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**OAKLAND UNIFIED
SCHOOL DISTRICT**
Community Schools, Thriving Students

Board Cover Memorandum

To Board of Education

From Kyla Johnson-Trammell, Superintendent
Sondra Aguilera, Chief Academic Officer

Meeting Date June 11, 2025

Subject Comprehensive School Safety Plan (CSSP): Instructional Continuity Plan

Ask of the Board Adoption by the Board of Education of the District's Instructional Continuity Plan, a subsection of the Comprehensive School Safety Plan.

Background Senate Bill 153, Chapter 38, Statutes of 2024 (hereinafter SB 153) adds a provision to California *Education Code (EC)* Section 32282 requiring local educational agencies (LEAs) to adopt a plan to ensure all students can access instruction during a natural disaster or emergency. The Instructional Continuity Plan (ICP) must be included in an LEA's Comprehensive School Safety Plan (CSSP) by July 1, 2025. A locally-adopted CSSP must include an ICP to obtain approval of a Form J-13A waiver request beginning in fiscal year 2026–27. These requirements apply to school districts, county offices of education, and charter schools.

Discussion Each school year, individual school sites must update and submit their Comprehensive School Safety Plan. Once these individual school plans are approved by the School Board, the individual plans are submitted to the California Department of Education as Oakland Unified School District's Comprehensive School Safety Plan (CSSP).

In order to comply with the new legislation and per guidance from the California Department of Education, a school District can apply the same Instructional Continuity Plan language to all school plans that are part of the District. For OUSD, this means that each school plan will be adjusted to include a new item within Section 3: District Safety Policies and Procedures, 3.12 Instructional Continuity Plan.

The content of the Instructional Continuity Plan is general due to the lack of known context in which the plan would be implemented. However, the plan contains specific areas to provide a general approach to what would take place if instruction were to be interrupted due to an emergency: Communication; Technology; Instruction and Assessment; Access; Professional Learning; Well Being; Support Services; Site-based Collaboration; and Return to Site-Based Learning.

As demonstrated by the COVID continuity plan adopted in 2021, the details of the specific plan would be shared with families and staff prior to implementation for feedback. All labor partners have rights to bargain the impacts of the Instructional Continuity Plan per their collective bargaining agreements.

The language within the Instructional Continuity Plan, if approved, would be added to the master template of the Comprehensive School Safety Plan for all school sites.

Fiscal Impact

The changes to the school site safety plan template will cost the Technology Team time to adjust the template. The cost of implementing a plan will not be known until the context of the emergency is known. As an example, continual investment in devices is an existing line item within the District budget, however, connectivity costs would likely increase if instruction would be provided remotely. In the unfortunate circumstance of an emergency that causes a disruption to instruction, the associated cost for implementing the plan details would be provided to the OUSD School Board prior to implementation.

Attachment(s)

- Instructional Continuity Plan

Instructional Continuity Plan

Communication

The Oakland Unified School District (OUSD) will establish communication with families within 5 days of any school disruption in case of an emergency using multiple means of communication: Parent Square; email, Zoom or Google Meet meetings, hubs, and via our District website.

Parent Square has the capability of translating communications to our families according to their selected home language and in major languages. Two-way communication is possible between school site principals and families using ParentSquare and email. Parent Square use in OUSD has been more accessible due to the ability to communicate with families over text messaging, which over 90% of families access currently.

Additionally, emails will be sent to student and parent/guardian accounts to assist with multiple means of communication in order to reach families.

Webinars via Zoom or Google Meet will also be available to hear from families and from staff regarding their input on the planning.

In the event that families want to access more direct contact with staff, hubs in the community will be established to the extent possible and if allowed per Alameda County public health and safety guidance to assist families.

OUSD has the ability to reach all staff through email and through ParentSquare.

OUSD will also establish a space on the front page of our website to communicate with families, students and staff.

Technology

OUSD, since the pandemic, has maintained a device to student ratio of 1:1. While these devices are currently at school sites, a comprehensive check-out system will be in place, as previously established during COVID, to ensure that students have devices required to access instruction and the ability to connect to the internet. As referenced above, communication with students and families will be implemented through our usual communication channels including ParentSquare, email, webinars via Zoom or Google Meet, and our OUSD Website.

Instruction and Assessment

In the event of an emergency that interrupts instruction and the school site setting is not safe for instruction, remote instruction (i.e., not in-person) will be designed to meet the standards of independent study (traditional or course-based) pursuant to *EC* sections 51747 and 51749.5 (*EC* Section 32282[a][3][A][ii]). Instruction will be provided remotely via Zoom or limited in-person opportunities, as established by safety protocols, as soon as practicable, but no later than 10 instructional days following the emergency.

Since COVID, OUSD has established instructional plans on our websites for both families and our teachers. Teacher Central (<https://sites.google.com/ousd.org/teachercentral>) and Family Central (<https://sites.google.com/ousd.org/familycentral>) house grade level learning plans and assessment details. In the event of an emergency, updated home learning plans and assessments will be posted to our website through these channels. District wide webinars will be available to students and families to demonstrate to them where instructional plans can be located.

Access

Given the emergency context of this plan is unknown, connecting families to information and resources will be initially available as described in the communication plan. There will be details about how to access our campuses safely given the context for the disruption once we are given guidance by Alameda County.

Professional learning

There will be an initial opportunity for staff to provide input on the professional learning needed by staff via Zoom or Google Meets. A plan will be designed to address the professional learning needs identified by OUSD Staff. Professional learning specifics will be organized with labor partners in accordance with their collective bargaining unit.

Well Being

Access to mental health platforms for students and staff will be available during an emergency event. Engagement with students, families and staff will be implemented to collect their input on what they see as helpful well-being provisions. Appropriate well-being provisions will be established and offered according to feedback and the specific emergency event.

Support Services

Depending on the disruption context, the OUSD central offices will provide resources according to their department responsibilities via Zoom or Google Meet for staff. Additionally, activities to support students, families and staff will be identified and offered either in a hub setting or via Zoom or Google Meet.

Site Based Collaboration

Site based instructional teams will be provided planning opportunities to understand and implement home learning plans and/or for modified in-person learning. These teams will be offered professional learning to work with the central office to understand the plan and identify how their site will implement the intended learning plan. Site-based teams will then be responsible for supporting the school site staff to understand the plan and implement the plan. As every context is different, school sites will be supported by their Network Team to adjust the implementation of their plan.

Return to Site-based Learning

The goal of any learning disruption due to an emergency would be to return to site-based learning as soon as safely possible. OUSD would work with labor partners to ensure that students return to site-based learning as soon as possible.