Emergency Preparations on COVID-19 Report

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Mission

Guilford county students will graduate as responsible citizens prepared to succeed in higher education, or in the career of their choice.*

*This mission was adopted by the Guilford County Board of Education on December 12, 2000.

Vision

Transforming learning and life outcomes for all children
COVID-19: General Information

Symptoms
- Fever
- Cough
- Shortness of Breath

Preventions
- Stay home when sick
- Cover coughs and sneezes with tissues, or cough or sneeze into your inner elbow
- Wash hands frequently for at least 20 seconds with soap and water or use alcohol-based (60%) hand sanitizer
- Clean and disinfect frequently touched objects and surfaces
- Avoid close contact with sick people
- Avoid touching your eyes, nose and mouth
- Fist bumps and elbow taps in lieu of handshakes
GCS COVID-19 Plan

Planning Process

• Plans developed in partnership with and/or based on guidance provided by local, state, federal and international public health and infectious disease organizations.

• Also developed in partnership with colleagues from similar urban districts nationally and large districts in North Carolina.

• GCS planning team includes multiple departments/divisions as well as principals.

• The plan will be updated on an ongoing basis as new information becomes available and/or as public health guidance changes.
Guiding Principles

- Protect the health and welfare of students and staff.
- Show care and concern for students, staff and parents/families, and be mindful of the social and emotional impacts the coronavirus may be having.
- Monitor and quickly address any bullying or discriminatory language or actions.
- Anticipate and address equity concerns for students and staff to the maximum extent possible.
- Review and adjust plans and communications frequently as new information becomes available.
Plan Phases

• **PHASE I** = Preparation and Public Health Communication. Confirmed case(s) in North Carolina. **Goal** is to prepare in advance and promote public health/virus prevention messaging.

• **PHASE II** = Confirmed Case in Guilford County. **Goal** is to limit community spread to schools without disrupting learning.
Plan Phases

- **PHASE III** = Confirmed Case in GCS School. **Goals** are to limit community spread within school(s) and to other schools while reducing impact on learning. **School(s) with confirmed case(s) only will close** for students and staff. **Timetable TBD.** Special cleaning protocols will be followed prior to reopening. Staff may have access prior to students. **Community use of facilities at closed/affected school(s) are cancelled.** Shorter-term, **online learning options provided** for students at closed schools.

- **PHASE IV** = Confirmed Cases in Multiple GCS Schools. **Goals** are to limit community spread within schools and to other schools. **Multiple school closures** (or entire learning area(s) and/or district closures) for students and staff; **Major disruptions to learning likely.**
### Principal COVID-19 Toolkit

#### District Response Plan

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Updates will be provided to principals and other GCS leaders as new information becomes available.
Communications

ConnectEd (phone, text, email) to Parents & Staff

Information sharing, toolkits for GCS leaders & principals

Monitor and adjust as needed

Posters, Classroom Fliers & Parent Information

Website, Social Media & GCSTV

Media Relations

Employee Communications & e-Newsletters, Meetings
Policy Implications

• GCS will follow. Policy AFC Emergency Closing and Procedure AFC-P Emergency Closing.

  ➢ If a school closes, ACES (after-school enrichment) closes. If the entire school district closes, ACES closes.
  ➢ If a school closes due to confirmed coronavirus case at the school, athletics, driver’s ed, after-school activities, evening events, field trips and community use of facilities at that school will be canceled; Professional learning, community use of facilities and Guilford Parent Academy sessions planned for that site may move to alternative locations as long as the larger group does not have any exposure to a confirmed case.
  ➢ If the district closes, all school and district activities will be canceled and all community use of facilities will be cancelled.
  ➢ The district will conduct deep cleaning and will disinfect touched surfaces in closed schools and will follow any other available CDC or public health guidelines prior to reopening.
  ➢ Employees impacted by the virus may use donated sick leave after exhausting all available leave days.
  ➢ Current policy does not allow work-from-home arrangements; staff investigating options and potential budget impacts. This may be adjusted if distance learning is required.
PHASE I: Preparation

- **Preparation and Public Health Communication.** Confirmed case(s) in North Carolina.

- **Goal** is to prepare in advance and promote public health/virus prevention messaging.
Phase I: Central Office Preparations

**Purchases and Production of Materials**
- Large Quantities of:
  - Hand Soap
  - Paper Towels
  - Hand Sanitizer & Dispensers
  - Disinfectant Wipes
- Fact sheet(s), CDC posters, principal checklist and communication toolkit

**Meetings**
- GCS Staff, Guilford County Emergency Management, Health Department
- NC Large Districts - COVID-19 Teams
- Principals’ Meeting
- COVID-19 Plan Reviews (5 p.m. daily by phone or in person)

**Trainings**
- **Completed Sessions**
  - Hand Sanitizer Protocols for Bus Drivers
  - Cleaning Protocols for Lead Custodians
- **Principal Briefing**
- **Future Sessions** -- Exploring Online Options
Additional District Phase I Preventive Measures

• Prohibit any district- or school-sponsored travel to areas/regions declared at Level 3 status for COVID-19 by the U.S. Centers for Disease Control and Prevention (CDC).

• Continuously monitor and adjust plans and communications as needed as new information is released and/or changes occur

• Communicate status updates/changes with school board members, principals and other district leaders, employees, parents, volunteers, partners and community members

• If students attend school on college campuses, university guidelines will be followed for those students.
PHASE I: Principal Checklist

1. **Hold a faculty and staff meeting** by COB Wednesday, March 11.
   - **Share prevention strategies**, including surface cleaning protocols.
   - **Share information** regarding district plan and next steps for school preparation and planning.
   - **Suspend all student/staff attendance** initiatives. Encourage students and staff to **stay home if sick**.
   - Continue to **use AESOP to record staff absences**.
   - **Remind teachers** (or home room/first period teachers) to teach/review healthy hygiene lessons with students (hand-washing, coughing/sneezing, staying home when ill, etc.)
   - Remind teachers to **post hand-washing fliers** (8.5 x 11) in each classroom.
   - **Cancel travel** as directed for Phase I.
   - **Share how you plan to communicate** with parents.
   - **Correct misinformation and address bullying or targeting** of students, staff or families.
2. **Hang CDC signage (11 x 17 posters)** provided by the district in key areas of your school; provide in additional languages as needed (see toolkit links).

3. **Notify staff and students/families** to inform the school if anyone in their households have traveled to high risk areas identified by the CDC. Notify Yvetta Grier/school health and SSO immediately if contacted. School health will notify local public health authorities. We are asking all students and employees to voluntarily stay home for 14 days from the time he/she left an area with widespread, ongoing community spread (Warning Level 3 Travel Health Notice countries) and practice social distancing.

4. **Convene a meeting of your SIT** to update your school’s emergency operations plans in accordance with the district plan. **Questions?** Contact Dr. Wanda Legrand or Yvetta Grier.

5. **Modify student enrollment procedures** as indicated on principal checklist (p. 3).

6. **Review cleaning protocols** with all custodians, teachers and staff. (See toolkit.)

7. **Post “stop” fliers** from health department on the outside of all exterior doors.

8. **Communicate with parents.** Use toolkit.
PHASE II: Locally Confirmed Case

• Confirmed Case in Guilford County (non GCS-related).
• Goal is to limit community spread to schools without disrupting learning.
PHASE II: Locally confirmed case (non-GCS)

- District will notify school board, principals and staff members and parents that a non-GCS case has been confirmed and what that means in terms of any changes to district and school-based protocols.

- Principals will remind staff, students and families to inform the school if anyone in their households have come in contact with someone with the virus. Schools will inform School Health, which will contact Public Health.

- Principals will convene a meeting of SIT to activate Phase II plans and protocols.

- Refer to CDC Level 3 Travel Health Notices when reviewing travel requests. Questions? Contact Dr. Nora Carr.

- Schools will seek approval from maintenance for all new and/or previous Community Use of Facilities agreements (to include additional cleaning protocols and charges).

- Limit public gatherings and meetings
PHASE III: Confirmed Case in GCS School

- Confirmed Case GCS school, facility or administrative building
- Goals are to limit community spread while reducing impacts on student learning.
PHASE III:

Confirmed case in a GCS school or facility

- District will notify school board, principals, staff members and parents that a COVID-19 case has been confirmed in someone associated with a GCS school or school(s) and what that means in terms of any changes to district and school-based protocols.

- School(s) with a confirmed case of COVID-19 will be closed to students and staff for cleaning. Timetable TBD for closure/reopening for staff and/or students, pending protocols/guidance from public health authorities.

- Principals will convene SIT meeting remotely to activate Phase III plans and protocols.

- ACES, athletics, driver’s ed, after-school/weekend activities, field trips, GPA sessions, testing, professional learning and community use of facilities will be canceled at affected school/facility in keeping with Policy AFC and Procedure AFC-P Emergency Closings.

- Additional travel restrictions may apply.

- Cancel public gatherings and meetings
PHASE IV: Confirmed Cases in Multiple GCS Schools or Facilities

• Confirmed Cases in Multiple GCS school, facility or administrative building
• Goals are to limit community spread within schools and to other schools. Major disruptions to learning possible.
PHASE IV: Confirmed cases in multiple GCS school or school(s)

- District will notify school board, principals, staff members and parents that COVID-19 cases have been confirmed in multiple GCS schools/facilities and what that means in terms of any changes to district and school-based protocols.

- All affected schools and district facilities will close immediately; district closure of all schools and facilities is possible. Timetable TBD for reopening schools and/or district facilities for staff and/or students, pending completion of cleaning protocols and guidance from public health authorities.

- All district activities and school-based activities, events, travel and community use of facilities are canceled.

- Current policy does not allow work-from-home arrangements; staff is investigating options and potential budget impacts.
Questions & Answers

Thank You!