

List of Essential Employees by Category	Role of Employees	Duties / Work Stream	How Many Essential Employees Per Category		Teacher Instruction Hours Per Day Via Remote Learning
Chief School Administrator	Overseeing school operations	Interacting with staff, community members, and community agencies	1 per day		4 hours per day
Business Office	Payroll	Payroll	2 every other day		
Administrative Assistants	School operations and meal coordination	Interacting with staff, community members, handling deliveries and mail	2 per day on a flex schedule		
Maintenance	Maintaining buildings	Cleaning building, handling deliveries, and maintenance	3 per day on a flex schedule		