



Adelanto *Elementary School District*

TO: Adelanto Elementary School District Employees

FROM: Carlos Moran, Assistant Superintendent, Human Resources

SUBJECT: Mandated COVID Vaccination or Weekly Surveillance Testing – Employee Notification and Attestation Form

DATE: September 30, 2021

BOARD OF TRUSTEES
Christine Turner, President
La Shawn Love-French, Clerk
Holly Eckes, Member
Christina Bentz, Member
Ammie Hunter, Member

SUPERINTENDENT
Kennon Mitchell, Ph.D

Re: COVID-19 Vaccination or Testing Requirement for Employees, Volunteers and Other Adults Working and/or Providing Services at District Facilities

Pursuant to the State Public Health Officer’s Order (“Order”) of August 11, 2021, all K-12 local educational agencies must verify the vaccination status of all employees, volunteers and other adult individuals who work in District facilities no later than October 15, 2021. The Order also mandates weekly surveillance testing (diagnostic screening testing) of all unvaccinated or incompletely vaccinated employees, volunteers and other adults working in district facilities.

Accordingly, in compliance with the Order and as part of the Adelanto Elementary School District’s efforts to maintain a safe work and educational environment, as a condition of employment or service, District employees will be required to verify full vaccination status against COVID-19 no later than October 15, 2021.

However, in order obtain the exact number of vaccinated, unvaccinated or incompletely vaccinated employees, we are requesting employees submit their Attestation Form by Friday, October 8, 2021.

This requirement also applies to new hires, District volunteers, partners, contractors, charter school employees, and other adults who provide services on District property. Employees and adult service providers who do not provide verification of full vaccination status will be required to undergo weekly surveillance testing (diagnostic screening testing) for COVID-19 to enter District facilities.

Pursuant to the California Department of Public Health Guidance for Vaccine Records Guidelines & Standards, the District will accept only the following methods of proof of vaccination:

1. COVID-19 Vaccination Record Card (issued by the Department of Health and Human Services Centers for Disease Control & Prevention or WHO Yellow Card)

which includes name of person vaccinated, type of vaccine provided and date last dose administered);

2. A photo of a Vaccination Record Card as a separate document;
3. A photo of the Vaccination Record Card stored on a phone or electronic device;
4. Documentation of COVID-19 vaccination from a health care provider; OR
5. Documentation of vaccination from other contracted employers who follow these vaccination records guidelines and standards.

Individuals are considered “fully vaccinated” once two weeks has elapsed after they have received the second dose of the vaccine, or, in the case of Johnson & Johnson, the single required dose. Employees, volunteers and other adult service providers who are not fully vaccinated, or for whom vaccine status is unknown or documentation is not provided, must be considered unvaccinated, and will be required to undergo weekly surveillance testing (diagnostic screening testing) for COVID-19. Weekly surveillance testing procedures will be provided under a separate communication and posted on our District website.

To comply with the vaccination requirement, current District employees must complete and submit the attached Attestation Form along with one of the above approved methods to verify COVID-19 vaccination to **Cherie Humphrey, District Office Human Resources Receptionist on or before October 8, 2021.** Newly hired employees must submit verification of their vaccination status as part of the hiring and onboarding process prior to an official offer of employment.

Unvaccinated or incompletely vaccinated workers must also observe all other infection control requirements, and are not exempted from the testing requirement even if they have a medical contraindication to vaccination.

Employees, volunteers and adult service providers who fail to comply with the vaccination or testing requirements may be barred from entering any District campus or facility and may be subject to other consequences.

The health and safety of our students and employees is of the utmost importance and we appreciate your compliance and commitment to maintaining a safe District environment for the employees, students and families we serve.

The District will continue to follow public health orders, guidelines and recommendations. Should public health guidance change in the future, the District will reassess and consider amending its current policies related to these activities.

It is my hope that you understand the District is legally required to follow the mandatory guidelines of federal, state and local public health authorities, and the District’s precautions are for the protection of the District’s students, staff and community, even if there are individuals who disagree with these requirements and safety measures.