

9/11/25
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ARTICLE XXVIII-A

EMERGENCY CIRCUMSTANCES – CLOSURE OF SCHOOL FACILITIES

1.0 In cases when emergency circumstances necessitate the closure of a school facility (or group of school facilities), and if the District cannot provide a physical location that will accommodate all classrooms, the directly affected classroom teacher(s) or substitute(s) or itinerant staff assigned to the impacted site(s), shall provide live virtual instruction to students. Affected staff shall have one workday for preparation and virtual instruction will begin on the second instructional day of the closure. Virtual instruction shall be conducted as follows:

a. Self-Contained Classrooms (Early Education Programs, Elementary, and Special Education):

- 1) To be implemented in a manner mutually determined by the teachers at each grade level and the site administrator, a minimum of three hours of synchronous daily instruction for all students via Zoom, inclusive of dELD/iELD instruction for English Learners, and MELD instruction for Standard English Learners.
- 2) To be implemented in a manner mutually determined by the teachers at each grade level and the site administrator, asynchronous work/assignments will be provided to students.
- 3) Teachers will post assignments and provide feedback on Schoology.
- 4) Due to the emergency circumstances, teachers will approve all requests from affected students for short-term independent study.
- 5) Students will be given the opportunity to receive full credit for any make-up work resulting from absences due to the emergency that caused the closure of the school building(s). Teachers may set reasonable deadlines prior to the end of each marking period for the receipt of make-up work to be counted for that marking period.
- 6) In the case of an extended closure that exceeds 14 days, a minimum of 2 hours of "office hours" per week, to be scheduled at the discretion of the teacher in consultation with and shared with the site administrator.

b. Secondary and Adult Education Classrooms:

- 1) To be implemented in a manner mutually determined by the teachers in each department and the site administrator, a minimum of 30 minutes of synchronous daily instruction in each class period for all students via Zoom. For Adult Education, synchronous instructional time will be adjusted for class length. (No less than 50% of class length).

UTLA Proposal 2-18-25
District Counter 3-10-25
UTLA Counter 4-28-25
District Counter 5-19-25
UTLA Counter 6-17-25
District Counter 8-20-25

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- 2) To be implemented in a manner mutually determined by the teachers in each department and the site administrator, asynchronous work/assignments will be provided to students.
- 3) Teachers will post assignments and provide feedback on Schoology.
- 4) Due to the emergency circumstances, teachers will approve all requests from affected students for short-term independent study.
- 5) Students will be given the opportunity to receive full credit for any make-up work resulting from absences due to the emergency that caused the closure of the school building(s). Teachers may set reasonable deadlines prior to the end of each marking period for the receipt of make-up work to be counted for that marking period.
- 6) In the case of an extended closure that exceeds 14 days, a minimum of 2 hours of "office hours" per week, to be scheduled at the discretion of the teacher in consultation with and shared with the site administrator.

2.0 Remote learning shall continue until the school(s) and all classrooms are cleaned, safe and ready for instruction. The UTLA Chapter Chair shall be invited to participate in the final walk-through of the facility prior to the reopening of the school.

3.0 If the District cannot provide a physical location that will accommodate all classrooms, classroom teachers may provide remote instruction as detailed above from a location other than a school. All out of classroom teachers and other UTLA represented support staff will report to the District-determined alternate physical location to support student learning and well-being.

4.0 On a semi-annual basis, the District and UTLA shall meet and discuss protocols to be considered for school closures as a result of emergency circumstances associated with natural disasters. Depending on the nature of the event, either party may bring appropriate specialists to the discussion.