

# CARES 2.0

Coronavirus Aid, Relief,  
and Economic Security Act  
(CARES Act)  
Elementary and Secondary  
School Emergency Relief  
Fund (ESSER II)

## Planning Progress Persistence

## Process for Planning Use of ESSER II funds

### PURPOSE:

This process is designed to assist school leaders in a thoughtful and transparent approach to planning use of ESSER II dollars, to consider a systematic form of decision-making, to communicate with an appropriate audience, and to be transparent in how the District used the first round of relief money and intends to use this second round.

### WHO IS INVOLVED:

This process may be used by the superintendent alone, or in collaboration with a committee or designated team of people who may represent different district needs and who may be helpful in identifying ways this ESSER II relief money may help address needs.

Support is available to facilitate this process, or to answer questions by contacting Scott Kuffel, at (309)-714-3467 or emailing [skuffel@bhsroe.org](mailto:skuffel@bhsroe.org)

## Desired Outcomes

### 1 CARES REVIEW

*A thoughtful and credible process that reviews how the initial CARES money was used and a process that contextually brings a school community up to speed on the first round of relief money*

### 2 IDENTIFY NEEDS

*A process to consider and identify short- and long-term needs that may be addressed by the ESSER II dollars, and to do so in identified and designated categories as allowed by statute. For example, what short-term needs exist related to “learning loss”?*

### 3 IDENTIFY EXPENDITURES

*A process to consider and identify possible expenditures to address these short- and long-term needs. For example, how might we best use this ESSER II money to best address high school student needs who have fallen short on credits towards graduation in the past 10 months?*

### 4 COMMUNICATE RESULTS

*A mechanism to communicate the results of this planning process in a meaningful way using a “Know, Do, Share” model.*

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### Steps to This Process

The following are suggested steps for the superintendent to consider should she or he choose to take this approach to examining ESSER II dollars:

- A. Review how the CARES money was used, who was involved in the decision-making, and whether or not the use of that money has satisfied student/staff/school/district issues that were identified at that time.
- B. Engage in a brainstorming process that identifies short- and long-term student/staff/school/district needs that may be appropriately be addressed by use of the ESSER II dollars. Areas to consider are as outlined in the Elementary and Secondary School Emergency Relief Fund II, Coronavirus Response and Relief Supplementary Appropriations Act, 2021 Fact Sheet. These areas include:
  - Addressing learning loss
  - Preparing schools for reopening
  - Testing, repairing and upgrading projects to improve air quality in school buildings
- C. Prioritize the needs through a consensus building process and identify an order/plan to address the needs identified.
- D. Prepare a final recommendation and plan for use of the ESSER II dollars.
- E. Create a communication mechanism to explain and share this process to the school community.

Each district can use a folder with templates and individual files that may be helpful, but are editable for individual and specific district needs. You will note that some of the text in the files is in red font, which indicates areas suggested for editing and instructions.

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