

RAYMOND CENTRAL PUBLIC SCHOOLS - DISTRICT #55-0161

BOARD OF EDUCATION EMERGENCY MEETING, MONDAY, AUGUST 23, 2021 - 6:00 PM

JR/SR HIGH SCHOOL MUSTANG CLASSROOM
1800 WEST AGNEW ROAD
RAYMOND, NE 68428-9783

AGENDA

1. Call to Order and Pledge of Allegiance
2. Motion to Excuse Board Member's Absence
3. Open Meeting Law
4. Public Forum
5. Discuss, consider, and take all necessary action regarding the recent rise of COVID-19 in the school population and determine whether to immediately implement current public health recommendations, including the requirement that students and/or staff to wear face coverings, and/or take other safety precautions, restrictions or requirements in response to the COVID-19 pandemic.
6. Adjournment

2021-22 STAFF HANDBOOK: COVID-19 SUPPLEMENT

The following rules and expectations will be effective during the 2021-22 school year. These rules and expectations are intended to ensure the health and safety of all students, staff members, and the overall community. Because of the fluid nature of the current COVID-19 pandemic and the District's continued collaboration with health officials, these rules and expectations are subject to change at any time. The District will send staff members written notification of any such changes. It is each staff member's responsibility to monitor for, understand, and adhere to any such changes, including those changes implemented on short notice. If a staff member has any questions about the interpretation or implementation of these rules and expectations, it is the staff member's responsibility to promptly contact their administrator.

1. Masks. Unless otherwise directed by the Superintendent, every staff member must wear an appropriate mask while inside school buildings and while in school vehicles. An appropriate mask is a double cloth mask that does not interfere with or disrupt the operation of the school or the learning environment. Masks must be worn in a manner that covers the staff member's nose and mouth. A staff member who does not fully comply with this rule (such as having the mask cover their mouth but not their nose) is in violation of District rules and expectations. Staff members may remove their masks only in settings approved in advance by the administration, such as during lunchtime, when alone in a room, office, or vehicle. It is the staff member's responsibility to seek clarification from an administrator if the staff member is uncertain as to whether they may remove their mask at work. Staff members who do not comply with the mask requirement may face discipline, up to and including termination of employment.

2. Enforcement of Mask and Safety Rules. Every staff member has an obligation to ensure that all other persons inside school buildings and in school vehicles abide by the mask requirement. If a staff member observes another staff member or student not wearing a mask, the staff member must promptly remind the staff member or student to wear their mask. If a staff member observes another staff member or student repeatedly not wearing a mask, then the staff member must promptly notify their administrator.

3. COVID-19 Symptoms. A staff member who experiences any of the following symptoms (even when off duty) must promptly notify their administrator:

When you have one of the following

- Fever of over 100.4
- Onset of shortness of breath or difficulty breathing
- New onset of dry cough
- New onset of loss of taste or smell

When you have two or more of the following (lasting more than 24 hours without a known cause)

- Chills longer than two hours
- Congestion and/or runny nose
- Nausea, vomiting, or diarrhea

- Sore throat
- Headache
- Muscle pain

If a staff member wakes up in the morning of a workday with any of the aforementioned symptoms, the staff member must immediately contact their administrator to determine if the staff member should report for work that day.

If a staff member exhibits any of the aforementioned symptoms (including experiencing the symptoms within 48 hours of the next workday), the staff member's administrator will then evaluate the staff member's symptoms to determine if the staff member should report for work on the next workday.

Staff members who report to work without contacting their administrator about potential symptoms do so under the following conditions: (1) that the staff member is not experiencing any of the aforementioned symptoms; and (2) the staff member agrees to certain non-invasive, permissible medical checks (such as temperature scans) and/or health screening questionnaires.

Any employee who fails to follow these procedures or is dishonest about his or her symptoms to avoid reporting for work may be subject to discipline, up to and including termination of employment.

4. Potential Exposure. A staff member who has reason to suspect that he or she may have been exposed to COVID-19 must promptly inform their administrator. Potential exposure includes, but is not limited to, coming into close contact with a person who tested positive or is awaiting test results, a family member in the household who has tested positive or is awaiting test results, traveling to a "hot spot," or receiving notification from a health official or medical professional of a potential exposure. Staff members who plan to travel outside of the community for non-work reasons must notify and consult with their administrator in advance to determine the potential consequences (such as quarantine restrictions upon return) of such travel. A staff member who has potentially been exposed to COVID-19 will not be allowed on school grounds or in a school vehicle until the administration, in its sole and absolute discretion, determines that the staff member may safely return to school. A staff member's failure to promptly notify a building administrator of a potential exposure could result in discipline, up to and including termination of employment.

5. Work at Home. In very limited circumstances, the District may allow a staff member to work from home. Any staff member who works from home must adhere to all of the District's rules and expectations during the workday. These rules and expectations include, but are not limited to, the staff member devoting their full time and attention during the workday to the performance of their job duties, refraining from personal business or activities, refraining from prohibited conduct (such as consuming alcohol) and promptly responding to emails or calls. Dressing appropriately and professionally when in contact with students via technology or other means. A staff member working from home who violates these rules and expectations could face discipline, up to and including termination of employment.

6. Activities. A staff member who has potentially been exposed to COVID-19 or exhibits COVID-19 symptoms will not be permitted to serve as a coach or sponsor until the District, in its sole and absolute discretion, determines that the staff member may safely return to work. A staff member who has potentially been exposed to COVID-19 or exhibits COVID-19 symptoms will not be permitted to attend any practices or competitions, even if the staff member attempts to undertake measures to social distance at such practices or competitions.

7. Failure to be Honest. These rules and expectations are designed and will be implemented to ensure the health and safety of all students and staff. One staff member's refusal to be entirely honest or straightforward about a potential exposure or symptoms could jeopardize the health and safety of other staff members and students. If the District determines that a staff member has not been honest or forthright with information provided (or not provided) to the administration, then the staff member may face discipline, up to and including termination of employment.

8. Off Duty Conduct. Generally, the District does not monitor or govern a staff member's conduct outside of duty hours. However, as a reminder, the District maintains an interest in a staff member's "off duty" conduct when such conduct interferes with the staff member's ability to perform their job. As a result, all staff members must adhere to health and safety best practices while "off duty," including frequent hand washing, wearing a mask in public areas, maintaining social distancing in public areas, and not attending gatherings of 10 or more where social distancing cannot be maintained at all times (such as at a party). A staff member who intentionally imposes his or her own "self-quarantine" or is otherwise unable to perform his or her job duties because of choices made while "off duty" may be subject to discipline, up to and including termination of employment.

9. Other Health and Safety Rules. At any time, the administration may impose or require a staff member to abide by other health and safety requirements. Every staff member must follow such health and safety requirements or face discipline.

COVID Leave For Staff

There are four qualifying reasons for COVID leave.

1. The employee was issued isolation orders while performing their job duties for the District while having followed all of the mitigation measures to avoid isolation as requested by the District (i.e. masking if not vaccinated)
2. The employee has tested positive for COVID-19 and is isolated as ordered by the health department. (This does not apply if it is not reasonable that COVID was contracted while performing job duties.)
3. The employee or a dependent child is experiencing symptoms of COVID-19 and is isolated while awaiting test results.
4. The employee is caring for a dependent child of any age who is positive for COVID-19 or under the age of 12 and is subject to a quarantine order from the health department.

Is the employee able to fulfill their job responsibilities, or another similar job duty assigned to them, from home or an identified safe and secure location within the district? (The determination of 'able' is based upon the context of the duty and the health and availability of the employee.)

YES - Employee works from home or an assigned secure location at the direction of the supervisor. No contract/work agreement leave used (inclusive of COVID leave) unless the employee's supervisor determines that the employee is not fulfilling the job expectations while working from home.

NO - If the answer is NO because the job responsibilities cannot be served from home or a secure/isolated location within the district OR the employee is not physically capable of fulfilling the duties then the employee can:

- a) Employee elects to use contract leave, OR
- b) If the District cannot find an equitable assignment, the employee is eligible for paid administrative leave for an annual total of not to exceed 10 days (hours equivalent to employees daily hours of work) based on their regular rate of pay, paid at 100%. When that leave is exhausted, the employee will need to use personal leave. When personal leave is exhausted, they may use their sick bank. If they do not have a sick bank, the employee will have their pay deducted but they will retain insurance benefits if applicable.

*COVID leave cannot be used for staff members to get vaccinated, for those who may have side effects related to receiving the vaccine. Contract leave will need to be used.

*COVID leave is intended to be a benefit to district employees who have performed exceptional work in unprecedented circumstances. However, if the administration determines that an employee has abused or misused COVID leave, or has engaged in irresponsible or inappropriate behaviors as the basis for requesting COVID leave, then the administration retains the sole discretion to deny the employee's request for COVID relaxed leave on a case-by-case basis.

STUDENT ATTENDANCE DURING QUARANTINE

Raymond Central Public Schools will work to create flexibility to accommodate students regarding quarantine and self-monitoring. The District will provide the necessary support through the District's learning systems and through regular and timely communications with students and parents to continue to support learning when students are home due to quarantine and self-monitoring. Teachers will work with the students and the shape and form of those supports will vary based on the age of the student, the specific situation, and the content and design of the course. Students who are participating in the school sponsored learning experiences as designed by their teachers will not be counted absent on these days. If there is evidence that the parent/guardian/child is abusing the flexibility permitted, the District reserves the right to ask for verification and/or documentation to support the quarantine and/or self-monitoring.