



West Northfield School District 31

2022-2023

Health Handbook Addendum

*Please note information in this addendum may change without notice as guidance and information change.





Table of Contents

[Overview](#)..... Pg. 2

[Mitigation Strategies for Everyday Operations](#)..... Pg. 4

[Mitigation Strategy Consideration for Enhanced Operations](#)..... Pg.4

[Community Transmission Levels](#) Pg. 4

[Vaccinations](#)..... Pg. 5

[Masking](#)..... Pg. 6

[Social Distancing](#)..... Pg. 6

[Lunch](#)..... Pg. 6

[Visitors, Guests and Volunteers](#)..... Pg. 6

[School Based Covid-19 Testing Options](#)..... Pg. 7

[Weekly Testing Option \(Shield\)](#)..... Pg. 7

[Test to Stay Options \(TTS\)](#)..... Pg. 8

[Point of Care Testing](#)..... Pg. 9

[Consent Notice for Covid-19 Shield Testing/Release of Records](#).... Pg. 10

[Close Contacts](#)..... Pg. 12

[Illness Information](#)..... Pg. 12

[Notifications](#)..... Pg. 12

[Decision Tree for Quarantining and School Exclusion](#)..... Pg. 13

[Providing Instruction for Students Under Quarantine](#)..... Pg. 14

[Travel Guidance](#)..... Pg. 15

[Student and Staff Support](#)Pg. 16



Overview

Dear District 31 Community,

District 31 is excited to welcome our students for the 2022-2023 school year. The delight at a fresh new school year never ceases to amaze me. As teachers busily prepare rooms and students and families anxiously await class assignments, we are reminded of the excitement of new beginnings.

As we move into the fourth school year impacted by Covid-19, health and safety strategies have become part of the new normal for school districts to consider and incorporate into the everyday functioning and routine of school in order to ensure a safe learning environment for all students and staff. The District 31 administration team and health staff regularly review the guidance released by the Centers for Disease Control, Illinois Department of Public Health, and the Cook County Department of Public Health. All District 31 plans conform to these guidelines to the greatest degree possible. As such, plans may evolve as the guidance evolves based on transmission rates, school health metrics, and other factors.

The District will continue to communicate as our school community guidance evolves. We look forward to an exciting school year.

Sincerely,

Dr. Erin K. Murphy
Superintendent



Background

The global COVID-19 pandemic has presented evolving challenges that our community has handled with a united front. With no road map for navigating this pandemic, District 31 has collaboratively and methodically crafted plans to align with best practices. This evolving plan also serves the requirements of the U.S. Department of Education’s Safe Return to In-Person Instruction and Continuity of Services plans.

Since August 2020, District 31 has implemented a layered COVID mitigation strategy that has evolved as health advice changed. Understanding the importance of in-person education, District 31 provided both full in-school options and full remote options for the 2020-2021 school year. For the 2021-22 School Year, District 31 offered a full in-person learning plan for all students and modified our processes and procedures as guidance evolved. We remain grateful for all of the hard work by our teachers and students and value the partnership and support of our parents.

Our goal throughout the 2022-23 school year is to continue our path back to normal operations with reasonable safety mitigations, while at the same time providing excellent programming, robust social emotional support, and tiers of support for our students.

Guidance

Throughout this pandemic, District 31 and Northfield Township schools have followed health guidance universally recommended by the Center for Disease Control and Prevention (CDC), the Illinois Department of Public Health (IDPH), the Illinois State Board of Education (ISBE), and the Cook County Department of Public Health (CCDPH). The [July 5, 2022, IDPH & ISBE Joint Guidance](#) fully adopts the CDC [Operational Guidance for K-12 Schools and Early Care and Educational Programs to Support Safe In-Person Learning](#).

According to the Illinois State Board of Education, schools and local health departments should exercise their long standing authority, including as described in the Communicable Disease Code and according to schools’ infectious disease policies, to address all infectious disease cases among students and staff. IDPH and ISBE strongly encourage schools to follow the CDC’s operational guidance on best practices and the recommendations of their local health department on quarantine and isolation for confirmed and probable cases and close contacts.

On February 25, 2022, Governor Pritzker’s Executive Order 2022-05 was changed to end the universal masking requirement in schools on February 28. February 25 also saw the CDC guidance updated, placing Cook County in a low-COVID-19 Community Level, no longer recommending universal masking within schools. The Governor’s COVID-19 Executive Orders were extended on June 24 and will be considered by July 25, 2022.

District 31 is a public school under the auspices of ISBE and follows local health department protocols. Since the beginning of this pandemic, the District 31 Board of Education has affirmed the importance of following IDPH guidance and directed administration to make school health and safety plans in accordance with this guidance.



The District 31 Board of Education reserves the right to update this plan continuously. The Superintendent has the authority to make temporary changes to this plan that are then considered and ratified by the Board of Education (e.g., a COVID-19 outbreak in a classroom or building supports temporarily requiring masks). District 31 follows the guidelines of the Illinois Department of Public Health and our local health department, the Cook County Department of Public Health.

Mitigation Strategies for Every Day Operation

According to the Centers for Disease Control (CDC), K-12 schools and ECE programs (e.g., center-based child care, family child care, Head Start, or other early learning, early intervention and preschool/pre-kindergarten programs delivered in schools, homes, or other settings) should put in place a core set of infectious disease prevention strategies as part of their normal operations. The addition and layering of COVID-19-specific prevention strategies should be tied to COVID-19 Community Levels. The following are strategies offered by the CDC for everyday operations:

- Staying up to date with all vaccinations
- Staying home when sick
- Ventilation system optimization to improve air quality. Maximize HVAC air handling systems to allow for increased fresh airflow
- Regular hand hygiene and respiratory etiquette
- Enhanced cleaning and disinfection procedures continue

Mitigation Strategy Consideration for Enhanced Operations

According to the CDC, based on the determination of a community or region is in high, medium, or low transmission status, the following mitigation strategies may be considered or recommended:

- Masking
- Diagnostic Testing (when an individual is showing symptoms)
- Screening Testing (no symptoms but as part of a school based program)
- Test - to- Stay - Alternative to quarantining for close contacts who are not up to date with vaccinations
- Cohorting - smaller group of individual working together
- Ventilation improvements
- Case investigation and contact tracing
- Quarantine
- Considerations for high risk activities (eg sports or special activities)

Community Transmission Levels

The updated CDC school guidance aligns with Community Levels for recommendations for testing and masking. Community levels can help schools and local health departments, as well as individuals, make decisions based on their local context and their unique needs. When communities are at a “high” level, the CDC recommends universal indoor masking as masks are critical to keeping classrooms open for in-person



learning. In all Community Levels, staff and students with COVID-19-like symptoms, a positive test, or exposure to someone with COVID-19 should wear a mask around others. Schools should also consider implementing screening testing for high-risk activities such as indoor sports and extracurricular activities, when students are returning from breaks, and for those serving students who are at high risk for getting very sick with COVID-19. The following chart summarizes masking and testing recommendations at the three Community Levels.

COVID-19 Community Level	Prevention Strategy for <u>Masking</u>	Prevention Strategy for Testing
Low	Support those who choose to continue to mask	Ensure access to diagnostic testing for symptomatic persons and those exposed, and for continuity, schools may choose to continue to implement screening testing
Medium	Person who are immunocompromised, at high risk for severe disease or have household or social contacts at high risk for severe disease, should be encouraged to talk to their healthcare providers about whether they need to wear a mask	Ensure access to diagnostic testing for close contacts and those exposed, and for continuity, schools may choose to continue to use screening testing
High	Universal masking indoors in public, regardless of vaccination status, should be promoted. Persons who are immunocompromised should be encouraged to wear a mask or respiratory that provides greater protection.	Ensure access to diagnostic testing for close contacts and those exposed, and for continuity, schools may choose to continue to use screening testing

Vaccinations

District 31 encourages families to consider vaccination opportunities for their child. Part of that consideration is consulting with a family doctor and following their recommendations as each child is unique. If a family would like to have a child vaccinated and needs help finding a location that will provide the appropriate vaccination, please contact the school nurse (Field - tgastelum@district31.net or Winkelman- jgilligan@district31.net). Please also be mindful that individuals may not be vaccinated for a variety of reasons including medical concerns, religious exemptions, etc.

As students receive their second shot of the vaccine or a booster, we ask parents to send a picture of the front of the vaccine card to the school nurse or send a copy to the office.

To promote vaccination in school communities, Section 3 of Executive Order 2021-22 was reissued and remains in effect. Accordingly, school personnel, including regular volunteers, must establish they are fully vaccinated against COVID-19 or submit to at least weekly testing for COVID-19.



Masking

Masking is optional in District 31. The decision to wear a mask or not to wear a mask will be supported for all students and staff. Face masks in school buildings and school buses will be recommended when the region’s transmission level is designated as high.

The following are examples of required situational masking:

- A student who tests positive for Covid may return on days 6-10 IF they consistently and correctly wear a mask for these days. Mask wearing in this situation is required for the bus, inside the building, and outside.
- Masks continue to be federally required in healthcare settings and for healthcare personnel, **including school nurse offices.**
- Masks may be required on a limited and case-by-case basis to generate disability compliance with certain students and staff (e.g., a documented medical need may require staff within close proximity to wear a mask.)
- Masks may be required as special circumstances necessitate

Athletes follow the home school’s masking policies and follow required Illinois Elementary School Association requirements

Social Distancing

District 31 will not be enforcing social distancing in our classrooms and other programs unless otherwise advised by updated guidance from the health department.

District 31 will reduce crowding as much as possible when the region’s transmission level is designated as high.

Lunch Procedures

There will be a return to “normal” seating at both Field and Winkelman and social distancing will not be required.

If a student is required to mask for days 6-10 following a positive Covid test, they will be asked to sit in a separate area of the dining commons or other location so they can safely remove their masks in order to eat.

Visitors, Guests, and Volunteers

Masks will be optional for visitors, guests and volunteers. If the school practices evolve based on guidance, we will ask visitors, guests and volunteers to comply with updated school rules and practices.



If an individual is a regular volunteer at District 31 schools, they will be asked to demonstrate proof of being fully vaccinated or showing a recent Covid test (not older than 48 hours). A home test will be accepted. A volunteer is an individual who plans to serve in District 31 schools more than two times per month.

School-Based COVID-19 Testing Programs

Weekly Testing Option

The state of Illinois has authorized additional funding for SHIELD Testing for the 2022-2023 school year. Thus, District 31 will offer weekly SHIELD testing.

- Families will be asked to OPT-IN for the 2022-2023 school year. Parents will need to do this even if their child participated during the 2021-2022 school year. Families do **NOT** need to provide insurance information to participate in Shield testing. A student must have an opt-in form to participate in testing. A parent may opt-out at any point by contacting the nurse. A form will be sent home in August for parents to opt in to testing.
- SHIELD Testing Information
 - SHIELD is an innovative, saliva-based test created by the University of Illinois. You can read more about it at <https://www.uillinois.edu/shield>
 - By participating in this testing program, District 31 will be able to monitor transmission rates in our building. It also provides additional information that may be valuable for parents. In addition, Shield is essential if a “test to stay” opportunity is needed or community transmission rates increase and becomes required for sports or other activities.
 - We are currently working with Shield Illinois to determine the best mode of testing for the 2022-2023 school year. More information will be sent home closer to the start of the school year.
 - Testing is being provided as a mitigation strategy to promote the safety of our school community. Parents will need to opt-in to testing in order to participate. Parents can opt-in or opt-out at any time by contacting your school nurse.
 - If numbers allow, SHIELD’s third-party partner will be sending in a trained team to conduct the testing and ensure proper steps are being followed. In other circumstances, District 31 staff will conduct the testing and ensure proper steps are being taken.
 - Students may not eat or drink one hour before testing as the test developers say that doing so may provide an invalid sample or inconclusive result.
 - Testing is free for students and staff. ISBE is covering all costs so there will be no District 31 costs.



- Samples will be picked up by a courier and transported to a SHIELD Illinois lab. Results will generally be available the next day.
- SHIELD will set up a parent portal so you can receive the results. The school district will also get the results. If the test is negative, you will not hear from the school district. If the test is positive, a school nurse or administrator will call the positive individual or their parent/guardian.
- Per state protocols, IDPH automatically receives notice of a positive case.
- District 31 is no longer sending home weekly Ravinia tests. If additional testing is warranted due to an outbreak or another occurrence, the District may use Ravinia as an additional testing opportunity. Ravinia test kits are still available for pickup, but families must provide insurance information to Ravinia when submitting the test.

Reminder: "No news is good news." If the test result is negative, you will NOT hear from anyone at District 31.

District 31 will encourage weekly SHIELD screening after breaks and for students participating in high-risk indoor athletics and extracurricular activities.

Test to Stay Options (TTS)

- **Test to Stay (TTS) procedures** have been endorsed by the CDC for exposures occurring **during the school day** as an alternative to staying home. To further protect in-person learning, IDPH and the Illinois State Board of Education recommend that close contacts (persons not up to date with COVID-19 vaccination who are within six feet of a case for 15 or more minutes during a 24-hour period) occurring during the school day or during extracurricular activities may remain in school through TTS protocols.
- To use TTS, close contacts should test at least two times during the period between close contact notification/TTS enrollment and day 7 after exposure, with the last test occurring 5-7 days after last close contact. The school nurse will coordinate and communicate TTS options, if available.
- A close contact may remain in the classroom if test results are negative, and the person remains asymptomatic.
- Rapid antigen, including home tests, may be most appropriate for Test to Stay given the short turnaround time for results. Testing may also be done using SHIELD's unobserved testing or via Ravinia test kits. Testing may be conducted in school or at home, and, preferably, should be performed before the start of the school day.
- For the first five days after exposure, TTS participants should avoid social gatherings and remain at home when not at school functions during the testing period. If at any time the student tests positive or becomes symptomatic, they



should be immediately isolated and sent home and the school should notify the local health department.

- In the event of an outbreak, Test to Stay may be used within a specified core group (e.g., a classroom, athletic team, etc.) At this point, an outbreak is when there are three cases of probable or confirmed school-associated COVID-19 cases as determined by the local health department.

Point-of-Care Testing

- Due to wide-ranging symptoms associated with COVID-19 infection and the frequency with which children are likely to display one or more of these symptoms, POC tests may be useful diagnostic tools for testing persons in the early stages of infection with SARS-CoV-2 when viral load is generally highest.
- The benefits of POC tests in schools and other community settings is that results may be used to expedite return to school, identify early those needing isolation and quarantine, and to inform infection prevention and control measures, thus preventing transmission. Additionally, POC testing can allow students to return to school and community members to work more quickly if their test results are negative.
- Based on availability, our school nurses will have the ability to offer Bianex Now antigen tests as needed for students and staff. We will need written permission from parents before administering any testing in the office.
- Parental consent is required for point-of-care testing.
- Entities that perform POC testing must report each individual positive test result to state and local public health officials, per the [Control of Communicable Disease Code](#), in addition to the patient/parent/guardian.



Consent Notice for COVID-19 Testing and Release of Records

What is this Notice?

West Northfield School District 31 (“School District”) has partnered with the University of Illinois (“Testing Partner”) to test School District students, teachers, and staff members for COVID-19 infection. This notice provides information about the program to allow an informed consent for your child to participate in the testing program.

You must OPT IN to the testing program as described below in order for your child to be tested for COVID-19 infection.

How often will your child be tested?

We are arranging for our Testing Partner to test the students at least 1 time per week.

What is the test?

Your child will receive a free diagnostic test for the COVID-19 virus conducted by collecting saliva (spit).

How will I know if my child tests positive?

You will receive access to your child’s test results via an online platform which we will separately send you information about in future correspondence. West Northfield School District 31 will also receive results of your child’s test and will notify you separately of any positive result.]

What should I do when I receive my child’s test results?

If your child’s test results are positive, please contact your child’s doctor immediately to review the test results and discuss next steps. You may not send your child back to school until your child has completed the prescribed quarantined period as outlined by the IDPH. If your child’s test results are negative, this means that the COVID-19 virus was not detected in your child’s saliva (spit). Tests sometimes produce incorrect negative results called “false negatives” in people who have COVID-19. If your child tests negative but has symptoms of COVID-19, or if you have concerns about your child’s exposure to COVID-19, you should call your child’s doctor.

Who will receive my child’s test results?

In addition to you receiving your child’s test results, the School District and the Illinois Department of Public Health (“IDPH”) will also receive your child’s test results, consistent with IDPH guidance and the Illinois Control of Communicable Disease Code.

Do I need to take any other action?

If you consent for your child to be tested for COVID-19 infection, complete, sign, and return the OPT-IN form below. NO other action is required if you DO NOT consent for your child to be tested for COVID-19 infection pursuant to the above terms.



COVID-19 Testing Opt-IN

To be completed by a parent/guardian

Parent/Guardian Information	
All sections required – please print clearly	
Parent/Guardian Print Name:	
Parent/Guardian Tel./Mobile #:	
Parent/Guardian Email Address:	
Child/Student Information	
All sections required – please print clearly	
Child/Student Print Name:	
Child/Student School:	
Child/Student Grade:	

By signing below, I attest that:

- I have signed this form freely and voluntarily, and I am legally authorized to make decisions for the child named above.
- I consent for my child to be tested for COVID-19 infection.

ONLY ORIGINAL SIGNATURES ACCEPTED – NO COPIES OR SCANS

Name of Parent/Guardian

Signature of Parent/Guardian

Date _____



Close Contacts

~~Persons not up to date with COVID-19 vaccination who are within six feet of a case for 15 or more minutes during a 24-hour period are considered close contacts.~~

- ~~• If it is a **school based contact**, test to stay is permitted to be used to allow students to stay in school.~~
- ~~• If it is a home contact or an out of school contact, close contacts must quarantine according to the public health guidelines. Test to stay is not a permitted option.~~

As District 31 returns to normal programming, and social distancing is no longer a norm, it will be nearly impossible to perform regular contact tracing. Thus, except in isolated situations, we will not be regularly contact tracing positive cases. However, District 31 reserves the right to contact trace as appropriate and available.

Illness Information

By sending your child to school you are certifying that they are in good health and do not exhibit any COVID symptoms. However, if your child has any of the COVID symptoms, or any other illness, we ask that you keep them home. Please contact the school nurse if your child is ill, especially if they have Covid-like symptoms, and the nurse will guide you on the return to school procedures for your child.

Notifications

Principals will notify classrooms (Winkelman) and grade levels (Field) if there is a positive case IF that student was in school during the infectious period and this time frame was less than five days ago.

A [weekly health and safety dashboard](#) will be maintained.

Students and Staff with Disabilities

District 31 will provide appropriate accommodations for children and staff with disabilities

Decision Tree for Quarantining and School Exclusion

COVID-19 INTERIM GUIDANCE FOR SCHOOLS¹

Decision Tree for Evaluating Symptomatic Individuals from Pre-K, K-12 Schools and Day Care Programs

Rev. June 27, 2022 Interim Guidance, Subject to updates



Isolate⁴ if **ANY** of the following symptoms² are present: Fever (100.4°F or higher), new onset of moderate to severe headache, shortness of breath, new cough, sore throat, vomiting, diarrhea, new loss of sense of taste or smell, fatigue from unknown cause, muscle or body aches from unknown cause.

When suspicion of COVID-19 is high due to other symptoms, school health officials should isolate students/staff.

Testing is Strongly Recommended for ALL Persons with COVID-19-Like Symptoms, Regardless of Vaccination Status.

Status	Return to School Guidance (For recently vaccinated persons, see Post Vaccination Guidance)	Quarantine Close Contacts?	Additional Guidance
A. COVID-19 diagnostic test positive (confirmed with PCR test or probable with antigen test³) OR COVID-like symptoms without COVID-19 testing and exposed to confirmed case (probable case).	For those that can mask upon return, isolate ^{4, 5} for at least five calendar days from onset of symptoms; return after the five calendars days AND if 24 hours with no fever (without fever-reducing medication), diarrhea and vomiting ceased for 24 hours AND improvement of symptoms AND consistent masking upon return through day 10. If unable to mask, isolate for 10 days.	YES (see Row D)	The local health department may supply dates as to when a student or staff member can return to school, otherwise schools should permit return consistent with this guidance. Letter from local health department releasing the student or staff member from isolation or quarantine is not required.
B. Symptomatic individual with a negative COVID-19 diagnostic test <i>Negative COVID-19 diagnostic tests are valid only for the date on which they are collected; specimens collected within 48 hours of onset are acceptable for determining school admission status. If testing is not accessible or delayed, testing within 72 hours would be acceptable, but testing within 48 hours of onset should be promoted (Home Tests are Allowed).</i>	Isolate until symptoms have improved/resolved per return-to-school criteria for diagnosed condition, including fever free for 24 hours, symptoms improving and until 24 hours after diarrhea and vomiting have ceased. Follow provider directions, recommended treatment and return to school guidance as per school policies and IDPH Communicable Diseases in Schools .	NO	NAAT (PCR) testing/confirmation or serial antigen (2 test 24 hours apart) is recommended if the staff/student is a close contact to a confirmed case, the school is experiencing an outbreak, or the local health department is recommending due to high Community Levels (see CDC Testing Algorithm). In other situations, a negative RT-PCR, rapid molecular (rapid PCR), or negative antigen (including home tests) test is acceptable.
C. Symptomatic individual without diagnostic testing who is not a known close contact to a confirmed case.	For those who can mask upon return, isolate for at least five ⁵ calendar days from onset of symptoms; return if 24 hours with no fever (without fever-reducing medication), vomiting and diarrhea have ceased for 24 hours, AND improvement of symptoms AND consistent masking upon return through day 10. If unable to mask, quarantine for 10 days.	Unvaccinated Household Members in the School System	If the ill individual is not tested within 24 hours of first notification of symptoms, household members should be sent home.
D. Asymptomatic individual who is a close contact^{6, 7, 8, 9} to a confirmed or probable COVID-19 case	For those that can mask upon return, quarantine for five days after last exposure to the COVID-19 case and upon return, mask consistently through day 10, or according to test-to-stay protocols ¹⁰ . If unable to mask, quarantine for 10 days.	NO	If COVID-19 illness develops, isolate per Row A. Testing is recommended.

¹ Based on available data and science, schools must make local decisions informed by local context in consultation with their local public health department. This chart should be used in conjunction with the [Centers for Disease Control and Prevention Guidance for COVID-19 Prevention in K-12 Schools](#).

² New onset of a symptom not attributed to allergies or a pre-existing condition.

³ In most situations, a positive antigen in symptomatic person does not require a confirmatory test, should be considered a probable case (follow Row A and D) and will not be discounted or deemed a false positive with a negative PCR.

⁴ Pursuant to [Communicable Disease Code, 77 Ill. Admin. Code 690.631](#).

⁵ Severely immunocompromised or severely ill may need to be isolated for 20 days as per guidance from the individual's infectious disease physician.

⁶ If the individual has been identified by local health department or school as a close contact, or knows they are a close contact to a case, the individual should be quarantined.

⁷ CDC exempts from the [close contacts](#) definition if they are up to date with COVID-19 vaccination and were within 6 feet of an infected person for a cumulative total of 15 minutes or more over a 24-hour period. They should be tested three and five days after the exposure to a suspect, probable or confirmed case of COVID-19, monitor for symptoms, isolate immediately and get tested if symptoms develop, and wear a mask for 10 days.

⁸ Contacts to close contacts of a case do not need to stay home unless the close contact becomes a confirmed or probable case.

⁹ Close contacts with confirmed COVID-19 (lab or home test) in the past 90 days are exempt from isolation and quarantine.

¹⁰ Test-to-stay requires viral testing at least two times within seven days of close contact notification/Test to Stay enrollment with the last test occurring 5-7 days after last close contact, to avoid quarantine

COVID-19 positive cases must:

- exclude for a minimum of five (5) calendar days following a positive test or symptom onset, fever-free without fever-reducing medications for 24 hours, symptoms improving, and continue to wear a well-fitting mask around others for five (5) additional calendar days OR
- exclude for at least ten (10) calendar days following a positive test or symptom onset, fever-free without fever-reducing medications for 24 hours, and symptoms improving



Providing Instruction for Students Under Quarantine

The Illinois State Board of Education requires districts to provide remote instruction for students ONLY while they are under quarantine consistent with guidance or requirements from a local public health department of the Illinois Department of Public Health. Students who are absent for extended periods of time (ex: recovering from surgery) will be addressed on a case-by-case basis.

If a student is under a quarantine order, the following instructional opportunities will be provided:

Little Wildcats & Winkelman (PK-2)	Winkelman (3-5)	Field (6-8)
<ul style="list-style-type: none"> ● Applicable classwork and homework will be posted on Seesaw. ● As appropriate, lessons will be broadcast for students to view via a Google Meet. ● The teacher will work with the family to determine the best way to check in with the student (for example: Seesaw or Google Meet). 	<ul style="list-style-type: none"> ● Applicable classwork and homework will be posted on Google Classroom. ● As appropriate, lessons will be broadcast for students to view via a Google Meet. ● The teacher will work with the family to determine the best way to check in with the student (for example: Seesaw, email or Google Meet). 	<ul style="list-style-type: none"> ● Applicable classwork and homework will be posted on Google Classroom. ● As appropriate, lessons will be broadcast for students to view via a Google Meet. ● The teacher will work with the family to determine the best way to check in with the student (for example: email, phone, or Google Meet).

Broadcasting

- Broadcasting is when the audio and video of an in-person class is synchronously available for students under quarantine.
- During broadcasting, the student at home under quarantine views and listens to the instruction during class.
- At the start and close of the broadcast, the teacher would check in and check out with the student viewing from home.
- Broadcasting occurs during relevant portions of instruction, such as whole group instruction.
- The teacher would communicate with the student and family when a lesson is appropriate for broadcasting.
- Parents may expect broadcasting to begin on day 2 of quarantine.



Travel Guidance

District 31 continues to follow the Cook County Department of Public Health/City of Chicago [travel guidance](#). At the current time, any travel guidance is self-monitored and there is no school exclusion.

District 31 Staff and Employee Assistance

- Testing through Shield, Ravinia or Bianex Now will be available for all staff on a voluntary basis.
- Unvaccinated staff must participate in weekly COVID-19 testing, as long as it is required by the Governor's Executive Orders or by law. Staff members may choose to participate in Shield, Ravinia or submit a test result taken independently.
- District 31 will provide administrative COVID-19 Leave granted through Public Act 102-0697 for as long as the Public Act is in effect to those staff members who meet the requirements. Staff members should contact the business office to see if they qualify.
- The District 31 Employee Assistance Program offers professional and confidential services to help employees and their family to address a variety of personal, family, life, and work related issues.

Supporting Students and Staff

District 31 maintains a team of social workers, psychologists and nurses to support the social emotional learning needs of their students. In addition, interventionists, special education staff, related services staff, and English learner staff partner with general education teachers to provide academic support.

District 31 utilizes the Multi-Tiered Systems of Support (MTSS) process to identify students' academic and social-emotional needs. Through this process of providing intervention to and monitoring at-risk students, children with suspected disabilities are identified through each school's individual problem solving teams.

Special Education/504 Services - It is the goal of District 31 to ensure that all children with disabilities receive a free and appropriate public education which provides them with proper academic, social-emotional, and behavioral support. Additionally, through the Child Find process, District 31 aims to ensure that children are identified in a proactive manner to receive appropriate early intervention services. For more information about the Child Find process or if you suspect your child may have a disability, please contact the building principal or Assistant Superintendent of Services, Dr. Janine Gruhn, jgruhn@district31.net



English Language Learner - West Northfield School District 31 welcomes all families to our learning community. We provide English Learner (EL) and Bilingual services to meet the linguistic and academic needs of children whose native language is not English. The community we serve is diverse with children from more than 30 language backgrounds represented in our classrooms. Mongolian students compose a large majority of our English Learners followed by Spanish, Korean, and Russian speaking students. It is our mission to nurture, support, and foster excellence for students who are culturally and linguistically diverse through high-quality instruction, assessments, best practice, and professional learning. We embrace inclusion and equity. We believe cultural differences add to and strengthen the fabric of our school and community.

The state requirements on how eligibility for EL/Bilingual Services is determined are summarized [here](#). Learn more about the programs [here](#).

Health Services - A trained and caring health office staff provides quality care to District 31 students. The District employs registered nurses who are available to provide needed first aid, address student health issues, and support student health plans. Have questions about health information at your child's school, or need assistance specific to your child? The school nurse is there for you!

Homeless Services - Under the McKinney-Vento Homeless Assistance Act, schools must ensure that homeless children and youths have equal access to the same free, appropriate public education, including a public preschool education, as is provided to other children and youths. Homeless students must also have access to the education and other services needed to meet the same challenging State academic standards to which all students are held.

Social Emotional Learning in District 31 - According to CASEL, Research has shown that social and emotional competence can be enhanced using a variety of classroom- based approaches such as: (a) explicit instruction through which social and emotional skills and attitudes are taught and practiced in developmentally, contextually, and culturally responsive ways; (b) teaching practices such as cooperative learning and project-based learning; and (c) integration of SEL and academic curriculum such as language arts, math, science, social studies, health, and performing arts. Read more about social emotional learning in District 31 [here](#).

“Erin’s Law” requires that all public schools in each state implement a prevention-oriented child sexual abuse program which teaches students in grades preK -12th grade, age-appropriate techniques to recognize child sexual abuse and tell a trusted adult; school personnel all about child sexual abuse; parents and guardians the



West Northfield School District 31 Handbook Addendum

warning signs of child sexual abuse, plus needed assistance, referral or resource information to support sexually abused children and their families. Learn more at www.erinslaw.org. District 31 delivers this curriculum on a yearly basis.

- District 31 annually partners with Elissa’s Mission to provide Signs of Suicide training and awareness, as well as a mental health assessment.
- District 31 provides “Text-a-Tip, a text messaging system to reach out for help for themselves or friends at any time of day or night. Text-a-Tip allows teens to find anonymous, immediate help if they are struggling with drug or alcohol abuse, depression, difficult family situations, bullying, etc. Text-a-Tip is a community wide initiative that includes District 225 and the other local middle schools because we are all committed to supporting our students. Text-a-Tip is staffed with local counselors provided by LEAD (Linking Efforts Against Drugs), a non-profit organization focused on promoting healthy family relationships and preventing alcohol and drug use and other risky behaviors by youth. In addition, there are bullying reporting forms on the District 31 website. In the middle school, information about these resources are available in the planner.
- In District 31 we build on these elements by teaching SEL utilizing Second Step Curriculum at both Winkelman and at Field. Winkelman has designated SEL periods and at Field SEL is taught during advisory. The SEL curriculum is aligned to the social emotional learning standards. In addition, to designated SEL times, SEL is incorporated throughout the day in the curriculum. Our District also utilizes social emotional screeners and student screeners to identify students who may need extra support through the MTSS process.