

KIN DAH LICHII OLTA

Reopening Plan

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KIN DAH LICHII OLTA | PO BOX 800 GANADO, AZ 86505

KIN DAH LICHII OLTA REOPENING PLAN

INTRODUCTION

The Kin Dah Lichii Olta, Inc. (KDLO) reopening plan, KDLO leaders and school personnel with general guidelines and protocols for establishing and maintaining safe school environments that reduce the risk of COVID-19 spread. As a tribally-controlled school operated pursuant to a grant under the Tribally Controlled Schools Act of 1988 (25 U.S.C. § 2501, et seq.) or pursuant to a contract under the Indian Self-Determination and Education Assistance Act (25 U.S.C. § 5301, et seq.) we have taken the recommendations to include as guidance to inform our general operations to prepare for opening and to prepare the school's learning environment for the 2020-2021 school year.

KDLO, like all other schools, are high traffic and contact zones. KDLO must change in school operation and education practices to reduce student and staff contact and to minimize the risk of spread through commonly used areas, equipment, and materials. KDLO leaders will work with their local health authorities, tribes, school boards, and other entities to implement a school-specific plan for reducing COVID-19 related risks.

Where needed, KDLO will solicit the assistance and guidance of BIE leaders to overcome obstacles toward achieving this goal. KDLO leaders will continue to work with local public schools, to continue to strengthen the relationships, advance communication and provide support for the safe and equitable education for Indian students in all schools. We acknowledge that the guidelines and protocols in this reopening plan may need tailoring to meet KDLO's circumstances. KDLO will have the flexibility to implement the guidelines and protocols to meet the health and safety needs of students and staff while minimizing disruption on teaching and learning.

Responses and solutions to the circumstances at KDLO should reflect innovation, flexibility, and respect for tribal traditions, aligned with CDC/ NNDH guidelines in providing a high-quality instructional program. Decisions will reflect KDLO's mission, Strategic Direction, priorities and core values. Actions will be guided by a strong focus on hygiene and prevention, striving to earn the trust and confidence of our students, parents/guardians, employees, and tribal communities in KDLO's ability to protect students and staff.

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KEY CONSIDERATIONS FOR ADMINISTRATORS It is critical that all administrators:

- Engage and encourage everyone in the school and the community to practice preventative behaviors. Preventive behaviors are the most important actions that will support schools' safe reopening and will help them stay open for in-person instruction.
- Implement multiple mitigation strategies (e.g., physical distancing, cloth face coverings, hand hygiene).
- Communicate, educate, and reinforce appropriate hygiene and physical distancing practices in ways that are developmentally appropriate for students, teachers, and staff.
- Integrate mitigation strategies into co-curricular and extracurricular activities (e.g., limiting or cancelling participation in activities where physical distancing is not feasible).
- Maintain healthy environments (e.g., cleaning and disinfecting frequently touched surfaces).
- Make decisions in coordination with local health authorities, tribes, states, and local communities.
- Repurpose unused or underutilized school spaces to increase classroom space and facilitate physical distancing, including outside spaces, where feasible.
- Coordinate with local health authorities to develop a proactive plan for when a student or staff member tests positive for COVID-19.
- Educate parents and guardians on the importance of prescreening for, and responding to, the symptoms of COVID-19 at home.
- Develop ongoing channels of communication with tribes and local authorities.

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		Stage 0	Stage 1	Stage 2	Stage 3
Risk Level	Level Purple:	Level Red:	Level Orange:	Level Yellow:	Level Green:
Community Spread Disease Risk	Severe Outbreak Critical	Extensive Very High	Substantial High	Moderate Moderate	Zero to Minimal Low
Recommended Control Effort to Reduce Spread	Severe	Aggressive	Strong	Moderate	Baseline
Schools-Room Capacity	No Students	No Students	No Students	No Capacity Limit	No Capacity Limit
Kin Dah Lichii Olta F.A.C.E. Program (4 to 5 Early Childhood)	No Students	<p>No in Person Services for Students</p> <p>Virtual Service only</p> <p>Curbside service only with the approval of Principal</p> <p>FACE Staff No Cap Limit in building 1315, and 1700 capacity with a staggered work schedule</p>	<p>No in Person Services for Students</p> <p>Virtual Service only</p> <p>Curbside service only at the approval of Principal</p> <p>FACE Staff at No Cap Limit in building 1315, and 1700 capacity with a staggered work schedule</p>	<p style="text-align: center;"><i>Hybrid Model</i></p> <ul style="list-style-type: none"> No capacity limit on students and teaching staff on campus for in-person classes while remaining students that opt-out will participate in coursework virtually from 8 am to 2 pm Daily schedule will be adjusted as needed 	<p style="text-align: center;"><i>Hybrid Model</i></p> <ul style="list-style-type: none"> No capacity limit on students and teaching staff on campus for in-person classes while remaining students that opt-out will participate in coursework virtually from 8 am to 2 pm Daily schedule will be adjusted as needed

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<p>Kin Dah Lichii Olta Kindergarten to Sixth Grade</p>	<p>No Students</p>	<p>No in Person Services for Students</p> <p>Virtual Service only</p> <p>Curbside service only with the approval of Principal</p> <p>KDLO Staff no capacity limit on building 1315, 1984, and 1985 capacity with a staggered work schedule</p>	<p>No in Person Services for Students</p> <p>Virtual Service only</p> <p>Curbside service only with the approval of Principal</p> <p>KDLO Staff no capacity limit on building 1315, 1984, and 1985 capacity with a staggered work schedule</p>	<p style="text-align: center;"><i>Hybrid Model</i></p> <ul style="list-style-type: none"> • No capacity limit on students and staff on campus for in-person classes while remaining students participate in remote instruction from 8 am to 2 pm • Daily schedule will be adjusted as needed 	<p style="text-align: center;"><i>Hybrid Model</i></p> <ul style="list-style-type: none"> • No capacity limit on students and staff on campus for in-person classes while remaining students participate in remote instruction from 8 am to 2 pm • Daily schedule will be adjusted as needed
<p>Kin Dah Lichii Olta Special Education Program</p>	<p>No Students</p>	<p>No Students</p>	<p>KDLO SPED Staff and Student at No limit on Room Capacity of building 1984, with a set schedule</p>	<p style="text-align: center;"><i>Hybrid Model</i></p> <ul style="list-style-type: none"> • No capacity limit on students and staff on campus for in-person classes while remaining students participate in remote instruction from 8 am to 2 pm • Daily schedule will be adjusted as needed 	<p style="text-align: center;"><i>Hybrid Model</i></p> <ul style="list-style-type: none"> • No capacity limit on students and staff on campus for in-person classes while remaining students participate in remote instruction from 8 am to 2 pm • Daily schedule will be adjusted as needed

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<p style="text-align: center;">Parents</p>	<p style="font-size: 1.2em;">No Students</p>		<ul style="list-style-type: none"> ● Hybrid instruction is possible ● Parents will have the choice to opt out of in-person learning or continue with remote learning
<p style="text-align: center;">What students should comeback?</p> <p style="text-align: center;">Prioritize</p>	<p style="font-size: 1.2em;">No Students</p>	<ul style="list-style-type: none"> ➤ Students with IEP's ➤ Students with 504 plan 	<ul style="list-style-type: none"> ➤ Students that are ELL ➤ Students with no internet or unreliable internet access in home ➤ Students on paper packets ➤ Attendance issues or limited contact ➤ Students subject to retention

GENERAL SCHOOL HEALTH & SAFETY GUIDELINES

PERSONAL PROTECTIVE BEHAVIORS IN SCHOOLS

- Place hand sanitizer stations at the entrance of the buildings. Use hand sanitizer products throughout the school facility with 60% alcohol or greater (touchless dispensers if possible). Ensure proper monitoring of student use.
- Supply bathrooms and classroom sinks designated for handwashing with soap, warm water, and disposable towels (or air dryer systems).
- Schedule handwashing for lower elementary students throughout the school day.
- Prohibit student sharing of pencils, pens, and other school supplies.
- Do not allow students to share lockers or cubbies.
- Remove items from the classroom or hallways that are frequently touched but are not easily cleaned on a daily basis.
- Prohibit students from bringing personal items to school from home, e.g., fuzzy toys and blankets, except for earbuds or headsets for use during computer-adaptive testing and bottled water.
- Encourage students to bring bottled water to reduce or eliminate water fountain use during the school day.
- Educate students on viruses, mode of transmission, signs of illness, protective measures, how to wear face coverings, and appropriate social skills encouraging minimal physical contact. The public health authority and teacher should partner to develop and deliver this learning as part of the standard start of school practice.

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PROTECTIVE BARRIERS

- Generally, physical distancing, face coverings, furniture configuration, and other appropriate measures are encouraged by the CDC to combat the spread of COVID-19. In situations where a school cannot use the encouraged health and safety measures, a physical barrier may be considered.
- The use of physical barriers in a school, such as Plexiglas, acrylic, or plastic shields as a method of prevention against virus spread, requires an evaluation of the area under consideration as outlined below to ensure all administrative and engineering controls have been considered and approval has been obtained before the purchase and installation of the barrier.
- Schools should contact the Safety Officer to schedule an evaluation. After considering the assessment results, the Safety Officer or Operations Manager will make the determination if a physical barrier is required.
- Barriers must be adequately sanitized and maintained. Schools should also consult with the Operations Manager to determine the best configuration and placement of the barrier.

DRINKING FOUNTAINS

- Staff and students are expected to bring their own bottled water to minimize contact with water fountains. School will maintain a supply of bottled water if students or staff forget to bring them to school.
- Drinking directly from fountain faucets is prohibited. Only the refilling of water bottles/containers is permitted.
- Signage will be placed near all drinking fountain locations warning students/staff that drinking directly from water fountains is prohibited.
- In accordance with CDC recommendations, custodial staff will clean and sanitize drinking fountains daily.
- While the risk of COVID-19 transmission utilizing this method is considered low by CDC, it is recommended that hand sanitizer be placed near drinking fountains to reduce the spread of germs through high touch surfaces.

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ADMINISTRATIVE CONTROLS FOR CONSIDERATION

- Provide markers on the floor to demonstrate physical distancing requirements (between people, desks, etc.).
- Place markers on the hallway floors to designate traffic flows to facilitate physical distancing when transitioning in the building.
- Limit visitor access to all locations of the school campus and ensure all visitors are aware of face covering and physical distancing requirements.
- Limit the number of visitors permitted in the school front office at one time.
- Alter schedules, stagger breaks after instructional time, recess and lunch periods to reduce student mixing and to reduce class size. Recess is a regularly scheduled period in the school day for physical activity and play that is monitored by trained staff or volunteers, and physical distancing is maintained to the maximum extent possible.

CLOTH FACE COVERINGS

To maximize the in-school attendance of students and school staff members, KDLO strongly encourages all personnel on campus to wear a face covering, including when on KDLO buses and at KDLO bus stops.

Where a tribal government or local health authority has issued rules or regulations for face coverings, students and school staff should conform to such requirements. Face covering are particularly important when physical distancing cannot be achieved. KDLO has ordered face coverings for each KDLO employee and student with an additional supplies available at KDLO for contingency requirements.

The CDC ascertains that when used consistently and correctly, cloth face coverings are important to help slow the spread of COVID-19. Per CDC guidance, cloth face coverings should not be worn by anyone who has trouble breathing, is unconscious, incapacitated, or otherwise unable to remove the covering without assistance. Appropriate use of cloth face coverings may be challenging for some students, teachers, and staff, including:

- Younger students, such as those in early elementary school. (4 to 6 years old)
- Students, teachers, and staff with severe asthma or other breathing difficulties.

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- Students, teachers, and staff with special educational or healthcare needs, including intellectual and developmental disabilities, mental health conditions, and sensory concerns or tactile sensitivity. In such situations, a modified face covering may be procured to meet the specific needs of students with disabilities and specified health conditions. Schools should consider the need for modified face coverings for teachers, school psychologists, and related service providers serving students with disabilities and facilitating evaluations. Consider use of clear face coverings that cover the nose and wrap securely around the face. Clear face coverings should be determined not to cause any breathing difficulties or over heating for the wearer. Teachers and staff who may consider using clear face coverings include:
- Those who interact with students or staff who are deaf or hard of hearing, per Individuals with Disabilities Education Act (IDEA).
- Teachers of young students learning to read. (4 to 6 years old)
- Teachers of students qualifying for English Language Proficiency (ELP) services.
- Teachers of students with Individualized Education Programs (IEP) and Individualized Accommodation Plans (IAP).

CDC does not recommend use of face shields for normal everyday activities or as a substitute for cloth face coverings. Some students and staff may choose to use a face shield when sustained close contact with others is required. If face shields are used without a mask, they should wrap around the sides of the wearer's face and extend to below the chin. Disposable face shields should only be worn for a single use. Reusable face shields should be cleaned and disinfected after each use. Parents and guardians are asked to bring individual concerns regarding face coverings to school leaders. It is recommended that schools develop a response team, which may include families, educators, and healthcare providers to create individual plans to accommodate the use of modified face coverings by students and staff in order to safely protect students and school staff. School leadership and staff should be prepared to address potential negative consequences of the potential use of face coverings. The CDC notes that stigma or bullying may arise among students due to wearing or not wearing cloth face covering. For more information and strategies for schools on cloth face coverings, please refer to the CDC's guidance on cloth face coverings.

HANDWASHING & HAND SANITIZER

The CDC recommends washing hands with soap and water whenever possible because handwashing reduces the amounts of all types of germs on hands. If soap and water are not available, using hand sanitizer with at least 60% alcohol can help individuals avoid getting sick and spreading germs to others. Children with sensitive skin conditions may be adversely affected from the use of hand sanitizers, so alternatives should be considered including more frequent handwashing. Hand sanitizer use by young children requires close adult supervision. Alcohol-based hand sanitizers can cause alcohol poisoning if ingested. Hand sanitizer should be fully evaporated prior to eating or working near an open flame.

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SCHOOL CLEANING GUIDELINES

KDLO will prioritize providing a safe and clean environment based upon CDC guidance. Custodial personnel will work to prevent or slow the spread of infectious diseases in KDLO facilities. These duties include but are not limited to the following: emptying trash, sweeping, mopping floors, and cleaning and disinfecting classrooms and common areas. Occupants of the buildings also play an integral role by staying home when they are sick; wearing face coverings as strongly encouraged by KDLO, and conforming to tribal government or local health authority rules or regulations for face coverings; washing hands frequently; promptly throwing away trash; and, wiping down commonly used items. This combined effort from custodians and occupants will establish a culture of health and safety inside the schools. School leaders will conduct regular walk-throughs of school sites to ensure safety measures are being practiced, including in hallways, cafeterias and food service areas, classrooms, and playgrounds. In instances where safety measures are not being followed appropriately, school leaders will ensure additional training is provided and/or a corrective action plan is put in place.

CLEANING BY THE CUSTODIAL STAFF

Custodians will provide routine environmental cleaning of surfaces (e.g., floors, counters, desks, walls, and windows) that removes germs, dirt, and impurities. This process does not necessarily eliminate germs, but it lowers their numbers and the risk of spreading infection by removing them.

Custodians will disinfect frequently touched surfaces and objects with cleaners certified for use in schools and according to the manufacturer's recommendations on the label to kill germs. Daily disinfected surfaces and objects include but are not limited to: sinks, faucets, toilets, urinals, showers, countertops, lunch room tables, entry doors and hardware, drinking fountains, light switches, automatic door control buttons, exterior surface of lockers, and classroom tables and counters.

Custodians will promptly clean and disinfect surfaces and objects that are visibly soiled with bodily fluids, and any waste that is generated is handled using biomedical waste disposal procedures. In all cases of cleaning and disinfecting, disposable cleaning supplies are placed in the trash immediately after use, and regular emptying of the trash occurs.

If a building occupant tests positive for COVID-19, the operations manager will be required to provide (or coordinate the provision of) additional cleaning and disinfecting of the areas where the occupant was traced.

The CDC recommends normal routine cleaning of outdoor areas and playgrounds but does not require disinfection. The CDC also recommends washing hands before and after playground use, or even to discontinue playground use. The Facilities Division will arrange for the cleaning of the exterior playgrounds before schools reopen as an added measure during this time.

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CLEANING BY SCHOOL PERSONNEL (TEACHERS, STAFF, AIDES, VOLUNTEERS)

Per standard pre-COVID-19 pandemic practices, school personnel should ensure the cleaning and disinfecting of commonly touched surfaces and objects before or after each use.

Examples of surfaces and objects include laptops, Chromebooks, digital devices, mobile electronics, keyboards, phones, lab equipment, physical education equipment, and sports equipment.

Custodians will disinfect desks daily outside of school hours. Additionally, school staff, not students, will ensure that student spaces are cleaned appropriately using safe disinfectant products in accordance with CDC guidance at <https://www.cdc.gov/coronavirus/2019-ncov/community/schools-childcare/clean-disinfect-hygiene.html>. In this situation, appropriate supplies (e.g., disinfecting wipes) must be provided by the school at school expense. The Operations Manager has provided a list of EPA-recommended products that can be used for disinfection. A frequently updated list of products can be searched by company name, product name, ingredient, and other pertinent criteria online at List N: Disinfectants for Use Against SARS-CoV-2 (COVID-19).

PROTOCOL FOR CLEANING CLASSROOMS AND HIGH-TOUCH AREAS & MATERIALS

Teachers, staff, and aides will ensure classroom surfaces and objects are disinfected throughout the school day, especially between periods of student use, i.e., reserve minutes at the end of each class to allow time for cleaning by appropriate personnel.

- Disinfectant wipes, fragrance-free baby wipes, alcohol wipes, paper towels with soap and water, or micro-fiber cloths are common materials for cleaning classroom surfaces.
- Manipulatives, if required, should be cleaned between uses. Single use, disposable, or multiple individually bagged sets of manipulatives should be used when available.
- Maximize the use of curricular digital resources and ensure proper quarantine procedures for paper texts prior to redistribution. The Northeast Document Conservation Center (NEDCC) provides recommendations for quarantine of books and other collection items which varies by material. Guidance can be found at 3.5 Disinfecting Books and Other Materials.
- Establish rules for shared appliances and a routine cleaning schedule to ensure the cleanliness of refrigerators, coffee pots, and microwaves is maintained.

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COVID-19-RELATED HYGIENIC SUPPLY REQUIREMENTS

In order to provide a safe, hygienic school environment, KDLO will have a sufficient quantity of approved hand sanitizer, liquid hand soap, and disinfectant wipes available at all times throughout a school facility, and during school parents and guardians' events. KDLO will procure and maintain these supplies and associated materials in accordance with the below guidance.

HAND SANITIZER FORMULA

Three sources identify a dime size portion of hand sanitizer should be used. This equals 1/4 teaspoon which is 1.5mL. Estimating eight applications a day per person =12mL (.41 fl. oz.)/day/person. Calculation: 8x a Day for 175 Instructional Days. Please note there are 180 teacher days.

LIQUID HAND SOAP FORMULA

Depending on the dispenser, the average amount of liquid hand soap dispensed per pump is .4-.7 milliliters (mL). Estimating .5mL per pump and two pumps per wash at eight hand washes equates to 8 mL (.27 fluid ounces) of liquid hand soap) per person per day. This is a high estimate and can be reduced by half. Calculation: 8x a Day for 180 Instructional Days. Please note, there are 180 teacher days.

SAFE STORAGE OF HAND SANITIZER

Storing hand sanitizer in a classroom or office is a violation of National Fire Protection Association (NFPA) 30: Flammable and Combustible Liquids Code and is strictly prohibited. KDLO storage requirements are aligned with NFPA 101: Life Safety Code and NFPA 30 and include the requirement to store hand sanitizer in a liquid storage cabinet marked "flammable". Automated hand sanitizer dispensers require batteries that have to be frequently replaced. Schools must account for the cost, replacement, safe storage, and disposal of batteries. Safe storage and accountability of hand sanitizer and batteries are required to maintain sufficient inventory. In addition, schools must ensure all hand sanitizer in use complies with U.S. Food & Drug Administration updates on safe and methanol-free hand sanitizer at FDA Updates Hand Sanitizer with Methanol. For support ensuring compliance with safe and locked storage requirements, please contact the appropriate Safety Officer.

PRESCREENING AND RETURN TO SCHOOL PROTOCOL FOR SCHOOL STAFF MEMBERS & STUDENTS

KDLO encourages employees, parents/guardians of enrolled students to perform the below prescreening protocol at home within two hours of arriving at school or a school event. Although the CDC does not currently recommend conducting universal symptom screening at school, students should not attend school when they are sick. Home symptom screenings rely on students and their parents/guardians, or caregivers initially identifying when the student may have signs and symptoms of illness and to take action (such as staying home).

PRESCREENING PROTOCOL

KDLO Prescreening Protocol relies on the physical distancing screening method in CDC's supplemental Guidance for Child Care Programs that Remain Open (Example 1). The protocol requires the following measures:

- Ask parents/guardians, or caregivers to please conduct a temperature check and inspect for symptoms associated with COVID-19 based on CDC guidance (e.g., fever or chills, cough, shortness of breath or difficulty breathing, fatigue, muscle or body aches, headache, new loss of taste or smell, sore throat, congestion or runny nose, nausea or vomiting, or diarrhea).
- If experiencing the above symptoms, the student should remain home until he/she is fever-free with a reduction in symptoms for at least 24 hours without the use of fever-reducing medication.
- Individuals with signs or symptoms consistent with COVID-19 should follow CDC guidance.
- Staff members who experience the above symptoms and must leave the workplace should contact their supervisor(s) to determine available and appropriate leave options, such as sick leave or annual leave.

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KDLO SAMPLE DAILY SCREENING CHECKLIST

The Sample Daily Screening Checklist is provided to assist parents in recognizing the possible symptoms of COVID-19 and understand a student and or family’s close contact and potential exposure. It is intended for in-home use, and we recommend it be reviewed daily before sending children to school.

Kin Dah Lichii Olta Daily Home Screening for Students

Parents: Please complete this short check each morning and report your child’s information for Kin Dah Lichii Olta in the morning before your child leaves for school.

SECTION 1: Symptoms

If your child has any of the following symptoms, that indicates a possible illness that may decrease the student’s ability to learn and also put them at risk for spreading illness to others. Please check your child for these symptoms:

YES NO

<input type="checkbox"/>	<input type="checkbox"/>	Temperature 100.4 degrees Fahrenheit or higher when taken by mouth;
<input type="checkbox"/>	<input type="checkbox"/>	Sore throat;
<input type="checkbox"/>	<input type="checkbox"/>	Uncontrolled cough that causes difficulty breathing (for students with chronic allergic/asthmatic cough, a change in their cough from baseline);
<input type="checkbox"/>	<input type="checkbox"/>	Diarrhea, vomiting, or abdominal pain; or
<input type="checkbox"/>	<input type="checkbox"/>	Onset of severe headache, especially with a fever.

SECTION 2: Close Contact/Potential Exposure

YES NO

<input type="checkbox"/>	<input type="checkbox"/>	Had close contact (within 6 feet of an infected person for at least 15 minutes) with a person with confirmed COVID-19: OR
<input type="checkbox"/>	<input type="checkbox"/>	Had close contact (within 6 feet of an infected person for at least 15 minutes) with person under quarantine for possible exposure to SARS-CoV-2; OR
<input type="checkbox"/>	<input type="checkbox"/>	Traveled to or lived in an area where the local, Tribal, territorial, or state health department is reporting large numbers of COVID-19 cases.
<input type="checkbox"/>	<input type="checkbox"/>	Live in areas of high community transmission while the school remains open

SCHOOL HEALTH SURVEILLANCE PROTOCOL

KDLO health surveillance protocols are established to guard against COVID-19 spread in a KDLO facility.

STUDENT PROTOCOL

When a student develops or presents with any symptoms of illness consistent with COVID-19 (e.g., fever or chills, cough, shortness of breath or difficulty breathing, fatigue, muscle or body aches, headache, new loss of taste or smell, sore throat, congestion or runny nose, nausea or vomiting, or diarrhea):

- The student's teacher will contact the designated school authority (C.N.A.) who will inform the parent/guardian that the student needs to be picked up as soon as practical for possible referral to a healthcare provider for assessment.
- The designated school authority (C.N.A.) will wear appropriate personal protective equipment (PPE), provide the student with a clean face covering and relocate the student to an isolated area away from other students. In taking such action, the school authority will preserve the student's privacy to the extent possible.
- The designated school authority will confidentially notify the school leader that a student with COVID-19 symptoms is in the school.
- The designated school authority will close off the space used for isolation after the student departs. The space will only be reopened after proper cleaning and disinfecting.
- The designated school authority will notify the teacher and school counselor that the student is leaving school with the parent or guardian. The teacher will coordinate lessons as needed.
- The school leader will direct the cleaning/disinfection of high-touch surfaces, focusing on areas where the student is known to have been and items they have touched (e.g., individual desk, cot, recently used manipulatives, shared equipment).
- When a school identifies a significant increase in absences due to illness with COVID-19-like symptoms, the school leader is responsible for reporting the information to the local health authority.

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SCHOOL STAFF MEMBER PROTOCOL

Schools must follow this protocol when a staff member develops or presents with any symptoms of illness consistent with COVID-19 (e.g., fever or chills, cough, shortness of breath or difficulty breathing, fatigue, muscle or body aches, headache, new loss of taste or smell, sore throat, congestion or runny nose, nausea or vomiting, or diarrhea).

- The staff member is strongly encouraged to remain in an isolated area while the staff member awaits pickup or until he/she is able to leave the school on his/her own.
- Anyone who comes in contact with the symptomatic staff member will use PPE, practice physical distancing, and provide the staff member with a mask.
- The symptomatic staff member will notify the school leader that he or she presents with COVID-19 symptoms.
- The school will close off the space used for isolation after the symptomatic person departs. The space will be reopened only after proper cleaning and disinfecting.
- The school leader will direct the cleaning and disinfecting of high-touch surfaces, focusing on areas where the person is known to have been and items they have touched (e.g., individual desk, cot, shared equipment).
- If the symptomatic staff member is confirmed to have COVID-19, the staff member will follow the CDC guidelines for persons exhibiting symptoms of COVID-19. Note: It is important that students and staff who are unwell and being sent home are picked up within 30 to 60 minutes, if possible. All communications regarding possible COVID-19 cases should comply with applicable laws and regulations to adequately address student and staff privacy concerns.

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PROTOCOL FOR HANDLING A CONFIRMED CASE OF COVID-19 IN SCHOOL

- Before the start of the school year, the school leader should coordinate in advance with the Education Program Administrator (EPA) to identify the appropriate local health authority point of contact who will provide immediate support to KDLO in the event of a school positive COVID-19 case.
- When a confirmed COVID-19 case arises at KDLO, the school should follow CDC guidance. As the CDC gathers more information about COVID-19, the CDC may update its guidance based on the most current understanding of COVID-19. Therefore, it is important to regularly consult CDC guidance to keep up to date on relevant guidance. In the meantime, please consult the guidance below, which reflects CDC guidance at the time of the publication of these guidelines.
- KDLO might need to implement short-term closure procedures if an infected person has been in a school building. If this happens, CDC recommends the following procedures:
 - Coordinate with local health authority. Once learning of a COVID-19 case in someone who has been in the school, the school leader will immediately notify local health authorities and KDLO Emergency Management Team
 - KDLO administrators determine a course of action for their FACE programs or schools. Dismiss students and most staff for 2-5 days. This initial short-term dismissal allows time for the local health authorities to gain a better understanding of the COVID-19 situation impacting the school. This allows the local health authorities to help the school determine appropriate next steps, including whether an extended dismissal duration is needed to stop or slow further spread of COVID-19.
 - Local health authorities' recommendations for the scope (e.g., a single school, multiple schools, the full district) and duration of school dismissals will be made on a case-by-case basis using the most up-to-date information about COVID-19 and the specific cases in the community.
 - During school dismissals, also cancel extracurricular group activities, school-based after-school programs, and large events (e.g., assemblies, spirit nights, field trips, and sporting events).
 - Discourage staff, students, and their families from gathering or socializing anywhere. This includes group child care arrangements, as well as gathering at places like a friend's house, a favorite restaurant, or the local shopping mall.

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Communicate with staff, parents/guardians, and students. Coordinate with local health authorities to communicate dismissal decisions and the possible COVID-19 exposure.

- This communication to the school community should align with the communication plan in the school's emergency operations plan.
- Plan to include messages to counter potential stigma and discrimination.
- In such a circumstance, it is critical to maintain confidentiality of the student or staff member as required by the Americans with Disabilities Act and the Family Education Rights and Privacy Act. Clean and disinfect thoroughly.
- Close off areas used by the individuals with COVID-19 and wait as long as practical before beginning cleaning and disinfection to minimize potential for exposure to respiratory droplets. Open outside doors and windows to increase air circulation in the area. If possible, wait up to 24 hours before beginning cleaning and disinfection.
- Cleaning staff should clean and disinfect all areas (e.g., offices, bathrooms, and common areas) used by the ill persons, focusing especially on frequently touched surfaces.
- If surfaces are dirty, they should be cleaned using a detergent or soap and water prior to disinfection. - For disinfection, most common EPA-registered household disinfectants should be effective.
- A list of products that are EPA-approved for use against the virus that causes COVID-19 is available here: (<https://bit.ly/2E1VLck>). Follow the manufacturer's instructions for all cleaning and disinfection products (e.g., concentration, application method and contact time, etc.).
- Additionally, diluted household bleach solutions can be used if appropriate for the surface. Follow manufacturer's instructions for application and proper ventilation. Check to ensure the product is not past its expiration date. Never mix household bleach with ammonia or any other cleanser. Unexpired household bleach will be effective against coronaviruses when properly diluted. Prepare a bleach solution by mixing:
 - ✓ 5 tablespoons (1/3 cup) bleach per gallon of water or
 - ✓ 4 teaspoons bleach per quart of room temperature water

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- Additional information on cleaning and disinfection of community facilities such as schools can be found on CDC’s website.
- Make decisions about extending the school dismissal. Temporarily dismissing FACE programs and K-6 schools is a strategy to stop or slow the further spread of COVID-19 in communities.
 - During school dismissals (after cleaning and disinfection), FACE programs and schools may stay open for staff members (unless ill) while students stay home. Keeping facilities open: a) allows teachers to develop and deliver lessons and materials remotely, thus maintaining continuity of teaching and learning; and b) allows other staff members to continue to provide services and help with additional response efforts. Decisions on which, if any, staff should be allowed in the school should be made in collaboration with local health authorities.
 - FACE and school administrators should work in close collaboration and coordination with local health authorities to make dismissal and large event cancellation decisions. Schools are not expected to make decisions about dismissal or canceling events on their own. School dismissals and event cancellations may be extended if advised by local health authorities. The nature of these actions (e.g., geographic scope, duration) may change as the local outbreak situation evolves.
 - Administrators should seek guidance from local health authorities to determine when students and staff should return to schools and what additional steps are needed for the school community. In addition, students and staff who are well but are taking care of or share a home with someone with a case of COVID-19 should follow instructions from local health authorities to determine when to return to school.
- Implement strategies to continue education and related supports for students.
 - Ensure continuity of education.
 - Review continuity plans, including plans for the continuity of teaching and learning. Implement e-learning plans, including digital and distance learning options as feasible and appropriate.
 - Determine in consultation with school district authorities or other relevant state or local partners:
 - ✓ If a waiver is needed for state requirements of a minimum number of in-person instructional hours or school days (seat time) as a condition for funding.
 - ✓ How to convert face-to-face lessons into online lessons and how to train teachers to do so.

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- ✓ How to triage technical issues if faced with limited IT support and staff.
- ✓ How to encourage appropriate adult supervision while children are using distance learning approaches.
- ✓ How to deal with the potential lack of students' access to computers and the Internet at home.
- Ensure continuity of meal programs.
 - Consider ways to distribute food to students.
 - If there is community spread of COVID-19, design strategies to avoid distribution in settings where people might gather in a group or crowd. Consider options such as “grab-and-go” bagged lunches or meal delivery.
- Consider alternatives for providing essential medical and social services for students.
 - Continue providing necessary services for children with special healthcare needs, or work with the state Title V Children and Youth with Special Health Care Needs (CYSHCN) Program.
- If school administrators, in accordance with CDC guidance, determine that it is necessary to close a school, teachers and other school key staff members will depart with their assigned laptop computer and other essential materials.

While a school is closed, the school facility will be thoroughly cleaned and disinfected in accordance with CDC guidance.

<https://www.cdc.gov/coronavirus/2019-ncov/community/disinfecting-building-facility.html>

The KDLO leader will coordinate with Navajo Nation/BIE leadership regarding communications to staff, parents and guardians, students, and other school stakeholders.

Messages should reinforce local health authority precautions by communicating risks about COVID-19 and its spread, counter stigmatizing beliefs and behaviors, provide contact information for local behavioral health support, and protect the confidentiality of personal health information. Note: Additional reporting requirements may accompany this document at a future date.

POST-ILLNESS RETURN TO SCHOOL PROTOCOL

Once a student or staff member is identified with COVID-19 symptoms, the student/staff member may return if they satisfy the CDC's guidelines as specified below.

INDIVIDUALS WITH POSITIVE TEST RESULTS OR SYMPTOMS CONSISTENT WITH COVID-19

Persons who have not received a test proving or disproving the presence of COVID-19, but experience symptoms, and persons who experienced symptoms and tested positive for COVID-19 may return if each of the following three conditions are met:

- 10 days since symptoms first appeared, and
- 24 hours with no fever without the use of fever-reducing medications, and
- Other symptoms of COVID-19 are improving*
- *Loss of taste and smell may persist for weeks or months after recovery and need not delay the end of isolation

TESTED POSITIVE WITH NO SYMPTOMS

If you continue to have no symptoms, CDC recommends you can be with others after 10 days have passed since you had a positive viral test for COVID-19. Most people do not require testing to decide when they can be around others; however, if your healthcare provider recommends testing, they will let you know when you can resume being around others based on your test results.

If you develop symptoms after testing positive, follow the guidance above for "I think or know I had COVID-19, and I had symptoms."

Note: Siblings and household members who had close contact with someone with COVID-19 must stay home for 14 days after exposure, based on the time it takes to develop illness, and will be provided with classroom work to be completed at home.

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CDC RETURN TO SCHOOL GUIDANCE

CDC strongly encourages local health authorities to work with local school systems to develop a strategy to refer symptomatic individuals to an appropriate healthcare provider or testing site. State, territorial, and local health authorities and/or healthcare providers will determine when viral testing for SARS-CoV-2 is appropriate.

Schools should not require testing results from students as a part of return to school policies. Questions regarding return to school should be jointly decided in consultation with parents and guardians, school personnel, and the student's healthcare provider. Students who are excluded from school should be afforded the opportunity, as soon as feasible when they are well enough to participate in classwork, to make up any missed classwork without penalty in order to reduce mental or physical anxieties about missed academic opportunities. The student's parent does have the final decision to opt-out of in-person learning.

HIGHER RISK PERSONNEL GUIDELINES

HIGHER RISK SCHOOL STAFF MEMBERS

KDLO employees who are at a higher risk for severe illness from COVID-19 will follow?

- Employees with concerns about high risk should discuss any requirements that may impact the employee's duty status with their supervisor. FMLA or FCRA does not apply to KDLO. KDLO does have a Leave policy