

2020-2021 SCHOOL YEAR PLANNING A GUIDE TO ADDRESS THE CHALLENGES OF COVID-19

June 2020

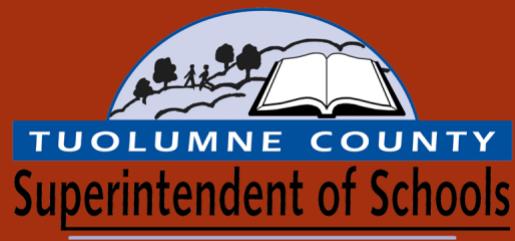


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A Message from The Tuolumne County Superintendent of Schools and Tuolumne County Public Health

The Tuolumne County Superintendent of Schools (TCSOS) and Tuolumne County Public Health (TCPH) have been working together with local school districts to prepare for the reopening of schools for 2020-2021. As COVID-19 has changed our community, our school districts have coordinated to leverage resources, share best practices, and advocate for regulatory flexibility in order to serve students to the best of our ability. These efforts will continue in preparation for the next school year.

There is no standardized approach to reopening schools across Tuolumne County's 12 districts and charter schools. Each independent school district will decide how it will reopen schools while working closely with local public health officials and community stakeholders keeping in mind that alignment with other school districts will be in the best interests of our families. This document is intended as a guide for districts, independent charter schools, private schools, and TCSOS programs as they finalize their plans.

The guidelines in this document align with recommendations from the California Department of Public Health and have been approved by the Tuolumne County Public Health Officer. Guidelines are based on the best available information about COVID-19 in the county at this time and are subject to change.

Implementation should be tailored to the setting of each district and school, including consideration of the needs of students and families. To do this, school leaders should engage with their families, staff, and labor partners in the school community to formulate and implement plans that consider the following:

- Student, family, and staff population: Who will be impacted by or can serve as partners in implementing any of the following measures?
- Ability to implement or adhere to measures: Do staff, students, and families have the tools, information, resources, and ability to adhere to or implement the new measures successfully?
- Negative/unintended consequences: Are there any negative or unintended consequences to staff, students, or families of implementing the measures, and how can those consequences be mitigated?
- Assessing varied student needs: What resources are needed to support students that are medically fragile or have other needs?

As always, the health and safety of our students and staff is the top priority. Please continue to stay engaged with your district leaders as they create site specific guidelines for the reopening of school in late August.

Sincerely,

Cathy Parker
Tuolumne County Superintendent of Schools

Dr. Liza Ortiz
Tuolumne County Public Health Officer



An Overview of What to Expect When Schools Reopen

The health and safety of our students, staff, and families are of utmost importance. When the 2020- 2021 school year begins in Tuolumne County, the on-campus school may look much different than previous years due to new COVID-19 health and safety measures. Each district is developing plans to reopen schools based on guidance from state and local public health officials. District plans will be updated as the situation evolves. It is important to note that district plans must focus on academic instruction to enhance student performance and address learning loss. At the same time, districts will try their best to maintain the extracurricular programs, clubs, and athletics that are important to our students' physical, mental, and social well-being. The economic impact of COVID-19 will affect the state budget, and projections show deep cuts to California schools. These significant funding cuts for schools will impact the reopening of school campuses that will be faced with increased costs to address safety measures connected to the pandemic. This section provides an overview of health recommendations for schools to begin the 2020-2021 school year. More details are available in the School Reopening Frequently Asked Questions section starting on page 9.



On Campus and In the Classroom

Physical/social distancing helps limit the spread of the virus. Schools may consider the following strategies to maintain smaller groups of students in shared spaces:

- Students should remain in the same space and in groups as small and consistent as practicable.
- Minimize the movement of students and staff as much as practicable.
- Maximize space between seating and desks. Distance teacher and staff desks at least six feet away from student desks.
- Serve meals in classrooms or outdoors instead of cafeterias or group dining rooms where practicable.
- Serve individually plated or bagged meals.
- Minimize congregate movement through hallways as much as practicable.
- Consider holding recess in separated areas designated by class.
- Avoid large gatherings such as assemblies and dances.
- Identify an isolation room for students who are not feeling well to minimize contact with others until they can be transported home or to a healthcare facility.
- Limit nonessential visitors on campus.

What is physical distancing?

Social distancing, also called “physical distancing,” means keeping space between yourself and other people outside of your home. To practice social or physical distancing:

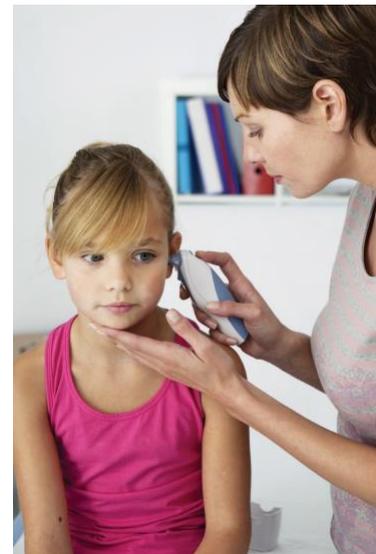
- Stay at least 6 feet (about 2 arms’ length) from other people
- Do not gather in groups
- Stay out of crowded places and avoid mass gatherings

In addition to everyday steps to prevent COVID-19, keeping space between you and others is one of the best tools we have to avoid being exposed to this virus and slowing its spread locally, nationally, and globally. Face coverings are most essential when physical distancing is not practicable. Learn more about physical distancing at www.cdc.gov.

Tuolumne County Public Health recommends the following health and safety guidance for the reopening of schools based on current information. This guidance will be updated as the situation changes.

Self-Screening for Symptoms

- Before students and staff come to school, they should conduct a self-screening for signs and symptoms of COVID-19. Parents/ guardians should assist younger children with the screening.
- Anyone who has been exposed to someone with COVID-19 in the past 14 days or has COVID-19 symptoms must not go to a school site.
- Monitor staff and students throughout the day for signs of illness; send home students and staff with a fever of 100.4 degrees or higher, cough, or other COVID-19 symptoms.



Transportation

- Physical distancing when getting on/off the bus may be required.
- Open windows and maximize space between students and between students and the driver on school buses where practicable.
- Staff may be required wear face coverings.
- Students should be encouraged to use cloth face coverings and avoid touching their faces in accordance with local public health directives.
- Students from the same household may be encouraged to sit together.
- Buses will be thoroughly cleaned and disinfected daily and after transporting any individual who exhibits symptoms of COVID-19.

General Safety Precautions

- Schools will teach and reinforce washing hands, avoiding contact with one's eyes, nose, and mouth, and covering coughs and sneezes among students and staff.
- Students and staff should wash their hands for 20 seconds with soap, rubbing thoroughly after application, and use paper towels (or single-use cloth towels) to dry hands thoroughly. Fragrance-free hand sanitizer with at least 60% ethyl alcohol should be used when handwashing is not practicable.
- Portable handwashing stations throughout a site and near classrooms should be considered to minimize movement and congregations in bathrooms to the extent practicable.
- Schools should limit sharing, including by ensuring adequate supplies to minimize the sharing of high-touch materials to the extent practicable or limit use of supplies and equipment to one group of children at a time, with cleaning and disinfection between uses.

Other Safety Considerations

- Staff may be required to use cloth face coverings unless Cal/ OSHA standards require respiratory protection. Teachers may use face shields, if available, which enable younger students to see their teachers' faces and to avoid potential barriers to phonological instruction.
- Students should be encouraged to use cloth face coverings per consultation with the local public health officer's recommendations. Cloth face coverings are most essential in settings where physical distancing cannot easily be maintained, such as school buses or other settings where space may be insufficient.
- Students and staff should be frequently reminded not to touch their face covering and to wash their hands frequently.
- Food service workers and staff in routine contact with the public should use gloves and facial coverings.



Instructional Scheduling Options

Quality instruction and a commitment to equity for all students continue to drive the success of educational programs. Each district will make decisions based on available resources, local needs, county guidance, and state policy. To maintain physical distancing, schools may use schedules that combine distance learning and on-campus instruction if practicable. Some examples may include smaller class sizes where students attend classes for a portion of the week and/or reduced hours per day to maintain physical distancing requirements. Schools may modify school schedules throughout the year to limit the number of students on campus. These decisions are not entered into lightly and may require waivers from the state in some circumstances. Some instructional scheduling options that local school boards and districts may consider in order to keep students and staff safe, include:

Traditional Schedule with Safeguards to Minimize Risk

Students may return to school campuses five days a week according to their district’s traditional school schedule. Districts will follow local public health guidance and promote healthy hygiene practices and physical distancing where practicable. Parents concerned about sending their child back to school with a traditional reopening for the 2020-2021 school year should work with their school district to develop distance or alternative learning plans.

Smaller Cohorts/Student Groups

Divide classes into smaller cohorts/student groups (e.g., one group may come to school on Monday and Wednesday, the other on Tuesday and Thursday, or any combination of two days per group. The fifth day could be flexible based on district/school site plans.)

Stagger and Modify Schedule

Stagger start and end times within a day; modify recess schedules and lunch periods, and stagger breakfast/lunch schedules or breakfast/lunch in-classroom options.

Half-Day Schedule

Offer double sessions where half the students attend class in the morning, and the other half of the students attend in the afternoon.

Block Schedule

Secondary Schools: Implement a block schedule to reduce passing periods and points of contact in each classroom.

Schools will work with students and families on issues related to equity and access to quality instruction. Some districts may develop expanded Independent Study program options to accommodate students and families who request that particular program. Accommodations for students with disabilities, students who are medically vulnerable, and English learners will be made as needed.



Attending to the physical, mental, social, and emotional well-being of our students will be a top priority as they return to school.

District and school staff are committed to supporting students' social emotional wellness and offering resources to ensure students transition back to school smoothly. Support may include social emotional learning, building relationships, community building activities, and increased access to mental health/wellness services. Families and schools will need to work together to check how students are feeling and assess their individual needs to provide the support our students need during these challenging times.

To maintain physical distancing, activities that require students to congregate should be limited and modified as guidelines change.

Physical distancing is important to ensure the health and safety of our students. It may impact how some courses will be taught and which sports/extracurricular activities students may be able to participate in safely.

Courses

- To minimize the number of students interacting, physical distancing may need to be maintained in certain classes and courses where practicable.
- Some courses may need modifications or not offered if physical distancing is not feasible or when there is an increased risk for spreading the virus.
- Schools may work with students and families to ensure accommodations are made, and alternative options may be considered.
- Students should be encouraged to wear face coverings when physical distancing cannot be achieved.

Sports and Extracurricular Activities

- Additional state guidance for schools related to sports and extracurricular activities will be provided at a later date, developed with guidance from the local public health officer.
- Field trips are not currently recommended. Consider virtual field trips when possible.

Acknowledgments

The Tuolumne County Office of Education (TCSOS) 2020-2021 School Year Planning: A Guide to Address the Challenges of COVID-19 was developed in coordination with the TCSOS, Tuolumne County school district leadership, and Tuolumne County Public Health Services. This document is aligned with California Department of Public Health and local public health guidelines. It is partially adapted from planning documents from the Sacramento and Stanislaus county offices of education. Guidance will be modified as public health guidelines are updated.

Working Together

The Tuolumne County Superintendent of Schools (TCSOS), Tuolumne County Public Health, and local school districts are committed to ensuring the health and safety of all students. Public Health Services will continue closely monitoring the rate of infection in Tuolumne County. As public health guidelines change, the districts and schools will adapt and modify plans. We will work together with our students and families to keep our children safe as we transition to our new approach to educating students.

A special thanks to Dr. Liza Ortiz, Tuolumne County Interim Public Health Officer, and Martha Stolp, RN, TCSOS, for their continued support, coordination, and guidance to ensure healthy learning environments for our students.

Cathy Parker, Tuolumne County Superintendent of Schools Superintendent

Carla Haakma, Belleview School District Superintendent

Wynette Hilton, Big Oak Flat Groveland Superintendent

Joe Aldridge, Columbia Union School District Superintendent

Terri Bell, Curtis Creek School District Superintendent

Ron Hamilton, Gold Rush Charter School Director

Contessa Pelfrey, Jamestown Elementary School District Superintendent

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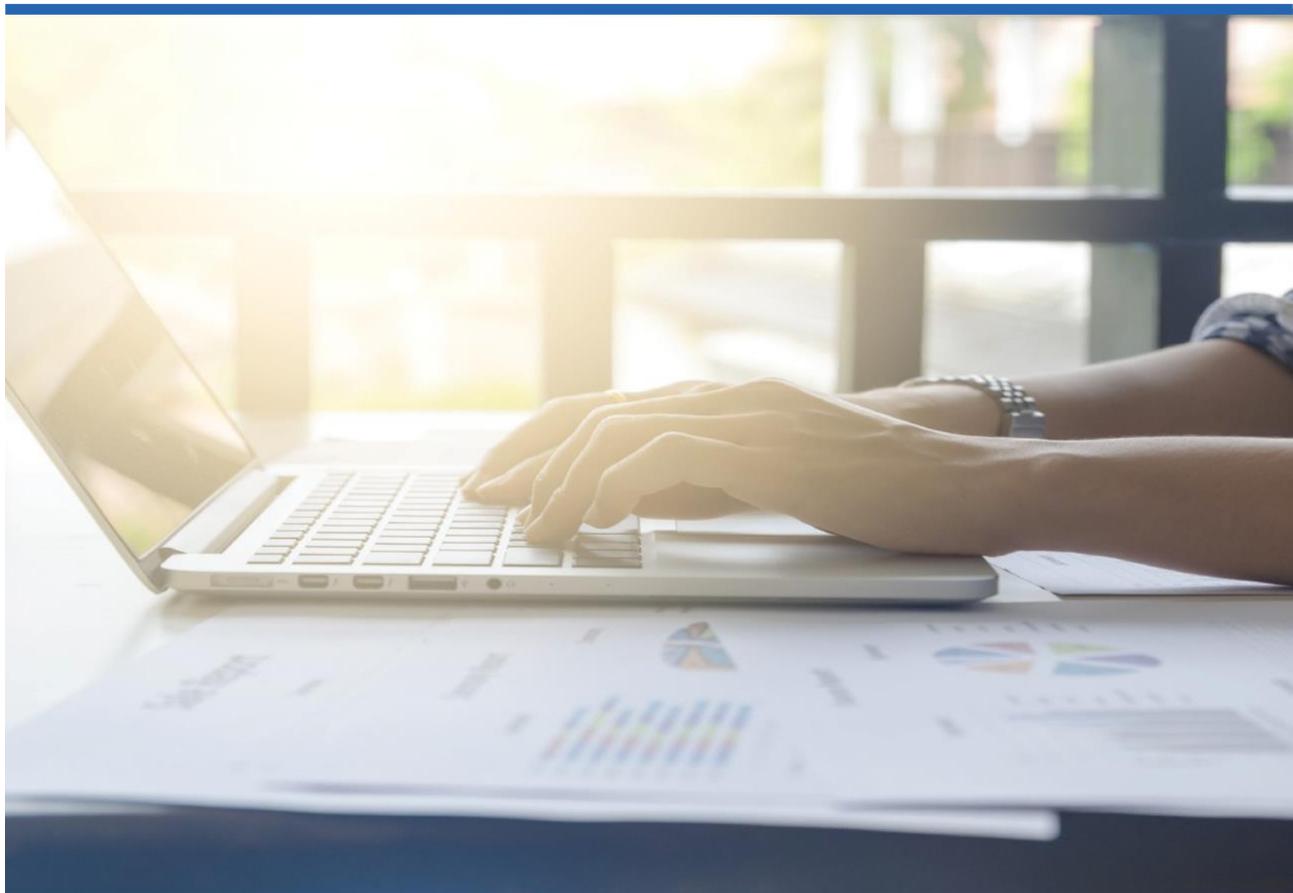
Ed Pelfrey, Sonora Union High School District Superintendent

Jeff Winfield, Soulsbyville Elementary School District Superintendent

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Michael Merrill, Summerville Union High School District

Rick Hennes, Twain Harte School district Superintendent



Health Resources for Reopening Schools

-  [California Department of Public Health COVID-19 Industry Guidance: Schools and School-Based Programs](#)
-  [Tuolumne County Public Health](#)
-  [Centers for Disease Control and Prevention Considerations for Schools](#)
-  [California School Nurses Organization COVID-19 Health Services Recovery Plan Resource Guide in Educational Settings](#)

(These are live links in a PDF version)



School Reopening Frequently Asked Questions

The information provided is in accordance with current health orders and guidance from the California Department of Public Health (CDPH) and Tuolumne County Public Health (TCPH) as of June 2020.

Districts may seek guidance from TCPH to address unique circumstances. Information will be modified based on new guidance or directives from state and local agencies.

Screening and Testing

Will students and adults entering campuses be screened for symptoms?

Schools may implement screening measures for students and adults entering campus; however, doing so would likely be challenging to implement, especially for larger schools. Before students and staff come to school, they should conduct a self-screening for signs and symptoms of COVID-19. Parents/guardians should assist younger children with the screening. Anyone with a fever of 100.4 or higher and/or signs of COVID-19 must not come on a school campus.

Students and adults experiencing any symptoms of COVID-19 or that have been exposed to someone with COVID-19 in the past 14 days must not come on a school campus.

Face Coverings and Personal Protective Equipment

Will students and adults wear face coverings?

Cloth face coverings should be used by staff unless Cal-OSHA standards require respiratory protection. Teachers can use face shields, if available, which enable younger students to see their teachers' faces and to avoid potential barriers to phonological instruction. Students should be encouraged to use cloth face coverings. Cloth face coverings are most essential in settings where physical distancing cannot easily be maintained.

Face coverings may be challenging for students (especially younger students) to wear in all-day settings such as school. Students and staff should be frequently reminded not to touch their face covering and to wash their hands frequently with water and soap for at least 20 seconds. Information should be provided to staff, students, and students' families on the proper use, removal, and washing of cloth face coverings.

What supplies are needed (e.g., face coverings, thermometers, personal protective equipment) for each campus?

Schools should have a non-contact temporal or external thermometer to detect fever in students or staff who become ill after arriving at school. Handwashing stations with soap and/or hand sanitizer that is fragrance-free and at least 60% ethyl alcohol should be made available in or near classrooms and other areas where staff/ students are likely to be present. Children under age 9 should use hand sanitizer under adult supervision.

Schools should provide and ensure staff use face coverings and all required protective equipment. Students should be encouraged to use cloth face coverings. Cloth face coverings are most essential in settings where physical distancing cannot easily be maintained.

Food service workers and staff in routine contact with the public (e.g., front office) should use gloves and face coverings.

Physical Distancing and Limiting Contact

What are the physical distancing protocols in multiple settings: in classrooms, hallways, common outdoor spaces?

- Depending on grade level, physical space, and class sizes, schools should consider the following strategies, where possible and appropriate:
- During arrival and departure, minimize contact at school between students, staff, families, and the community.
- Stagger arrival and drop-off times and locations as consistently as practicable as to minimize scheduling challenges for families.
- Designate routes for entry and exit, using as many entrances as feasible.
- Put in place other protocols to limit direct contact with others as much as practicable.
- Consider using privacy boards or clear screens.
- Minimize the movement of students and teachers or staff as much as practicable.
- Maximize space between seating and desks. Distance teacher and other staff desks at least six feet away from student desks.
- Consider ways to establish student's separation through other means if practicable, such as six feet between desks, partitions between desks, markings on classroom floors to promote distancing, or arranging desks in a way that minimizes face-to-face contact.
- Develop instructions to maximize spacing and minimize movement in both indoor and outdoor spaces that are easy for students to understand and are developmentally appropriate.
- Prohibit nonessential visitors, volunteers, and activities involving other groups at the same time.
- Consider the use of non-classroom space for instruction, including regular use of outdoors.
- Minimize congregate movement through hallways as much as practicable.
- Serve meals in classrooms or outdoors instead of cafeterias or group dining rooms where practicable. Serve individually plated or bagged meals. Avoid sharing of foods and utensils and buffet or family-style meals.
- Hold recess in separated areas designated by class.
- Limit communal activities.
- Avoid large gatherings such as assemblies and dances.

- Implement procedures for turning in assignments to minimize contact.
- Keep each child's belongings separated and in individually labeled storage containers, cubbies, or areas. Ensure belongings are taken home each day to be cleaned.
- Ensure adequate supplies to minimize the sharing of high-touch materials (art supplies, equipment, etc.) to the extent practicable or limit the use of supplies and equipment to one group of children at a time and clean and disinfect between uses.
- Avoid sharing electronic devices, clothing, toys, books, and other games or learning aids as much as practicable.

Schools should teach and reinforce healthy hygiene practices among students and staff, such as washing hands; avoiding contact with one's eyes, nose and mouth; and covering coughs and sneezes. Methods to promote healthy hygiene include the following:

- Teach students and remind staff to use tissue to wipe their nose and to cough/sneeze inside a tissue or their elbow.
- Teach students and remind staff to wash their hands before and after eating; after coughing or sneezing; after being outside; and before and after using the restroom.
- Students and staff should wash their hands for 20 seconds with soap, rubbing thoroughly after application, and drying hands thoroughly.
- Students and staff should use fragrance-free hand sanitizer when handwashing is not practicable. Sanitizer must be rubbed into hands until completely dry. Hand sanitizers should have at least 60% ethyl alcohol. Note: frequent handwashing is more effective than the use of hand sanitizers.
- Staff should model and practice handwashing.
- Consider using portable handwashing stations throughout a site and near classrooms to minimize movement and congregations in bathrooms to the extent practicable.
- Develop routines enabling students and staff to regularly wash their hands at staggered intervals.
- Teach and reinforce the use of cloth face coverings, masks, or face shields. Cloth face coverings are most essential in settings where physical distancing is not practicable.
- Students and staff should be frequently reminded not to touch their face coverings. Information should be provided to staff, students, and students' families on the proper use, removal, and washing of cloth face coverings.
- Ensure adequate supplies to support healthy hygiene behaviors, including soap, tissues, no-touch trash cans, face coverings, and hand sanitizer.

What is the recommended number of students in a class based on student age and room size? The number of students per classroom will depend on room size and furniture configuration. Schools should assess their physical spaces and determine capacity accordingly.

Do schools need to close or limit access to common outdoor spaces?

Common outdoor spaces may present less risk of transmission than indoor spaces; assuming students and adults maintain physical distancing. Schools should consider staggering recesses and/or outdoor time so that smaller groups are using shared spaces at one time. When using outdoor spaces, cohorts should be maintained whenever possible.

Transportation

What safety measures will need to be in place for bus drivers and students?

To lower the risk of exposure, districts may implement the following:

- Physical distancing when getting on/off the bus may be required.
- Open windows and maximize space between students and between students and the driver on school buses where practicable.
- Staff should wear face coverings.
- Students should be encouraged to use cloth face coverings and avoid touching their faces.
- Siblings may be encouraged to sit together.
- Buses should be thoroughly cleaned and disinfected daily and after transporting any individual who exhibits symptoms of COVID-19.
- Drivers should be provided disinfectant wipes and disposable gloves to support disinfection of frequently touched surfaces during the day.

Reporting, Health Protocols, and Communication

What is the protocol for handling students or staff exhibiting symptoms?

Work with school administrators, nurses and other healthcare providers to identify an isolation room or area to separate anyone who exhibits symptoms of COVID-19. Any students or staff exhibiting symptoms should immediately be required to wear a face covering and be required to wait in an isolation area until they can be transported home or to a healthcare facility, as soon as practicable. Procedures should be established to

Healthy Hygiene Practices

How will healthy hygiene practices be supported at schools?

arrange for safe transport home or to a healthcare facility, as appropriate.

What are the expected reporting procedures with Tuolumne County Public Health (TCPH)? What are the procedures for referring, tracing, and isolating students and staff with symptoms or diagnosis?

TCPH has procedures in place for investigating communicable disease cases. TCPH staff will conduct contact tracing using classroom rosters and information obtained from school personnel through interviews and in coordination with school officials.

What are the communication guidelines when a positive case is confirmed?

Communication recommendations will vary depending on the specific circumstances of a case in a school community.

Document/track incidents of possible exposure and notify local health officials, affected staff and affected families immediately of any positive case of COVID-19 while maintaining confidentiality, as required under FERPA and state law related to privacy of educational records.

Media is handled in coordination between the school public information officer and the TCPH public information officer.

When can staff or students return to school after they have been diagnosed with COVID-19 or have been in close contact with a person with COVID-19?

The Centers for Disease Control and Prevention (CDC) guidelines for determining when a person who was recently in close contact with a person with COVID-19 or a person with COVID-19 can return to work or school include:

Recently had close contact with a person with COVID-19:

- Stay home until 14 days after your last exposure.
- Check your temperature twice a day and watch for symptoms of COVID-19.
- If possible, stay away from people who are at higher risk for severe illness from COVID-19.

Have been diagnosed with COVID-19, or are waiting for test results, or have cough, fever, or shortness of breath, or other symptoms of COVID-19:

- Advise sick staff members and students not to return until they have met CDC criteria to discontinue home isolation. This means three days with no fever without fever-reducing medication and symptoms improved and 10 days since symptoms first appeared. If you live with others, stay in a specific isolation room or area and away from other people or animals, including pets. Use a separate bathroom, if available.

Guidelines for determining when a COVID-19 infected person can return to school or work continues to evolve as we learn more about COVID-19. The TCPH will provide specific guidance on this as the new school year approaches. If needed, TCPH may provide a clearance letter for return.

Facilities - Safety and Sanitation Considerations

What supplies should be included in every classroom and general area (e.g., office, cafeteria, bathroom) for use by students and staff?

Schools should ensure adequate supplies to support healthy hygiene behaviors, including soap, tissues, no-touch trash cans, face coverings, and hand sanitizer. All sinks should have soap.

Handwashing stations with soap and/or hand sanitizer that is fragrance free and at least 60% ethyl alcohol should be made available in or near classrooms.

How might the county office and districts coordinate the procurement of supplies across the county?

The state procurement of supplies is still being discussed. Cal-OES in coordination with the TCSOS will be providing a 60-day supply of cloth/disposable masks, face shields, and hand sanitizers.

Where might physical barriers need to be installed at school sites/district offices to ensure student/staff safety?

Schools may want to consider installing clear plexiglass barriers at front counters where physical distancing is not possible, similar to how many retailers have done so at check-out counters. Staff work stations should be arranged so that staff can physically distance.

What accommodations will be needed for students and staff who are vulnerable and/or at higher risk of contracting the virus? What safety measures will need to be in place for students in special education programs, who are medically fragile, and/or cannot wear masks?

It is important to make sure that there are adequate accommodations for medically fragile students. If physical distancing and hand hygiene are not possible, please work with the county school nurse and special education department. Staff who are vulnerable should work with their local district.

What is the recommendation for heating, ventilation, and air conditioning (HVAC) systems to identify optimal working conditions to support health and safety?

Districts and schools should work with their engineers to ensure that HVAC systems are functioning properly, maximize air exchanges per hour, maximize outdoor air, and are maintained according to the manufacturer's recommendations.

What are the guidelines for cleaning and sanitation?

- Schools will follow disinfection guidelines for classrooms, offices, and outdoor spaces that include the following:
- Consider suspending or modifying the use of site resources that necessitate sharing or touching items.
- Staff should clean and disinfect frequently high-touched surfaces within the school and on school buses at least daily and, as practicable, frequently throughout the day.
- Buses should be thoroughly cleaned and disinfected daily, and after transporting any individual who is exhibiting symptoms of COVID-19.
- Limit the use of shared playground equipment.
- Limit the sharing of objects and equipment, such as toys, games, and art supplies, to the extent practicable. Where allowed, clean and disinfect between uses.
- Establish a cleaning and disinfecting schedule.
- Ensure proper ventilation during cleaning and disinfecting.

Will extensive classroom cleaning need to be performed if a student or teacher is diagnosed with COVID-19? What are the guidelines for this?

Yes. Districts will follow the established guidelines put forward by TCPH, which are the same procedures used after a norovirus outbreak.

Is the use of hand dryers in restrooms recommended?

The TCPH does not have specific concerns about hand dryers at this time.

General Safety Concerns

Will campuses be required to close again?

Schools and districts should develop a plan for the possibility of repeated closures of classes, groups, or entire facilities when persons associated with the facility or in the community become ill with COVID-19. Work with the County school nurse and consult with TCPH when determining whether a school closure is warranted, including the length of time necessary, based on the risk level within the specific community as determined by the Tuolumne County Public Health Officer.

What are other measures to maintain a healthy organization?

- Continued training, communication, and support can help maintain a healthy organization and community. Recommendations include the following:
- Monitor staff absenteeism.
- Monitor the types of illnesses and symptoms among your students and staff to help isolate them

promptly.

- Designate a staff liaison or liaisons to be responsible for responding to COVID-19 concerns.
- Support staff and students at higher risk for severe illness or who cannot safely distance from household contacts at higher risk by providing options such as telework, virtual learning, or independent study.

Health Education

What are the recommended health education topics schools should provide?

Schools should consider educating students on the importance of healthy hygiene practices, understanding and monitoring for symptoms of COVID-19, physical distancing, and mental health/sources of support.

Will Tuolumne County Public Health (TCPH) assist with the development of health education training, guidelines, and materials for students and families?

The TCPH, in collaboration with the TCSOS, will provide information on several health topics before the start of each school year. We will include information on COVID-19 this year and can provide additional information, as needed.