

**Return to Learn Committee Meeting-Notes**  
**July 14, 2020, 10:00-1:00p.m.**

**Members Present-**

Laurie Boland, Jr./Sr. High Representative  
Jim Burchers, Chief Maintenance  
Mary Charlton, Parent Representative, epidemiologist  
Andy Cutter, Board Member/Parent  
Tim Foley, Jr./Sr. High Assistant Principal  
Abigail Kaska, Student Representative  
Dan Livorsi, Parent Representative, infectious disease doctor  
Jess Pizana, Tech Director Regina Education Center  
Larry Pohren, Jr./Sr. High representative  
Glenn Plummer, Jr./Sr. High Principal  
Kris Rutt, K-6 teacher representative  
Melinda Shetler, Board President/parent  
Shane Schemmel, Communication and Marketing Director  
Kelly Starr, Elementary Assistant Principal  
Celeste Vincent, Elementary Principal

Meeting Begins at 10:00 a.m.

**1. Review of proposed policy for “Policy for Activities During a Pandemic”**

Glenn reviewed what is working with this plan right now.  
Following restrictions for travel as recommended from CDC  
Discussion of if someone becomes ill, timelines and notifications to other teams.  
It is being used and followed. Action item- Put before the full board for acceptance.

**2. Discussion around “Policy for Classroom Protocols During a Pandemic”**

Review of events if a student or staff member contracts Co-Vid or has an exposure while we are in session. Document will be shared with the committee for review.

**3. Review and discussion of Health and Safety Items beginning with A-1**

Health and Safety Tool was shared with the committee. Document was previously shared and the updated document is being shared. We went through the tool which addresses what the Department of Education has set up for determinations. We have additional questions that have been submitted by committee members.

Question-What do we do for those people who have chronic health issues and it is not in their best interest to come to school?

See how we can still offer them to be a part of Regina at the same standard.

Discussion/Considerations- doctor’s note, honor the contract-expectation to be here, at-risk categories (age recommendations/alternate options)

Differentiation between have it or just have been exposed.  
Difference of quarantine and actually having it.

### **MITIGATION SERVICES**

We have had discussions with chief maintenance and our cleaning crew director.  
Use of mitigation survey developed by the Department of Education.  
It lets us know what we need for supplies.

### **STAFF HEALTH INSERVICE**

AEA on-line Module for staff and teachers. Already sent to teachers to complete.

### **STEPS TO TAKE WITH A SICK STUDENT**

PRIOR-Ventilation spaces. Check assigned spaces for ventilation.

Go outside to wait if it is an option and weather permits.

Go into containment mode.

All should have a mask (if shield only, give them a mask).

Good to have person shepherding that area to have a N95 mask.

Keep fever and cough separate.

\*Important for parents to have a plan B to pick up right away if there is an issue.

Discussion of where to hold kids until picked up. Parents phone the office. Person walks child out to the car. Parent does not come into the building. Discussion of space cleaning after used.

### **BATHROOMS/STAIRWELLS**

No formal input.

### **SCHOOL HEALTH DATA**

We want to know at a minimum if they have had a fever and they will be out a minimum of 24 hours.

Helpful to know if tested posted for Co-Vid.

Feasible to track the number of absences per day per grade level.

Discussion of doctor's excuse.

Some people may want to get tested and need to get tested, but cannot.

CDC- minimum ten days out. \*\*Revisit at next meeting.

### **BUSING**

We contract out for our busing. Same as ICCSD. No food or drink, masks, spacing on rows.

## **SHARED MATERIALS**

Change the supply lists so everyone has their own rather than share.  
If there are shared materials that can be wiped down after each use.  
Question of Materials and shared materials for specials.  
Use spray bottles and some can do themselves. Teachers/Paras may have to help.  
Will look at the age of the student.  
Build in some extra time to allow for cleaning to occur.  
It will take time so look at the master schedule.  
Hand hygiene after using shared materials.

Discussion of give/take for different schedules.

Contract tracing will be easier the less the students move. Less movement the better.  
Allow students to wipe down their own desks.  
Focus on hand hygiene, more feasible.  
Set schedule for when high touch areas area cleaned.  
Have wipes available to clean your own surface.

## **PLAYGROUND EQUIPMENT**

Hand hygiene before they go out and hand hygiene when they come in.  
Equipment cleaned once a day.  
Spraying it down with the sanitization sprayer.  
Still need to social distance at recess, will need to educate.  
Potential assigned spaces.

## **FACE COVERINGS**

All students and staff required to have face coverings.  
Preschool-1, a strongly recommend. May be hard to get to comply.  
2-12 Required.

## **USE OF BUILDING**

Outside agencies- Limit this, just that much harder for cleaning purposes.  
Question of outside facilities for the athletic building.

## **LUNCH**

Discussion of where are students going to eat. Discussion of where are staff going to eat. One lunch, one option every day.  
Not student serving, but actual workers serving.  
Students wearing masks while moving through the line.  
Item on next parent survey about lunch.  
No lunch "drop off" for students this year. No parent visitors at lunch.  
Students may be eating in the cafeteria, in their classrooms, or outside.

## **PRE-EDUCATION**

### **Important for parents:**

1. Important to have a plan A, B, C, to pick up your child if they are sick.
2. Think out your plans ahead of time if one parent is out of town, think a little harder how to pick up a sick child in a very timely manner.
3. The year is going to look differently. People will be limited from coming into school.
4. If parents come in to the building, they will need a face mask.
5. Start practicing at home with parents to have students wear masks/shields, so they can get accustomed to wearing before returning.

## **CARLINE**

Not as much of a concern. Students will keep masks on and will ask to stand with families loading.

## **WALKER LINE**

Keep your mask on in line and while you are walking.

## **PREVENT ADDITIONAL INTERACTIONS-**

Locker protocol- not hang around with friends.

## **VISITORS**

No visitors and we do not want additional persons coming to the building.

## **SHADOWS**

Do this differently through Google meets and visiting with teachers/students. Change into a student meet and greet.

## **ATHLETICS**

Discussion on what to do with fall athletics and no guidance from the Department of Education. Potential to talk with other athletic departments. Come up with some general guidelines to limit guidance, some are limiting passes to attend and rotate passes. Investigate streaming events. Policing the fans is very difficult.

## **REGAL REWARDS**

Protocol that we will bring these out to you, you do not come in to the building to order. Further discussion for on-line ordering.

## **OPT OUT**

Would this ever be considered for any reason?

**STIGMA**

Everyone will be required to wear a face covering(mask/shield).

Everyone is potentially at risk, so we are careful.

Watch to make sure there is no stigma toward students whose parents are in health care. Shared that we have had a staff member at Regina Education Center that has passed away from Co-Vid. We all need to take this seriously.

**SOCIAL/EMOTIONAL**

The first few days of school we will need to look at our students and see if more need guidance intervention.

**CONFIDENTIALITY**

Confidentiality will be maintained. We cannot release information and will remind teachers when someone is sick or absent what can/cannot be shared.

**TEACHER/STAFF MEMBER SICK AT WORK**

Idea brought up for option of “pool” testing. A team member will look into if this is starting to happen and how this can be done and what labs are providing the service. Schools need to be prepared for long term substitutes. Exception for the ability to teach from home if someone needs to quarantine, but feels well enough to still teach. Will need to consider case by case.

**FOOD IN THE CLASSROOM**

Limit food in the classroom to the times when they are potentially eating lunch.

Teachers, no food in the classrooms except lunch and unless by themselves in a room.

**WATER DISPENSERS**

Water fountains are not open. Students will need to bring their own water bottles. Filler stations may be available for students with a wide mouth bottle that does not touch the filler and comes with a lid that you can take off of the bottle. Signage at these stations.

**STAFF**

Encourage staff to have even more additional back up plans for an absence. This will go beyond a day's back up to include 4-5 days back up of lessons.

**CONTINUOUS LEARNING**

If we are not able to return, what will it really look like.

This further detailed work comes with the academic team.

We need to be ready to provide continuous learning, no matter what external forces are happening. Plan accordingly.

**ANXIETY**

Consider social/emotional feelings upon return. This will be addressed in another section. Consider potential K-12 sub-committee for this. Make time during the day to allow for individuals who may want to see the counselor to discuss further.

**EXPECTATION**

All students should bring their own hand sanitizer.  
Might be good to have a hand sanitizer that could hook on the back packs.

**CLASSROOMS**

Anything not considered a hard surface should be removed from classrooms.  
Remove unnecessary furniture and extras.  
Space desks as far apart as possible.

**HANDBOOKS**

Revise for new guidance for the year.

**AEROSOL**

Sharing updates from outside sources on this also.

**FACILITIES**

Posting signs and increasing awareness.

**ARRIVAL AND DROP OFF**

Does not seem feasible to alter too much due to many families with multiple grade levels.

**VENTILATION SYSTEMS**

Jim will be double-checking ventilation systems.  
Outdoor air (windows open) for fresh air.

**SNEEZE GUARDS**

These will be placed in both offices. Offices will appear different than now.

**MARKINGS ON THE FLOOR**

Used where needed to draw attention to flow and spacing.

**OTHER IDEAS PHYSICAL GUIDES/BARRIORS**

Discussion of creating barriers for those in the sick room.

**SPACING**

We looked at spacing in rooms. We will hopefully be able to do 3 foot among learners, will not be able to do the six foot among desks.  
Discussion of outdoor use as much as possible.

Discussion of static groups for K-6, not possible for jr/sr.

**CUBBIES AND LOCKERS**

Students have a personal space to keep items separate. Monitor usage of students, so not lingering at lockers.

**BATHROOMS**

Paper towels available for use, rather than the hand dryers.  
Investigate floor props for opening doors.

**LARGE GROUP ASSEMBLIES**

We will be discussing alternates to large group Mass.  
Action- Refer to diocesan guidance and restrictions.

**VISITORS AND VOLUNTEERS**

No visitors and volunteers for the upcoming school year at this time.  
Re-evaluate at a later date.

Meeting closes at 1:00 p.m.

#### **4. Additional Questions from Team Meetings**

##### **A. Shane's questions**