



ISSAQUAH
SCHOOL DISTRICT 411

Date: July 7, 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):

<p>Continuation of Previous Topics</p> <ul style="list-style-type: none"> • Isolation Protocol • Workstation Safety <p>New Topics</p> <ul style="list-style-type: none"> • Cleaning Protocols/Supplies • Visitor Access (postponed)

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>CLEANING PROTOCOLS/SUPPLIES</p> <ul style="list-style-type: none"> • Each classroom / workspace will have appropriate cleaning supplies readily available for how the space is utilized 	

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

CONSIDERATIONS:	UNANSWERED:
<p>CLEANING PROTOCOLS/SUPPLIES</p> <ul style="list-style-type: none"> • Chemical sensitivity of some students / staff <p>WORKSTATION SAFETY</p> <ul style="list-style-type: none"> • Meetings should not be in person if at all possible • Process for limiting staff in workrooms, using copiers 	

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

<p>ISOLATION PROTOCOL</p> <ul style="list-style-type: none"> • Inadequate staff to monitor Isolation Room; not every school has full time RN • School building may not have extra space to host Isolation Room • No staff member should be "forced" to supervise Isolation Room <p>WORKSTATION SAFETY</p> <ul style="list-style-type: none"> • Workroom Space in Buildings with various entrances

CLEANING PROTOCOLS/SUPPLIES

- Parents and staff purchasing cleaning supplies for individual classrooms / work areas
- Time to disinfect desks between class periods – are longer passing periods needed?
- Space needed to reconfigure classrooms if desks need to be moved 6 feet apart

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>ISOLATION PROTOCOL</p> <ul style="list-style-type: none"> • Create Optimal Criteria list for each building to determine Isolation Room <ul style="list-style-type: none"> ○ Unused classroom or portable, potential of “plastic” sheeting to isolate further inside ○ Does not share ventilation system with another room • Flowchart / Visual to easily assess if student should be isolated – Seattle example • Utilize existing rooms / portables preferred to Isolation Tent • Recommendation: suggest to each building to have own committee consisting of Principal, Nurse, Custodial, to determine Isolation area and other COVID logistics (one-way signage, etc) with Best Practices Guide provided by workgroup / steering team <ul style="list-style-type: none"> ○ Isolation Room area will be shared with District once determined • Recommendation to base “Return to School” protocol for student off of current Summer School protocol – based off of DOH guidelines • Recommendation to get “buy in” from staff member prior to them attending to Isolation Room <p>WORKSTATION SAFETY</p> <ul style="list-style-type: none"> • Recommendation: suggest to each building to have own committee consisting of Principal, Nurse, Custodial, to determine Isolation area and other COVID logistics (one-way signage, etc) with Best Practices Guide provided by workgroup / steering team • Recommendation to limit workroom capacity:

	<ul style="list-style-type: none"> ○ If one entrance / exit – one person at a time ○ If two entrances / exits – max two people at one time with one way directional doors ○ If three entrances / exits – same guidance as two doors, with one door locked <p>CLEANING PROTOCOLS/SUPPLIES</p> <ul style="list-style-type: none"> ● Continue using Alpha HP Disinfectant for all buildings <ul style="list-style-type: none"> ○ Use Sheet / Training to be made available for all staff on proper use of product (ie 5 minute contact, etc) ● Create list of cleaners to NOT use in classrooms and share with staff ● Communication to parents / staff to not purchase cleaning supplies for next school year <ul style="list-style-type: none"> ○ Include reasons why and what products ISD will be using ● WHO will disinfect desks between periods? Students as they leave? –MS / HS students Teachers? ● Recommendation to leave student desks in classrooms but stagger students sitting at one time <ul style="list-style-type: none"> ○ Example: 1/3/5 periods – even desks, with 2/4/6 periods – odd desks ○ Only half or less of desks used in one room at one time – mark with stickers ○ Same desk used for students every day they are in school building ○ Allows time for disinfectant to dry on desks after previous class ○ Would require less than 100% capacity in classroom ● Of note: COVID has less chance of spread on hard surface due to nature of virus
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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:

ISOLATION PROTOCOL

- Protocol if isolated student not able to be picked up in timely manner
 - Transportation available to bus / van student home?
- Emergency Contact Information update to be stressed at EVP / enrollment time

WORKSTATION SAFETY

- Food Service plexiglass partions for cashiers – take up with Food Service Workgroup

- Admin Walkthrough of potential plexiglass additions – work with Facility team
- Student Desks – how are they utilized in classroom – work for Scheduling Workgroup

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.

Recommendation Suggest to each building, as a best practice, to convene a small group (Principal, Nurse, Custodial, etc) to work COVID logistics based on Workgroup / Steering Team guidance.

Screening

Challenge:

Tying app / virtual attestation to individual student as they arrive
Asymptomatic student / staff may not register high temperature

Feedback:

Review Summer School attestation process @ Clark – student “tags” filled out daily
No student temp check prior to students entering bus

Of Note:

Skyward working on module to track temp settings – timeframe TBD
Initial ISD survey showed ~ 20% potential students to be remote

Other Districts:

Tukwila – start of day all students socially distanced in gym, then temp check prior to heading to classroom
Seattle – temp checks and screening done onsite

Thermal Cameras

Steering Team interested in procuring cameras: 3 @ HS, 2 @ MS, 1 @ ES

Concern:

ANY heat variation (including hot beverages / food) will be picked up on camera
Monitoring of cameras after initial start of school day (ie tardy student, etc)

Food Services Workgroup to be formed with members consisting of:

Principals

Custodial Staff

Food Service Supervisor and Staff

Teacher / Para

Nurse / Health Specialist

Other

- Water Fountains – DOH Guidance to not shut off drinking fountains as long as they are properly cleaned; add appropriate signage for usage
- Band / Choir / Athletics Guidance forthcoming from DOH
- Change to closed campus policy for HS upon fall return – exception for Running Start, others??

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.