Date: May 29, 2020
To: Brown County School Superintendents and Principals
Re: School Planning and Preparation for COVID-19.

The Badger Bounce Back plan for reopening Wisconsin outlines a gating and core responsibilities approach for continuing community mitigation measures and protecting vulnerable populations. COVID-19 remains very contagious and current data and metrics indicate that we should continue to limit our interactions with others as much as possible to protect communities and reduce the spread of COVID-19. A gradual, phased process continues to be the safest way to open Brown County.

Schools, working together with local health departments, have an important role in slowing the spread of diseases and protecting vulnerable students and staff, to help ensure students have safe and healthy learning environments. Prior to reopening, schools should consider recommended health and safety actions and formulate a plan to procure personal protective equipment and other necessary supplies for the upcoming school year.

Health officials are continuing to take steps to prevent the introduction and spread of COVID-19 by providing guidance based on the best science and public health practices available. School administrators should be prepared for individual exposure events to occur in their facilities, regardless of the level of community transmission. If you learn that a staff member or student has tested positive for COVID-19, consult CDC guidelines and contact your local health department to discuss the appropriate management of potentially exposed staff and students, and to determine whether school should immediately cease in-person gatherings, close for additional cleaning, or otherwise change protocols.

School districts may consider implementing several strategies to maintain healthy operations and monitor absenteeism to identify any trends in employee or child absences due to illness, which might indicate spread of COVID-19 or other illness.
Administrators may consider designating a staff person to be responsible for responding to COVID-19 concerns (e.g., school nurse). All school staff and families should know who this person is and how to contact them.

The following resources are available to assist administrators of K-12 schools to plan, prepare, and respond to Coronavirus Disease:

- **Interim COVID-19 Infection Control and Mitigation Measures for Schools.** Wisconsin Department of Public Instruction.
- **Interim Guidance for Administrators of US K-12 Schools and Child Care Programs.** Centers for Disease Control.
- Interim Guidance on [Summer Camps](#) and [Youth Sports](#). Department of Health Services.
- General Guidance for all Businesses - [Best Practice](#). Wisconsin Economic Development Corporation.

While our goal is to keep communities safe and healthy, we are also committed to reopening Brown County in a way that protects our public’s health while also building a strong foundation for long-term economic recovery.

Until we have a vaccine that can prevent COVID-19, we need to take steps to prevent future outbreaks, monitor for future resurgence of the virus and take appropriate steps if we see increases in virus transmission.

We appreciate your support and cooperation during this time.

If you have any further questions, please call:

- Brown County Public Health 920-448-6400
- De Pere Health Department 920-339-4054
- Oneida Community Health Services 920-869-4840