ISSAQUAH
SCHOOL DISTRICT 411

Date:	June 30, 2020
Name of Work Group:	Facility and Safety
Name of Recorder:	Martin Turney, Karen Thies

Workgroup OBJECTIVE or TOPICS Considered in today's meeting (You are welcome to attach an agenda if that is easier):

- Managing flow of students during drop off, throughout the day, and release
- Screening process

What about your discussion do you feel is ultimately non-negotiable? It either MUST BE or MUST NOT BE part of the plan:

MUST BE PART	MUST NOT BE PART
FLOW OF STUDENTS - Maximum 50% student population in any bldg. based on current understanding of safety restraints o 25% student population in building appears optimal for the secondaries **SCREENING PROCESS** - Designated area for staff check in/out at each bldg. - Designated staging area and overflow area for each bldg. for student temp check	**FLOW OF STUDENTS** - 100% student population back in bldg. at same time not feasible

What challenges do you foresee that you are taking into consideration or that you do not have an answer to:

CONSIDERATIONS:	UNANSWERED:

FLOW OF STUDENTS
 	
 - Dropoff - varying student groups: Bus, Parent Dropoff, Walkers, BASC, Drivers (HS)
 - Training for Staff and Students
 - Movement around bldg. will take longer, cutting into overall instructional time
	FLOW OF STUDENTS
	
	 - Staggered Drop Off / Pickup Times for student groups
	   o What is allowable amount of staggered time? (5 min/10 min+?)
	   o What are students engaging in while waiting for other students to arrive/
	   o A/B Schedule would be easier

- Large student population at some bldgs. (example: Skyline, IHS) still have 1000+ students at 50%
- Consider tying bldg. population with WA State Phase Guidance (congregation size)
- Students should go directly to classroom after entering building – no congregating in gym, library, etc
    - Use specialists to assist who may not have full classes beginning of day
- No locker use at MS/HS level
- Group classes where possible @ MS/HS to keep students in same classroom and rotate teachers (example: Homeroom and 1st period become the same)
- Physical barriers, along with floor markings, to direct student flow
- Passing periods: some organization of the flow would be needed…one-way hallways or splitting the hallways to have each side flowing a particular direction. This will be difficult. It would not work to stagger dismissal times for classes during the day.
- Staggered Dismissal Times from class with staged pickup area for parent pickup
    - Bus – could be dismissed by routes (MS/HS)
    - Dedicated space should student miss bus, late pickup, etc
- Potential use of app parents could attest to student prior to dropoff - allows temp check skip at bldg.
    - What happens if parent not "truthful"? ie student gets fever after school in session
    - Who monitors app data?
    - Do we allow students to attest themselves?

SCREENING PROCESS

- Attestation for parents needs to be less questions / more straightforward than current staff attestation
- Students will either have temp taking at home (attest via app?) or onsite before entering bldg.
    - Designated area for students awaiting temp check with social distancing markers
    - Designated overflow area for temp check
    - Holding area for students with temps over threshold

- Possibly some type of an "advisory" period where students go to a specified room that doesn't involve instruction…sort of like a study hall or home room
- Dedicated entrances for different student groups? – bus, parent dropoff, etc
    - Leave students on bus and unload one bus at a time for temp check – no mass release
    - BASC students would be previously screened, can this be distinguished (via sticker?)
    - Dedicated staging area and overflow area for students awaiting temp check
        - Appropriately marked for distancing
        - Keep HS drivers from hanging around parking lot after arrival

SCREENING PROCESS

- How to most effectively deal with crowd of students waiting for temp checks outside bldg.
- Need to identify staff for taking temp, attest, and sign in/out daily
- Can front office hours be adjusted to allow staff to assist in screening process

o Sticker to alert temp check has already occurred? (ie BASC?)	

What concerns have surfaced regarding today's Objective or Topics?

FLOW OF STUDENTS

- Insufficient staffing to support social distancing efforts
- Staging area for students once inside bldg? – no more congregating in hallways, gyms, etc
- Cert staff need to engage differently with students at start of day
- Students may not care about social distancing with peers
- Restroom monitoring – could be difficult, especially at ES level (male vs. female restroom monitoring)
- Recommendation to not use lockers – class materials used by different students throughout day
- Staggering start times would be extremely difficult at the high school level and there would be concern about "seat time" being equal for all students
- IHS/IMS start times may need to be adjusted to avoid traffic due to screening process

SCREENING PROCESS

- Isolation process for students who have high temp or develop fever during school day

What questions, input, or feedback must you have from the Steering Committee in order to move forward with your work group discussion to reach a recommendation?

QUESTIONS	INPUT OR FEEDBACK
FLOW OF STUDENTS • What will the percentage of student population be for each level? • Will the District allow for an at-home attestation option where some students will not have temperature taken at school? **SCREENING PROCESS** • Electronic attestation for staff a bit confusing – can this be streamlined?	

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What are general questions or considerations that arose as part of the work group discussion that may not be part of your task, but that the group felt should be considered by the Steering Committee?

PARKING LOT QUESTIONS or CONSIDERATIONS:

- Air Quality / HVAC concerns
  - Messaging
  - Opening Windows and Dampers
  - Overall lower bldg. temp - staff / student comfort issue
  - Running HVAC overnight for circulation
- Lunchroom flow; structure of lunches
- Food allergy concerns if eating in classrooms
- Student dismissal for sports
- Clubs (e.g. morning volunteer led)
- Visitors / Volunteers through Front Office
- Student Pickup during day

Other: Please use this space to capture notes and other ideas not easily categorized in the above. If you are taking notes and are categorizing later, please attach the notes to this document and include them in your email.

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Please email the completed form and any accordant notes to your Work Group Lead(s); Superintendent Ron Thiele at thieler@issaquah.wednet.edu with a copy to Assistant Superintendent Lisa Hechtman at hechtmanl@issaquah.wednet.edu.