

Action taken in response to COVID-19

March 20, 2020

After consultation with Tri-Central Community Schools (TCCS), Howard County schools, the Tipton County Health Department (TCHD) and the Tipton County Emergency Management (TCEM) , it was decided and announced on March 13 (Friday) that school would be closed beginning Monday, March 16 through Spring Break, April 5. An email was sent to staff and parents. Board provided a copy.

On Sunday, March 15, a telephone conference call was held with TCCS and Howard County superintendents. A Google Hangout meeting was held with TCSC principals.

All staff members reported to work on Monday and Tuesday (March 16 & 17) in preparation for extended eLearning. eLearning began on Wednesday, March 18 and will continue through March 26. Principals met at the beginning of the day.

A web page was designed and posted on TCSC web site to provide information and resources to parents and staff.

All trips and school-related activities were canceled for this time with consideration being made for those activities after spring break. The band trip to St Louis (March) was canceled. The 8th grade trip to DC, Senior trip to New York (May) , 8th grade to Chicago (May) was still to be decided as well as other major activities. All athletics were canceled at this time.

TCHD and TCEM were contacted to provide advice for having employees report to work. They felt there would be little problem as long as common protocols (CDC) were followed. Those protocols have been communicated and enacted. In addition, anyone entering the building has their temperature check. Anyone with a temperature of 100 or more, or showing any symptoms would be sent home.

Beginning Tuesday, March 17, an emergency was declared for the school and the Incident Command System (ICS) was established to communicate and organize information and resources. Administrators, along with IT, Food Service, Nurse, and Maintenance have met daily to report and plan. An email was sent to staff and parents with updates.

Beginning Wednesday, March 18, support staff were provided the option of reporting for work or using personnel, paid sick leave, or dock days. Many chose to report to work; many chose not

to. TCHD and TCEM visited with staff to begin the day. A short term plan of providing additional PTO was drafted based on Eastern Howard model. A longer term plan, if needed, would be to compensate hourly employees somehow for the longer term. An email was sent to staff.

State superintendents participated in a webinar with Dr. McCormick, IDOE. In these unprecedented times, IDOE is working to provide local schools with updates and guidance. They also are waiting for guidance on federally funded programs. IDOE will continue to host webinars every Tuesday.

A plan to deliver school meals to drop off points was established and commenced on Wednesday, March 18.

Support staff were used to assist with deep cleaning of the school, meal preparation and delivery of school meals to students, and contact students. A childcare room was established for elementary aged students to help those employees who were reporting for work.

After establishing a meal delivery system for students, it was decided to expand to a more home delivery to help those with transportation issues. That will begin the week of March 23.

Administrators, along with IT, Food Service, Nurse Susie and Maintenance, have met daily to report and plan.

During the morning of March 20, an online discussion among many school superintendents was starting asking what plans they had for their hourly employees. The vast majority was planning to pay their employees and not have them come in for the remainder of the year, if the closings lasted that long. (They most likely will.)

At 1:00 on March 20, Governor Holcomb announced that all schools in Indiana would be closed until May 1, 2020. Administrators met to discuss the implication and talked about moving forward after Spring Break. An email update was sent to staff and parents.

An emergency meeting was scheduled for March 20 at 7:00 AM to receive updates and pass a resolution to provide for hourly employees. Passing of this could jeopardize the delivering of meals, depending on personnel available.

A conference call is scheduled with TC and Howard County superintendents for March 20 to coordinate plans for schedules and discuss use of personnel.

An email update will be scheduled to be sent to staff and parents on March 20.