

# October 5, 2020 TASD Board Academy



1. COVID 19 Active Case Reporting Protocol
2. COVID 19 Protocols for School Closures  
and Openings
3. COVID 19 Protocols for Virtual Work  
Environment for Faculty and Support Staff

# COVID 19 ACTIVE CASE REPORTING PROTOCOL



# COVID 19 Active Case Reporting Protocol

- Update Building Reporting Method on School District Website
- Revised Reporting Metrics:
  - *Actively Quarantined for Contact*
  - *Actively Quarantined for Testing*
  - *Actively Quarantined Positive*
- No Historical Data provided. Current building level snapshot will be reported.
  - *Historical Attendance data will be maintained on website*
- Maintain Transparency and Confidentiality of Students and Employees
- Continue to Update the Information Daily
- Revision to Website no later than Wednesday October 7th

# COVID 19 PROTOCOLS FOR SCHOOL CLOSURES AND OPENINGS



# COVID 19 Protocol for School Closures and Openings

- District and Community Goal: Maintain In-Person Instruction to the Extent local Conditions allow.
- Utilize available Case Data to determine Appropriate Closure (Move to Virtual or Cancellation of Program/Activity) at the Lowest Possible Level
  - *Example: Classroom --- Building --- District*
  - *Example: Team --- Sport --- Athletic Programs HS or MS or Both*
- Recommendation Process for Closure/Move to Virtual
  - *Ad Hoc Team meets Weekly to Review Local Data from COVID 19 District Dashboard*
  - *(2) Board Members, (2) Physicians representation from Gunderson Health System and Mayo Clinic Health System, School District Nurse, District Central Office Executive Administration Team Members*
  - *Team provides Recommendation to Superintendent (Open or Closure)*
  - *Closure:*
    - *Effort to provide 2 Days Notice to Impacted Stakeholders prior to Move to Virtual*
    - *Effort to provide Estimated Date of Return to In-Person Instruction*
- Prior to Re-Opening
  - *Ad Hoc Team reviews Local Data*
  - *Recommendation to Extend Closure or Open on Estimated Date*

**COVID 19 PROTOCOLS FOR  
VIRTUAL WORK  
ENVIRONMENT FOR  
FACULTY AND SUPPORT  
STAFF**



# COVID 19 Protocols for Virtual Work Environment for Faculty and Staff

- Workday for Virtual Learning: 8:00 to 3:00 p.m.
- Employees Continuing to Deliver Instruction from School
  - *Technology Infrastructure is Strongest - Tech support readily Available*
  - *Curricular Resources*
  - *Collaboration with Peers*
  - *Principal Leadership and Mentoring during Virtual Instruction Time Period*
- Obstacle to Working from Classroom: Childcare
  - *Certified Teachers*
    - Can I be at home and meet my contractual obligation? – YES – No need for CARES Act/EFMLA
    - Can I be at home and meet my contractual obligation – NO – Take CARES Act/EFMLA

# COVID 19 Protocols for Virtual Work Environment for Faculty and Staff

- *Support Staff Employee*
  - Cooperating Teacher Assigns Support Staff Employee Tasks to Complete while at Home
  - Support Staff Member Documents Work Completed (Assign – Monitor – Log)
  - Support Staff Employee with no option to Work from Home eligible for CARES Act/EFMLA
  
- Extenuating Circumstances: Case by Case with Principal and Central Office
  - *Severe Medical Issue*
  
- Board of Education Consideration and Action (October 19 Regular Meeting)
  - *Approve employee use of leave time (sick) to backfill the 1/3 unpaid if EFMLA elected by the employee?*
  - *Certified Teachers utilize Paid Leave Category if approved.*
  - *Support Staff need New Specialized Category if approved.*