Current Actions

☐ 1. Monitor student illness status daily
☐ 2. Interface with State and Federal agencies daily
☐ 3. Conduct daily School District Leadership Team meeting
☐ 4. Clean all schools and administrative facilities
☐ 5. Distribute Health Enhancement Packages (HEP kits)
☐ 6. Print and distribute health information posters for all schools
☐ 7. Monitor and adjust field trips as necessary
☐ 8. Interface with neighboring school districts
☐ 9. Create a centralized web page for all pertinent information
☐ 10. Communicate plans to parents, students, and staff
☐ 11. Identify key and essential staff who will work during school closure
☐ 12. Distribute information to parents/guardians about home learning options

Planned Actions During A School Closure

☐ 1. Clean and disinfect all schools and administrative facilities
☐ 2. Clean and disinfect all school buses
☐ 3. Operate security control room seven days a week
☐ 4. Conduct daily security patrol of all HCS facilities
☐ 5. Restrict HCS Staff to school facilities
☐ 6. Employ key and essential personnel on critical tasks
☐ 7. Post daily updates on centralized web page
☐ 8. Issue regular communication through the SchoolCast Communication System as needed

Follow-Up Plans

☐ 1. Conduct an After-Action Review (AAR) to discuss and capture lessons learned
☐ 2. Re-engage educational partners to resume internships, etc.
☐ 3. Update Crisis Contingency Plan based on AAR