

# ILTEXAS COVID-19 RESPONSE



## MISSION

The mission of ILTexas is to prepare students for exceptional leadership roles in the international community by emphasizing servant leadership, mastering the English, Spanish, and Chinese languages, and strengthening the mind, body and character.

### 1/13/2021 Summary of Changes:

- Reorganized the order of the presentation to consolidate categories and remove duplicate information.
- Asymptomatic employees may receive free COVID-19 tests and are strongly encouraged to do so. Contact your Principal and Nurse for details.
- Slide 10: Clarified when and how Category 1 employees return to work: We are not requiring a negative test. Prior to returning to work in person they must receive confirmation from Human Resources and be asymptomatic. On their first day back to work after their isolation period they must report immediately to the Nurse for evaluation.

### 1/8/2021 Summary of Changes:

- Slide 11: Removed the qualifier that EPSL benefits thru FFCRA would retire December 31, 2020. ILTexas has decided to continue those benefits.
- Slide 11: Clarification regarding employees who already used EPSL and become Category 2 and their use of personal days.

### 12/9/2020 Summary of Changes:

- Slide 13: Asymptomatic employees who continue to test positive after 14 days may return to campus on an individual basis. Reach out to Human Resources for more information.
- Slide 13: Changed the definition of close contact to align with new CDC guidelines.

### 10/23/2020 Summary of Changes:

- Slide 8, Number 7: Parents must contact campus Principal if a student tests positive.
- Slide 13-15: Redefined Close Contact: someone who was within 6 feet of an infected person for a cumulative total of 15 minutes or more over a 24-hour period starting from 2 days before illness onset or 2 days prior to test specimen collection until the time the patient is isolated regardless of whether you were wearing a mask.
- Slide 17, Number 7 and 8: Employees who travel out of state are required to report their travel during the self-screening process and are encouraged to be tested for COVID-19.
- Slide 18: Clarified the language pertaining to mask wearing.

# COVID-19 OVERVIEW – PUBLIC HEALTH CONSIDERATIONS

- The virus that causes COVID-19 can infect people of all ages, and school system leaders should do everything feasible to keep students, teachers, staff, and our communities safe. Research from the Centers for Disease Control (CDC), among others, has found that while children do get infected by COVID-19 and some severe outcomes have been reported in children, relatively few children with COVID-19 are hospitalized or have severe symptoms. Furthermore, the American Academy of Pediatrics notes that COVID-19 risks must be balanced with the need for children to attend school in person, given that lack of physical access to school leads to a number of negative consequences, placing “children and adolescents at considerable risk of morbidity, and in some case, mortality.”

# PREVENT AND MITIGATE

- All ILTexas employees, students, and anyone on ILTexas property must wear masks at all times, wash hands often, and stay six feet apart even when wearing masks.
- Employees must report to their Supervisor, Nurse, and HR if they have COVID-19 symptoms or have received a positive COVID-19 test.
- Employees must report to their Supervisor, Nurse, and HR if they have had close contact with an individual who has tested positive for COVID-19.
- ILTexas will require all staff to self-screen for COVID-19 symptoms before coming onto campus each day. If you answer yes to any questions on the Frontline Health survey, other than the confirmation question, then please contact your Principal/Supervisor and Nurse.
- Employees who display symptoms of COVID-19 will be tested by the Nurse.
- Beginning 1/18/2021 asymptomatic employees may receive free COVID-19 tests. Contact your Principal and Nurse for details.
- No employee may ride in the same vehicle (personal car or company car) with other employees unless they live together.
- The self screening will require all staff to take their own temperature.
- Keep the doors to classrooms open between classes to minimize contact with doors and door handles by students and staff entering or exiting classrooms.
- All ILTexas meetings will be conducted virtually.

# PREVENT AND MITIGATE

- ILTexas will institute more frequent cleaning practices, including additional cleaning by janitorial staff, as well as provide the opportunity for children to clean their own spaces before and after they are used, in ways that are safe and developmentally appropriate.
- Schools will arrange for additional cleaning and disinfecting of surfaces that are touched in common throughout the day.
- Employees who travel out of the state of Texas are required to report their travel during self screening.
- Employees who travel out of the country and/or to states without proper COVID-19 protocols are encouraged, but not required to be tested for COVID-19 upon return prior to reporting to work.
- Only essential visitors will be allowed onto campuses. Before visitors are allowed onto campuses, ILTexas will screen visitors to determine if the visitors have COVID-19 symptoms.
- Parents are not allowed to enter the building without permission from the Principal.
- There will be no before/after-school care programs, until school returns to normal/pre-COVID operations.
- Contact the Athletic Department for details about sporting events.

# PREVENT AND MITIGATE

- Parents must ensure they do not send a child to school on campus if the child has COVID-19 symptoms, has tested positive for COVID-19, or has been in close contact with someone who has tested positive for COVID-19.
- Students who exhibit symptoms of COVID-19 will be tested by the school. Parents must give permission first, but all effort will be made to gain parent permission.
- Student temperatures will be taken at cars in the morning during Driveline.
- If a student has a temperature of 100 or above, they will not be allowed at school. The school should still attempt to give the student a COVID-19 test if they can get the parents permission. If the parent has left, the student will go to the Campus Aid Station and parents will be notified for pickup. Temperatures will be taken again at mid-morning (around 11:00 am-1:00 based on Lunch Schedule) in grade levels (IA's can take temperatures).
- Students who are sent home with a temperature or other COVID-19 symptoms may only return to campus after 48 hours at home.
- Late arriving students will enter in the front office area. Students with a temperature of 100 or more will be sent to the Campus Aid Station or campus clinic and parents will be notified.
- ILTexas student-athletes are required to be tested for COVID-19 by our School Nurses on a weekly basis. Parents are required to give permission for testing in order for their children to participate in ILTexas athletics.

# UNDERSTANDING COVID-19 EXPOSURE



## CATEGORY 1: POSITIVE FOR COVID-19

You need to notify your school nurse, Principal/Supervisor and Evah Montes in HR. Nurse Barnes and Evan Montes will work with you directly to provide you all of the support you need.



## CATEGORY 2: EXPOSURE WITH CLOSE CONTACT

Contact Tracing has identified you as having been in Close Contact with someone who tested positive for COVID-19. Close Contact is within 6 feet of an infected person for a cumulative total of 15 minutes or more over a 24-hour period. \*Nurse Barnes and Evah Montes will contact you and work with you to help you get tested. You must get tested and quarantine for 14 days.



## CATEGORY 3: EXPOSURE WITHOUT CLOSE CONTACT

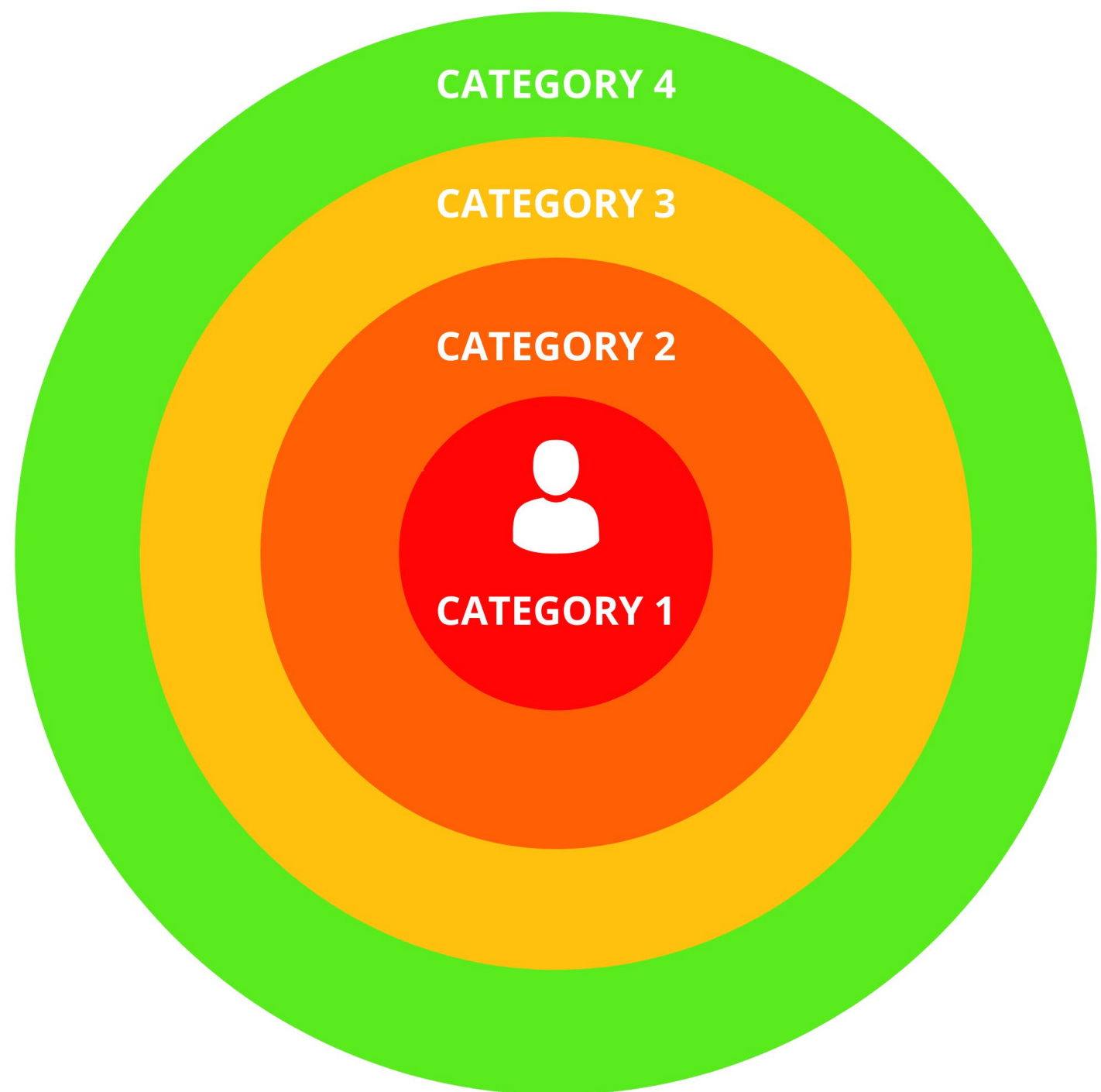
If you were exposed but not in close contact, as per TEA guidelines you do not need to quarantine. However, if you should show signs of symptoms, reach out to your campus Principal immediately. Examples of this would be: 1) if were within six feet of someone who tested positive, but you were in this vicinity for less than 15 minutes at a time, or 2) if the infected person was coughing, singing, or shouting, or 3) you were in the same room as someone who tested positive such as a student who was in a teachers' classroom but never got within six feet of the teacher who tested positive.



## CATEGORY 4: NO EXPOSURE

You were in the same building as someone who tested positive but you were never exposed. You will receive notification of the positive test but will not receive a direct communication.

If you have not been told that you need to quarantine, then you are in Category 3 or 4. If you think you should be in Category 2 but for some reason our contact tracing led by Nurse Barnes did not identify you, then please reach out to your nurse, supervisor, principal, or HR and let them know.  
[\\*https://www.cdc.gov/coronavirus/2019-ncov/php/contact-tracing/contact-tracing-plan/appendix.html#contact](https://www.cdc.gov/coronavirus/2019-ncov/php/contact-tracing/contact-tracing-plan/appendix.html#contact)





## CATEGORY 2

COVID-19 POSITIVE  
INDIVIDUAL

"I was within 6 feet of the  
COVID-19 positive individual  
for a cumulative total of 15  
minutes over 24 hours. I need  
to get tested and  
quarantine"



## CATEGORY 4

### CATEGORY 3

### CATEGORY 2

CATEGORY 1

## CATEGORY 4

COVID-19 POSITIVE  
INDIVIDUAL

"I was in the same building as a  
COVID positive individual, but  
never interacted with them or  
was exposed to them. I do not  
need to quarantine."



## CATEGORY 3

COVID-19 POSITIVE  
INDIVIDUAL

"I was around the positive  
individual but not within six feet  
for more than 15 minutes over a  
24 hour period. I do not need to  
quarantine, but if I start to feel  
symptoms, I will notify my  
supervisor and get tested."



## PREVENT: CONFIRMED OR SUSPECTED CASES OF COVID-19

- ILTexas does not have the authority to require an employee to self-isolate or quarantine. That authority falls to a governmental order or a physician's decision. ILTexas can restrict whether someone is allowed on ILTexas property if experiencing symptoms or is within the 10 day isolation period or the 14 day quarantine period recommended by the CDC.
- Employees must report to their supervisor, campus nurse, and HR if they have COVID-19 symptoms or have received a positive COVID-19 test.
- Employees must report to their supervisor, campus nurse, and HR if they have had close contact with an individual who has tested positive for COVID-19.
- Category 1 Employees:
  - Category 1 employees will isolate for at least 10 days. The Human Resources Department shall provide employees clear direction on the procedures outlined in this presentation, what they are eligible for, how to access their benefits, and when they can possibly return to work. The Nurse Coordinator will help Category 1 employees know how to receive proper medical care.
  - Prior to returning to work in person they must receive confirmation from Human Resources and be asymptomatic. On their first day back to work after their isolation period they must report immediately to the Nurse for evaluation.
  - No Category 1 employees will be required to use personal days due to COVID-19.

# PREVENT: CONFIRMED OR SUSPECTED CASES OF COVID-19

- Category 2 Employees:
  - Any employee who has been in close contact will be quarantined for 14 days and will be told to be tested immediately. Human Resources will help employees by providing them clear direction on what the procedure is, how and where to get tested including the location of any free testing sites in their area, what they are eligible for, and when they can possibly return to work.
  - ILTexas will make every effort to ensure an employee who is Category 2 can work from home. No employee who can work from home will be required to take EPSL.
- Any employee who meets the guidelines for needing to self-isolate or quarantine may be eligible for up to 80 hours (hours will be prorated for part time employees) of Emergency Paid Sick Leave (EPSL) through FFCRA. See slide 12 for details on eligibility.
  - If you are unable to work from home, an employee who has already used EPSL and is notified by ILTexas that they must quarantine because they have been identified as a Category 2 exposure, with the exposure occurring at an ILTexas campus or facility or ILTexas sponsored event, will not be required to use their personal days.
  - However, if an employee is unable to complete their work from home and has already used this benefit but comes into close contact with someone who has tested positive for COVID-19 outside of ILTexas property or at a non-school sponsored event, then they will need to use their personal days.

# PREVENT: CONFIRMED OR SUSPECTED CASES OF COVID-19

- Under FFCRA (which expired 12/31/2020 and is now voluntary) and some benefits extended through March 31, 2021 by the CAA, an employee may qualify for ILTexas Emergency Paid Sick Leave if the employee is unable to work (or unable to telework) due to a need for leave because the employee:
  1. is subject to a Federal, State or Local quarantine or isolation order related to COVID-19;
  2. has been advised by a health care provider to self-quarantine related to COVID-19;
  3. is experiencing COVID-19 symptoms and is seeking a medical diagnosis;
  4. is caring for an individual subject to an order described in (1) or self-quarantine as described in (2);
  5. is caring for a child whose school or place of care is closed (or child care provider is unavailable) for reasons related to COVID-19; or
  6. is experiencing any other substantially-similar condition specified by the Secretary of Health and Human Services, in consultation with the Secretaries of Labor and Treasury.
- If you fall into one of the 6 categories above, please notify HR and your supervisor immediately.
- Any employee who has to care for a child in his/her home due to COVID-19 reasons, because of the temporary closure of the child's school or daycare, may be eligible for expanded ILTexas offered benefits of 2/3 of the employee's daily rate of pay up to a maximum of \$200 per day for up to 12 weeks.

## PREVENT: CONFIRMED OR SUSPECTED CASES OF COVID-19

- Contact Tracing - ILTexas District Nurse Coordinator - Contact employees who test positive and ask the following questions:
  - 1) How are you feeling?
  - 2) When did you start experiencing any symptoms you have?
  - 3) When is the last time you were on campus?
  - 4) Did you come within six feet of any students or staff for greater than 15 minutes over a 24-hour period?
- Close contact, in this context, is considered to be someone who was within 6 feet of an infected person for a cumulative total of 15 minutes or more over a 24-hour period, someone who has provided care at home to someone who is sick with COVID-19, had direct physical contact with the person (hugged or kissed them), shared eating or drinking utensils, or been sneezed or coughed on by someone with COVID-19.

\*<https://www.cdc.gov/coronavirus/2019-ncov/if-you-are-sick/quarantine.html>

# PREVENT: CONFIRMED OR SUSPECTED CASES OF COVID-19

- Positive COVID-19 Case on a Campus:
- Evaluate the school's ability to teach students: as soon as practicable the leadership team will assess the situation and determine the next steps.
- Personnel involved: Principal, Area Superintendent, Deputy Superintendent of School Leadership, Lead Nurse, Chief Equity Officer, Chief Operations Officer, Chief of Staff, Executive Director of Communications
- Review the Situation:
  1. Principal reviews the facts on the campus. This includes the number and types of personnel affected, dates, locations impacted, and any other pertinent information.
  2. Nurse Barnes provides the detailed contact tracing report.
  3. Chief Operations Officer reviews plan for cleaning (locations of impacted areas and criteria for opening up).
  4. The Principal makes a recommendation about whether to close all or a portion of the campus for a certain period of time. Considerations: a) number of personnel impacted and the type of employee by position and grade level b) geography of campus and areas impacted.
  5. The Area Superintendent makes their recommendation to the Deputy Superintendent of Leadership.
  6. The Deputy Superintendent of School Leadership makes a decision about the whether to close all or a portion of campus.
  7. The Executive Director of Communications reviews the communication plan regarding the decision.

# COVID-19 SCREENING QUESTIONS

In evaluating whether an individual has symptoms consistent with COVID-19, ILTexas students, staff, parents, and visitors will be asked the following:

Have you recently begun experiencing any of the following in a way that is not normal for you?

- Feeling feverish or a measured temperature greater than or equal to 100.0 degrees Fahrenheit
- Loss of taste or smell
- Cough
- Difficulty breathing
- Shortness of breath
- Headache
- Chills
- Sore throat
- Shaking or exaggerated shivering o Significant muscle pain or ache
- Diarrhea


# WHO TO CONTACT

- Karen Canady Barnes
  - ILTexas Nursing Coordinator
  - [kcanadybarnes@iltexas.org](mailto:kcanadybarnes@iltexas.org)
  - 318-218-7556
  
- Regina Jones
  - Chief Equity Officer
  - [rjones1@iltexas.org](mailto:rjones1@iltexas.org)
  
- Evah Montes
  - Human Resources
  - 972-479-9078 Ext-3520
  - [HR.covid.info@iltexas.org](mailto:HR.covid.info@iltexas.org)




# HEALTH MANAGEMENT PROGRAM UNDER CONSIDERATION

SCHOOL HEALTH MANAGEMENT



**Better Care Delivered  
More Efficiently**

Frontline School Health Management  
Now with COVID-19 Functionality

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SCHOOL HEALTH MANAGEMENT

Never has monitoring the individual and collective health of your students and staff been more important. Yet this seems like a monumental task on top of everything else your district is facing as a result of the pandemic.

With Frontline School Health Management, you can collect timely, accurate, & secure data, both in and out of school settings, and share it with key stakeholders to quickly identify and respond to emerging trends.

Collect critical health data around testing, infections, and immunity quickly and securely.


Enforce compliance with policies and procedures & monitor non-compliance

Report and monitor readiness thresholds, policy compliance, levels of infection or risk factors, trends, and more

Train students, parents, and staff on COVID-19 procedures and policies

Staff Training Compliance

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SCHOOL HEALTH MANAGEMENT

Document, Manage, and Report on COVID-19 Symptoms & Cases for Students and Staff

Frontline School Health Management

With Frontline School Health Management, you can:

- Identify and track active COVID-19 cases for both students and staff
- Notify key personnel of any newly documented cases quickly
- Perform contact tracing for students and school personnel
- Manage quarantine/isolation cases for students and staff to help ensure a safe return to the population
- Track persona based training of staff and students around COVID-19 processes and procedures
- Monitor compliance and adherence to policies
- Document and manage mental health cases

The answer is YES!

- Yes, it's FERPA/HIPAA compliant
- Yes, it can integrate with your student information system
- Yes, you can control access to data
- Yes, you can document and manage mental & behavioral health
- Yes, there's a parent portal
- Yes, there's an app
- Yes, it's affordable
- Yes, it's quick to implement

Why Frontline?


Frontline School Health Management has been serving K-12 health and wellness needs for over 30 years. Hundreds of districts across 44 states, including six of the largest districts in the country, trust Frontline to provide the software, service, and support to meet the health needs of their students and staff.

In their own words:

"The best way we had to capture everything we're doing [virtual office hours, meeting with medically needy students] while we were out of school for COVID-19 is using Frontline School Health Management. There have been times I had to justify, 'What are your nurses doing at home?' I was able to pull that data within just a couple of minutes to say, 'Well, my nurses have documented this many encounters by calling to check on students.' That is the beauty of this program for us when it comes time to go into budgeting meetings."

Angela Watson, Nurse Coordinator, Pickens County, South Carolina

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## ILTEXAS COVID-19 RESPONSE

**STAY SAFE!**  
**WASH HANDS**  
**WEAR MASKS**  
**STAY SIX FEET APART**