



July 26, 2021

To: Superintendent Barbara Jenkins, School Board Chair Teresa Jacobs  
School Board Members: Angie Gallo, Johanna Lopez, Linda Kobert, Pam Gould, Vicki-Elaine Felder, Karen Castor-Dentel, Melissa Byrd

Health and Safety Committee Members: Ron Pollard, James Preusser, Scott Lindsay, LeighAnn Blackmore, Maribel Rigsby, Clinton McCracken, Mary Grace Surrena, Ladara Royal, Lavaceo Smith, Michael Moore, Joseph Wallace, Rowland Welch, Damien Williams, Jacqueline Saccamano

CC: Christina Phillips, Mark Richards, Lucia Piva, Laketa Jimenez, Megan Oates, Nick Anderson  
Matt Hazel, Farrah Hawkins, Daphne Lewis, Albert Davies

From: Wendy L. Doromal, President

**CTA's Comments and Recommendations on the District's Proposed Covid-19 Health and Safety Procedures Manual Revisions**

Upon reviewing the revisions that the District leadership made to the COVID-19 Health and Safety Procedures Manual, we are alarmed that only a skeleton of protective measures remain. It appears the District leaders decided that the pandemic is over. It isn't. The District has decided to eliminate essential pre-pandemic policies and procedures, as if students and staff will be safe without them. They won't be.

Additionally, the proposed revisions to the manual violate the OCCTA contract language which, among other things, requires the District to maintain safe and healthful working conditions. By instituting the changes, you will be ignoring the recommendations of health experts, undermining the threat of the virus, violating our contract, and putting employees and students at serious risk.

Florida currently has the most daily new COVID cases of any U.S. state. Only about half of the adults in Orange County have been vaccinated, only about one third of children ages 12 to 18 have been vaccinated, and children under age 12 are still not eligible to be vaccinated. With the current positivity rate in Orange County at over 15% and hospitalizations and deaths on the rise, the District has a continued responsibility to maintain sensible health and safety procedures. Instead, the contemplated changes for this upcoming school year recklessly put students and educators at risk as we continue to see increases in cases and variant changes that the District ignores. The removal of the vast majority of safety protocols is particularly shocking given the availability of millions of dollars in federal funding to support safe operations during the pandemic. Indeed, the District's proposed revisions conflict with current CDC guidelines, as well as recommendations

from the American Academy of Pediatrics, Advent Health physicians, physicians from the OCPS Medical Advisory Committee, the U.S. Surgeon General and others.

CTA has demanded to impact bargain these changes and looks forward to do so. By these preliminary comments and recommendations, CTA is not waiving any rights to do so or any terms and conditions of the CBA or any other agreement between the parties.

Unfortunately, since June 2021, OCCTA has asked to impact bargain working conditions and health and safety as related to this manual and previous MOUs. The Chief Negotiator rejected six dates that OCCTA offered and also declined to meet any afternoon, evening or weekend to bargain. It is no coincidence that the District's Chief Negotiator cannot meet until August 2, 2021, the day the District intends to publish this dangerous new COVID-19 procedures manual and the day employees return to work. The District's refusal to set earlier days obstructs the bargaining process and denies CTA the right to meaningfully negotiate the safety conditions of educators. Moreover, the Chief Negotiator claims that he has no decision-making authority, making it difficult to engage in productive bargaining.

The District's failure to discuss these crucial health and safety issues before its decisions are implemented has already led to increased infections in the past.<sup>1</sup>

Regrettably, the Joint Safety Committee has been used by the District as a check box to claim that District members are collaborating, when in reality they are not. None of OCCTA's multiple suggestions to protect the health and safety of employees and students were considered or instituted. The District continues to work unilaterally and exclude stakeholders.

OCCTA's preliminary recommendations are based on the current advice of medical experts and organizations, on our existing contractual provisions, and on the current community conditions in Orange County related to the pandemic, including the positivity rate, the number of deaths and hospitalizations, the percentage of residents ages 18 and older and ages 12-18 who have been vaccinated and other relevant data. The following recommendations are made page by page and our resources are listed at the end of this document.

## **COVER PAGE**

Keep the current photo showing a masked student rather than the new photo, which shows a tight group of children who are not social distancing or all wearing masks.<sup>2</sup>

### **Reasoning:**

- The July 9, 2021 CDC recommendations for schools states: "CDC recommends schools maintain at least 3 feet of physical distance between students within classrooms, combined

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<sup>1</sup> The District changed the length of quarantines from 14 to 10 days on December 18, 2020 and published the changes. It was not until January that the District notified OCCTA of the "proposed" changes, which was in violation of our MOU. I spent days researching and making a report as the MOU stipulates, and presented it to the Joint Safety Committee. Not one person on the committee made a comment. Why would they? The District had already instituted the changes before contacting OCCTA in violation of the MOU. The January 2021 OCPS positive COVID-19 cases numbered more than all of the cases in August, September, October and November combined. It appears the District's reduction of quarantine days played a part in the huge increase of cases among OCPS students and employees. Again, on June 11, 2021, LeighAnn Blackmore notified me of "proposed" changes to the District's COVID-19 Health and Safety Manual. Once again, OCCTA learned that the District had actually made the changes and published the changes before conferring with OCCTA, in violation of our MOU.

<sup>2</sup> CTA objects to any manual images in which social distancing is not followed and/or face coverings are not worn, (including on pages 3-5)

with indoor mask wearing by people who are not fully vaccinated, to reduce transmission risk. When it is not possible to maintain a physical distance of at least 3 feet, such as when schools cannot fully re-open while maintaining these distances, it is especially important to layer multiple other prevention strategies, such as indoor masking.”

- The pandemic has not ended and wearing a mask is a socially responsible act as numerous medical experts and the U.S. Surgeon General have stated.
- The current positivity rate in Orange County is over 15% and hospitalizations and deaths are increasing.
- The American Academy of Pediatrics recommends continuing masks in schools for all children over age two and all adults for the upcoming school year.<sup>3</sup>
- Physicians from the OCPS Medical Advisory Committee (MAC) recommend that the mask mandate remain at least in elementary schools since children under age 12 have no access to a vaccine.
- Physicians from Advent Health recommend masks in schools: “I know the different counties have come out with different recommendations about masking in the schools, I would still strongly suggest your children mask up in school because most children are symptom-free but could be carriers,” Dr. Michael Keating, Chief Medical Officer for Advent Health for Children said.”<sup>4</sup>
- From a Florida Today article dated July 22, 2021: “White House Press Secretary Jen Psaki was asked about DeSantis’ opposition to mask mandates during a press briefing Thursday. Psaki said President Joe Biden’s administration ’would have concern about any step that doesn’t abide by public health guidelines.””

Psaki told reporters **the administration’s decisions about public health are driven by the federal Centers for Disease Control and Prevention, which has issued guidelines advising that children younger than 12 should wear masks in schools. . . .**

**“If I were a parent in Florida, that would be greatly concerning to me,” Psaki said of DeSantis’ mask-mandate opposition.**

OCPS does not require proof of vaccination and we know that all children under 12 are not vaccinated. Therefore, with an optional mask mandate, protection will not be provided for everyone.<sup>5</sup>

## **PAGE 2 CURRENT MANUAL - DISCLAIMER**

Add back that “[t]he content will continue to evolve and is not at all-inclusive of all procedures and protocols.”

### **Reasoning:**

- Adjustment of policies and procedures according to community transmission and other determining factors is essential to protect students, employees and visitors.
- The July 9, 2021 CDC recommendations state: “Localities should monitor community transmission, vaccination coverage, screening testing, and occurrence of outbreaks to guide

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<sup>3</sup> <https://services.aap.org/en/news-room/news-releases/aap/2021/american-academy-of-pediatrics-updates-recommendations-for-opening-schools-in-fall-2021/>

<sup>4</sup> <https://www.clickorlando.com/news/local/2021/07/16/adventhealth-doctors-offer-guidance-on-covid-19-as-school-year-approaches/> (7-16-21)

<sup>5</sup> See this article: Biden Officials begin discussion on mask recommendations as cases surge: <https://www.cnn.com/2021/07/21/politics/mask-recommendations-biden-health-officials/index.html> "At the White House, we follow the guidance and advice of health and medical experts. Public health guidance is made by the CDC, and they continue to recommend that fully vaccinated individuals do not wear a mask. If you are not vaccinated, you should be wearing a mask," a White House official told CNN.”

decisions on the level of layered prevention strategies (e.g., physical distancing, screening testing).”<sup>6</sup>

- The current School Board Mask Policy states requires that changes be made in accordance with CDC recommendations.
- The School Board has a Medical Advisory Committee and it should listen to and consider their medical advice.

#### **PAGE 4 CURRENT MANUAL – RECORD OF CHANGES.**

Include an accurate statement of manual changes, currently proposed contents of the manual do not reflect updated guidance and sources. Further, CTA recommends that sources relied upon in the manual be included (footnote or appendix should be included).

##### **Reasoning:**

- Many of the changes that the District is suggesting conflict with the expert guidance or recommendations of the CDC, Medical Advisory Committee members, Orange County Mayor Jerry Demings, the U.S. Surgeon General, the American Academy of Pediatrics or other experts. We need to know why decisions are being made and what specific guidance is being followed, of any.
- The District should create footnotes or an appendix so stakeholder can research the source and reasoning for any “guidance” related to a revision so students, parents, and employees can feel secure in the District’s policies.

#### **PAGE 6 CURRENT MANUAL - COMMUNICATION AND MESSAGING**

##### **(Removed entirely from new version)**

Add back procedures regarding communication and messaging about everyday protective measures and how to prevent spread. CTA recommends including all provision in the new manual, including:

- District-approved signage (i.e., banners, posters, signs, stickers, etc.) should be posted in highly visible locations to promote everyday protective measures and describe how to stop the spread of COVID-19.
- Signage locations include:
  - Entrances
  - Common entry doors
  - Ends of hallways
  - Restrooms
  - Administrative offices
  - Cafeteria, front office, lobby, library and other high traffic areas
  - Exterior of elevator
  - Top and bottom of stairwells
- Signage can be found in the Print Services catalog. Contact Print Services to acquire appropriate replacement signage.
- Develop plans to include messages about behaviors that prevent spread of COVID-19 when communicating with staff and families through:
  - Public address announcements
  - Websites
  - Email
  - Social Media Accounts

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<sup>6</sup> ( <https://www.cdc.gov/coronavirus/2019-ncov/community/schools-childcare/k-12-guidance.html>)

- Behavioral techniques such as modeling and reinforcing desired behaviors and using picture schedules, timers, and visual cues can help all students adjust to changes in routines and take preventative actions.

**Reasoning:**

- Important for promoting and teaching protective measures to students and staff, including social distancing, hand washing, sanitizing and other procedures.
- With every student returning to face-to-face instruction, schools will be once again crowded making social distancing more difficult. There is a *greater* need to educate students and staff on the steps to properly maintain social distancing and to take steps to prevent the spread of COVID-19. The CDC, the American Academy of Pediatrics, the U.S. Surgeon General and other medical experts say social distancing is essential with more students returning, some unvaccinated, and masks optional.
- **The latest CDC recommendations state:**

“Prevention Strategies

- Promoting vaccination
- Consistent and correct mask use
- Physical distancing
- Screening testing to promptly identify cases, clusters, and outbreaks
- Ventilation
- Handwashing and respiratory etiquette
- Staying home when sick and getting tested
- Contact tracing, in combination with isolation and quarantine
- Cleaning and disinfection

These COVID-19 prevention strategies remain critical to protect people, including students, teachers, and staff, who are not fully vaccinated, especially in areas of moderate-to-high community transmission levels. The need for layering specific prevention strategies will vary, and localities might implement fewer COVID-19 prevention strategies based on community transmission levels, vaccination coverage, and local policies and regulations. CDC continues to recommend masking and physical distancing. However, if considering whether and how to remove prevention strategies, one prevention strategy should be removed at a time and students, teachers, and staff should be closely monitored (with adequate testing through the school or community) for any outbreaks or increases in COVID-19 cases.”

**PAGE 7 CURRENT MANUAL – PERSONAL PROTECTIVE EQUIPMENT (PPE)<sup>7</sup>**

Add back “[t]hat additional accommodations may be required for staff and/or students based on their individual health plan.”

**Reasoning:**

- The pandemic is not over and some medically vulnerable staff and/or students will require additional accommodations, especially when positivity rates are high.
- There are laws and policies about providing accommodations that should be followed.

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<sup>7</sup> The page was entirely revised to reflect the School Board Policy EBBA, which makes masks optional.

Further, OCCTA recommends that the new version include that gloves will be provided for employees requiring them to perform job duties.

**Reasoning:**

- Nurses, some ESE teachers and other employees may require gloves and they should be provided by the District.
- There is adequate ESSER money to purchase PPE for those requesting it.

**PAGE 8 IN CURRENT MANUAL – PERSONAL PROTECTIVE EQUIPMENT (PPE) HELP PROTECT YOURSELVES AND OTHERS**

Add back all pages and procedures regarding mask coverings including:

- Parents may elect to supply their child with their own masks/face coverings; however, if a mask/face covering is needed, the school will provide a mask/face covering as appropriate.
- Masks/face coverings are permitted but must comply with the dress code (must not contain questionable language or symbols).
- Parents should regularly clean and sanitize all reusable cloth face coverings.
- Individuals should be frequently reminded not to touch the mask/face covering and to wash their hands frequently.
- Some staff members may be required to wear additional PPE (i.e., health-related, custodians, specialized positions) when directed to do so by district/school protocol or by the employee’s supervisor.
- School should contact Procurement Services to acquire additional Personal Protective Equipment or supplies.

**Reasoning (see remarks re: cover page)**

**PAGE 9 CURRENT MANUAL – PERSONAL PROTECTIVE EQUIPMENT (PPE) GENERAL GUIDANCE FOR N95 RESPIRATORS<sup>8</sup>**

Add back this page in the new version, including:

- Sidebar: N95 respirators will be made available to teachers, school staff, or non-school staff working with students unable to wear a mask or with approved medical accommodations requiring the wearing of an N95 respirator.
- Some individuals may be unfamiliar with how to properly wear an N95 respirator. The following video link will demonstrate the correct way to do so. Video: How to Properly Wear an N95 Respirator (link should be included)

**Reasoning:**

- Students or employees may need to or choose to wear N96 masks and they should be available to those who request them, especially since the District has eliminated essential protective procedures.
- The District has adequate ESSER funds to purchase masks and other PPE.

**PAGES 10 and 11 CURRENT MANUAL – PHYSICAL DISTANCING<sup>9</sup>**

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<sup>8</sup> The District removed the entire page.

<sup>9</sup> These two pages that address social distancing preventive measures were eliminated by the District with the exception of plexiglass barriers which was modified and included on page of the revised manual on page 14, which states: “Existing plexiglass may remain in place.”

Add back the following procedures :

- Place approved physical barriers such as plexiglass at reception desks or similar areas.
- Provide social distancing floor/seating markings in waiting and reception areas.
- Post directional reminders on the floor and/or walls to manage traffic flow during transitions.
- Post district-approved signage in highly visible locations to promote everyday protective measures.
- Have staff monitor arrival/dismissal to discourage congregating and ensure that students go straight from vehicle/buses to classrooms or cohort waiting areas.
- Limit visitors and activities involving external groups or organizations.
- Arrange desks or seating so that students are as physically distanced as possible.
- If not possible to separate tables/desks, consider having students sit facing the same direction or use barriers between students whenever feasible.
- Staggered arrival/dismissal of students.

**Reasoning:**

- Medical experts, including the CDC, the American Academy of Pediatrics and others recommend social distancing where possible.
- Plexiglass may not exist at new schools or some areas and may need to be put in place.
- Directional marking on the walls and floors should be maintained until the pandemic ends to help guide students and staff, especially since so many more students will be in schools making social distancing more difficult.
- Guiding and directing students at arrival and dismissal areas should be maintained to provide protection.
- Limiting visitors should be maintained to protect students and staff, especially since the masks are optional and so many individuals in Orange County are not vaccinated (About 50% of adults over age 18, only 30% of children ages 12-18 and no vaccine is available for children under age 12.)
- A minimum of 3 feet social distancing or spacing should be maintained, according to the CDC and the American Academy of Pediatrics.

**PAGE 13 CURRENT VERSION AND PAGE 9 REVISED MANUAL -  
HEALTH MONITORING/SCREENING**

Add back language requiring the District to “Monitor federal, state and local public health communications about COVID-19 regulations, guidance and recommendations and ensure that staff and students have access to that information.”

**Reasoning:**

- OCCTA would hope that the District leadership would want to be informed about the pandemic and want to keep all stakeholders informed with the most up-to-date and factual data. OCPS is after all, an educational institution.
- Sound decisions can never be made in a vacuum and we cannot rely on our “leaders” if they are not basing life or death decisions or recommendations on the advice of experts.
- The CDC and Academy of Pediatrics state that decisions must be modified based on the state of the pandemic current community, therefore the District leaders have a responsibility to stay informed.

Add back that “[a] licensed healthcare professional will oversee the school clinic where possible,” [t]his person is responsible for responding to COVID-19 concerns,” And “[a]ll school staff and families will be provided with a process to contact this person.”

**Reasoning:**

- A licensed healthcare professional should always oversee school clinics to protect the health and safety of students and staff.
- The District has over \$850M in ESSER funds and should use some to adequately staff existing clinics and set up clinics in every school.

The revisions remove language on conducting periodic temperature screening and/or symptom checking of staff and students. OCCTA’s position is that this language should remain with the additional phrase: “as needed when community positivity rates are over 5%.”

**Reasoning:**

- To provide protection of staff and students if cases should increase.
- Orange County currently has a 15% positivity rate.

The revisions remove the following language: “Health checks and screenings will be conducted safely and respectfully, and in accordance with current district policies.” OCCTA objects to the removal.

**Reasoning:**

- Depending on the community condition, health checks and screening may be needed and they should be conducted in a respectful manner.

The revisions remove this important language: “Staff and students with COVID-19 symptoms will be immediately taken to the Sick Room.” OCCTA objects to the removal of this language.

**Reasoning:**

- If an individual is exhibiting symptoms that person could infect other people if they are not isolated. The current language protects students and staff.
- The language in the revised manual needs to be clear and concise regarding sick and well room protocols.

**PAGE 14 CURRENT VERSION – CLEANING AND DISINFECTION**

The District has removed the entire page from the revised version. OCCTA strongly objects to the removal of the page and recommends that it be restored in its entirety in the new version.

**Reasoning:**

- The District has the ESSER money to hire additional custodians or to hire services from outside vendors to ensure that all buses, classroom, common areas, and surfaces are clean and disinfected throughout the day.
- The CDC recommends cleaning and disinfecting, especially since many will not be vaccinated.<sup>10</sup>
- Cleaning and disinfecting is required whether there is a pandemic or not to maintain a healthy and safe facility.

**PAGE 15 CURRENT VERSION AND PAGE 10 REVISED VERSION – ABSENTEEISM IN THE CURRENT VERSION AND ABSENTEEISM AND ACADEMIC CONTINUITY IN THE NEW VERSION**

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<sup>10</sup> (<https://www.cdc.gov/coronavirus/2019-ncov/community/schools-childcare/k-12-guidance.html#cleaning-disinfection>)



The District changed the words “Alert ESE Health Services” to “Alert Professional Standards” concerning student and staff absenteeism. OCCTA objects to Professional Standards being alerted to absenteeism. Professional Standards is the OCPS investigative and policing department.

The District removed the phrase, “Use flexibility, when possible, to allow staff to stay home for sick family members.” OCCTA strongly objects to the removal of this language.

**Reasoning:**

- This shows lack of empathy and compassion for the employees and their physical and mental well-being.
- OCPS has ESSER funds to pay for additional permanent substitutes or teachers and additional substitutes for other positions.

The District added the phrase, “Identify critical job functions and positions, and plan for alternative coverage by cross training staff.” OCCTA objects to this addition.

**Reasoning:**

- Employees are already over-worked and have been taken advantage of by OCPS administrators and leaders, especially last school year. This suggests additional work or duties with no additional compensation.
- The District has the ESSER funds to hire and train any needed additional staff.
- The District has the additional ESSER funds to hire permanent substitutes and must do so.

This language was added in the revised version of the manual, “The District will provide further direction in the event a school or classroom needs to pivot to digital learning in order to support academic continuity.” OCCTA objects to this addition.

**Reasoning:**

- Teaching hybrid courses should not be required, and volunteers should be provided a stipend, as has been continuously proposed by CTA. While several other Districts provided supplements, OCPS refused. OCPS rejected our latest main table proposal concerning hybrid language with a ridiculous argument that if they put it in our contract, it would never come out, which is the point. Why would we ever want teachers to perform two jobs simultaneously for the pay of performing one job? Last year teachers were forced to perform two jobs that required excessive unpaid hours to prepare for two sets of lessons.

The District added the following language: “For individuals who need to isolate or quarantine, schools will follow normal procedures for sick students.” OCCTA objects to this language.<sup>11</sup>

**Reasoning:**

- The “normal procedures” for an individual exhibiting symptoms of COVID-19 are not defined. Medical experts recommend isolation.

The District added the words: “and Academic Continuity” to the title of this section. OCCTA objects to the addition.

**Reasoning:**

- This appears to be another attempt by the District leaders to force teachers to teach two classes simultaneously upon demand whether there is a pandemic or not, or to force

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<sup>11</sup> OCCTA passed a proposal to the District in June concerning quarantines. The language is found in other District’s contracts. The District rejected it outright.

teachers to perform extra duties without compensation in the name of “academic continuity.”

### **PAGE 17 CURRENT MANUAL - TRANSPORTATION**

Only the following provisions were included in the revised manual on page 12 in a section entitled “Buses”:

- Buses will be cleaned or disinfected as needed.
- Bus windows should be lowered to improve air circulation.
- If a student becomes ill during the day, he/she must not use group transportation to return home.
- Contact your Transportation Area Manager for additional transportation guidance or resources.

OCCTA objects to the words, “as needed” in the phrase “buses will be cleaned or disinfected as needed.” OCCTA recommends that these words be deleted and the following words be added, “twice a day.”

#### **Reasoning:**

- The CDC recommends disinfecting and cleaning to stop the spread.
- Who determines “as needed”? This is a pandemic. The buses can be cleaned and disinfected at least twice a day to protect employees and passengers.
- The District has adequate ESSER money to hire additional staff and to purchase disinfectants and cleaners.

OCCTA objects to the removal of the following provisions and recommends that they be included in the revised manual:

- Parents are encouraged to transport students to and from school in their personal vehicles to minimize student contact.
- The district will provide increased education for drivers on cleaning procedures and COVID-19 symptoms.
- Trained employees will be assigned to sanitize the bus twice a day. (Students must not be present when a vehicle is being cleaned).
- Disinfect and clean touch-point surfaces (e.g., seats, belt buckles, doors, windows) throughout the vehicles.
- Doors and windows should be kept open when cleaning and between routes to allow vehicles to completely air out.
- Parental support is requested for physical distancing at bus stops.
- District approved hand sanitizer that contains at least 60% alcohol will be available for students (for children 6 and older) to use as they enter the bus.
- Students are required to wear masks/face coverings while on the bus, unless medically exempt.
- Disposable masks will be provided for any student without a mask/face covering as appropriate.
- Bus drivers and monitors are required to use appropriate PPE while on the bus.
- Transport with windows and vents open to increase air circulation.
- Assign seats to minimize contact in the aisle when loading and unloading the bus, load from back to front, unload from front to back, alternating rows.

**Reasoning:**

- The virus can spread rapidly in closed, tight spaces and extra cleaning and disinfecting is needed as well as observing social distancing and all preventative measures. We need to protect every employee and student.
- The bus is the first place of exposure for students who enter schools and mingle with others, including students, teachers and other employees, so all preventive and protective measures must be applied.
- The removal of the mask mandate goes against the current law that requires masks to be worn on all public transportation. The latest CDC order (not a recommendation, but an order) for school buses:  
“**During school transportation: [CDC’s Order](#) applies to all public transportation conveyances including school buses. **Regardless of the mask policy at school, passengers and drivers must wear a mask on school buses**, including on buses operated by public and private school systems, subject to the exclusions and exemptions in CDC’s Order.”<sup>12</sup> .**
- OCPS has adequate ESSER funds to purchase necessary disinfectants and cleaners and to provide education/training for cleaning and disinfecting procedures to ensure the health and safety of the students and employees.

**PAGE 18 CURRENT MANUAL – ARRIVAL/DISMISSAL**

The District removed the entire page. OCCTA objects to the removal of the following bullet points and recommends putting them back:

- Staff will control entry points, oversee physical distancing, and routinely reinforce proper hygiene etiquette.
- Strategically place district-approved signage to reinforce health and safety protocols.
- Parents and nonessential visitors will not be allowed to enter the school past the main office to limit exposure to students, staff and teachers.
- Stagger entry of bus riders, car riders and walkers.
- Students should be dismissed in an orderly pattern while maintaining social distance of at least three feet.
- Ensure that a plan is in place to supervise student physical distancing before and after school.

**Reasoning:**

- There will be vaccinated and unvaccinated children and adults, therefore what little social distancing can be achieved should be maintained to prevent spreading the virus.
- There is only face-to-face option this year and the school will be packed with students. Some students did not attend face-to-face classes during the pandemic last school year and they will need to learn the preventive and protective measures, including social distancing guidelines.

**PAGE 19 CURRENT MANUAL – ADMINISTRATIVE OFFICES**

This page was removed in the revised version and portions of the text are included in the new version on pages 12 of the Revised Manual Operational Guidance Schools and on page 14 of the

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<sup>12</sup> (<https://www.cdc.gov/coronavirus/2019-ncov/travelers/face-masks-public-transportation.html>)

revised manual, entitled “Operational Guidance -Administrative Sites.” **OCCTA objects to the removal or revisions of the following protections/policies:**

**Virtual Meetings** – The current language states: “Use virtual meetings whenever possible. . .” That language was changed to: “Virtual meetings are permitted when requested by parents or guardians.” (Page 12 revised manual) The original language should remain in the new version.

**Reasoning:**

- This is a pandemic. Employees should also have the option of requesting that meetings be virtual.
- Meetings could be held in both face-to-face and virtual to give participants a choice to be able to protect themselves.
- The positivity rates during this pandemic shift. When the community is experiencing high positivity rates meetings should be virtual with no face-to-face option.
- This rephrasing suggests parents’ health and safety concerns during this pandemic matter, while teachers’ concerns are not respected.

**Hand Hygiene Stations** – The current language states: “ Hand hygiene stations will be set up at the entrance of the facility so that children and visitors can clean their hands before they enter.” This language was eliminated in the new version. OCCTA recommends that it be included in the new version.

**Reasoning:**

- The CDC and medical experts recommend preventive measures, including hand washing and/or the use of hand sanitizer to prevent the spread of COVID-19. From the CDC recommendations: “If handwashing is not possible, use hand sanitizer containing at least 60% alcohol (for teachers, staff, and older students who can safely use hand sanitizer). Hand sanitizers should be stored up, away, and out of sight of young children and should be used only with adult supervision for children under 6 years of age.”
- We need to continue preventative measures until the pandemic ends to help stop the spread of the virus.

**Hand Sanitizer at check in** – The current language states: “District-approved hand sanitizer that contains at least 60% alcohol will be placed (for staff and older children who can safely use hand sanitizer) next to parent sign-in sheets.” This language was eliminated in the new version. OCCTA recommends that it be put back in.

**Reasoning:**

- The CDC and medical experts recommend preventive measures, including hand washing and/or the use of hand sanitizer to prevent the spread of COVID-19. From the CDC recommendations: “If handwashing is not possible, use hand sanitizer containing at least 60% alcohol (for teachers, staff, and older students who can safely use hand sanitizer). Hand sanitizers should be stored up, away, and out of sight of young children and should be used only with adult supervision for children under 6 years of age.”
- We need to continue preventative measures until the pandemic ends to protect every student, employee and visitor.

**Screening visitors** - “Set screening protocols for all visitors.” This language was eliminated in the new version. OCCTA recommends that it be put back in.

**Reasoning:**

- Screening is a preventative measure recommended by the CDC to stop the spread of the virus: “In K-12 schools, screening testing can help promptly identify

and [isolate](#) cases, [quarantine](#) those who may have been exposed to COVID-19 and are not fully vaccinated, and identify clusters to reduce the risk to in-person education. CDC guidance provides that people who are fully vaccinated do not need to participate in screening testing and do not need to quarantine if they do not have any symptoms; though decisions regarding screening testing may be made at the state or local level. [Screening testing](#) may be most valuable in areas with substantial or high community transmission levels, in areas with low vaccination coverage, and in schools where other prevention strategies are not implemented.”

**Cleaning and disinfecting supply stations** – The current language states: “Custodial services will make supplies available for schools via disinfectant stations.” This language was eliminated in the new version. OCCTA recommends that it be put back in.

**Reasoning:**

- Teachers and other employees should have access to cleaning stations to help stop the spread of COVID-19.
- Last year teachers reported spending hundreds of dollars on purchasing cleaning and disinfecting supplies to protect students and themselves and were not reimbursed.
- The District has abundant ESSER funds to purchase supplies and also hire new employees to oversee this preventive measure.

**Routine surface cleaning** – The current language states: “Custodial Services will routinely clean and disinfect frequently touched surfaces, (e.g. tables, desks, chairs, door handles, light switches, railing, etc.” This language was eliminated in the new version. OCCTA recommends that it be put back in.

**Reasoning:**

- It is a proven preventive practice that frequent cleaning of touched surfaces prevents the spread of the virus.
- The District has abundant ESSER funds to purchase supplies and also hire new employees to oversee this preventive measure.

**PAGE 20 CURRENT MANUAL – TRANSITION BETWEEN CLASSES AND BUILDINGS**

The District eliminated the entire page. OCCTA objects to the following procedures being eliminated and recommend that they be included in the new version of the manual:

- Provide physical guides, such as tape on doors or sidewalks and signs on walls, to ensure that staff and children maintain the maximum distance possible, recommended 6 feet, from others in lines and at other times (e.g. guides for creating “one-way routes” in hallways).
- Stagger class periods by cohorts for movement between classrooms if students must move between classrooms to limit the number of students in the hallway when changing classrooms.
- When feasible, keep students in the classroom and rotate teachers instead.
- Custodial staff will routinely clean and disinfect frequently-touched surfaces (e.g., door handles, light switches, railings, etc.).

**Reasoning:**

- The number of face-to-face students will make social distancing difficult and any guidance and direction can help

- Measures to reduce numbers of individuals passing in hallways will help to protect students and employees by ensuring that some social distancing is possible.
- Routine cleaning and disinfecting prevents the spread of the virus.
- OCPS has ESSER money to purchase supplies and to hire additional staff to carry out this procedure.

## **PAGE 21 CURRENT MANUAL – CLASSROOM**

The District eliminated the entire page. The new version includes only 3 modified bullets concerning classroom protections on page 12 of the proposed, revised manual. OCCTA makes the following recommendations:

**PPE** – The current policy on page 21 states, “[e]nsure classroom has access to hand hygiene products (e.g., district-approved hand sanitizer, soap, tissues, and disinfectant wipes).” This was changed in the new version on page 12 to, “[h]and sanitizer is available as individuals enter the classroom.” OCCTA objects to the change and recommends that the original language be included in the manual’s new version.

### **Reasoning:**

- It is a pandemic and every protective and preventive measure that can be implemented must remain until it has ended.
- The phrase “as needed” should be eliminated from the revised version because it is vague. Who would decide when cleaning is “needed” if a specific schedule is not provided? Areas should be thoroughly cleaned at least every day.
- Teachers used their personal income to purchase these items last year. The District has ESSER funds to provide all of these essential supplies, including hand sanitizer, soap, tissues and disinfectant wipes until the pandemic ends. By eliminating the list of essential items, the District is forcing teachers to purchase them with their own money to protect the health of students and themselves.

**Removal of Nonessential Items** - The policy on page 21 in the current manual states: Remove nonessential items from the classroom. Personal items that are frequently touched and cannot be cleaned such as upholstered furniture, pillows, rugs, stuffed animals, puppets, etc., must be removed from the classroom.” This policy was replaced in the new version on page 12 with the phrase, “Shared object use is discouraged without proper hand hygiene.” OCCTA objects to the change and recommends that the original language be maintained in the new version of the manual.

### **Reasoning:**

- The new phrasing begs the question, “What is this process for checking hand hygiene?”
- Until the pandemic is over, every preventive measure should be taken to reduce the amount of shared items. With double the number of face-to-face students returning this year, there will be even more students who will come in contact with shared items, putting students at greater risk.

**Moving nonessential furniture and equipment** - The following policy was completely eliminated from the new version: “Move nonessential furniture and equipment out of classrooms or to unused parts of the classroom to increase distance between students. Alternatively, mark furniture with signage to restrict use to maintain social distancing. Students will be seated in a physically distant layout in classrooms with all chairs, desks, and other workstations properly spaced to achieve maximum distance as possible.” OCCTA objects to the change and recommends including the original language in the new version.

**Reasoning:**

- With double the number of face-to-face students returning this year, there will be even more students who will come in contact with shared items, and less space in classrooms to make recommended social distancing possible.
- These measures should be taken to provide the best possible protection to every student and teacher.

**Position of desks** - The following policy was eliminated from the new version of the manual: “Turn desks to face in the same directions (rather than facing participants) and offset seating in rows to reduce transmission caused from virus-causing droplets (e.g., from talking, coughing, sneezing.)” OCCTA objects to the change and recommends including the original language in the new version of the manual.

**Reasoning:**

- There will be more students in classrooms this year. Therefore, every opportunity to provide social distancing and preventative procedures should be made.

**PAGE 22 CURRENT MANUAL - FOOD AND NUTRITION SERVICES**

The District eliminated the entire page and included no references to serving school meals safely in the revised manual. OCCTA strongly objects to the removal of all of the language on page 21, except for the references to masks, since the School Board adopted an optional mask policy. Our recommendation is to include the following procedures that are in the current manual in the revised manual:

- Sidebar: Minimize crowds by deploying alternative meal service options.
- Face-to-Face Meal Service
  - Breakfast - Provided in all schools at selected locations, pre-packaged.
  - Lunches - Selected items on the serving line will be provided to students by food service staff.
  - Supper - Select-and-Go meal from kiosks at exits
- Curbside Meal Distribution
  - Prepackaged meals will be provided at selected schools (Food and Nutrition Web Site).
  - All children age 18 and under are eligible for meals at no charge until December 17 (Change to: the last day of school before the Winter Break.)
  - If an adult is picking up meals for delivery to students, they must bring the child’s name.
- General
  - Menus have been streamlined to include student favorites to simplify selections.
  - Before and after eating, require hand washing or use of district approved hand sanitizer that contains at least 60% alcohol (for staff and children 6 and older).
  - Tables and chairs will be sanitized between services. Each meal served on campus will include prepackaged cutlery and 2 alcohol wipes (for cleansing hands before and after eating).
  - No cash will be accepted; payments must be made according to guidelines on the Food and Nutrition Services website.
  - Utilize outside areas, courtyards, pavilions, etc. to increase physical distancing.

**Reasoning:**

- The pandemic has not ended and all preventative measures and precautions to protect the safety and health of students and staff during mealtime must be instituted.

- The District has ESSER fund to hire additional staff and to purchase cleaning and disinfecting materials.

### **PAGE 23 CURRENT MANUAL – MEDIA CENTER**

The District eliminated the entire page and included no references to media center policies and procedures in the revised manual. OCCTA recommends including the following procedures in the revised manual with modifications as indicated below:

- Provide physical guides, such as tape on doors or sidewalks and signs on walls, to ensure that staff and students maintain the maximum distance possible.
- Limit number of persons per room (i.e., 35% or less of posted capacity with physical distancing in place) as long the community's positivity rate exceeds 5%.
- Ensure a plan is in place for proper handling and returning of books and resources.
- Rearrange furniture to avoid clustering in common areas.
- Ensure compliance with the COVID-19 Media Center Guidelines.

#### **Reasoning:**

- Every possible precaution and preventive measure should remain in place as long as the pandemic continues to protect students and staff.

### **PAGE 24 OF THE CURRENT MANUAL – COMMON AREAS**

The District eliminated the entire page and included only 3 minor bullets on page 12 of the revised manual. OCCTA recommends that the following procedures be restored in the new version:

**Elevators** - All language concerning elevators was eliminated from the new revised manual. OCCTA objects to the elimination of the following language and recommends it remain in the revised manual:

- Limit the number of people in an elevator (maximum 2 per car) to maintain social distancing; if feasible of physically able, take the stairs.
- Place decals inside the elevator to identify where passengers should stand, if needed.
- Use physical barriers outside of elevators or other ways to mark pathways to help people travel in one direction and stay as far apart as possible, while waiting to access the elevator.
- Disclaimer: do not block pathways or prevent access according to appropriate fire codes.

#### **Reasoning:**

- The pandemic is not over and every precaution must be taken to ensure the prevention of the spread of COVID-19 and to protect all individuals.
- Elevators are confined spaces where the virus can spread easily. This is especially a concern since OCPS has made masks wearing optional.

**Restrooms** - The restroom policies were modified or eliminated from the revised manual. OCCTA objects to the elimination of the current procedures that were eliminated from page 24 of the current manual and recommends that they be included as written in the new version. They are:

- Custodians will check common areas and group restrooms throughout the day to ensure supplies are replenished, conduct touch-point cleaning (faucets, toilets, doorknobs, light switches, etc.) and do thorough cleaning/disinfecting once students leave for the day.
- Limit the number of individuals allowed in a restroom at one time based on the number of stalls or urinals.



**Reasoning:**

- The pandemic is not over and every precaution must be taken to protect all students and employees as recommended by current CDC guidelines.
- There will be more students returning to schools, therefore social distancing where possible must be maintained.
- The District has ESSER funds to purchase cleaners and disinfectants and hire additional custodians to maintain these procedures.

**PAGE 25 OF THE CURRENT MANUAL – PLAYGROUNDS AND RECESS**

The District removed this page entirely from the revised version. OCCTA objects to eliminating all of the procedures with the exception of the mask policy, which has been revised by the School Board. OCCTA recommends including the following policies from the current manual in the revised manual:

- Consider staggering playground use rather than allowing multiple classes to play together, and limit other activities where multiple classes interact.
- If multiple classes are on the playground/at recess at the same time, require students to stay in an assigned sections as opposed to mingling with other classes.
- It is recommended that schools find alternative options for students if these requirements cannot be met.
- Consider limiting the use of playground equipment if unable to maintain cleanliness.
- Hand washing will be required before and after using playground.

**Reasoning:**

- The pandemic is not over and precautions and preventive measures should remain on the playground to protect the health and safety of all students and employees.
- OCPS has ESSER money to hire any additional staff or cleaners necessary to see that these procedures are carried out.
- Current CDC guidelines from July 9, 2021 recommend social distancing and other preventive protections be observed.

**PAGE 26 OF THE CURRENT MANUAL – EMERGENCY DRILLS**

The District eliminated the entire page. OCCTA recommends including all of the original language with the exception of the mask requirement:

- When conducting all emergency drills (Active Assailant, Fire, Severe Weather), ensure the following:
  - Maximum physical distancing is maintained whenever practical
  - All notifications as described in the OCPS emergency drill procedures are made.
  - Record all drills in the Emergency Drill Reporting Tool in myOCPS.
- As a reminder, doors are to be locked and closed at all times.
- Unidirectional/one-way halls are to be temporarily disregarded for emergency evacuation drills as the closest exit should always to be used.
- In the event of an actual active assailant, fire, or severe weather incident, staff will take necessary actions to protect students from the threat without regard for social distancing.
- The immediate danger posed by such threats far outweighs the risk of COVID-19 exposure.
- Reference Technical Guidance Bulletin: TGB2020-003, for additional COVID-19 health and safety measures for emergency drills.
- Contact your assigned Emergency Preparedness Administrator for questions or concerns.

**Reasoning:**

- The pandemic is not over and precautions and preventive measures should remain to protect the health and safety of all students and employees during emergency drills.
- Current CDC guidelines from July 9, 2021 recommend social distancing and other preventive protections be observed.

**PAGE 27 OF THE CURRENT MANUAL – SPECIALS/ELECTIVES Physical Education**

The District eliminated the entire page. OCCTA objects to the elimination and recommends the following policies be included in the new version:

- Physical distancing is encouraged when possible for all stakeholders.
- If physical distancing is not possible for students, create as much distance as feasible.
- Use of shared objects (e.g., gym or physical education equipment), should be limited when possible, or cleaned between use.
- Have plans in place for inclement weather: consider gymnasiums, cafeteria and classrooms.

**Reasoning:**

- The pandemic is not over and every precaution possible should be implemented to protect the health and safety of every student and employee.
- Current CDC guidelines from July 9, 2021 recommend social distancing and other preventive protections be observed.

**PAGE 28 OF THE CURRENT MANUAL – SPECIALS/ELECTIVES Visual and Performing Arts**

The District eliminated the entire page. OCCTA recommends restoring the following eliminated language and including it in the new version:

- Appropriate scheduling considerations should be made for visual and performing arts classes to limit class sizes.
- Schools should seek alternative indoor/outdoor venues for classes to promote physical distancing.

**Reasoning:**

- The pandemic is not over and every precaution possible should be implemented to protect the health and safety of every student and employee.
- Current CDC guidelines from July 9, 2021 recommend social distancing and other preventive protections be observed.

**PAGE 29 CURRENT MANUAL – SPECIALS/ELECTIVES Other (i.e. Courses with Shared Materials)**

The district eliminated the entire page. OCCTA recommends restoring all of the eliminated language and including it in the new version:

- Conduct extracurricular activities virtually when possible.
- Physical distancing should be encouraged when possible for all stakeholders.
  - If physical distancing is not possible for individuals, create as much distance as feasible.
  - Students and staff are required to wear masks/face coverings if the individual is not participating in high-intensity activity.
- Use of shared objects should be limited when possible or cleaned between use.
  - Custodial Services will make supplies available for schools via disinfectant stations.

- For additional guidance, contact the appropriate department.

**Reasoning:**

- The pandemic is not over and every precaution possible should be implemented to protect the health and safety of every student and employee.
- Current CDC guidelines from July 9, 2021 recommend social distancing and other preventive protections be observed.

**PAGES 30 – 34 CURRENT MANUAL – SCHOOL SPONSORED ACTIVITIES VISUAL & PERFORMING ARTS**

The District eliminated all of the pages from the new version of the manual. Since all of these events are optional for teachers and students, OCCTA recommends maintaining language that pertains to promoting social distancing, cleaning and disinfecting and having PPE available, including the following language:

**PAGE 30, ONSITE EVENTS**

- Sign-in at the front office or at the entrance of the event and present I.D.; use a sign-in sheet that is specific for this event to support possible contact tracing by the Florida Department of Health
- Visitor movement must be restricted and carefully managed throughout the event
  - Bathrooms must be designated for the event and closed off to the rest of the school while the event is occurring
  - If possible, the event should be accessed from the closest entrance to limit the distance visitors travel in the school

**Reasoning:**

- The pandemic is not over and every precaution possible should be implemented to protect the health and safety of every student and employee.
- Visitors may or may not have masks and may or may not have been vaccinated so their movement in the school should be limited.
- Current CDC guidelines from July 9, 2021 recommend social distancing and other preventive protections be observed.

**PAGE 31, ONSITE EVENTS**

- Activity location
  - Must have sufficient space to accommodate all attendees at a social distance in order to prevent overflow in hallways or other areas
- During the activity
  - Hand wash stations shall be available
  - Any shared materials will be sanitized before and after each use
- After the activity
  - The event location will not be reused until sanitized
  - Designated event bathrooms must be sanitized before opened back to the rest of the school
  - Visitors will exit the school using the closest exit

**Reasoning:**

- The pandemic is not over and every precaution possible should be implemented to protect the health and safety of every student and employee.
- Visitors may or may not have masks and visitors may or may not have been vaccinated so their movement in the school should be limited to protect students, employees and visitors.

- Current CDC guidelines from July 9, 2021 recommend social distancing and other preventive protections be observed.

### **PAGE 32, SPECIFIC VENUES**

- Audience members shall enter in a controlled manner that allows for social distancing at all times.
- Audience members shall be dismissed at the end of the performance in a controlled manner that allows for social distancing at all times.
- Intermission should be designed to accommodate all social distancing guidelines when feasible. Consider a staggered dismissal and reentry process that allows for social distancing.
- Tech Booth: Ensure social distancing guidelines are followed. Consider moving the audio operator in the house if feasible. All boards and equipment must be wiped down after use.
- When feasible, accept only electronic tickets. Cashless transactions are strongly encouraged.
- Seats, armrests, countertops, restrooms, and other high-touch surfaces need to be cleaned after each performance.
- No paper programs shall be provided to audiences. Consider digital programs utilizing barcodes, QR codes or links.
- When feasible, Visual & Performing Arts events may be streamed for audiences to watch remotely.

#### **Reasoning:**

- The pandemic is not over and every precaution possible should be implemented to protect the health and safety of every student and employee.
- Visitors may or may not have masks and visitors may or may not have been vaccinated so their movement in the school should be limited to protect students, employees and visitors.
- Current CDC guidelines from July 9, 2021 recommend social distancing and other preventive protections be observed.

### **PAGE 33 ALTERNATIVE OUTDOOR SPACES**

- Audience members shall enter in a controlled manner that allows for social distancing at all times.
- Audience members shall be dismissed at the end of the performance in a controlled manner that allows for social distancing at all times.
- Proper signage should be made available to guide audiences to appropriate places and directions to view the performance.
- When feasible, pre-set chairs and/or seating instructions shall be provided for audiences following current social distancing guidelines.
- An inclement weather plan should be established prior to the performance event with plans to move the event that includes audience movement pathways and procedures, student movement pathways, procedures, and supervision and destination parameters related to social distancing guidelines.
- No paper programs should be provided to audiences. Consider digital programs utilizing barcodes, QR codes or links.
- No food or drink should be permitted during the event, performance or show.
- When feasible, Visual & Performing Arts events may be streamed for audiences to watch remotely.

**Reasoning:**

- The pandemic is not over and every precaution possible should be implemented to protect the health and safety of every student and employee.
- Visitors may or may not have masks and visitors may or may not have been vaccinated so their movement in the school should be limited to protect students, employees and visitors
- Current CDC guidelines from July 9, 2021 recommend social distancing and other preventive protections be observed.

**Page 34, Exhibit Spaces**

- Audience members shall enter in a controlled manner that allows for social distancing at all times.
- Proper signage should be made available to guide audiences to appropriate places and directions to view the exhibit. Wayfinding signage including directional arrows should be used to help control the flow of traffic through the exhibit.
- Small spaces including interior corners and alcoves should be avoided.
- The exhibit space should utilize a single entry and exit point.
- No food or drink should be permitted during the event, performance or show.
- When feasible, Visual & Performing Arts events may be streamed for audiences to watch remotely.

**Reasoning:**

- The pandemic is not over and every precaution possible should be implemented to protect the health and safety of every student and employee.
- Visitors may or may not have masks and visitors may or may not have been vaccinated so their movement in the school should be limited to protect students, employees and visitors.
- Current CDC guidelines from July 9, 2021 recommend social distancing and other preventive protections be observed.

**PAGES 35 - 37 CURRENT MANUAL – SPECIAL EVENTS/BEFORE AND AFTER SCHOOL ACTIVITIES**

The District eliminated all of the pages. OCCTA recommends restoring the following eliminated language pertaining to social distancing, hygiene, cleaning and disinfecting, and procedures that protect all individuals during the pandemic, including the following:

**PAGE 35 PROMOTE HEALTH AND SAFETY PREVENTATIVE MEASURES**

- Identify opportunities to pursue virtual group events, gatherings, or meetings, if possible.
- Create as much distance as possible.
- Third party users must follow the health and safety requirements within the Facility Use Agreement.
- Limit visitors, volunteers and activities involving external groups or organizations as much as possible—especially those who are not from the local geographic area (e.g., community, town, city, county).
- Pursue virtual activities and events, such as field trips, student assemblies, special performances, school-wide parent meetings and spirit nights, if possible.

**Reasoning:**

- The pandemic is not over and every precaution possible should be implemented to protect the health and safety of every student, employee and visitor.
- Current CDC guidelines from July 9, 2021 recommend social distancing and other preventive protections be observed.

### **PAGE 36 BEFORE AND AFTER CARE**

- The district's school health and safety measures, as outlined in this manual, must be followed during before and after care programs, to include:
- Hand hygiene protocols are followed
- Outdoor activities are prioritized.
- If possible, small groups of students should stay together during before and after care each day.
- Programs operated by external entities require approval from School Age Services.
- Programs must consult with school before sending students home or canceling activities

#### **Reasoning:**

- The pandemic is not over and every precaution possible should be implemented to protect the health and safety of every student, employee and visitor.
- Current CDC guidelines from July 9, 2021 recommend social distancing and other preventive protections be observed.

### **PAGE 37 SPORTING EVENTS**

- Schools should sell all sport and/or single sport season passes as an option for entry into sporting events.
- District approved hand sanitizer stations should be placed at the entrance/exit of all venues and concession stands for spectator and student use.

#### **Reasoning:**

- The pandemic is not over and every precaution possible should be implemented to protect the health and safety of every student, employee and visitor.
- Current CDC guidelines from July 9, 2021 recommend social distancing and other preventive protections be observed.

### **PAGES 38 -39 CURRENT MANUAL – ADMINISTRATIVE SITE OPERATIONS**

The District eliminated this section (all pages) from the new version of the manual. It is as if the District has decided that the pandemic is over and protections of employees are no longer required. OCCTA is strongly opposed to the removal of all procedures and recommends restoring the procedures that will provide protections during this continuing pandemic, including those related to social distancing, health monitoring and screening, hygiene, cleaning and disinfecting, virtual meetings, shared vehicles, and contractors and vendors, including the following:

#### **PAGE 38 CURRENT MANUAL Title Page – Section 3: Administrative Site Operations**

OCCTA recommends including this page in the new version

#### **PAGE 39 CURRENT MANUAL - Health Monitoring/Screening**

OCCTA recommends including this entire page that the District eliminated in the new version of the manual:

**Sidebar** - Sick employees should follow CDC-recommended steps. Employees should not return to work until the criteria to discontinue home isolation are met, in consultation with healthcare providers.

#### **Employee Responsibilities**

- Employees are requested to monitor their personal health and temperature.

- If an employee has a temperature of 100.4°F or higher or has a cough, is short of breath, or otherwise feeling ill is encouraged to seek medical care.
- It is recommended that employees stay home when feeling ill or sick.
- High-risk individuals should work from home, when possible, until directed to return to work by their supervisor.
- High risk individuals can request accommodations by going to the District's ADA Compliance webpage (<http://ada.ocps.net>) to access the appropriate accommodation request forms.

#### **Supervisor Responsibilities**

- Utilize the guidance from Human Resources if an employee has a question about leave use.
- Support employees who are not feeling well or have a temperature and encourage them to seek medical care.
- Keep in regular communication with staff working remotely and advise them when they are return to work, as directed by OCPS Leadership.
- Educate staff on the symptoms of COVID-19 by referring them to the CDC Guidance: Symptoms of Coronavirus

#### **Reasoning:**

- The pandemic is not over and every precaution possible should be implemented to protect the health and safety of every student, employee and visitor.
- Current CDC guidelines from July 9, 2021 recommend social distancing and other preventive protections be observed.

#### **PAGE 40 Workspaces Employee Responsibilities**

OCCTA recommends restoring the following procedures that the District eliminated in the new version:

- Physical distance from coworkers and the general public in all areas to limit the spread of the virus.
- This includes but not limited to cubicles/work areas, restrooms, cafeteria/break areas, etc.
- Wash hands with soap and water frequently throughout the day.
- If soap and water is not available, use hand sanitizer with at least a 60% alcohol base.
- Employees in high public traffic areas where frequent trips to wash hands between customers is impractical should use hand sanitizer between each customer.
- Do not touch your face and cover coughs with a tissue or cough into your elbow.
- Staff who work where the public is coming into their workspace are allowed to use gloves.
- Prior to leaving shared workspaces, employees should utilize district-approved cleaners or disinfecting wipes to wipe down surfaces daily.
- Household chemical cleaners such as bleach and aerosol sprays are not approved to be used in district facilities.
- Non-shared workspaces should be routinely wiped down by employees.
- Surfaces that should be cleaned include phones, desktops, armrests, cabinet/file drawer handles, remote controls, keyboards, mice and any other surface that is touched, especially personal items.
- Personal items that are frequently touched and cannot be cleaned such as upholstered furniture, pillows, stuffed animals, etc., must be removed from the workplace.

#### **Reasoning:**

- The pandemic is not over and every precaution possible should be implemented to protect the health and safety of every student, employee and visitor.

- Current CDC guidelines from July 9, 2021 recommend social distancing and other preventive protections be observed.

#### **PAGE 41 Workspaces -Supervisor Responsibilities**

OCCTA recommends restoring the following procedures that the District eliminated in the new version with modifications:

- Do not allow employees to congregate and adjust office operations so that staff are social distanced. This may include, but is not limited to:
  - Move chairs/seating arrangements to increase workspace distancing.
  - Post district-approved signage to remind about social distancing throughout congested areas.
  - Use virtual meetings whenever possible; when using conference/meeting rooms, reinforce social distance between attendees.
- Encourage and remind staff of social distancing guidelines.
- Work with Custodial Services to ensure soap is properly stocked and available.
- Work with Custodial Services to ensure cleaning stations are available for staff use.
  - These stations will include district-approved cleaners and paper towels which staff can use to wipe down high-touch surfaces within their workspace.
- When possible, inside doors should be left open or unlatched to reduce the need to touch them with hands to open them.
- Contact Procurement Services to acquire additional Personal Protective Equipment or supplies.

#### **Reasoning:**

- The pandemic is not over and every precaution possible should be implemented to protect the health and safety of every student, employee and visitor.
- Current CDC guidelines from July 9, 2021 recommend social distancing and other preventive protections be observed.

#### **PAGE 42 – Common Areas – Breakrooms**

OCCTA recommends restoring the following procedures that the District eliminated in the new version with modifications:

- Physical distance to the maximum distance possible from coworkers.
- Stagger shifts, start times, and break times as feasible to reduce the number of employees in common areas.
- Replace high-touch communal items, such as coffee pots and bulk snacks, with alternatives such as pre-packaged, single-serving items.
- Encourage staff to bring their own water to minimize use and touching of water fountains or consider installing no-touch activation methods for water fountains.
- Custodial Services will clean and disinfect high-touch surfaces (e.g., tables, desks, chairs, door handles, light switches, railings, faucet handles, drinking fountains, etc.)

#### **Reasoning:**

- The pandemic is not over and every precaution possible should be implemented to protect the health and safety of every student, employee and visitor.
- Current CDC guidelines from July 9, 2021 recommend social distancing and other preventive protections be observed.

#### **PAGE 43 -Common Areas - Elevators and Restrooms**



OCCTA recommends restoring the following procedures that the District eliminated in the new version with modifications:

#### **Elevators**

- Limit the number of people in an elevator to maintain social distancing.
- Place decals inside the elevator to identify where passengers should stand, if needed.
- Use physical barriers (for lobbies only; not inside elevators) or other ways to mark pathways to help people travel in one direction and maximum distance possible, while waiting to access the elevator.
- Use floor markings in elevator lobbies to reinforce social distancing. Place decals inside the elevator to identify where passengers should stand, if needed.

#### **Restrooms**

- Custodians will check common areas and group restrooms throughout the day to ensure supplies are replenished, conduct touch-point cleaning (faucets, toilets, doorknobs, light switches, etc.) and do thorough cleaning/disinfecting once staff leave for the day.
- Limit the number of individuals allowed in a restroom at one time based on the number of stalls or urinals.

#### **Reasoning:**

- The pandemic is not over and every precaution possible should be implemented to protect the health and safety of every student, employee and visitor.
- Current CDC guidelines from July 9, 2021 recommend social distancing and other preventive protections be observed.

#### **PAGE 44 Common Areas – Conference Rooms**

OCCTA recommends restoring the following procedures that the District eliminated in the new version with modifications:

- Use virtual meetings whenever possible; when using conference/meeting rooms, reinforce social distance between attendees.
- Lingered and socializing before and after meetings is discouraged.
- Custodial Services will clean and disinfect high-touch surfaces (e.g., tables, desks, chairs, door handles, light switches, railings, faucet handles, drinking fountains, etc.).

#### **Reasoning:**

- The pandemic is not over and every precaution possible should be implemented to protect the health and safety of every student, employee and visitor.
- OCPS has ESSER money for cleaning and sanitizing and to hire more personnel to perform custodial services, if needed.
- Current CDC guidelines from July 9, 2021 recommend social distancing and other preventive protections be observed.

#### **PAGE 45 Common Areas – Lobby/Visitors**

OCCTA recommends restoring the following procedures that the District eliminated in the new version with modifications:

- Post district approved signage in highly visible locations to promote everyday protective measures and describe how to stop the spread of germs.
- Move or remove chairs in waiting areas so that visitors are social distanced from each other. Assign an employee to monitor waiting areas to ensure guidelines are met.
- Limit the approach of the public to employees to maintain social distancing by setting up barriers/blocking with chairs, cones, rope lines, tape lines/marks on the floor, etc.

- Tape, cones, etc., for high foot traffic areas can be purchased via iBuy and/or PCards
- Staff will routinely disinfect all communal surfaces and commonly-touched equipment (e.g., check-in tablets).
- Work with Custodial Services to ensure cleaning stations are available for staff use.
- These stations will include district-approved cleaners and paper towels for employees to utilize before/after they use common spaces and contact surfaces.
- Provide hand hygiene stations (e.g., district-approved hand sanitizer with at least 60% alcohol) at the entrance of the facility as well as near sign-in sheets.

**Reasoning:**

- The pandemic is not over and every precaution possible should be implemented to protect the health and safety of every student, employee and visitor.
- OCPS has ESSER money for signage, barriers, cleaning and sanitizing supplies and to hire more personnel to perform custodial services, if needed.

**PAGE 46 District Vehicles -Assigned and Shared Vehicles**

OCCTA recommends restoring the following procedures that the District eliminated in the new version with modifications:

- Implement physical (social) distancing, when feasible.
- Commonly-touched surfaces should be wiped down with district-approved cleaners or disinfecting wipes on a regular basis.
- Surfaces to be cleaned include steering wheels, armrests, turn signal arms, radio controls, door handles, and any other high-touch surfaces.
- Personal items that cannot be cleaned should be removed from the vehicle
- Implement physical distancing, when feasible.
- Prior to leaving a vehicle at the end of each workday, district-approved cleaners or disinfecting wipes should be used to wipe down surfaces.
- Surfaces to be cleaned include steering wheels, armrests, turn signal arms, radio controls, door handles, and any other high-touch surface.
- Personal items that cannot be cleaned should be removed from the vehicle.

**Reasoning:**

- The pandemic is not over and every precaution possible should be implemented to protect the health and safety of every student, employee and visitor.
- OCPS has ESSER money for cleaning and sanitizing supplies and to hire more personnel to perform custodial services, if needed.
- Current CDC guidelines from July 9, 2021 recommend social distancing and other preventive protections be observed.

**PAGE 47 District Vehicles with more than one passenger**

OCCTA does not object to the page being removed because the policies stress face mask wearing, which the School Board made optional and passengers would have the choice to seek alternate transportation in order to protect themselves from contracting COVID-19.

**PAGE 48 District Vehicles - Supervisor Responsibilities**

OCCTA recommends restoring the following procedures that the District eliminated in the new version with modifications:

- Work with Custodial Services to provide cleaning stations for staff to use on vehicles.

- Evaluate transportation needs of staff and limit multiple passengers in vehicle whenever reasonably possible.
- Current CDC guidelines from July 9, 2021 recommend social distancing and other preventive protections be observed.

**Reasoning:**

- The pandemic is not over and every precaution possible should be implemented to protect the health and safety of every student, employee and visitor.
- OCPS has ESSER money for cleaning and sanitizing supplies and to hire more personnel to perform custodial services, if needed.

**PAGE 49 Contractors and Vendors OCPS Properties**

OCCTA recommends restoring the following procedures that the District eliminated in the new version with modifications:

- Contractors and vendors should follow proper protocol by checking-in at schools pre-determined location (office, admin building, security, etc.), and follow proper safety procedures.
- Contractors and vendors shall wipe down high-touch point surfaces with disinfecting wipes before leaving the work area. This may include, but is not limited to, computer equipment, doorknobs, light switches, etc.
- If this is not possible, the contractor or vendor shall work with the site administrator to develop a plan to clean the area.
- Bleach and aerosol sprays are prohibited from use in district facilities.

**Reasoning:**

- The pandemic is not over and every precaution possible should be implemented to protect the health and safety of every student, employee and visitor.
- OCPS has ESSER money for cleaning and sanitizing supplies and to hire more personnel to perform custodial services, if needed.
- Current CDC guidelines from July 9, 2021 recommend social distancing and other preventive protections be observed.

**PAGE 50 CURRENT MANUAL AND PAGE 15 OF THE NEW VERSION – SECTION 3: COVID-19 CASE MANAGEMENT (title page)**

OCCTA has no recommendations on the page that has no changes

**PAGE 51 CURRENT MANUAL - CLINIC PROCEDURES Well Room and Sick Room**

The District removed this page entirely. CTA recommends restoring the entire page to protect students, employees and visitors, including the following policies:

- PPE will be worn and physical distancing maintained to the extent possible in all clinics.
- Each school will be funded for a licensed health care professional to oversee the clinic.
- Clinics will have two separate rooms to serve students. PPE must be used in both rooms:
  - Well Room: injury/treatment room, medicine distribution, sprained ankle, etc.
  - Sick Room: fevers, cough, sore throat, diarrhea, vomiting, chill, etc.
- Staff assigned to the Well Room and the Sick Room will not float between rooms.
- Each clinic area is required to be equipped with the following:
  - Touchless thermometers

- Daily access to PPE (i.e., gloves, masks, face shields, gowns, etc.)
- Direct access to a sink
- Clinics will adhere to physical distancing to the extent possible within the space available.

**Reasoning:**

- The pandemic is not over and positive cases are up in Orange County. Every precaution possible should be implemented to protect the health and safety of every student, employee and visitor.
- On July 22, 2021 Advent Health announced that they would be putting extra preventative policies in place, including limiting visitors, mandating masks for all visitors/employees, and deferring elective surgeries.<sup>13</sup> OCPS should follow their lead and acknowledge precautions must be observed.
- OCPS has ESSER money for cleaning and sanitizing supplies and to hire more personnel to perform clinic services, if needed. In fact OCPS should hire more nurses since the RNs are understaffed and assigned to far too many schools.
- Nurses have recommended that the sick and well rooms continue until the pandemic ends.
- Current CDC guidelines from July 9, 2021 recommend social distancing and other preventive protections be observed.

**PAGE 52 CURRENT MANUAL - Clinic Procedures - Sending Students to the Clinic**

The District removed this page entirely. OCCTA strongly recommends restoring the entire page to protect students, employees and visitors, including the following policies:

- Students who meet a clinical presentation for COVID-19 should not go to the Well Room for triage; they should be escorted to the Sick Room.
- Students requiring medications, treatments, or are injured should be escorted to the Well Room.
- Students with a current on file healthcare plan will be treated as the plan dictates, unless otherwise indicated by clinic staff.
- An adult should accompany students to the clinic.
  - When accompanying a student to the clinic, staff should wear PPE.
- All visits to the clinic and outcomes of those visits will be documented following OCPS clinic practices.

**Reasoning:**

- The pandemic is not over and positive cases are up in Orange County. Every precaution possible should be implemented to protect the health and safety of every student, employee and visitor.
- The existing procedures provide clear guidance on sick and well rooms and should not be eliminated. Individuals exhibiting symptoms could infect others if they are not isolated in a sick room.
- On July 22, 2021 Advent Health announced that they would be putting extra preventative policies in place, including limiting visitors, mandating masks for all visitors/employees, and deferring elective surgeries.<sup>14</sup> OCPS should follow their lead and acknowledge precautions must be observed.

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<sup>13</sup> <https://www.wesh.com/article/adventhealth-announces-visitation-policy-changes-due-to-increase-in-covid19/37101433#> .

<sup>14</sup> <https://www.wesh.com/article/adventhealth-announces-visitation-policy-changes-due-to-increase-in-covid19/37101433#> .

- Nurses have recommended that the sick and well rooms continue until the pandemic ends.
- Current CDC guidelines from July 9, 2021 recommend social distancing and other preventive protections be observed.

**PAGE 53 CURRENT MANUAL - Clinic Procedures - Student Arrives in Well Room**

The District removed the entire page. OCCTA recommends restoring the entire page to protect students, employees and visitors, including the following policies:

- Students arriving in Well Room or Sick Room will have their temperature checked.
  - If initial temperature taken is 100.4°F or higher, direct student to sit quietly for 3-5 minutes, then recheck.
  - Check for COVID-19 symptoms (Reference CDC Guidance: Symptoms of Coronavirus)
- Students who meet sick/COVID-19 criteria for being sent home should be transferred to Sick Room.
  - Sick students waiting for parent pick-up should:
    - Be monitored by staff wearing PPE
    - Wear PPE and use physical distancing
- Well Room staff must contact parent to pickup

**Reasoning:**

- The pandemic is not over and positive cases are up in Orange County. Every precaution possible should be implemented to protect the health and safety of every student, employee and visitor.
- The existing procedures provide clear guidance on sick and well rooms and should not be eliminated. Individuals exhibiting symptoms could infect others if they are not isolated in a sick room.
- On July 22, 2021 Advent Health announced that they would be putting extra preventative policies in place, including limiting visitors, mandating masks for all visitors/employees, and deferring elective surgeries.<sup>15</sup> OCPS should follow their lead and acknowledge precautions must be observed.
- Nurses have recommended that the sick and well rooms continue until the pandemic ends.

**PAGE 54 CURRENT MANUAL - Clinic Procedures Transport of Sick Students**

The District removed the entire page. OCCTA recommends restoring the entire page to protect students, employees and visitors, including the following policies:

- If a child becomes sick and is unable to return to class, the parent will be required to pick up their child; sick children will not be placed on buses.
- If a child is sick, is not picked up, and his/her symptoms worsen, school administration will be notified and call 911 Emergency Medical Services(EMS)and/or notify the proper authorities, as necessary.
- If a child becomes sick and is unable to return to class, the parent will be required to pick up their child; sick children will not be placed on buses.
- If a child is sick, is not picked up, and his/her symptoms worsen, school administration will be notified and call 911 Emergency Medical Services(EMS)and/or notify the proper authorities, as necessary.

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<sup>15</sup> <https://www.wesh.com/article/adventhealth-announces-visitation-policy-changes-due-to-increase-in-covid19/37101433#> .

- If a parent denies EMS transport at the recommendation of the school and EMS personnel, the parent must sign out the child and take him or her home. The parent must be present at school to deny transport.
- After the parent picks up their student the waiting room should be cleaned or at specific times of the day.
- For information on when students can return, please see the student case management charts within this section.

**Reasoning:**

- The pandemic is not over and positive cases are up in Orange County. Every precaution possible should be implemented to protect the health and safety of every student, employee and visitor.
- The existing procedures provide clear guidance on sick and well rooms and should not be eliminated. Individuals exhibiting symptoms could infect others if they are not isolated in a sick room.
- On July 22, 2021 Advent Health announced that they would be putting extra preventative policies in place, including limiting visitors, mandating masks for all visitors/employees, and deferring elective surgeries.<sup>16</sup> OCPS should follow their lead and precautions must be observed.
- Nurses have recommended that the clinic procedures continue until the pandemic ends.

**PAGE 55 CURRENT MANUAL - Special Considerations – Medically Fragile Student and Students with Significant Cognitive and Emotional Disabilities**

The District removed the entire page. OCCTA recommends restoring the entire page to protect medically fragile students and students with significant cognitive and emotional disabilities, including the following policies:

- Teachers, staff, behavioral support, and crisis management teams will have access to PPE, including gloves, masks, face shields and gowns, as necessary.
- If physical prompting or restraint of a student is necessary, PPE must be worn. Any equipment used needs to be cleaned, prior and after use.
- If a student has a medical plan, it will be followed according to the child’s individualized needs.
- One-on-one nurses and paraprofessionals will be required to wear PPE while working with their assigned student.

**Reasoning:**

- The pandemic is not over and positive cases are up in Orange County. Every precaution possible should be implemented to protect the health and safety of every student, employee and visitor.
- The existing procedures provide clear guidance on sick and well rooms and should not be eliminated. Individuals exhibiting symptoms could infect others if they are not isolated in a sick room.
- On July 22, 2021 Advent Health announced that they would be putting extra preventative policies in place, including limiting visitors, mandating masks for all visitors/employees,

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<sup>16</sup> <https://www.wesh.com/article/adventhealth-announces-visitation-policy-changes-due-to-increase-in-covid19/37101433#> .

and deferring elective surgeries.<sup>17</sup> OCPS should follow their lead and precautions must be observed.

- Nurses have recommended that the clinic procedures continue until the pandemic ends.

#### **PAGE PAGES 57 CURRENT MANUAL – STUDENT CONFIRMED COVID-19 CASE**

The District removed the entire page, which is a flow chart. OCCTA recommends including it in the revised version.

##### **Reasoning:**

- The pandemic has not gone away and guidance and procedures for administrators and employees will be required.
- The protection of students and employees and visitors depends on adherence to policies that make the environment safe.

#### **PAGE 58 CURRENT MANUAL – STUDENT CLOSE CONTACT COVID-19 CASE**

The District removed the entire page, which is a flow chart. OCCTA recommends including it in the revised version.

##### **Reasoning:**

- The pandemic has not gone away and guidance and procedures for administrators and employees will be required.
- The protection of students and employees and visitors depends on adherence to policies that make the environment safe.

#### **PAGE 59 CURRENT MANUAL – STUDENT WITH COVID-19 SYMPTOMS**

The District removed the entire page, which is a flow chart. OCCTA recommends including it in the revised version.

##### **Reasoning:**

- The pandemic has not gone away and guidance and procedures for administrators and employees will be required.
- The protection of students and employees and visitors depends on adherence to policies that make the environment safe.

#### **PAGE 60 CURRENT MANUAL – SCHOOL-BASED EMPLOYEE CONFIRMED COVID-19 CASE**

The District removed the entire page, which is a flow chart. OCCTA recommends including it in the revised version.

##### **Reasoning:**

- The pandemic has not gone away and guidance and procedures for administrators and employees will be required.
- The protection of students and employees and visitors depends on adherence to policies that make the environment safe.

#### **PAGE 61 CURRENT MANUAL – SCHOOL-BASED EMPLOYEE CLOSE CONTACT COVID-19 CASE**

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<sup>17</sup> <https://www.wesh.com/article/adventhealth-announces-visitation-policy-changes-due-to-increase-in-covid19/37101433#> .

The District removed the entire page, which is a flow chart. OCCTA recommends including it in the revised version.

**Reasoning:**

- The pandemic has not gone away and guidance and procedures for administrators and employees will be required.
- The protection of students and employees and visitors depends on adherence to policies that make the environment safe.

**PAGE 62 MANUAL – SCHOOL-BASED EMPLOYEE WITH COVID-19 SYMPTOMS**

The District removed the entire page, which is a flow chart. OCCTA recommends including it in the revised version.

**Reasoning:**

- The pandemic has not gone away and guidance and procedures for administrators and employees will be required.
- The protection of students and employees and visitors depends on adherence to policies that make the environment safe.

**PAGE 63 CURRENT MANUAL –EMPLOYEE CONFIRMED COVID-19 CASE**

The District removed the entire page, which is a flow chart. OCCTA recommends including it in the revised version.

**Reasoning:**

- The pandemic has not gone away and guidance and procedures for administrators and employees will be required.
- The protection of students and employees and visitors depends on adherence to policies that make the environment safe.

**PAGE 64 CURRENT MANUAL – EMPLOYEE CLOSE CONTACT COVID-19 CASE**

The District removed the entire page, which is a flow chart. OCCTA recommends including it in the revised version.

**Reasoning:**

- The pandemic has not gone away and guidance and procedures for administrators and employees will be required.
- The protection of students and employees and visitors depends on adherence to policies that make the environment safe.

**PAGE 65 MANUAL – EMPLOYEE WITH COVID-19 SYMPTOMS**

The District removed the entire page, which is a flow chart. OCCTA recommends including it in the revised version.

**Reasoning:**

- The pandemic has not gone away and guidance and procedures for administrators and employees will be required.
- The protection of students and employees and visitors depends on adherence to policies that make the environment safe.

**PAGES 66-68 CURRENT MANUAL - FREQUENTLY ASKED QUESTION COVID-19 CASE MANAGEMENT AND PAGE 17 – REPORTING COVID-19 CASES IN NEW VERSION**



The district reduced the pages from three pages to one page in the new version. OCCTA recommends restoring all information for the new version.

Page 17 of the new version states:

“The supervisor/administrator will complete the COVID-19 Case Management Intake Form”

**Please provide OCCTA a copy of that form.**

Page 17 of the new version states: The OCPS COVID-19 Task Force will coordinate with the Florida Department of Health in Orange County to ensure proper actions are taken,

**Please provide OCCTA with an explanation of the mission, goals and responsibility of the “OCPS COVID-19 Task Force” and a list of the members of such committee.**

**Reasoning:**

- The pandemic has not gone away and procedures that provide maximum protections should be followed
- The protection of students and employees and visitors depends on adherence to policies that make the environment safe.
- It is the obligation of OCPS to put out informative information not only to protect students and employees, but to provide guidance and educate on the procedures.

#### **PAGE 69 CURRENT MANUAL – INFORMATION TO SUPPORT FDOH CONTACT TRACING AND PAGE 18 IN NEW VERSION**

The new version deleted the procedure, “Lunchroom contacts who were within 6 feet for 15 minutes or more.” OCCTA objects to the deletion and recommends it be included in the new manual.

**Reasoning:**

- The pandemic has not ended and if there is a positive case, contact tracing information may be needed to quarantine other students or employees.

#### **PAGES 70 -71 INVESTIGATIVE CASE SUPPORT (ICS) FOR EMPLOYEES**

Both pages were deleted from the new version. OCCTA strongly objects that these pages were deleted and recommends that they be included in their entirety in the new version.

**Reasoning:**

- The pandemic is not over.
- This information is essential for employees to understand contact tracing and tracking of COVID-19 cases should an employee or one of the students assigned to the teacher contract the virus.

#### **PAGES 72 -73 CURRENT MANUAL - INVESTIGATIVE CASE SUPPORT (ICS) FOR STUDENTS**

Both pages were deleted from the new version. OCCTA strongly objects that these pages were deleted and recommends that they be included in their entirety in the new version.

**Reasoning:**

- The pandemic is not over and this is vital information.
- This information is essential for employees to understand contact tracing and tracking of COVID-19 cases should an employee or one of the students assigned to the teacher contract the virus.

#### **PAGE 74 CURRENT MANUAL - CLOSURE CONSIDERATIONS DECISION MAKING**

The District removed the entire page. OCCTA strongly objects to the removal of this vital information and recommends that it be restored entirely in the new version.

**Reasoning:**

- The pandemic is not over and this is vital information.
- This information is essential for employees to understand how decisions are made in closing areas of a school or worksite, programs or entire buildings.

**PAGE 75 CURRENT MANUAL - CRISIS RESPONSE TEAM, Sample Crisis Response Framework**

The District removed the entire page. OCCTA strongly objects to the removal of this vital information and recommends that it be restored entirely in the new version.

**Reasoning:**

- The pandemic is not over and this is vital information.
- This information is essential for employees to understand how decisions are made in closing areas of a school or worksite, programs or entire buildings.

**PAGES 78 - 79 CURRENT MANUAL – ADDITIONAL RESOURCES -MENTAL HEALTH AND WELLNESS OF STUDENTS AND EMPLOYEES**

These pages were not included in the new version. OCCTA recommends they be included.

**Reasoning:**

- A political agenda is being pushed by the state and some local and district leaders who follow unscientific advice rather than putting the health and safety of students and teachers first, therefore this information is important.
- Since the mental health and wellness of students and employees is vital during this pandemic and will be especially important this year as masks were made optional and the District gutted most protective procedures, it is essential that this District provide all the mental health and wellness resources possible.

**PAGES 21-22 NEW VERSION ADDITIONAL RESOURCES**

Two pages of “additional resources” were added to the new version. OCCTA recommends the following additions:

[OCPS COVID 19 dashboard](#)

[Department of Health Report on positive cases in Florida schools](#)

[FLDOH Pediatric Report](#)

[Find how many cases in your zip code at this link.](#)

[Hospitalizations by county are at this link.](#)

[Health Weather by state and county is at this link](#)

**ADDITIONAL RESOURCES FOR OCCTA RECOMMENDATIONS**

- **Specific CDC Recommendations updated on July 9, 2021** <https://www.cdc.gov/coronavirus/2019-ncov/community/schools-childcare/k-12-guidance.html> and include masking, social distancing, transportation (bus) guidelines, screening testing, ventilation, handwashing and respiratory etiquette, staying home when sick and getting tested, contact tracing in combination with quarantine and isolation, and cleaning and disinfection as important layers of prevention to keep schools safe.
- **Mayor Demings Mask recommendation for vaccinated and unvaccinated residents of Orange County July 2021:** “Given the significant increase in Orange County’s rolling positivity rate and COVID-19

infections, I strongly recommend that both vaccinated and unvaccinated residents wear a facial covering when in crowded indoor spaces.” Link: <https://myemail.constantcontact.com/Employee-Message--COVID-19-Update---myOCWellness.html?soid=1108538024875&aid=5mhL1OCGpV8>

- **American Academy of Pediatrics on masking in schools for 2021 opening, July 2021:**  
“AAP recommends universal masking because a significant portion of the student population is not yet eligible for vaccines, and masking is proven to reduce transmission of the virus and to protect those who are not vaccinated. Many schools will not have a system to monitor vaccine status of students, teachers and staff, and some communities overall have low vaccination uptake where the virus may be circulating more prominently.”  
<https://services.aap.org/en/news-room/news-releases/aap/2021/american-academy-of-pediatrics-updates-recommendations-for-opening-schools-in-fall-2021/>
- **Fauci masks for vaccinated under consideration 7/25 /21**  
“We’re going in the wrong direction,” said Dr. Anthony Fauci, describing himself as “very frustrated.” He said recommending that the vaccinated wear masks is “under active consideration” by the government’s leading public health officials. <https://www.clickorlando.com/news/politics/2021/07/25/fauci-says-us-headed-in-wrong-direction-on-coronavirus/>
- **U.S. Surgeon General on masks, Delta variant and protections, 7/21/21**  
“If you’re an individual who has kids at home who are not vaccinated, or you, yourself, are immunocompromised, those are all circumstances where counties or individuals may decide that they want to wear masks again.”

“Well, what I can just tell you from a public health and science perspective is what we have learned, which is that the masks help, and that, especially when you have got a lot of virus spreading, and you don’t have high vaccination rates, which is the case in parts of my home state of Florida, that masks absolutely can be a useful tool.

And, look, I understand that people are tired of so much of what we have dealt of this past year, wearing masks, not seeing your friends, just going through the uncertainty of COVID. It’s been exhausting for all of us. And we have made a lot of progress.

But this is one of those moments. . . with the Delta variant spreading so quickly, that we have got to take measures to reduce spread. And vaccination is important. Look, we have got to get vaccinating people quickly. *But if you’re trying to reduce spread in a short time frame, in the order of days to weeks, then it is measures like masking and distancing that are among our most powerful tools.”*

<https://www.pbs.org/newshour/show/u-s-surgeon-general-on-the-most-powerful-tools-to-combat-the-delta-variant>

- **Specific CDC Recommendations updated on July 9, 2021** <https://www.cdc.gov/coronavirus/2019-ncov/community/schools-childcare/k-12-guidance.html> and include masking, social distancing, transportation (bus) guidelines, screening testing, ventilation, handwashing and respiratory etiquette, staying home when sick and getting tested, contact tracing in combination with quarantine and isolation, and cleaning and disinfection as important layers of prevention to keep schools safe.
- **Debate Continues over mask mandate in OCPS - Medical Advisory Committee -6/1/21:**  
“Medical experts on the Orange County Public Schools Medical Advisory Committee say the school board shouldn’t be too hasty to relax their mandatory mask policy. . .  
“We have a civic, and medical and moral duty to protect them by saying, ‘Let’s keep a mask on these kiddos, until they and their families have the opportunity to be vaccinated,’” said committee member and pediatrician Dr. Annette Nielsen.

And while doctors on the Committee said children are at a much lower risk for hospitalization and death from COVID-19, they say some children can still suffer severe complications from the virus.

“Because once you get it, you don’t know where that kid’s gonna go . . . I’ve got one kiddo who got it in July of last year and everything she eats or drinks still tastes like rotten fish,” Nielsen said. “So now we’re talking about an eating disorder.” said.

<https://www.baynews9.com/fl/tampa/news/2021/06/02/fierce-debate-continues-over-mask-wearing-in-ocps>

- **Florida AAP Pediatricians: Masks are needed in schools to prevent spread of COVID-19, 7/20/21**

“The President of the Florida Chapter of the AAP, Dr. Lisa Gwynn, said the scientific community is in agreement, the best way to protect kids and adults from getting sick is to wear masks. Without them, people will get sick, they’ll be hospitalized and the pandemic will continue to stretch out even longer, Gwynn said.

“There are so many reasons why I want to send them back to school. But are those things worth the health risks?” said Elizabeth Sheagren, an Orange County Public Schools parent.

Sheagren was feeling excited about sending her two oldest kids, Vivian and Rosie Edsall, back to school in a few weeks. But with rising case numbers and OCPS making masks optional, she’s not sure she’ll send them back in person at all.”

<https://www.baynews9.com/fl/tampa/news/2021/07/20/pediatricians-say-masks-are-needed-to-prevent-spread-of-covid-19-in-schools>

- **Advent Health doctors recommends masks in schools, 7/15/21:** “Doctors with Advent Health say the Delta variant is more severe and is more easily transmissible, and it’s why they’re recommending that kids headed back to class in a few weeks continue to wear masks.”  
<https://www.baynews9.com/fl/tampa/news/2021/07/15/parents-concerned-as-ocps-drops-mask-mandates-while-delta-variant-spreads->
- **Biden Officials begin discussion mask recommendations as cases surge, 7/21/21:**  
"At the White House, we follow the guidance and advice of health and medical experts. Public health guidance is made by the CDC, and they continue to recommend that fully vaccinated individuals do not wear a mask. If you are not vaccinated, you should be wearing a mask," a White House official told CNN."  
<https://www.cnn.com/2021/07/21/politics/mask-recommendations-biden-health-officials/index.html>
- **Florida Today – Debate over mask mandates in Florida Schools, 7/21/21:** “White House Press Secretary Jen Psaki was asked about DeSantis’ opposition to mask mandates during a press briefing Thursday. Psaki said President Joe Biden’s administration “would have concern about any step that doesn’t abide by public health guidelines.”

Psaki told reporters **the administration’s decisions about public health are driven by the federal Centers for Disease Control and Prevention, which has issued guidelines advising that children younger than 12 should wear masks in schools.** The federal government has not mandated that they do so. “They did already announce that several weeks ago as a part of their CDC guidance for schools,” Psaki said. “Because anybody under 12 is not eligible to be vaccinated, so they would not be vaccinated, and therefore they should be wearing a mask.”

**“If I were a parent in Florida, that would be greatly concerning to me,” Psaki said of DeSantis’ mask-mandate opposition. “Because kids under the age of 12 are not vaccinated, they’re not eligible yet. As the president said last night, obviously it’s going to be led by the FDA (U.S. Food and Drug Administration), but certainly we hope that will be soon.”**

<https://www.floridatoday.com/story/news/education/2021/07/22/mask-requirements-schools-florida-brevard-county-delta-variant-july-2021-school-year/8060843002/>

- **Positivity rate reaches 15.6% in Orange County 7-23-21** <https://www.wesh.com/article/coronavirus-surge-florida-73000-cases/37116566>
- **New York Times COVID-19 Tracker**  
<https://www.nytimes.com/interactive/2021/us/florida-covid-cases.html>
- **FLORIDA CASES SURGE 60%** <https://www.news4jax.com/news/florida/2021/07/23/floridas-covid-19-surge-continues-adds-73199-cases-in-week/>