



July 15, 2020

Dear Everett Public Schools staff:

We hope you are enjoying summer and taking time to rest and rejuvenate with family and friends. As we begin to prepare for a great opening of school in the fall, there are several important updates you need to know. Please read this thoroughly and know all staff communications about COVID and fall planning can be found on the staff page on the web site. You have to sign in to see it, and it will be under [COVID-19 information](#).

### **Fall Planning**

Our top priority is to get schools opened back up in September in a way that protects the health and safety of our students and staff. As students return to classes in our buildings this fall, there are some school buildings that cannot meet physical distancing requirements. OSPI has given three concepts we can adapt and build from if we need to limit face-to-face instruction. They include:

1. Split or rotating schedules with remote learning,
2. Phased-in opening with continuous learning, and
3. "Continuous learning 2.0" – a more effective remote learning system.

Schools that meet in person will be required to follow the Department of Health's health and safety guidelines, including requirements around physical distancing, face coverings, and personal protective equipment (PPE).

District committees are working within these parameters and have been conducting community forums as well as parent, student and staff surveys. We are compiling the data with what we know is possible operationally and keeping in touch with the health district to create a plan for the fall that is best for students, staff and families. This plan will be presented to the Board the second week of August and, if approved, will go to the state for approval. We will keep you informed as the plan becomes clearer. You can find updates, committee members and survey results on the [Fall 2020 Planning](#) web page.

### **Reporting a Positive COVID case**

As staff return to buildings this summer, and students in the fall, there will inevitably be some cases of COVID. Communication around positive COVID cases is very important. There is a [process outlined](#) on what to do if you or a student or staff report they have COVID. It is also on the staff COVID web page. Please read it thoroughly, noting **Snohomish Health Department does the contact tracing**, that is not the school's responsibility. How to report and to whom is in the document, which was developed to protect confidentiality while streamlining the communications. Personal Health Information (PHI) is protected by HIPAA laws and requires the strictest confidentiality.

- As few people as possible will know the identity of positive staff or student
- Communications are via phone as much as possible, avoiding information in any print form

- Regarding COVID positive cases and possible contact, if you need to know who it is or if you have been exposed, you will be contacted.

## Face Coverings

Currently, cloth face coverings/masks will be required for all employees while at work unless they are working alone which is defined by Washington State Labor and Industries as working alone in an office or within a cubicle with four 6-foot high walls. When working in an open office space, in a conference room or in the cafeteria, employees should do their best to maintain a 6-foot distance while also wearing their cloth face covering.

- Paper face coverings are not acceptable as they are designed for short-term use and require frequent replacement throughout the day as the structural integrity breaks down when exposed to moisture (such as caused by breathing).
- Face Shields are not a substitute for cloth face masks. Face shields do not prevent droplets from entering the air. Refer to OSPI: Reopening Washington Schools 2020: [District Planning Guide](#) pages 20 (shows a list of reasons that qualify for an exemption to cloth face mask expectations), and pages 24 and 26 for specific information on when Face Shields are acceptable.
- Guidance on [When to wear a mask](#)
- Additional Face Covering Information & Resources:
  - Labor & Industries [Common Questions Regarding Face Coverings](#)
  - Dept. of Health [Order for wearing masks in public](#)

## Remember to Vote

You will be receiving your ballot for the August 4 election in the next several days. If you live in our district you will have the opportunity to vote on our [Bond Measure](#). Now, more than ever, schools are the heart of our community. Investing in our schools continues our focus on not only academics, but the well-being of every student in our district. Please remember to vote and remind your friends and neighbors.

Thank you and be well