

## Safe School Reopening Task Force Safety and Operations Committee

July 29, 2020 from 1:00 – 2:00 p.m.

Attendees: Mark Anderson, Gwen Harris, Jennifer Keck, Shawn Jordan, Matt Truitt, Marybeth Smith, Salliejo Evers, Sabre Dahl, Andee Atwood, Lisa White, Daniel Robertson, Brad Cass, Walter Long, Selina Gieger, Garratt Berdan, Alex Navarrete, Nancy Williams (the new Director of Recruitment and Retention), Becky Doughty, and Phil Wright.

Dr. Anderson opened the meeting at 1:02 p.m. and shared a template each task group can use to outline the protocol for their focus area.

- Each protocol should be precise and give staff, students, and families specifics to follow so they know the expectations for everyone.
- The committee members agreed the protocol format he presented will work, giving some absolutes but allowing modifications as needed due to building size, floor plans, staffing, etc.
- The District is continuing discussions with Spokane Education Association, presenting ideas from all the sub-groups of the Safe Schools Re-Opening Task Force.
  - One concern is the many staff members needing childcare if we have complete distance learning, i.e. teachers teaching from their classrooms and students learning from home. Lisa White and Dr. Anderson are exploring options for providing fee-based childcare for staff. Once the school model is finalized, Lisa will work out a plan and survey staff for interest to find adequate space and staffing for the number of kids. With full distance learning, childcare could take place in multi-purpose rooms, libraries, and other large spaces in schools. With a hybrid model where 5<sup>th</sup> and 6<sup>th</sup> grade students go to school every other day, there will still be a need for childcare. Old Jefferson Elementary will work nicely for a southside site. They are looking for a northside location to accommodate staff on that area of the city. Implementing this childcare model could also provide meaningful work for paraprofessionals and others that will not have their normal classroom work if school is virtual.

### **Limits on students/Classroom spacing and alternating schedules:**

- Elementary: Phil's group still recommends students eat lunch in their classrooms. It is just not feasible to get all students thru the lunchroom in the amount of time available.
- Middle and High Schools: Phil Wright's group is planning for students to eat lunch in cafeterias.
  - Principals are asking for set-up models, so they are starting early and working towards having a set-up model in each middle and high school. They now have the markers to show 6' distance for seating in cafeterias and classrooms.
- All Schools: Custodial teams will set up classrooms according to the mock-up and protocols.
- If teachers want to volunteer to help set up their rooms, they should let their principal know and the principal will communicate that to the custodians.
- In the process of doing the mock-up spaces for classrooms, Brad Cass noticed that many teachers have more than one teaching area, i.e. one in the front of the room and one in the back. The new spacing guidelines will only accommodate for one teaching area.
- It was also determined that odd shaped tables (like kidney shaped tables) commonly used for small group learning will need to be eliminated from classrooms due to

spacing requirements. The flex-space (break-out areas) being set up in elementary cafeterias and/or multipurpose rooms could be used for this type of learning/groups.

- There was discussion on space for personal furniture teachers commonly bring to use in their classrooms. It was recommended that classrooms should only have “district issued” furniture. It is designed for the classroom setting and fits much better. This would create the clearest way to handle classroom set-up safely and equally.
- Mark asked that Phil include some “do’s and don’ts” in the protocol they create for spacing issues and needs.
- On Thursday (July 30) at all administrators meeting, Mark will suggest principals walk their building to see what classrooms may present a concern for removing personal furniture items.
- There will be communication going out to staff later this week and Mark will try to include information regarding classroom set-up and personal furnishings.
- Mark asked if a protocol has been developed for shared space usage like bathrooms and elevators. Phil recommend we post signage stating the maximum occupancy and requesting people to be mindful of social distancing. We will have to trust people to self-monitor.
- Elementary teachers usually take their classroom as a group to use the restrooms so they can monitor the number of students in restrooms at one time. They will need to coordinate with other teachers and grade levels on the timing of these trips.

#### **Health and safety requirements/Cleaning/PPE team:**

- Mark asked if we are always required to keep students together with their own classmates, including when outdoors. Becky responded that is the intent of Dr Lutz, the County Health Officer. Classrooms should be viewed as a “family unit” and by keeping together and away from other classrooms it should reduce the possibility of the spread of Covid-19.
- Matt Truitt will prepare a guidance for elementary school principals to keep the “family unit” together for lunch and recess which also gives teachers a duty-free lunch.
- If students are outside and remain 6’ apart from each other, they can remove their masks to take a break from them. Elementary schools typically have playgrounds that would allow for that with supervision, but teachers will need to be mindful of scheduling their optional recesses. It would be difficult in some middle and high schools to find adequate outdoor space with the high number of students.
- Daily Health Screenings: Becky Doughty reported she is still working with ITSC to create an App for families and staff to use each morning to attest to their health and wellness. If a student is not pre-screened at home, the office will follow-up each morning and do the screening at school.
- Mark said the County Superintendents are meeting with Dr. Lutz and they are asking him for a recommendation for when school should start in Spokane County from a health perspective.
- PPE: Alex got staff counts from Craig Numata and has ordered cloth face covering and face shields accordingly. He has also ordered disposable face masks to be used for emergency situations. All will be distributed thru the principal of each building.
- Each classroom will have a one-gallon pump dispenser of hand sanitizer, with a couple of extra for each building. Classrooms will also have a “cleaning caddy” and supplies for each day.
- Matt gave an example of the protocol he plans to implement for visitors related to face covering. They will have hand sanitizer and face masks in the vestibule. If someone

comes to the door without a mask, the secretary will use the intercom to instruct them to use the hand sanitizer and then put on a mask and only then will they be buzzed into the building.

- Shawn Jordan mentioned that he and Stephanie Splater met with Alex and Alex helped them develop a protocol for disinfecting athletic equipment. Stephanie will train athletic representatives from each grade level in the proper way to disinfect all equipment.

### **Student transportation:**

- Salliejo Evers stated they are finalizing their contract with Durham Transportation. They are creating addendums to allow for changes in the school model, i.e. if we only have distance learning and no face-to-face learning.
- All busses will have disposable face masks for students to wear if they forget theirs.
- They are preparing parent information to show what bussing will be like during Covid-19 and it will be included with the Human Resources in-service documents.
- They are also researching ways to get students into the buildings with safe distancing.

### **Required Training and Accommodations for staff with high risk:**

- Nancy Williams and Sabre Dahl are developing tools to train staff, students and families for Covid-19 related requirements so they are prepared in advance for how the school day will look. The Educational tools may include signs, PowerPoint presentations, videos, and other materials posted on our website. Teachers will also have protocols for what they need to teach students that will be adaptable to all grade levels.
- Nancy shared that she is working with Sabre on leaves due to Covid-19. They are updating the website with information on qualifications to request a leave along with other FAQ.

### **Misc. Comments/questions:**

- Garrett Berdan asked if Nutrition Services could access information estimating the number of families requesting full on-line learning as well as the number of staff requesting leaves to aid in their departmental planning.
- Mark said we won't know for sure until the final educational model is determined, at which time families can make informed decisions on their school method of choice, whether in-person, Spokane Virtual Learning or other on-line learning.
- Human Resources doesn't have an accurate idea of how many staff will request leaves.
- Mark asked Nancy to talk with Stephanie Busch, Jodi Harmon, and Sabre in HR to see what they are projecting.
- There was brief discussion regarding the Skills Center and summer school that is scheduled to begin Monday, August 3<sup>rd</sup>. Discussions between Human Resources and Spokane Education Association resolved that two programs may have face-to-face classes, those being, Cosmetology and Welding. There will only be around 7 students in the building with a few students coming and going to pick up "kits" for other on-line classes.

Mark will present these thoughts and discussion at his next meeting with SEA.

Mark closed meeting at 1:56.

