

Garnet Valley School District Operations Plan

Assisting Childhood Education through Increased Testing ACE-IT

Situation:

The COVID 19 virus has dynamically changed the world and education. The District has the opportunity to conduct assurance testing. Assurance testing, also called 'universal testing,' is a process in which an entire population gets tested for a virus several times over a specific period. So far during the pandemic, testing has mostly been saved for people who are experiencing symptoms, people who were in contact with individuals who tested positive for COVID-19, or people who are at high-risk of infection. Assurance testing would remove those limitations and allow everyone to get tested.

Assurance testing tests large regions so that if an outbreak happens, it can be caught early and controlled through isolation measures. This type of testing could help different regions as they begin to reopen economies, schools, and other large gatherings after the lifting of lockdown and shelter in place orders.

This program is not designed or intended to be a testing facility for those suffering from COVID 19. DO NOT arrive at your assigned building feeling sick with the intention of receiving a Rapid Test.

Mission:

The Garnet Valley School District will be participating in this program in an effort to return to in-person learning to the greatest extent possible. Testing for the Garnet Valley School District will be a **phased in** approach. The testing of Garnet Valley employees is **mandatory and self administered. (Legal Authority for mandated testing can be found in Appendix A)**

The BinaxNOW COVID 19 Ag Test kits will be supplied by the Delaware County Intermediate Unit (DCIU). The DCIU will be coordinating the distribution of the kits in the near future. The District will coordinate picking up its allotted supply as needed. This will be the responsibility of the Maintenance Division.

Execution:

Symptomatic Testing

Teachers and staff developing symptoms during the workday will follow the building protocols and, if warranted, will report to the isolation room for the nurse to administer the rapid test. All other predetermined procedures will be followed concerning notifications and absences.

Students developing symptoms during the school day will follow the building protocols and, if warranted, will report to the isolation room for the nurse to administer the rapid test. All other predetermined procedures will be followed concerning notifications and absences. If a parent requests a test, a signed consent form is mandatory.

- **Student Consent Form– [Click Here](#)**

Asymptomatic Testing

The test will be administered on Wednesday and Thursday each week at the end of the school day and continue for 1.5 hours after the students leave. The locations in each building will be site specific. Given the incubation period of this disease, the 2 days preceding the weekend would be the opportune time to conduct the screening. Once the screening has evolved to encompass the entire staff, it will be done alphabetically.

In order to develop a best practice model, the Concord Elementary School will conduct a stress test on February 3 and 4, 2021. **The full test of CES will exclude the bus drivers and food preparation staff.** This will allow the administration to examine and improve the process for the District wide implementation. District wide implementation will be February 10 and 11, 2021.

If an employee is scheduled to be tested but is leaving prior to the end of the school day they will coordinate with the building nurse in order to have the test conducted prior to leaving. If an employee is absent Wednesday and Thursday they **will** be tested upon return. This will be done on an individual basis and coordinated with the building nurse.

- A-K will be on Wednesday
- L-Z will be on Thursday
- Based upon risk and exposure potential, the initial implementation of the testing will be as follows:
 - Nursing staff
 - Low Incident Teachers and Paraprofessionals.
 - Bus Drivers
 - Drivers will be tested on Wednesday mornings at GVMS.
 - Food preparation staff, since they cook and distribute meals
 - Food preparation staff will test on Wednesday mornings in their respective buildings.
 - Maintenance staff/janitorial staff since they are throughout the building and required to sanitize rooms.
 - Teachers, Paraprofessionals, and Administrators.

Coaches and non-district contracted employees who are primarily in the building during evening hours will be tested on Wednesday and Thursday in the evening at the high school. Coaches will alternate their testing based upon their scheduled competition.

- Location: D117 Athletic Training Room
- Times: 5:00 PM and 7:00 PM every Wednesday and Thursday.

Each building will have an assigned area in which the screening will take place. The opportune time will be at the end of the day once the students are dismissed. The locations are listed below:

- **GVHS** will use the nurses office examination rooms C&D. Teachers and staff will enter from the main entrance to the Nurses Suite. Staff members will not cut through the Guidance or Administrative Offices to gain access. Testing hours will be from 8AM to 2:30PM on Wednesday and Thursday alphabetically by name. Sign up genius will be used to schedule a test. [Click Here](#)
- **GVMS** will use the lobby atrium between the locker cubbies. There are 2 tables in each cubby. [Click Here](#)
- **Concord ES** will use the hallway leading to the nurses office. 3-4 tables will be set up to allow for the testing of multiple people. [Click Here](#)
- **Garnet Valley ES and Administrative Offices** will enter the library and proceed to Classroom 149. They will exit into the main lobby upon completion. 3-4 tables will be set up to allow for the testing of multiple people. There is a counter top running the length of the room will also be utilized. [Click Here](#)
- **Bethel Springs ES** will use the LGI room in the front of the building. 3-4 tables will be set up to allow for the testing of multiple people. [Click Here](#)

Testing Administrators

All nurses employed by the District will be trained in administering, monitoring and reading the test result. The nurses will be responsible for overseeing the program as it relates to building in which they are assigned.

- All tests kits received from the DCIU will be secured in the nurse's office and will remain in a locked storage room or cabinet until needed.

- All unused test kits will be returned to the nurses office at the end of the testing period and properly secured.

Employees of the Garnet Valley School District can volunteer to assist the nurses in administering and monitoring the testing process. Training will be conducted by Ms. XXXXXXXXX. Those volunteering to assist in the process will be in a paid status. The volunteers are listed below by building assignment and have started the prescribed training on January 26, 2021.

Concord Elementary School

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Garnet Valley Elementary School

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Bethel Springs Elementary School

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Garnet Valley Middle School

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Garnet Valley High School

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Athletic Trainers (Testing in the evening for coaches and non-district employees GVHS)

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Procedures for those participating in the testing:

1. **Prior to arriving at the building test location** log on to the STRAC PA Rapid Test Web Site <https://register.pennrapidtest.org>
 - a. Enter your personal data manually.
 - b. **PRINT 2 COPIES** of the QR Code and bring with you to your building test location.
 - c. **Print your cell phone number on both copies of the QR Code.**
 - d. Complete a Consent and bring with you to the nurse.
 - **Staff Consent Form– [Click Here](#)**

2. An administrative assistant will have an individual label with your name already printed out. You will place the sticker on the BACK of the test kit. Building Administrative Assistants will have to create labels with the last name of all employees. A Sharpie will be used in the event a label was not created.
3. You will be instructed to stand at a particular table and location and follow the directions from the nurse.
4. Once you have been given the directions, you will self administer the test as directed.
5. The nurse will apply the re-agent to your test packet once you have completed swabbing your nostrils.
6. Following the instructions seal the Q-Tip in the test packet.
7. You will proceed to the test collection table and place your test on the table. There will be timers on the table to assist the test administrators in tracking the 15 minute observation period. You are free to exit the building once your test is placed on the table.
8. Using an I-Pad or other mobile device, each test sample will be scanned via the QR-Code by the nurse.
9. Within a short time frame you will receive an email informing you of your test results. Should you test positive the normal building protocols will be followed. A follow up test by your physician may be required. **A PCR test will be required if you are asymptomatic and test positive.**

STEP 10 is contingent upon receiving the CUE TESTING DEVICE

10. *The nurse assigned to your building will be informed of a positive test result along with a building administrator and they will reach out to you directly via cell phone. The nurse will ensure all appropriate data is uploaded into the system and into the building protocols. There will be an opportunity for a PCR test via the CUE testing device if the test result is unexpected; a positive test when the staff member is asymptomatic. The test will be offered district wide to all employees with an unexpected result by XXXXXXXXXXXX at Concord Elementary. Please contact her at extension XXXX or via cell phone XXX-XXX-XXXX to arrange your CUE test.*

Test Result Monitor

Once a test has been placed upon the table and remained in place for 15 minutes, they will examine the results. All positive results will be provided to the nurse assigned to the test site and a building administrator will be notified. All District and building protocols will be followed from that point forward. **The individual will receive an email notification of their test results.**

The room in which the teacher was assigned will be relayed to Mr. Bob Sanderson to ensure proper disinfection takes place.

- Completed test kits will be disposed of by placing them in the biohazard material bags positioned at the end of the test monitoring table. Only red biohazard bags will be used.
- Upon completion of the testing cycle the biohazard bags will be closed and secured in the Isolation Room until removed by the company contracted to remove biohazardous material. Should there be an issue with the scheduled pick-up, contact Mr. XXXXXXXX

APPENDIX A

During this time of widespread and easily transmitted virus, employers are allowed to conduct testing of employees before allowing them on the worksite, or while on the worksite, since a COVID positive person is a direct threat to the health and safety of others in the workplace. See the EEOC guidance, below. In addition, under the School Code, Section 510, Districts are permitted to make reasonable rules to govern the District. **Therefore, the mandatory COVID testing is legal.**

The ADA requires that any mandatory medical test of employees be “job related and consistent with business necessity.” Applying this standard to the current circumstances of the COVID-19 pandemic, employers may take screening steps to determine if [employees entering the workplace have COVID-19](#) because [an individual with the virus will pose a direct threat](#) to the health of others. The ADA does not interfere with employers following [recommendations by the CDC](#) or other public health authorities regarding whether, when, and for whom testing or other screening is appropriate. **Testing administered by employers consistent with current CDC guidance will meet the ADA’s “business necessity” standard.**