



Mrs. Ramona Tyson, Interim Superintendent

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## Coronavirus (COVID-19): Information for DeKalb County School District Students, Employees, and Families

Mrs. Ramona Tyson, Interim Superintendent of DeKalb County School District (DCSD), in collaboration with the DeKalb County School Board is implementing proactive measures to minimize risk to students, employees, and families relating to the spread of the coronavirus, COVID-19. This effort included the establishment a cross-functional team of senior district leaders who have been tasked with monitoring and overseeing DCSD's ongoing response to the coronavirus (COVID-19).

The cross-functional team will direct these proactive measures by providing guidance on student attendance, student travel and re-entry, employee travel and re-entry, employee attendance and re-entry, employee attendance, and school/district sponsored events. DCSD remains in close communication with the DeKalb County Board of Health and other public health officials to make informed operational decisions. DCSD is committed to keeping our students, employees, and families safe and informed with the most current recommendations from the Centers for Disease Control and Prevention (CDC) <https://www.cdc.gov/>, Department of Public Health (DPH) [www.dph.ga.gov](http://www.dph.ga.gov), and the Georgia Department of Education (GADOE).

### **Student Attendance**

Students who provide written documentation from their healthcare provider advising them to refrain from attending school due to the coronavirus (COVID-19) will be fully accommodated in accordance with **Board Policy JB**. Families of these students should coordinate with their school's administration for additional guidance. For all other students, normal school attendance policies remain in effect.

### **Enrollment of New Students from High Risk Areas**

Prior to enrolling, families new to DeKalb from countries with travel advisories for the coronavirus (COVID-19), as identified by the CDC or the US Department State <https://travel.state.gov/content/travel/en/traveladvisories/traveladvisories.html/> should telephone the school for instructions. School officials will work with district and community health officials to determine the appropriate registration and attendance plan for those students. Families arriving from high-risk areas should not visit school nor district facilities but should interact with the district by telephone or email.

### **Cleaning of School Facilities**

The district continues to utilize products confirmed by the manufacturer to kill human coronavirus and other viruses. DCSD will continue to clean and disinfect schools and facilities in alignment with guidance from the CDC. School leaders have been directed to provide adequate supply of hand soap, hand sanitizers, paper towels, and disinfectants for building cleanliness and for student and employee use. DCSD has also taken extra steps that include training custodial staff, implementing a process to expedite ordering supplies, and providing guidance on enhanced sanitizing of high touch areas. A process is in place to deploy additional resources to ensure our schools meet recommended guidelines from CDC.

Robert R. Freeman Administrative Complex  
1701 Mountain Industrial Blvd. | Stone Mountain, GA 30083  
678.676.1200 | [www.dekalbschoolsga.org](http://www.dekalbschoolsga.org)

### **Student Travel/Field Trips**

As a precautionary measure and effective immediately, all DCSD-sponsored field trips to international and domestic out-of-state locations are cancelled until further notice. For trips that are scheduled, please contact the airline or hotel directly for refunds or credits, if applicable. For in-state field trips, the district will proceed with caution and review on a case-by-case basis. We will continue to monitor updates from CDC, GA-DPH and GA-DOE and will revisit our guidance for field trips as situations evolve.

Until further notice, **new requests** for international field trips will not be approved.

Until further notice, **new requests** for out-of-state field trips will not be approved.

Students who are exhibiting flu-like symptoms will not be permitted to participate in field trips.

***Parents and guardians should verify that their phone numbers and email addresses are correct in Infinite Campus and ensure that notification permissions are set to receive messages.***

***Parents and guardians have a right to withhold their child's participation in any in-state field trip(s) without penalty.***

### **Re-entry of Students Traveling**

Parents and guardians should inform their schools by telephone or email if anyone in their household has traveled to areas from countries with **travel advisories or travel health notices** for COVID-19, as identified by the CDC or the **US Department of State**. Upon notification, schools will work with school district and public health officials to determine the appropriate action regarding re-entry of those children into the school.

### **Employee Travel**

As a cautionary measure and effective immediately, all work-related travel to international and out-of-state locations are cancelled until further notice. For trips that are already scheduled, contact the airline or hotel directly for refunds or credits, if applicable.

All in-state travel will be reviewed by the cross-functional team on a case-by-case basis.

Until further notice, **new requests** for international travel will not be approved.

Until further notice, **new requests** for out-of-state travel will not be approved.

Employees who are exhibiting flu-like symptoms will not be permitted to travel in-state.

### **Re-entry of Employees Traveling**

Employees should inform their supervisor by telephone or email if anyone in their household has traveled to areas from countries with **travel advisories or travel health notices** for COVID-19, as identified by the CDC or the US Department of State. Supervisors should notify the cross-functional team. Upon notification, the school district will work with public health officials to determine the appropriate action regarding re-entry to the workplace.

### **Employee Attendance**

Employees not reporting to work due to coronavirus (COVID-19) must provide written documentation from their healthcare provider. DCSD will continue to enforce Board Policy GBRI. Normal work attendance policies remain in effect.

### **School and District Sponsored Events.**

The school district has not placed restrictions on student participation in Athletics, Regional, State, or National Competitions held within Georgia; however, to ensure that caution is exercised when deemed necessary, the district will continue to work closely with local public health officials. Should athletics, extracurricular, or student competitions be restricted, postponed, or cancelled, parents will be immediately notified.

### **Virtual Learning Days**

In the event of a school closure because of an emergency, the school district will institute virtual learning days. Teachers will provide students with a virtual learning assignment that is content-specific and relevant. Each assignment will be aligned to the standards and what the students are currently learning. Assignments may involve reading, writing, conducting research, performing mini labs, completing practice problems, taking notes, and/or answering questions. Students may complete assignments virtually and/or submit their assignments within one week after schools re-open.

Virtual learning access will be made available to students in grades 1-12 through VERGE. Pre-kindergarten and kindergarten students will receive hard copies of their virtual learning assignments.

Please visit the DCSD website ([www.dekalbschoolsga.org](http://www.dekalbschoolsga.org)) frequently for up to date information.

**The Superintendent reserves the right to modify all aforementioned guidance based upon current information from public health agencies.**