




Welcoming Students Back

Liberty Union High School District Schools Reopening Guidance



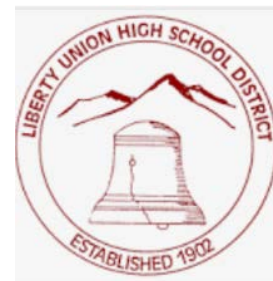
This plan is subject to change based on local numbers, the Contra Costa County Health Services and/or State of California orders.

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LUHSD COVID-19 Reopening Schools

This plan is subject to change based on local spread, the Contra Costa County Health Services, and/or State of California orders.



As we continue to navigate the extraordinary human impact of COVID-19, the district wants to assure you, we are devoting our resources to promote the safety of our students and employees as we prepare and are permitted to reopen to begin our *in-person hybrid-learning program*. Please review the [Superintendent's recommendation to reopen schools 9/24/20](#).

California schools have been closed for in-person instruction since mid-March 2020. The district strongly believes our schools are a critical component of our communities and have tremendous impact on the health, well-being, growth and development of our students and families. Moreover, our schools provide numerous additional in-person benefits, including but not limited to, direct [in-person] explicit instruction to a diverse learning community; socialization, nutrition, modeling, mentoring and mental health supports. In-person instruction will increase the district's capability to promote equitable access to students of color, English language learners, students living in poverty, foster youths, homeless youths and students with disabilities.

The district also believes nothing is more important than the health and safety of our students, employees and community members.

Color-coded county tracking system:

On August 28, 2020, Governor Newsom released the "[Blueprint for a Safer Economy](#)." The blueprint included a four-tiered, color-coded system that tracks the latest number of COVID-19 cases.

As of the date of this revised guidance, Contra Costa County continues to be in the **Purple** tier on the state's color-coded tracking system. Our district is unable to reopen our schools for in-person instruction until our county is in the **Red** tier for five (5) days.

To promote the safety of our students and employees, the district has implemented the following steps in accordance with local, state and federal government guidance [with additional measures].

County risk level	New cases	Positive tests
WIDESPREAD Most schools are closed to in-person instruction, unless they meet certain conditions	More than 7 daily new cases (per 100k)	More than 8% positive tests
SUBSTANTIAL Schools can reopen for in-person instruction after they have remained in the red tier for 14 days	4 - 7 daily new cases (per 100k)	5 - 8% positive tests
MODERATE Schools can reopen for in-person instruction based on state and county guidance	1 - 3.9 daily new cases (per 100k)	2 - 4.9% positive tests
MINIMAL Schools can reopen for in-person instruction based on state and county guidance	Less than 1 daily new cases (per 100k)	Less than 2% positive tests

Source: California Department of Public Health (Covid19.CA.GOV)

SAFETY

- **Promoting Behaviors that Reduce the Spread:**

- Students and employees will be required to **stay home** when sick or have had close contact with a person with COVID-19.
 - All families must commit to [symptom checks](#) at home each day before a student enters a school campus.
 - Parents/guardians are advised to use the [Respiratory Illness Symptom Screening Tool for Parents and Caregivers](#) to assess the health status of household members (including each student) on a daily basis and throughout each day.
 - Parents/Caregivers should anticipate an increased likelihood of being called to pick-up their student at any given time and should plan accordingly.

CDC video: <http://bit.ly/CDCvideoaboutCOVID>



- **Hand Hygiene and Respiratory Etiquette**

- Students and employees will be taught and reinforced to frequently hand wash (with soap and water) for at least 20 seconds.
- Students and employees will be encouraged to frequently use hand sanitizer (with at least 60% ethyl alcohol) when handwashing is not practicable.
- Students and employees will be taught and encouraged to avoid hand contact with their eyes, noses and mouths; use a tissue to wipe their noses; cough/sneeze into a tissue or in their elbow, and limit sharing supplies.



- **Physical distancing measures:** Physical distancing will be in place in all classrooms and throughout the school.

- **Modified layouts:** Half of each class section's roster will participate in in-person classroom instruction to allow for safer physical distancing. All classroom seating will be facing the same direction (rather than facing each other).
- **Lockers:** To prevent students from congregating in close proximity to each other, students will not be allowed to use lockers during this COVID pandemic period.
- Campus monitors and administrators will appropriately supervise, monitor and intervene to **prevent/respond** [to] students from **congregating** in close proximity to each other—before and after school and in between class periods.





- **Face Masks:** In accordance with the [California Department of Public Health's Guidance for the use of Face Coverings](#), all students and employees (unless a person is exempt in accordance with the guidelines) will be required to wear facemasks at school or on a bus.

- **Signs and Floor Decals** will be posted in key areas to promote safe physical distancing.

- **Ingress/Egress** To prevent the spread of COVID-19, the district has determined it is necessary to alter the way students and employees move in and out of classrooms; other areas on campus and ingress/egress to and from school. In adherence with the COVID-19 physical distancing requirement and to increase the control of occupant flow, each LUHSD school site will alter the way students and

employees move in and out into lines and aisles. Each school will increase the number of entrances and exits. Floor and wall decals will be placed in designated areas to encourage directional flow to promote physical distancing.

- **Engineering Controls:** To shield against droplets from coughs or sneezes, the district has installed clear plexiglass sections throughout classrooms and selected school and district offices.



- **Extra cleaning protocols:** The district will continue to observe elevated cleaning and disinfecting protocols and conduct frequent cleaning and disinfecting of high-contact surface areas.

- **Isolation rooms:** Students and employees with COVID-19 symptoms will immediately be sent to designated isolation rooms, sent home or referred to a healthcare facility.

- Students and employees will not be allowed to enter our campuses if they become sick with [COVID-19 symptoms](#).



- **Ventilation:**

- HVAC systems will operate on a mode which delivers the freshest air by opening the outdoor air dampers as indoor and outdoor conditions safely permit.

- Windows and doors will be frequently opened to increase circulation of outdoor air as much as possible.

- When weather permits and as feasible, teachers will be encouraged to provide outdoor instruction.

- Air filtration systems have been purchased for selected offices and classrooms with the least amount of outdoor ventilation.

- The district has replaced all of our HVAC filters with hospital-grade **MERVE 13 filters** to help prevent the airborne spread of the COVID-19 and other viruses.

- **Procurement:** The district has ordered the following selected protective and cleaning equipment:

- Disposable and Re-Usable **Masks** (for each student and employee).

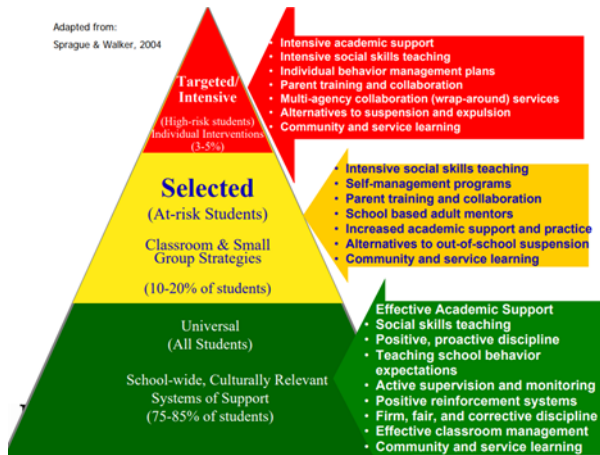
- **Face Shields** (for students and employees as needed).

- **Hand Sanitizer** (for each classroom) and dispensers in designated areas on campuses.

- Increased amount of **Disinfecting Wipes**.
- Increased hand soap supplies and disinfectant material.
- **Air Filtration Systems** have been purchased for selected offices and classrooms with the least amount of outdoor ventilation.
- **Monitoring:** The district will maintain a flexible action plan. The district will continue our ongoing and consistent communication with the Contra Costa Health Services and the Contra Costa County Office of Education. Throughout the 2020-21 school year, ongoing monitoring of local COVID-19 related cases will drive all decisions—as the district will decide to maintain the hybrid-learning schedule, increase frequency of in-person instruction, or place all students on a distance-learning program. The district will also monitor student and employees’ absenteeism and the types of illnesses and symptoms experienced.
 - **Contact tracing** is the process of notifying people of their potential exposure to COVID-19. When the district learns of a student and/or an employee has a confirmed case of COVID-19, the district nurse, administrators and/or county health officials will investigate who was in frequent close contact (less than six feet for fifteen minutes or longer) with the infected individuals. Those identified as close contacts will be notified, encouraged to self-monitor, report to their healthcare provider, take a COVID test, and/or self-quarantine to help prevent spreading his/her COVID infection to others. The district will follow the [Contra Costa Health Services Schools Guidance for Suspected or Confirmed COVID-19 Cases](#).
 - Students/Employees with confirmed COVID-19 cases must be isolated at home as stipulated in the above referenced [Contra Costa Health Services Schools Guidance for Suspected or Confirmed COVID-19 Cases](#).
- **Communication:** The district will maintain communication systems that allow staff and families to be appropriately informed while maintaining confidentiality as required by the Family Educational Rights and Privacy Act (FERPA).
- **Anticipated Realities**
 - Class sections may be canceled due to contact tracing.
 - Certain class sections may have to be placed on distance learning in the event there are increased COVID cases.
 - As noted above, based on the district’s contact tracing protocols, your student may be assigned to an isolation room if she/he becomes ill while on campus. You may be asked to seek medical clearance for your student to return to campus.



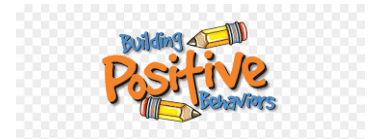
• Multi-Tiered System of Supports (MTSS)



o To prioritize equity and promote the academic, behavioral and emotional support of all district students, the district adopted the MTSS framework. During the current disruptive nature of this COVID pandemic, and to help students safely transition back to a hybrid in-person program, the district will continue to implement the MTSS framework. Via each school's identified interventions and identification system, designated students will be provided with tiered interventions (e.g. tutoring, counseling and mentoring).

Behavioral supports: Via each school's universal behavioral expectations model, students and staff will be explicitly taught and reinforced/acknowledged to exhibit safe COVID-19 related behaviors.

- o **Academic supports:** LUHSD will implement the following strategies and actions such as to address learning and accelerate learning progress.

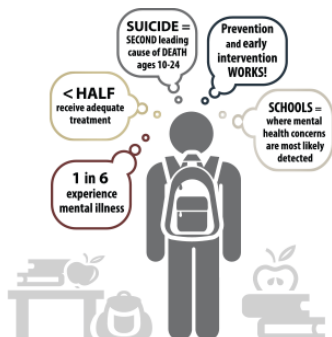


- Teachers may ask students to attend [in-person or virtually] *Student Intervention/Tutorial* sessions for small group/individual tutoring (please see instruction bell schedule page 8).
 - Teachers may work with students needing extra support in small group/individual sessions during class time.
 - Students with need of additional supports may be referred to the district's after-school tutoring program (sessions may be offered in-person or virtually).

Assessment data will be used to identify students who have experienced significant learning loss. Identified students will be offered intervention strategies as outlined above.

The district's plan for progress monitoring and communicating student progress to families/guardians include:

- Regular updates on student progress in CANVAS
- Teacher communication of progress via email and phone calls
- Progress (mid-way through each quarter) and Quarterly progress notices
- Counselor phone calls to parents and students needing additional support
- Targeted outreach by designated employees (e.g. special education case managers).



- o **Mental Health** supports: The district will continue to provide students with school guidance counseling. Targeted counseling will be provided to designated students. Students and employees will also have access to Associate Marriage and Family Therapists (AMFT) for clinical mental health services via a contracted agency. Counseling/mental health services may be provided in person or via a virtual format.

Hybrid Learning (Freedom, Heritage and Liberty High Schools)

Each high school will assign students in groups “1” or “2.” When either group is receiving in-person instruction, the other group will receive distance learning for two consecutive school days utilizing the current A/B class schedule (please see below). In-person instruction will be provided for sixty-minute periods. During each student’s Distance Learning day, the student will be required to participate, via Zoom (synchronous learning) for at least the first ten minutes of each assigned class period (or longer based on the assigned teacher’s discretion). The remainder of the sixty-minute period will include asynchronous assignments posted on CANVAS.

Following the last period of the day, to prevent the spread of COVID-19, students will be asked to vacate the campus. For those students who will need a school lunch, they will be provided a “Grab & Go” lunch as described on page 12.

Hybrid Learning Bell Schedule

NOTES:

A/B Rotation

In-School / Distance Learning combined

DL-Sync = 10 minute minimum at teacher discretion

60 minute in-school periods

*January 4th – 11th will be Distance Learning

**January 12th begins Hybrid with A1/A2

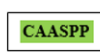
“A” Day A1 = in School A2 = D.L.	“B” Day B1 = in School B2 = D.L.	“A” Day A2 = in School A1 = D.L.	“B” Day B2 = in School B1 = D.L.	“A” Day A1 = in School A2 = D.L.
1 st 8:15 – 9:15 <i>*DL – Sync Time (10 min. minimum)</i>	5 th 8:15 – 9:15 <i>*DL – Sync Time (10 min. minimum)</i>	1 st 8:15 – 9:15 <i>*DL – Sync Time (10 min. minimum)</i>	5 th 8:15 – 9:15 <i>*DL – Sync Time (10 min. minimum)</i>	1 st 8:15 – 9:15 <i>*DL – Sync Time (10 min. minimum)</i>
2 nd 9:25 – 10:25 <i>*DL – Sync Time (10 min. minimum)</i>	6 th 9:25 – 10:25 <i>*DL – Sync Time (10 min. minimum)</i>	2 nd 9:25 – 10:25 <i>*DL – Sync Time (10 min. minimum)</i>	6 th 9:25 – 10:25 <i>*DL – Sync Time (10 min. minimum)</i>	2 nd 9:25 – 10:25 <i>*DL – Sync Time (10 min. minimum)</i>
3 rd 10:35 – 11:35 <i>*DL – Sync Time (10 min. minimum)</i>	7 th 10:35 – 11:35 <i>*DL – Sync Time (10 min. minimum)</i>	3 rd 10:35 – 11:35 <i>*DL – Sync Time (10 min. minimum)</i>	7 th 10:35 – 11:35 <i>*DL – Sync Time (10 min. minimum)</i>	3 rd 10:35 – 11:35 <i>*DL – Sync Time (10 min. minimum)</i>
4 th 11:45 – 12:45 <i>*DL – Sync Time (10 min. minimum)</i>	8 th 11:45 – 12:45 <i>*DL – Sync Time (10 min. minimum)</i>	4 th 11:45 – 12:45 <i>*DL – Sync Time (10 min. minimum)</i>	8 th 11:45 – 12:45 <i>*DL – Sync Time (10 min. minimum)</i>	4 th 11:45 – 12:45 <i>*DL – Sync Time (10 min. minimum)</i>
Grab & Go Lunch <u>12:45 – 1:15</u> Guidance Counseling 12:45 – 3:00	Grab & Go Lunch <u>12:45 – 1:15</u> Guidance Counseling 12:45 – 3:00	Grab & Go Lunch <u>12:45 – 1:15</u> Guidance Counseling 12:45 – 3:00	Grab & Go Lunch <u>12:45 – 1:15</u> Guidance Counseling 12:45 – 3:00	Grab & Go Lunch <u>12:45 – 1:15</u> Guidance Counseling 12:45 – 3:00
Monday	Tuesday	Wednesday	Thursday	Friday
Teacher Collaboration <i>Asynchronous Student Learning</i> 1:15 – 3:00	Student Intervention/Tutorial: <i>Asynchronous Student Learning</i> In-person Student Support/Tutorial 1:15 – 1:50 D.L. Student Support/Tutorial 2:00 – 3:00	Student Intervention/Tutorial: <i>Asynchronous Student Learning</i> <i>In-person Student Support/Tutorial</i> 1:15 – 1:50 D.L. Student Support/Tutorial 2:00 – 3:00	Student Intervention/Tutorial: <i>Asynchronous Student Learning</i> <i>In-person Student Support/Tutorial</i> 1:15 – 1:50 D.L. Student Support/Tutorial 2:00 – 3:00	Teacher Collaboration <i>Student Asynchronous Learning</i> 1:15 – 3:00

**Liberty Union High School District
Modified Traditional Schedule**

A1, A2, B1 or B2 = In-School Learning (Bold)
DL = Distance Learning (Italics)

**2020-2021 INSTRUCTIONAL CALENDAR
Spring Semester**

Technology Maintenance



January							February							March						
Sun	Mon	Tue	Wed	Thu	Fri	Sat	Sun	Mon	Tue	Wed	Thu	Fri	Sat	Sun	Mon	Tue	Wed	Thu	Fri	Sat
					1 H	2		1 B1	2 A2	3 B2	4 A1	5 B1	6		1 B2	2 A1	3 B1	4 A2	5 B2	6
3	4 DL	5 DL	6 DL	7 DL	8 DL	9	7	8 A2	9 B2	10 A1	11 B1	12 H	13	7	8 A1	9 B1	10 A2	11 B2	12 A1	13
10	11 DL	12 A1	13 B1	14 A2	15 B2	16	14	15 H	16 A2	17 B2	18 A1	19 B1	20	14	15 B1	16 A2	17 B2	18 A1	19 B1	20
17	18 H	19 A1	20 B1	21 A2	22 B2	23	21	22 A2	23 B2	24 A1	25 B1	26 A2	27	21	22	23	24	25	26	27
24	25	26	27	28	29	30	28							28	29 A2	30 B2	31 A1			
31	A1	B1	A2	B2	A1															

April							May							June						
Sun	Mon	Tue	Wed	Thu	Fri	Sat	Sun	Mon	Tue	Wed	Thu	Fri	Sat	Sun	Mon	Tue	Wed	Thu	Fri	Sat
				1 B1	2 A2	3							1			1 B1	2 A2	3 B2	4 SWD	5
4	5 B2	6 A1	7 B1	8 A2	9 B2	10	2	3 B1	4 A2	5 B2	6 A1	7 B1	8	6	7	8	9	10	11	12
11	12 A1	13 B1	14 A2	15 B2	16 A1	17	9	10 A2	11 B2	12 A1	13 B1	14 A2	15	13	14	15	16	17	18	19
18	19 B1	20 A2	21 B2	22 A1	23 H	24	16	17 B2	18 A1	19 B1	20 A2	21 B2	22	20	21	22	23	24	25	26
25	26 H	27 B1	28 A2	29 B2	30 A1		23	24 A1	25 B1	26 A2	27 B2	28 A1	29	27	28	29	30			
							30	31 H												

Legal Holidays and Board Designated Non-School Days

Labor Day	September 7, 2020	Martin Luther King Day	January 18, 2021
Fall Break	October 5-9, 2020	Lincoln's Day	February 12, 2021
Veteran's Day	November 11, 2020	Washington's Day	February 15, 2021
Floating Holiday 1&2	November 24-25, 2020	Spring Break	March 22-26, 2021
Thanksgiving	November 26-27, 2020	Spring Recess	April 23, 26, 2021
Winter Break	Dec. 21, 2020 – Jan. 1, 2021	Memorial Day	May 31, 2021

First Day of School	August 10, 2020
Virtual/Back to School Night	FHS, HHS, and LHS: Sept. 1, 2020
Virtual/Back to School Night	LP/9-1-20, IHS/9-18-20
Open House	HHS/1-28-21, LHS/4-29-21, FHS/4-29-21, I/1-7-21
Minimum Day	HHS/1-29-21, LHS/4-30-21, FHS/4/30/21
Last Day of School	June 3, 2021
SWD = Staff Work Day	

Full-time Distance Learning during the LUHSD COVID-19 Spring Hybrid Schedule

It is understood not all families will be able to participate in the Hybrid model of instruction for health or personal reasons. While the district acknowledges and respects this need for full-time distance learning, it cannot provide the staffing for both a hybrid and the distance-learning model that was enacted for the first semester of the 2020-21 school year. Therefore, for those students and/or families that choose not to participate in the Hybrid Model of instruction, three options will be available for full-time distance learning:

100% Virtual Instruction (via Edgenuity)

- Students will stay enrolled at their current school but will be assigned 100% online courses using the Edgenuity Courseware program. Students will select courses aligned to their current academic four-year plan; however, physical education (PE); some school elective and some Advanced Placement (AP) courses will not align with Edgenuity and new courses will need to be selected.
- Students will be monitored with an assigned teacher once a day to go over students' progress. Students will not be tied to the District's Hybrid bell schedule.
- The Edgenuity courses are UC/CSU a-g accredited. Edgenuity courses are not accredited by the NCAA Clearinghouse.

- The student’s teacher of record for each class will most likely not be their current teacher but will be a LUHSD teacher.
- Additional options for tutoring and interventions may be limited for students needing assistance.
- Students will be awarded credits for each course as they are completed via each student’s individualized progress.
- Families selecting this model of full-time distanced learning will need to commit to this format for the remainder of the school year as each student’s progress towards course completion will be different based upon the amount of work they complete.
- This format is geared towards the type of student who is typically a strong independent learner and not in need of additional academic supports.

100% Distance Learning within the Hybrid Model

- Under the Hybrid Model, students are assigned at-home and at-school learning days (A1/A2 and B1/B2). Students opting for this choice of 100% Distance Learning within the Hybrid Model will log into their classes via zoom each class meeting [daily]. They will attend their classes with groups of students that are attending school in-person or are participating via their scheduled distance-learning day. Students will need to follow the Hybrid bell schedule when logging into their classes.
- Teachers will address these students in the same manner they are addressing the students that are not going to school due to it being their Hybrid distance-learning day. Students will be required to be “in-class” for a minimum 10 minutes before beginning their at-home assignments.
 - Each assigned teacher may decide to require the distance-learning student to participate longer than 10 minutes on any given school day.
- Some elective courses that require hands on participation may be closed to this model and a new elective will need to be found for the student.
- This format is geared for those families and students that are unsure if they will want to remain on distance learning for the duration of the entire school year.
- Additionally, students may want to access the virtual tutorial sessions at the end of the day Tuesday-Thursday with their teachers of record.

Transfer to Independence High School

- Independence is a fully accredited high school requiring the same graduation standards (230 credits) as a traditional 6-period high school.
- Although students do most schoolwork at home, they meet with their assigned core teachers once a week (bi-weekly or possibly twice a month) and math teachers 2-3 times a week (in-person or virtually).
 - *To learn more about Independence High School please review this [informational brochure](#).*

Please note—Students that transfer to Independence High School will be considered an Independence High School student and graduate with an Independence High School diploma. Independence High School students are NOT eligible to participate in athletics.

English Learners

English Learners will receive daily Designated and Integrated English Language Development (ELD) instruction to practice language and achieve academic standards and instruction targeted at their proficiency level. The following schedules demonstrate ELD instruction: English Learners scoring at the English Language Proficiency Assessments for California (ELPAC) Performance Levels 1 and 2 take double-blocked designated ELD language courses. They receive integrated ELD instruction in elective classes. English Learners scoring at ELPAC Performance Levels 3 and 4 take integrated language courses. These students receive designated ELD support through individualized classroom instruction. Instructional and support strategies for English Learners will be congruent with both the California English Learner Roadmap and the California English Learner Roadmap Toolkit. Teachers who teach Designated Language Support classes will provide English Learners with specific strategies, including:

- Aligning prompts and response frames
- Aligning verbs to function
- Sentence Deconstruction
- Story Re-Writing/Reconstruction

Teachers who teach Integrated Language Support will provide English Learners with the following strategies, including:

- Explicitly teaching academic vocabulary
- Using Cultural as an asset when completing assignments
- Scaffolding
- Sentence Frames

Special Education



Instruction and services will be provided and incorporated within the same schedule and guidelines as general education. During the Hybrid Learning program, Hybrid/Individual Learning Plans will be developed and shared with parents to document all supports and services, daily or weekly schedules, resources, platforms and log-in information. Students who are assigned specialized classes with a special education teacher, will be offered increased in-person instruction and supports. Students will receive paraprofessional supports (both in-person and virtually) as well as educational related activities (in-person or virtually) as designated in each student's individualized learning plan.

Students assigned the district's moderate/severe specialized programs known as Lifeskills and Gateway will be provided with daily in-person instruction divided by am and pm sessions.

- **Food Services**

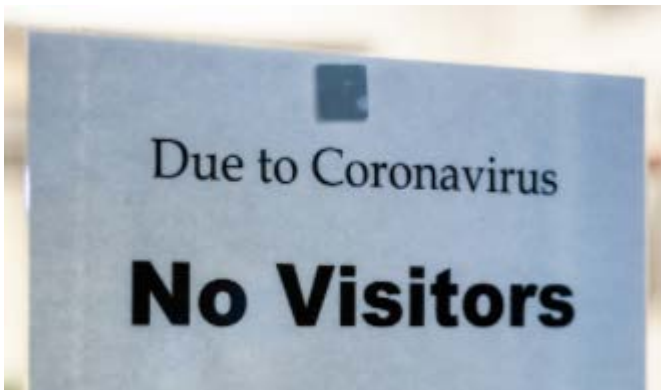
- To reduce the spread of COVID-19 and students from congregating, all students will be dismissed from school following 4th/8th period.
- Students will be offered “Grab & Go” Lunches.
- Food will be served in an expedited process using disposable containers.
 - Students will be required to practice safe physical distancing and wear their face masks while awaiting to be served their food.



- **Transportation**



- To ensure safe physical distancing, the district will limit providing school bus transportation to students with disabilities as identified in each student’s individualized education program (IEP) stipulating door-to-door transportation services. For students who will qualify for such transportation, the following protocols will be instituted:
 - Students will practice safe physical distancing while awaiting and loading the bus.
 - Whenever possible, students will load the bus from “rear to front” and unload from “front to rear.”
 - All students and bus drivers (and other employees on each bus) must wear a mask or face shield on the bus (extra masks will be available as needed).
 - Students/employees will not be allowed on a bus if showing [COVID-19 symptoms](#)
 - Students will be physically distanced on the bus.
 - *One student will be seated per each row of seats on each bus in a zigzag pattern. Siblings of the same household may be allowed to sit together.*



- **Visitors:** To minimize opportunities to spread and promote the health and safety of students and employees, parents and other community members are encouraged to limit physically visiting schools and are encouraged to telephone or email the relevant staff person. The district staff will continue to schedule virtual meetings to support individual student’s needs. During the school day, parents are discouraged from bringing items forgotten by their student to the school office.

Internet and Computer Accessibility

The district has a large number of laptop and mobile hotspot devices checked out to families. Families that do not have access should contact their school site for availability of a laptop device and/or a mobile hotspot for internet access. The district will make every effort to ensure connectivity to all households.

The district will continue to update [LUHSD technology website](#) with information related to resources to access software associated with student learning during the 2020-21 academic year.



Resources:

- [Blueprint for a Safer Economy](#)
- [Liberty Union High School District COVID-19 Prevention Program](#)
- [Liberty Union High School District COVID-19 Resources, Information, Update](#)
- [Contra Costa County Office of Education COVID-19 Information and Resources](#)
- [Contra Costa Health Services COVID-19](#)
- [California Department of Education: Coronavirus Response and School Reopening Guidance](#)
- [California ALL: COVID19.ca.gov](#)
- [Centers for Disease Control and Prevention \(CDC\): COVID-19, K-12 Schools and Child Care Programs](#)