



Date: Monday, July 13, 2020

Name of Work Group: Food Service

Name of Recorder: Martin Turney

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

<p>Previous Topics - Continued</p> <ul style="list-style-type: none"> • Lunch Structure and Schedule <p>New Topics</p> <ul style="list-style-type: none"> • Food Service Staff Safety Measures • Cleaning Protocols – not covered • Food Service Vendor Deliveries • Remote Student Lunch Service – not covered
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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
<p>FOOD SERVICE STAFF SAFETY MEASURES</p> <ul style="list-style-type: none"> • All staff and students use masks when purchasing food in lunchroom <p>FOOD SERVICE VENDOR DELIVERIES</p> <ul style="list-style-type: none"> • Deliveries from ISD Warehouse continue to School Buildings 	

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

CONSIDERATIONS:	UNANSWERED:
<p>LUNCH STRUCTURE AND SCHEDULE</p> <ul style="list-style-type: none"> • With Social Distancing measures, lunchroom spaces can only accommodate a fraction of normal student count. Additional space required for serving students in traditional or hybrid lunch model <p>FOOD SERVICE STAFF SAFETY MEASURES</p> <ul style="list-style-type: none"> • Layout of food line does not allow for social distancing • Students who do not use My School Bucks for lunch payment <p>FOOD SERVICE VENDOR DELIVERIES</p> <ul style="list-style-type: none"> • Some Food Service Vendors are not dedicated delivery to ISD buildings only 	

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

<p>LUNCH STRUCTURE AND SCHEDULE</p> <ul style="list-style-type: none"> • Additional lunch periods during day to meet social distancing guidelines • Less oversight of student lunch numbers / payments with lunch delivery model by students • Potential overproduction for pre-packaged lunches • Safety of students walking back and forth to lunchroom with meal <p>FOOD SERVICE STAFF SAFETY MEASURES</p> <ul style="list-style-type: none"> • Cashiers are too close together at terminals • Not enough time for cashiers to clean in between transactions if students punching in lunch numbers • Hard to hear students state lunch numbers through masks • Handling by cashiers of cash and checks <p>FOOD SERVICE VENDOR DELIVERIES</p> <ul style="list-style-type: none"> • All Food Service Vendors enter buildings in some fashion

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
<p>LUNCH STRUCTURE AND SCHEDULE</p> <ul style="list-style-type: none"> • Can paras be taken off of “recess duty” by limiting amount of space on playground to support watching students in classrooms? • If teachers were to be monitoring in classrooms – would have to be negotiated item. Could they be given different break time during day? • Can students deliver lunch to classrooms? <ul style="list-style-type: none"> ○ Pickup from lunch room pre-packaged items ready for delivery ○ Delivery receptacles in each kitchen, broken out by classroom ○ Are extra meals needed to be sent to each room? ○ Do we have delivery carts / wagons to make this work? 	<p>LUNCH STRUCTURE AND SCHEDULE</p> <ul style="list-style-type: none"> • Recommendations for lunch based on current space constraints <ul style="list-style-type: none"> ○ ES – all students eat in classroom <ul style="list-style-type: none"> ▪ 1-2 students used to bring purchased lunches from lunchroom to classroom ▪ Use of table in hallways to designate for allergy concerns ▪ Seating already laid out appropriately in classroom ○ Of note: ES are least staffed for Food Service but will require more work to wrap and pre-package item ○ MS/HS – hybrid option (use of classrooms and other areas as appropriate – commons, MPR, etc) <ul style="list-style-type: none"> ▪ Use of additional spaces increases setup / tear down time daily • ACTION: Mock up lunchrooms at each level (ES/MS/HS) to see how many students could fit socially distanced – use smallest known spaces across each level for mockup

- Custodial concerns about having multiple places to clean in limited timeframe with limited headcount
 - HS – 3 custodians, MS – 2 custodians, ES – 1 custodian (if fully staffed)

FOOD SERVICE STAFF SAFETY MEASURES

- Assumption students are still walking through cashier line
- Recommendation to add Plexiglass shields between cashier and students in line
 - Stagger cashiers when possible
 - Dual cashier carts in some bldgs.
 - Same POS machines can run while not connected to network but would still need power source
- Recommendation to add social distancing markers, one signage to food lines
 - Hand sanitizer available for student to use before/after punching lunch number into pad
 - ASB card could work to run through machine but not 100% reliable and students still touching keypad
- Recommendation to have separate lunch payment dropoff box for cash or checks so cashiers will not be handling money or paper

FOOD SERVICE VENDOR DELIVERIES

- Warehouse staff (ISD employees) will continue to take temp daily and fill out attestation at start of each shift
- Warehouse staff continue to keep log of deliveries to buildings
- Recommendation to erect sign in board for vendors to note their name and company when making deliveries on daily basis
 - Enforcement of this policy will fall to Food Service employees or in absence of – Custodial or other ISD staff member who lets them into building
 - Look into delivery vendor's company policies and procedures on attestation and temp checks
 - Potentially flag any vendor whose company has no such policy in place
 - If dedicated delivery vendor (only delivering to ISD bldgs.) – one sign in at beginning route daily

	<ul style="list-style-type: none"> ▪ Examples: Pizza / Milk Vendors ○ If delivery vendor not dedicated (making stops outside of ISD) – sign in at each building daily <ul style="list-style-type: none"> ▪ Examples: US Foods
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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:

LUNCH STRUCTURE AND SCHEDULE

- HS Lunch Policy – Open vs Closed Campus
- Plastic “bubbles” to be used on desk during lunch

FOOD SERVICE VENDOR DELIVERIES

- If limiting overall food choices at schools, is there still need for so many daily deliveries?

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.

ADDITIONAL ASSUMPTIONS

- Fewer families will be buying lunch as school starts
- Participation numbers of lunch buyers will be cut by 50% as starting point
 - In regular year: ES between 100-250 meals daily, HS between 700-800 meals daily
 - With 50% cut: ES up to 125 meals daily, HS up to 400 meals daily

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.