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GOVERNOR

January 4, 2022

**MEMORANDUM**

**TO:** Superintendents & Charter Directors

**FROM:** Katarina Sandoval, Deputy Secretary  
Gregory Frostad, Director, Safe and Healthy Schools Bureau

**RE:** Clarification about Remote Instruction Related to COVID-19

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In-person instruction is important to the social and academic development of students, and school districts must endeavor to keep school buildings safely open to the greatest extent possible. However, there may be times when it is unsafe or logistically impossible to operate a school due to COVID-19 conditions in the community or the numbers of staff or students who are in self isolation or quarantine; in these instances, districts and charters may need to transition to remote instruction.

The decision to transition to remote instruction, due to COVID-19 considerations, is to be made on an individual basis for each school. If a district must move one school to remote instruction, it should consider how best to make use of available resources to keep other schools open within the district. That is, **districts should make in-person learning available to the greatest extent possible, even if one or several schools must transition to remote instruction.**

Districts with schools on a four-day instructional week may also consider shifting in-person instructional days in order to keep students learning in-person at school.

Deep cleaning is a strategy to help maintain the safety of students and staff, but it is not a sufficient reason to transition a school or district to remote instruction as we now know that COVID outbreaks are not driven by surface-to-surface transmission.

The PED is to be informed of a district's intention through an email to the appropriate PED point of contact when a school transitions to remote instruction for instructional time that is typically in-person.

Thank you and please contact me or Greg Frostad if you have any questions.