



# Cognia Evidence Package COVID-19 Operational Guidelines and Protocols

*This will be a template to collect the information and will be turned into a webpage [\[CLICK HERE for Example\]](#) - [Evidence Spreadsheet](#)*

Evidence Title
COVID-19 Operational Guidelines and Protocols
Overview
Provides district and school leaders with general guidelines and protocols for establishing and maintaining safe school environments that reduce the risk of COVID-19 virus spread. Each school, in coordination with their district, will have the flexibility to implement the guidelines and protocols in a manner that best meets the health and safety needs of the school staff and students while minimizing the impact on teaching and learning.
Connected Cognia Standards
<p>Leadership Capacity Domain - The capacity of leadership to ensure an institution's progress toward its stated objectives is an essential element of organizational effectiveness. An institution's leadership capacity includes the fidelity and commitment to its purpose and direction, the effectiveness of governance and leadership to enable the institution to realize its stated objectives, the ability to engage and involve stakeholders in meaningful and productive ways, and the capacity to implement strategies that improve learner and educator performance.</p> <p>1.3 - The system engages in a continuous improvement process that produces evidence, including measurable results of improving student learning and professional practice.</p> <p>1.9 - The system provides experiences that cultivate and improve leadership effectiveness.</p> <p>1.11 - Leaders implement a quality assurance process for its institutions to ensure system effectiveness and consistency.</p> <p>Learning Capacity Domain - The impact of teaching and learning is the primary expectation of every system and its institutions. The establishment of a learning culture built on high expectations for learning, along with quality programs and services, which include an analysis of results, are all key indicators of the system's impact on teaching and learning impact on teaching and learning.</p> <p>2.4 - The system has a formal structure to ensure learners develop positive relationships with and have adults/peers that support their educational experiences.</p>

## Impact Statement

The Pacific East District has had a positive impact on educating students during the COVID-19 Pandemic and limiting the spread of COVID-19 as evidenced by:

- Adhering to Department of Defense regulations to help mitigate the spread of coronavirus
- Establishing processes, procedures, and policies regarding the mitigation of the COVID-19 pandemic.
- Providing resources, materials, and support to schools to mitigate the spread of COVID and allow DoDEA Pacific East to remain face-to-face most of the 2020-2021 school year, leading to higher student achievement
- Providing instruction materials, training, and individual coaching for teachers to educate in remote and mixed settings
- Providing personnel and support to the DoDEA Virtual School (DVS)
- Providing processes for supporting students on 504 plans and IEPs while in remote learning and for those enrolled in DVS

## Timeline (Brief)

SY 2016 - 2017

*Not Applicable*

SY 2017 - 2018

*Not Applicable*

SY 2018 - 2019

*Not Applicable*

SY 2019 - 2020

In March of 2020, schools went to remote status based on decisions made by the local military commands regarding the COVID-19 outbreak. Throughout this pandemic, the local military commands and medical treatment facilities' personnel have communicated with the schools and with the Pacific East District regarding expectations. DoDEA Pacific East District provided ongoing support to schools and teachers through just-in-time professional learning, creating an online infrastructure of resources and tools for remote learning, and meeting with individual teachers to provide support regarding the transition to remote learning.

SY 2020 - 2021

Of DoDEA Pacific East's 20 schools, 13 opened for face-to-face instruction in the "brick and mortar" (BnM) schools at the beginning of the 2020-2021 school-year. By October 1, 2020, all 20 Pacific East District schools were open for instruction in their BnM schools. To adhere to mitigation measures, the

Pacific East District purchased and provided a variety of materials including school nurse supplies, scan thermometers for entrances, classroom and cafeteria plastic shields, cloth face masks (2) for each staff member and student, hand sanitizer, sanitizing wipes, disinfectant sprays, and materials for making portable sinks. Guidance was provided to schools regarding social distancing and the use of disinfecting supplies and in finding rooms with proper ventilation and close to outside doors, so that students who might be COVID-19 positive can be isolated and supervised while awaiting parent pick-up. Additionally, cleaning contracts were renegotiated to include additional cleaning times for the prevention of and response to the spread of COVID-19.

DoDEA Pacific Region offered opportunities for virtual learning through the expansion of DoDEA Virtual School, which allowed parents the option of keeping their students at home and learning in a virtual environment. DoDEA Pacific East teachers were provided the opportunity to apply to temporarily work for DoDEA Virtual School.

### Impact Evidence at a glance

(single graph, table, 3-5 years of positive trend)

*Schools in DoDEA Pacific East District remained in the Brick and Mortar setting for longer periods of time than in the other DoDEA districts and returned to Brick and Mortar more quickly than others when they did go remote. Our ability to remain brick and mortar appears to be due the emphasis placed on following the procedures and regulations, the supplies purchased by the district and the willingness of the local communities to comply with mitigation measures promoted by the military commands and the Japanese government.*

*Pacific East District has the fewest students attending DoDEA Virtual School compared to other DoDEA districts. Many families tried it, but when the brick and mortar schools were able and the community spread of COVID-19 remained relatively low, many families chose to return their students to the brick and mortar schools for the 2021-2022 school-year.*

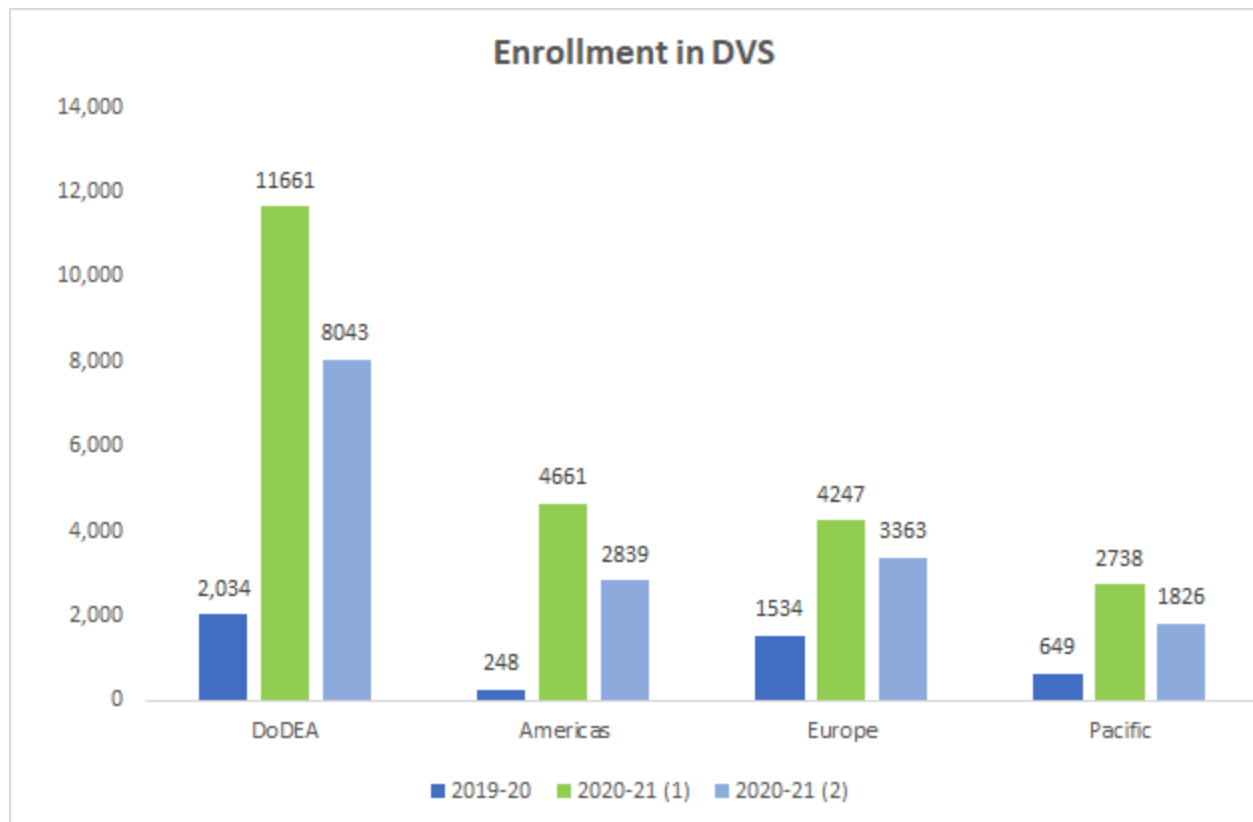


## COVID-19 Operational Guidelines and Protocols Pacific East 2018 - 2022

Continued Instruction and Increased Safety and  
Protection Against COVID-19  
One Team, One Vision

Pacific East District		Training on Guidelines and Protocols to staff in Fall and Spring, Parent/staff letters Coordination Teams, Purchased Supplies, Staff Training for Remote Learning	Letters to Parents and Staff Ordering Supplies Re: COVID-19 Parent Resources, Videos Emergency Closure Plan Example Lessons/Resources	School Nurse ISS provides guidance and reminders to trusted agents re tracker/test kits Provided Training on Updated Guidance	Continue tracking employee vaccination status, test those with exemptions and exemption applications weekly, Continue Contact Tracing and Support
USFJ & Local Commands, EDIS, MTFS		Public Health Orders	Public Health Orders, COVID-19 Stress Management and Resiliency Workbook	Public Health Orders	Public Health Orders
Pacific Region		Operational Guidelines, Teacher Status during school closures, Travel, DVS, Prescreening, Activities, Services, Parent Letters	Letters to Parents and Staff, Memos for IEP Services/Meetings Staff Training for Return to School Changing Placement to/from DVS Mast Breaks, Contact Tracing, Coord. Teams	Training Trusted Agents for tracking employee vaccination/ tests- purchased test kits, Updated COVID-19 Coordination Team Guid.	Purchasing test kits for non-vaccinated employees weekly testing, provide guidance and Manpower Flexibility re COVID-19
DoDEA HQ	2010- Pandemic Emergency Planning	Operational Guidelines, Teacher Status during school closures, Travel, DVS, Prescreening, Activities, Services, Leave Options, 504/IEP Meetings	Best Practices Special Education and Student Support Services, Return to School: Overview, Athletics Extracurricular Guid.	Info for DoDEA Employees on DoD COVID-19 Immunization Program, Updated Guidance	Info for DoDEA Employees on DoD COVID-19 Immunization Program, Updated Guidance
US Fed Gov DoD		Public Health Emergency Mgmt. Safety and Occupational Health Funding Instructions for PPE HPCON Levels and Def. Travel Restrictions	Memorandums and Instructions related to Safety, Health, Masks, Travel, etc.	Use of Masks and Other Public Health Measures Employee Immunization Requi.	Has begun discharging Active Duty members who are not vaccinated- their DoDEA Spouses would also leave the overseas areas.
	2018	2019	2020	2021	2022

Template & example to show data display [\[CLICK HERE\]](#) Slide 15  
(copy and paste a slide to build your data display)



### Supporting Document

(Links to document and other resources or evidence, etc....)

What supporting documents do you have to support the impact of your office? Please provide hyperlinks to the documents or use the form to submit your document. [\[CLICK HERE\]](#)  
Add link to budget and logistics

*Department of Defense (DOD) provided the following that was shared by the District to school-level employees:*

- [DoD Instruction \(DODI\) 6200.03](#), Public Health Emergency Management Within the DoD (28 MAR 2019)
- Department of the Navy Instruction 5100.5L from Commanding Officer, US Naval Hospital, Yokosuka, Japan. [Safety and Occupational Health Program](#): N-95 Respirator Procedure including fit-testing (1 JUL 2019)
- [Memorandum from the Defense Health Agency](#): Funding Instruction for the Purchase of Preventative Health Items and Personal Protective Equipment (PPE) to Mitigate COVID-19 (14 FEB 2020)
- [US Forces Japan \(USFJ\) Force Public Health Order](#) (26 FEB 2020)
- [Memorandum](#): Department of Defense Guidance for Measured Responses to the Novel Coronavirus Outbreak from Virginia Penrod, Secretary of Defense (10 MAR 2020)
- [HPCON levels and definitions](#) (MAR 2020)

- Memorandum: [Travel Restrictions for DoD Components](#) in Response to Coronavirus Disease 2019 from the Secretary of Defense (11 MAR 2020)
- [Force Health Protection Guidance \(Supplement 4\)](#)-Department of Defense Guidance for Personnel Traveling During the Novel Coronavirus Outbreak (March 11, 2020)
- Latest Health Protection Supplement:  
<https://www.defense.gov/Spotlights/Coronavirus-DOD-Response/>
- Memorandum from the Secretary of Defense: [Use of Masks and Other Public Health Measures](#). (4 FEB 2021)

*DoDEA Headquarters (HQ) provided the following that was shared by the District to school-level employees:*

- [Pandemic Emergency Planning](#) DoDEA and Federal Education Association (FEA) - Memorandum of Understanding (16 FEB 2010)
- [Memorandum: Teacher Status - School Closures](#): District Superintendents are authorized to provide notification and direction to teachers regarding where and when to report when schools are closed to students (11 MAR 2020)
- [Travel Guidance to all DoDEA staff](#) (13 MAR 2020)
- [DoDEA Student Services Best Practices for Remote Learning in Special Education and Student Support Services](#) with this [email](#) (13 APR 2020)
- [COVID-19 Contact Tracing Record](#) (April 2020)
- [Email with many resources for staff members](#) (24 APR 2020)
  - [Director's HQ all hands addresses where we are and new normal](#)
  - [Start exploring training opportunities on Cornerstone OnDemand](#)
  - [Dear teachers, we've got this!](#)
  - [Fritz Stokes makes read aloud available for children's book directly supporting military-connected children](#)
  - [Flexible spending account tips in response to COVID-19](#)
  - [Video conferencing guidance – what's approved and how to be safe](#)
  - [Bechtel Elementary teachers connect with students through creative videos](#)
  - [McAfee antivirus software free for home use](#)
  - [Americas approach to digital learning](#)
  - [Best practices for remote learning – special education, student support services](#)
  - <https://go.usa.gov/xvkwfW>
- [Email from The Director Decision Regarding the Operating Status of DoDEA Schools](#) (1 MAY 2020)
- [Ensuring Safe and Healthy Return to School](#) (11 JUN 2020)
- [DoDEA COVID-19 Operational Guidelines and Protocols for Schools](#) (10 JUL 2020)
- [Return to School SY 2020-2021 Communications Planning & messaging for DoDEA Leaders Key themes, Messages, and Talking Points](#) (13 JUL 2020)
- [2020-2021 Return to School](#) (14 JUL 2020)
- Creation of DoDEA COVID-19 website: <https://www.dodea.edu/Coronavirus.cfm>.
- DoDEA Virtual School (DVS) added K-8 to their already 9-12 availability. Staff from brick and mortar schools were borrowed to support DVS
- [Return to School: An Overview of Equitable Practices for Special Education and Student Support Services](#): DoDEA developed this guidance to support school personnel assigned to the provision

of services that meet the unique needs of unique students (19 AUG 2020).

- [DoDEA Prescreening Protocol](#) and Acknowledgement for Adults (19 AUG 2020)
- DoDEA COVID-19 Operational Guidelines and Protocols for Schools, Version Companion Guide, [Summary of Changes from Version II to Version III](#) (25 AUG 2020)
- [Leave Options Available for COVID-19 Pandemic-Related Absences](#) This document provides potential situations that may occur during the COVID-19 Pandemic and leave options supervisors are authorized to approve. This guide does not include all possible scenarios that may require an employee's need to request leave from duty (25 AUG 2020)
- [Section 504 Meeting Minutes between HQ and District ISSes](#)- The meeting provided guidance for districts on how to address 504 plans. (26 AUG 2020)
- [Meeting Minutes between HQ and District School psychology/504/school nursing ISSes](#). The meeting provided an update on the current status of DVS. (2 SEP 2020)
- [DoDEA Student Services. Best Practices for Remote Learning in Special Education and Student Support Services](#) In response to the evolving needs discovered by our schools as they respond to and recover from the recent and ongoing Coronavirus (COVID-19) pandemic, this guidance is intended to support district, community, and school leaders' continuity plans for student support services in a remote learning environment. The spirit of this guidance centers on our agency's overarching expectation that student support services will be provided equitably, and in a way that maximizes access without posing undue risk to students, staff, schools, or the agency. (SEP 2020).
- [Athletics Extracurricular, DoDEA guidelines for Reopening](#) - HPCON B vs. 8: To provide the way forward for DoDEA schools in designing return-to-activity protocols in accordance with local restrictions (SEP 2020)
- [DoDEA Students with Current Section 504 Plan in ASPEN Enrolling in DVS Flowchart](#) (9 SEP 2020)
- [Memorandum for DoDEA Employees](#), DoDEA Virtual School Update and Second Semester Planning, (29 OCT 2020)
- DoDEA COVID-19 Operational Guidelines and Protocols for Schools, Version Companion Guide, [Summary of Changes](#) from Version III to Version IV (DEC 2020)
- [DoDEA COVID-19 Operational Guidelines and Protocols for Schools Version IV](#) (8 DEC 2020)
- [DoDEA Home-based Screening Acknowledgement for Visitors and Volunteers](#) (2 DEC 2020)
- [Information for DoDEA Employees on the DoD COVID-19 Immunization Program](#) (JAN 2021)

#### *Pacific Region:*

- [Emails between ISS and school nurses regarding the supplies mentioned in updated USFJ policy](#) (26 FEB 2020)
- [Letter to Parents and Employees v2](#)- DoDEA Pacific East COVID-19 Update (1 MAR 2020)
- [Links to use](#) (13 MAR 2020)
- [Provided example Memos for the Record \(MFR\)](#) with attached Guidance for MFR/PWN templates (27 MAR 2020)
  - [General Guidance for Completing- Templates MFRs and PWNs](#)



- [Generic Norms and Consent for Virtual Services](#)
- [Postponed meeting - annual review](#)
- [Postponed meeting - triennial review](#)
- [Virtual Services eligible, but IEP pending](#)
- [Virtual Services eligible, but IEP pending and parent declines virtual services](#)
- [Virtual Services for students with completed assessments](#)
- [Virtual Services eligible with assessments completed, but parents decline virtual services.](#)
- [DoDEA Pacific Frequently Asked Questions \[and Answers\] COVID-19](#) (21 APR 2020)
- [Town Hall Meetings 21-23 APR 2020 Facilitated by Pacific Region Center for Instructional Leadership-Special Education Guidance](#) (27 APR 2020)
- [Letter to DoDEA Pacific Families and Employees:](#) DoDEA Pacific has been working in direct and close coordination with senior military partners during the COVID-19 pandemic to monitor local environmental conditions and determine whether school facilities will be able to reopen to students this school year. (4 MAY 2020)
- [Letter from Ms. Rapp,](#) DoDEA Pacific Region Director including Returning to School and HPCON, Staff Training, and full-time Virtual Option. (16 JUL 2020)
- [DoDEA Return to School Page](#) In addition to the brick-and-mortar school setting, DoDEA offers a full-time virtual option for all students in grades K-12 who have health vulnerabilities or do not feel comfortable returning to the traditional school setting. Details about the full-time virtual option are located online at the DoDEA Return to School page (16 JUL 2020)
- [Educator Interest Form](#) DoDEA teachers have the opportunity to apply to teach for the full-time virtual option (16 JUL 2020)
- [Memorandum](#) for All DoDEA Pacific Region School Administrators: Changing Placement to/from In-Person (Brick-and-Mortar) or Virtual School Learning Environment after the Initial Selection Process (9 SEP 2020)
- [Change of Placement Parent Letter. Re: Changing Placement to/from In-Person \(Brick-and-Mortar\) or Virtual School Learning Environment after the Initial Selection Process.](#) Families interested in changing placement to/from the brick and mortar or virtual school environment after the initial selection process must complete the attached [Change of Placement Request Form](#) (9 SEP 2020).
- [Mask Break Best Practices](#) (23 OCT 2020)
- [Letter to DoDEA Pacific Employees](#) regarding travel, contact tracing and prescreening (26 OCT 2020)
- [Contact Tracing during COVID-19: Who needs to quarantine?](#) (26 OCT 2020)
- [Letter to DoDEA Pacific East Administrators:](#) Letter provides reflection points for administrators and includes attachments regarding operating in the COVID-19 environment. (13 NOV 2020)
- [School COVID-19 Coordination Team Guidelines](#) (13 NOV 2020)
- [School COVID-19 Coordination Team Guidelines](#) (4 FEB 2021)
- [DoDEA Pacific Region: COVID-19 Coordination Team Request for Review Form](#) (4 FEB 2021)
- [DoDEA Pacific Region Facilities Use Requirements during the COVID-19 Pandemic](#) (4 FEB 2021)
- [Slides from the schools in S.Korea](#) regarding school decision tree for symptomatic staff and students (5 FEB 2021)



**Pacific East District:**

- [Email - one school's letter- with the statement from the Pacific East District that air travel for sports is being canceled for the month of March](#) (25 FEB 2020)
- [Letter to Parents and Staff](#) - Letter outlines postponement of events that involve student travel (26 FEB 2020)"
- [Emails from school nurse ISS to Pacific East DSO leadership about local Medical Treatment Facilities \(MTFs\) refusing to follow-up regarding supplies, testing students from high-risk locations.](#) This led to additional communication with US Forces Japan (USFJ) Command and local MTFs (26 FEB 2020)
- [Communicated with school nurses about ordering supplies in response to COVID-19 Pandemic](#) (28 FEB 2020)
- Provided [Talking to Children About COVID-19 \(Coronavirus\) A Parent Resource](#) by NASP and NASN (29 FEB 2020)
- The DSO developed "[Emergency Closure Plans](#)" with several folders and files of information (28 FEB 2020)
  - [Complex Emergency Closure Plan Guide](#) (28 FEB 2020)
  - [Staff Childcare Requirements](#) - for planning purposes (28 FEB 2020)
  - Lesson Plan Examples and Guides:
    - [Example Lesson Plan - 1st Grade Math](#) (28 FEB 2020)
    - [Grade K GO Math Tech and Vocab Guide](#) (3 MAR 2020)
    - [Grade 1 GO Math and Vocab Guide](#) (3 MAR 2020)
    - [Grade 2 GO Math and Vocab Guide](#) (3 MAR 2020)
    - [Grade 3 GO Math and Vocab Guide](#) (3 MAR 2020)
    - [Grade 4 GO Math and Vocab Guide](#) (3 MAR 2020)
    - [Grade 5 GO Math and Vocab Guide](#) (3 MAR 2020)
- [E-mail about which items need to be purchased by the schools with the District-provided GCPC cards for the school nurses](#) (3 MAR 2020)
- [Email from District ISS to District Chief of Logistics about the needed materials for school nurses- Spreadsheet](#) was created for school nurses to share supplies they already had on hand (4 MAR 2020)
- Emergency Closure Planning included [this email about NASP and NASN resources](#) and [this one mentioning Free Brainpop access to schools that are closed but educating students](#) (4 MAR 2020)
- [Educational Technologists \(ET\) Preparedness Briefing Agenda](#) (4 MAR 2020)
- Administrators were provided [guidance regarding the availability of Google Classrooms](#) for the remainder of the year (6 MAR 2020)
- [K-2 Student Access to G Suite \(Closed Vs. Open Schools\)](#) (11 MAR 2020)
- [Provided suggestions to school nurses](#) for what they could do when students are not in the building (11 MAR 2020)
- [Ideas to Incorporate Developmentally Appropriate Teaching Strategies](#) (13 MAR 2020)
- [Parent Letter](#) - Letter to parents in Pacific East addressing concerns in the community about DoDEA schools in Japan remaining open (13 MAR 2020)
- [Continuity of Operations Plan \(COOP\) Pacific East District](#) (17 MAR 2020)
- [Letter to Parents and Staff](#) - Letter from DoDEA Pacific East regarding the temporary closing of

- schools (19 MAR 2020). [Frequently Asked Questions and Answers](#) (19 MAR 2020)
- [Educational Technology \(ET\) ISS - Meeting Minutes](#) - timeline shared, expect to hear about virtual instruction and expectations, plans for Monday's school-wide training, home learning, etc. (20 MAR 2020)
- [Emergency Closure Taskings](#), listing DSO points of contact for each task (24 MAR 2020)
- Pacific East Educators were [provided with suggested apps](#) to support submitting assignments as PDFs (27 MAR 2020)
- [Elementary Online Learning Guidelines - Sample](#) (31 MAR 2020)
- [Secondary Online Learning Guidelines - Sample](#) (31 MAR 2020)
- [Pac East Transition to Home Learning Parking Lot](#) (Google Form) Pacific East Educators had the ability to pose questions regarding the transition to remote learning
  - Essential/Driving Questions regarding COVID-19 and content standards (17 APR 2020)
- The DSO developed and disseminated training for teachers to transition to remote instruction.
  - Guidance was provided for "lending" laptops to students who needed them.
  - Guidance was provided for students to safely return text books and other materials.
  - Guidance was provided for school nurses to return medications to families and have them return signed forms that they received them.
  - All materials were placed into quarantine for a set number of days before staff members touched them.
- [Threats of Violence Towards Self or Others - When not screened in person](#)- Shared this information from DoDEA HQ with our District-level staff members
- Community Mental Health Services Iwakuni (16 APR 2020)
- [Training](#) was provided to Pacific East school counselors, psychologists and nurses regarding the DoDEA Student Services Best Practices for Remote Learning in Special Education and Student Support Services (17 APR 2020)
- [Email from Special Education ISS with several documents in addition to guidance](#) (24 APR 2020)
- Section 504 Accommodation Plans:
  - Using the examples created by the region for special education MRFs and PWNs, examples were created and shared for Section 504 Meetings when they could not be held (24 APR 2020):
    - [504 Eligible with Accommodation Plan Pending](#)
    - [504 Eligible with Accommodation Plan Pending- Parents decline accommodations](#)
    - [Completed 504 Assessment, but eligibility meeting has not yet occurred](#)
    - [Postponed 504 Annual Review Meeting](#)
  - [Section 504 Training for holding meetings during remote learning](#) (27 APR 2020)
  - [504 Team Coordinators were provided instructions for Creating Your Own Form](#) (28 APR 2020)
  - [Example 504 Meeting Parent Invitation with Virtual Meeting Option](#) (29 APR 2020)
- Example provided "[Student Expectations for Quarter 4 Remote Learning](#)" (APR 2020)
- [DoDEA Equipment and Material Return/Pickup](#) including medications (29 APR 2020)
- Shared information about [Military and Family Life Counselors no longer providing in person support](#). (APR 2020)
- [COVID-19 Stress Management and Resiliency Workbook](#) - Easy to follow Workbook for Exercises and Activities to Manage Stress and Resiliency During Uncertain Times, Created by LT

Megan Camacho-Balkenbush Occupational Therapist, MS, OTR/L Educational and Developmental Intervention Services (EDIS) Division Officer NAF Atsugi, Japan MSC, USN (uploaded 5 MAY 2020)

- [Email from Chief of Staff regarding projecting costs for cleaning supplies in at risk programs like Sure Start and Special Education classrooms](#) (12 MAY 2020)
- [Email between School Nurse ISS, Chief of Staff, Chief of Logistics, and the Safety-Security](#) (13 MAY 2020)
- [Email Researching air purifiers](#) (15 MAY 2020)
- [Email](#) regarding [Memorandum of Agreement with 35th Med Group Misawa Air Base](#) (27 MAY 2020)
- [Pacific East Special Education Informational Sessions](#) - Town Hall with Ms. Kiyuna (3 JUN 2020)
- Shared "USFJ COVID-19 Restriction of Movement, Quarantine, and Isolation (RQI) Planning" (1 JUL 2020)- Link cannot be shared as document is "For Official Use Only"
- [Email](#) regarding [Memorandum of Agreement with 35th Med Group Misawa Air Base](#) (27 MAY 2020)
- [Emails between ISS and Logistics: School Nurse Gloves and Aprons](#) were shipped to the Army Airforce Exchange Service (AAFES) store at Misawa AB and will need to be picked up (17 AUG 2020)
- Collaboration done with local medical treatment center to provide videos for students at the start of the school-year including placing them on school websites and social media (20 AUG 2020)
  - **Preschool-1st Grade:**
    - [Handwashing](#): Children's National Hospital: handwashing heros. Gives information about coronavirus and the associated symptoms, reminds children to stay at home if they have symptoms, instructs all the instances in which we should wash our hands (45 sec)
    - [Mask Wear](#): ShandyClinic: Explained to Kids: Why are we wearing masks (2 min: 1 sec)
    - [Social Distancing](#): Jack Hartmann Kids Music: Greet Someone Without Touching/Greet from 6 feet. Song that shows alternate ways to greet your friends: wave, mile, peace sign, air hug, air fist pump. (2 min, 21 sec)
  - **Elementary/Middle School:**
    - [Handwashing](#): Children's Hospital Los Angeles: Proper Hand washing techniques (1:27)
    - [Mask Wear](#): World Health Organization: How to wear a fabric mask safely (2:10)
    - [Social Distancing](#): Kid Explorer: Social Distancing explained by kids! Provides 6 tips presented by kids ages 7-11: wash hands often, cough in your elbow, don't touch your face, stay 3 feet away from people (note: must explain this is updated to 6 feet), get outdoors, use social media to connect with others (3:16)
  - **High School:**
    - [Hand Washing](#): Hamilton Health Sciences: Proper handwashing! What gets left on your hands when you don't wash properly. Shows how to wash hands properly and shows a science experience of how much bacteria remains on your hands when you don't wash your hands appropriately. (4:46)

- [Mask Wear](#): World Health Organization: How to wear a fabric mask safely. (2:10)
  - [Social Distancing](#): CBC Kids News: What is social distancing? (1:23)
- Created and Provided [Training: DoDEA Pacific East Student Support Services, Working in a Remote Learning Environment](#) (9 SEP 2020)
- [DoDEA's Digital Resources - How To's Shared with Pacific East District Staff Members](#) (SEP 2020)
- [Training](#) was provided in the fall 2020 to all employees. (Only those in the group can see this presentation)
- [Emails](#) between this ISS and District Chief of Logistics regarding additional protection-measure supplies (OCT 2020)
- [Notified process](#) regarding employees told to Quarantine by Local Military Facilities, or told they must go into Restriction of Movement (ROM) by military commands. (19 NOV 2020)
- Pacific East District developed a [tracking tool](#) families could use for their own family members keeping private information to themselves, but in a way that would simplify tracking their daily wellness check. [This flyer](#) was shared with all stakeholders.
- Training was provided again in the spring 2021 to new employees and those who missed the fall training. [Here is the folder with the documents from the spring training](#) The spring 2021 training utilized [version 5](#). Here are the [basic slides](#) that were used. Schools added their own slides in places, see the folder. [Version 7](#) became available in July 2021.
- An employee COVID-19 vaccination tracker was developed and has undergone several changes in order to address changing needs.
  - The vaccination tracker itself contains private information, so no link can be shared. However, this tracking tool was updated several times since it was first created to allow specific needed information to be added. For example, as of January 7, 2022, the tracker included 1490 employees. Of those, 44 have requested vaccination exemption and will be tested weekly once the testing kits are received.
  - The Pacific East District used the tracker in its full capacity earlier than other districts and provided feedback which led to changes in the process and in the tracker.
- Process developed where school nurses, admin, and other staff provide “close contact” information to public health in the event of a COVID-19 positive case in schools