

**Converse County
Request for Exception**

In accordance with the third continuation and modification of statewide Public Health Orders 1-3 Issued by Governor Gordon on April 28, 2020, a Request for Exception is made for a variance to the Orders.

Facility Name:	Converse County School District #2	Telephone:	307-436-5331
Contact Person:	Coley Shadrick	Telephone:	
		Email:	cshadrick@converse2.org
Mailing Address:	PO Box 1300	Fax Number:	307-436-8235
City:	Glenrock	State/Zip:	WY 82637
Order # for which this exception is being requested:			
Statewide Public Health Order Continuation and Update on Public Spaces			
Date on which this exception will begin: As soon as approved we are ready to begin			
Basis for Exception			
<p>The specific reason(s) for the request, including why compliance with the order cannot be accomplished or should be given special consideration:</p> <p>The school district intends to comply with the order; however, this request is for a very small number of students and staff to access the school buildings for very specific educational needs of individual students. It is vital for district personnel to provide 'in person' instructional services specific to the individual needs of these students for the remainder of the 2019-2020 school year and into the summer months. These students have been without these services for a number of weeks now.</p>			

Converse County School District No. 2

Post Office Box 1300 120 Boxelder Trail
Glenrock, Wyoming 82637
307-436-5331

May 5, 2020

To: Dr. Mark Campbell, Converse County Health Officer
Darcey Cowardin, Converse County Health Nurse

From: Coley Shadrick, Superintendent

Re: Variance Request

Converse County School District #2 is requesting a variance from the school closure order to bring very small numbers of students into our schools for specialized instruction specific to their individual needs. Please see the details of our plan below:

Student groups who may need to access on-site services include but are not limited to:

- Intensive special education students
- Students with other specific special needs
- Students who have not engaged in adaptive learning
- Students who are vulnerable or require a safety check (food insecure, welfare concerns)
- Students who have a particular learning need

Standard Protocols

1. All required on-site activities will be structured so that all social distancing protocols can be followed at all times by spacing seating and scheduling students to complete assignments in a staggered fashion.
2. A detailed list of staff members and students that enter the school buildings will be kept and maintained on a daily basis. The list will include: name, date, time, and location visited.
3. All spaces will be cleaned by the district's custodial staff each day with added focus on high touch surfaces of door handles, sinks, faucets, drinking fountains, light switches and handrails using EPA approved disinfectant cleaners.
4. Student and faculty movement will be limited to the designated classrooms and bathrooms.
5. Each classroom will have spray bottles of disinfectant and paper towels or rags to use after each session in which students and faculty are occupying spaces. All high touch surfaces and pieces of equipment that are used by faculty and students will be wiped down after classes. All students will receive a review of personal hygiene requirements (judicious handwashing, social distancing, classroom expectations,

etc.) and what is expected of them in each class. Students and instructors will wash hands between each task. Adherence to these requirements will be enforced in the classrooms by district administration. School Nurse will monitor for compliance and provide continuing hygiene education as needed.

6. The parent of the student will be asked about the presence of any signs of illness each day (headache, sore throat, cough, difficulty breathing, muscle aches, chills, loss of smell/taste, fever) and if illness is suspected the student will not be allowed to attend class; they will be referred to their medical provider or the Converse County COVID-19 Hotline (307-358-7399).
7. Any illnesses will be reported to the Director of Student Support Services, teacher, or nurse immediately.

Medical

All persons coming into the building will follow social distancing guidelines as recommended by local, state, and federal health officials:

- Screening and temperature check to be done prior to entry of school building or school vehicle transportation use
 - a. CCSD2 Screening Tool (to be done electronically or via paper)
- Frequent hand hygiene: wash hands upon entry & exit of the building, and as needed while in the building; hand sanitizer may be used if needed
- Keep gatherings to 10 people or less
- Wipe down multiple use equipment (i.e. copiers) after use with approved disinfectant
- Maintain a social distance of 6 feet between individuals
- When a social distance of 6 feet is not feasible, cloth masks will be worn (each will receive their own personal cloth mask). After wearing, masks will be washed in hot water and dried on high heat.
 - a. Cloth Mask Guidance:
 - i. <https://www.mayoclinichealthsystem.org/-/media/national-files/documents/covid19/how-to-wear-and-care-for-your-cloth-mask.pdf?la=en&rev=a9f0645631704f15bc56b1005b6cbff8&hash=0954D5D30AE3C04FCDCCA814139F6761>
 - ii. <https://www.cdc.gov/coronavirus/2019-ncov/downloads/DIY-cloth-face-covering-instructions.pdf>

GENERAL GUIDELINES for COVID-19

Those who are encouraged to stay home:

- Those with a compromising medical condition (i.e. Cardiac disease, Lung disease, Diabetes, etc)
- Has a temperature of 100°F or higher
- Has any of the following symptoms of headache, sore throat, cough, difficulty breathing, muscle aches, chills, loss of smell/taste

- Those who within the past 14 days, have had close contact (within 6 feet for at least 10 minutes) with anyone who has been diagnosed with COVID-19

Instructional and Related Services

- Services will be provided to students within our special population, starting with students with the highest needs.
- Staff and students will be required to wear masks and frequently sanitize hands.
- Social distancing protocol will be complied with in all settings.
- Students and staff will enter/exit from two locations.
- A limited number of classrooms (7), bathrooms (4), and other locations in the building will be used. Only one building will be used to provide services, Glenrock Intermediate School.
- Student teacher ratio 1 to 1 when starting the plan (never exceeding 10 in a classroom at one time). Students will attend on a staggered schedule.
- Instruction and related services will occur 3 days a week to start (never exceeding 4 days per week).
- Service times will be from 8:00 AM to Noon to start (never exceeding 6 hours per day). Students will attend on a staggered schedule.

Transportation

- Transportation will be offered to parents using a school vehicle. Social distancing protocol will be followed.
- The driver and student(s) riding in the vehicle will wear masks. A maximum of 2 students will be transported in the school suburban, more will be transported when using a school bus. All riders will abide by social distancing protocol.
- The school vehicle will be wiped down after each use using disinfecting wipes.

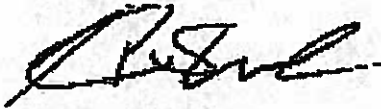
Disinfecting and Sanitizing

- At the end of the class session the district custodial staff will come in and disinfect and sanitize areas and surfaces that were utilized.
- Custodians will wipe down/sanitize every room used and restrooms with the H2Orange Cleaner disinfectant.
 - a. Custodians will use the GenEon Mist Sprayer in every area used daily. This sprayer has proven to kill germs.
 - i. Envirox 117 is a Multi-Purpose Cleaner-Sanitizer-Virucide-HBV. EPA registered.

- ii. Laboratory tests in accordance with the AOAC protocols have determined that GenEon solutions kill greater than 99.999% of common germs in less than 30 seconds. This includes bacteria such as Listeria, MRSA, Staph, VRE, Pseudomonas, Norovirus, Salmonella, E.coli O157:H7, Bacillus subtilis, Polio, Bacteriophage, and TB.
 - iii. Even though GenEon solutions are powerful enough to eliminate these harmful germs they are still safe for people and for use on almost every surface. Lack of exposure to harmful chemicals greatly reduces the risk of health problems being experienced by your employees and clients. This means more productive employees, more satisfied clients, and a more efficiently run business operation for you.
- b. Custodial Supervisor will keep track of germ killing with the ATP Meter.

Thank you so much for considering our request to serve small numbers of special populations within our schools. If you require any additional information, please do not hesitate to contact me. I can be reached by phone at 307-436-5331 or via email at cshadrick@converse2.org.

Sincerely,



Coley Shadrick
Superintendent of Schools

By signing below, I attest that all Information provided in this document is correct and will be followed. I also acknowledge that, if granted a copy of the approval will be clearly posted on the entrance to the facility it pertains to.

I understand that this request will be returned to Converse County Public Health and they will forward it to the County Health Officer. It will then be forwarded to the State Health Officer for approval. The time line for state approval is unknown at this time.

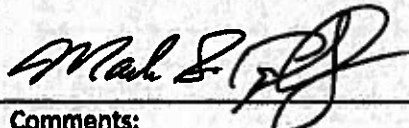

I understand I will not be able to operate under this plan until the request is approved.

I also understand approvals will be data-driven and based on state and county metrics.

By executing this request for exemption, the undersigned hereby acknowledges that they have reviewed the requirements of all statewide health orders, that the County Health Officer, the Incident Management Team and its members, as well as Converse County, Wyoming and its officials, have in no way represented whether or not this request will be successful and that the undersigned has completed this request without any promise or understanding from any of the above that this request will be approved. The approval authority lies first with the County Health Officer. If the Request satisfies the County Health Officer's review the Request will be forwarded to the State Health Officer for approval. Approvals are largely based upon the contents of the Request for Exemption.

PRINTED NAME <i>COLET SHADROCK</i>	SIGNATURE 	DATE SIGNED <i>5/5/2020</i>
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Submit completed form to: johnna.shepherd1@wyo.gov

Office Use Only			
<input checked="" type="checkbox"/> Approved <input type="checkbox"/> Approved with revisions <input type="checkbox"/> Not Approved	Comments:		
Signature: Mark S. Campbell M.D., County Health Officer		Date Signed:	<i>5/6/2020</i>
<input checked="" type="checkbox"/> Approved <input type="checkbox"/> Approved with revisions <input type="checkbox"/> Not Approved	Comments:		
Signature: Wyoming State Health Officer		Date Signed:	<i>5/7/20</i>

Customer/Patron Use Only
If you feel this facility is non-compliant with the posted Covid-19 operating plan, please call 358-2536 or email: johnna.shepherd1@wyo.gov