



Continuity of Education for Essential Infrastructure Sectors: POST Academy and Career & Technical Education April 30, 2020

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CONTINUITY OF EDUCATION FOR ESSENTIAL INFRASTRUCTURE SECTORS

POST Academy and Career & Technical Education

This document outlines guidelines and details for a return to campus for police and career & technical education instructional programs at Delta College.

Governor Newsom's issued [Executive Order N-33-20](#) on March 19, 2020 in response to the COVID-19 pandemic. The order identifies 16 critical infrastructure sectors in which "Californians working in these 16 critical infrastructure sectors may continue their work because of the importance of these sectors to California's health and well-being."

Additionally, the California Community Colleges Chancellor's Office issued [Memorandum ES 20-09](#) on March 20, 2020, "strongly recommend(ing) that colleges work to sustain courses that directly support the essential infrastructure sectors, especially healthcare and first responders. Criteria should include: impact to students' ability to graduate or complete a certificate; student accessibility to required materials or equipment; relationship or contributions to state's essential infrastructure sectors; immediate and near-term impact to the local community needs; (and) viability of employment post course or program completion in light of the current economic context."

POST

The Delta College POST (Peace Officer Standards and Training) Academy leads to employment as a first responder, including police and sheriff patrol officers, as well as transit and railroad police.

CAREER & TECHNICAL EDUCATION

The following Delta CTE programs fall within the critical infrastructure sectors, and their training is essential to the industry. Students gaining credentials in these areas are ready for employment across the region and the state. <https://www.cisa.gov/critical-infrastructure-sectors>

- **Critical Manufacturing Sector:** This Sector includes the Engineering, Machining, Electronics/Automation, and Welding Programs.
- **Energy Sector:** This Sector includes the Electrical and HVAC Programs.
- **Food and Agriculture Sector:** This Sector includes the Horticulture and Plant Science Programs.
- **Health Care and Public Health Sector:** This Sector includes the Electron Microscopy Program. While these employees do not work with the public, they are crucial to operating the microscopes necessary for certain lab work and research.
- **Information Technology Sector:** This Sector includes the Computer Network Technician (CISCO) Program.
- **Transportation Systems Sector:** This Sector includes the Automotive Mechanics, Automotive Technology, Automotive Body and Diesel Programs.

UNIFORM PROGRAM SAFETY MEASURES

In an effort to safeguard all staff and students amidst the COVID-19 concerns, Delta College is taking steps to minimize contact between students, faculty, and staff while providing instruction and training. The college will ensure proper social distancing during the delivery of our courses. The following minimum standards will be in effect beginning May 1, 2020, until further notice:

- **Prioritize online instruction:** Instructional activities will be moved to online as much as possible.
- **Reduced instructional sessions of 10 students or less:** Any remaining necessary hands on instruction, or required in person training, will be conducted with 10 or less students in an instructional space.
- **Enforced social distancing of at least 6 feet:** All students and staff will maintain 6 feet of social distance at all times. All activities, from arrival to departure, will be centered on maintaining safe social distance.
- **Required masks:** Students and staff will be required to wear masks at all times.
- **Mandated screening:** Students will complete a health screening and risk assessment, which may include taking their temperature, before participating in hands on or in person education and training.
- **Delineated routes to access and leave campus:** Students will arrive or park in a predesignated area 15 minutes before the scheduled time and remain isolated or in their vehicle until 10 minutes prior to start. Students will follow specific directions and map to the class area. No stopping or congregating will be allowed. When leaving, students follow specific directions and map regarding how to leave campus.
- **Demarcated instructional areas:** Each lab and instructional area will be marked off with blue tape per the 6 feet rule and wiped down between each session. The instructor will run instruction from a safe social distance.
- **Designated Restrooms:** Restrooms will be designated for student use and cleaned regularly.

BASIC DAILY PROCEDURES FOR ALL PROGRAMS

On the first day of class or return to class, students will complete the COVID-19 declaration and attestation that the student understands the COVID-19 Mitigation Protocols.

Students shall avoid loitering and adhere to the social distancing 6 feet rule at all times. For more information: <https://www.redcross.org/about-us/news-and-events/news/2020/coronavirus-what-social-distancing-means.html>

Students will complete a health screening and risk assessment, which may include taking their temperature, before participating in hands-on or in-person education and training. If a student is at risk or ill, the student will not be allowed to participate in POST Academy training or CTE instructional labs and will be referred to the student's own physician. A "Return to School" note from a medical professional may be required for the student to return.

It is crucial that no student or instructor who is experiencing ANY symptoms come to campus. Administration and faculty will work together to provide plans for make-up instruction dates for students who may be unable to attend classes. Make-up dates may need to be offered at future dates.

Faculty will keep an accurate log of all student hours missed related to COVID-19, and how and when hours will be made up.

Staff and students will be issued reusable/cleanable cloth masks.

If a student becomes ill on their days off, they should contact their professor, Recruit Training Officer, or Academy Coordinator.

START OF DAY/CLASSROOM – POST ACADEMY

Students will park in the designated Holt 1 parking lot. Students and staff will skip a stall between parked vehicles to accommodate social distancing.

There will be no loitering or congregating as groups on campus or in the parking lot before and after class.

When approaching the campus, students will follow designated maps, walking directly to the POST classrooms.

Formation (for the POST Academy specifically) will be held in the Locke 5 parking lot. To avoid dressing at close intervals for Roll Call, parade dressing will occur at double open ranks distance with at least 6' of distance between students. Squad 1 will measure the distance with at least two arm lengths between students and Squads 2, 3, and 4 will cover behind Squad 1 in rows 6' behind one another. While walking in formation, at least 6' will be maintained between students. During inspections, Recruit Training Officers (RTO) and students shall wear masks.

DAILY CLEANING & SANITIZING – POST ACADEMY

Prior to beginning each day, the room will be disinfected including all light switches, tables, lectern, door handles inside and outside the classroom, and inside and outside the restroom. When students arrive, they will disinfect their working area wearing disposable gloves and use disinfecting wipes, disinfectant and paper towels, or KenClean in spray bottles. The door will be held open with sanitized door stops so students can enter the classroom without touching door handles.

<https://www.cdc.gov/coronavirus/2019-ncov/prevent-getting-sick/cleaning-disinfection.html>

Gloves, disinfecting wipes, and towels will be disposed of in garbage cans outside the classroom.

BREAKS – POST ACADEMY

No loitering in groups will be allowed anywhere. This includes tables where paperwork is turned in, restrooms, and locker rooms. In order to provide more space for breaks and lunch, students will be allowed to eat in the classroom or lab area. Prior to eating, all table surfaces will be cleaned with disinfectant and again when done.

Cleanliness will be monitored. Food or empty food containers shall not be left in the classroom or indoor garbage cans.

Students will be restricted to two at a time in a restroom. If a line forms, the 6 feet social distance must be followed. Restrooms will remain locked until break times. Staff will unlock restrooms when breaks are announced.

START OF DAY / CLASSROOM – CAREER & TECHNICAL EDUCATION

Students will arrive in a staggered schedule throughout the day in groups of no more than 10 students. Students will use the walkway between the back of the automotive shops and the Budd shops. The shops being used have ample space to allow students to adhere to the social distancing requirements. For example, Budd 104 shop is 3,878 square feet by itself.

Lab demonstrations will occur in a virtual format prior to attending class. Lab equipment will be set up by faculty prior to students' arrival. While in the lab, faculty and students shall wear masks and gloves. Students will not be allowed to approach the lectern or faculty areas at less than 6' distance.

As students will be using a staggered schedule, there will be no breaks or lunchtime for students while on campus.

Students will be encouraged to wash hands as frequently as possible.

DAILY CLEANING & SANITIZING - CTE

Prior to beginning each day, the room will be disinfected including all light switches, tables, lectern, door handles inside and outside the classroom, and inside and outside the restroom. When students arrive, they will disinfect their working area wearing disposable gloves and use disinfecting wipes, disinfectant and paper towels, or KenClean in spray bottles. The door will be held open with sanitized door stops so students can enter the classroom without touching door handles.

<https://www.cdc.gov/coronavirus/2019-ncov/prevent-getting-sick/cleaning-disinfection.html>

Gloves, disinfecting wipes and towels will be disposed of in garbage cans outside the classroom.

POST ACADEMY LOCKER ROOMS

Use of locker rooms should be drastically reduced. Students will not have access to the locker rooms, except to prepare for and return from Physical Training (PT) and Arrest and Control (A/C) classes. The same door handle cleaning protocol will be followed as used in the classroom.

Students should utilize lockers at least 6' away from each other. After training is concluded, students will retrieve their gear from the locker room with 6' social distancing and leave campus and shower at home. PT will be scheduled at the end of the day until the COVID-19 protocols are lifted.

POST ACADEMY ARREST AND CONTROL

Students will have all gear (batons, blue guns, handcuffs, mats, etc.) disinfected prior to class beginning. At the start of class and in between exercises students will use hand sanitizer.

Arrest and Control will be held in the Blanchard (large) Gymnasium and when possible, students will wear face masks. Hands will be sanitized frequently and, contact will be minimized as much as possible.

Mats will be disinfected after each session.

POST ACADEMY RANGE

Social distancing will be observed at all times. To avoid congregating on the patio, students will be allowed to eat and take breaks in their cars after weapons have been cleared.

Staff will don masks and safety glasses while on the firing line. Students will wear safety glasses and have masks available for use during non-shooting time. (Wearing a mask while shooting fogs safety glasses.)

All shotguns will be wiped down in between uses with disinfectant.

POST ACADEMY CLASS 47-20 EXTENDED

Strategy for Classroom Instruction

POST Module II – 24 students, 05/01/20 – 07/01/20

Class meets 8 hours per day Saturday and Sunday

Class meets 4 hours per day Monday, Tuesday, and Wednesday

Table Lists Learning Domains (LD) and Number of Classroom Hours per LD

There will be no classroom instruction on weekend days until 06/07/20. Weekend Firearms training will be conducted at Stockton Police Firearms Training Facility. Students will be divided into groups and shooting on multiple firing ranges. A portion of the class (10 students at a time) will work on the shotgun/rifle range, while the rest of the class will work on the pistol courses. The range is an outdoor facility.

Firearms training dates: 05/01/20, 05/02/20, 05/03/20, 05/09/20, 05/10/20, 05/16/20, 05/17/20, 05/23/30, and 05/24/20. A safety ratio of 5 students to 1 instructor is maintained. Social distancing of a minimum of 6' will be observed.

Physical Training: Twenty 1-hour sessions will be held outside on the Delta College Track and Football infield, or in the Blanchard Gym. Social distancing will be observed and there will be a minimum of two instructors to monitor safety and mitigation protocols.

Arrest and Control Training (05/23/20, 05/24/20, 05/31/20, and, 06/06/20) will be held in the Blanchard Gym. Social distancing will be observed and students and staff will don reusable masks for any instruction requiring students to come closer than 6' of each other. A minimum of two instructors will be on site to monitor safety and mitigation protocols. Reusable masks will be worn by staff and students. Frequent hand washing and sanitizing will be maintained.

Classrooms: 8 students per room. Students will be divided between room #'s H130 (occupant load 49), H131 (occupant load 38) and H132 (occupant load 38). Eight students per classroom. Lead instructor will be positioned at the podium in H132. Classrooms are connected by large windows and pedestrian doors allowing the lead instructor to see into all three classrooms. Each subsequent classroom will have a POST certified assistant instructor assigned.

Lead instructor will project class via Zoom to all three classrooms and assistant instructors will answer any student questions, alert the lead instructor to any questions needing to be addressed to the entire class, oversee Required Learning Activities, monitor students for signs of illness, and make certain social distancing is observed.

Restrooms for all four floors of the Holt building will be unlocked during breaks.

Table – POST Academy Extended

ALL CLASSROOM TIME WILL BE DIVIDED BETWEEN THREE ROOMS: H 130, H 131 & H 132

Class – Learning Domain (LD)	Total Hours Needed to Complete LD	Individual Time in Classroom per week	Number of Students in Room per Group	Dates/Time
Principled Policing in the Community	12	9 hours-week 1 3 hours-week 2	8	5/4, 5/5, 5/6 5/11
Laws of Arrest	7	7 hours	8	5/1 & 5/13
Search and Seizure	8	8 hours	8	5/18 & 5/19
Report Writing	31	3 hours-week 1 4 hours-week 2 4 hours-week 3 7 hours-week 4 10 hours-week 5 3 hours-week 6	8	5/20 6/3 6/10 6/13 & 6/15 6/21, 6/22 & 6/24 6/29
Use of Force	7	7 hours	8	5/26 & 5/27
Crimes Against Persons	7	7	8	6/1 & 6/2
Patrol Techniques	7	7	8	6/7
Property Crimes	6	6	8	6/8 & 6/9
Presentation of Evidence	4	4	8	6/13
Crimes in Progress	18	8 hours-week 1 4 hours-week 2 6 hours-week 3	8	6/14 6/21 6/30 & 7/1
General Crime Statutes	3	3	8	6/16
Vehicle Pullovers	7	7	8	6/20
Crimes Against the Justice System	4	4	8	6/22
Preliminary Investigation	4	4	8	6/23
Cultural Diversity/ Discrimination	16	16	8	6/27 & 6/28

POST ACADEMY CLASS 48-20 INTENSIVE

Strategy for Classroom Instruction

Orientation and POST Module III – 50 students, 5/20/20 – 06/30/20

Class meets 8 hours per day Saturday thru Wednesday

Table Lists Learning Domains (LD) and Number of Hours per LD

Firearms training will be conducted at Stockton Police Firearms Training Facility. During Orientation (05/30/20) students will be divided into groups of 5 students to 1 instructor, students will be training in firearms safety and manipulation without live ammunition and social distancing will be observed. When on the live firing line, students will be separated by at least 6'. Module III Firearms Training Days (weekends of 06/06/20, 06/13/20, 06/20/20 and, 06/27/20), class will be split in half (25 students) and students will be divided into groups of 5 students to 1 instructor. Social distancing of a minimum of 6' will be observed.

Arrest and Control Training will be held in the Blanchard Gym. Social distancing will be observed and students and staff will don reusable masks for any instruction requiring students to come closer than 6' of each other. During Orientation (05/31/20) there will be no physical contact between students/staff. During Module III (weekends of 06/13/20, 06/20/20, and 06/27/20) class will be split in half (25 students). Reusable masks will be worn by staff and students. Frequent hand washing and sanitizing will be maintained. Social distancing will be observed and students and staff will don reusable masks for any instruction requiring students to come closer than 6' of each other. A ratio of 1 instructor to 20 students will be on site to monitor safety and mitigation protocols.

Physical Training (six, 1-hour sessions) will be held outside on the Delta College Track and Football infield, or in the Blanchard Gym. Social distancing will be observed and there will be a minimum of two instructors to monitor safety and mitigation protocols.

Classrooms: 10 students or less per room. Students will be divided between room H101 (occupant load 50), H133 (occupant load 49), H130 (occupant load 49), H131 (occupant load 38) and H132 (occupant load 38). Maximum of ten students per classroom. Lead instructor will be positioned at the podium in H101. Each subsequent classroom will have a POST certified assistant instructor assigned.

Lead instructor will project class via Zoom to all five classrooms and assistant instructors will answer any student questions, alert the lead instructor to any questions needing to be addressed to the entire class, oversee Required Learning Activities, monitor students for signs of illness, and make certain social distancing is observed.

Restrooms for all four floors of the Holt building will be unlocked during breaks.

Table – POST Academy Intensive

ALL CLASSROOM TIME WILL BE DIVIDED BETWEEN FIVE ROOMS: H 101, H 130, H 131, H 132, H 133

Class – Learning Domain (LD)	Total Hours Needed to Complete LD	Individual Time in Classroom per week	Number of Students in Room per Group	Dates/Time
Orientation	48	8 hours-week 1 28 hours-week 2	10	5/20 5/24, 5/26, 5/27
Principled Policing in the Community	10	6 hours-week 1 4 hours-week 2	10	6/1 6/23
Laws of Arrest	7	7	10	6/2
Vehicle Operations	12	4	10	6/3
Search and Seizure	4	4	10	6/3
Use of Force	10.5	10.5	10	6/8 & 6/10
Intro to Criminal Law	4	4	10	6/9
Custody	3	3	10	6/9
The Criminal Justice System	2	2	10	6/10
Crimes Against the Justice System	1	1	10	6/10
First Aid/CPR	24	24	10	6/15, 6/16 & 6/17
Report Writing	8	4 hours-week 1 4 hours-week 2	10	6/22 6/30
Cultural Diversity	3	3	10	6/23
Traffic Enforcement	2	2	10	6/24
Preliminary Investigation	2	2	10	6/24
Leadership, Professionalism and Ethics	8	8	10	6/29
Presentation of Evidence	4	4	10	6/30

NOTE:

- Students will be advised to stay home if they are not feeling well. Students will be advised that make-up sessions of time missed at the Academy will be arranged. Make-up sessions may need to be scheduled on normal days off.
- Both classes will observe Delta College POST Academy COVID-19 Mitigation Policies at all times.
- All students and staff will be issued reusable masks.
- All students and staff are responsible for following Mitigation Policies are being followed.
- Students temperature may be taken at the beginning of each session.

SJDC Career Technical Education

Strategy for Classroom Instructional Labs

AGRICULTURE PROGRAM

The Agriculture Program is part of the Agriculture Sector. This Program trains students in all areas of agriculture from machine repair to business to animal science to horticulture and plant production. This sector is crucial to maintaining the health and welfare of the entire community.

Many of the classes in the Agriculture Program use lab areas that are outside. The AGEGR class is held in a lab area with 20,851 square feet. If 10 students are in the lab, there is a minimum of 2,085 square feet per person. This provides sufficient space for social distancing.

The Table below shows the staggered schedule for the Agriculture classes.

Class	Total Hours Needed to Complete Lab	Individual Time in Lab per week	Number of Students in Lab per Group	Staggered Dates/Time
AGEGR 88 Shima 112	6 hrs	3 hours	4 or less per room	Grp 1 – M 9:30 -12:30 pm
HORT 26 Outside	8 hrs	3 hours	10 or less	Grp 1 – Th 3:00 - 6:00 pm
HORT 3	This class will be completed online			
HORT 5	This class will be completed online			
HORT 10	This class will be completed online			
AH SC	All Animal Science classes will be completed online			
AGBUS	All Ag Business classes will be completed online			
PLANT	All Plant/Soil Science classes will be completed online			

AUTOMOTIVE PROGRAM

The Automotive Program is part of the Transportation Sector. While people are following the Shelter in Place Order, more deliveries are being made to avoid unnecessary travel by individuals. These delivery vehicles need to be maintained. This includes delivery vans, delivery trucks, and smaller delivery vehicles, including electric vehicles. Additionally, individuals must still have their cars serviced and maintained.

The Automotive Program uses lab areas that are 3,242, 3,701, 2,109, 3,496, and 4,849 square feet. If 10 students are in the lab, there is a minimum of 210 square feet per person. This provides sufficient space for social distancing.

The Table below shows the staggered schedule for the Automotive classes.

Class	Total Hours Needed to Complete Lab	Individual Time in Lab per week	Number of Students in Lab per Group	Staggered Dates/Time
AUTOBODY Holt 138, Holt 141, Parking Lot	200 hrs	2 hours	5 or less per room	Grp 1: M-F 8:00 - 12:00 pm Grp 2: M-F 12:30 - 4:30 pm
AUTOMECH 93 Holt 143	10	4 hours	10 or less	Grp 1: T/Th 7:30 - 9:30 am Grp 2: T/Th 10:00 - 12:00 pm Grp 3: T/Th 12:30 - 2:30 pm
AUTOMECH 94 Holt 143	10	4 hours	10 or less	Grp 1: M/W 7:30 - 9:30 am Grp 2: M/W 10:00 - 12:00 pm Grp 3: M/W 12:30 - 2:30 pm
AUTOMECH 73 Holt 137	10	2 hours	8 or less	Grp 1: M/W 6:00 - 8:00 pm Grp 2: T/Th 6:00 - 8:00 pm
AUTOMECH 95 Holt 142	8	Scheduled time	2 or less	Student will schedule individual times to meet
AUTOMECH 72	This class will be rescheduled for later in the summer.			
AUTOMECH 92	This class will be rescheduled for later in the summer.			

COMPUTER NETWORK TECHNOLOGY PROGRAM

The Computer Network Technology Program is part of the Information Technology Sector. These students are being trained in crucial aspects of Computer Networking. As more people are relying upon the internet to conduct business, these students are valuable to the industry. This also include internet security.

The Computer Network Technology Program uses a lab area that is 1,800 square feet. If 10 students are in the lab, there is a minimum of 180 square feet per person. This provides sufficient space for social distancing.

The Table below shows the staggered schedule for the Computer Network Technology classes.

Class	Total Hours Needed to Complete Lab	Individual Time in Lab per week	Number of Students in Lab per Group	Staggered Dates/Time
CNTA 30B	20 hrs	4 hours	10 or less	Grp 1 – M 5:00 - 9:00 pm Grp 2 – W 5:00 - 9:00 pm
CNTA 30D	20 hrs	4 hours	6 or less	Grp 1 – F 5:00 - 9:00 pm
CNTA 34	20 hrs	3 hours	10 or less	Grp 1 – T 6:00 - 9:00 pm Grp 2 – Th 6:00 -9:00 pm

DIESEL/HEAVY EQUIPMENT PROGRAM

The Diesel/Heavy Equipment Program has approximately xx students that are preparing to complete a degree or certificate in May 2020, August 2020, or December 2020. This program is part of the Transportation Sector. This Program trains students to repair all diesel and heavy equipment machinery. This includes semi-trucks, buses, road maintenance equipment, and agriculture equipment. All of this equipment is crucial to maintain the movement of goods throughout the area.

The Diesel/Heavy Equipment Program uses a lab area that is 20,851 square feet. If 10 students are in the lab, there is a minimum of 2,085 square feet per person. This provides sufficient space for social distancing.

The Table below shows the staggered schedule for the Diesel/Heavy Equipment classes.

Class	Total Hours Needed to Complete Lab	Individual Time in Lab per week	Number of Students in Lab per Group	Staggered Dates/Time
DIESL 96 Shima 112	16 hrs	4 hours	6 or less per room	Grp 1 – T 8:00 -12:00pm Grp 2 – Th 8:00 -12:00pm
CAT 92	This class will be completed online			
CAT 93	This class will be completed online.			
CAT 94	This class will be completed online.			

ELECTRICAL PROGRAM

The Electrical Program is part of the Energy Sector and the Critical Manufacturing Sector. Virtually all industries rely upon electrical power and these students are a crucial part of maintaining electricity to the general public. Additionally, these students are part of the industrial maintenance that is required to keep the Critical Manufacturing Sector operating.

The Electrical Program uses a lab area that is 4806 square feet. If 10 students are in the lab, there is a minimum of 480 square feet per person. This provides sufficient space for social distancing.

The Table below shows the staggered schedule for the Electrical classes.

Class	Total Hours Needed to Complete Lab	Individual Time in Lab per week	Number of Students in Lab per Group	Staggered Dates/Time
ELEC 30 (4 classes)	These classes will be completed online			
ELEC 31 Budd 104	30	3 hours	10 or less	Grp 1 – Mon 7:30 -10:30 am Grp 2 – Wed 7:30 -10:30 am Grp 3 – Fri 7:30 -10:30 am
ELEC 37	These classes will be completed online			
ELEC 42 Budd 104	20	2 hours	10 or less	Grp 1 – Tues 5:30 -7:30 pm Grp 2 – Tues 7:40 -9:40 pm Grp 3 – Thurs 5:30 -7:30 pm
ELEC 51 Budd 104	30	3 hours	10 or less	Grp 1 – Fri 5:30 -8:30 pm Grp 2 – Sat 9:00 -12:00 pm Grp 3 – Sat 12:30 -3:30 pm
ELEC 77 Budd 104	25	2 hrs 30 mins	10 or less	Grp 1 – Tues 10:00 -12:30 pm Grp 2 – Thurs 10:00 -12:30 pm

ELECTRON MICROSCOPY PROGRAM

The Electron Microscopy Program is part of the Health Care and Public Health Sector. While these trainees do not work directly with the public, they are crucial to operating the microscopes necessary for certain lab work and research.

The Electron Microscopy Program students will be completing their training online. They had adequate hands-on opportunities at the beginning of the semester. Their training will be completed virtually.

ELECTRONICS/AUTOMATION TECHNOLOGY PROGRAM

The Electronics/Automation Technology Program is part of the Critical Manufacturing Sector. These students are trained to program and to maintain electronic equipment, as well as automation equipment.

The Electronics/Automation Technology Program students will be completing their training online. They had adequate hands-on opportunities at the beginning of the semester. Their training will be completed virtually.

ENGINEERING TECHNOLOGY PROGRAM

The Engineering Technology Program is part of the Critical Manufacturing Sector. These students are trained as Engineering Technicians to assist in many capacities throughout the Sector. This can include manufacturing plants, construction, research, and others.

The Engineering Technology Program students will be completing their training online. They had adequate hands-on opportunities at the beginning of the semester. The rest of the training will be completed virtually.

HVACR PROGRAM

The HVACR Program is part of the Critical Manufacturing Sector. These students are trained to maintain and repair all heating, ventilation, air conditioning and refrigeration units. As more people work remotely, these systems are crucial to maintaining the health and welfare of the public.

The HVACR Program students will be completing their training online. They had adequate hands-on opportunities at the beginning of the semester. The rest of the training will be completed virtually.

MACHINING PROGRAM

The Machining Program is part of the Critical Manufacturing Sector. If something breaks, it has to be repaired. This typically means it has to be machined or re-machined. This Program trains students to repair and fix machine parts, whether in manufacturing, agriculture, or transportation. Having a person available for these positions could determine whether the rest of a facility can operate.

The Machining Program uses a lab area that is 5,147 square feet. If 10 students are in the lab, there is a minimum of 514 square feet per person. This provides sufficient space for social distancing.

The Table below shows the staggered schedule for the Machining classes.

Class	Total Hours Needed to Complete Lab	Individual Time in Lab per week	Number of Students in Lab per Group	Staggered Dates/Time
MACH (evening) Holt 127	24 hrs	3.5 hours	6 or less	Grp 1 – T 6:00 -9:30 pm Grp 2 – Th 6:00 -9:30 pm
MACH (day) Holt 127	48 hrs	4 hours	6 or less	Grp 1 – M 12:30 -4:30 pm Grp 2 – W 12:30 -4:30 pm F by appointment, no more than 10 at a time

WELDING PROGRAM

The Welding Program is part of the Critical Manufacturing Sector. Welding is one of the most in-demand jobs. Welders are part of every manufacturing industry. This includes transportation, agriculture, manufacturing, and automation. Welders are essential to keeping operations running.

The Welding Program uses two lab areas that are 3,667 and 2603 square feet. If 10 students are in the lab, there is a minimum of 260 square feet per person. This provides sufficient space for social distancing.

The Table below shows the staggered schedule for the Welding classes.

Class	Total Hours Needed to Complete Lab	Individual Time in Lab per week	Number of Students in Lab per Group	Staggered Dates/Time
WELDING (evening) Holt 136	40 hrs	4 hours	10 or less	Grp 1 – M 6:00 -10:00 pm Grp 2 – W 6:00 -10:00 pm
WELDING (day) Holt 136	80 hrs	4 hours	10 or less	Grp 1 – M 7:00 -1:00 pm Grp 2 – T 7:00 -1:00 pm Grp 3 – W 7:00-1:00 pm Th/F by appointment, no more than 10 at a time
WELDING (layout class) Holt 129	40 hrs	4 hours	10 or less	Grp 1 – T 1:30 -5:30 pm Grp 2 – Th 1:30 -5:30 pm Grp 3 – F 1:30 -5:30 pm



APPENDIX A: **Health Screening and Assessment Form Examples**



POST ACADEMY

5151 Pacific Avenue • HOLT 134 • Stockton, CA 95207
• 209-954-5258 • Fax 209-954-3717

COVID-19 Screening Questions and Declaration of SJDC POST Academy Continued Participation

Coronavirus Disease (COVID 19) – Student Form

Name (print): _____

Do you have any of the following symptoms or meet any of the follow criteria?

	YES	NO
a. Signs of a fever	<input type="checkbox"/>	<input type="checkbox"/>
b. Cough	<input type="checkbox"/>	<input type="checkbox"/>
c. Shortness of breath	<input type="checkbox"/>	<input type="checkbox"/>
d. Have you or anyone in your household recently traveled to/from the Countries traveled to/from the countries under travel restrictions?	<input type="checkbox"/>	<input type="checkbox"/>
e. Have you come into contact with someone with a confirmed diagnosis of Coronavirus 19 (COVID-19)?	<input type="checkbox"/>	<input type="checkbox"/>

If you are experiencing any of these symptoms, or if you meet criteria (d) or (e) noted above, you will not be allowed to participate in POST Academy face to face training at this time.

Please review the following statements and choose your response below:

- I understand that I have the choice to return to campus and participate in the POST Academy program. If I “decline” below, I understand that I will be provided an opportunity at a later date to complete the POST Academy program.
- I understand that in following prescribed guidelines, I must follow the social distancing protocol of six feet while participating in POST Academy training.
- I understand that if I begin to meet any of the criteria (a. – e. above), I must inform a Recruit Training Officer.

I AFFIRM ALL OF THE ABOVE, I ACCEPT THE GUIDELINES FOR PARTICIPATION, AND I CHOOSE TO CONTINUE PARTICIPATING IN POST ACADEMY PROGRAM AT THIS TIME.

I DECLINE PROGRAM PARTICIPATION AT THIS TIME. I WANT TO BE PROVIDED WITH AN OPPORTUNITY TO COMPLETE THE POST ACADEMY PROGRAM AT A LATER DATE. I UNDERSTAND THIS CHOICE WILL NOT AFFECT MY STANDING AS A STUDENT AT SAN JOAQUIN DELTA COLLEGE.

SIGNATURE: _____ DATE: _____



Career Technical Education

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• 209-954-5258 • Fax 209-954-3717

COVID-19 Screening Questions and Declaration of SJDC CTE Continued Participation

Coronavirus Disease (COVID 19) – Student Form

Name (print): _____ CTE Program: _____

Do you have any of the following symptoms or meet any of the follow criteria?

- | | YES | NO |
|---|--------------------------|--------------------------|
| a. Signs of a fever | <input type="checkbox"/> | <input type="checkbox"/> |
| b. Cough | <input type="checkbox"/> | <input type="checkbox"/> |
| c. Shortness of breath | <input type="checkbox"/> | <input type="checkbox"/> |
| d. Have you or anyone in your household recently traveled to/from the Countries traveled to/from the countries under travel restrictions? | <input type="checkbox"/> | <input type="checkbox"/> |
| e. Have you come into contact with someone with a confirmed diagnosis of Coronavirus 19 (COVID-19)? | <input type="checkbox"/> | <input type="checkbox"/> |

If you are experiencing any of these symptoms, or if you meet criteria (d) or (e) noted above, you will not be allowed to participate in Career & Technical Education (CTE) face to face training at this time.

Please review the following statements and choose your response below:

- I understand that I have the choice to return to campus and participate in this CTE program. If I “decline” below, I understand that I will be provided an opportunity at a later date to complete this CTE program.
- I understand that in following prescribed guidelines, I must follow the social distancing protocol of six feet while participating in this CTE program.
- I understand that if I begin to meet any of the criteria (a. – e. above), I must inform my CTE Instructor.

I AFFIRM ALL OF THE ABOVE, I ACCEPT THE GUIDELINES FOR PARTICIPATION, AND I CHOOSE TO CONTINUE PARTICIPATING IN THIS CTE PROGRAM AT THIS TIME.

I DECLINE PROGRAM PARTICIPATION AT THIS TIME. I WANT TO BE PROVIDED WITH AN OPPORTUNITY TO COMPLETE THIS CTE PROGRAM AT A LATER DATE. I UNDERSTAND THIS CHOICE WILL NOT AFFECT MY STANDING AS A STUDENT AT SAN JOAQUIN DELTA COLLEGE.

SIGNATURE: _____ DATE: _____