

**Memorandum of Understanding  
Between  
Del Norte Teachers Association  
And  
Del Norte Unified School District/COE**

Date: February 27, 2022

The Del Norte Unified School District/County Office of Education ("District") and the Del Norte Teachers Association ("Association"), jointly known as the Parties ("Parties") enter into this Memorandum of Understanding ("MOU") regarding the issues related to the coronavirus COVID-19 and the opening of schools during the 2021-2022 school year.

- DNTA and the District will meet monthly to review and revise this MOU as conditions change, in order to align with CDPH or local public health officer guidance.

*Consistent with the California Department of Public Health Order dated August 11, 2021, Governor Newsom's announcement of the same date, and in order with Cal/OSHA regulations and guidance, we are required to determine our employees' vaccination status in order to address safety conditions that may arise due to the presence of COVID-19 in the workplace. "Fully Vaccinated" means individuals who are considered fully vaccinated for COVID-19: two weeks or more after they have received the second dose in a 2-dose series (Pfizer-BioNTech or Moderna or a vaccine authorized by the World Health Organization), or two weeks or more after they have received a single-dose vaccine (Johnson and Johnson [J&J]/Janssen). COVID-19 vaccines that are currently authorized for emergency use:*

- *By the US Food and Drug Administration (FDA), are listed at the FDA COVID-19 Vaccines webpage*
- *By the World Health Organization (WHO), are listed at WHO COVID-19 Vaccines webpage*
- *"Incompletely vaccinated" means persons who have received at least one dose of COVID-19 vaccine but do not meet the definition of fully vaccinated and must test weekly until full vaccination occurs*
- *Unvaccinated employees or employees who have not provided vaccination status to the District are subject to weekly testing*

Compliance with a public health order is not subject to bargaining. DNUSD will follow orders provided by our public health officer. In the absence of an order from our public health officer, DNUSD will follow the most current CDPH guidance. Should the District direct its staff to violate CDPH and/or local health guidelines, the District will indemnify, insure, and hold the unit member harmless for obeying district directives. Additionally, the District shall provide a legal defense for unit members in any civil, criminal, or administrative proceeding *related to this MOU* in which the unit member's liability, civil or criminal, or right to hold a CTC credential is put at issue.

The information below addresses working conditions for DNUSD certificated staff:

- **Masking Requirements:**

- When students are present and indoors at school, all employees are required to wear masks that meet CDC guidelines. N95 masks will be made available to all staff, upon request, at each site. *Outdoors masks are recommended if physical distancing is not possible.*
- The District will provide the mask guidance information for each site and principals will review with staff. Staff who do not follow the guidelines are subject to progressive discipline, per the DNTA contract.
- When students are not present, unvaccinated staff must still wear masks at all times while inside any part of a school building. If an unvaccinated staff member is alone in a room and does not anticipate anyone entering the room, they may remove their mask.

\*\*Due to the high Covid-19 transmission rates as of 8/17/21, all staff must wear masks when in the presence of any other person indoors at a District school, regardless of vaccination status.

- Staff who do not follow these mask mandates will be subject to progressive discipline.
- For TK-6 Classrooms:
  - Principals will remind students daily that per CDPH guidelines, they are required to wear a mask while indoors at school. Teachers will have district-provided masks available in their classrooms.
  - At the end of the day, teachers will provide district-created notes which inform parents of their student's non compliance with masking and the CDPH requirement to wear masks indoors at schools.
- For 7-12 Classrooms:
  - Principals will include the information in their morning announcements daily reminding students that per CDPH guidelines, they are required to wear a mask while indoors at school. Teachers will have district-provided masks available in their classrooms.
  - The last period of the day, for any students not wearing a mask in the classroom, the teacher will provide the district-created notification card for their parent/guardian.

- **Ventilation:**

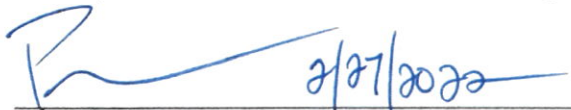
- All HVAC systems have new MERV 13 filters and systems have been opened to allow for the maximum amount of airflow.

- Employees are encouraged to open windows to maximize airflow.
  - When an HVAC system becomes inoperable, it will be considered a health and safety issue for that classroom and shall be moved to the top of the work order list. Every workspace without windows shall have filtered air.
- **Employee Leave:**
    - FFCRA leave is available through September 30th.
    - Employees who have exhausted their FFCRA leave will utilize their own sick leave.
    - Employees who are quarantined due to COVID will be required to follow the DNTA Contract concerning quarantine.
- **Covid Testing:**
    - Upon becoming operational, staff will be notified by administration of the testing schedule at each school site via email.
    - To the greatest extent possible, testing at each school site shall not interfere with instructional time.
- **Daily Screening:**
    - All staff members will be required to submit a daily screener.
- **Confidentiality:**
    - Employee vaccination records are held in a medical file that is separate from the employee's personnel file.
    - Supervisors will be notified as to who is required to wear a mask, not wear a mask, or have a medical exemption from wearing a mask.
    - Employees who decline to state their vaccination status will be required to wear masks and test weekly.
- **Quarantine: (Official Quarantine by Public Health Officer)**
    - Vaccinated Adults - If they are a close contact and symptomatic, the employee will be under quarantine. Employees who are a close contact and are asymptomatic will report to work. (Close contact is understood to be within 6 feet for 15 minutes or longer over a 24 hour period)



- Unvaccinated Adults - If they are considered to be a 'close contact' to an individual who has tested positive, they will be quarantined/isolated.
  - Notification to DNTA shall be handled via the Google document as it was in the 2020-21 school year.
  - If a substitute is not available and administration approves, teachers who are quarantined/isolated, but feel that they are well enough to teach, will be allowed to stream into the classroom with their students.
  - If a full classroom or site is closed by the public health officer and students are to remain at-home, for K-8 schools, independent study packets will be provided. Teachers must complete independent study contracts for anyone who is out for less than 14 days during the school year. High school administration will work with Department Chairs to address independent study.
- **Cleaning:**
    - The district will continue to provide sanitizer and sanitizing wipes for use at all school sites. All teachers will be required to have students utilize hand sanitizer and/or wash hands upon entering the classroom, prior to food consumption, and after restroom use.
    - Custodial staff will clean classrooms on a daily basis.
    - High traffic areas will be disinfected daily. These areas include principal and administrative offices, front offices, counseling offices, testing areas, library, and/or staff lounges.
    - All teachers will be encouraged to train and have students wipe down their desks upon completion of food consumption.
    - If a positive COVID case arises, the classroom will be disinfected by Custodial staff prior to use of the room.
- **Meetings:**
    - **Meet & Greet:**
      - This will happen outside at each school site. The principals will direct teachers on where they need to set up outside. During the event, teachers are to stay 6 feet away from families and wear masks.
      - Principals will provide a map of the school indicating the teacher's classrooms.
      - Teachers must place a poster on their classroom door with their name so families know where their classroom will be and can show their child(ren). All classroom doors shall be locked and families will not be able to enter the classroom.

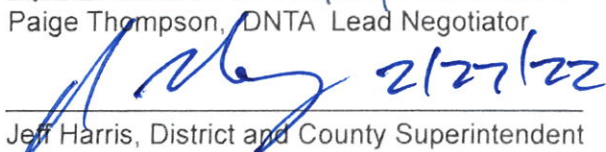
- Teachers may provide a screen cast to show students the inside of the classroom or a packet of information to the principal to place on the school website. The information provided to the principal should be any handouts teachers provide to the parents during meet and greet.
- **Back to School Night:**
  - Plans for an in-person Back to School Night will be moved to October.
- Zoom meetings will be utilized for IEPs, 504, etc. if requested by parents, guardians or education rights holder(s). All meeting attendees shall wear masks during meetings in person. General education staff may have the option to attend from their room via Zoom.
- During staff meetings or professional development at the sites, teachers will maintain social distancing and wear masks.
- Principals will move these meetings/staff development to larger rooms, i.e. multipurpose rooms, gyms, cafeterias at their school site or in the case of the high school, to the IMC.
- Family events held in the spring will follow our public health officer's guidance. If none is provided, DNUSD will follow CDPH guidance.

 2/27/2022

Paige Thompson, DNTA Lead Negotiator

 2-27-2022

Coleen Parker, Director of Human Resources

 2/27/22

Jeff Harris, District and County Superintendent