COVID-19 Policies & HR Supports  
*July 15, 2020*

**Goals for Today**
- Review and discuss the recent policy changes due to public emergencies.
- Review and discuss the recent employee handbook changes due to public emergencies.
- Understand how the board can assist administration as schools reopen.
Goal 1: Review and discuss the recent policy changes due to public emergencies.

Why Were the Changes Made?

The world has changed, and the law has changed along with it.
For the foreseeable future, we cannot go back to how schools used to be, so instead we must go forward.
What changes to IASB sample policies were made?

- Continuous Learning
- Health and Safety
- Employee Leave

Highlights of Policy Changes

Student Absences

Regular attendance by students is essential for students to obtain the maximum opportunities from the education program. Parents and students alike are encouraged to ensure an absence from school is a necessary absence. Students will attend school unless excused by the principal of their attendance...

The district believes that traditional in-person school attendance leads to the greatest learning opportunities for students. However, there may be rare and unusual circumstances created by public emergencies declared by state or local officials which temporarily prevent students from attending traditional in-person school. In these circumstances, the superintendent will have discretion to make reasonable accommodations for students, on a case-by-case basis, to attend school through remote learning opportunities within the available resources of the district and as permitted by law. During approved remote learning, attendance will be taken, assignments may be submitted, and grades will count towards student’s cumulative grade point average as if they were attending in-person. The provision of special education and accommodations for students who have individualized education programs (IEP) or Section 504 plans will be determined by each respective IEP or Section 504 team.
School Day

SCHOOL DAY
When the school is forced to close due to weather or other emergencies, the part of the day during which school was in session will constitute a school day. The superintendent/president person will create administrative regulations necessary to utilize any remote learning opportunities that are available and permitted by law during the period of closure. Remote learning opportunities will come toward standard time requirements as offered by law. During the time of remote learning, student attendance will be taken. Assessments may be administered and grades will count toward student completion growth point progress. The provisions of special education and accommodations for students who have individualized education programs (IEPs) in Section 504 plans during periods of closure will be determined by each respective IEP or Section 504 team.

It is the responsibility of the superintendent to inform the board annually of the length of the school day.

Online Learning Platforms

APPROPRIATE USE OF ONLINE LEARNING PLATFORMS
The district shall carefully safeguard the right of students and employees to learn and teach in a respectful environment regardless of the method. All instruction and communication through online learning platforms should be appropriate to the age and ability of the participants. Students and employees should be aware that online platforms may be monitored by the district. Verbal and written communication occurring on these platforms may be recorded and stored by the district in accordance with applicable laws.

Public Emergencies

DISTRICT OPERATION DURING PUBLIC EMERGENCIES
The district believes that student learning is the heart of its core mission. While traditional in-person teaching continues to provide the greatest learning opportunity to all students, there may be rare and unusual circumstances that prevent the school community from continuing in traditional in-person settings. At times of a public emergency declared by federal, state or local officials, the district will seek guidance and recommendations from federal, state and local agencies to assist in determining the safety of continuing traditional in-person learning.
Employee Vacation

Employee Leave of Absence

Employee Leave Requests
Employee Leave Requests, cont’d

Employee FMLA

Questions?
Goal 2: Review and discuss recent employee handbook changes due to public emergencies.

Purpose of the Employee Handbook

- Communicates employee expectations and procedures
- Maintains procedures and practices that were once in the master contract

Recommendation:

- Place COVID-19 specific procedures in the employee handbook
Summary of Changes

- New Temporary Leaves Section;
- Revised Anti-Bullying and Anti-Harassment Section;
- Revised Insubordination Section; and
- COVID-19 Specific Notes.

Questions?

Goal 3: Understand How the Board Can Assist Administration as Schools Reopen.
Flexibility will be worth its weight in gold!

Be as available as possible for phone calls, emails and emergency/special meetings.

Just be mindful of properly noticing meetings and following the guidelines of the Open Meetings Law.

There is No “I” in Team

Talk with your superintendent in advance of schools opening.

Are there decisions for which your superintendent would appreciate having board approval?

Ask for Updates

Do not assume your administrative team knows what information you are wondering about.

Communicate regularly between administration and the board, but be mindful of keeping your decision making and input at the board governance level.
What to Expect Going Forward?

Policies, handbooks and administrative regulations will change again.

We work hard to bring you information, resources and guidance as it is released.

Questions?

Contact the Presenters

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