

## **Basic Needs Committee Recommendations**

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The committee proposes the following recommendations based on guidance provided by the CDC and the State of Maine.

Based on the Maine DOE Framework: [Part I: Physical Health and Safety](#)

### **Personal Protective Equipment**

- Mask or Face Covering must be worn by all staff and students except for meals and mask breaks. (Required by the State)
  - Face coverings should cover your nose and mouth, and fit snugly against the sides of your face. Cloth face coverings should have multiple layers of cloth. (As defined by the State)

At the end of the day the following should occur:

- Homemade mask or face covering should be washed
- Disposable masks must be disposed of each day.

### **Hygiene**

- Adequate supplies to support healthy hygiene behaviors (including soap, hand sanitizer for use by staff and students)
- Signs reinforcing proper handwashing techniques
- Teach and Reinforce handwashing with soap and water for at least 20 seconds
- Educate staff and students on how to cough and sneeze into elbows or cover with tissue and then wash hands.
- Custodial staff will systematically and frequently check and refill soap and hand sanitizers
- Limit sharing of personal items and supplies
- Keep students' personal items separate and individually label in cubbies or lockers
- Limit use of classroom materials and disinfect between use

### **Facilities**

- Masks are required by all staff and students in the building at all times except for mask breaks and lunch. (Required by state)
- All classrooms will have individual student desks. 3ft is the minimum spacing allowed. Floor will be taped to mark desk placement.

- Elementary school will be a min. of 4ft spacing from center of desk to center of desk.
- High School will be a min. of 5 ft spacing from center desk to center of desk.
- Arrange all desks facing the same direction.
- Excess furniture should be removed from classrooms to create maximum space possible. This can include multiple teacher desks, excessive file cabinets, removable bookshelves, and storage cabinets
- All throw rugs and area rugs should be removed from classrooms
- Encourage windows and doors to classrooms to be open to increase ventilation. This should be done only when safe to do so.
- Throughout building post signage to indicate proper social distancing
- Floor tape or other marker should be used to mark proper social distancing and direction of traffic flow in hallways. Divide hallways with either side following the same direction.
- Stagger movement in hallways to minimize the number of persons in the hallways as able.
- Have staff monitor arrival and dismissal of students to discourage congregating.
- Post signs on restrooms to indicate proper social distancing and hand hygiene
- Water Fountain should be locked
- Daily cleaning protocols will be in place to ensure the health and safety of all
- No space in the building should exceed current Governor's orders on gathering size. As of July 30 gathering size was 50.
- Family members and other guests will be limited in school building
- Drop off and Pickup of students should be done, weather permitting, outside the building if possible

### **Food Service**

**GIVEN:** Students must be 6 ft apart during meal time and masks can be removed

- Spaces should be created where 6ft can be ensured (this may include using areas such as the gym, a stage, the media center, or an outdoor area)
- Meal times maybe staggered to accommodate traffic flow and seating arrangements
- If possible, lunches may be delivered to classrooms. Each building will have a plan for how lunches will be handled.
- Same group of students should eat in the same spaces daily
- We must follow the National School Lunch Program guidelines.
- We do not qualify for the Summer Lunch Program regardless of in person or remote instruction.

- Breakfast and Lunch must be offered to remote students enrolled in the district.
- Cleaning will occur between lunch cohorts
- Food Service will follow safety guidelines set forth by state and federal Government
- Capacity to feed students daily is an issue with seating restrictions
- Hybrid Models are difficult following NSLP guidelines.

### **Transportation**

- Will run at no more than 50% capacity
- Hand sanitizer will be installed on busses
- All students will wear a mask or face covering while using school sponsored transportation.
- Drivers will wear a face shield or mask
- Busses will load from back to front and exit from front to back one seat at a time
- Weather permitting bus windows should be open to help increase circulation
- Busses will be cleaned after each bus run
- District is strongly encouraging parent transportation to school if busses reach capacity, transportation of students will be prioritized based on need
- Traffic Patterns and procedures will need to be planned for extra traffic during arrival and pick up times

### **Building Administration** will need the following protocols for specific buildings:

- Students arrival at school (where do students go and what do they do)
- Dismissal of students
- Masks Breaks
- Lunch protocols
- Recess
- Traffic Patterns in hallways
- Transitions in hallways
- Bathroom Usage
- Handling for exemptions of masks
- Administrative procedures for refusal to wear mask