

Safe School Reopening Task Force
Safety and Operations Committee

Aug 26, 2020 at 1:00 p.m.

Dr. Anderson opened the meeting at 1:02 p.m.

Attendees: Mark Anderson, Jennifer Keck, Matt Truitt, Marybeth Smith, Salliejo Evers, Sabre Dahl, Andee Atwood, Lisa White, Daniel Robertson, Alex Navarrete, Nancy Williams, Becky Doughty, Phil Wright, John O'Dell, and Doug Wordell, Clay Gehring

Mark has used portions of some of the protocols the task groups have prepared for training materials and presentations, even as we are still fine-tuning them.

Staff and student training:

- Nancy Lopez-Williams, Director of Recruitment and Retention, shared information about the training plan HR is rolling out. The first training will be for administrators, then for other staff and finally for students and families prior to the return to in-building learning. The topics will include coronavirus awareness, wearing of masks and other PPE, social distancing, cleaning and disinfecting, and general do's and don'ts.
- A Staff Webinar will be held on 9/3. Mark will moderate a live panel of experts to and take questions in the chat feature from staff. An FAQ sheet will be developed to cover issues that arise after the webinar.
- Additional videos and presentations will be posted on the SPS website for staff and building administrators to access for continuing support and training. Principals may need to adapt some processes to fit the needs/layout of individual buildings.
- Student/Family training will take place just prior to students returning for in-person learning. Again, the training videos will cover the common themes of wearing masks, how/when students can take a break from their masks (recess), proper social distancing, handwashing, and the use of the App to perform health screenings every morning before entering the school building. Principals will tailor some trainings and processes to fit the needs of each building. Family training tools will be posted on our social media platforms as well to increase accessibility.

Health Screening/Attestation:

- Clay Gehring, Director of Technology Services, presented the health screening App they developed for the SPS website. It contains the required health questions to attest that you are healthy and able to enter the building.
- All staff and students must use the App to perform a health screening each day before entering the building. When staff use their badge to enter the building, their name will show up on the report showing if they have completed the attestation or not.
- Staff will receive training on the procedure and use of the App at the staff webinar on September 3, and the procedure will be implemented on September 8, the first day of school.
- Families will receive information on this process thru a webinar just before in-building school begins. When school starts attendance will be taken outside (Elementary level) with a laptop and it will give a report of students still needing to complete the attestation. Those students will be directed to the location their school has designated where they will receive assistance to do the attestation. Middle schools and high

schools will develop systems according to their individual buildings and the number of entrances they need to use.

- SPS Day Camps and the Express program will pilot using the App when they start school in buildings on September 14th.
- Each building will have a designated “Covid monitor” who will be trained in all protocols and symptoms and will be the contact person for staff with questions and concerns and will enforce the Covid response plans.

PPE and cleaning supplies:

- The warehouse has begun delivering supplies to buildings this week, which includes masks, gloves, gowns, goggles, hand sanitizer, thermometers, cleaning caddies with cleaning solutions and disposable towels, distancing markers, and Covid related signage.
- Principals and custodians will be given direction for where each item goes, for example, there are different sized dots to indicate different things in different locations. Signs will be placed in consistent locations in each building: at entrances, loading and unloading, hallways, restrooms, offices, etc.

In-Person and Distance conference week:

- “Get acquainted” conferences will be held the week of September 8th.
- Staff will arrange conference times and locations in keeping with proper distancing and occupancy levels for their building.
- Poster boards will be placed at the entrance with the Covid related health questions to ensure people only enter the building if they are free of Covid symptoms.
- Cleaning caddies may be placed in hallways so teachers can clean in-between conferences.

Student meals while distance learning:

- Nutrition Services has developed a system to supply students with school lunches and will begin September 8th. Meals will come in a 5-day “kit” to be picked up at designated times.
- Nutrition Services has sent communication to families, so they know how to access the meals.
- Student payment status will be determined the same as every other year.
- The number of schools distributing meals is dependent on available staffing.

Misc. Discussion:

- A protocol needs to be developed at the elementary level for line-up and entry before and after school. Each school has a different number of entrances and need a plan to maximize distancing between staff, students, and classrooms (family groups) to reduce the possibility of cross exposure. Each entrance would need supervision which will require a staffing plan.
- Mark noted we need a cleaning protocol for secretaries to follow in office areas and asked Alex and Becky to work on that.
- The Express and Day Camp programs have had a lot of interest and they are looking for more space to ensure the maximum capacity guidelines are followed.
- Secondary schools have a need to create “learning centers” and have requested funding for staffing room set-up costs.

Mark requested we meet next Friday to continue fine-tuning protocols and address new situations as they arise, given Wednesday, 2 is a staff professional development day.

Mark concluded the meeting at 1:58.