



MAYBECK

HIGH SCHOOL

Maybeck High School 2021-2022 School Operations Plan (Formerly known as the School Reopening Plan)

School Address: Maybeck High School, 2727 College Avenue, Berkeley, CA 94705

School Website: www.maybeckhs.org (Operations Plan is posted on our website)

School Director: William Webb billw@maybeckhs.org (510) 841-8489 x205

Enrollment: 119 students total

Staff: 26 (Includes teachers and administrators)

School type: Independent

Date of Reopening for all grade levels 9-12: March 11, 2021

Date of Submission: Thursday, March 4, 2021

Last Updated: Tuesday, November 3, 2021

Health Order / Guidance

In August of 2021, Maybeck High School resumed in-person instruction with 119 students on campus safely within our campus size constraints, relevant health guidance, and our own unique circumstances. Our plan maximizes use of all campus space, prioritizing outdoor areas, nearby parks and open spaces where possible.

Maybeck staff, faculty, board of directors, and parents worked collaboratively toward a safe return to on-campus learning since the initial shelter-in-place order issued in March of 2020. Guidance from the City of Berkeley, Alameda County Health Order Guidance, and California Department of Public Health has been rigorously reviewed and incorporated into our planning and health protocols.

CLEANING, DISINFECTION AND VENTILATION

Cleaning and Disinfecting Procedures and Protocols

- Classrooms and common areas will be comprehensively cleaned and disinfected daily, with special emphasis on high-touch surfaces.
- During student on-campus instructional time, there will be additional disinfecting of common and high-touch areas and surfaces.
- When students are out of the classrooms for other activities, there will be additional disinfecting of classroom spaces, as well as scheduled deep cleanings.
- Each classroom will be provided with a desktop sanitation kit, and other necessary supplies.

- Student and employee handwashing and sanitizing routines will be incorporated and strictly enforced at multiple times throughout the school day.

Air flow/ Facilities

- We will be mandating the opening of windows.
- Various fans will be deployed throughout the facility to increase airflow circulation in classrooms, offices, restrooms and hallways.
- We have high-efficiency air purifiers in all classrooms and offices.
- We are prioritizing the use of outdoor spaces. We have identified and intend to use multiple outdoor, on-campus, and nearby outdoor open spaces to enable maximum natural airflow.
- We have invested in tent canopies and other outdoor structures to enable use of outdoor spaces.

ENTRANCE, EGRESS, AND MOVEMENT WITHIN THE SCHOOL

- We have clearly designated routes and locations for entry and exit. Our site has multiple options for entry and exit.

FACE COVERINGS AND OTHER ESSENTIAL PROTECTIVE GEAR

Face Mask Use for Students & Staff

- Cloth masks or disposable masks that cover the mouth, nose, and chin are mandated for all students and staff. Students and staff will be expected to arrive wearing a clean mask for each on-campus learning day. Masks are provided for those who need them. Masks must be worn at all times indoors.
- Masks may be removed outside for water breaks and lunch.
- Face shields will be provided for staff as an option to wear in addition to face coverings and face masks.

HEALTH SCREENINGS FOR STUDENTS AND STAFF:

- Students and staff will continue to self-screen for COVID symptoms before entering campus.
- VISITOR POLICY: *All visitors coming to campus must show proof of vaccination or a negative Covid-19 test taken within 48 hours.*

HEALTHY HYGIENE PRACTICES

Hand Hygiene (handwashing and hand sanitizing)

- Maybeck will provide tissues, trash cans, hand soap, 60% alcohol-based hand sanitizer, disinfectants, and disposable towels throughout the school.
- Maybeck will teach and reinforce hand washing with soap and water for at least 20 seconds.
- Maybeck will ensure students complete regular hand hygiene either by hand washing or use of hand sanitizer upon arrival to campus; after using the restroom; before and after eating; after touching high-touch surface areas; and after coughing or sneezing.
- If soap and water are not readily available, hand sanitizer that contains at least 60% alcohol will be used.
- We will insist that staff and students cover coughs and sneezes with a tissue.
- Used tissues should be thrown in the trash and hands washed immediately with soap and water for at least 20 seconds.
- Maybeck will provide hand sanitizer in each classroom, in any other indoor space used by students or staff, at building entrances/exits, and at locations designated for students or staff to eat.
- Signage about required hand hygiene practices will be placed around campus, including bathrooms. These messages will be reinforced regularly by staff and through school communications to families.

IDENTIFICATION AND TRACING OF CONTACTS

Maybeck has identified two staff to support the COVID-19 investigation and response.

Trevor Cralle trevorc@maybeckhs.org (510) 841-8489

Laurie Kahn lauriek@maybeckhs.org (510) 841-8489

STAFF TRAINING AND FAMILY EDUCATION

- Please refer to the helpful [Alameda County COVID Flowchart](#) when a student is exposed or having symptoms.

TESTING OF STAFF and STUDENTS:

Maybeck provides COVID-19 testing for staff and students on our campus weekly.

TRIGGERS FOR SWITCHING TO DISTANCE LEARNING

In consultation with the local and county public health departments, the appropriate school official may decide whether school closure versus cleaning and quarantine of exposed persons or other intervention is warranted, including the length of time necessary, based on the risk level within the specific community.

- Individual school closure will occur based on the number of cases, the percentage of the teacher/students/staff that are positive for COVID-19, and following consultation with the Berkeley Public Health Division and Alameda County Health Department.
- Individual school closure may be appropriate when there are multiple cases at a school or when at least 5 percent of the total number of teachers/student/staff test positive within a 14-day period, depending on the size and physical layout of the school.
- A Maybeck campus closure will occur if 25% or more of schools in Berkeley Unified School District have closed due to COVID-19 within a 14-day period.
- The Berkeley Public Health Division and Alameda County Health Department may also determine school closure is warranted for other reasons, including but not limited to case rate and testing data trends and/or community transmission levels.

COMMUNICATION PLANS

HIPAA & FERPA: Maybeck High School will take reasonable precautions to protect health information, pursuant to all applicable laws and statutes, including, but not limited to, the Health Insurance Portability and Accountability Act of 1996 (HIPAA) and the Family Education Rights and Privacy Act of 1974 (FERPA). To maintain the privacy and confidentiality of students and staff, sensitive health information will not be shared except as necessary with public health officials in the City of Berkeley and Alameda County.

Maybeck will follow the City of Berkeley, Alameda County, and California Department of Public Health Guidelines to determine the measures that should be taken when a student, teacher, or staff member has symptoms, is a contact of someone infected, or is diagnosed with COVID-19. Maybeck will coordinate directly with local health officials to communicate dismissal/ closure decisions and any possible COVID-19 exposures.