

Health & Safety Committee Meetings

[Background Information](#)

Monday, August 17, 2020

Virtual Meeting via Zoom

1:30-3:00 - if needed

Agenda

1. Updates on Masks/Shields

The “OR” should be “AND”

FACE COVERINGS/MASKS:

- All students are required to wear a face covering/mask that covers their nose and mouth when in the presence of others **or** maintain six (6) feet of distance--about two arm’s length-- at all times throughout the day. [See CDC guidance on social distancing](#). Maintaining three (3) feet of distance is acceptable between and among students when masks are worn.

- Face coverings must be worn when entering or exiting buildings, while traveling in hallways, and generally when moving about the school. Exceptions may include, but are not limited to:

- While eating and maintaining proper social distancing
- While on the playground, if social distancing allows
- While participating in music practice, if permitted
- When the student’s face cannot safely be covered due to a medical condition in which case a doctor’s note must be provided and the student would wear a face shield.

- Need to make sure it says “and” not “or” under the first bullet underneath Face Coverings/Masks
- We need to communicate changes to the Parent Guidelines Handbook because there are multiple changes that need to be made based upon CDC/DOE updates
- There has also been a document created specifically for masks and shields to go out to staff and maybe families??
- DOE has changed guidelines for face shields - students and staff need to have medical documentation for wanting/needing to wear a face shield instead of a mask. The shields have to meet specific regulations to be allowed. Deb also has “regular” shields that can be worn in addition to a mask
- Scott is going to pick up supplies ordered from the State on Friday
- We are going to require ALL students to wear a mask, regardless of age

- There was a question on COVID Q+A about what face coverings are the best to wear - we are going with what DOE has put out, which says that students and staff WILL be allowed to wear buffs
- The mask break piece has changed at the State Level because people were trying to take advantage and say that if kids were 6 feet apart they did not have to wear a mask - this is NOT TRUE - we have updated that information on the appropriate documents
- We need to do more work around masks breaks and write down a protocol for staff and share that with families as well - kids need to drink water a lot so we need to write out all of that information

2. Updates from each Subcommittee:

- **Nutrition**
 - Jeanne is still working with building administrators on specifics for their building - much depends on how many kids are in the building
 - Thinking about sending breakfast home at the end of the day
 - Need to feed remote learners - more discussions are needed on this topic and how to do it
 - Nutrition will send protocols to building admins so they have info and can share with families and staff
 - Still questions about Fresh Fruits and Veggies programs and how to distribute safely
 - Breakfast at home before school starts would be a big help to teachers
- **Health Process**
 - **Two additional screening steps at school**
 - There are new flowcharts about what to do when a child is sick
 - If a child is exhibiting symptoms and is tested and it comes out as negative - do they have to be re-tested if they are still showing symptoms two weeks later?
 - The school will be referring students to PCP and they will decide if they need to be tested
 - Need a VERY clear cut plan on how to check temperatures now. Who is going to be doing it? Are we going to hire people to come in? Having students stand in line, seems to be contradictory
 - If a student needs to take Advil in the morning for something else how do we know it is not masking a fever? They should take temps BEFORE they take the medication
 - How do we get out health protocols to people? Nurses have information they want to put out but not sure how to do it?

- What do we actually need protocols for? Positive case, pre-screening process at home, temperature screening at school, if a child is unwell at school
- **Trainings that are required**
- We are going to make staff trainings part of Target Solutions - which is the program we use to train all staff at the beginning of the year
- **If Positive Case:**
<https://docs.google.com/document/d/1EUVmKAtj3OIIR-HL-IOTki0E1JA-03DsmQf0Kvn24sE/edit>
 - Protocol has been created and will be distributed to schools
- **Cleaning/Disinfecting**
 - **Process on busses**
 - There are still some processes that are up in the air at the state level
 - Scott is waiting on some info and then would like to meet as a sub-committee at the end of week
 - He will be putting together a handbook for his staff and schools about how disinfecting will take place - even in the case of an emergency
 - There is a lot of concern about ventilation still - Scott purchased box fans that are going to help circulate air as much as possible in all schools - several projects going to address issues at certain schools
 - Univents are designed to circulate the air
 - There will be fans available for all classrooms and also hallways
 - Should the fans be blowing air out or in? - **It should take air from the outside and bring it inside** so it is blowing around fresh air and creating positive pressure
- **Communication**
 - **Communication of Inventory and process to obtain PPE, etc...**
 - Guidelines had finishing touches put on them - they have gone out electronically and through the mail so each parent has them
 - How do we get out updates effectively? Use Alert Now system to get it out - a large majority of RSU population are on that system
 - How often should Deb update the community? Depends on the information that needs to go out
 - Deb and Leanne are working on a staff handbook
 - What protocols need to go out to parents and how do they go out?
 - Anything COVID related needs to be reported to Scott so bills can be paid

3. WHAT IS LEFT TO BE DONE by this Committee?

- Shared equipment during recess??
- How many can you have outside (50 or 100)??

- **Protocols to send home to staff and families**
 - 1. Pre-screening at home/ app (Needs to be developed)
 - 2. Temperature checks at individual buildings (Needs to be developed)
 - 3. Mask/shield protocol (Completed)
 - 4. MASK BREAKS (Need to develop)
 - 5. If a child is feeling unwell at home - Flowchart (Completed)
 - 6. Positive case (Completed)

- Quarantine Rooms
 - Still need to determine at MVMV, BJSHS, HSES - Need to have a restroom available for students who need to be isolated
 - Need to have an adult available to take care of those kids if they need anything
 - Subs are going to be hard to come by -

- How long will school look like this?
 - The first date to re-evaluate what we are doing is 10/2
 - The next date is in November
 - The funding for CRF runs out on 12/31

Tuesday, August 4, 2020
Virtual Meeting vis Zoom
9:00-10:00
Agenda

1. Updates from each Subcommittee:

- **Nutrition (Jeanne) - Scott Holmes, somebody from each kitchen at Elementary/Middle/High Levels, Miki**
 - Managers are already doing a lot of processing about how to serve meals safely
 - Each building will have a different process and protocol based on the space and resources of the building
 - There will be a document that goes out to parents that will explain each school's process - The School Nutrition Association has already created templates that will be used for communication
 - Jeanne will be having conversations with managers and principals of each school during this week to try and get a protocol figured out
 - Sanitation is in a good place but Jeanne knows there will need to be more detail based on the building and those processes will be defined in the coming weeks.
 - There have been conversations with other area schools about their processes

- Scott - Will we delivering remote meals for schools doing the Hybrid Model - Jeanne is not quote sure yet but will be having conversations in the near future to figure that out
- **Health Process - (Nurses) - Sarah Bly, Audrey Coffman, Miki, Amanda, Penny**
 - Temperature taking is no longer recommended at the door - Sarah - the machines and thermometers can give you false negatives and false positives. Nurses and Sarah do not believe that it is necessary and can lead to more confusion than clarity
 - District is looking at MyMedBot to do daily screening and we need to send home a letter explaining how to use it - what are the expectations for the school and making sure kids are doing the screening? Do we need to catch them before they get into the building? Powerschool
 - Medical isolation rooms are still be determined at each school
 - Dr. Sinclair said that if a kid has a symptom they for right now need to stay out for 10 days but she is going to get more info
 - Mask Breaks - if they are in their classrooms and 6ft apart with the window open they can have a mask break - it is preferable to be outside but it is not necessary
 - Need a way of storing masks - lanyards can be used to keep mask from dirty surfaces - students need to fold them correctly
 - Teachers should continue to have the same process when a child is “not themselves” or just does not feel well - send them to the office and then the process will begin to isolate the student and send them home
 - Angela - We need more information on when to send kids home and keep kids home when they are having symptoms but it is not COVID
 - Any kid that are called in sick - that call MUST go to the Nurse
- **If Positive COVID case - Sarah, Cortney, Lee, Tom, Nicole, Tracy**
 - <https://docs.google.com/document/d/1EUVmKAAtj3OIIR-HL-IOTki0E1JA-03DsmQf0Kvn24sE/edit>
- **Cleaning/Disinfecting - (Scott), Jayne, Angela, Head Custodians, Penny**
 - Scott explained his process for cleaning - there are incredible amount of areas that need to be cleaned and his custodians need to be trained in all of the areas so it can be thoroughly
 - There will be custodial help during the day for extra cleaning and teachers can rely on them to help
 - Need to make sure parents do the pre-screening before the students get on the bus
 - The number of students on a bus is still not confirmed and could change a lot when it comes to what school can actually look like.
 - The shortened day will help Scott’s crews and give them extra time to clean

- What happens when a person comes in after custodians have cleaned? Scott needs to talk with buildings admins to figure out a protocol
 - Scott is going to create protocols and get them out to each building and areas that need them
 - Kids CANNOT be less than 3 feet with plexiglass
 - Is it just going to another thing to clean in a classroom? Scott is hearing from a national training session in Florida that they are going to use plexiglass so there are many conflicting reports on what to do
 - Desks are much easier for spacing issues in classrooms rather than tables - we know that students need to be at least 3 feet apart with a mask on
 - Audrey - Can you have Medical Assistant help in schools? An MA cannot assess a student so you would have to have a Nurse anyway
- **Communication - (Deb), Nicole, Tom, Tracy, Penny**
 - Scott would like to start gathering the information about who is planning on riding the bus/walking/getting a ride - can it be attached to that document
 - Angela - do we have a plan if the Board votes no on Monday?
 - We want to present a document to the Board on Monday that will go home to ALL families through the mail next week that is Guidelines to what school is going to look like in the Fall

2. Next Steps

Next Meeting is Tuesday August 11th 8:00-10:00 (if we need it)

Wednesday, July 29, 2020

Virtual Meeting via Zoom

9:00-10:00

Agenda

9:00-9:15 - Review who is in attendance and Deb will update on the latest planning regarding reopening. [Minimum Reopening Requirements](#)

- Review Minimum Reopening Requirements - going to find out this Friday 7/31 from DOE if we are Green/Yellow/Red - this is going to be County based

Green - Every child can come to school if guidelines are met

Yellow - Hybrid between Remote/In Person

Red - Completely Remote Learning

We need to continue to look at the minimum requirements - Deb feels we are going to be given a "green" designation - The DOE will update the colors weekly

A-team met last Thursday to try and speed up a plan for coming back to school - the DRAFT of that plan was sent out for committees to review - Deb is still gathering info for another A-Team meeting on Friday (7/31) so the DRAFT can continue to be refined and changed if need be

A letter was sent out from Superintendent about the timeline for the next couple of weeks - there will be a Board workshop on 8/3 to present all of the information gathered the last couple of weeks so the Board has time to review everything before they vote on a plan during Board meeting on 8/10 - Deb is also meeting with Association on 8/3

We have never been in a situation like this before and we are going to work as hard as we can for kids of RSU 10

Hopefully the sub committees can help answer some of the more detailed questions that have come up in regards to health and safety

Use Sarah as a sounding board for different procedures and processes to gain her perspective

Scott Holmes - Shared his guidelines for opening the fitness center at the high school as an example - it is very thorough and anyone who is trained on cleaning those areas will have to sign off that they have completed the training - will create a similar guidelines for cleaning playgrounds and common areas at all schools - the plan is being made and refined

Principals have been tasked with telling Scott what they want ordered and it all needs to be on a common sheet so each building gets exactly what they need - Peggy/Leah/Deb have created spreadsheet and the process is now moving quickly

Jayne - Teachers are feeling very anxious that they are not going to get the proper PPE for the start of the school year

There are already masks in the Central Office but Deb has ordered the maximum amount from the State for the 5 major categories of PPE and that is supposed to be here before the opening of school - If the district does not receive what is needed for PPE before the start of school - we will not open.

We are going to try and contract out a more Nurses so each school has a Nurse and there would be no traveling between schools

Have all subcommittees meet between now and 8/4 - need to find a time to get together

Each school will have to have its own flow of traffic - it should try to be one-way as much as possible

Kids need to be taught expectations - age level will depend on how quickly they pick it up

Amanda - feedback from community that a lot of parents are really concerned about students wearing masks from bus ride to bus ride and many people are considering pulling people out of schools - it would be great to get that information out to parents as well as information about new remote learning procedures as soon as possible so they can make an informed decision - there is a feeling that the district is behind in their planning

Tracy - Nurses and schools have been at mercy of CDC and other organizations and planning has been difficult

9:15 - 9:45 - Sub- Committees to work on procedures/processes

- **Nutrition (Jeanne) - Scott Holmes, somebody from each kitchen at Elementary/Middle/High Levels, Miki**
 - **Processes for serving in classrooms/cafe with no more than 50**
 - **Providing Meals for Remote Learning**
 - **Cleaning necessary**
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- **Health Process - (Nurses) - Sarah Bly, Audrey Coffman, Miki, Amanda, Penny**
 - **coming to school**
 - **If ill in school**
 - **Recess**
 - **Mask breaks**
 - **Write-up process everyone will follow**
 - **What equipment supplies to be ordered**
 - **Communication on Process to Community/Teachers**
 - **Teaching video/YouTube**

- **If Positive COVID case - Sarah, Courtney, Lee, Tom, Nicole, Tracy**
 - **Process the school will follow**
 - **Identifying Quarantining rooms in each building**
 - **Communication**

- **Cleaning/Disinfecting - (Scott), Jayne, Angela, Head Custodians, Penny**
 - **Processes for each area daily and in between cohorts.**
 - **Write up**
 - **Process to disseminate to all**

- What teaching has to happen
 - Communication - (Deb), Nicole, Tom, Tracy, Penny
 - Informational for Newspapers/media outlets BEFORE school
 - Processes - Designing/printing/videos
 - Hand washing
 - Using hand sanitizer
 - Social Distancing
 - Q & A

9:45-10:00 Logistics and timelines

Next meeting: August 4th

Tuesday, July 7, 2020

Virtual Mtg via Zoom

9:00 - 10:00 a.m.

Agenda

9:00-9:15 Welcome - We will go around the Zoom to introduce yourself and what your role is and your school/town.

Attendees:

Deb Alden

Cortney Sirois

Crystal Duguay

Tom Danylik

Angela Theriault

Amanda Kolin

Kim Clemente

Miki Skeehan

Audrey Coffman

Chris Arsenault

Scott Holmes

Tracy Pinkham

Penny Carrier

Cathy Sutton

Tina Hicks

Marla Winship

Nicole Pinkham

Jeanne Lapointe

Deb explained the process of creating committees for return to school.

9:15-9:25 - Deb will explain Section A on the Framework document.

Section A describes the indicators that will allow us to go back to in person instruction.

Three prongs:

Downward average of flu like symptoms- cases have decreased - they will consider district to district numbers

Downward trajectory of hospitalizations

Capacity of hospitals to treat and capacity of the state to test

They will then look at school capacity if the three prongs have been met

Options: all students in session, hybrid model, or all remote learning

We won't know more than a month before school what our options will be

9:25-9:55 - Section B - "Preparing Prior to reintegration" - review this section

1. Engage your Collaborative Planning Team (CPT) in reviewing/updating the Infectious Disease Annex of your Emergency Operations Plan (EOP) - **Scott will update us**
We have an emergency management plan for each school and an overall plan for the district. Plans for lockdowns, severe weather, pandemic
Working to make the plans easily accessible by everyone.
Deb/Clarissa reviewed the district emergency team process
2. Assess school readiness to implement the CDC's [safety actions](#) for schools
Deb reported she should have more information this week on the "green, yellow, red" label system and what each area means.
Scott is reviewing the blueprint of each building, assessing where we may need plexiglass shields, signage for 6 foot distancing and directional pathways, sanitizing stations etc.
They have increased sanitizing chemicals and purchased new equipment specifically to help sanitize.
The district has ordered facemask and items to support the small amount of summer programming that is happening.
Deb explained the CARES act money.
Amanda pointed out that many things change and we may spend a lot of extra money if we put signage out too early.
Tracy reported a flow chart should be released by July 14 regarding a pathway of what to do if a student/staff meet certain indicators.
Tracy discussed the concern regarding staffing if staff are sick and there is a shortage of substitutes
3. Consider equity: access to healthcare and supplies, school resources
Deb talked about the remote learning committee and how they are working to develop a better remote learning system for students who cannot attend school.
Amanda discussed wanting to know if it is possible to test students at school
4. Develop a communication plan that ensures equitable accessibility of messaging/language (translated resources found [here](#)) - **Any known translation needs.**
Translated resources are not a huge need but we are making sure we cover all of our bases and reach every student and family.

We are working on a clear plan to communicate information and make sure it is clear to students, staff and community when information is shared (every Tuesday/Thursday for example)

9:55-10:00 - Plan for next meetings and what can we do between now and then?

Tom agreed to help Scott with the inventory piece.

Courtney shared that many items are starting to come in and many of the items have raised in price - wondered the process of using CARES money to help defer the cost.

Deb explained the process for using CARES money.

Members of the team discussed masks and what the plan will be to make sure they are used and sanitized appropriately. The team also discussed students who may not be able to wear a masks and what the plan will be for them.

Doodles will be sent out for the following weeks 7/27, 8/3 and 8/10 to work on Sections C, D and E.

Deb explained that people need to check all the times in the doodle that work so we can get as many people as possible involved in the meeting.