

**AGENDA**  
**Princeton Joint Unified School District**  
**Special Board Meeting**

Location: Princeton Junior Senior High School Library  
Date: March 14, 2020  
Time: 7:00 pm

**I. CALL TO ORDER**

**II. ROLL CALL**

- Lance Glassgow
- Troy Hansen
- Victoria Reamer
- Debbie Wills
- Cathy Withrow

SPECIAL BOARD MEETING

We welcome you to this meeting. Members of the public may be heard on any business item on the Board's Agenda. A person addressing the Board will be limited to five (5) minutes unless the Chairperson of the Board grants a longer period of time. Comments by members of the public on an item that appears on the Agenda will only be allowed during consideration of the item by the Board. While not required, we would appreciate it if you would identify yourself with your name and address when addressing the Board. If visitors have a complaint about a specific employee of the District, they will be advised to fill out a complaint form in accordance with Board Policy.

**III. PLEDGE OF ALLEGIANCE**

**IV. PUBLIC COMMENT:** An opportunity for any member of the public to address the Governing Board on any matter not on the Agenda but within the jurisdiction of the Board.

**V. ACTION ITEMS:**

1. Consider School Closure or Cessation of In-Person Classes

**VII. ADJOURNMENT:**

In compliance with the Americans with Disabilities Act, if you need special assistance to access the Board meeting room or to participate at this meeting, including auxiliary aids or services, please contact the Princeton Joint Unified School District at 530-439-2261 and ask for Diana Baca. Notification at least 48 hours prior to the meeting will enable the office to make reasonable arrangements to ensure accessibility to the Board meeting. (Government Code § 54954.2)

CDE wants us prepared for an extended period of "social distancing" This means everyone would stay at least 6' apart and avoid large groups and unnecessary travel outside your home area. Most likely utilizing some form of independent study.

The state continues to be vague on some issues/concerns. One example is that all large gatherings are prohibited and social distancing is suggested but normal school day events (like classes) are exempt from this advice.

I expect more clarification and some very clear directives soon.

Clear statements from the CDE, CDPH and others...

1. Prepare for social distancing but continue to provide an education
  - a. This may include independent learning methods
2. 12 weeks seems to be a common time frame mentioned in the planning directives
  - a. Many schools and events are only being postponed 3-8 weeks...
  - b. Many organizations are closing with opening dates yet to be determined
3. Making sure seniors are able to earn credit and graduate is a priority
4. Other health and welfare items are also a concern
  - a. The school is likely to provide sack lunches throughout this process
5. Equity is a major issue. Some students have computers, some have internet, some don't have a place to work at all.
6. We anticipate opportunities to earn your usual paychecks or financial assistance from the state should you be unable to work.
7. Wash your hands!

The plan below is only a plan. **It will change.** I suggest you keep this in mind when planning instruction but do not spend a great deal of time or worry about this as we will have time to react when the time comes. Also, this plan has not had a lot of collaboration opportunities. I welcome your input and maybe we will find far better methods of serving our community while striving to keep everyone safe.

# Continuity Plan: COVID19 Outbreak 2020

## Princeton Joint Unified School District

3-13-2020

\*\*\* This is a plan and it will change \*\*\*

1. Everyone
  - a. We will communicate regularly using the Emergency and Superintendent Updates sections of Remind. PJUSD will continue to update this plan and send information via Remind. Any and all rumors should be considered rumors.
  - b. We will be continuing to provide opportunities to learn and meals as feasible
  - c. We will resume normal school days when it is safe to do so.
    - i. With consultation from the state and county health departments & GCOE.
2. Students / Families
  - a. We will strive to provide packets and online resources that will allow a student to continue their education while not attending classes in person.
  - b. Teachers will utilize Remind for announcements
  - c. School staff will be available via phone and email to assist families and teachers
  - d. Elementary
    - i. The majority of elementary work will be made in the form of packets that can be picked up in person
    - ii. Each packets should include resources for one week of learning
    - iii. SOAR will not be operating during this season
  - e. Jr/Sr High
    - i. Curriculum and work will be provided online where possible
      1. Packets will be available for those that cannot access Google Classroom.
    - ii. Packets will be available for topics not lending themselves well to online work.
  - f. Packets will be available at:
    - i. The front of the Jr/Sr High School Cafeteria
    - ii. Bus stops daily 8:30 - 9:00 am (Willows and Colusa)
      1. Willows: 100 North Tehama St.
      2. Colusa 1031 Bridge St.
3. Teachers
  - a. Work from home
    - i. Email packets of work to the office or
    - ii. Grant access to google classroom with instructions so that office staff can print and compile packets from google classroom wherever possible
  - b. Be available to help students during the normal school day
    - i. You could alter your schedule to include evening hours in place of some daytime hours
    - ii. Availability could be all or several of the following
      1. Phone (you could use a temporary google phone number)

2. Email
  3. Google hangouts through your district login
  4. Google classroom
4. Bus Driver/Custodial & Aides
  - a. Deliver packets and meals to Colusa / Willows
  - b. Continue work about campuses while practicing social distancing
5. Office Staff
  - a. Work shifts on campus while practicing social distancing
    - i. Work may include
      1. Answering phones
      2. Printing / copying packets for students
      3. Portions of your typical duties that need to continue
    - ii. The plan is to have only one person a day using a copier / surrounding area
      1. The person can then wipe down the area as they see fit when they start a shift and there will be no one else in the vicinity.
6. Cafeteria
  - a. We plan to provide a meal each day at the packet pick up area(s)
    - i. Meals will be available to students already receiving free/reduced price meals.
    - ii. Sheree to prepare and package these meals
7. Instructional Aides
  - a. We expect to need assistance through this season but your job duties will be different. Some probabilities are:
    - i. Be a part of the office teams during this season
    - ii. Provide remote assistance to students
      1. Via phone or google hangout
    - iii. Assist with lunch distribution at Jr/Sr High, Willows or Colusa