



**GUNNISON
WATERSHED
SCHOOL DISTRICT**

Driven to Be the Difference

Return to School Handbook

[Versión en español](#)

July 23, 2020



GUNNISON WATERSHED

SCHOOL DISTRICT

Driven to Be the Difference

Mission: Ensure all students are successful.

Vision: All members of our learning community will work collaboratively and have the courage, competence, and commitment to take ownership of their development, face challenges, and find solutions.

The learning community includes students, staff, parents, and community members.

Together our work will focus on creating a balance between intellectual, physical, social and emotional development with the goal that every student will be college and career ready.

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Letter to Gunnison Watershed School District

We miss our students! It's been quite a journey since COVID-19 made its way to the Gunnison Valley and it looks like it may still be some time before a vaccine is available. Whatever is yet to come, our commitment to education has not wavered, and partnering with you to find ways to continue your children's learning and growth is the absolute best way for us to keep moving forward.

GWSD has been a leader in our community's response to COVID-19. Our early and swift move to emergency remote learning on March 12, 2020 helped flatten the curve of the spread of the virus in our valley. Although we cannot eliminate the risk of contracting COVID-19 for our students or our staff as we return to school, our community's commitment to continuing to minimize spread of the virus through common sense public health measures like hand washing, face coverings, physical distancing, and covering coughs and sneezes will enable us to return to school in person.

Having children in school is essential. The American Academy of Pediatrics (AAP) (2020) "strongly advocates that all policy considerations for the coming school year should start with a goal of having students physically present in school." The public health risks of continuing wide-scale remote learning are far ranging, including learning deficits, child and adolescent physical or sexual abuse, substance use, depression, suicidal ideation, food insecurity, and decreased physical activity (American Academy of Pediatrics, 2020).

Utilizing recent developments in COVID-19 research, Gunnison Watershed School District is committed to opening school this fall in a safe and responsible way. In accordance with the data-driven Gunnison County Public Health Orders and [Coronameter](#), we will determine the best location for learning: 100% brick and mortar, hybrid, or 100% remote:

Gunnison County Coronameter Risk Level	GWSD Locations for School-Based Blended Learning
Green: No Threat	100% Brick & Mortar with Risk Reduction Toolkit
Blue: Cautious Normal	100% Brick & Mortar with Risk Reduction Toolkit
Yellow: Community Concern	100% Brick & Mortar with Risk Reduction Toolkit
Orange: On the Cliff	Hybrid with Risk Reduction Toolkit
Red: Severe	100% Remote

Through lessons learned from our emergency remote learning experience, feedback from students and families, and the collaborative work of the GWSD COVID-19 Task Force, we have identified priorities and goals that are driving our planning processes and decisions about how school will look this year.

For our students and staff, our priorities are:

1. Protect physical health and safety.
2. Promote social-emotional health.
3. Foster our students' academic growth and achievement.

We will make decisions using these goals:

1. Maximize in-person education.
2. Reduce the risks of transmission of COVID-19.
3. Collaborate with local and state public health departments.
4. Take actions to improve equity in access to education.
5. Empower students and staff to make sound decisions based on principles guided by science.

Together, we've got this.

Take good care -



Leslie Nichols, Ed.D.
Superintendent

We Are in This Together

GWSD strives to fulfill the promise of public education here in the Gunnison Valley. All students have the right to a free and appropriate public education and the right to a safe school environment.

We are committed to maximizing in-person learning in the context of safe public health practices, and while we cannot eliminate the risk of contracting COVID-19 while learning and working at our campuses, every reasonable precaution will be taken to reduce this risk.

Members of the GWSD community share responsibilities for achieving our goal of maximizing in-person learning this year. As Titans, Cowboys, Mustangs, and Colts, we are driven to be the difference in our schools and communities by being safe, responsible, and respectful to all people - students and adults, friends and strangers. A deep understanding of our interconnectedness in reducing the risk of spreading COVID-19 is essential to our success this year. Our respect and trust for each other is critical, as is a willingness to change our behaviors, even when doing so is uncomfortable or difficult. We can do hard things. We can respond to the challenges of this moment with grace and understanding and focus on learning and positive development.

Decision Making for GWSD

The contents of this Handbook have been approved by the Gunnison County Public Health Department and detail our school district's part in the County's Coronameter durable public health orders. As a local governmental agency, the school district operates with some level of autonomy in decision making, but we have found that we are most successful when we collaborate closely with other local and state agencies.

Gunnison Public Health will assist us with positive case management, contact tracing, and guidance about isolating students or staff based on exposures to COVID-19. We will also work closely with Public Health regarding decisions about moving from a 100% brick and mortar setting to a hybrid setting, or to 100% remote learning. While the County's [Coronameter](#) calls out schools being open in Blue and Yellow levels, hybrid in Orange, and fully remote in Red, we may move from one location model to another with slightly different timing depending on factors we may not be able to predict at this time.

Two Learning Options for Return to School

This pandemic-based global experiment in remote learning affirmed much of what we know about education already: it occurs best in person, where relationships are built, needs are identified and met, social and emotional skills are developed, and academic achievement and growth are fostered.

We also understand that due to the COVID-19 pandemic and associated health concerns, some families may wish to pursue a fully online schooling option. For these reasons, we have two learning options.

School-Based Blended Learning: This option combines intentionally coordinated online and offline experiences for all students PK-12. Blended Learning empowers students to be actively engaged in learning through collaboration, communication, critical thinking, and creativity. More details about our Blended Learning model are included in the [Academic Achievement and Growth](#) section in this Handbook below.

By attending School-Based Blended Learning, students, families, and staff agree to follow [GWSD COVID-19 Protocols](#).

Pathways 100% Online Learning: This program is free for students in grades K-12 and creates the opportunity for students to complete coursework independently from home or any location that has an adequate internet connection. Students are supported through this process by district teachers and staff. Enrollment commitment is for one semester at a time. If you are interested in this option, contact your child's school or Pathways Director Chad Terry at cterry@gunnisonschools.net.

The chart below provides more detailed information about the two learning options.

GWSD: Two Learning Options		
	School-Based Blended Learning	Pathways 100% Online Learning
Learning Locations	Depending on Public Health Orders: <ul style="list-style-type: none"> • 100% Brick & Mortar • Hybrid • 100% Remote 	All online
Teachers	Classroom Teachers	Case Managers who are licensed teachers
Classmates	Scheduled in regular classes with peers	Independent learning online
Curriculum	GWSD curriculum based on Colorado Academic Standards	K-5: Colorado Digital Learning Solutions 6-12: Apex Learning
Learning	Socially constructed learning blending face-to-face and digital interactions	Independent learning using primarily digital interactions
Teacher Time	<ul style="list-style-type: none"> • 100% Brick & Mortar = 5 full days with Classroom Teachers • Hybrid = 2 full days with Classroom Teachers, 3 days guided by Classroom Teachers • 100% Remote = 5 days remote instruction with Classroom Teachers 	<ul style="list-style-type: none"> • 1 to 5 sessions per week (length of sessions TBD) with Case Managers for organizational and tutoring support • Meet at Pathways, CBCS Library, or by Google Meet
1:1 Devices	Preschoolers: iPad K-12: Chromebook or laptop	K-12: Chromebook or laptop
Recommended for	All students	Students in families with COVID-19 related health concerns Students unwilling to follow GWSD COVID-19 Protocols
Cost	Free	Free
Questions	School Principal or Counselor See Contact Information	Pathways Director Chad Terry cterry@gunnisonschools.net

Understanding the Transmission of COVID-19

Our understanding of the COVID-19 virus continues to evolve quickly. To date, researchers have learned that the virus is spread by close-contact transmission, long-range transmission, and fomites. Isolating those who are infected with the virus decreases all forms of transmission; our risk reduction strategies of daily health screenings and illness protocols which require staying home when sick both support this concept.

Close-contact spread occurs via coughing, sneezing, exhaling, speaking, or singing when virus is transported via droplets or aerosols that land directly on eyes, nose, mouth, or respiratory tract membranes (Jones et al., 2020). Coughing or sneezing into elbows or covering coughs and sneezes with a tissue, throwing the tissue away, and washing hands immediately all comprise our risk reduction strategy of respiratory etiquette which reduces this type of virus spread. Our risk reduction strategies of face coverings and physical distancing also reduce this transmission.

Long-range transmission “refers to transmission of virus in aerosols, which may be generated when an infectious person exhales, speaks, sneezes, or coughs and then travel out of the immediate 6-foot vicinity of the infectious person via airflow patterns when virus is aerosolized and remains in the air for a period of time” (Jones et al., 2020). Our risk reduction strategy of appropriate ventilation techniques including outside air mixing and filtering help manage this vector.

Finally, the virus may be transmitted by fomites, which are inanimate objects like tables, hand railings, or door jams. The surface could become contaminated by someone sneezing directly on it, or after coughing in their hand and touching the object. How long the virus lasts depends on the surface and environmental conditions; the strength of the virus decreases with time and after 24-72 hours is believed gone. Our risk reduction strategies of handwashing along with cleaning, sanitizing, and disinfecting reduce this method of transmission. (Jones et al., 2020).

Data shows that, in households, children are rarely the primary vectors of COVID-19 spread. Studies internationally show little to no transmission of virus from children to other children or to adults: “0/122 other children in France, 0/924 children and 0/101 adults in Ireland, and 2/735 children and 0/128 adults in Australia” (Colorado Health Institute & Metro Denver Partnership for Health, 2020). A recent article in *Pediatrics* further states:

Almost 6 months into the pandemic, accumulating evidence and collective experience argue that children, particularly school-aged children, are far less important drivers of SARS CoV- 2 transmission than adults. Therefore, serious consideration should be paid toward strategies that allow schools to remain open, even during periods of COVID-19 spread. In doing so, we could minimize the potentially profound adverse social, developmental, and health costs that our children will continue to suffer until an effective treatment or vaccine can be developed and distributed or, failing that, until we reach herd immunity. (Lee & Raszka, 2020)

Priority 1: Physical Health & Safety

Participation in our School-Based Blended Learning option indicates agreement to abide by all physical health and safety guidelines outlined below.

Our Risk Reduction Toolkit

GWSD will reduce the risk of spreading COVID-19 through a layered approach of multiple risk management strategies to keep children in school as much as is safe and possible. It is not one strategy that reduces this risk; it is a concerted effort on many fronts.

The following nine tools together will allow our school community to be the difference in reducing spread of COVID-19:

1. Daily Health Screenings
2. Illness Protocols
3. Handwashing
4. Respiratory Etiquette
5. Face Coverings
6. Physical Distancing
7. Reducing Contacts
8. Ventilation Practices
9. Cleaning, Sanitizing, and Disinfecting Protocols

We may never be able to achieve 100% fidelity in implementing these strategies 100% of the time. Continued efforts to maximize the use of these tools, though, will create a safer environment that minimizes the spread of COVID-19. Our [Protocols](#) for application of the Toolkit are broken out by setting in Appendix 2.

Risk Reduction Tool #1: Health Screening

- Students and staff with symptoms of illness will stay home or go home. Symptoms include:
 - Fever 100.4 F or above
 - Cough
 - Shortness of breath
 - New loss of taste or smell
 - Extreme fatigue
 - Chills
 - Muscle aches
 - Sore throat
 - Nausea or vomiting
 - Diarrhea
 - Headache
 - Runny nose
- All GWSD staff will complete a daily health screening including a temperature check.
- Parents, please complete a daily health screening including a temperature check of your child in the morning before they come to school.
 - Keep your child home if they are running a fever of 100.4 F or higher or if they are exhibiting any symptoms of illness (see list above).
- Staff members will complete a daily health screening of students, including a temperature check, when they arrive at school and as needed through the day.

Risk Reduction Tool #2: Illness Protocol

- **Students and staff who are sick** will stay home or go home.
 - Students with a fever or other symptoms at school will be held in a designated quarantine room and parents will be contacted to pick up their child.
 - The GWSD Health Team will conduct a Comprehensive Assessment to create a Return-to-School Plan. Please contact:
 - GWSD Nurse Leanne Schliesman at 970-641-7710 ext. 5009.
 - Our Comprehensive Assessment will indicate whether a COVID-19 test is needed. If it is, please call the Gunnison County COVID-19 Call Center at 970-641-7660 to schedule a test. These tests are free of charge.
- **A Return-to-School Plan** will be created by our GWSD Health Team for all staff and students who are sick. It will include at a minimum:
 - No fever for 72 hours (three full days) without fever-reducing medicine AND
 - Significant improvement in other symptoms AND
 - A negative COVID-19 test if it was required.
- **A confirmed or presumed positive diagnosis of COVID-19** of a student, staff member, or household member will require the following for students or staff to return to school:
 - The person with a positive diagnosis has had no fever for at least 72 hours (three full days) without fever-reducing medicine AND
 - Significant improvement in other symptoms AND
 - At least 10 days have passed since the symptoms first appeared.
- Please notify your school Office Manager or Principal immediately of any positive COVID-19 tests in your household.
- Gunnison County Public Health will follow up directly with families to conduct contact tracing. The School District will assist Public Health in communicating about any positive cases.
- Outbreak and quarantine expectations resulting from positive case management by Public Health (contact tracing) will vary case-by-case. CDC defines a close contact as any individual who was within 6 feet of an infected person for at least 15 minutes starting from 2 days before illness onset (or, for asymptomatic patients, 2 days prior to positive specimen collection) until the time the patient is isolated. Determining a positive case person's close contacts is a process without clear black-and-white implications for quarantining.
- Attendance policies will be adjusted to account for absences due to this COVID-19 Illness Protocol.

Risk Reduction Tool #3: Handwashing

- Students and staff will practice effective handwashing techniques:
 - Wet hands.
 - Apply soap.
 - For 20 seconds, make bubbles and lather up palms, backs of hands, between fingers, fingertips, and wrists.
 - Rinse hands.
 - Dry hands with paper towels.
 - Turn off water with paper towels.
 - Throw paper towels away in the trash can.
- When a handwashing station with soap and running water is not available, alcohol-based hand sanitizer with at least 60% alcohol will be used.
- Staff may monitor students' handwashing and hand-sanitizing.
- Students and staff will wash or sanitize their hands:
 - entering classrooms, common areas, cafeterias, gyms, weight rooms, locker rooms
 - before & after eating
 - after restroom use
 - upon return from recess
 - any other time needed.
- Students and staff will avoid touching their eyes, nose, or mouth unnecessarily.

Risk Reduction Tool #4: Respiratory Etiquette

- Students and staff will cough and sneeze into their elbows, even when wearing face coverings.
- Students and staff may cough or sneeze into a tissue, throw away the tissue, and wash their hands.

Risk Reduction Tool #5: Face Coverings

- Face coverings reduce the spread of respiratory droplets which may contain coronavirus.
 - Acceptable face coverings include: cloth masks (homemade or commercial), bandanas, scarves, and neck gaiters (buffs).
 - Medical-grade face coverings are not necessary in the school setting.
- Face coverings should:
 - Cover mouth and nose at all times.
 - Fit snugly but comfortably against the side of the face.
 - Be clean, easy to wear, and school appropriate.
 - Include multiple layers of fabric.
 - Allow for breathing without restriction.
 - Remain on the wearer if temporarily pulled down from the face.
- Please have a week's supply of face coverings for your child, and to help ensure that your child starts each day with a clean face covering and has at least one back up.
- All people are expected to wear face coverings over their nose and mouth when on school grounds.
- At times, staff may allow students to remove face coverings for the shortest duration possible. If face coverings are removed, physical distancing practices will be emphasized. Examples of when staff may remove their own face coverings or when students may be allowed to remove their face coverings include:
 - When staff or students are teaching, learning, or communicating in ways that require their facial expressions to be visible.
 - When staff or students are eating or drinking.
 - When staff or students are engaged in physical activity during which face coverings hinder breathing or communicating.
- For some students, face coverings may not be appropriate at all times. If the covering is developmentally inappropriate for a student or if there is a medical condition limiting a child's ability to wear a face covering, expectations for use may be modified by staff.
- If a student cannot remove their own face covering, they should not wear one.

Risk Reduction Tool #6: Physical Distancing

- Physical distancing of 6 feet between people is expected whenever possible. Even some physical distancing is better than none.
- When outside, students and staff will practice physical distancing.
- Assemblies will not be scheduled.
- Spacing in cafeterias will be maximized.
- Entries and exits will be assigned by grade level when appropriate to reduce large gatherings of students waiting to enter or exit buildings.
- Staff will structure restroom use to minimize intermingling.
- Staff will maximize space between students in seating arrangements.
- Traffic patterns during passing periods have been altered to maximize physical distancing.
- Staff will use outdoor spaces as much as possible.

Risk Reduction Tool #7: Reducing Contacts

- The presence of family members and visitors in school buildings will be minimized.
- Students will be scheduled in cohorts as much as possible.
- Athletic and activity groups will be additional cohorts.
- School-based contact tracing will occur through attendance records in the event of a positive COVID-19 case.
- Technology, materials, and supplies will be issued to individual students whenever possible to reduce sharing.

Risk Reduction Tool #8: Ventilation Practices

- Windows will be open as much as possible and when practical.
- Fans may be used to increase air circulation.
- HVAC systems are being re-commissioned for maximum effectiveness during summer 2020.
- Room filtration devices may be used.
- Activities will occur outside when possible and when practical.

Risk Reduction Tool #9: Cleaning, Sanitizing, and Disinfecting

- Staff will clean, sanitize, and disinfect classrooms and equipment throughout the day using Centers for Disease Control (CDC) recommended procedures and Environmental Protection Agency (EPA) approved products.
- Students will assist with cleaning and sanitizing protocols as appropriate.
- Staff will maintain stocked sanitizing stations in classrooms, offices, and other spaces including:
 - Clean microfiber cloths
 - Sanitizing spray
 - Disinfecting spray and gloves
- Classrooms, common spaces, halls, and restrooms will be professionally cleaned, sanitized, and disinfected daily.
- Restrooms will be cleaned and disinfected at least one additional time each day.
- Drinking fountains and water bottle filling stations will be open.

Risk Reduction Agreements: Parents, Students, and Staff

Parents agree to:

- Perform daily health screenings of their child
 - “Before you head out the door, check your temp. How are you feeling?”
- Follow illness protocols
 - “You have a headache this morning. We’ll work on school from home today and I’ll contact the District School Nurse to make a plan.”
- Encourage frequent handwashing
 - “Welcome home from school! Let’s go ahead and wash hands.”
- Reinforce respiratory etiquette
 - “Bless you! Good job sneezing in your elbow!”
- Support wearing face coverings
 - “Be sure to take your weekly supply of clean face coverings.”
- Encourage physical distancing
 - “Remember at recess or when you’re with friends to stay spread out.”
- Explain ventilation practices
 - “Keep your jacket, hat, and gloves on the bus because the windows will be open to keep the air moving so any virus is diluted by fresh air.”
- Encourage cleaning/sanitizing/disinfecting practices
 - “Remember to sanitize your Chromebook at school.”

Students agree to:

- Honestly assess their health daily
 - “Dad, I really want to go to school today but my throat hurts.”
- Keep up with school when following illness protocols
 - “It’s hard staying home from school, but I’ll use my Chromebook to stay caught up through Google Classroom.”
- Wash hands frequently
 - “I’ll use hand sanitizer when I come into my classroom.”
- Follow respiratory etiquette
 - “I’m getting good at remembering to cough and sneeze in my elbow!”
- Wear face coverings at school
 - “I know that face coverings help protect those around me, just like sneezing into my elbow. I will wear mine even when no one is watching.”
- Practice physical distancing
 - “I want to sit close to my friends, but we can still talk when we sit spread out.”
- Support ventilation practices
 - “The fan in my classroom is a little uncomfortable for me, but I understand.”
- Clean/sanitize/disinfect my space and things at school
 - “Wiping down my desk before I work makes my space feel clean and ready.”

Staff agree to:

- Teach, model and implement the Risk Reduction Tool Kit

Priority 2: Social & Emotional Health

Gunnison Watershed School District is committed to supporting the social, emotional, and mental health of all students, families, and staff. In order for students to succeed academically, the mental health of the entire district is a top priority. The current global pandemic has created a new and unique environment for all of us.

Research has made clear that social emotional learning (SEL) leads to greater academic achievement, better mental health, and eventual career success for students. In order to cultivate students' social-emotional skills, the adults in our buildings need to feel supported and valued. They also need to develop their own social-emotional skills. Promoting student SEL starts with adult SEL. For these reasons, we are developing a 4-year program to strengthen our student SEL approaches, and Year 1 begins with a focus on adult SEL while maintaining the student SEL programs we already have in place (see below). Adult SEL can be described as follows:

Adult SEL is the process of helping educators build their expertise and skills to lead social and emotional learning initiatives. It also involves cultivating adults' own social and emotional competencies. This includes:

- The ability to positively model prosocial behaviors, label emotions, and demonstrate empathy, positive relationships, social awareness, and self-awareness to students.
- Understanding and utilizing adult self-care practices to help cope with stress and manage emotions.
- District-provided environmental support and leadership investment to allow educators to cultivate and practice their own SEL skills while feeling supported, empowered, and valued. (Panorama Education, n.d.)

The district will continue to address the mental health and well-being of students, families, and staff by:

Adult SEL: We will address and support the needs of district staff.

- Staff surveys and/or focus groups regarding staff mental health will be offered.
- Membership with the Employee Assistance Program will continue.
- Building-specific adult SEL teams with a variety of stakeholders to promote continued professional development and support for staff will be created.
- Building in time and space to support the social-emotional needs of staff in a variety of ways will be planned.

Mental Health Team: We will maintain a sustainable district mental health staff.

- Maintain a minimum of one School Counselor per building, and strive for the American School Counselor Association (ASCA) recommended 1:250 student ratio.
- Maintain a minimum of two School Psychologists throughout the district, and strive for the National Association of School Psychologists recommended 1:700 student ratio.

- Continue to support and pursue grants which fund additional mental health positions, and work to maintain these positions beyond the scope of grant funding.

Access Equity: We will address and support the mental health of all students in all learning locations.

- Each instructional staff member will strive to build strong individual relationships with a variety of students.
- Student screeners and surveys will be conducted in order to gather data regarding all students' mental health.
 - A district student survey was sent out at the end of the 2019-2020 school year.
 - Each building will conduct site-specific student mental health surveys during the Fall 2020.
- Ongoing professional development will be offered to staff regarding building-specific curriculum and programs.
- School staff will continue teaching evidence-based Social-Emotional (SEL) programs to all students at a universal level. These programs include:
 - Pyramid Model
 - Second Step
 - Sanford Harmony
 - MindUp
 - Sources of Strength
 - Positive Behavioral Intervention Supports (PBIS)
- Curriculum and programming will be delivered in all learning locations.
 - Social/Emotional learning will be prioritized heavily during the beginning of the school year.
 - During a hybrid learning model, Mental Health staff will be available to support in-person learning while also providing online social emotional learning opportunities.
 - During remote learning, Mental Health staff will be available to help support delivery of curriculum to all students.

Intensive Needs: We will support students with intensive mental health needs in all learning locations.

- Students will continue to have access to Mental Health staff in all learning locations.
 - Individual support will be conducted in person, via Google Meet, or via phone.
 - Group student support will continue in person or via Google Meets.
- If necessary, Mental Health staff will conduct suicide risk assessments virtually. They will continue to be conducted in a confidential manner.
- Staff continue to be Mandatory Reporters as per Federal Law and will be required to notify Department of Human Services upon suspected child abuse or neglect.

Community Collaboration: We will maintain and utilize community agency support.

- District Mental Health staff will work with the Family Advocacy Support Team (FAST) to hold a beginning of the year multi agency collaboration meeting.
- The district will maintain all Memorandums of Understanding (MOUs) with outside agencies.
 - Center for Mental Health

-
- Family Advocacy Support Teams (FAST)
 - Gunnison Valley Mentors
 - Gunnison County Substance Abuse Prevention Project (GCSAPP)
 - The district will continue to partner with community agencies to support students and families.
 - Gunnison County Substance Abuse Prevention Project (GCSAPP)
 - Center for Mental Health
 - Gunnison Valley Mentors
 - Gunnison Multicultural Center
 - Gunnison Valley Health (GVH)
 - Western Colorado University
 - Child Protective Services
 - Project Hope
 - Community Partner Programming

Priority 3: Academic Achievement and Growth

During school closures in the spring of 2020, teachers provided instruction using a variety of innovations and we intend to continue this practice through Blended Learning which combines intentionally coordinated online and offline experiences. Blended Learning empowers students to be actively engaged in learning through collaboration, communication, critical thinking, and creativity.



BLENDING LEARNING

Scenario #1: 100% Brick & Mortar

technology integration + teacher led instruction + collaborative activities



BLENDING LEARNING

Scenario #2: Hybrid

brick & mortar = teacher led instruction, collaborative activities, practice	remote = content extensions, building background knowledge, practice (online and offline)
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BLENDING LEARNING

Scenario #3: Remote Learning

remote = digital teacher led instruction,
collaborative activities and practice (online
and offline)

Each K-12 GWSD student will be issued a device, power supply, protective case, and a headset (microphone, headphone). In addition, the district is committed to supporting families in acquiring internet connectivity.

School-Based Blended Learning			
	100% Bricks & Mortar Location	Hybrid Location	100% Remote Location
Coronameter Public Health Orders	GREEN BLUE YELLOW	ORANGE	RED
Campus Status	Campus entirely open to students and staff	Campus is open. Not all students on campus at once to increase physical distancing.	Campus entirely closed
Students on campus	100% of students attend 5 days per week	50% students attend M/W; 50% students attend Tu/Th; IEP/ELL/504/ALP/RTI/FRL /internet/safety options TBD	No time on campus - learning is remote
Staff at school	5 days per week	5 days per week; Fri is ½ remote w students and ½ teacher work day	Limited access
Transportation	Buses at 100% capacity	Buses at 50% capacity	No buses
Learning Environment	On campus	Both on campus and in digital spaces; Preschool classes reduced to 10 with essential workers given priority placement	In digital spaces through Google Classroom &/or Seesaw (Lake/GES)
Teacher Communication	Face-to-face and digital communication	Face-to-face and digital communication.	Digital communication
Collaboration amongst Students	Face-to-face and digital collaboration	Face-to-face and digital collaboration.	Entirely digital collaboration
Feedback	Combination of in-person feedback and digital feedback in multiple forms	Combination of in-person feedback and digital feedback in multiple forms	Digital feedback in multiple forms

Scheduling	Structured by school's master schedule	Structured on days when students attend school; more flexible on days when students are learning remotely	Some flexibility
Activities & Athletics	Dependant upon CHSAA guidance; spectators TBD	TBD	No activities or athletics

Many stakeholders contribute to the learning experience of a student. The roles and responsibilities of students, parents, and staff are described below.

Student Roles & Responsibilities for School-Based Blended Learning	
<ul style="list-style-type: none"> <input type="checkbox"/> Establish daily routines for engaging in the learning experiences. <input type="checkbox"/> Identify a comfortable, quiet space in your home where you can work effectively and successfully. <input type="checkbox"/> Regularly monitor online platforms (Google Classroom, SeeSaw, email, etc.) to check for announcements and feedback from your teachers. <input type="checkbox"/> Complete assignments with integrity and academic honesty, doing your best work. <input type="checkbox"/> Do your best to meet timelines, commitments, and due dates. <input type="checkbox"/> Communicate proactively with your teachers if you cannot meet deadlines or require additional support. <input type="checkbox"/> Collaborate and support your peers in their learning. <input type="checkbox"/> Comply with GWSD's Acceptable Use Policy, including expectations for online etiquette. <input type="checkbox"/> Proactively seek out and communicate with other adults as different needs arise (see below). 	
For questions about ...	Contact
a course, assignment, or resource	the relevant teacher
a technology-related problem or issue	any relevant teacher or counselor
a personal, academic or social-emotional concern	your school counselor
other issues related to hybrid/remote learning	the principal or assistant principal in your building

Parent Roles & Responsibilities for School-Based Blended Learning

- ☐ Establish routines and expectations.
- ☐ Define the physical space for your child's study.
- ☐ Maintain open communications with your children's teachers.
- ☐ Begin and end each day with a check-in.
- ☐ Take an active role in helping your children process their learning.
- ☐ Establish times for quiet and reflection.
- ☐ Encourage physical activity and/or exercise.
- ☐ Remain mindful of your child's stress or worry.
- ☐ Monitor how much time your child is spending online.

For questions about ...	Contact
a course, assignment, or resource	the relevant teacher
a technology-related problem or issue	ticketing through Incident IQ on your child's ClassLink
a personal, academic or social-emotional concern	your child's assigned counselor
other issues related to Hybrid/Remote learning	the principal or assistant principal from your child's school

Staff Roles & Responsibilities for School-Based Blended Learning	
Leadership Team	<ul style="list-style-type: none"> Establish clear systems, structures, and channels of communications for staff, families, and students Support staff as they design blended learning experiences and ensure high-quality education for all students Support teachers in developing strategies to differentiate their instruction, providing feedback and assessing students
Tech Support Team	<ul style="list-style-type: none"> Support teachers, students, and parents with devices and educational technology tools Continually monitor the needs of teachers, students, and parents and troubleshoot their challenges, as needed
Content or Classroom Teachers	<ul style="list-style-type: none"> Design instruction with intentionally coordinated online and offline experiences Empower students to be actively engaged in learning through collaboration, communication, critical thinking, and creativity. Communicate frequently with students and, as needed, with parents Provide timely feedback to support student learning Emphasize learning, not compliance. Support student organizational efforts with tools such as a digital planner and the consistent structure of Google Classroom/SeeSaw. Collaborate with colleagues regularly.
Interventionists and Special Service Providers	<ul style="list-style-type: none"> Help content or classroom teacher differentiate lessons and activities for the students Collaborate with teachers to support learning experiences Provide services to students that are outlined in an individual's plan Monitor the progress of students on your caseload and provide timely feedback Communicate regularly with students on your caseload and/or their families Communicate regularly with the subject or classroom teachers who teach the students on your caseload
School Psychologists and Counselors	<ul style="list-style-type: none"> Support students/families in crisis Maintain a bank of social-emotional lessons, resources, and support Provide a timeline for graduation requirements and support a variety of college and career opportunities for students (HS counselors)
Librarians	<ul style="list-style-type: none"> Collaborate with colleagues to find resources for high-quality learning experiences and research Support teachers, students, and parents with educational technology tools
K-5 Specials Teachers	<ul style="list-style-type: none"> Communicate regularly with your students and provide timely feedback to them Design instruction with intentionally coordinated online and offline experiences Collaborate with classroom teachers on how to integrate music, art, STEAM, and physical education into classroom projects and experiences.
Educational Assistants	<ul style="list-style-type: none"> Communicate regularly with classroom teachers to identify ways you can support students Monitor student learning and provide feedback to students, as requested by the teachers of the students you support

Recess, Physical Education, Athletics, and Activities

- Recess
 - Students will maintain physical distancing outside.
 - Students will wash or sanitize hands after recess.
 - Recess times will be staggered to reduce contact between grade levels.
- Physical Education
 - Activities will be conducted outside as much as possible and when practical.
 - Students will wash or sanitize hands on entry and exit to locker rooms.
 - Lockers will be assigned to maximize physical distancing every class.
 - Students will keep face coverings over their nose and mouth in locker rooms.
 - Locker rooms will be disinfected daily.
 - Sports equipment will be disinfected following each class's use.
 - Students will keep face coverings over their nose and mouth during instructional times .
 - Students might remove face coverings during activity that increases heart and respiratory rates.
 - PE activities will be designed to maximize physical distancing.
- Weight Rooms
 - Users (students or adults) will disinfect equipment after use.
 - Directions for disinfection practices will be clearly posted.
 - Disinfection spray and clean microfiber cloths will be maintained by staff daily.
- Athletics
 - GWSD will follow the guidance of the Colorado High School Activities Association regarding athletics. This guidance is included in [Appendix 4](#).
- Activities
 - All equipment will be disinfected after each class or rehearsal.
 - Students will maintain face coverings over their nose and mouth during instructional times.
 - Students may be allowed to remove their face coverings for educational purposes during activities.
 - More specific choir, drama, and band guidance is forthcoming.

Nutrition Services

- Grab-n-go meals will be available for pickup for our Pathways 100% Online Learning students.
- During 100% Brick & Mortar setting, grab-n-go meals will be served on campus and serving lines will be minimized.
- During Hybrid setting, grab-n-go meals will be served on campus and available the day before remote learning days.
- During 100% Remote setting, grab-n-go meals will be served via drive-through service.
- See Cafeteria Protocols for procedural guidance.

Transportation

- All people on district vehicles will wear face coverings over their nose and mouth at all times.
- Buses will operate typical routes.
- Buses will keep a minimum of two windows at least halfway open in each of the front, middle, and back areas of each bus at all times and in all weather conditions.
- Drivers will disinfect vehicle interiors after each trip is completed including:
 - Following morning route.
 - Following afternoon route.
 - Upon arrival to location for athletics or activities.
 - Upon return from location for athletics or activities.
- Students will use hand sanitizer upon boarding any district vehicle.
- Students will sit next to family members when possible.
- Seating will maximize available space between riders.
- Vehicle assignments will be made to maximize physical distancing when possible and when practical.
- See Bus & Suburban Checklists for procedural guidance.

References and Other Resources

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https://www.coloradohealthinstitute.org/sites/default/files/file_attachments/Metro_20Denver_Partnership_for_Health_School_Guidance_25June2020.pdf
- Jones, E., Young, A., Clevenger, K., Salimifard, P., Wu, E., Lahaie Luna, M., Lahvis, M., Lang, J., Bliss, M., Azimi, P., Cedeno-Laurent, J., Wilson, C., & Allen, J. (2020, June). *Healthy schools: Risk reduction strategies for reopening schools*. Harvard T.H. Chan School of Public Health Healthy Buildings program. June, 2020.
<https://schools.forhealth.org/wp-content/uploads/sites/19/2020/06/Harvard-Healthy-Buildings-Program-Schools-For-Health-Reopening-Covid19-June2020.pdf>
- Lee, B. and Raszka, W. V. (2020, August). COVID-19 transmission and children: The child is not to blame. *Pediatrics*, 146(2). <https://doi.org/10.1542/peds.2020-004879>
- Panorama Education. (n.d.). *A comprehensive guide to adult SEL*.
<https://www.panoramaed.com/blog/comprehensive-guide-adult-sel>

Other Resources

- Colorado Department of Education
 - [Reopening Schools Guidance - CDE/CDPHE](#)
 - [COVID-19 Resources for Schools](#)
- Centers for Disease Control and Prevention
 - [Considerations for Schools](#)
 - [Handwashing: Clean Hands Save Lives](#)
 - [Schools During the COVID-19 Pandemic](#)
 - [Youth Programs and Camps During the COVID-19 Pandemic](#)
- Colorado Department of Public Health and Environment
 - [Guidance for Wearing Masks](#)
 - [Infectious Disease Guidelines for Schools and Child Care Settings](#)
- Gunnison County Department of Public Health
 - [Gunnison County Coronavirus Updates](#)
 - [Guidance for Re-Opening Child Care Centers & Homes COVID-19 Prevention](#)

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- Minnesota Department of Health
 - [Guidance on Social Distancing](#)
 - National Outdoor Leadership School
 - [COVID-19 Practices](#)
 - The American School in Japan
 - [Roadmap for Reopening](#)

Appendix 1: Contact Information

Leslie Nichols	Superintendent	(970) 641-7760
Robert Speer	Director of Special Services	(970) 641-7750
Shari Sullivan-Marshall	Director of Curriculum & Instruction	(970) 641-7760
Sally Hensley	Principal - CBES	(970) 641-7720
Stephanie Niemi	Principal - CBMS	(970) 641-7720
Michael Seefried	Principal - GES	(970) 641-7710
Andy Hanks	Principal - GMS	(970) 641-7710
Jim Woytek	Principal - GHS	(970) 641-7700
Jennifer Kennedy	Director - Lake School	(970) 641-7770
Chad Terry	Director - Pathways	(970) 641- 7755
Bob Piccaro	Assistant Principal - CBCS	(970) 641-7720
Stacie Dowis	Assistant Principal - GCS	(970) 641-7710
Lance Betts	Assistant Principal - GCS	(970) 641-7710
Robin Wilkinson	Assistant Principal - GHS	(970) 641-7700
Katie Gallagher	Technology Integration Specialist	(970) 641-7760
Ron Musick	Director of Technology	(970) 641-7795
Jarrold Hinton	District Athletic Director	(970) 641-7700 / 641-7720
Leanne Schliesman	District Nurse	(970) 641-7710
Beth Goldstone	School Psychologist	(970) 641-7710
Erin Moran Shields	School Psychologist	(970) 641-7710
Wendy Kane	GES Counselor	(970) 641-7710
Stacey Petersen	CBES Counselor	(970) 641-7720
Stevie Kremer	CBMS Counselor	(970) 641-7720
Jennifer Read	CBHS Counselor	(970) 641-7720
Sara Lamar	GMS Counselor	(970) 641-7710
Bryan Dillon	GMS Counselor	(970) 641-7710
Sarah Macort	GHS Counselor	(970) 641-7700
Jessica Vogan	GHS Counselor	(970) 641-7700
Austin Gibney	Pathways Counselor	(970) 641-7755

Appendix 2: GWSD COVID-19 Protocols

Classrooms Protocols

Pre-Class Protocol for TEACHERS & ASSISTANTS

- ☐ Complete GWSD Health Screening Form.
- ☐ When possible and practical, open windows to improve ventilation.
- ☐ When possible, run fans to increase air circulation.
- ☐ Have microfiber cloths and spray bottles (for cleaning, sanitizing, and disinfecting) ready to go. Restock supplies as needed.
- ☐ Arrange desks, tables, and centers to maximize physical distancing.
- ☐ Identify, clean, sanitize, and prepare materials for the day.
- ☐ Sanitize high touch surfaces and areas where students may eat.
- ☐ Wash your hands.

Protocol for TEACHERS & ASSISTANTS as students arrive

- ☐ Wear your face covering over your nose and mouth.
- ☐ Prop the door open so fewer people touch the doorknob.
- ☐ Remind students to keep face coverings over their nose and mouth.
- ☐ Remind students to wash hands or use hand sanitizer as they enter.
- ☐ Remind students to maintain physical distancing of 6 feet as possible.
- ☐ Indicate to students where to go and what to do.
- ☐ For middle and high school, assign two students to sanitize desks, chairs, and sink area.

Protocol for TEACHERS & ASSISTANTS during lessons

- ☐ Wash or sanitize hands before and after providing routine care to students.
- ☐ Remind students to wear face coverings over their nose and mouth unless directed to remove them by the teacher.
- ☐ Remind students to maintain physical distancing.
- ☐ Remind students not to share personal belongings, including musical instruments.
- ☐ Remind students to wash hands after coughing or sneezing, during transitions, before eating, after bathroom use, and after completing science lab work.
- ☐ Remind middle and high school students to sanitize shared work spaces and equipment before use.
- ☐ Send students to the Health Room if they display symptoms or report feeling sick. Call the Health Room first.

Protocol for TEACHERS & ASSISTANTS during snacks

- ☐ Wear your face covering over your nose and mouth.
- ☐ Wash hands before preparing or serving.
- ☐ Sanitize eating areas before eating.

Protocol for TEACHERS & ASSISTANTS as students exit

- ☐ Prop the door open so fewer people touch the doorknob.
- ☐ Remind students to wear face coverings over their nose and mouth.
- ☐ Remind students to maintain physical distancing of 6 feet.
- ☐ Remind students to follow directional signage in hallways, stairwells, and common areas.
- ☐ Sanitize high-touch areas you or students have touched.

Protocol for STUDENTS as they arrive in classroom

- ☐ Wear your face covering over your nose and mouth.
- ☐ Wash hands or use hand sanitizer when you enter a classroom.
- ☐ Maintain 6 feet of physical distance from others.
- ☐ Go to your designated location.

Protocol for STUDENTS during lessons

- ☐ Wear your face covering over your nose and mouth unless your teacher directs you to remove it.
- ☐ Maintain physical distancing as possible.
- ☐ In science labs, put on face shields or goggles and gloves prior to lab.
- ☐ Don't share personal belongings.
- ☐ Middle and high school students: Sanitize your shared work spaces and equipment before use.
- ☐ Wash your hands after coughing or sneezing, during transitions, before eating, after bathroom use, and after completing science lab work.

Protocol for STUDENTS during snacks

- ☐ Wash hands before eating.
- ☐ Remain seated and maintain physical distancing.
- ☐ Keep your face covering around your neck or available nearby.
- ☐ Don't share or exchange food with others.
- ☐ Clean your eating area when finished.

Protocol for STUDENTS as they exit classroom

- ☐ Wear your face covering over your nose and mouth.
- ☐ Maintain physical distancing of 6 feet.
- ☐ Follow directional signage in hallways, stairwells, and common areas.

Cleaning & Disinfecting Protocol for CLEANING STAFF

- ☐ Wear your face covering over your nose and mouth.
- ☐ Wear gloves.
- ☐ Clean, sanitize, and disinfect according to Schedule for Cleaning, Sanitizing, & Disinfecting
- ☐ Restock paper towels, soap dispensers, and hand sanitizer dispensers.
- ☐ Close windows if open.

Common Areas Protocols

Including Auditoriums & Libraries

Individual Protocol for STAFF Using Common Area

- ☐ Wear your face covering over your nose and mouth.
- ☐ Maintain 6 feet physical distancing when possible.
- ☐ Wash or sanitize your hands upon entry to all common areas.
- ☐ Before use, sanitize shared items and areas where you sit, eat, or work.
- ☐ In Workrooms, sanitize copy machines (spray the cloth!) before use.
- ☐ In Libraries, follow 72 hour quarantine procedures for books and materials.

Supervisor Protocol for STAFF Supervising Common Area

- ☐ Be an upstander. Positively prompt students or colleagues to follow risk reduction strategies (face coverings, physical distancing, etc.).
- ☐ Remind students to keep their face coverings on.
- ☐ Remind students to maintain 6 feet of physical distancing.
- ☐ Send students to the Health Room if they display symptoms or report feeling sick. Call the Health Room first.
- ☐ In Libraries, remind students to sanitize their own high-touch surfaces or shared items after use.
- ☐ In Libraries, remind students to follow 72 hour quarantine procedures for books and materials.
- ☐ In Auditoriums, remind students to sit in marked seats only.
- ☐ In Auditoriums, remind students to exit in a staggered manner.
- ☐ Report restocking needs of cleaning or sanitizing supplies to the Building Manager.

Protocol for STUDENTS

- ☐ Keep your face covering over your nose and mouth at all times.
- ☐ Use hand sanitizer upon entering.
- ☐ Maintain 6 feet physical distancing as possible.
- ☐ Avoid high fives, handshakes, fist bumps, and hugs.
- ☐ Don't share personal belongings.
- ☐ Clean up after yourself.
- ☐ Follow directional signage.
- ☐ In Auditoriums, sit in marked seats only.
- ☐ In Libraries, follow procedures for 72 hour quarantine for books and materials.
- ☐ In Libraries, sanitize your work space and shared items both before and after use.

Protocol for CLEANING STAFF

- ☐ Wear your face covering over your nose and mouth.
- ☐ Wear gloves.
- ☐ Clean, sanitize, and disinfect according to Schedule for Cleaning, Sanitizing, & Disinfecting
- ☐ Restock microfiber cloths, spray bottles, and hand sanitizer dispensers.
- ☐ Close windows if open.

Staff Work Areas Protocols

Including Offices, Conference Rooms, and Teacher Workrooms

Individual Protocol for STAFF Using Staff Work Areas

- ☐ Complete GWSD Health Screening Form.
- ☐ When possible and practical, prop open windows and doors to increase ventilation.
- ☐ When possible, run fans to increase air circulation.
- ☐ Wear your face covering over your nose and mouth.
- ☐ Limit occupancy of room to target physical distancing of 6 feet.
- ☐ Wash or sanitize your hands upon entry to all adult areas.
- ☐ Before use, sanitize shared items and areas where you sit, eat, or work.
- ☐ In Offices, at the beginning of the day, sanitize surfaces and high touch points.
- ☐ In Conference Rooms and Teacher Workrooms, sanitize work stations and equipment before use.
- ☐ In Workrooms, sanitize copy machines (spray the cloth!) before use.
- ☐ Restock microfiber cloths and sanitizing spray bottles.

Protocol for CLEANING STAFF

- ☐ Wear your face covering over your nose and mouth.
- ☐ Wear gloves.
- ☐ Clean, sanitize, and disinfect according to Schedule for Cleaning, Sanitizing, & Disinfecting.
- ☐ Restock microfiber cloths, spray bottles, and hand sanitizer dispensers.
- ☐ Close windows if open.

Cafeterias Protocols

Pre-meal Protocol for SUPERVISING ADULTS

- ☐ Complete GWSD Health Screening Form.
- ☐ Wear your face covering over your nose and mouth.
- ☐ When possible and practical, open windows to improve ventilation.
- ☐ When possible, run fans to increase air circulation.
- ☐ Have cleaning and sanitizing spray bottles ready for staff use.
- ☐ Have sanitizing buckets with cloths ready for student use at busing stations.
- ☐ Ensure that directional signage is in place.
- ☐ Sanitize high touch surfaces.
- ☐ Wash your hands.

Protocol for SUPERVISING ADULTS as students arrive

- ☐ Wear your face covering over your nose and mouth.
- ☐ Prop interior doors open so fewer people touch the doorknobs.
- ☐ Remind students to wash hands or use hand sanitizer as they enter.
- ☐ Remind students to keep face coverings over their nose and mouth until they are seated with food.
- ☐ Remind students to maintain physical distancing of 6 feet as possible.
- ☐ Remind students to sit in marked seats.

Protocol for SUPERVISING ADULTS during meal

- ☐ Be an upstander. Positively prompt students or colleagues to follow risk reduction strategies (face coverings, physical distancing, etc.).
- ☐ Remind students to keep face coverings nearby while eating.
- ☐ Remind students to remain seated and maintain physical distancing.
- ☐ Remind students not to share or exchange food.
- ☐ Remind students to sanitize their eating station prior to leaving the cafeteria.
- ☐ Send students to the Health Room if they display symptoms or report feeling sick. Call the Health Room first.

Protocol for SUPERVISING ADULTS as students exit

- ☐ Prop interior doors open so fewer people touch the doorknobs.
- ☐ Remind students to put face coverings over their nose and mouth.
- ☐ Remind students to maintain physical distancing of 6 feet.
- ☐ Remind students to follow directional signage in hallways, stairwells, and common areas.
- ☐ Remind students to exit in a staggered manner.

Post-meal Protocol for SUPERVISING ADULTS

- ☐ Sanitize high-touch surfaces you have touched.
- ☐ Prepare sanitizing buckets with cloths ready for student use at busing stations for next meal rotation.

Protocol for STUDENTS as they arrive in the cafeteria

- ☐ Wear your face covering over your nose and mouth.
- ☐ Wash hands or use hand sanitizer when you enter the cafeteria.
- ☐ Maintain 6 feet of physical distance from others.
- ☐ After you have your food, sit in marked seats and remain seated

Protocol for STUDENTS during meal

- ☐ Remain seated and maintain physical distancing of 6 feet.
- ☐ Keep your face covering around your neck or available nearby.
- ☐ Don't share or exchange food with others.
- ☐ Sanitize your eating area prior to exiting the cafeteria.

Protocol for STUDENTS as they exit the cafeteria

- ☐ Put your face covering over your nose and mouth.
- ☐ Wait for supervisors to dismiss you, if applicable.
- ☐ Maintain physical distancing of 6 feet.
- ☐ Follow directional signage in hallways, stairwells, and common areas.

Pre-meal Protocol for KITCHEN STAFF

- ☐ Complete GWSD Health Screening Form.
- ☐ Wear your face covering over your nose and mouth.
- ☐ Wear gloves.
- ☐ When possible and practical, open windows to improve ventilation.
- ☐ When possible, run fans to increase air circulation.
- ☐ Have cleaning and sanitizing spray bottles ready for staff use.
- ☐ Have sanitizing buckets with cloths ready for student use at busing stations.
- ☐ Ensure that directional signage is in place.
- ☐ Sanitize high-touch surfaces.
- ☐ Wash your hands.
- ☐ If you have time, help other supervising adults with their responsibilities during meal service.

Protocol for KITCHEN STAFF between meal sessions

- ☐ Wear your face covering over your nose and mouth.
- ☐ Wear gloves.
- ☐ Prop interior cafeteria doors to improve ventilation.
- ☐ When possible, run cafeteria fans to increase air circulation.
- ☐ Use sanitizing spray bottle and microfiber cloth to wipe down high touch surfaces and objects including serving areas, cash register stations, and utensil areas.

Post-Meal Protocol for CLEANERS

- ☐ Wear your face covering over your nose and mouth.
- ☐ Wear gloves.
- ☐ Clean, sanitize, and disinfect according to Schedule for Cleaning, Sanitizing, & Disinfecting.
- ☐ Restock microfiber cloths, spray bottles, and hand sanitizer dispensers.
- ☐ Close windows if open.

School Grounds Protocols

Protocol for STAFF Supervising Students

- ☐ Be an upstander. Positively prompt students or colleagues to follow risk reduction strategies (face coverings, physical distancing, etc.).
- ☐ Wear your face covering over your nose and mouth when you cannot maintain 6 feet of physical distance.
- ☐ Maintain 6 feet physical distancing as possible.
- ☐ Wash or sanitize your hands before going out.
- ☐ Remind students to wear their face covering over their nose and mouth when they cannot maintain 6 feet of physical distance.
- ☐ Remind students to maintain 6 feet of physical distancing.
- ☐ Send students to the Health Room if they display symptoms or report feeling sick. Call the Health Room first.

Protocol for STUDENTS

- ☐ Wash or sanitize your hands before going out.
- ☐ Wear your face covering over your nose and mouth when you cannot maintain 6 feet of physical distance.
- ☐ Maintain 6 feet physical distancing as possible.
- ☐ Avoid high fives, handshakes, fist bumps, and hugs.
- ☐ Don't share personal belongings.
- ☐ Keep individual water bottle nearby and filled.

Gyms & Weight Rooms Protocols

Protocol for STAFF Supervising Activities

- ☐ Be an upstander. Positively prompt students or colleagues to follow risk reduction strategies (face coverings, physical distancing, etc.).
- ☐ Use a non-forced air hand whistle to get students' attention.
- ☐ Remind students to wash hands or use hand sanitizer as they enter.
- ☐ Remind students to keep their face coverings over their nose and mouth unless instructed otherwise.
- ☐ Remind students to avoid high fives, handshakes, fist bumps, and hugs.
- ☐ Remind students to maintain physical distancing of 6 feet, depending on activity.
- ☐ Remind students to disinfect equipment after use.
- ☐ Have microfiber cloths and disinfectant spray bottles ready to go.
- ☐ Remind middle and high school students to sanitize their areas after use.
- ☐ When possible and practical, open windows.
- ☐ Send students to the Health Room if they display symptoms or report feeling sick. Call the Health Room first.

Protocol for STUDENTS & ADULTS Using Facilities

- ☐ Wear your face covering over your nose and mouth unless your teacher or coach directs you to remove it.
- ☐ Maintain physical distancing of 6 feet when possible.
- ☐ Wash or sanitize hands before entering the weight room or gym.
- ☐ Avoid high fives, handshakes, fist bumps, and hugs.
- ☐ Minimize sharing equipment.
- ☐ Disinfect equipment between and after use as per teacher's or coach's instructions.

Protocol for CLEANERS

- ☐ Wear your face covering over your nose and mouth.
- ☐ Wear gloves.
- ☐ Clean and disinfect gyms and weight rooms daily, and more frequently as needed.
- ☐ Use soap and water to clean dirt and impurities on any high-touch surfaces or objects.
- ☐ Disinfect any high-touch surfaces or objects.
- ☐ Clean and disinfect hard surface floors daily, and more frequently as needed.
- ☐ Restock hand sanitizer dispensers, disinfecting spray bottles, and microfiber cloths.
- ☐ Close windows if open.

Locker Rooms Protocols

Protocol for STAFF Supervising Locker Room

- ☐ Wash your hands on entry and exit.
- ☐ Wear your face covering over your nose and mouth.
- ☐ Maintain physical distancing of 6 feet.
- ☐ Sanitize locker rooms as frequently as possible.
- ☐ Remind students to wash or sanitize hands as they enter and exit.
- ☐ Remind students to keep their face coverings over their nose and mouth while in the locker room.
- ☐ Remind students to maintain physical distancing of 6 feet.
- ☐ Stagger student entry and use whenever possible.
- ☐ Prop doors to improve ventilation.
- ☐ When possible, run fans to increase air circulation.

Protocol for STUDENTS & ATHLETES

- ☐ Wear your face covering over your nose and mouth while in the locker room.
- ☐ Minimize time spent in the locker room.
- ☐ Maintain physical distancing of 6 feet.
- ☐ Wash or sanitize hands upon entry and exit.
- ☐ Don't share towels, clothing, bar soap, or other personal items.

Protocol for CLEANERS

- ☐ Wear your face covering over your nose and mouth.
- ☐ Wear gloves.
- ☐ Clean and disinfect locker rooms once daily.
- ☐ Use cleaning solution to clean dirt and impurities on all high-touch surfaces or objects.
- ☐ Use disinfectant solution to disinfect all high-touch surfaces or objects.
- ☐ Clean and disinfect hard surface floors daily, and more frequently as needed.
- ☐ Restock hand sanitizer dispensers, disinfecting spray bottles, and microfiber cloths.
- ☐ Close windows if open.
- ☐ Note disinfection time and date on posted form.

Restrooms Protocols

Protocol for RESTROOM USERS

- ☐ Close the toilet lid before flushing.
- ☐ At the sink, wet hands.
- ☐ Apply soap.
- ☐ For 20 seconds, make bubbles and lather up palms, backs of hands, between fingers, fingertips, and wrists.
- ☐ Rinse hands.
- ☐ Dry hands with paper towels.
- ☐ Turn off water with paper towels.
- ☐ Throw paper towels away in trash can.
- ☐ Maintain physical distancing of 6 feet at sinks if multi-person restroom.

Cleaning & Disinfecting Protocol for CLEANERS

- ☐ Clean and disinfect restrooms twice daily: once during the day and once at night.
- ☐ Wear your face covering over your nose and mouth.
- ☐ Wear gloves.
- ☐ Use cleaning solution to clean dirt and impurities on all high-touch surfaces or objects.
- ☐ Use disinfectant solution to disinfect all high-touch surfaces or objects.
- ☐ Clean and disinfect hard surface floors.
- ☐ Restock soap, paper towels, and toilet paper.
- ☐ Note disinfection time and date on posted form.

Buses & Suburbans Protocols

Pre-Route Protocol for DRIVERS

- ☐ Complete the GWSD Staff Health Screening Form.
- ☐ Wear your face covering over your nose and mouth.
- ☐ Sanitize your hands.
- ☐ Open windows to improve ventilation - minimum of 2 in front, 2 in the middle, 2 in back.
- ☐ Have hand sanitizer and masks ready for students.
- ☐ Have extra hand sanitizer, masks, and other essential supplies.

Post-Route Protocol for DRIVERS

- ☐ Clean and disinfect all surfaces with disinfectant solution, including seats, armrests, headrests, windows, floor, fixtures, and driver cockpit area and controls.
- ☐ Restock hand sanitizer and masks.

Pre-Ride Protocol for PARENTS

- ☐ Take your child's temperature; if it is over 100.4F, keep your child home.
- ☐ Complete the GWSD Health Screening Form; if your child has symptoms, keep them home.
- ☐ Be sure that your child leaves your house with a clean face covering, plus backup ones.

Pre-Ride Protocol for STUDENTS

- ☐ Make sure your parents have completed your GWSD Health Screening Form.
- ☐ Make sure you have a clean face covering and backup ones.

Protocol for STUDENTS when boarding vehicle

- ☐ Wear your face covering over your nose and mouth.
- ☐ Maintain physical distance of 6 feet while waiting for the bus.
- ☐ Use hand sanitizer as you board the bus.
- ☐ Sit in an assigned seat if directed to do so.

Protocol for STUDENTS during ride

- ☐ Wear your face covering over your nose and mouth.
- ☐ Remain in your assigned seat.
- ☐ Respect your driver and comply with any requests made.

Protocol for STUDENTS when exiting

- ☐ Wear your face covering over your nose and mouth.
- ☐ Be patient and maintain physical distance while you are exiting.

Parents and Visitors Protocols

Protocol for VISITORS and PARENTS

- ☐ Non-essential visits to schools by parents or others are not permitted.
- ☐ Sign in and complete temperature check and health screening form at the front office. If you have a fever of 100.4F or higher, or have symptoms, you will be asked to leave campus.
- ☐ Wash or sanitize hands upon entry.
- ☐ Wear a face covering over your nose and mouth at all times on campus.
- ☐ Wear a visitor sticker at all times on campus.
- ☐ Maintain physical distancing of 6 feet throughout visit.

Appendix 3: Cleaning, Sanitizing, and Disinfecting Information

Products for Cleaning, Sanitizing, and Disinfecting

Maintaining a clean indoor environment is essential for our community of over 2,400 students and staff. We have moved from using “quat,” or quaternary ammonium, disinfection products to a VOC-free, phosphorous-free, alcohol-free, phenol-free, Green Seal certified, low odor product known as hypochlorous acid. Annihilyte-1 is EPA approved as a disinfectant and appears on the EPA’s List N: Disinfectants for Use Against SARS-CoV-2 (COVID-19). From its EPA approval statement:

Annihilyte-1 is an activated aqueous solution of hypochlorous acid produced by passing weak salt brine through an electrolytic cell using Electro-Chemical Activation (ECA) technology to temporarily change the properties of dilute salt water into a powerful oxidizing agent exhibiting antimicrobial properties. Annihilyte-1 is produced at a near neutral 6.5 pH where the predominant antimicrobial agent is hypochlorous acid, an efficient and efficacious specie of chlorine. Hypochlorous acid kills bacteria. When produced, Annihilyte-1® (an anolyte solution), contains a minimum of 500 ppm free available chlorine (FAC).

Our four campuses at Lake School, Gunnison Community School, Gunnison High School, and Crested Butte Community School will each have on-site generation units that create Annihilyte-1 and the cleaning/degreasing product sodium hydroxide. Hypochlorous acid and sodium hydroxide are made from salt water and electricity.

More information can be found from our vendor, [Annihilaire](#), and the [EPA](#) (registration number 92449-1).

Definitions

- **Cleaning:** removes germs, dirt, and impurities from surfaces or objects. Cleaning works by using soap (or detergent) and water to physically remove germs from surfaces. We clean with sodium hydroxide.
- **Sanitizing:** lowers the number of germs on surfaces or objects to a safe level, as judged by public health standards. Food contact surfaces (including student desks/tables) and other food service areas are sanitized using Annihilyte-1 at a sanitizing concentration of 125 ppm.
- **Disinfecting:** works by killing germs. High touch areas such as public restrooms are disinfected using Annihilyte-1 at a disinfecting concentration of 500 ppm. Disinfectants need contact time to kill germs.

Schedule for Cleaning, Sanitizing, and Disinfecting

	Before use	After use	During the day	At night
Buses & Suburbans				
Driver's cockpit	Sanitize - driver			Clean as needed, Disinfect - driver
Student seating	Sanitize - driver			Clean as needed, Disinfect - driver
High touch points: exterior handles, interior handles, steering wheel, cockpit controls, window controls, grab bars	Sanitize - driver			Clean as needed, Disinfect - driver
Classrooms				
desks, tables, countertops, shelf surfaces, teacher lectern	Sanitize - teachers & students			Clean & Disinfect - night crew
chairs	Sanitize - teachers & students			Clean & Disinfect - night crew
technology equipment (spray the rag!)	Sanitize - teachers & students			
student mailboxes	Sanitize - teachers & students			
manipulatives, educational materials	Sanitize - teachers & students			
school supply containers, laundry basket	Sanitize - teachers & students			
windows, window handles, window sills	Sanitize - teachers & students			Disinfect - night crew
sinks, sink faucets & handles	Sanitize - teachers & students			Disinfect - night crew
high touch points: staplers, hole punchers, other shared supplies, lightswitches, doorknobs, door jams, door push points, white board tray, paper towel dispensers, soap dispensers, hand sanitizer dispensers, spray bottles	Sanitize - teachers & students			Disinfect - night crew

floors - carpeted and hard surface				Clean (vacuum, sweep, mop) & Disinfect - night crew
Restrooms				
toilets, toilet seats, toilet handles			Disinfect - day crew	Clean & Disinfect - night crew
urinals, urinal handles			Disinfect - day crew	Clean & Disinfect - night crew
sinks, sink faucets & handles			Disinfect - day crew	Clean & Disinfect - night crew
countertops			Disinfect - day crew	Clean & Disinfect - night crew
high touch points: bathroom stall doors and door hardware, grab bars in bathroom stalls, toilet paper holders, paper towel holders			Disinfect - day crew	Clean & Disinfect - night crew
Locker Rooms				
benches, lockers			Disinfect - teachers, coaches	Clean & Disinfect - night crew
high touch points: doorknobs, door jambs, door push areas, audio equipment	Disinfect - teachers, coaches			Clean & Disinfect - night crew
floors				Clean & Disinfect - night crew
Weight Rooms				
all equipment		Disinfect - teachers, MS/HS students		Clean & Disinfect - night crew
high touch points: doorknobs, door jambs, door push areas, audio equipment	Disinfect - teachers, coaches			Clean & Disinfect - night crew
floors				Clean & Disinfect - night crew
Gymnasiums				

all equipment used, benches	Disinfect - teachers, coaches			
high touch points: doorknobs, door jambs, door push areas, audio equipment	Disinfect - teachers, coaches			Clean & Disinfect - night crew
floors				Clean & Disinfect - night crew
Hallways				
cubbies, lockers				Clean as needed, Disinfect - night crew
stairwell/ramp handrails				Clean as needed, Disinfect - night crew
elevator buttons				Clean as needed, Disinfect - night crew
benches				Clean as needed, Disinfect - night crew
display cases				Clean as needed, Disinfect - night crew
Offices				
desks, tables, counters, shelf surfaces	Sanitize - staff			Disinfect - night crew
chairs	Sanitize - staff			Disinfect - night crew
technology equipment (spray the rag!)	Sanitize - staff			Disinfect - night crew
copy machines (spray the rag!)	Sanitize - staff			Disinfect - night crew
high touch points: shared pens/clipboards, staplers, hole punchers, office equipment, light switches, doorknobs, door jambs, door push points, cabinet handles	Sanitize - staff			Disinfect - night crew

Cafeterias				
tables	Sanitize - staff	Sanitize - students		Clean & Disinfect - night crew
serving line areas	Sanitize - staff			Clean & Disinfect - night crew
Kitchens				
continue existing practices				

Appendix 4: Athletics Guidance

Colorado High School Activities Association

[COVID-19 Requirements and Mandates](#)

Issued July 29, 2020

COVID-19 Requirements & Mandates



Colorado High School Activities Association

The following requirements are mandated for the implementation of all athletic activities, varsity and sub-varsity, during the 2020-2021 school year. These mandates are subject to change based on governmental, public, educational, and local health requirements.

The athletic director, and/or their designee, is responsible for ensuring these requirements and mandates are implemented and adhered to within their school.

Updated: July 29, 2020

Pre-Participation Preparation

Exams/Physicals

- A current physical must be on file before participating. CHSAA recommends the [PPE form](#).
- COVID-19-specific questions must be included in the physical screening to include:
 1. Have you tested positive for COVID-19?
 2. Have you had any known exposure to a COVID-19-positive individual in the past 14 days?
 3. Have you been tested for COVID-19?
 4. Have you had any new onset cough or shortness of breath?
 5. Have you experienced any recent fever (temp > than 100.3°)
- The most recent medical evidence recommends consideration of cardiac testing if a student-athlete has previously tested positive for COVID-19.

Waiver of Liability

- All students and parents must sign a waiver of COVID-19 liability, which can be found [here](#) as part of the Competitor's Brochure.

Disinfecting Equipment/Sanitization

- Wash your hands with soap and water (for 20 seconds or longer), or use a hand sanitizer if soap and water are not readily available, before going to the court/field.
- When not actively playing, please adhere to all proper personal protective equipment (PPE) and facemask protocols.
- Clean and wipe down team equipment. Equipment must be disinfected before, during, and after each use during your practice/competition.
- Hand sanitizer must be made available throughout the facility for use before, during, and after workouts.
- No shared personal equipment, such as water bottles, hats, helmets, bags, gloves, towels, etc.

Practice

General information

- Participants, coaches, managers or other team personnel should stay home if they are sick or showing any symptoms of COVID-19.

Daily Screenings

- If an individual (student, manager, coach) has a temperature above 100.3 F, or has a positive response to the Daily Symptom Tracker, that individual must be removed from the group and their parent or guardian notified.
- The Daily Symptom Tracker must be completed for all participants, managers and coaches.
- The completed Daily Symptom Tracker must be submitted by the coach to the Athletic Director after every practice/contest.

Disinfecting Equipment/Sanitization

- Wash your hands with soap and water (for 20 seconds or longer), or use a hand sanitizer if soap and water are not readily available, before going to the court/field.
- When not actively playing, please adhere to all proper personal protective equipment (PPE) and facemask protocols.
- Clean and wipe down team equipment. Equipment must be disinfected before, during, and after each use during your practice/competition.
- Hand sanitizer must be made available throughout the facility for use before, during, and after workouts.
- No shared personal equipment, such as water bottles, hats, helmets, bags, gloves, towels, etc.

Masks

- Everyone must arrive to practice wearing a mask.
- All non-active participants (coaches, volunteers, and managers) must wear a mask throughout practice. This includes athletes not actively participating in drills/practice.

Social Distancing

- Restrict your practices to essential personnel only (coaches, volunteers, and managers).
- Appropriate social distancing (minimum 6 feet) must be maintained on all areas used for practice. They must consciously stand at least six feet apart when not participating in a

drill or activity that requires closer contact, and should avoid confined areas such as locker rooms and dugouts if social distancing cannot occur.

- No handshakes, high-fives, fist bumps, or elbow bumps.
- Intentionally keep water bottles a minimum of 6 feet apart so that social distancing can occur during breaks.
- Consider spacing in cafeterias, classrooms, weight rooms, athletic training rooms/locker rooms, hallways, and other on-campus venues.
- Keep athletes together in small groups with dedicated coaches or staff, and make sure that each group of athletes and coach avoid mixing with other groups as much as possible.
- Stagger arrival and drop-off times.
- Use separate entrances and exits for participants, and essential persons.
- Require signage to communicate all COVID-19 safety requirements.

Scrimmages

- No interscholastic scrimmages, or foundation games, shall be held during the 2020-2021 school year.

Event/Competition

General information

- Participants, coaches, managers or other team personnel should stay home if they are sick or showing any symptoms of COVID-19.

Daily Screenings

- If an individual (student, manager, coach) has a temperature above 100.3 F, or has a positive response to the Daily Symptom Tracker, that individual must be removed from the group and their parent or guardian notified.
- The Daily Symptom Tracker must be completed for all participants, managers, coaches and officials.
- The completed Daily Symptom Tracker must be submitted by the coach to the Athletic Director after every contest.

Disinfecting Equipment/Sanitization

- Wash your hands with soap and water (for 20 seconds or longer), or use a hand sanitizer if soap and water are not readily available, before going to the court/field.
- When not actively playing, please adhere to all proper personal protective equipment (PPE) and facemask protocols.
- Clean and wipe down team equipment. Equipment must be disinfected before, during, and after each use during your practice/competition.
- Hand sanitizer must be made available throughout the facility for use before, during, and after workouts.
- No shared personal equipment, such as water bottles, hats, helmets, bags, gloves, towels, etc.

Masks

- Everyone must arrive to practice wearing a mask.
- All non-active participants (coaches, volunteers, managers, essential workers, security, medical personnel, and non-working officials) must wear a mask throughout the event/competition. This includes athletes not actively participating in competition.
- All spectators must wear masks.

Social Distancing

- No handshakes before or after games/matches/meets. No high-fives, fist bumps, or elbow bumps.

- No postgame gathering of players, parents and fans.
- Limit spectators per state, county, and local health restrictions (covid19.colorado.gov). Facilities may have a stricter standard.
- In all common areas, seating or standing must be spaced at least six feet apart.
- Student-athletes must practice social distancing while on the bench/sidelines, and should avoid confined areas such as locker rooms and dugouts if social distancing cannot occur.
- Stagger arrival and drop-off times.
- Use separate entrances and exits for participants, essential workers, officials, media, etc.
- At the conclusion of the event, all participants, coaches, spectators, and essential workers, must leave the facility immediately.
- Post signage provided by CHSAA about symptoms and transmission of COVID-19 around facilities.
- Use an electronic payment system instead of cash for tickets, concessions, merchandise, and payment of officials/essential workers.

Scrimmages

- No interscholastic scrimmages, or foundation games, shall be held during the 2020-2021 school year.

Transportation & Travel

- Transportation is a local school/district decision.
- Inter- and intrastate travel is a local school/district decision.
- Out-of-state competition is a local school/district decision.

OFFICIALS

The following protocols must be communicated to the contest officials by the school's athletic director or game manager *prior to the contest*.

General information

- Athletic directors and game managers should communicate to officials that they should stay home if they are sick or showing any symptoms of COVID-19.

Athletic Director/Game Manager

- Call your contest officials at least 24 hours in advance with the specifics of the time and where to meet the game manager at the contest site. Verify the contest time and directions to the field or court. Share COVID-19 information per your mandates.
- Officials must be included on the Daily Symptom Tracker for that contest.
- If at all possible, contest officials are to come dressed to officiate. If an official can't come dressed, a clean and sanitized dressing room must be available for the contest officials.
- Although sanitizers should be provided at the site, encourage contest officials to bring their own personal protective equipment, including hand sanitizer, towels, water, gloves, and snacks.
- Schools should pay through electronic payment platforms (Arbiterpay). If not, let the official know you will mail the payment. Do not pay with cash or check onsite.

Officials Pregame Conference

- For outdoor events, provide a private location for officials to conduct a pre-game conference to cover rules, mechanics, and game situations. The location should have at least 3-5 chairs for comfort. For indoor events or in the event of inclement weather during outdoor events, provide a similar private location that is clean and sanitized for officials to hold a pre-game conference.

Disinfecting Equipment/Sanitization

- Contest officials are expected to practice good personal hygiene prior to arriving at the game site and before entering the court or field. If soap and water is not available to a contest official prior to entering a contest facility, then hand sanitizer will suffice.
- When not actively officiating, contest officials must adhere to all proper personal protective equipment (PPE) and facemask protocols and social distancing requirements.

- Contest officials must not share their personal equipment, such as towels, water, gloves, masks, whistles, etc.

Masks

- Contest officials must wear a mask to and from the court or field and during any coach/official pregame meeting. The contest official must have his mask readily available to wear for extended conferences with the contest officiating table and coaches.
- Some sports may require its contest officials to wear a mask during the competition.
- It is recommended that an official use an electronic whistle to start and stop play.

Social Distancing

- Contest officials are expected to socially distance (minimum of 6 feet) at the facility when not actively officiating the game. Active refers to the start of the contest to its conclusion.
- Contest officials must not be present at any pre or post informal gathering with players, parents or fans.

Waiver of Liability

- All officials must sign a waiver of COVID-19 liability, which can be found [here](#) as part of the Competitor's Brochure.

QUARANTINE & ISOLATION

In the event of a positive test

- Anyone who has been in close contact with someone who has COVID-19 must **quarantine**.
- Individuals/teams must be quarantined for a minimum of 14 days.

What is determined as close contact?

- You were within 6 feet of someone who has COVID-19 for at least 15 minutes
- They sneezed, coughed, or somehow got respiratory droplets on you.
- You provided care at home to someone who is sick with COVID-19
- You had direct physical contact with the person (touched, hugged, or kissed them)
- You shared eating or drinking utensils

Duty to Report

- If a team member — including players, coaches, managers, essential workers, etc. — tests positive for COVID-19, it is the school's responsibility to report this case to their local health department and any teams/individuals affected.
- If a contest official tests positive for COVID-19, it is the official's responsibility to report this case to health officials and any teams/individuals affected.

Isolation

- Individuals who have COVID-19 must **isolate** for a minimum of 10 days.
- Additionally, individuals must isolate if they have symptoms of COVID-19 (cough, fever or chills, loss of smell or shortness of breath, fatigue or muscle aches, nausea or vomiting, diarrhea, headache, sore throat); OR
- If an individual is getting ill and think they might have COVID-19. Symptoms, especially early on, may be mild and feel like a common cold. Symptoms could include a combination of cough, body aches, fatigue, and chest tightness. Some people may not develop fever or fever may not appear until several days into the illness.

RESOURCES

CHSAA

- [COVID-19 updates](#)
- Spectator poster for posting at events (PDF)

Colorado Department of Public Health & Environment

- [Testing for COVID-19](#)
- [COVID-19 homepage](#)
- [Mask Guidance](#)

Centers for Disease Control and Prevention

- [COVID-19 homepage](#)
- [Symptoms poster for posting at events](#) (PDF)
- [Mask poster for posting at events](#) (PDF)

Appendix 5: GWSD COVID-19 Staff Leave Options

The following information outlines leave options available to employees of Gunnison Watershed School District. This information is current as of July 17, 2020. Given the recent passage of the Healthy Families and Workplaces Act, the information provided here is preliminary and as regulations are developed, the information around this leave will be updated and communicated.

All leave request questions should be directed to Human Resources Director Tia Mills at tmills@gunnisonschools.net, 970-641-7712. Additionally, if an employee wants to discuss the need for job accommodations and feels they have protection under the ADA, they should contact Tia Mills as soon as possible.

Accrued Annual Leave/Personal Illness Leave

This is the leave each employee is awarded each year as part of the employment package. Per Board Policy GBGG, GCCBA and Master Agreement Article 29, support staff receives one (1) annual leave day per working month, teaching staff receive eleven (11) annual days per year and administrative staff receive one (1) day per contract work month. This leave may be taken for personal illness, personal medical appointments or other personal reasons. In addition to the 11 days for teaching staff, per the Master Agreement (29-1-4), a teacher/SSP can request up to five (5) days of leave that may be borrowed from leave of the next school year. Administrative staff can request to borrow a maximum of ten (10) days of sick leave from the next year of employment in the event that the accumulated sick leave is exhausted.

Accrued Vacation Leave

Per Board Policy GDD, all regular classified support staff employees who work 12 months out of the year are awarded ten (10) days of vacation after their first year. Up to half of the annual awarded vacation may be carried over to the subsequent year if it is not used in the current year.

Family Medical Leave Act (FMLA)

Per Board Policy GBGF, GBGF-R, GCC, GCC-R, and GDC, to be eligible for FMLA, an employee shall have been employed for at least 12 months and have worked at least 1,250 hours during the 12-month period preceding the commencement of the leave. Eligible employees shall be entitled to a combined total of 12 weeks of leave per year. FMLA leave is unpaid leave.

Families First Coronavirus Relief Act (FFCRA)

This federal law was signed into law on March 18, 2020 in response to the coronavirus pandemic. It is effective from April 1, 2020 – December 31, 2020. The Act contains two parts: The Emergency Paid Sick Leave Act (EPSLA) and the Emergency Family and Medical Leave Expansion Act (EFMLEA.) Both of these components provide income replacement and job protection for certain COVID-19 related events and cover circumstances which would have fallen through the cracks in preexisting leave laws.

- a. **EPSLA** – This leave applies to all employees, regardless of the length of service

with the current employer and provides up to two weeks (10 days) of paid sick leave for full-time employees. Part-time employees are entitled to a prorated number of hours based on the average hours worked during the prior six (6) months. If the employee has worked less than six (6) months, the average number of work over an expected two-week period will be used. Leave is allowed under EPSLA if the employee:

- Is subject to federal, state or local quarantine or isolation order related to COVID-19 or is caring for someone who is subject to said orders.
- Has been advised by a health care provider to self-quarantine due to COVID-19 concerns.
- Is experiencing COVID-19 symptoms and is seeking a medical diagnosis
- Is caring for his/her child whose school or place of care is closed due to COVID-19.

The EPSLA law stipulates that the employee is due 100% of the required rate of pay for leave hours taken when the reason for the leave is based on the employee. This pay is capped at \$511 per day or \$5,100 in total. The employee is due two-thirds the required rate of pay when the reason for the leave is to care for another qualified individual. The District has committed that the employee will receive 100% of the required rate of pay up to the \$5,110 limit regardless of the need for the leave.

b. **EFMLEA** – EFMLEA provides up to 12 weeks of leave in the event the employee needs to care for their child whose school or place of care is closed. This is the only qualifying reason for leave under EFMLEA. In this circumstance, employees who have worked for the employer for at least 30 calendar days are entitled up to 12 work weeks of job-protected leave with a continuation of health insurance. The initial two weeks of leave is unpaid with the remaining 10 weeks paid at two-thirds the employee's regular rate of pay. The employer is not required to pay more than \$200/day or a total of \$10,000 under EFMLEA. EFMLEA leave is counted as part of the authorized 12 weeks of leave under regular FMLA. EFMLEA is intended to provide another qualifying reason for leave and provide pay, but it does not extend the total 12 weeks of leave authorized under FMLA. If any employee has already used 12 weeks of FMLA, they are not eligible for EFMLEA leave.

Healthy Families and Workplaces Act

On July 14, 2020, the Governor of Colorado signed into law the Healthy Families and Workplaces Act, SB20-205. In addition to requiring regular sick leave, the law provides for additional sick leave during a public health emergency (PHEL). Employers are required to provide full-time employees up to 80 hours of additional paid sick leave for the duration of the public health emergency. Part-time employees earn the greater of the amount of time scheduled to work in a 14-day period or the amount of time actually worked over an average 14-day period of time. Given that this law is so new, regulations have not yet been issued and there are still many questions. The effective date for this leave is not specified, though current information suggests January 1, 2021. The District will continue to seek guidance on this new law and what the leave means for employees. Information will be communicated to employees as it becomes available.

American's with Disability Act (ADA)

The ADA prohibits discrimination against people with disabilities. The ADA does not specifically name all impairments covered under this Act, so if an employee thinks they might be entitled to protections under the law, they should reach out to the HR Department to discuss options. Under the ADA, discussions between the employee and employer take place to try and find reasonable accommodations for employees that meet the criteria under this Act. Medical documentation supporting the disability will be required.

Worker's Compensation

If an employee is diagnosed with COVID-19, they may be eligible for Worker's Compensation. Current law says that in order for an employee to claim worker's compensation for an infectious disease, the employee must demonstrate that they contracted the disease in the course and scope of their employment. In the unfortunate event that an employee contracts COVID-19 at work, a worker's compensation claim can be filed and Pinnacle Assurance will assess the claim and determine if coverage is warranted. See Board policy GBGD and GBGD-R for worker's compensation policies.

District Authorized COVID-19 Leave

Barring any extension of the FFCRA, it was agreed during teacher negotiations that the district would authorize every district employee an additional 5 days of COVID-19 related leave. This leave is effective January 1, 2021 through the end of the school year. The leave can only be taken for the same reasons which qualify an employee to take EPSLA (federal leave) and it will be paid at the employee's full rate of pay. These leave days expire on June 30, 2021, do not accrue, and cannot be rolled over into the following school year.

Sick Leave Bank

For employees who contribute to the sick leave bank, requesting leave from the bank may be an option should all other available leave options be used. See section 29-2 of the Master Agreement and Board Policy GDBD-R for sick leave bank information.

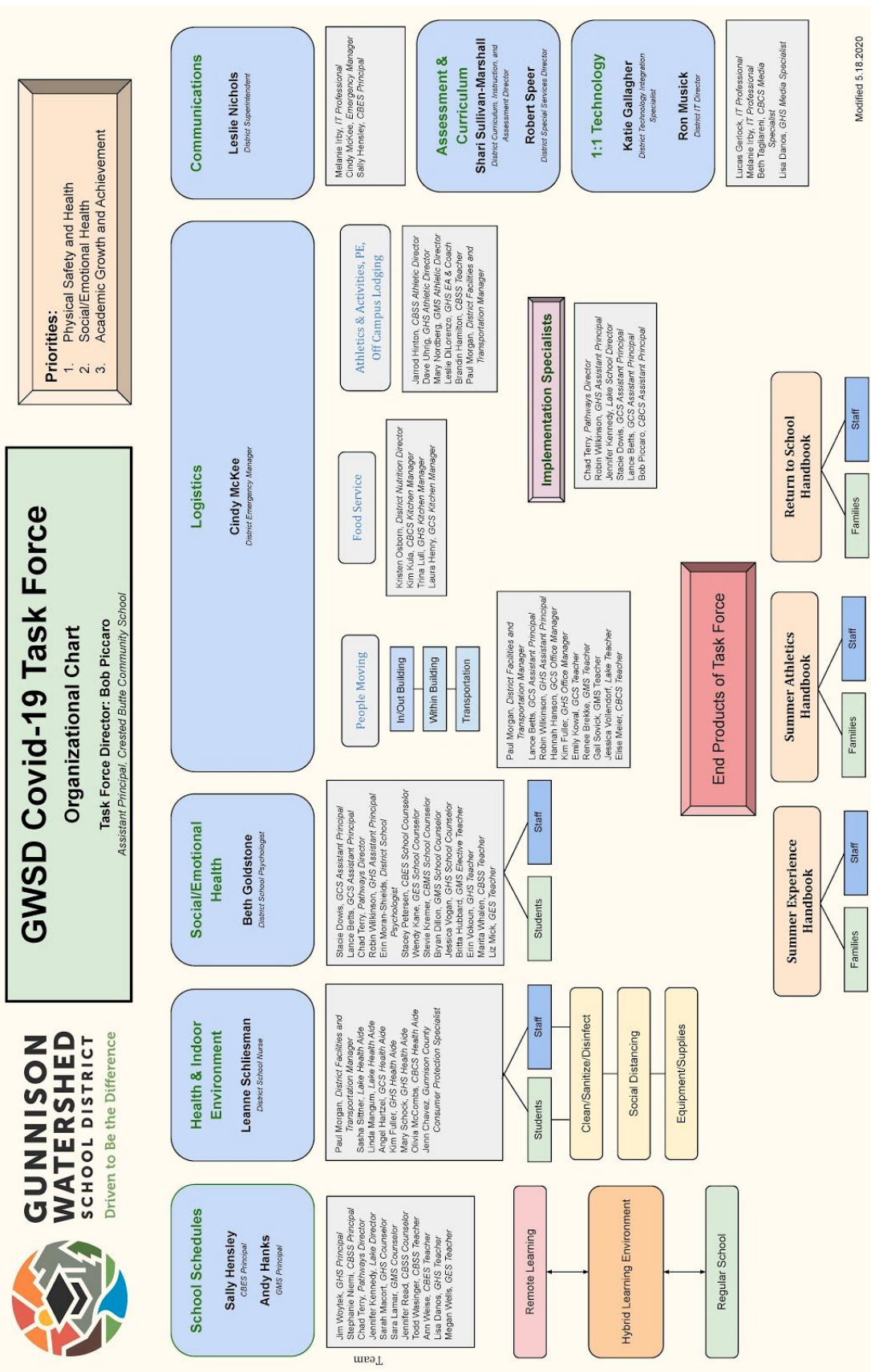
Other Leave Options

- a. Temporary Leave – per section 30-7 of the Master Agreement, Teachers and SSPs may be granted temporary leaves of absence with a deduction of a per diem of one contract day of the teacher's/SSP's annual salary.
- b. Extended Leave of Absence – per Article 31 of the Master Agreement, extended leaves of absence can be granted without pay.
- c. Per Board policy GCCBG, administrators may be granted a leave of absence without compensation for personal reasons.

Appendix 6: Task Force

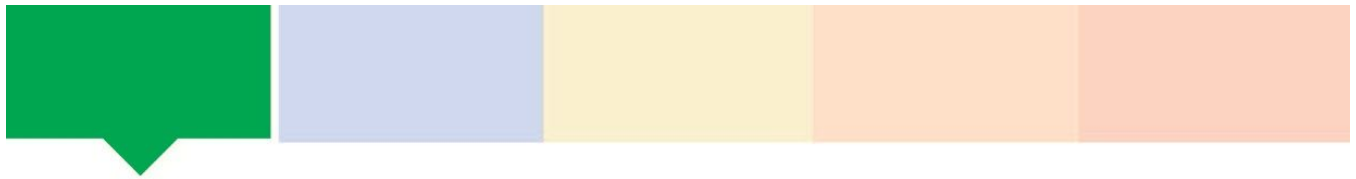
Gunnison Watershed School District COVID-19 Task Force

Director: Bob Piccaro, CBCS Assistant Principal



Appendix 7: Coronameter

Gunnison County's Durable Public Health Orders
Issued June 8, 2020



GREEN

PUBLIC HEALTH ORDER GUIDELINES

FULLY OPEN

No social distancing
or extra hygiene protocols

COVID19.GUNNISONCOUNTY.ORG/PHO

BLUE

HYGIENE AND SOCIAL DISTANCING REQUIREMENTS



1.

Maintain 6ft.
of social
distance.



2.

Regular cleaning
of high-touch
surfaces.



3.

Mask wearing indoors
and when social
distancing cannot
be followed.



4.

Employers required
to screen employees
for symptoms
of COVID-19.



5.

Isolate and get tested
if sick or in contact
with someone who
is sick.

AT-RISK

(age 65+ and those with
underlying medical conditions)

: OPEN

PUBLIC HEALTH ORDER GUIDELINES

GROUP SIZE
50 indoor and 250 outdoor

LODGING
Open

PERSONAL SERVICES
Open

RESTAURANTS
Open

RETAIL
Open

REAL ESTATE
Open

**FITNESS CENTERS,
NON-CONTACT GROUP SPORTS,
CAMPS**
Open

OUTFITTERS AND GUIDES
Open

EVENTS
50 indoor and 250 outdoor

CHILDCARE
Open

SCHOOLS
Open

COVID19.GUNNISONCOUNTY.ORG/PHO

YELLOW

HYGIENE AND SOCIAL DISTANCING REQUIREMENTS



1.

Maintain 6ft. of social distance.



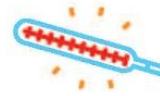
2.

Regular cleaning of high-touch surfaces.



3.

Mask wearing indoors and when social distancing cannot be followed.



4.

Employers required to screen employees for symptoms of COVID-19.



5.

Isolate and get tested if sick or in contact with someone who is sick.

AT-RISK

(age 65+ and those with underlying medical conditions)

: ENCOURAGED TO STAY HOME

PUBLIC HEALTH ORDER GUIDELINES

GROUP SIZE

25 indoor and 50 outdoor

LODGING

Open with limited capacity

PERSONAL SERVICES

Reduced capacity

RESTAURANTS

Take out, delivery, and outdoor dining

RETAIL

Open

REAL ESTATE

No open houses, but otherwise open

FITNESS CENTERS,

GROUP SPORTS, CAMPS

Outdoor only

OUTFITTERS AND GUIDES

Activity dependent

EVENTS

25 indoor and 50 outdoor

CHILDCARE

Open

SCHOOLS

Open

COVID19.GUNNISONCOUNTY.ORG/PHO

ORANGE

HYGIENE AND SOCIAL DISTANCING REQUIREMENTS



1.

Maintain 6ft. of social distance.



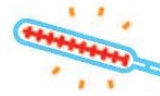
2.

Regular cleaning of high-touch surfaces.



3.

Mask wearing indoors and when social distancing cannot be followed.



4.

Employers required to screen employees for symptoms of COVID-19.



5.

Isolate and get tested if sick or in contact with someone who is sick.

AT-RISK

(age 65+ and those with underlying medical conditions)

: REQUIRED TO STAY HOME

PUBLIC HEALTH ORDER GUIDELINES

GROUP SIZE
10 or less

LODGING
Essential only

PERSONAL SERVICES
Closed

RESTAURANTS
Take out and delivery only

RETAIL
Curbside and delivery or essential

REAL ESTATE
Virtual only

**FITNESS CENTERS,
NON-CONTACT GROUP SPORTS,
CAMPS**
Closed

OUTFITTERS AND GUIDES
No

EVENTS
10 or less

CHILDCARE
Essential only

SCHOOLS
Hybrid online and in-person

COVID19.GUNNISONCOUNTY.ORG/PHO

RED

HYGIENE AND SOCIAL DISTANCING REQUIREMENTS



1.

Maintain 6ft. of social distance.



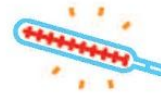
2.

Regular cleaning of high-touch surfaces.



3.

Mask wearing indoors and when social distancing cannot be followed.



4.

Employers required to screen employees for symptoms of COVID-19.



5.

Isolate and get tested if sick or in contact with someone who is sick.

AT-RISK

(age 65+ and those with underlying medical conditions)

: REQUIRED TO STAY HOME

PUBLIC HEALTH ORDER GUIDELINES

GROUP SIZE

1

LODGING

Essential only

PERSONAL SERVICES

Closed

RESTAURANTS

Take out and delivery only

RETAIL

Essential only

REAL ESTATE

Virtual only

FITNESS CENTERS, NON-CONTACT GROUP SPORTS,

CAMPS

Closed

OUTFITTERS AND GUIDES

No

EVENTS

None

CHILDCARE

Closed

SCHOOLS

Online only

COVID19.GUNNISONCOUNTY.ORG/PHO

**Gunnison County COVID-19
Coronameter (Risk Level Indicator) Guidelines*
July 13, 2020**

Green - No Threat (1 of 3 criteria below met): No restrictions.

- We have a vaccine that is broadly available and effective, or,
- We have herd immunity, or,
- We have an effective treatment that significantly reduces morbidity and mortality risk below current levels.

Blue - Cautious Normal (5 of 7 criteria below met): **Business Hygiene & Social Distancing Protocols in Place;** Large group activities limited. All businesses and recreational activities that can satisfy basic social distancing and hygiene precautions, subject to restrictions on group size, can expect to operate.

- 14 day average PCR lab confirmed test positivity rate <5%.
- Testing capacity is >13.5 tests per day in a 14 day moving average.
- No concerns about being able to transfer patients to regional hospitals with adequate care.
- Hospital census is at normal (inpatient admissions & length of stay are similar to previous months/years) or predicted levels.
- GVH employees out with respiratory illness is <7%.
- PPE supply is sufficiently adequate to manage a surge for 28 days or more.
- No concerns about providing safe levels of care at GVH.

Yellow - Community Concern (3 of 7 criteria below met): **Business Hygiene & Social Distancing Protocols in Place;** At-risk individuals be more cautious. High risk businesses will be required to reduce their capacity, and the public will be encouraged to be extra vigilant around hygiene, social distancing, and mask wearing. Group sizes will be reduced and hygiene recommendations increased. Large groups prohibited.

- 3 or more individuals testing positive per day for any 3 days in a 7-day period.
- 14 day average PCR lab confirmed test positivity rate > or =5%.
- Testing capacity <13.5 tests per day in a 14 day moving average.
- 1 of the 2 regional transfer centers on divert status.
- >40% of the 24-licensed beds filled at GVH with patients having COVID-19 illness.
- GVH employees out with respiratory illness is 7 to 15%.
- PPE supply is >28 days but restock sources cannot fulfill orders.

NOTE: Once we have entered the Yellow Stage we will fall back to Blue 7 days after criteria for Blue are met.

Orange - On Cliff (3 of 6 criteria below met): **Business Hygiene & Social Distancing Protocols in Place;** High risk business and recreational activities prohibited. Group size further limited, with strong focus on social distancing and hygiene. Requirements for social distancing and hygiene protocols in place.

6 or more individuals testing positive per day on any 3 days in a 7 day period.

- Testing capacity <10 tests per day in a 14 day moving average
- 1 of 2 regional transfer centers unable to accept transfers from GVH.
- > 60% of the 24-licensed beds filled at GVH with patients having COVID-19 illness.
- GVH employees out with respiratory illness is >15%.
- PPE supply <28 days and restock sources cannot fulfill orders.

NOTE: When we move into Orange, the alternate care site will be stood up for potential patient care needs. Once we have entered the Orange Stage we will fall back to Yellow 14 days after criteria for Yellow are met.

Red - Severe (3 of 6 criteria below met): **Business Hygiene & Social Distancing Protocols in Place;** Only essential business activities permitted. Minimal group size for all activities. Essential travel only.

- 10 or more individuals testing positive per day on any 3 days in a 7 day period.
- Testing capacity cannot meet the demand of symptomatic individuals.
- Regional transfer centers are unable to accept transfers from GVH.
- GVH has resorted to Crisis Standards of Care, and/or use of alternate care site.
- PPE stockpile is only sufficient to manage care of COVID-19 patients for <14 days and restock sources cannot fulfill orders.
- GVH patients needing a ventilator exceeds the number available.

NOTE: Once we have entered the Red Stage we will fall back to Orange 28 days after criteria for Orange are met.

*Note: This document is a guideline for Incident Command to assess the current viral threat to Gunnison county. Depending on potential future COVID-19 waves, Public Health may need to adjust the criterion in this scale to more readily address the threat of new infection spread.