

# CCCSD PLAN

## 6.4 Pandemic Action Guide

(Responding to Declared Public Health Emergency involving a communicable disease)

### Pandemic Planning

This Pandemic Plan is built upon the components already existing in our District-Wide School safety Plan that also incorporates our Building-Level Emergency Response Plans. It is a flexible plan developed in collaboration with a cross-section of the school community and public health partners and will be updated regularly to reflect current best practices.

#### I. Assumptions, Definitions and Contacts

##### Assumptions

A pandemic may occur in waves of varying severity over a long period of time (greater than a year).

- a. Illness rates among the general population may range from 15-30% at any one given time in a pandemic and mortality rates will be much higher than normal.
- b. A vaccine specific to the pandemic virus will not be available to the general public for at least six months after an initial outbreak.
- c. Health services may be unavailable to provide direct care, and other emergency services such as police, fire, and ambulance will be diminished.
- d. Loss of services from suppliers of essential products to schools may be likely.
- e. Large numbers of staff absences may make it difficult to maintain school operations.
- f. Large numbers of student and staff illnesses may increase the potential for school closure.
- g. Government agencies may be unable to provide local assistance due to the widespread nature of the pandemic.
- h. Working in close cooperation with local and county agencies to manage a pandemic and facilitate recovery will be critical for any school organization.

##### Definitions

**Personal Protective Equipment (PPE)** will mean all equipment worn to minimize exposure to hazards, including gloves, masks, face shields, foot and eye protection, protective hearing devices, respirators, hard hats, and disposable gowns and aprons.

**Public employer or employer** will mean the state of New York, a county, city, town, village or any other political subdivision or civil division of the state, a public authority, commission or public benefit corporation, or any other public corporation, agency, instrumentality or unit of government which exercises governmental power under the laws of this state, provided, however, that this subdivision will not include any employer as define in section twenty-eight hundred one-a of the education law.

**Contractor** will mean an individual performing services as party to a contract awarded by the state of New York or any other public employer defined in the paragraph preceding this paragraph.

**Essential** as denoted in this plan will refer to a designation made by the superintendent that a public employee or contractor is required to be physically present at a work site to perform his or her job.

**Non-essential** as denoted in this plan will refer to a designation made by the superintendent that a public employee or contractor is not required to be physically present at a work site to perform his or her job.

**Pandemic Manager:** The superintendent or her/his designee will serve as the Pandemic Manager, who will designate essential workers and will direct the Emergency Operations Group identified in Section 4 of the District-Wide Safety Plan in preparation, management, and recovery during a pandemic.

**Contacts**

The school district pandemic manager will establish ongoing communications with the following agencies to provide adequate preparation, management, and recovery for a pandemic:

Title	Name	Office Phone	Fax	Email
Churchville Mayor	John Hartman	293-3720		mayor@churchville.net
Riga Town Supervisor	Brad O’Brocta	293-3880		bobrocta@townofriga.org
Chili Town Supervisor	David Dunning	889-6111		edunning@townofchili.org
Ogden Town Supervisor	Gay Lenhard	617-6128	352-4590	glenhard@ogdenny.com
Monroe County Executive	Adam Bello	753-1000	753-1014	countyexecutive@monroecounty.gov
School Physician – WorkFit	Dr. Jay Ellie	426-4990		Jay.ellie@workfitmedical.com
Monroe County EMS Director	Tim Czapranski	753-3760		TCzapranski@monroecounty.gov
Monroe County Commissioner of Public Health	Dr. Michael Mendoza	753-2991	753-5115	mchealth@monroecounty.gov
Monroe County Red Cross Executive Director	James Love	241-4440		james.love@redcross.org
MCSO C-Zone	Capt. Dean Tuthill	753-4470		dtuthill@monroecounty.gov
Ogden Police Chief	Christopher Mears	617-6131		cmears@ogdenny.com
NYS Police	Trooper Jason Kliewicki	398-4100		Jason.kliewicki@troopers.ny.gov
Monroe County Office of Public Safety (including emergency management)	Timothy Kohlmeier	753-3014	753-3023	mcpublicsafety@monroecounty.gov
Churchville Fire Department	Gary Johnson	293-3770		Gary_ChurchvilleAgency@yahoo.com
Monroe County Office of Public Health Preparedness	Mike Sayer, Program Manager; backup: Thomas Saunders, Health Project Coordinator	753-5129 753-5126		msayers@monroecounty.gov thomassaunders@monroecounty.gov

## II. Essential Workers for Continuity of Critical Operations and Instruction

There are critical operations necessary for maintaining infrastructure during a pandemic - specifically if schools were closed for any extended period of time.

### A. Continuity of Critical Operations

Continuity of critical operations and business function could be severely impacted by loss of staff. As such, this plan includes procedures for maintaining essential functions and services.

Protocol for documenting precise hours and work locations, including off-site visits, for essential employees and contractors will be developed in collaboration by the Superintendent's Executive Cabinet. The protocol shall be designed only to aid in tracking of the disease and to identify exposed employees and contractors to facilitate the provision of any benefits which may be available.

The District has identified the following positions and titles essential to the continuity of operations in the event of a state-ordered reduction of in-person workforce. Standard Operating Procedures (S.O.P.'s) have been - or will be, developed and reviewed with back up staff. A copy of all S.O.P.'s listed will be maintained in the office of the School Superintendent. Additional personnel considered essential will be determined by the Superintendent (see part B):

- Superintendent (*District Operational Oversight / Pandemic Manager*)
  - Communication Coordinator/Administrative Assistant (*Coordinate Communication with Outside Agencies, Parents, Staff, and Media*)
- Assistant Superintendent for Business (*Oversight of Budget, Treasurer, Accounts Payable, Payroll, Procurement, and Benefits including staff for these functions*)
- Assistant Superintendent for Human Resources (*Human Resource Functions*)
- Assistant Superintendent for Instruction (*Instructional Oversight and Professional Development*)
- Director of Pupil Services (*Medical Surveillance, Quarantine*)
  - Nursing Staff
- Director of Operations and Maintenance (*Oversight of Building Maintenance, Facilities, Building Access, Shipping and Receiving, School and Building Sanitation*)
  - Supervisor of Operations and Maintenance
  - HVAC Mechanic (*HVAC Operations*)
  - Maintenance Mechanics, Custodians & Cleaners (*Building Access and Maintenance*)
- Director of School Safety and Security (*Oversight and coordination of Safety and Security*)
  - Security Staff
- Head Groundskeeper (*Snow Removal / Grounds Maintenance*)
- Director of Nutritional Services (*Food Service*)
  - Food Service Workers
- Civil Service Administrators (*Continuity of Operation*)
- Confidential Staff (*Administrator Support*)
- Director of Transportation (*Transportation of Students and/or Hardware*)
  - Bus Drivers
  - Bus Attendants
  - Bus Mechanics
- Director of Information Technology and IT staff (*Hardware and Software Support*)

## ***B. Continuity of Instruction***

Continuity of instruction will need to be considered in the event of significant absences or school closure. Restructuring of the school calendar may become necessary. We will work closely with the New York State Education Department of this potential result through the crisis period. Some of the alternate learning strategies we may implement to be used in combination as necessary includes, but is not limited to:

- a) Hybrid (some students in-person and other students remote) and/or full remote model
- b) Hard copy, self-directed lessons
- c) Use of mobile media storage devices for lessons
- d) On-line instruction, on-line resources; on-line text books (synchronous and/or asynchronous)
- e) Multiple communication modalities for assignment posting and follow-up; telephone, postal service, cell phone, cell phone mail, text messages; email; automated notification systems; website postings.

The Superintendent has identified the following groups as essential in the event of a state-ordered reduction in in-person workforce for the continuity of instruction. This list does not preclude the Superintendent from determining additional staff as essential.

- Certified Administrators (*Instructional Oversight*)
- Director of Curriculum, Assessment & PD (*Curriculum & PD Support*)
- Director of Pupil Services (*Special Education, Counseling Oversight*)
  - Coordinator of Special Education (*Continuity of Learning*)
- Director of Fine Arts (*Instructional Oversight*)
- Director of PE, Health and Athletics (*Instructional Oversight*)
- CCEA (*Continuity of Learning*)
- CCPA (*Clerical & Student Support*)
- Director of Information Technology and IT Staff (*Continuity of Learning*)

## ***III. Other Key Components***

### ***A. Communication***

The district will use the following media to provide communication to staff, students, and the public regarding any activation of its pandemic plan:

- CCCSD School Website: [www.cccsd.org](http://www.cccsd.org)
- Instant Connect - multi-tiered rapid notification system
- District social media channels
- Local TV and Radio media as appropriate

The district communication coordinator, will coordinate all outgoing communications under the direction of the Superintendent of Schools.

All decisions regarding school closing and reopening will be made in close cooperation with the Monroe County Health Department and with the advisement of District Physicians.

## ***B. Training***

The pandemic manager will insure appropriate information and training is provided to staff, students, and parents to mitigate the effects of a pandemic and speed recovery. This includes but is not limited to:

- a. Sending informational links to parents about preparing for a pandemic, how to recognize symptoms, encouraging good hygiene and other preventive methods, keeping sick children home, reporting suspected pandemic illness to the school, planning alternate daycare if school closes, any contingency instruction plans, etc.
- b. Training sessions for staff on the school pandemic plan, encouraging the importance of good student hygiene, dealing with ill students, preparing for alternative instructional methods, school policy on staff absences during a pandemic, etc.
- c. Training students on good personal hygiene and other methods to prevent the spread of the flu.
- d. Encouraging all staff, parents, and students to be vaccinated for the flu annually
- e. Training maintenance staff on enhanced sanitation procedures specific to a pandemic.
- f. Nurses - recognition and reporting/tracking
- g. Human Resources - staff absenteeism/tracking

## ***C. Supplies***

The Assistant Superintendent of Business will coordinate procurement of personal protective equipment (PPE) for essential employees and contractors, based upon tasks and will acquire a quantity sufficient to provide at least two pieces of PPE to each essential employee and contractor during any given work shift over a period of at least six months. Storage of PPE equipment, inventory control, and access to equipment shall be coordinated with the Director of Facilities.

Sanitation supplies, cleaning supplies and equipment will be coordinated through the Operations and Maintenance Department under the direction of the Director of O&M.

Posters reminding all staff, students, and visitors about methods to prevent the spread of the flu will be prominently displayed in all classrooms and offices.

## ***D. Control Measures***

The District will attempt to mitigate spread of a pandemic by restricting entry to school buildings and curtailing certain classes and extracurricular activities, which require close contact and large group gatherings, and isolating sick students and staff until they can be transported home.

Disinfecting and sanitizing schedules will also be increased and cleaning work areas of flu victims will be a priority.

Increasing ventilation rates to prevent the spread of the flu among individuals will also be considered.

The District will, to the extent possible, stagger work shifts and/or separate work areas of essential employees and contractors to reduce overcrowding at work sites and on public transportation.

Only essential visitors, vendors and contractors will be allowed on school campuses. All visitors will report to the main office and not go beyond, until they complete a health attestation and register through the Raptor system. Face coverings are required and visitors will be restricted in their access to our school buildings. Visitors must follow all safety protocols.

#### ***E. Staff and Student Absenteeism***

All staff and students will be encouraged to stay home when ill during a pandemic, and high numbers of absences will indicate the need to close school. This scenario may occur several times during a pandemic's course over the period of a year or longer. The district also recognizes that staff may need to stay home and care for sick family members.

#### ***F. Alternate Instructional Methods***

The district will attempt to provide alternative instructional methods in the case of long periods of school closure or student absenteeism. Methods may include internet access to class material and assignments via the district website and Google Classroom or Sites.

#### ***G. Mutual Aid Agreements***

The district will collaborate with neighboring districts to facilitate the sharing of resources during a pandemic.

If necessary to contain the spread of the communicable disease to the extent applicable to the needs of the workplace, the District will solicit guidance from local, county, and/or state municipalities to identify sites for emergency housing for essential employees.

#### ***H. Recovery***

The district may need to change the school calendar, or daily instructional schedule as it recovers from a pandemic.

The school will work in close cooperation with the county health department regarding sanitation techniques prior to re-opening.

The district will also strive to provide adequate grief counseling and any other social and mental health services necessary to assist the school community in its recovery efforts.

#### **IV. Pandemic /Emergency Plan Outline**

##### **Phase I- Prevention/Mitigation:**

- Work closely with the Monroe County Department of Public Health to determine the need for activation of our plan
- Report cases to DOH and continue ongoing surveillance
- Disseminate information to staff and students on health and safety protocols (ie. hand washing and cough/sneezing etiquette)
- Educate and provide information to parents, staff and students about our pandemic plan and about how to make an informed decision to stay home when ill.

##### **V. Phase II- Preparedness:**

- Place all related information on district website
- Communication Coordinator prepares letter to parents/guardians from Superintendent and establishes communication and notification to media and community
- Technology and Communication Coordinator test communications systems
- Business, human resources and facilities offices define back-up titles and responsibilities and provide cross training
- Facilities reviews housekeeping products and methods, stocks soap/cleaning products in all restrooms and spray-bottle sanitizers in all classrooms, and prepares nurse's rooms for holding area/increased supplies (masks, gloves, etc.)
- Principals/administrators review hand washing/hygiene program, signs and symptoms of flu, and cleaning procedures with staff
- Determine possible alternate learning strategies
- Keep all contact information updated for students and staff

##### **VI. Phase III- Response:**

###### **A. Advanced Precautions - (Human-to-Human Cases Reported):**

- Collaborate with public health officials and update staff
- Communication Coordinator prepares media release and contact
- Encourage parents/guardians to report all cases and information to the school nurse and to keep children home if sick
- Nurse/principals readmit students to school with clearance from doctor
- Review back-up personnel and offsite systems for business, human resources and facilities offices
- Increase substitute availability

###### **B. Additional Considerations During Phase III**

###### **1. Communication/Family and Community Engagement – School Closures**

The District is prepared for pandemic situations in which one or more school buildings need to close due to a significant number of students or staff testing positive for disease or a considerable regional increase in cases.

The district may choose to modify operations in one or more schools prior to closing to help mitigate a rise in cases. The district will consult with the Monroe County Department of Health when making such decisions.

The Superintendent of Schools will consider closure of in-person activities under the following circumstances:

- Infection rate
- Absentee rate trend for students
- Absenteeism of essential personnel to the extent that it creates a health and safety concern or prevents district from complying with mandates.
- Or, as directed by the Monroe County Health Department.

At closure, the impacted school will engage exclusively in remote learning.

Closures will be communicated via mass communication robocalls, email, eNews and social media as well as shared with local media. School building administrators will communicate with the superintendent regularly and, if needed, will consider closing school if absentee rates impact the ability of the school to operate safely.

## 2. Additional Considerations During Phase III - Health and Safety

The following protocols and procedures shall be considered for implementation:

- a) Health checks for staff, students, and visitors
  - Social distancing
  - Face coverings
  - Personal Protective Equipment (PPE)
  - Staff and Student training on public health procedures
  - Cleaning of desks between student use or assigning students specific desks to minimize shared surfaces.
  - Cleaning of high touch areas frequently throughout the day. Extensive cleaning and disinfecting every night.
  - Supplies & equipment cleaned between uses - limit sharing of supplies.
  - Limiting visitors to schools during school day and use of school facilities by outside groups.
  - Complete daily screening for both staff and students.
  - Practice good hygiene (hand washing, cough etiquette, etc.) at all times.
  - Adherence to infection control strategies with the following considerations:
- b) Classroom and Hallway Spaces
  - Teachers/staff will arrange all instructional and non-instructional spaces, including materials and supplies, to comply with social distancing standards to the maximum extent practicable.
  - Each classroom will have soap or hand sanitizer and tissues readily available, along with cleaning supplies and gloves.
  - Hallway movement patterns prepared to minimize group gatherings and maximize social distancing.



- Classroom and hallway water fountains may be used to fill a cup or water bottle but not for direct consumption. Students will be allowed to bring their own water bottles for hydration purposes.
- In elementary buildings, students' belongings will be separated when stored and families will be encouraged to label all personal items.
- Staff members are encouraged to open windows when possible to allow for more air circulation. Communal use of shared items will be limited with all shared items cleaned and disinfected after each use, or hand washing protocol before and after use of any shared materials or equipment
- Teachers will have access to cleaning supplies to clean or disinfect between classes or desk coverings may be used
- Optional: physical barriers may be used between desks to reduce aerosolization when appropriate
- Visual graphics and signage will be used in classroom and public spaces to educate and reinforce the need for personal protection, healthy hygiene practices, and social distancing expectations.
- Hallways may have floor directional marking and signage promoting socially distancing and mask wearing.
- All PPE equipment and/or cleaning products will be ordered through the District's purchasing process and distributed by the school principal. Electively purchased cleaning products must be approved by the district to ensure compliance with fire code and other NYSED standards.

c) Public Spaces

- Cafeteria/Cafetorium - seating configurations in cafeterias will be socially distanced in compliance with the DOH guidance.
- Library/Media Centers - All seating arrangements will be socially distanced. Library books will have a sitting period before distribution.
- Student access to reference materials (books, paper) will be supervised by Library/Media Specialist.
- Shared materials should be disinfected between use or handwashing protocols should be followed.
- Playgrounds will be used for physical education and recess adhering to handwashing protocols and group size limitations. Whenever possible, PE classes will be held outside. Teachers will encourage students to wash hands before and after touching play structures, and maximize social distancing from other children as much as possible. Masking will be required when social distancing is-not maintained.

3. Additional Considerations During Phase III - Management of ill persons, contact tracing and monitoring

The district requires students, faculty, or staff members who develop symptoms during the school day to report to the nurse's office. If there are several students waiting to see the school nurse, students will wait at least 6 feet apart. The district has designated areas to separate individuals with symptoms from others until they can go home or to a healthcare facility, depending on severity of illness. One area will be used to treat injuries, provide medications or nursing

treatments, and the other area will be used for assessing and caring for ill students and staff. Both areas will be supervised by an adult and have easy access to a bathroom and sink with hand hygiene supplies.

Students and staff should be moved safely to the isolation room for evaluation if demonstrating pandemic related symptoms. The individual should be provided a mask, if they are able to use one, and students should be supervised by a staff member who maintains at least six feet of distance and uses appropriate PPE.

The following spaces will be used for treatment and isolation: ·

**Chestnut Ridge Elementary School -**

- Isolation Area - Counseling Conference Room 122
- Treatment/Medication Area - Nurse's office

**Churchville Elementary School -**

- Isolation Area - Room 203 A (Counseling Suite)
- Treatment/Medication Area - Nurse's Office

**Fairbanks Road Elementary School -**

- Isolation Area - Classroom next to the Nurse's Office Room 109
- Treatment/Medication Area - Nurse's office

**Churchville-Chili Middle School -**

- Isolation Area - Middle South School Nurse's Office
- Treatment/Medication Area - Middle School North Nurse's Office

**Churchville-Chili Senior High School -**

- Isolation Area - Senior High School Room 1034 - Performing Arts Bookstore/Concessions
- Treatment/Medication Area - Senior High School Nurse's Office

4. Additional Considerations During Phase III - PPE requirements for School Health Office staff caring for sick individuals (includes both standard and transmission-based precautions).

In areas with moderate to substantial community transmission, eye protection (e.g., goggles or face shield) should be added. When caring for a suspected or confirmed infected individual, gloves, a gown, eye protection, and a fit-tested N-95 respirator will be used, if available. If an N-95 respirator is not available, a K-N95 mask or a surgical face mask and face shield will be used.

School health office cleaning will occur after each use of cots, bathrooms, and health office equipment (e.g., blood pressure cuffs, otoscopes, stethoscopes). Health office equipment will be cleaned following manufacturer's directions. Disposable items will be used as much as possible (e.g., disposable pillow protectors, disposable thermometers, disposable thermometer sheaths or probes, disposable otoscope specula).

## 5. Additional Considerations During Phase III - Aerosol Generating Procedures

Respiratory treatments administered by nurses generally result in aerosolization of respiratory secretions. These aerosol generating procedures (AGPs) potentially put healthcare personnel and others at an increased risk for pathogen exposure and infection. The district requires the following PPE to be worn during AGPs: gloves, K-95 mask, N-95 mask, or a surgical mask with face shield/eye protection and a gown. PPE will be used when: suctioning, administering nebulizer treatments, or using peak flow meters with students who have respiratory conditions. These treatments will be conducted in a room separate from others with nursing personnel wearing appropriate PPE. For nebulizer treatments, if developmentally appropriate, the nurse will leave the room and return when the nebulizer treatment is finished. The health office staff will clean the room between use along with the equipment adhering to the manufacturer's instructions.

## 6. Additional Considerations During Phase III - If Students or Staff become Ill with Pandemic illness Symptoms at School

Our health office personnel will notify parents/guardians if their child demonstrates symptoms. The child will remain in the isolation space with ongoing monitoring by the school nurse. The child will be referred for follow up with a health care provider. Families will be provided resource information and a request will be made to follow up with their physician as soon as possible. The school nurse will promptly notify the Director of Pupil Services. If, after further evaluation by a healthcare provider, the student or staff member reports having been tested positive for the pandemic illness, the school administrator will notify the Monroe County Department of Health to determine what next steps are needed for the school community.

Whenever a student/staff member in the school building shows symptoms of any communicable or infectious disease (e.g., pink eye, strep throat, pinworms, etc.) he or she will go to the health office, parents will be notified and a letter will be mailed to families according to the district protocol.

## 7. Additional Considerations During Phase III - Return to School After Illness

The district will follow the Centers for Disease Control (CDC)/Monroe County Department of Health directives when a student/staff member has been sent home with symptoms and has tested positive for pandemic illness. If a person is not diagnosed with the pandemic illness by a healthcare provider they can return to school if they have been diagnosed with another condition and have a written note, signed by a healthcare provider, stating that they are non-infectious and clear to return to school.

## 8. Additional Considerations During Phase III – Employees/Contractors Exposed & Displaying Symptoms or Testing Positive

If an employee or contractor is exposed to a known case of the infectious disease, exhibits symptoms of the disease, or tests positive for the disease, the following steps will be taken to prevent the spread or contraction in the workplace.

- a) The employee or contractor suspected of possibly having the infectious disease will be asked to leave the premises immediately.
- b) The Administrator of the employee or contractor will isolate the area where the individual was working and contact the O&M Department immediately to disinfect the work area, common work surfaces and any shared equipment.
- c) If an employee or contractor has been exposed to a known case of the disease, he/she will be tested to confirm whether he/she has the disease or not and will remain quarantined per CDC guidelines until results are available.
  - If the test result is negative and the exposure was indirect (not exposed to the individual who has the disease but exposed to someone who has been in close contact with the individual who has the disease) then the employee or contractor may return to work.
  - If the test result is negative and the exposure was direct (in close contact with an individual who has tested positive) then the employee or contractor will remain on quarantine for a full 14 days unless directed otherwise by the CDC.
  - If the test result is positive, the District will notify the Monroe County Department of Public Health who will recommend length of quarantine for the individual and his/her house members and will determine when they can return to work.
- d) If an employee or contractor exhibits symptoms of the disease, he/she must contact his/her general practitioner to determine whether to get tested.
  - If the general practitioner finds an alternate diagnosis for the symptoms, then the employee or contractor may return to work once there is no fever for 24 hours without taking a fever-reducing medicine.
  - If the general practitioner determines the individual must be tested for the infectious disease, then the employee/contractor should follow such established guidance for testing (see step 8c above).
- e) If the federal, state or local government institutes new protocols for a specific infectious disease, those protocols will supersede this plan and the District will follow those protocols.

## **VI. Pandemic Emergency Plan Outline Phase III (Cont'd.):**

### **C. Increased Cases/Possible School Closure**

1. Make arrangements for classroom sharing, website homework, and/or alternate locations
2. Cancel travel plans and field trips
3. Continue to report all flu cases to nurse and Monroe County Department of Health

### **D. School Closure**

1. Superintendent/ Administration coordinate with DOH/SED/CDC/other agencies and ongoing collaboration with local agencies (OEM, DOH, SED, SEMO)
2. Communication Coordinator distributes communication with parents/guardians by Superintendent
3. Alternate curriculum plans implemented
4. Secure buildings and place notices of closure on school grounds

#### **E. Information Technology Response during School Closure**

The District Information Technology Department will provide the following for all workers declared essential by the Superintendent:

1. Ensure all essential district employees have a laptop device
  - a) All software needed for job function(s) installed
2. All essential district employees and contractors requiring access to the district network will complete and submit the District VPN Access Policy form for approval
  - a) Upon approval, the Information Technology Department will install VPN software and configure access to the district network
3. Ensure all essential district employees have access to Unified voicemail to retrieve phone messages
4. Forward office phone lines to designated essential district employee cell phones

#### **VII. Pandemic Emergency Plan Outline Phase IV - Recovery:**

- Sanitize and clean facilities before students and staff return
- Communicate with parents/community, distributed by Communication Coordinator
- Physician clears students/staff for return with review by school nurses and human resources
- Principals develop status report on educational program/lost instruction and assess emotional impact on students and staff
- Superintendent/ Administration implement program to reestablish instructional program in accordance with directives from the SED
- Business office tracks costs associated with lost instructional time and faculty/staff sick leave
- Apply for grants or state aid to recover costs
- The district will strive to provide adequate grief counseling and any other social and mental health services necessary to assist the school community in its recovery efforts.