



SD 308 Family! Together, We Got This!

Please submit content for Friday Updates to:
communications@sd308.org or through this [link](#)....thank you!

October 16, 2020

National Boss's Day

National Boss's Day is a secular holiday that began in 1958. Patricia Bays Haroski choose and registered "National Boss's Day" with the United States Chamber of Commerce on October 16th because it was her father's birthday and her father at the time was also her employer. Four years later, it was officially proclaimed Boss's day. Whether you have a boss or you are your own boss, this day is to show appreciation and thankfulness for all that is done throughout the entire year.

COVID -19 Reporting Form (Video Instructions Available [Here](#))

1. **Any staff member** can use the COVID Reporting Form to record a staff member or student who is: a) showing one or more COVID-19 symptom(s), which includes absences when illness is reported b) exposed to a known or probable case of COVID-19 and c) positive for COVID-19
2. On the Intranet - Top left corner there is a link to the [COVID Reporting Form](#).
3. Once a COVID Reporting Form is complete, a nurse will follow-up to gather additional information and complete a COVID Nursing Report which is monitored by designated district leaders. A COVID follow-up letter will be completed and sent by the nurse to the individual or parent and the building admin which will include specific instructions regarding exclusion with an anticipated return date.
4. The nurse will follow-up with anyone else impacted by the situation (close contacts, household members, etc.). A follow-up letter will be issued to those individuals as well.
5. The building administrator(s) should communicate with their building engineer regarding the need for emphasized cleaning at the location that the reported individual was last present. If there was bodily fluid involved, the area should be closed and the students moved to a different location for at least 24 hours.

COVID-19 Information

Please complete the Daily COVID-19 Employee Self Screening Certification Survey each day BEFORE starting work; even if you are working remotely. Upon entering and exiting a building, please scan in with your ID. If you have technology issues please email webmaster@sd308.org.

COVID 19 Employee Resources - INTRANET

Visit the [SD 308 Remote Learning Resources](#) link on the Intranet for valuable information including links to the district's Safety Plan, reporting a COVID case/exposure/symptoms, and more!

Visit the [Advanced SD 308 Remote Learning Resources](#) for tips and ideas on using technology in the remote setting.

COVID Metrics, Follow Along

On the district's reopening webpage there is a section on [metrics](#). This includes the measurements that inform our decisions to safely move between stages of reopening schools. You can check there for weekly updates to the numbers.

Importance of Social Distancing

Please remember the importance of maintaining 6 feet of space or more between individuals whenever possible. Closer encounters should be very limited, no more than 15 minutes. As we begin bringing students back, it's very important that we do our best to stay distanced so we can protect the health and safety of our students and staff, and to keep in-person learning possible.

Open Enrollment - Starts November 2nd

Enrollment starts November 2nd and runs through November 13th. [Click here](#) for details. If you have any questions, a friendly, full-service Customer Care representative can assist you at: 844-501-7256.

Join Our Team - SD 308

As SD 308 looks towards welcoming students back into our schools, we have positions to fill. Please share [this flyer](#) with individuals who may be looking for employment in the following areas: Special Education Teaching Assistants, Custodians, Bus Drivers, Substitutes, Health Clerks, and Registered Nurses (BSN preferred and current BLS Certification).

ComEd Payment Assistance Options

Please [click here](#) to view assistance offered by ComEd regarding payment assistance options and eligibility requirements.

Food Drive - "Stuff the Bus to Stock the Pantry"

The 7th Annual Food Drive begins on Monday, October 19th and will end on Wednesday, October 28th. This year the food drive will be collecting items to stock the shelves of the Kendall County Community Food Pantry (KCCFP) as well as the Oswego Satellite location of the KCCFP. The drive is scheduled at a time to coincide with the Grand Opening of the Oswego Satellite location of the KCCFP, which is on Friday, November 6th. Buses will be located at every school building each day at various times for individuals to drive up directly to the bus with their items and drop items off. Times: Mon/Thurs (6:00am-11:00am), Tues/Fri (11:00am-4:00pm), and Weds (2:00pm-7:00pm). Individuals on the bus will count the items as they are loaded onto the bus. ***Again this year - for every \$1 donated through the online portal, the school receives "credit" for 8 food items.*** The link to donate is: www.kccfoodpantry.org/sd308/. For [food drive flyer](#), click here.

Kendall County Community Food Pantry - Oswego Satellite

The official grand opening of the Oswego Satellite location of the Kendall County Community Food Pantry is on November 6th from 6:00 - 7:30 pm for any family to receive food. Please see attached flyers [English](#) / [Spanish](#) for more information.

Food Service Program - Curbside Meal Days & Times

Curbside meal pickup will take place on Mondays & Thursdays at OHS (Door 11) from 7:00-9:30am and 12:30-1:30pm.

Family and Community Resources on the SD 308 Website

There is information about a variety of community-based support services provided at this website. For information regarding child-care, financial, housing, and food assistance, [click here](#).

Concordia University Chicago - Graduate Programs for Teachers

Spring classes begin on January 11, 2021. For information on programs offered at CUChicago and how to register, please [click here](#).

Annual Required Notices - HR

The following attached materials are being provided to you, as required by Federal and Illinois law: [Children's Health Insurance Program \(CHIP\)](#), [Women's Health and Cancer Rights Act \(WHCRA\) Notice](#), [Medicare - Part D Notice for CUSD 308 Active Employees](#)

SD 308 Wellness Screenings and Flu Clinics

There's still time to sign up for our annual Flu Shot Clinics and Wellness Screening Event this year. Flu Shots and Wellness Screenings are provided at No Cost to all employees and spouses currently enrolled in a SD 308 medical insurance plan who present their SD 308 medical insurance card. To secure your appointment, please [register](#) today. For times and complete program information, please see [The Empower Wellness Screening Program](#) attached.

Election 2020 - Just Vote

The early voting period is underway. For information regarding location sites, dates and times where voting can take place, please visit the county clerk's office for the county you reside in.

Kendall County Clerk's Voter Registration Office: Clerk's Office, 111 W Fox St., Room 103, Yorkville; Oswego Village Hall, 100 Parkers Mill, Oswego; Oswego Public Library, 1111 Reading Dr., Montgomery. (www.co.kendall.il.us). **Will County Clerk's Office:** 302 N. Chicago St., Joliet, IL (815) 740-4615 (www.willcountyclerk.com). **Kane County Clerk's Office:** 719 S Batavia Ave, Bldg. B, Geneva or Clerk's Aurora Satellite Office, 5 E Downer Place, Aurora. (www.kanevotes.org).

Pass It On!Has Gone VIRTUAL!

Thank you to all those who sent a note of gratitude, a shout out, or a thank you to a SD 308 staff member. To send an electronic Pass It On!....please [click here](#) or visit the Communication's tab on the Intranet.

Facebook...Do you Follow?

Do you follow the district's Facebook page? The page is updated with many great stories, pictures, videos, announcements and information during urgent situations. It's a great way to stay up to date with the happening around SD 308! Like the [Community Unit School District 308](#) page on Facebook!

Friday Updates: All Friday Updates can be found on the Intranet under the [Communications Tab](#).

BOE Meeting: The next scheduled BOE meeting is Monday, October 26th at 7:30pm. You can live stream the meetings from home, visit www.sd308.org. To submit public comment in writing to the Board of Education Secretary, email ucoan@sd308.org. Please add "Public Comment" to your subject line.

"He who cannot be a good follower cannot be a good leader."
~Aristotle