



COVID-19

Return to Services and School Plan

Revised 3/16/21

Return to Services and School Committee

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The purpose of this document is to provide a framework for how ESU 13 will respond to the COVID-19 pandemic during the 2020-2021 school year. The framework is structured using tiers that align with the Panhandle Public Health Department's (PPHD) Risk Dial, and is designed to allow for flexibility and responsiveness to changing public health circumstances. PPHD will update the Risk Dial weekly on Mondays. Changes from one tier to another in the Risk Dial will generally be implemented on the Monday following the Monday release of the updated dial; however, extenuating circumstances may warrant more immediate implementation of a particular tier of the Risk Dial or no change at all. It is important to remember that the Risk Dial is merely guidance and a change in the dial will not automatically result in a change of which tier ESU 13 adheres to within this plan. For more information about the Risk Dial, please visit www.pphd.org. The Return to Services and School Plan is subject to change based upon guidance from local public health officials, the Nebraska Department of Education, or the Governor's issued directed health measures. Any changes or deviations from the plan will be communicated to staff.

Potential Scenarios & Potential Responses to Elevated Risk Levels

ESU 13 recognizes that while it is best practice to have responses planned and to be prepared for a wide range of scenarios, individual health situations are unique and private information. ESU 13 will work with the staff to develop the best possible response to the scenarios that actually occur and reserves the right to act in the best interest of the health of all staff of ESU 13.

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| <p>1 or more confirmed case(s) of COVID-19 of ESU 13 office staff member at the same location.</p> | <ul style="list-style-type: none"> ● ESU 13 will immediately consult with the Panhandle Public Health District (PPHD) for guidance on operational procedures. ● A more restrictive working environment may be implemented, which <u>may</u> include elevating the “risk dial operational zone,” a short-term, or a long-term facility closure. ● The sanitization plan will be executed by custodians to sanitize and disinfect the facility. ● Staff members identified as close contacts must self-quarantine for 14 days from last exposure, per guidance from PPHD communication. ● Quarantined or isolated ESU 13 staff members will work remotely from home, unless the staff member is unable to do so due to illness or due to the position. ● If the isolated staff member is unable to work remotely, due to a confirmed case of the virus, the staff member will apply for FFCRA and/or sick leave. ● The staff member testing positive must isolate until cleared by PPHD to return to work which will include at least 24 hours with no fever (without the assistance of medication) and all other symptoms have improved. The self-isolation of the staff member will be for a minimum of 10 days from when symptoms first appeared. |
| <p>1 or more confirmed case(s) of COVID-19 in the immediate household of an office staff member.</p> | <ul style="list-style-type: none"> ● The staff member must self-quarantine for 14 days from last exposure, per guidance from PPHD communication. ● Quarantined ESU 13 staff members will work remotely from home, unless the staff member is unable to do so due to illness or due to the position. ● If the quarantined staff member is unable to work remotely, due to a confirmed case of the virus, the staff member will apply for FFCRA and/or sick leave. ● The staff member must submit a return to work letter from PPHD. |
| <p>Confirmed exposure of an office staff member or travel by a staff member to a “hot spot” location impacted by the COVID-19 virus.</p> | <ul style="list-style-type: none"> ● ESU 13 will consult with PPHD. If directed, the staff member must self-quarantine for 14 days from last exposure, per guidance from PPHD communication. ● Quarantined ESU 13 staff member will work remotely from home, unless the staff member is unable to do so due to illness or due to the position. ● If the quarantined staff member is unable to work remotely, due to a confirmed case of the virus, the staff member will apply for FFCRA and/or sick leave. ● The staff member if quarantined must submit a return to work letter from PPHD. |
| <p>Visitor who has entered our building and has a confirmed case of COVID-19.</p> | <ul style="list-style-type: none"> ● ESU 13 will confer with PPHD to determine whether a closure of the building is necessary. ● A case investigation will be completed to determine if any employees are close contacts to the positive case. Close contacts will be quarantined for 14 days from last exposure. ● A more restrictive environment (elevated risk dial operational zone) could be implemented or the building could be closed to allow for cleaning. The length of the closure will be determined through consultation with PPHD and the Administrator to ensure a safe re-entry to the facility for staff. ● The sanitization plan will be executed by the Facility Team to “deep clean” and sanitize the building. ● If the facility is closed, staff members will begin working remotely. ● Reopening communications will be provided to staff through email and Phonevite. |

NOTE: In lieu of self-quarantine at work, the employee can work while wearing a mask, social distancing, and recording symptoms twice daily. When not at work, the employee is in self-quarantine.

The following procedures are actions that ESU 13 is implementing to keep our students and staff safe.

REMINDERS FOR ALL...

1. If you have symptoms of cough, shortness of breath, fever, body ache, headace, loss of taste and smell or feel ill....**STAY HOME!**
2. Wash hands and regularly use hand sanitizer.
3. Wear a mask in accordance with the guideline below.
4. Positive case of staff member or students, ESU 13 will follow guidance from PPHD

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| ACRONYMS | DHM - Directed Health Measure | PPE - Personal Protective Equipment | PPHD - Panhandle Public Health District | |
| COMMUNICATION | | | | |
| | Low Risk of COVID-19 Spread | Moderate Risk of COVID-19 Spread | High Risk of COVID-19 Spread | Severe Risk of COVID-19 Spread |
| | Administrator or designee will communicate to staff, board and stakeholders via email. | Administrator or designee will communicate to staff, board and stakeholders via email. | Administrator will communicate to staff and board using our emergency communication system and with stakeholders via email. | Administrator will communicate to staff and board using our emergency communication system and with stakeholders via email. |
| | | | Student Programs - Communication to school districts and parents of students will come from the Department Director. | Student Programs - Communication to school districts and parents of students will come from the Department Director. |
| ENGINEERING CONTROLS | | | | |
| | Low Risk of COVID-19 Spread | Moderate Risk of COVID-19 Spread | High Risk of COVID-19 Spread | Severe Risk of COVID-19 Spread |
| | Set the Heating Ventilating & Air Conditioning (HVAC) systems to enhance fresh air throughout the facility. | Set the Heating Ventilating & Air Conditioning (HVAC) systems to enhance fresh air throughout the facility. | Set the Heating Ventilating & Air Conditioning (HVAC) systems to enhance fresh air throughout the facility. | Set the Heating Ventilating & Air Conditioning (HVAC) systems to enhance fresh air throughout the facility. |
| | Drinking from water fountains is permitted. Students and staff are encouraged to bring bottles of water and may use the fountains to refill the bottle. | Drinking from water fountains is permitted. Students and staff are encouraged to bring bottles of water and may use the fountains to refill the bottle. | No drinking from water fountains. Students and staff should bring bottles of water and may use the fountains to refill the bottle. | No drinking from water fountains. Students and staff should bring bottles of water and may use the fountains to refill the bottle. |
| HOME VISITS | | | | |
| | Low Risk of COVID-19 Spread | Moderate Risk of COVID-19 Spread | High Risk of COVID-19 Spread | Severe Risk of COVID-19 Spread |
| OPEN/CLOSURE STATUS | The Governor and/or Health Department have no closures in place. ESU 13 open and services are provided in person. | Follow Governor and/or PPHD closures, gathering size, and social distancing requirements. ESU 13 open and services are provided in person. | Follow Governor and/or PPHD closures, gathering size, and social distancing requirements. ESU 13 open and services are provided in person. | Follow Governor and/or PPHD closures, gathering size, and social distancing requirements. ESU 13 open and services are provided through distance means. |

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| <p>PERSONAL PROTECTIVE EQUIPMENT (PPE)</p> | <p>Staff will be required to wear a mask during all home visits. PPE will be provided by ESU 13.</p> <p>Sanitize in and out.</p> <p>Monitor own health.</p> <p>Pre Screening calls and log any unmasked contacts throughout the day.</p> | <p>Pre Screening calls and log any unmasked contacts throughout the day. ESU 13 provides a COVID-19 sanitizing kit for staff members that perform home visits. Each person will have their own kit in a plastic tote which may include disposable masks for families that do not have them, thermometer, a large and small sanitizer, disinfecting wipes, alcohol wipes, disposable gloves, disposable masks, paper bag for masks, Glad Press'n Seal, screen cleaning wipes, and a box of garbage bags.</p> <p>Provide information/education to families (e. g. PPE and hand hygiene).</p> <p>Staff and home visit participants must wear a mask. Allow the family to see you prior to putting your mask on.</p> <p>Limited exchange of documents during the visit. Electronic signature is preferred, but if not possible, limited contact in the process. Sanitize items after a visit.</p> <p>Cover shared devices with Glad Press'n Seal between each home visit and sanitize with screen cleaner.</p> <p>Use hand sanitizer prior to entering home and immediately upon leaving home.</p> <p>Remove masks prior to entering your vehicle.</p> <p>Clean shield with bleach mixture or hand sanitizer.</p> | <p>Pre Screening calls and log any unmasked contacts throughout the day. If absolutely necessary to go into a home: Use approved Personal Protective Equipment (i.e. masks and items in the sanitizing kit)</p> <p>Rotate approved mask according to prescribed instructions.</p> <p>Use hand sanitizer prior to entering home and immediately upon leaving home.</p> <p>Remove mask before entering your vehicle</p> <p>Clean shield with bleach mixture or hand sanitizer</p> <p>Monitor own health</p> | <p>Porch delivery PPE see orange. Use gloves to package and deliver. Sanitize items prior to delivery and place them in a sealed box or bag. Educate families on sanitizing received items.</p> |
| <p>ASSESSMENTS</p> | <p>Confirm visit ahead of arrival.</p> <p>Use screening questions when communicating with the family/guardian.</p> <p>Sanitize in and out.</p> <p>Monitor own health.</p> | <p>When appropriate it is recommended to complete assessments within the following priority locations:</p> <ol style="list-style-type: none"> 1) Complete assessments within the local school district building; if possible. 2) The home, if necessary, with precautions. 3) Other agreed upon locations. 4) Other alternatives approved by the direct supervisor. <p>Confirm visit ahead of arrival</p> <p>Use screening questions when communicating with the family/guardian.</p> <p>Sanitize in and out</p> <p>Monitor own health</p> | <p>Assessments will only be conducted via distance methods (i.e. Zoom, telephone, teleconferencing).</p> | <p>Assessments would be done via alternative means including but not limited to Zoom, telephone, teleconference.</p> |

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| <p>LOCATION OF SERVICE</p> | <p>Use screening questions when communicating with the family/guardian.</p> <p>Sanitize in and out.</p> <p>Monitor own health.</p> <p>Take temperatures of all Home Visit meeting participants prior before entering the home.</p> | <p>Home visits should take place in person with restrictions, listed below, unless a prior plan has been approved by the direct supervisor. This may include alternative means but not limited to Zoom, telephone, teleconference. Zoom support would be provided if the family requests this as an alternative.</p> <p>When home visits are the best means for contact, a provider will always complete visits using the guidance of the higher county. Services will not be provided in multiple counties a day unless they are at the same level.</p> <p>Home visits can be completed if the family completes the Pre-screen and meets requirements. Individuals must agree to wear PPE. (children three and under are not required to wear a mask.</p> <p>Recommended to complete assessments within the local school district building; if possible.</p> <p>Ask family questions found in screening guidance. If answer yes to any, complete visit via alternative methods.</p> | <p>Staff will report to ESU 13 following proper screening guidance from administrator or direct supervisor.</p> <p>Note: Any service changes need to be clearly communicated with families.</p> <p>Child Care Program: If open and welcoming visitors, our staff may provide services using the most restrictive PPE. If not accepting visitors, alternative means are determined by staff member and Director.</p> <p>In-Home Services: Preference in order as follows:</p> <ol style="list-style-type: none"> 1. First preference is all services performed at an alternative location (schools, government building) or via Distance Learning (Zoom). 2. If #1 is not possible, a hybrid model of in-home and alternative means to reduce the amount of contact exposure. 3. Finally, if alternative means are determined not appropriate by staff member and director, staff members may provide services in home using the most restrictive PPE upon receiving the Director's approval. | <p>Home visits via alternative means including but not limited to Zoom, telephone, teleconference. May continue based on student/family agreement.</p> <p>Porch delivery may be utilized as necessary if approved by a Director.</p> |
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ILLNESS MONITORING

| | <p align="center">Low Risk of COVID-19 Spread</p> | <p align="center">Moderate Risk of COVID-19 Spread</p> | <p align="center">High Risk of COVID-19 Spread</p> | <p align="center">Severe Risk of COVID-19 Spread</p> |
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| | <p>Before coming to work, employees will self screen for COVID signs, symptoms, and temperature (Fever >100.4°F, cough, shortness of breath, runny nose, difficulty breathing, chills, repeated shaking with chills, muscle pain, headache, sore throat, new loss of taste or smell, nausea, vomiting or diarrhea) and document thoroughly. Stay home if sick.</p> <p>Instruct employees, students and visitors who experience symptoms to go home immediately and follow public health guidelines for return to work/school and COVID-19 testing.</p> | <p>Before coming to work, employees will self screen for COVID signs, symptoms, and temperature (Fever >100.4°F, cough, shortness of breath, runny nose, difficulty breathing, chills, repeated shaking with chills, muscle pain, headache, sore throat, new loss of taste or smell, nausea, vomiting or diarrhea) and document thoroughly. Stay home if sick.</p> <p>Instruct employees, students and visitors who experience symptoms to go home immediately and follow public health guidelines for return to work/school and COVID-19 testing.</p> | <p>Before coming to work, employees will self screen for COVID signs, symptoms, and temperature (Fever >100.4°F, cough, shortness of breath, runny nose, difficulty breathing, chills, repeated shaking with chills, muscle pain, headache, sore throat, new loss of taste or smell, nausea, vomiting or diarrhea) and document thoroughly. Stay home if sick.</p> <p>Instruct employees, students and visitors who experience symptoms to go home immediately and follow public health guidelines for return to work/school and COVID-19 testing.</p> | <p>Before coming to work, employees will self screen for COVID signs, symptoms, and temperature (Fever >100.4°F, cough, shortness of breath, runny nose, difficulty breathing, chills, repeated shaking with chills, muscle pain, headache, sore throat, new loss of taste or smell, nausea, vomiting or diarrhea) and document thoroughly. Stay home if sick.</p> <p>Instruct employees, students and visitors who experience symptoms to go home immediately and follow public health guidelines for return to work/school and COVID-19 testing.</p> |
| | <p>Positive Case - Individual will be excluded and allowed to return based upon current guidance from PPHD at the time. Work with PPHD to determine level of exposure and the number of other students, staff, and visitors who will need to be quarantined.</p> | <p>Positive Case - Individual will be excluded and allowed to return based upon current guidance from PPHD at the time. Work with PPHD to determine level of exposure and the number of other students, staff, and visitors who will need to be quarantined.</p> | <p>Positive Case - Individual will be excluded and allowed to return based upon current guidance from PPHD at the time. Work with PPHD to determine level of exposure and the number of other students, staff, and visitors who will need to be quarantined.</p> | <p>Positive Case - Individual will be excluded and allowed to return based upon current guidance from PPHD at the time. Work with PPHD to determine level of exposure and the number of other students, staff, and visitors who will need to be quarantined.</p> |

Quarantine & Isolation

A case investigation will be complete, persons that are less than six feet for 15 minutes cumulatively or more with a person that is positive for COVID-19 will be told by health officials to self-quarantine for 14 days and go get tested if they begin experiencing symptoms. More guidance around how masking will play into case investigation will be added when available.

Close Contact = a person that is less than six feet distance for 15 minutes cumulatively or more with a person that is positive for COVID-19. People considered a close contact in the disease investigation will be told by health officials to self-quarantine for 14 days and go get tested if they begin experiencing symptoms. This helps stop the spread.

Contact of a contact = a person that is a contact of a close contact (outlined above). People considered a contact of a contact are not required to self-quarantine but should continue all the important precautions of staying six feet away from others, wearing a mask, monitoring for symptoms, and frequent handwashing or sanitizing.

Self-quarantine = confirmed as a close contact and must stay home and monitor for symptoms for 14 days since the last exposure to prevent the spread. If symptoms appear, get tested. In lieu of self-quarantine at work, the employee can work while wearing a mask, social distancing, and recording symptoms twice daily. When not at work, the employee is in self-quarantine.

Self-isolate = confirmed with COVID-19 and must stay home and away from others for at least 10 days from when symptoms first appeared, at least **24 hours** with no fever, and all other symptoms have improved.

Not abiding by self-quarantine or self-isolation requirements by health officials is enforceable as a misdemeanor offense per the Governor's Directed Health Measure.

ITINERANT STAFF (SPED, BEHAVIORAL/MENTAL HEALTH, TITLE 1C, TECH, SIXPENCE, PD)

| | Low Risk of COVID-19 Spread | Moderate Risk of COVID-19 Spread | High Risk of COVID-19 Spread | Severe Risk of COVID-19 Spread |
|---------------------|------------------------------------|---------------------------------------|---------------------------------------|------------------------------------|
| OPEN/CLOSURE STATUS | ESU 13 open and providing services | ESU 13 is open and providing services | ESU 13 is open and providing services | ESU 13 open and providing services |

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| <p>PERSONAL PROTECTIVE EQUIPMENT (PPE)</p> | <p>Staff will be required to wear a mask while inside of schools or facilities. Documentented medical conditions may call for adjustments.</p> <p>Only with director approval there may be instances during specialized instruction and standardized assessment, where adult and student PPE may be altered.</p> <p>Sanitize in and out.</p> <p>Monitor own health. Pre Screening calls and log any unmasked contacts throughout the day.</p> | <p>Staff will be required to wear a mask while inside of schools or facilities. Documentented medical conditions may call for adjustments.</p> <p>Only with director approval there may be instances during specialized instruction and standardized assessment, where adult and student PPE may be altered.</p> <p>ESU 13 provides a Covid-19 sanitizing kit for itinerant staff members. Each person will have their own kit in a plastic tote which may include...</p> <p>disposable masks, paper bag for mask storage, thermometer, sanitizer-large and a small, disinfecting wipes-alcohol wipes, disposable gloves, Glad Press'n Seal, screen cleaning wipes and a box of garbage bags.</p> <p>Wear your badge visible so students can see your face.</p> <p>Follow Direct Supervisors guidelines for use of manipulatives and materials.</p> <p>When appropriate, cover shared devices with Glad Press'n Seal between each home visit and sanitize with screen cleaner.</p> <p>Use hand sanitizer prior to entering school/facility and immediately between students and when leaving the building.</p> <p>Remove masks/shield prior to entering your vehicle</p> <p>Clean shield with bleach mixture or hand sanitizer. Masks will be placed in paper bags for storage.</p> | <p>Staff will be required to wear a mask while inside of schools or facilities. Documentented medical conditions may call for adjustments.</p> <p>Only with director approval there may be instances during specialized instruction and standardized assessment, where adult and student PPE may be altered.</p> <p>ESU 13 provides a Covid-19 sanitizing kit for itinerant staff members. Each person will have their own kit in a plastic tote which may include...</p> <p>disposable masks, paper bag for mask storage, thermometer, sanitizer-large and a small, disinfecting wipes-alcohol wipes, disposable gloves, Glad Press'n Seal, screen cleaning wipes and a box of garbage bags.</p> <p>Wear your badge visible so students can see your face.</p> <p>Follow Direct Supervisors guidelines for use of manipulatives and materials.</p> <p>When appropriate, cover shared devices with Glad Press'n Seal between each home visit and sanitize with screen cleaner.</p> <p>Use hand sanitizer prior to entering school/facility and immediately between students and when leaving the building.</p> <p>Remove masks/shield prior to entering your vehicle</p> <p>Clean shield with bleach mixture or hand sanitizer. Masks will be placed in paper bags for storage.</p> | <p>If it is determined that staff is able to provide in-person services, PPE within the orange will be required to be followed. In addition, a plexi-glass divider should be used. When plexi-glass is not appropriate, you must use mask and shield. Only with director approval, there may be instances during specialized instruction and standardized assessment, where adult and student PPE may be altered. Gloves must be used for any contact including hand over hand.</p> |
| <p>SERVICES AND SUPPORTS</p> | <p>Follow Governor and/or Health Department closures, gathering size, and social distancing requirements. Service Open/Closure will be based on the district/county with the highest risk level.</p> <p>When 6 foot distancing is not able to be maintained, appropriate PPE is required.</p> <p>Providers will call schools to determine access to students prior to arrival. Pre Screening calls and log any unmasked contacts throughout the day.</p> | <p>Follow Governor and/or Health Department closures, gathering size, and social distancing requirements. Service Open/Closure will be based on the district/county with the highest risk level.</p> <p>When 6 foot distancing is not able to be maintained, appropriate PPE is required.</p> <p>Providers will call schools to determine access to students prior to arrival. Pre Screening calls and log any unmasked contacts throughout the day.</p> | <p>Follow Governor and/or Health Department closures, gathering size, and social distancing requirements. Service Open/Closure will be based on the district/county with the highest risk level.</p> <p>When 6 foot distancing is not able to be maintained, appropriate PPE is required.</p> <p>Providers will call schools to determine access to students prior to arrival. Pre Screening calls and log any unmasked contacts throughout the day.</p> | <p>Staff may report to the contracted district if district/building is open. Staff member will reach out to the district/building contact daily for approval and communicate with director regularly. The consideration to continue in-person services will be based on the use of masks, 6 ft. distancing and appropriate PPE.</p> <p>If schools are closed to students, all services will be provided via distance means. Pre-screening of calls and log any unmasked contacts throughout the day.</p> |

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| ASSESSMENTS | Assessment will continue as normal with use of PPE. | Assessment will continue as normal with use of PPE. | Assessment will continue as normal with use of PPE. | Assessment processes and completion will be determined through team discussions and decisions. All meetings to discuss results and meet with adults should be held via distance means. Alternative assessment methods may be appropriate if all parties agree. |
| LOCATION OF SERVICE | Attend assigned location. Honor any more restrictive requests by contracted/ assigned school districts regarding their wishes to have ESU 13 attendance. Ask for and understand their pandemic protocol. Follow protocols of the schools you serve and any special precautions established thereof. | Services, if determined applicable, will be provided within the district location. If the team does not believe services can be provided in person, distance technology will be used. Providers will call schools to determine access to students prior to arrival. Honor any more restrictive requests by contracted/ assigned school districts regarding their wishes to have ESU 13 attendance. Ask for and understand their pandemic protocol. Follow protocols of the schools you serve and any special precautions established thereof. | Services, if determined applicable, will be provided within the district location. If the team does not believe services can be provided in person, distance technology will be used. Group meetings may be attended in person or via alternative means with approval of director and district. Providers will call schools to determine access to students prior to arrival. Honor any more restrictive requests by contracted/ assigned school districts regarding their wishes to have ESU 13 attendance. Ask for and understand their pandemic protocol. Follow protocols of the schools you serve and any special precautions established thereof. | Entering a school or facility, you must have prior approval from the direct Supervisor and building Administrator. Alternative educational and or teletherapy methods may be appropriate if all parties agree. Group meetings may be attended in person or via alternative means with approval of director and district. Providers will call schools to determine access to students prior to arrival. Honor any more restrictive requests by contracted/ assigned school districts regarding their wishes to have ESU 13 attendance. Ask for and understand their pandemic protocol. Follow protocols of the schools you serve and any special precautions established thereof. |
| FLEXIBLE STAFFING | Take computers home as a precaution in preparation for the potential of working remotely. Assure cleanliness of electronic and other devices taken in and out of permanent office space. | Take computers home as a precaution in preparation for the potential of working remotely. Assure cleanliness of electronic and other devices taken in and out of permanent office space. | Take computers home as a precaution in preparation for the potential of working remotely. Assure cleanliness of electronic and other devices taken in and out of permanent office space. | Take computers home as a precaution in preparation for the potential of working remotely. Assure cleanliness of electronic and other devices taken in and out of permanent office space. |
| MEETINGS/TRAININGS "OFF CAMPUS" | | | | |
| Follow Risk Dial of Higher Location (Home Site or Training/Meeting Location) | | | | |
| | Low Risk of COVID-19 Spread | Moderate Risk of COVID-19 Spread | High Risk of COVID-19 Spread | Severe Risk of COVID-19 Spread |
| FACILITIES OTHER THAN ESU 13 | | | If using facilities other than ESU 13, each facility must be able to demonstrate proof that they are following the current DHM and staff must share proof with the Department Director. | |

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| FACE COVERINGS AND DELIVERY METHOD | Masks optional. | Masks are required at all times except when seated at least 6 feet apart. Participants are encouraged to wear a mask of their own. Districts will provide masks if participants do not bring one. ESU will limit the number of districts in one day. If training in more than one district, ESU staff will need to notify districts. | Delivery preference is virtual, but if in-person is needed, the following precautions must be taken: Masks are required at all times except when seated at least 6 feet apart. Participants are encouraged to wear a mask of their own. Districts will provide masks if participants do not bring one. ESU will limit training to one district per day. | All off-site training moves to a virtual environment. |
| ATTENDANCE AT TRAINING WITHIN ESU 13 | Number of participants is limited to space of facility. Participants are sent a reminder the day before asking screening questions and reminding them of procedures. | Number of participants is limited to space of facility. Participants are sent a reminder the day before asking screening questions and reminding them of procedures. Virtual options are provided for participation. | Number of participants is limited to space of facility. Participants are sent a reminder the day before asking screening questions and reminding them of procedures. Virtual options are provided for participation. | All off-site training moves to a virtual environment. |
| ROOM ARRANGEMENT | Social distancing if feasible. | Social distancing guidelines. | Social distancing guidelines. | All off-site training moves to a virtual environment. |
| ATTENDANCE OUTSIDE ESU 13 BOUNDARIES | No limitations. Follow local/state guidance. | Virtual participation is preferred. If in-person participation is necessary, staff are responsible for following health recommendations for PPE and social distancing. Must also follow state and federal program requirements for travel restrictions. | Off-site training/meetings move to a virtual environment. If ESU offices are open staff will attend virtually at designated work space. Administrator may use discretion to approve training if the training is crucial to ESU 13 operations and the employee is comfortable with attendance. | Off-site training/meetings move to a virtual environment. Administrator may use discretion to approve training if the training is crucial to ESU 13 operations and the employee is comfortable with attendance. |
| COACHING/CONSULTING | No limitations. Follow local/state guidance. | Virtual participation offered. Masks are required if not able to maintain 6 foot distance. | Virtual participation is preferred. If in-person participation is necessary, staff are responsible for following health recommendations for PPE and social distancing. Must also follow state and federal program requirements for travel restrictions. | Coaching/consulting move to a virtual environment. |
| MEETINGS/TRAININGS "ON CAMPUS" | | | | |
| | Low Risk of COVID-19 Spread | Moderate Risk of COVID-19 Spread | High Risk of COVID-19 Spread | Severe Risk of COVID-19 Spread |

GENERAL GUIDELINES

Governor and/or Health Department have no closures in place.

Open for students and staff.

Training on campus may occur following state and/or regional guidance for group size and other gathering restrictions.

Rooms can be used at full capacity:

Scottsbluff

Conference Room A: 12
Conference Room B/C: 50/100
Conference Room D: 40
HATC 188: 50
HATC 189: 50

Sidney

Cheyenne: 8
Deuel: 40
Garden: 40
Kimball: 8

Chadron

Miller Hall: 30
Old Admin: 20

Follow Governor and/or Health Department closures, gathering size, and social distancing requirements.

Virtual option may be available based on meeting/training needs.

Numbers limited to DHM guidelines not to exceed 75% capacity

Scottsbluff

Conference Room B/C: 38/75
Conference Room D: 30
HATC 188: 40
HATC 189: 40

Sidney

Cheyenne: 6
Deuel: 30
Garden: 30
Kimball: 6

Chadron

Miller Hall: 22
Old Admin: 15

Food:

No buffets.
Self-serve items must be individually packaged.

Follow Governor and/or Health Department closures, gathering size, and social distancing requirements.

Preference is virtual training and meeting, however if necessary to have in-person, the following precautions must be implemented:

All training must have a virtual option.

Numbers limited to DHM guidelines not to exceed 50% capacity

50% capacity

Scottsbluff

Conference Room A: 6
Conference Room B/C: 25/50
Conference Room D: 20
HATC 188: 25*
HATC 189: 25*

Sidney

Cheyenne: 4
Deuel: 20
Garden: 20
Kimball: 4

Chadron

Miller Hall: 15
Old Admin: 10

*limit use of 188/189 to allow for VALTS/LifeLink social distancing

25% capacity

Scottsbluff

Conference Room A: 6
Conference Room B/C: 10/20
Conference Room D: 10
HATC 188: 12*
HATC 189: 12*

Sidney

Cheyenne: 2
Deuel: 10
Garden: 10
Kimball: 2

Chadron

Miller Hall: 7
Old Admin: 5

*limit use of 188/189 to allow for VALTS/LifeLink social distancing

Food:

No buffets.
Self-serve items must be individually packaged.

All trainings at ESU locations cancelled, rescheduled, or provided a virtual environment unless authorized by Administrator.

External meetings are not allowed.

Internal meetings are required to follow Governor and/or Health Department closures, gathering size, and social distancing requirements.

Numbers limited to DHM guidelines not to exceed 25% capacity

Scottsbluff

Conference Room A: 6
Conference Room B/C: 10/20
Conference Room D: 10
HATC 188: 12*
HATC 189: 12*

Sidney

Cheyenne: 2
Deuel: 10
Garden: 10
Kimball: 2

Chadron

Miller Hall: 7
Old Admin: 5

*limit use of 188/189 to allow for VALTS/LifeLink social distancing

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|--|---|--|---|---|
| ARRIVAL/DISMISSAL | Scottsbluff site participants will enter and exit through doors A, C, or D. Meeting/Training organizer needs to inform participants where to park and enter. | Scottsbluff site participants will enter and exit through doors A, C, or D. Meeting/Training organizer needs to inform participants where to park and enter. Encourage individuals to stay out of public spaces at HATC 188/189. | Scottsbluff site participants will enter and exit through doors A, C, or D. Meeting/Training organizer needs to inform participants where to park and enter. Encourage individuals to stay out of public spaces at HATC 188/189. | Closed to in-person training and external meetings. |
| PERSONAL PROTECTIVE EQUIPMENT (PPE) | Masks optional. | Masks are required at all times except when seated at table at least 6 ft apart. Participants are encouraged to wear a mask of their own. Masks will be available if participants do not bring one. | Masks are required at all times except when seated at table at least 6 ft apart. Participants are encouraged to wear a mask of their own. Masks will be available if participants do not bring one. | Closed to in-person training and meetings external meetings. For internal meetings, masks are required at all times except when seated at least 6 ft apart. |
| ATTENDANCE | Number of participants is limited to space of facility. Participants are sent a reminder the day before asking screening questions and reminding them of procedures. | Number of participants is limited to space of facility. Participants are sent a reminder the day before asking screening questions and reminding them of procedures. Email Reminder. Laminated screening questions at the door and sign table. ESU 13 Staff will sign in participants and ask for verbal response to screening questions. Virtual options are provided for participation. | Number of participants is limited to the space of facility. Participants are sent a reminder the day before asking screening questions and reminding them of procedures. Laminated screening questions at the door and sign table. ESU 13 Staff will sign in participants and ask for verbal response to screening questions. Virtual options are provided for participation. | Closed to in-person training and external meetings. |
| CLEANING | Follow cleaning procedures for building safety. | Follow cleaning procedures for building safety. Disinfect during lunch break. | Follow cleaning procedures for building safety. Disinfect during lunch break. | Follow cleaning procedures for building safety. |
| ROOM ARRANGEMENT | Social distancing if feasible. | Social distancing guidelines. Follow DHM for group size. Limited to 75% capacity. | Social distancing guidelines. Follow DHM for group size. Limited to 50% capacity. | Social distancing guidelines. Follow DHM for group size. Limited to 25% capacity. |
| USE OF ESU 13 FACILITIES | Open. | Limited to educational entities. | Limited to educational entities. | Closed to in-person training and external meetings. Internal meetings are allowed using social distancing guidelines. |
| OFFICES | | | | |
| | Low Risk of COVID-19 Spread | Moderate Risk of COVID-19 Spread | High Risk of COVID-19 Spread | Severe Risk of COVID-19 Spread |
| OPEN/CLOSURE STATUS | Offices Open - Follow guidance in DHM and/or PPHD. | Offices Open - Follow guidance in DHM and/or PPHD. | Offices Open - Follow guidance in DHM and/or PPHD. | Offices Open - Follow guidance in DHM and/or PPHD. Any decisions to close offices will be made by the Administrator in consultation with DHM, Governor directive, and/or PPHD. |

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| FACE COVERINGS | Face coverings are optional. | Mandatory face coverings required for all employees, students, and visitors that are not able to maintain a 6 foot distance from others for more than 15 minutes. | Mandatory face coverings required for all employees, students, and visitors when entering, exiting, and moving around the facility, or when engaged in in-person meetings with other staff. Employees that have their own office space may take their mask off while in their office. For those employees in an open area that are able to socially distance themselves 6 feet away from others throughout the day, they may take their mask off once they arrive at their work space. If working in an individual office or alone in an isolated work space, masks may be removed. | Mandatory face coverings required for all employees, students, and visitors when entering, exiting, and moving around the facility, or when engaged in in-person meetings with other staff. Employees that have their own office space may take their mask off while in their office. For those employees in an open area that are able to socially distance themselves 6 feet away from others throughout the day, they may take their mask off once they arrive at their work space. If working in an individual office or alone in an isolated work space, masks may be removed. |
| CLEANING | | Employees clean surfaces such as tables, chairs, door/other handles, and light switches in meeting rooms and small gathering areas, other than Conference Room B, C, and D. Facility Team will clean tables between meetings in Conference Rooms B, C, and D. | Employees clean surfaces such as tables, chairs, door/other handles, and light switches in meeting rooms and small gathering areas, other than Conference Room B, C, and D. Facility Team will clean tables between meetings in Conference Rooms B, C, and D. Facility Team will disinfect with hydrostatic sprayer once per week. | Employees clean surfaces such as tables, chairs, door/other handles, and light switches in meeting rooms and small gathering areas, other than Conference Room B, C, and D. Facility Team will clean tables between meetings in Conference Rooms B, C, and D. Facility Team will disinfect with hydrostatic sprayer once per week. |
| MISCELLANEOUS | | No student traffic in office spaces. When the workspace is not 6 feet from others in high-traffic, confined spaces, install barriers and/or shields. Visitors must sign-in and provide a contact phone number (for later contact if necessary). Access to building restricted to Doors A, D, G, L, P, and R and Main Entrance in Sidney. | No student traffic in office spaces. When the workspace is not 6-feet from others in high-traffic, confined spaces, install barriers and/or shields. Conference Rooms closed to outside visitors. Visitors must sign-in and provide a contact phone number (for later contact if necessary). Utilize Zoom meetings as much as possible. Access to building restricted to Doors A, D, G, L, P, and R and Main Entrance in Sidney. | No student traffic in office spaces. When the workspace is not 6-feet from others in high-traffic, confined spaces, install barriers and/or shields. Conference Rooms closed to outside visitors. Visitors must sign-in and provide a contact phone number (for later contact if necessary). Utilize Zoom meetings as much as possible. Access to building restricted to Doors A, D, G, L, P, and R and Main Entrance in Sidney. |
| PROFESSIONAL TRAVEL | | | | |
| | Low Risk of COVID-19 Spread | Moderate Risk of COVID-19 Spread | High Risk of COVID-19 Spread | Severe Risk of COVID-19 Spread |
| | Critically assess risk before traveling for meetings/workshops. If an individual Program has state or federal mandated guidance, employees should adhere to the guidance. | Critically assess risk, including destination, before traveling for meetings/workshops. If an individual Program has state or federal mandated guidance, employees should adhere to the guidance. | Supervisor and employee will critically assess risk, including destination, before traveling for meetings/workshops. If an individual Program has state or federal mandated guidance, employees should adhere to the guidance. | Supervisor and employee will critically assess risk, including destination, before traveling for meetings/workshops. If an individual Program has state or federal mandated guidance, employees should adhere to the guidance. |
| VEHICLE USAGE | | | | |

| | Low Risk of COVID-19 Spread | Moderate Risk of COVID-19 Spread | High Risk of COVID-19 Spread | Severe Risk of COVID-19 Spread |
|--|---|--|--|--|
| | <p>Bus driver will clean and disinfect frequently touched surfaces on the bus at least daily.</p> <p>Facility Team will clean and disinfect frequently touched surfaces weekly.</p> <p>No face coverings.</p> | <p>Staff member will be expected to clean the vehicle at the conclusion of use.</p> <p>Mandatory face coverings required for all employees, students, and visitors that are not able to maintain a 6-foot distance from others.</p> <p>Facility Team will provide a deep clean/disinfecting at time of service.</p> <p>Utilize spaced seating to maintain 6-foot distancing from other families.</p> <p>Conduct illness monitoring for staff and students before boarding the bus for the first time that day.</p> | <p>Staff member will be expected to clean the vehicle at the conclusion of use</p> <p>Mandatory face coverings required for all employees, students, and visitors that are not able to maintain a 6 foot distance from others.</p> <p>Facility Team will provide a deep clean/disinfecting at time of service.</p> <p>Facility Team will use hydrostatic sprayer on student transportation vehicles daily and all other vehicles based on frequency of usage.</p> <p>Utilize spaced seating to maintain 6 foot distancing from other families.</p> <p>Conduct illness monitoring for staff and students before boarding the bus for the first time that day.</p> | <p>Staff member will be expected to clean the vehicle at the conclusion of use</p> <p>Mandatory face coverings required for all employees, students, and visitors that are not able to maintain a 6 foot distance from others.</p> <p>Facility Team will provide a deep clean/disinfecting at time of service.</p> <p>Facility Team will use hydrostatic sprayer on student transportation vehicles daily and all other vehicles based on frequency of usage.</p> <p>Utilize spaced seating to maintain 6 foot distancing from other families.</p> <p>Conduct illness monitoring for staff and students before boarding the bus for the first time that day.</p> |

HEAD START

| | Low Risk of COVID-19 Spread | Moderate risk of COVID-19 Spread | High Risk of COVID-19 Spread | Severe Risk of COVID-19 Spread |
|---------------------|---|--|--|---|
| OPEN/CLOSURE STATUS | Open for all students and staff. | Open for all students and staff. | <p>Students of essential working parents served in person.</p> <p>All other students served virutally.</p> | <p>Students of essential working parents served in person.</p> <p>All other students served virutally.</p> <p>Individual classroom open/closed status to be determined based on staffing and PPHD guidance.</p> |
| PHYSICAL DISTANCING | <p>Respect personal space.</p> <p>Social distancing encouraged.</p> | <p>Social distancing of 6 feet.</p> <p>Arrange classroom area to facilitate social distancing.</p> <p>Staggered meal time, recess time, drop off/pick up time.</p> | <p>Social distancing of 6 feet.</p> <p>Arrange classroom area to facilitate social distancing.</p> <p>Designated entry and exit doors.</p> <p>Staggered meal time, recess time, drop off/pick up time.</p> <p>Break rooms, conference rooms, and other public spaces closed.</p> | <p>Social distancing of 6 feet.</p> <p>Arrange classroom area to facilitate social distancing.</p> <p>Designated entry and exit doors.</p> <p>Staggered meal time, recess time, drop off/pick up time.</p> <p>Break rooms, conference rooms, and other public spaces closed</p> |

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| CLEANING | <p>Provide approved cleaning solution for common areas (e.g. breakrooms, workrooms).</p> <p>Work with custodial staff to follow recommendations established by the CDC.</p> <p>Provide hand soap and hand sanitizer with at least 60% alcohol, paper towels, and no-touch trash cans in all bathrooms, classrooms, and high-traffic areas.</p> <p>Disinfect toys and frequently touched areas on a regular basis.</p> <p>Sanitize check-in equipment between people.</p> <p>Rooms cleaned once daily with electrostatic sprayer.</p> | <p>Provide approved cleaning solution for common areas (e.g. breakrooms, workrooms).</p> <p>Work with custodial staff to follow recommendations established by the CDC.</p> <p>Provide hand soap and hand sanitizer with at least 60% alcohol, paper towels, and no-touch trash cans in all bathrooms, classrooms, and high-traffic areas.</p> <p>Disinfect toys and frequently touched areas 2-3 times a day.</p> <p>Sanitize check-in equipment between people.</p> <p>Rooms cleaned once daily with electrostatic sprayer.</p> | <p>Provide approved cleaning solution for common areas (e.g. breakrooms, workrooms).</p> <p>Work with custodial staff to follow recommendations established by the CDC.</p> <p>Provide hand soap and hand sanitizer with at least 60% alcohol, paper towels, and no-touch trash cans in all bathrooms, classrooms, and high-traffic areas.</p> <p>Disinfect toys and frequently touched areas 2-3 times a day.</p> <p>Sanitize check-in equipment between people.</p> <p>Rooms cleaned once daily with electrostatic sprayer.</p> | <p>Provide approved cleaning solution for common areas (e.g. breakrooms, workrooms).</p> <p>Work with custodial staff to follow recommendations established by the CDC.</p> <p>Provide hand soap and hand sanitizer with at least 60% alcohol, paper towels, and no-touch trash cans in all bathrooms, classrooms, and high-traffic areas.</p> <p>Disinfect toys and frequently touched areas 2-3 times a day.</p> <p>Sanitize check-in equipment between people.</p> <p>Rooms cleaned once daily with electrostatic sprayer.</p> |
| TRANSPORTATION | <p>Transportation as usual.</p> <p>Student temperatures taken before getting in school transportation vehicles.</p> <p>School transportation vehicles sanitized after each use.</p> <p>Staggered seating/social distancing on school transportation vehicles.</p> <p>Buses cleaned once a day with electrostatic sprayer.</p> | <p>Student temperatures taken before getting in school transportation vehicles.</p> <p>School transportation vehicles sanitized after each use.</p> <p>Staggered seating/social distancing on school transportation vehicles.</p> <p>Buses cleaned once a day with electrostatic sprayer.</p> | <p>Transportation provided only for students of essential worker parents.</p> <p>Student temperatures taken before getting in school transportation vehicles.</p> <p>School transportation vehicles sanitized after each use.</p> <p>Staggered seating/social distancing on school transportation vehicles.</p> <p>Buses cleaned once a day with electrostatic sprayer.</p> <p>Face covering required during transport.</p> | <p>Transportation provided only for students of essential worker parents.</p> <p>Student temperatures taken before getting in school transportation vehicles.</p> <p>School transportation vehicles sanitized after each use.</p> <p>Staggered seating/social distancing on school transportation vehicles.</p> <p>Buses cleaned once a day with electrostatic sprayer.</p> <p>Face covering required during transport.</p> |
| HANDWASHING | <p>Frequent handwashing encouraged throughout the day.</p> | <p>Frequent handwashing encouraged throughout the day.</p> | <p>Frequent handwashing encouraged throughout the day.</p> | <p>Frequent handwashing encouraged throughout the day.</p> |
| ILLNESS MONITORING | <p>Temperature check 2 times a day for staff and students.</p> <p>COVID-19 Disclosure Form filled out daily.</p> <p>Education for families available from nursing staff.</p> | <p>Temperature check 2 times a day for staff and students.</p> <p>COVID-19 Disclosure Form filled out daily.</p> <p>Education for families available from nursing staff.</p> | <p>Temperature check 2 times a day for staff and students.</p> <p>COVID-19 Disclosure Form filled out daily.</p> <p>Education for families available from nursing staff.</p> | <p>Temperature check 2 times a day for staff and students.</p> <p>COVID-19 Disclosure Form filled out daily.</p> <p>Education for families available from nursing staff.</p> |
| PERSONAL PROTECTIVE EQUIPMENT | <p>Follow guidance from ESU Administrator on face coverings.</p> | <p>Face coverings required when not able to maintain 6 ft social distance or when in presence of another person wearing a mask (i.e. in the classroom, hallways, or other common areas.)</p> <p>Staff wears face shield over mask while checking in students.</p> | <p>Face coverings required.</p> | <p>Face coverings required. Face coverings required. Disposable masks provided to staff so new masks can be worn daily.</p> |
| OUTSIDE VISITORS | <p>Visitors allowed by appointment only, must complete COVID-19 screening process.</p> | <p>Restrict nonessential visitors and volunteers.</p> | <p>Restrict nonessential visitors and volunteers.</p> <p>Service providers must follow PPE requirements of each center in order to provide services.</p> | <p>Restrict nonessential visitors and volunteers.</p> <p>Service providers must follow PPE requirements of each center in order to provide services.</p> |

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| STUDENT ATTENDANCE | Confirm attendance. | Confirm attendance for essential working parents. Nonessential working parents have the option of in-person or virtual attendance. | Confirm attendance for essential working parents. Students of nonessential working parents served virtually. | Confirm attendance for essential working parents. Students of nonessential working parents served virtually. |
| MEALS/SNACKS | Family-style meals served by staff members. Follow OHS protocols. Practice social distancing during meal time. | Family-style meals served by staff members. Follow OHS protocols. Practice social distancing during meal time. | Family-style meals served by staff members. Follow OHS protocols. Practice social distancing during meal time. | Family-style meals served by staff members. Follow OHS protocols. Practice social distancing during meal time. |
| CLASSROOM SIZE AND ROOMS | Will follow Panhandle Public Health Guidelines for class sizes. | Will follow Panhandle Public Health Guidelines for class sizes. | Will follow Panhandle Public Health Guidelines for class sizes. | Will follow Panhandle Public Health Guidelines for class sizes. |
| EDUCATIONAL MATERIALS | Efforts made to sanitize educational materials between student use. Individual student materials (e.g.scissors, writing utensils) will be kept in individual containers and not shared. | Efforts made to sanitize educational materials between student use. Individual student materials (e.g.scissors, writing utensils) will be kept in individual containers and not shared. | Efforts made to sanitize educational materials between student use. Individual student materials (e.g.scissors, writing utensils) will be kept in individual containers and not shared. | Efforts made to sanitize educational materials between student use. Individual student materials (e.g.scissors, writing utensils) will be kept in individual containers and not shared. |
| PARENT/TEACHER MEETINGS | Practice social distancing during in-person meetings. Follow guidance from ESU Administrator on face coverings. Zoom optional. Follow PPPHD guidelines for group gathering sizes. | Practice social distancing during in-person meetings. Face coverings required. Zoom optional. Follow PPPHD guidelines for group gathering sizes. | Practice social distancing during in-person meetings. Face coverings required. Meet virtually if possible. Follow PPPHD guidelines for group gathering sizes. | Virtual meetings only. |

MERIDIAN

| | Low Risk of COVID-19 Spread | Moderate Risk of COVID-19 Spread | High Risk of COVID-19 Spread | Severe Risk of COVID-19 Spread |
|---------------------|--|--|---|--|
| OPEN/CLOSURE STATUS | Open for all students and staff. | Open for all students and staff. | Families have the option to attend in-person or receive services virtually. | Families have the option to attend in-person or receive services virtually or via home visit. If a student positivity rate reaches 20% (4 students), school will close for a week. Open/closed status may be adjusted by staff availability and quarantine. |
| PHYSICAL DISTANCING | Respect personal space. Social distancing encouraged. | Social distancing of 6 feet Arrange classroom area to facilitate social distancing. Staggered meal time, recess time, drop off/pick up time. | Social distancing of 6 feet. Arrange classroom area to facilitate social distancing. Designated entry and exit doors. Staggered meal time, recess time, drop off/pick up time. Break rooms, conference rooms, and other public spaces closed. | Social distancing of 6 feet. Arrange classroom area to facilitate social distancing. Designated entry and exit doors. Staggered meal time, recess time, drop off/pick up time. Break rooms, conference rooms, and other public spaces closed.. |

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| CLEANING | <p>Provide approved cleaning solution for common areas (e.g. breakrooms, workrooms).</p> <p>Work with custodial staff to follow recommendations established by the CDC.</p> <p>Provide hand soap and hand sanitizer with at least 60% alcohol, paper towels, and no-touch trash cans in all bathrooms, classrooms, and high-traffic areas.</p> <p>Disinfect toys, educational materials, and frequently touched areas on a regular basis.</p> | <p>Provide approved cleaning solution for common areas (e.g. breakrooms, workrooms).</p> <p>Work with custodial staff to follow recommendations established by the CDC.</p> <p>Provide hand soap and hand sanitizer with at least 60% alcohol, paper towels, and no-touch trash cans in all bathrooms, classrooms, and high-traffic areas.</p> <p>Disinfect toys, educational materials, and frequently touched areas 2-3 times a day</p> | <p>Provide approved cleaning solution for common areas (e.g. breakrooms, workrooms).</p> <p>Work with custodial staff to follow recommendations established by the CDC.</p> <p>Provide hand soap and hand sanitizer with at least 60% alcohol, paper towels, and no-touch trash cans in all bathrooms, classrooms, and high-traffic areas.</p> <p>Disinfect toys, educational materials, and frequently touched areas 2-3 times a day</p> <p>Classroom disinfected daily with electrostatic sprayer.</p> | <p>Provide approved cleaning solution for common areas (e.g. breakrooms, workrooms).</p> <p>Work with custodial staff to follow recommendations established by the CDC.</p> <p>Provide hand soap and hand sanitizer with at least 60% alcohol, paper towels, and no-touch trash cans in all bathrooms, classrooms, and high-traffic areas.</p> <p>Disinfect toys, educational materials, and frequently touched areas 2-3 times a day.</p> <p>Classroom disinfected daily with electrostatic sprayer.</p> |
| TRANSPORTATION | <p>Transportation as usual.</p> <p>Student temperatures taken before getting in school transportation vehicles.</p> <p>School transportation vehicles sanitized after each use.</p> <p>Staggered seating/social distancing on school transportation vehicles when possible.</p> | <p>Transportation as usual.</p> <p>Student temperatures taken before getting in school transportation vehicles.</p> <p>School transportation vehicles sanitized after each use.</p> <p>Staggered seating/social distancing on school transportation vehicles.</p> | <p>Transportation as usual.</p> <p>Student temperatures taken before getting in school transportation vehicles.</p> <p>School transportation vehicles sanitized after each use.</p> <p>Staggered seating/social distancing on school transportation vehicles.</p> <p>Face covering required during transport.</p> | <p>Transportation as usual.</p> <p>Student temperatures taken before getting in school transportation vehicles.</p> <p>School transportation vehicles sanitized after each use.</p> <p>Staggered seating/social distancing on school transportation vehicles.</p> <p>Face covering required during transport.</p> |
| HANDWASHING | <p>Frequent handwashing encouraged throughout the day.</p> | <p>Frequent handwashing encouraged throughout the day.</p> | <p>Frequent handwashing encouraged throughout the day.</p> | <p>Frequent handwashing encouraged throughout the day.</p> <p>Scheduled handwashing breaks throughout the day.</p> |
| ILLNESS MONITORING | <p>Temperature check 3 times a day for students; at the beginning of the day for staff.</p> <p>Verbal COVID-19 questions answered daily by families and staff.</p> <p>Education for families available from nursing staff.</p> | <p>Temperature check 3 times a day for students; at the beginning of the day for staff.</p> <p>Verbal COVID-19 questions answered daily by families and staff.</p> <p>Education for families available from nursing staff.</p> | <p>Temperature check 3 times a day for students; at the beginning of the day for staff.</p> <p>Verbal COVID-19 questions answered daily by families and staff.</p> <p>Education for families available from nursing staff.</p> | <p>Temperature check 3 times a day for students; at the beginning of the day for staff.</p> <p>Verbal COVID-19 questions answered daily by families and staff.</p> <p>Education for families available from nursing staff.</p> |
| PERSONAL PROTECTIVE E | <p>Face coverings optional.</p> <p>Student PPE determined by IEP team.</p> | <p>Face coverings required when not able to maintain 6 foot social distance or when in presence of another person wearing a mask.</p> <p>Face shields optional for staff.</p> <p>Utilize plexiglass dividers when working within 6 feet of others.</p> <p>Student PPE determined by IEP team.</p> | <p>Face coverings required.</p> <p>Face shields optional for staff.</p> <p>Utilize plexiglass dividers when working within 6 feet of others.</p> <p>Student PPE determined by IEP team.</p> | <p>Face coverings required. Disposable masks provided to staff so new masks can be worn daily.</p> <p>Face shields optional for staff.</p> <p>Utilize plexiglass dividers when working within 6 feet of others.</p> <p>Student PPE determined by IEP team.</p> |

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| OUTSIDE VISITORS | Visitors allowed by appointment only, must complete COVID-19 screening process. | Restrict nonessential visitors and volunteers. | Restrict nonessential visitors and volunteers. Services provided virtually unless appointment is made and virtual services are not an option. | Restrict nonessential visitors and volunteers. |
| STUDENT ATTENDANCE | Confirm attendance. Student attendance will follow resident school district schedule until virus response protocols are lifted (e.g. if a school district closes due to a positive case or high community spread, the student will follow the attendance of his/her district). Virtual attendance may be offered for students at the discretion of the IEP team. | Confirm attendance. Student attendance will follow resident school district schedule until virus response protocols are lifted (e.g. if a school district closes due to a positive case or high community spread, the student will follow the attendance of his/her district). Virtual attendance may be offered for students at the discretion of the IEP team. | Families have the option of in-person or virtual attendance. Student attendance will follow resident school district schedule until virus response protocols are lifted (e.g. if a school district closes due to a positive case or high community spread, the student will follow the attendance schedule of his/her district). | Families have the option of in-person, home visit, or virtual attendance. Student attendance will follow resident school district schedule until virus response protocols are lifted (e.g. if a school district closes due to a positive case or high community spread, the student will follow the attendance schedule of his/her district). |
| MEALS/SNACKS | Family-style meals served by staff members. Practice social distancing during meal time. | Plated meals served to students. Practice social distancing during meal time. | Plated meals served to students. Practice social distancing during meal time. | Plated meals served to students. Practice social distancing during meal time. |
| JOB SITES | Students may attend work-based learning experiences in the community with the written permission of parent/guardian. Student must follow all COVID-19 requirements of the cooperating job site. | Students may engage in on-site work based learning experiences within the ESU 13 campus. | Students will receive employment education through activities within the space of their physical classroom. | Students will receive employment education through activities within the space of their physical classroom. |
| COMMUNITY OUTINGS | Students may attend planned, educational community outings with the written permission of parent/guardian. Students enrolled in R-PAD class will need written permission of his/her parent/guardian to attend. | No community outings or field trips. Consider virtual field trips and alternative physical education plans (no YMCA). Students enrolled in the R-PAD class will need written permission of his/her parent/guardian in order to attend. Face coverings or other PPE highly encouraged. | No community outings or field trips. Consider virtual field trips and alternative physical education plans (no YMCA). Students will receive life skills instruction within the space of their physical classroom (no R-PAD). | No community outings or field trips. Consider virtual field trips and alternative physical education plans (no YMCA). Students will receive life skills instruction within the space of their physical classroom (no R-PAD) |
| CLASSROOM SIZE AND ROTATION | Will follow PPHD Guidelines for class sizes. Staff to rotate between classes rather than students rotating. | Will follow PPHD Guidelines for class sizes. Staff to rotate between classes rather than students rotating. | Will follow PPHD for class sizes. Staff to rotate between classes rather than students rotating. | Will follow PPHD for class sizes. Staff to rotate between classes rather than students rotating. No combining of classrooms. |
| EDUCATIONAL MATERIALS | Efforts made to sanitize educational materials between student use. Individual student materials (e.g.scissors, writing utensils) will be kept in individual containers and not shared. | Efforts made to sanitize educational materials between student use. Individual student materials (e.g.scissors, writing utensils) will be kept in individual containers and not shared. | Efforts made to sanitize educational materials between student use. Individual student materials (e.g.scissors, writing utensils) will be kept in individual containers and not shared. | Students not on-site. |

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| PARENT/TEACHER MEETING | Practice social distancing during in-person meetings. Follow guidance from ESU Administrator on face coverings. Zoom optional. Follow PPHD guidelines for group gathering sizes. | Practice social distancing during in-person meetings. Face coverings required. Zoom optional. Follow PPHD guidelines for group gathering sizes. | Practice social distancing during in-person meetings. Face coverings required. Meet virtually if possible. Follow PPHD guidelines for group gathering sizes. | Virtual meetings only. |
| VALTS/LIFELINK/PANHANDLE BEGINNINGS | | | | |
| OPEN/CLOSURE STATUS | Low Risk of COVID-19 Spread Open for all students and staff. | Moderate Risk of COVID-19 Spread Open for all students and staff. | High Risk of COVID-19 Spread Families have the option to attend in-person or receive services virtually. | Severe Risk of COVID-19 Spread Families have the option to attend in-person, attend hybrid, or receive services virtually. If positivity rate reaches 30%, students will move to separate classrooms. School will continue. Open/closed status may be adjusted by staff availability and quarantine. |
| PHYSICAL DISTANCING | Respect personal space. Social distancing encouraged. | Social distancing of 6 feet. Arrange classroom area to facilitate social distancing. Designated entry and exit doors. Staggered meal time, drop off/pick up time. | Social distancing of 6 feet and masks required. Arrange classroom area to facilitate social distancing. Designated entry and exit doors. Staggered meal time, drop off/pick up time. Break rooms, conference rooms, and other public spaces closed. | Social distancing of 6 feet and masks required. Arrange classroom area to facilitate social distancing. Designated entry and exit doors. Staggered meal time, drop off/pick up time. Break rooms, conference rooms, and other public spaces closed. |
| CLEANING | Provide approved cleaning solution for common areas (e.g. breakrooms, workrooms). Work with custodial staff to follow recommendations established by the CDC. Provide hand soap and hand sanitizer with at least 60% alcohol, paper towels, and no-touch trash cans in all bathrooms, classrooms, and high-traffic areas. Disinfect educational materials, and frequently touched areas on a regular basis. | Provide approved cleaning solution for common areas (e.g. breakrooms, workrooms). Work with custodial staff to follow recommendations established by the CDC. Provide hand soap and hand sanitizer with at least 60% alcohol, paper towels, and no-touch trash cans in all bathrooms, classrooms, and high-traffic areas. Disinfect educational materials, and frequently touched areas 2-3 times a day. | Provide approved cleaning solution for common areas (e.g. breakrooms, workrooms). Work with custodial staff to follow recommendations established by the CDC. Provide hand soap and hand sanitizer with at least 60% alcohol, paper towels, and no-touch trash cans in all bathrooms, classrooms, and high-traffic areas. Disinfect educational materials, and frequently touched areas 2-3 times a day. | Provide approved cleaning solution for common areas (e.g. breakrooms, workrooms). Work with custodial staff to follow recommendations established by the CDC. Provide hand soap and hand sanitizer with at least 60% alcohol, paper towels, and no-touch trash cans in all bathrooms, classrooms, and high-traffic areas. Disinfect educational materials, and frequently touched areas 2-3 times a day. |

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| TRANSPORTATION | <p>Transportation as usual.</p> <p>Student temperatures taken before getting in school transportation vehicles.</p> <p>School transportation vehicles sanitized after each use.</p> <p>Staggered seating/social distancing on school transportation vehicles when possible.</p> | <p>Transportation as usual.</p> <p>Student temperatures taken before getting in school transportation vehicles.</p> <p>School transportation vehicles sanitized after each use.</p> <p>Staggered seating/social distancing on school transportation vehicles.</p> | <p>Transportation as usual.</p> <p>Student temperatures taken before getting in school transportation vehicles.</p> <p>School transportation vehicles sanitized after each use.</p> <p>Staggered seating/social distancing on school transportation vehicles.</p> <p>Face covering required during transport.</p> | <p>Transportation as usual.</p> <p>Student temperatures taken before getting in school transportation vehicles.</p> <p>School transportation vehicles sanitized after each use.</p> <p>Staggered seating/social distancing on school transportation vehicles.</p> <p>Face covering required during transport.</p> |
| HANDWASHING | Frequent handwashing encouraged throughout the day. | Frequent handwashing encouraged throughout the day. | Frequent handwashing encouraged throughout the day. | Frequent handwashing encouraged throughout the day. |
| ILLNESS MONITORING | <p>Temperature check at the beginning of the day for staff and students.</p> <p>Verbal COVID-19 questions answered daily.</p> <p>Education for families available from nursing staff.</p> | <p>Temperature check at the beginning of the day for staff and students.</p> <p>Verbal COVID-19 questions answered daily.</p> <p>Education for families available from nursing staff.</p> | <p>Temperature check at the beginning of the day for staff and students.</p> <p>Verbal COVID-19 questions answered daily.</p> <p>Education for families available from nursing staff.</p> | <p>Temperature check at the beginning of the day for staff and students.</p> <p>Verbal COVID-19 questions answered daily.</p> <p>Education for families available from nursing staff.</p> |
| PERSONAL PROTECTIVE EQUIPMENT (PPE) | <p>Face coverings optional.</p> <p>Student PPE determined by IEP team.</p> | <p>Face coverings required when not able to maintain 6 foot social distance or when in presence of another person wearing a mask.</p> <p>Face shields optional for staff.</p> <p>Utilize plexiglass dividers when working within 6 feet of others.</p> <p>Student PPE determined by IEP team.</p> | <p>Face coverings required.</p> <p>Face shields optional for staff.</p> <p>Utilize plexiglass dividers when working within 6 feet of others.</p> <p>Student PPE determined by IEP team.</p> | <p>Face coverings required. Staff required to wear disposable mask.</p> <p>Face shields optional for staff.</p> <p>Utilize plexiglass dividers when working within 6 feet of others.</p> <p>Student PPE determined by IEP team.</p> |
| OUTSIDE VISITORS | Visitors allowed by appointment only, must complete COVID-19 screening process. | Restrict nonessential visitors and volunteers. | <p>Restrict nonessential visitors and volunteers.</p> <p>Services provided virtually unless appointment is made and virtual services are not an option.</p> | Restrict nonessential visitors and volunteers. |
| STUDENT ATTENDANCE | <p>Confirm attendance.</p> <p>Virtual attendance may be offered for students at the discretion of the IEP team or the student's parent.</p> | <p>Confirm attendance.</p> <p>Virtual attendance may be offered for students at the discretion of the IEP team or the student's parent. Families have the option of in-person or virtual attendance.</p> | Families have the option of in-person or virtual attendance. | Families have the option of in-person, hybrid, or virtual attendance. |
| MEALS/SNACKS | Practice social distancing during meal time. | Practice social distancing during meal time. | Practice social distancing during meal time. | Practice social distancing during meal time. |
| JOB SITES | <p>Students may attend work-based learning experiences in the community with the written permission of parent/guardian.</p> <p>Student must follow all COVID-19 requirements of the cooperating job site.</p> | Students may engage in on-site work based learning experiences within the ESU 13 campus. | Students will receive employment education through activities within the space of their physical classroom. | Students will receive employment education virtually. |
| COMMUNITY OUTINGS | Students may attend planned, educational community outings with the written permission of parent/guardian. | Community outings and field trips will be limited only if appropriate social distancing can be practiced. | Community outings and field trips will be limited only if appropriate social distancing can be practiced. | No community outings. |

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| CLASSROOM SIZE AND ROTATION | Will follow PPHD guidelines for class sizes. Students will rotate classrooms and sit in the same seat in each room. | Will follow PPHD guidelines for class sizes. Students will rotate classrooms and sit in the same seat in each room. | Will follow PPHD guidelines for class sizes. Students will rotate classrooms and sit in the same seat in each room. | Will follow PPHD guidelines for class sizes. Students will rotate classrooms and sit in the same seat in each room. |
| EDUCATIONAL MATERIALS | Efforts made to sanitize educational materials between student use. Individual student materials (e.g.scissors, writing utensils) will be kept in individual containers and not shared. | Efforts made to sanitize educational materials between student use. Individual student materials (e.g.scissors, writing utensils) will be kept in individual containers and not shared. | Efforts made to sanitize educational materials between student use. Individual student materials (e.g.scissors, writing utensils) will be kept in individual containers and not shared. | Efforts made to sanitize educational materials between student use. Individual student materials (e.g.scissors, writing utensils) will be kept in individual containers and not shared. |
| PARENT/TEACHER MEETINGS | Practice social distancing during in-person meetings. Follow guidance from ESU Administrator on face coverings. Zoom optional. Follow PPHD guidelines for group gathering sizes. | Practice social distancing during in-person meetings. Face coverings required. Zoom optional. Follow PPHD guidelines for group gathering sizes. | Practice social distancing during in-person meetings. Face coverings required. Meet virtually if possible. Follow PPHD guidelines for group gathering sizes. | Practice social distancing during in-person meetings. Face coverings required. Meet virtually if possible. Follow PPHD guidelines for group gathering sizes. |