

**MEMORANDUM OF UNDERSTANDING
BETWEEN THE
CALIFORNIA SCHOOL EMPLOYEES ASSOCIATION AND ITS WILLOWS
CHAPTER NO. 119 (“CSEA”)
AND THE
WILLOWS UNIFIED SCHOOL DISTRICT (“DISTRICT”)
REGARDING RETURN IMPACTS AND EFFECTS**

This is a memorandum of understanding (MOU) between the Willows Unified School District (“District”) and the California School Employees Association and its Willows Chapter No. 119 (“CSEA”) concerning the impacts and effects of resumed District operations under COVID-19 conditions.

The District and CSEA (together “Parties”) recognize the importance of maintaining safe facilities and operations, for the benefit of the students and communities served by the District and its teachers and staff. The Parties recognize the importance of prudent measures to prevent District employees, students, their families, or other people using District facilities from being exposed to or infected with COVID-19. Care should be taken to identify potential exposure and prevent the spread of the disease. The Parties further agree that continuity of District operations should be maintained, and provisions should be made for District employees who are impacted by the pandemic.

To these ends, the Parties agree as follows:

1. The attached Safety Plan and COVID-19 checklist will be followed by the District as it abides by the latest guidance from the California Department of Public Health, the California Department of Education, the Glenn County Public Health Department and the Willows Unified School District Governing Board. The Parties agree to follow Article 22 in the Collective Bargaining Agreement (CBA).

2. COVID Related Leave/Pay/Support

In the event a CSEA bargaining-unit employee is exposed to COVID-19 or is taken ill with COVID-19 or wishes to self-quarantine for reasonable cause (i.e. family members who are uniquely vulnerable), the employee may use available leaves without fear of reprisal.

No loss of pay during COVID-19 related closures or curtailments: In the event any District facility must be closed, or any District operations are curtailed due to the COVID-19 pandemic, CSEA bargaining-unit employees will not suffer any loss of pay or benefits relative to their regular schedules for the period of closure or curtailment.

CSEA bargaining-unit employees shall suffer no loss of pay or benefits as a result of District implementation of distance learning programs. The District will keep CSEA informed of any changes to its operations due to the adoption of distance education.

CSEA support for full funding: CSEA will support efforts to maintain funding pursuant to Education Code 41422 and 46392 in the event of a closure of any District facilities due to COVID-19.

The Families First Coronavirus Response Act (“FFCRA”) /Leaves of Absence

Until December 31, 2020, an eligible employee may take paid sick leave for up to 80 hours, or the number of hours that a part-time employee works on average over a two-week period, if the employee is unable to work or telework because the employee is:

1. Subject to a federal, state or local quarantine or isolation order related to COVID-19-19.
2. Advised by a health care provider to self-quarantine due to concerns related to COVID-19
3. Experiencing symptoms of COVID-19 and seeking a medical diagnosis.
4. Caring for an individual who is subject to a federal, state, or local quarantine or isolation order or has been advised by a health care provider to self-quarantine.
5. Caring for the employee’s child whose school or child care provider is closed or unavailable for reasons related to COVID-19.
6. Experiencing any other substantially similar conditions specified by the U.S. Department of Health and Human Services.

Employees shall be paid their regular rate of pay for leave taken pursuant to items #1-3 above, or two-thirds their regular rate of pay for leave taken pursuant to items #4-6 above, within the limits specified in law.

For the purpose specified in item #5 above, all eligible employees who have been employed by the district for at least 30 calendar days shall be granted extended leave for up to 12 work weeks upon request. The first 10 days of such leave would be covered by the 80 hours of paid leave outlined above. After the first 10 days, the district shall pay not less than two-thirds of the employee’s regular pay for the number of hours per week the employee normally works, with a maximum of \$200 per day and \$12,000 for the total period.

The parties agree that to the extent an employee is taking leave under the FFCRA, whether it is for Emergency Paid Sick Leave or Emergency Family and Medical Leave, the employee may elect, to stack/top-off the amount of pay they receive under such laws by using their accrued paid sick time, extended sick time and/or vacation to receive up to 100% of the employee’s normal earnings. *e.g. if an employee receives \$200 per day*

under the FFCRA and their regular pay is \$300 per day, they can use 1/3 of a day of such accrued time off to receive the additional \$100 and remain fully paid.

Notwithstanding the term of this agreement below, this section shall remain in full force and effect through the date that the FFCRA expires.

See www.dol.gov/agencies/whd/ffera

Unit members continue to have all leave rights as provided in Article 13 of the Collective Bargaining Agreement (CBA).

This paragraph is not intended to expand or modify HR 6201 and the District will apply such leave as required by law to eligible employees.

The District may request legally permitted verification prior to placing a unit member on FFCRA leave.

Workers' Compensation: Unit members may file a workers' compensation claim that alleges their COVID-19 infection is caused by work exposure.

3. Testing and Tracing:

- i. The District shall provide documented plans for testing and contact tracing for when any on-site person(s) have tested positive for COVID-19.
- ii. The District shall notify bargaining unit employees who have been exposed to COVID-19 at work. The District shall identify individuals who have been in close contact (within six feet for 15 minutes or more) of an infected person.
- iii. The District shall notify CSEA of potential bargaining unit member exposure to COVID-19.
- iv. CSEA agrees to cooperate with the District in any necessary public health actions, such as contact tracing of infected individuals.
- v. The District will develop a plan for when a staff member, child, or visitor becomes sick, per CDPH school guidelines. The District will provide that plan and any updates to CSEA and will train staff about the procedures to be followed.

4. Accommodation:

Accommodation of High-Risk Individuals

The parties recognize that some bargaining-unit employees are at higher risk of severe illness from novel coronavirus due to existing medical conditions or age. The District agrees to protect and support staff who are at higher risk for severe illness (medical conditions that the CDC says may have increased risks) pursuant to FFCRA and other available leaves as mandated by law

- i. The District explicitly acknowledges that the interactive process may be required to make work safe for employees with health conditions that heighten the risk of severe outcomes with COVID-19.
- ii. The district will evaluate the circumstances on which accommodations are available on a case by case basis. Employee must communicate need for verification purposes by the district to determine appropriate accommodations.
- iii. The District agrees to maintain procedures for keeping confidential employee communications about non-COVID-19 health conditions.
- iv. The District shall provide reasonable accommodation for employees particularly vulnerable to COVID-19 due to a medical condition, including but not limited to:
 1. Providing additional or enhanced personal protective equipment (PPE);
 2. Placing physical barriers to separate the vulnerable employee from coworkers or the public;
 3. Moving the employee's workstation;
 4. Allow for working from home when duties permit

5. Duties:

- a. The parties recognize that because of the COVID-19 pandemic and the changes in operations that it requires, certain new job duties have arisen. The parties agree that job duties that are new to the District due to coronavirus may be assigned to classified staff.
- b. The District agrees to develop and provide staff training or utilize state provided training regarding the following topics:
 - i. Disinfecting frequency and tools/chemicals used in accordance with the Healthy Schools Act, CDPR guidance and Cal/OSHA regulations.
 - ii. For staff who use hazardous chemicals for cleaning, specialized training is required.
 - iii. Physical distancing of staff and students.
 - iv. Symptom screening, including temperature checks.
 - v. Updates to the Injury and Illness Prevention Plan (IIPP).
 - vi. State and local health standards/recommendations.

- c. **The District and CSEA acknowledge that California Education Code** §45101(a) and §88001(a) requires that all classified positions have set duties. However, due to the current unforeseen and unprecedented nature for the current conditions CSEA and the District recognize that some CSEA bargaining unit positions may be asked to temporarily perform duties not currently contained within their current job description. Specific possible changes are detailed below:

Essential Duties	Classifications which might assist*
Small Group Interventions	Yard Duty Supervisor / Crossing Guard Health Records Aide Instructional Aide I Instructional Aide II Library / Media Specialist After School Program Coordinator (SPARK) Activity Assistant (SPARK)
Homework Help	Yard Duty Supervisor / Crossing Guard Health Records Aide Instructional Aide I Instructional Aide II Library / Media Specialist After School Program Coordinator (SPARK) Activity Assistant (SPARK)
Designated ELD	Yard Duty Supervisor / Crossing Guard Health Records Aide Instructional Aide I Instructional Aide II Library / Media Specialist After School Program Coordinator (SPARK) Activity Assistant (SPARK)
Creation of Packets - Materials	Yard Duty Supervisor / Crossing Guard Health Records Aide Instructional Aide I Instructional Aide II Library / Media Specialist After School Program Coordinator (SPARK) Activity Assistant (SPARK)
Correcting returned assignments	Yard Duty Supervisor / Crossing Guard Health Records Aide Instructional Aide I Instructional Aide II Library / Media Specialist After School Program Coordinator (SPARK) Activity Assistant (SPARK)

Assisting with actual lesson delivery	Yard Duty Supervisor / Crossing Guard Health Records Aide Instructional Aide I Instructional Aide II Library / Media Specialist After School Program Coordinator (SPARK) Activity Assistant (SPARK)
Assist with process of disseminating and collecting materials/ supplies (including collecting books / materials checked out last year)	Yard Duty Supervisor / Crossing Guard Health Records Aide Instructional Aide I Instructional Aide II Library / Media Specialist After School Program Coordinator (SPARK) Activity Assistant (SPARK)
Technology Help-line	Yard Duty Supervisor / Crossing Guard Health Records Aide Instructional Aide I Instructional Aide II Library / Media Specialist After School Program Coordinator (SPARK) Activity Assistant (SPARK)
Regularly Scheduled lesson Delivery	Yard Duty Supervisor / Crossing Guard Health Records Aide Instructional Aide I Instructional Aide II Library / Media Specialist After School Program Coordinator (SPARK) Activity Assistant (SPARK)
Assist with Office Duty	Yard Duty Supervisor / Crossing Guard Health Records Aide Instructional Aide I Instructional Aide II Library / Media Specialist After School Program Coordinator (SPARK) Activity Assistant (SPARK)
Virtual Field Trips / Story Time / Book Clubs	Library / Media Specialist Instructional Aide I Instructional Aide II
Cafeteria - meal prep and dissemination	Yard Duty Supervisor / Crossing Guard Passenger Van Driver Bus Driver Lead
Courier Services	Yard Duty Supervisor / Crossing Guard
Health Needs/ Records	Health Records Aide

Library Services - curriculum organization	Yard Duty Supervisor / Crossing Guard Health Records Aide Instructional Aide I Instructional Aide II Library / Media Specialist After School Program Coordinator (SPARK) Activity Assistant (SPARK)
Assist office staff	Yard Duty Supervisor / Crossing Guard Health Records Aide Instructional Aide I Instructional Aide II Library / Media Specialist After School Program Coordinator (SPARK) Activity Assistant (SPARK)
Assist with cleaning / sanitation	Yard Duty Supervisor / Crossing Guard Health Records Aide Instructional Aide I Instructional Aide II Library / Media Specialist After School Program Coordinator (SPARK) Activity Assistant (SPARK) Passenger Van Driver Bus Driver Lead
Translation services - liaisons with Spanish - speaking family	Yard Duty Supervisor / Crossing Guard with Bilingual skills Instructional Aides with Bilingual skills Any Bilingual Staff member
Preparing cumulative and health files for entry into Aeries	Health Records Aide
	* Ensure that any staff member working in a different capacity is comfortable with and appropriately trained for potential assignment.

6. Return Personnel: The District agrees to give 48-hours' notice prior to requesting an employee report back to work, if they have not reported to their regular site since the shelter in place order.

7. Information and Further Negotiation: The District will share with CSEA and all classified staff all pertinent information it receives from local health authorities about COVID-19 in English and Spanish. The District will inform CSEA, in writing, prior to any changes in operations and will negotiate effects on terms and conditions of employment, including occupational health and safety.

8. Compliance with further governmental orders: The parties recognize that the COVID-19 pandemic is evolving and so is governmental response. The parties will comply with further state or federal legislation or orders as they affect the terms and conditions of employment of bargaining unit employees and will bargain as needed over the effects of such further directives.

In case of conflict between different governmental guidelines the District will notify CSEA and the Chapter President if it believes that any such changes in standards, orders, regulation or guidance requires changes in working conditions beyond those specified in this MOU and upon request of either party the parties will meet as soon as possible to negotiate the impacts and effects of those changes.

9. Term of Agreement : This MOU is a temporary agreement to address extraordinary circumstances created by COVID-19 pandemic. It does not create any precedents nor establish the status quo for future bargaining process. This MOU shall remain in effect until the end of the day on June 30, 2021 or the lifting of statewide State of Emergency declared on March 4, 2020 in response to the coronavirus outbreak, whichever comes first. The Parties will meet and negotiate if any County, State or Federal legislation is newly enacted, amended or extended which pertains to employee rights during the Coronavirus pandemic (e.g. amendment or extension of the existing FFCRA or entirely new legislation).

10. Violations of this Agreement/ Expedited and Binding Arbitration: Any alleged violation, misinterpretation, or misapplication of the terms of this MOU shall be subject to the grievance provisions of Article 20 of the CBA, except as follows:

- The definition of a grievant: Only CSEA can be the grievant, not an employee.
- The definition of a grievance: A “grievance” is defined as any difference or disagreement arising with respect to the interpretation of this MOU or the performance of any obligation hereunder and need not require CSEA to be “adversely affected” in order for a grievance to be filed regarding an alleged violation, misapplication or misinterpretation of a provision of this Agreement.
- After attempting to resolve the grievance through an informal grievance resolution meeting between CSEA and the District, if the grievance is not resolved, CSEA may move the grievance immediately to the final step of the grievance process.
- CSEA and the District agree that any alleged violation, misinterpretation, or misapplication of the terms of this MOU is time sensitive and therefore shall be resolved in expedited arbitration before an arbitrator mutually agreed upon by CSEA and the District.

Dated: 9/8/20

By: E. L. H.

For District

Dated: 9/8/20

By: K. Morrison

Dated: _____

By: _____

For California School Employees Association

WILLOWS UNIFIED SCHOOL DISTRICT REOPENING OF SCHOOLS SAFETY PLAN

In deciding when it is appropriate to physically reopen school campuses for in-person instruction, the Willows Unified School District ("District") will consider all pertinent factors to ensure the health and safety of students and staff. This Reopening of Schools Safety Plan ("Safety Plan") incorporates guidance from the California Department of Education ("CDE") and the California Department of Public Health ("CDPH") as well as local Glenn County Public Health policies. This Safety Plan provides a general overview of the District's approach to protect the health and safety of its community while ensuring that students have access to quality education, curriculum aligned with State standards, and educational resources while schools are open for in-person instruction as well as through distance learning while schools are closed. Further guidance for students, families, employees, and/or other stakeholders will be communicated as appropriate.

In-Person Re-Opening Criteria

District schools may re-open if Glenn County has not been on the county monitoring list within the prior 14 days. If Glenn County has been on the monitoring list within the last 14 days, the District will provide distance learning in accordance with Governor Newsom's July 17, 2020 Pandemic Plan. If it becomes necessary to close school(s) during the 2020-2021 school year, the District will not physically re-open schools for in-person instruction until it is safe to do so pursuant to state and local guidelines. The District will communicate with students, families, staff, and the community regarding when schools will be open for in-person instruction and when distance learning will be provided. The monitoring list may be found here: <https://covid19.ca.gov/roadmap-counties/#track-data>.

The District may request a waiver from Glenn County Public Health to allow elementary schools to reopen in-person instruction following consultation with labor, parents and community-based organizations. If Glenn County is placed on the county monitoring list after schools reopen for in-person instruction, the District will respond in accordance with the latest health and safety order(s) and guidance.

Face Covering Requirements

All staff and students in 3rd grade and above will be required to wear a cloth face covering, mask, or face shield while at school or on a school bus. Students in 2nd grade and below are strongly encouraged to wear a face covering, mask, or face shield, while at school or on a school bus.

Physical Distancing

CDPH requires that all adults maintain six feet from one another and six feet away from children, while students should maintain six feet of distance from one another as practicable during school activities.

Health Screening and/or Monitoring

Appropriate hand-washing, sneezing, face covering use, and other safe hygiene practices will be taught and encouraged throughout the 2020-2021 school year. Sharing of belongings is discouraged, and sharing of supplies will be minimized to the extent possible.

and practicable. Where sharing occurs, cleaning and disinfecting between uses is strongly encouraged.

Any student or staff exhibiting a fever or other symptoms while on District premises during school operation hours will be immediately sent home. The District will also encourage students and/or staff to stay home if anyone in their household is exhibiting any COVID-19 symptoms. The District will consult with local health authorities to determine whether surveillance testing may be implemented based on local disease trends. Staff may be tested periodically as testing capacity and as practicable. Additional COVID-19 prevention measures may be implemented pending further state and/or local guidance, resources, and/or technical assistance for COVID-19 investigations in school settings.

Access to District Sites

Access to District schools and sites by nonessential visitors may be limited. Due to the nature of the COVID-19 pandemic, the District may not be able to provide advance notice of changes to policies and procedures for access to school and District sites by those other than students and staff. Parents, family members, and all community members are strongly encouraged to contact the district office at 530-934-6600 to inquire about the District's campus access procedure and need to schedule an appointment for any District-related business.

Cleaning/Disinfecting Schedules

The District will be regularly cleaning and disinfecting its premises. Cleaning/disinfecting schedules may vary based on the type of surface and amount of use. Premises will be cleaned and disinfected with appropriate materials in accordance with CDPH/CDE/local public health department guidance for schools.

School Closures

Circumstances may require the District to close individual or multiple schools and/or premises during the 2020-2021 school year. Individual school closures will be dependent on a number of factors, including the number of COVID-19 cases, the percentage of the teacher/students/staff that are positive for COVID-19, and following consultation with the Glenn County Public Health. The District will also comply with applicable local, state, and/or federal public agency findings, guidance, and/or orders that recommend school closure(s) for public health and safety reasons.

If an individual or multiple District schools close, current public health guidance anticipates that the District will be able to reopen after fourteen days and the following have occurred: cleaning and disinfection, public health investigation, and consultation with the local public health department. Students, families, and the community will be notified after it is determined schools are safe to physically reopen.

Rigorous Distance Learning

When schools are physically closed, the District will provide students with rigorous distance learning. This includes, among other things: devices and connectivity so that every child can participate in distance learning; daily live interaction for every child with teachers and other students; class assignments that are challenging and equivalent to in-person instruction; and targeted support and interventions for English learners and special education students. Specific details regarding each student's distance learning program will be communicated with families as appropriate.

COVID-19 CHECKLIST

- Local Conditions May Help Guide Decisions Related to Schools Physical Opening/Closing of Schools
 - Daily check of local and state statistics/guidance.
 - Surges/declines of confirmed cases
 - Changes in county/state stay-at-home/safer-at-home orders.
 - Testing Availability
 - Point of contact for local public health department
 - Name: Dr. Jared Garrison
 - Phone number: (530) 934-6588
 - Email address:
 - Communication Schedule:
- Plan to Address Positive COVID-19 Cases or Community Surges
 - School closure plan if required by county/state stay-at-home/safer-at-home orders
 - Date of public health order:
 - Length of time
 - Impacts of exposure: single/multiple school sites, number of students/staff/families who need to isolate, etc.
 - Cleaning/disinfecting plan
 - Distance learning plan if schools are physically closed
 - Point of contact for families of each school site
 - Point of contact for employees of each school site/department
 - Plan for suspected and/or symptomatic employee or student
 - Follow-up
 - Documentation
 - Compliance with CDC criteria regarding home isolation (<https://www.cdc.gov/coronavirus/2019-ncov/if-you-are-sick/steps-when-sick.html>) and/or local public health department guidance
- Injury and Illness Prevention Plan
 - Review <https://www.dir.ca.gov/dosh/etools/09-031/index.htm>
 - Periodic updates for students, families, and employees
 - High-risk individuals
 - Students
 - Staff
 - Limit/avoid sharing of materials
- Campus Access
 - Plan to minimize access to District sites
 - Plan to limit nonessential visitors, facility use permits, and volunteers. Can consider:
 - Appointments
 - Check-in procedures
 - Screening upon arrival
 - Monitoring during visits
 - Notice to facility users
 - Review/revise all agreements for facility use (e.g., under the Civic Center Act and other arrangements)
 - Compliance with hygiene requirements
- Hygiene
 - Encourage screening at home (e.g., parents, older siblings, employees themselves)

- Active monitoring/screening at school sites
 - Training for staff
 - Sufficient equipment for training
 - Proper disinfecting and disposing of screening items
 - Isolation area(s) for suspected symptomatic individuals must be sufficiently large for social distancing within the area(s)
- Appropriate hand-washing, sneezing, and face covering use techniques
- Sanitizing practices/requirements for students, families, and staff
- Face mask/covering policy
- Limit/avoid sharing of materials
- Health office triage plan
- Transportation practices
- Protective Equipment
 - Access and availability of protective equipment that complies with CDPH/CDE/local public health department guidance for schools
 - Surgical masks, face shields, disposable gloves for screenings
 - Face coverings and disposable gloves for front office and food service employees
 - PPE for staff engaged in deep cleaning and disinfecting
 - Cal/OSHA standards
 - Plan for continuity of supply for protective equipment
 - If screening, sufficient number of appropriate screening materials (e.g., thermometers)
 - Requirements for different populations (e.g., students with disabilities, and individuals with medical, toileting, lifting, and/or mobility assistance needs)
- Physical Distancing
 - Number of individuals on campus
 - Student capacity
 - Staff capacity
 - Appropriate signage and barriers to direct traffic
 - Reminders to socially distance while at school during normal school/business hours
 - Plan to limit gatherings at various times
 - Sufficient staffing to ensure students comply
 - Classroom and office set-ups.
 - Staggered times
 - Privacy boards/clear screens
 - Playground/outside spaces/athletics
 - Food service/meal periods
 - Seating arrangements
 - Eliminate self-service buffets
 - Physical barriers at appropriate areas
 - Signage to ensure physical distancing
 - Cleaning and trash removal plans
 - Transportation
 - Routes to accommodate capacity limitations
 - Seating options while on vehicle
- Cleaning/Disinfecting
 - Plan specifying when and what to disinfect
 - High-touch surfaces
 - Light switches
 - Door handles
 - Handrails
 - Drinking fountains

- Sinks
 - Restroom surfaces
 - Instructional materials
 - Playground materials/equipment
 - Desk/chairs/tables
 - Other surfaces
 - Transportation seats
 - Keyboards
 - Phones
 - Headsets
 - Copy/fax machines
 - Timing
 - When students are not present
 - Sufficient time to air out space prior to students arriving
 - Isolating and disinfecting area used by sick individual. Wait at least 24 hours (or as long as possible) prior to isolating and disinfecting
 - Sufficient school-appropriate cleaning supplies to deep clean/disinfect school buildings and sites in accordance with CDPH/CDE/local public health department guidance for schools
 - Sufficient:
 - Hand sanitizer
 - Soap
 - Handwashing stations
 - Tissues/paper towels
 - No-touch trash cans
 - Plan to ensure sufficient cleaning/disinfecting materials
 - Sites must meet high cleanliness standards prior to schools reopening and during the school year
 - Safe and correct application of disinfectants when using PPE
 - Sufficient ventilation
 - During school/business hours
 - When disinfecting
- Employee Issues
- Office safety program
 - Sign receipt and understanding of program, policy, and/or expectation
 - Posted/published guidance
 - Plan for when someone is or is suspected of testing positive
 - Symptomatic at home vs at work
 - Communication plan for affected employee(s)
 - Communication plan to rest of staff
 - Work environment changes to comply with physical distancing requirements
 - Cal/OSHA regulations and guidance
 - Strategies to avoid congregation in: work areas, break rooms, staff rooms, bathrooms, training/staff development
 - Maximum capacity signs
 - Removal/placement of chairs
 - Posted policies
 - Delivery schedule/area
 - Adjust staff schedules in accordance with student schedules and physical distancing
 - Review/revise travel policies
 - Address travel to "hot zones" or counties/areas on a "watch list"
 - Sufficient training

- Physical distancing requirements
- Symptom screening
 - Compliance with privacy and other laws when reporting, including self-reporting
- Mental health
- Staff liaisons responsible for COVID-19 concerns
- Reasonable accommodations
- Review of CBAs and applicable laws (e.g., Families First Coronavirus Response Act)
- Insurance policies – review? Renegotiate?
 - Workers comp
- Communication Plan: with Students, Parents, Employees, Public Health Officials, and the Community
 - Information regarding:
 - Proper use of PPE/EPG
 - Cleanliness and disinfection practices/requirements
 - Transmission prevention
 - Guidelines for families about when to keep students home from school
 - Systems for self-reporting symptoms
 - Criteria and plan regarding physical attendance of students
 - Targeted communication for vulnerable community members
 - When school(s) has/have a positive COVID-19 case
 - District's role in documenting, reporting, tracking, and tracing infections in coordination with public health officials
 - Guidance regarding compliance with applicable stay-at-home/safer-at-home, physical distancing, face covering, and other health measures when schools are not physically open
 - Targeted information for those who are positive (e.g., when to return)
 - Targeted information for those who had "close contact" (defined here: <https://www.cdc.gov/coronavirus/2019-ncov/php/public-health-recommendations.html>) with those who tested positive for COVID-19