning opening (30 minutes)?	Advisory lessons have been created for the remainder of the school year.
Wouldn't classrooms need some sort of projection for the remote teacher to teach in-person students virtually? What does the substitute teacher do? How will this group of students get the in-person advisory?	In secondary classrooms, teachers will utilize their existing technology to provide instruction via the Zoom platform. Substitutes assigned to support classrooms where the roster-carrying teacher is working remotely, will provide support to in-person, hybrid students.
Are the Options/Continuation school schedules available?	TBD
What does the 10-minute break in between periods look like? Is it a stretch break as they remain in the classroom?	Breaks should be taken in the classroom to avoid the congregation of students in other cohorts.
How will in-person instruction and learning look for PE and Music with students in the same room doing different classes?	<p>This is still being considered, but at this time, art students are to remain in their advisory class for all periods. Please check back for further developments.</p> <p>In-person physical instruction is not an option in the suggested hybrid model. In the "Advisory Hybrid" model where students are taking various classes online, it would be disruptive to other students (in other classes) for them to be physically active. Consequently, it is recommended that physical education teachers focus on the cognitive physical education standards through synchronous instruction and encourage students through these standards to be physically active outside of school time. Differentiated instruction can be provided through a combination of asynchronous and synchronous lessons</p>
Will school Libraries be open?	School libraries will not operate in a traditional manner. Schools should work

RETURN TO CAMPUS: HYBRID AND ONLINE FREQUENTLY ASKED QUESTIONS

		with their librarians to coordinate the distribution of resources. Books are not to be shared among students.
Will professional development continue virtually through the rest of SY 2020-21? 2021-22?		Yes. Professional development should continue to be facilitated in a virtual format.
Will the district allow SAT to be administered on campus? If so, what are the parameters?		The SAT order deadlines have passed for the 2020-2021 school year. A tentative SAT testing calendar, which includes the 11 th grade 2021-2022 SAT School Day, will be released Fall 2021. District 12 th graders will be able to take the SAT early fall 2021 in order to submit official SAT scores to colleges and scholarship programs. However, it is important to note that the UC and CSU systems, as well as universities nationwide, are not requiring SAT scores as part of a student's admissions application.
ITINERANT SERVICES (SHHS, Psychologist, Traveling teachers, PE, Arts)		
Questions		Answers
Are itinerants reporting back on campus? If so how will they support students on campus without having access to provide direct services to them?		Itinerants will be reporting to campus the same day as all other UTLA members. For the Arts Itinerant teachers, how they provide services will be determined by the Special Education Office and the Arts Education Branch. For the Elementary Physical Education Itinerants, how they provide services will be determined by the Physical Education Programs Office.
Will DIS services be provided in person? If not, please provide how in person will be supported keeping in mind contact tracing and cohorts.		Additional information is forthcoming
For schools that have SHHS employees on-site, will the staff return in-person when elementary or secondary returns?		SHHS staff are UTLA represented, they will return to campus the same day as all other UTLA members.
How do we keep the students in the cohorts for in-person itinerant services for group sessions?		Additional information is forthcoming
How can schools get extra support for trauma/grieving students whose close family members recently passed due to covid?		SHHS has received augmentation for mental health support for each campus. We are hiring and operationalizing support for schools. More information will be available to LDs, CoSAs, and school sites as it is finalized.

RETURN TO CAMPUS: HYBRID AND ONLINE FREQUENTLY ASKED QUESTIONS

What will services look like for PSW, School Psychologist, RST, and Library Aide? Will their services continue to be virtual-only?	SHHS UTLA members will return to campus the same as all other UTLA members.
For PCC/gen ed classroom, how is it going to be staffed within the guidelines of 1 teacher and 2 aides? That would be 4 adults if both teachers were accounted for.	Aides assigned to individual children do not have to be counted as supervising adults. They must, however, be counted against the maximum of 16 individuals who can be included in a cohort.
If my position is school-based, and I support multiple schools, can I continue to work from home or do I report to a particular school?	Staff with multiple assignments will receive additional information aligned with UTLA Side Letter.
OPERATIONS	
Questions	Answers
What happens when students are not picked up on time after the cohort ends?	School administration should also designate an outside covered area where students can sit and wait at socially distanced tables until they are picked up. All students are required to wear the appropriate PPE while on campus.
Can on-site picture days be scheduled on campus? What are the parameters?	If school administration contracts with a photography company it needs to provide evidence that employees who will be on school grounds have been tested for COVID-19 within three days of Picture Day (Contracted employees can be tested through LAUSD). School administration should designate an outside area for pictures. Students and school staff are to follow all safety protocols, i.e. social distance and wearing a face covering while awaiting individual photographs to be taken.
What will be the guidelines/parameters for in-person graduation for High Schools?	LACDPH has stated that no indoor graduation ceremonies will be allowed. All other information regarding in-person ceremonies is forthcoming.
Are lunch benches limited to two (2) students per table for a 6 ft table?	Lunch bench seating should follow the social distancing guideline of 6 ft apart.
Will emergency drills still need to be conducted? Are there new protocols to take into account cohorting and students who may be in outside classrooms?	Yes, emergency drills will need to be conducted for all on-campus students. Supplemental guidance for emergency preparedness and response during COVID-19 is forthcoming from the Office of Emergency Services.
Can presentations/materials that schools will need to present to families be	Similar to at any other time, presentation and materials should be translated

RETURN TO CAMPUS: HYBRID AND ONLINE FREQUENTLY ASKED QUESTIONS

translated and shared with schools at the same time as English presentations/materials?	into any needed language.										
What is the policy if we have students approach the entrance gate on the wrong cohort day? If they already make it on campus and we realize it is the wrong day, what are the next steps?	Isolate, supervise and contact the parent for pick up.										
Will bottled water continue to be district-funded? What is the funding code?	While students are encouraged to bring their own reusable water bottle, replenishment orders of bottled water can be submitted using the LRP link through the District Warehouse. Funding will be provided as part of the COVID-19 initiative, at no cost to the school site.										
How will attendance be reported? Will procedures/codes change from what they are already doing?	<p>Attendance will continue to be taken in MiSiS by the roster carrying teacher using the following codes, as applicable:</p> <table> <thead> <tr> <th><u>MiSiS Code</u></th><th><u>Description</u></th></tr> </thead> <tbody> <tr> <td>Present (P)</td><td>Present for in-person instructions</td></tr> <tr> <td>Absent (A)</td><td>Absent from in-person and did not participate in distance Learning instruction (no form of participation/no contact)</td></tr> <tr> <td>Distant Present (DP)</td><td>Present for/participated in distance/on-line learning</td></tr> <tr> <td>Distance Absent (DA)</td><td>Absent from distance learning</td></tr> </tbody> </table>	<u>MiSiS Code</u>	<u>Description</u>	Present (P)	Present for in-person instructions	Absent (A)	Absent from in-person and did not participate in distance Learning instruction (no form of participation/no contact)	Distant Present (DP)	Present for/participated in distance/on-line learning	Distance Absent (DA)	Absent from distance learning
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Do we have enough bandwidth to accommodate all staff and students being online at the same time?	ITD is currently working to perform an assessment of each site's available capacity/bandwidth, including data related to the number of devices that can be streaming at any one time. ITD leadership is working with regional internet service providers to optimize the available bandwidth and/or allocate hardware to maximize the networking capacity of each site.										
Schools are reporting that they are being billed for additional signage. Is there a new funding line?	<p>Replenishment orders of signage that were received as of March 15, 2021 have been approved for production and are being printed and prepared for distribution to the requesting school sites using COVID funding, at no cost to the requesting school.</p> <p>Future requests/orders can be submitted via the lausdrepro.net website. These orders will be reviewed regularly, and allocated funding, as</p>										

RETURN TO CAMPUS: HYBRID AND ONLINE

FREQUENTLY ASKED QUESTIONS

	appropriate, using the centralized COVID fund. Orders identified as excessive will be referred back to the school site pending the identification of a localized funding source.
Who will supply the resealable plastic bags to school sites? Can they be ordered through the warehouse at no charge to the site?	The District Warehouse has identified resealable plastic storage bags for use with storage of individual student belongings. Orders can be placed through the Warehouse using the existing LRP process.
We don't have up-to-date emergency cards for this school year - can we ask that they are completed before the student is allowed back on campus? We need updated contact information.	Schools are expected to maintain updated emergency cards and contact information at all times. School administration should make a concerted effort to request that information is updated prior to students returning.
How will restrooms be monitored during lunchtime?	Principals are responsible for assigning staff to effectively supervise students while on campus. Staffing considerations should be made to ensure safe and efficient access to restrooms, while adhering to County social distancing guidelines.
Will there be a re-enrollment packet for students returning on campus? (emergency card, parent/student compact, testing permission, visitor policy, pick up policy)	Re-enrollment packets are not required but emergency cards and all pertinent materials should be updated. SHHS hotline will continue to be available to support parents virtually, as needed. Additional guidance on Parent/Student Compact will be forthcoming.
What is the procedure for parents opting their child into a hybrid at each of the two-week mark?	Schools should maintain a list of parents who are requesting a change at each of the two-week mark. If a student will be joining the in-person cohort, parents/guardians should be notified to have student COVID-19 tested prior to joining the cohort. The Daily Pass Dashboard will allow principals to verify compliance with testing requirements.
Can students return to online instruction at any time?	Students can be moved from in-person to online at each two-week mark. The principal has the discretion to move students to the online format outside of the two-week increments.
If outdoor spaces are used (tents) as outdoor classrooms, what will be the procedure in the event of a lockdown or other emergency?	Should a school-site require supplemental instructional space, such as a tent, the site administrator is responsible for creating a safety plan in the event that a lockdown or rapid relocation is required. These protocols for identifying the nearest secure space should be similar to those used in the ISSP in the event of a campus protection activity during PE, lunch, dismissal, or other unstructured time.

RETURN TO CAMPUS: HYBRID AND ONLINE FREQUENTLY ASKED QUESTIONS

<p>What chemicals will be used in a mister that will be sprayed in classrooms? Will the chemicals have adverse health effects on teachers and students with allergies and asthma.</p>	<p>Bioesque is the primary disinfectant used in the electrostatic cleaning equipment. It has a contact time of 55 seconds and is non-hazardous. Out of an abundance of caution, All cleaning with this product is being executed after hours in an effort to ensure that the space is clear for 2-hours after application.</p>
PARENT UNIT	
Questions	Answers
<p>Are parent volunteers allowed on campus? What is the process to allow them on campus? (ie. testing & vaccine)</p>	<p>Information forthcoming</p>
<p>What activities are parent volunteers able to do/not do on campus?</p>	<p>Information forthcoming</p>
<p>Will there be any training available for parent volunteers in regards to new COVID procedures?</p>	<p>Information forthcoming</p>
<p>Will parents who want a visitor's pass to enter the campus to see what it's like to be allowed entry</p>	<p>Information forthcoming</p>
PPE	
Questions	Answers
<p>Will disposable gowns be made available as part of PPE for the isolation/quarantine teams?</p>	<p>A summary of the baseline order of supplies distributed to each school site is available in the Addendum on the Principals' Portal using the following link: Baseline Delivery of PPE from the District Gowns are included in this initial distribution of items and should be stored in the school Nurse's Office.</p>
<p>Will batteries be provided for thermometers?</p>	<p>Replacement batteries for thermometers are available through the District Warehouse using the LRP ordering process.</p>
<p>Will N-95 respirator masks be given to more than just the school nurse? I.e staff manning the isolation or quarantine areas</p>	<p>N-95 masks will be distributed to Nurses through District Nursing Services, as they require each employee to be properly fitted and certified. The PPE</p>

RETURN TO CAMPUS: HYBRID AND ONLINE FREQUENTLY ASKED QUESTIONS

		allocated to those staff assigned to the quarantine and isolation site were part of the baseline order distributed to schools, listed as follows: Baseline Delivery of PPE from the District . PPE requirements specific to these areas are outlined in the District's Containment Plan.
On the checklist Principals are supposed to indicate they have medical grade PPE, it is unclear which PPE will be medical grade.		Medical Grade masks can be identified using specific language on the outside of the box indicating the masks designation as "Medical Grade." These items should be separated from other types of masks and stored in the schools Nurse's Office for use, as appropriate.
Has the COVID Fund been extended? We ordered PPE and received an email telling us to correct the funding source - that we have to pay for the order.		Funding specific to the purchase and replenishment of supplies and PPE required in response to the COVID 19 pandemic has been secured and a process is in place using the LRP process to order these items at no cost to the school site.
N95 Respirators will be provided to school nurses. Will this be provided for those assigned to the quarantine and isolation rooms?		Special masks will be provided to staff that are working in quarantine and isolation rooms.
Repro said the covid funding line expired in December. When will this be restored so we can place orders for additional signage?		Funding has been re-established. Use the same process as before to order signage from Reprographics.
SPECIAL EDUCATION		
Questions		Answers
How are schools supposed to hold IEPs when the RSP teacher has an HR class and he/she will be in front of his/her own Homeroom class? Do we send in a substitute teacher to cover the class even at the risk of cross-contaminating a cohort class?		IEPs can be held before or after school and during conference periods. If an IEP is scheduled during instructional time, coverage should be provided for an RST to attend an IEP Meeting.
How are RSP and other support staff to provide support if no one is roving?		Additional information is forthcoming.
Can Special Education Centers select the bell schedule that fits the school's needs?		The DSE is working on a consistent schedule for CTC's and SPED Centers.
How do we factor in BII support in classrooms that have a capacity limit due to the amount of square footage?		BII is part of the student's IEP and must be included when accounting for classroom capacity.

RETURN TO CAMPUS: HYBRID AND ONLINE FREQUENTLY ASKED QUESTIONS

Will Special Education Assistant assignments be extended to support both A and PM Cohorts?	Special Education Assistant hours will be arranged to support both cohorts.
What are the cohorting parameters for additional staff that is needed to enter a room for safety reasons? ie.student having a meltdown	Additional adults may provide support to cohorts for safety reasons. All staff will use appropriate PPE and safety protocols
Can a BII be closer than 6 ft. to support a student?	There may be situations where closer proximity is necessitated. This should not occur for periods longer than 15 minutes. Appropriate PPE should be used at all times.
How are Special Education Teachers expected to handle IEP's if all conference periods are 2:30 pm-3:30 pm?	School Site administrators should schedule IEPs with all considerations including when to provide substitute coverage.
Are SPED students going from different classes to join the RSP class? What about SPED students that are mainstream per IEP?	Students will remain in stable cohorts to mitigate any exposure risks. RST should schedule in-person services in a manner to maximize in-person services.
What is the room set up for SPED classrooms?	The room set up should comply with social distancing protocols and follow the same safety measures as general education classrooms.
What if students refuse to wear a mask or can't medical? Can students opt-out of wearing a mask with just a Dr.s note or must all students wear masks if they choose hybrid?	If a student exhibits disability-related challenge news using PPE, an accommodation process will be used to support the student's appropriate use of PPE.
When will IEPs be scheduled for secondary schools now that there will be students in the classroom every period (in other words, conference periods will not be available)?	IEPs can be held before or after school and during conference periods. Secondary conference periods are scheduled from 2:30-3:30 p.m. T-F. If an IEP is scheduled during instructional time, coverage should be provided.
Masks for students in ID programs?	If a student exhibits disability-related challenges using PPE, an accommodation process will be used to support the student's appropriate use of PEE.
My Special Day classes have max. 12 kids, will they be allowed to attend both morning and afternoon sessions? How do we accommodate for lunches and supervision?	Just as with general education, AM/PM sessions will be decided based on parent response to the survey. Social distancing protocols must be maintained while abiding with students' IEP (this may require added adults/BII).

RETURN TO CAMPUS: HYBRID AND ONLINE

FREQUENTLY ASKED QUESTIONS

If you have a special day class with only 8 students can they meet every day?	For ES, if there are only 8 returning in a SDP we can accommodate in an am cohort, however schools should be mindful of the number of supporting adults in the classroom to account for 6 ft. social distancing of all persons in the room.
There is no place for ESCE, EEC, or PALS for the survey	This was noted and has been rectified. ECSE (PAL) is now included in the survey.
Did the district negotiate NPA BII services for SWDs? Will BII services resume when we return to in-person instruction? Will they be offered the vaccine through LAUSD?	If a student attends a hybrid session, the BII will attend with the student.
Does the district have guidance on Special Education Alternate Curriculum courses? How will teachers manage instruction for students that choose to attend in person and students that remain on the virtual learning model? Alt-Curriculum students cannot sit through zoom instruction for extended periods of time.	DSE recognizes that ALT-Curriculum students need other methods by which to participate in Hybrid instruction and is working on a plan to this effect.
Will Related Services continue to be virtual?	Additional information is forthcoming
Can Special Education Centers and Career and Transition Centers develop their own schedule based on the unique needs of our individual schools, from the list of agreed-to schedules from UTLA?	The DSE is working on a consistent schedule for CTC's and SPED Centers.
Students with moderate to severe disabilities that require BII support must receive it through close contact, which will be against social distancing guidelines. How does the district plan on addressing this need?	There may be situations where closer proximity is necessitated. This should not occur for periods longer than 15 minutes. Appropriate PPE should be used at all times.
What is the guide for Resource Teachers for elementary schools? Will they be delivering virtual instruction from their room? Would RST push-in?	Additional information is forthcoming
What schedule is the PALs program on?	PALS will follow the CSPP//ETK/TK/K/1 schedule
How will mainstreaming be handled? Especially during in-person.	The school case carrier will work with the school administration to determine if in-person mainstreaming is feasible while following safety protocols. Virtual

RETURN TO CAMPUS: HYBRID AND ONLINE FREQUENTLY ASKED QUESTIONS

		mainstreaming will also still be an option.
Is there a different ratio of people in a classroom if BII are a part of the team?		Aides assigned to individual children do not have to be counted as supervising adults. They must, however, be counted against the maximum of 16 individuals who can be included in a cohort.
Will outside agencies be allowed to service students in live cohorts?		All NPA providers will be able to provide in-person support and are expected to test weekly.
Will Special Education Assistants that are high risk get substitutes?		School sites will work with HR to ensure that students have the support needed.
Will SPED paras receive additional training and special PPE to perform toileting duties?		SPED paras will receive information regarding toileting duties and use of appropriate PPE
PPE in IEPs - Is it appropriate to indicate what PPE is being provided and how the school is being sanitized in an IEP if the parent requests that information be placed in the IEP discussion?		The PPE requirements of both students and staff may be unique based upon the individualized needs of the student. Prior to convening an IEP for a student with exceptional needs, consult with your Local District Special Education Administrator or designee to ensure that resources provided in the IEP are secured and available, and appropriate.
Will students with transportation be allowed to participate in the BTB supervision programs?		Generally, if students participate in BTB, parents are responsible for the after-school transportation.
Can SPED assistants assist with the arrivals/screening of students?		Additional guidance will be forthcoming.
Will SPED paras be expected to ride on the bus?		Students will be eligible for all services indicated on their IEP including support on the bus.

TRANSPORTATION

Questions		Answers
Will transportation routes be based on homeroom cohorts?		Students eligible for transportation should be designated in cohort A.
Will the school's cohort designation drive the creation of busing cohorts?		Students eligible for transportation should be designated in cohort A.

RETURN TO CAMPUS: HYBRID AND ONLINE

FREQUENTLY ASKED QUESTIONS

If a special ed cohort A comes for AM, will they be transported home at 11:00 AM? Will cohort B be transported to school by 12:00 PM and go home at 3:00 PM?	Students eligible for transportation should be designated in cohort A and will be transported home at 11 AM.
Will students on transportation be allowed to participate in BTB Supervision Programs?	Resources are limited due to social distancing guidelines. Survey results will dictate the supply and demand.
How will bus transportation work with the staggered schedule by grade levels?(i.e. Will 4th graders before arriving at 7:50 a.m. with the Kindergarteners? If so, where/how will they be supervised?	Every attempt will be made to accommodate a staggered schedule, however, due to social distancing restrictions, depending on the route, all students on the bus will be dropped off at the same time.
Parents are asking about magnet and special ed transportation and how this affects the cohorts of students once they arrive on campus.	Campus operations will be determined by the designated schools receiving the students on buses.
Will transportation routing be done by the school's cohorts or geographically?	Routing will be done geographically.
Can a bus aide ride with two different cohorts on the bus in the event that the bus becomes a shuttle??	Shuttles are not being planned at this time
Are there enough drivers and buses to allow for social distancing and staggered travel/arrival times?	Resources are limited due to social distancing guidelines. Survey results will dictate the supply and demand.
Who is responsible for disinfecting buses that pick up students from our schools? Who will disinfect special ed buses?	Transportation staff will disinfect the buses.
Who will check the staff's temperature before boarding the bus to ride with students?	For home-to-school transportation, the driver will check the temperature. For integration program buses, designated school staff will be checking the temperature of the students.
Are parents expected to wait at the bus stop until the student clears screening? If not, what happens to the student when he/she does not pass Daily Health check screening?	Parents are being asked to wait at the bus stops to clear the health and temperature screenings. If a child doesn't pass the health screening, the student will be quarantined at the sending school. Home to school students will be denied transportation until the student passes the temperature and health screening.
How will 1:1 staff ride the bus with students who need close proximity for support?	Students/staff are allowed to occupy every seat. They can sit in front, behind, or to the side but not in the same seat unless they live in the same household.

RETURN TO CAMPUS: HYBRID AND ONLINE

FREQUENTLY ASKED QUESTIONS

How will bus cohorting affect classroom cohorts?	Students eligible for transportation should be designated in cohort A.
If a student gets sick on the bus, are they transported home or to the school for isolation/quarantine?	Assuming the health and temperature screenings are passed at the bus stop, bus illnesses should be minimal. Normal emergency procedures will be followed if a child gets sick on board.