



solana beach school  
district

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**SUPERINTENDENT**

Jodee Brentlinger

March 23, 2020

VIA FIRST CLASS MAIL AND EMAIL

**RE: Prior Written Notice Re: School/District Closure to Prevent/Contain the Spread of COVID-19 (Coronavirus)**

Dear Parent/Guardian,

As you are aware, the District has determined that out of an abundance of caution and to significantly reduce community transmission of the coronavirus (COVID-19), it is necessary to close its schools to prevent/contain the spread of COVID-19. Although school is tentatively scheduled to resume on Monday, April 13, 2020, that timeline may shorten or extend depending on how the pandemic unfolds.

This letter is to provide you with written notice, pursuant to 34 CFR § 300.503, of the Solana Beach School District's ("District") closure of your student's school, which began on March 16, 2020, and the District's proposal to attempt to continue educating students during the COVID-19 pandemic. This letter follows a previous notification, dated March 16, 2020, announcing closure of school sites.

The Solana Beach School District is dedicated to supporting your child's social-emotional well-being and academic learning. As shared with you on March 16, 2020, during the first week of school closure (March 16 - 20, 2020) students were not required to complete any instructional work or assignments. The launch of our distance learning model will begin on Monday, March 23, which includes a modified instructional day to support student learning. Because of these unprecedented times, as this new system gets up and running, the plan is to gradually ease into the model as we adapt. Through refinements, week one may look slightly different than week two, and subsequent weeks.

As we launch distance learning, students are expected to utilize their District issued device to connect with their teachers and participate in our modified learning program. The District will be taking steps to ensure your child has access to their special education supports and services, to the greatest extent possible, in order to ensure they can access their distance learning plan and benefit from the educational program options to the same degree as other students and in light of their unique circumstances. Please be advised that the exceptional circumstances we are facing will affect how the supports and services are provided, and the District anticipates all students will make less progress as a result of receiving less instruction.

In addition to equal access to innovative distance learning opportunities, you can anticipate an email from your child's Case Manager and Designated Service Provider (DIS) Provider (*if applicable*) that includes the following information:

- Designated daily, 1-hour office hours (Monday- Friday).
- A commitment to respond to email communications within 24-48 hours, Monday-Friday.
- Identification of a designated distance learning platform to access individualized lessons aligned with your child's IEP goals.

I encourage you to communicate directly with your child's Case Manager on a regular basis. The SBSB teaching staff and related service providers are excited to reconnect with students and are an extremely valuable resource.

In making its determination, the District reviewed and considered the following:

- Recommendations from the Center for Disease Control (“CDC”),
- Recommendations from the California Department of Education (“CDE”),
- Recommendations from the United States Department of Education, Office of Special Education Programs and Office of Civil Rights (“OCR”)
- Recommendations from the San Diego County Office of Education (“SDCOE”),
- Recommendations from state and local government officials, including departments of public health, and
- All other relevant information available to the District,

Finally, please be advised that the parents of a child with a disability have protection under the federal parental rights and procedural safeguards set forth in 34 C.F.R. Part 300. Enclosed you will find a copy of those parental rights and procedural safeguards. The sources which you may contact to obtain assistance in understanding the provisions of the enclosed procedural safeguards are:

North Coastal Consortium for Special Education  
255 Pico Avenue #101  
San Marcos, CA 92069  
and  
California Department of Education  
P.O. Box 944272  
Sacramento, CA 94244-2720

We appreciate your understanding during this unprecedented emergency situation. The District is working hard with competing interests of continuing learning while preventing spread of the pandemic. Please understand that this is an unprecedented situation and we are working through it the very best we can for your student with the following three things at the forefront of our minds:

- Equity
- Access
- Innovation

If you have any questions, please do not hesitate to call me at (858) 794-7124 between 8:00 a.m. and 4:30 p.m.

Sincerely,



Melissa Hurd  
Executive Director, Special Education

Enclosure:

1. Parental Rights and Procedural Safeguards