

Scenario Planning: Side by Side Comparison
Facilities and Operations Task Force

(Please see detailed Data-with specific school information to address priority needs in Facilities Readiness Results)

PreK-8

In-Person	Hybrid	Full Remote
<p><u>Office-Entrances-Arrivals-Nurse</u> *Sanitizing station upon entrances -(upon guidance from Health Task Force/CDC) *Nurse should have touchless thermometers *Limit visitors entrance to building-BUZZ in when necessary to enter-otherwise consider “curbside” service, for dismissal. Appointments encouraged, or use remote meetings. Limit foot traffic into the building. *Families bring their own writing instruments or provide schools with disinfecting materials *Student arrivals: Monitoring students before school will require an (MOA/MOU) as students arrive before the staff start time: no longer can all students be housed in the gym/cafeteria due to social distancing. So an MOA/MOU necessary or NO students on-premises before the start, which will cause crowds at entrances. If multiple entrances are used to dissipate crowds, staff will be necessary at entrances for safety. *Install plexiglass or barriers in the main office/central office for visitors *Clear consistent signage to Display for Visitors *Clear policy and recording protocols for staff and families to determine dismissal for suspected COVID-19, and quarantine. *Designated space for “possible” COVID-19 cases, near the nursing station for ease of monitoring and bathroom usage.</p> <p><u>Student Material/Classrooms:</u> *All individual student supplies-NO Sharing *Remove all soft and cloth-based materials, such</p>	<p>**SAME AS IN PERSON**</p>	<p><u>Sanitizing-Cleaning:</u> *Classrooms would still need to be sanitized if Teachers, Para’s, Speech, Unit B, etc.. are using the spaces and their classroom materials to teach from. *Building rentals would still require deep cleaning after the departure of children, so clear parameters on closure times for all staff to have exited will be required to ensure this can occur. *Cleaning/Sanitizing of the Main office, security desk, and any other office spaces or common areas being used for daily operations.</p>

as rugs, pillows, stuffed animals, and dress-up clothing.

*Limit or suspend locker use, unless individual use can be kept at 3 feet apart

*Staggered schedules based on start times and hallway transitions

*Use of one way hallways and stairwells

*Use of individual desks or tables to sit 1 student at each end

*Devices labeled for individual student use

*Books kept after student use: do not re-shelf for 5 days for re-distribution

*For **chorus, singing, musical theater, and using brass or woodwind instruments:**

- If outdoors, with masks encouraged if possible, these activities can occur with at least 10 feet of distance between individuals.

- Note: At this time, these activities are not permitted indoors-per guidance 7/24/20

*PE-6 ft distance with a mask (in or outdoors) 10 feet without and outside

Sanitizing-Cleaning:

*Log outside of rooms-for recording sanitizing

*Foggers utilized to sanitize classrooms based on health guidelines throughout the day at the frequency indicated; takes appx. 3-5 min.per room

*Adjust/increase staffing or shifts for custodians to address cleaning demands

*Hire, CRAFTSMAN ie: Plumbers, Electricians, Painters, HVAC, etc..

*Clear exit times for Teachers, Staff, Students, Rentals to exit the building to allow for sanitization after students depart

*Purchase additional 44 foggers

*Sanitizing stations -- enough for all PreK-8 buildings, but especially at the middle level where there are not many classrooms with sinks

*PPE for staff

*Deep cleaning after building rental usage areas (OT-or shift changes)

*Provide quaternary sanitizer refillable cleaner stations and sanitizing spray bottles for Teachers to use to clean desks/chairs

This does not replace sanitizing schedule

Storage and Trash Disposal:

*Additional 4 dumpsters

*Increase frequency of Trash/recycling removal to accommodate the uptick in pre-packaging lunches/breakfast, PPE

*Need for appx. 185 additional barrels to accommodate breakfast/lunch in classrooms

Ventilation-Windows-A/C:

*Utilization of Merv13 filters to replace Merv8 currently in use

***7 Schools** require window repairs, so EVERY instructional space has **1** working window (appx. 40 windows in total)

*Approx 300 windows would need repair in order to all non-working windows in the Prek-8 buildings

*There are approx 98 interior instructional spaces with no windows

*Majority of schools reported having non-working ventilation systems in the building

*Purchase Air Purifiers for EVERY classroom and instructional space

*One large area for cooling or break out space in each building for mask breaks and to prevent student overheating (sanitizing between use)

*6 schools have full A/C or widespread A/C. The remaining schools have NO A/C or limited units within their building.

Signage and Visual Spacing Needs:

*Classrooms arranged with **6 feet** spacing **measured head to head** between student seating and from teaching proximity

*Supplies to indicate/mark 6-foot spacing to be used:

1. On floors and one-way halls

<ol style="list-style-type: none"> 2. In the building 3. Playgrounds 4. Outdoor spaces 5. Stairwells <p>*Consistent Visual signage created by District for uniformity between schools to indicate:</p> <ol style="list-style-type: none"> 1. Mask usage 2. Entrances-Exits 3. Floor markings 4. One way traffic patterns 5. Translations for signage 		
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High School

In-Person	Hybrid	Full Remote
<p><u>Office-Entrances-Arrivals-Nurse</u></p> <p>*Temperature check station and sanitizing station upon entrances -(upon guidance from Health Task Force/CDC)</p> <p>*Nurse should have touchless thermometers</p> <p>*Need multiple monitored entrances to each building to reduce traffic flow entering and exiting school. Students will be entering through 3 designated entrances and arrival times are naturally staggered. At the end of the day, all exits will be used.</p> <p>*Limit visitors entrance to building-BUZZ in when necessary to enter-otherwise consider “curbside” service, for dismissal. Appointments encouraged, or use remote meetings. Limit foot traffic into the</p>	<p>**SAME AS IN PERSON**</p>	<p><u>Sanitizing-Cleaning:</u></p> <p>*Classrooms would still need to be sanitized if Teachers, Para’s, Speech, Unit B, etc.. are using the spaces and their classroom materials to teach from.</p> <p>*Building rentals would still require deep cleaning after the departure of children, so clear parameters on closure times for all staff to have exited will be required to ensure this can occur.</p> <p>*Cleaning/Sanitizing of the Main office, security desk, and any other office spaces or common areas being used for daily operations.</p>

building.

- *Staggered bell release at the end of the day for buses, walkers, and commuters
- *Families bring their own writing instruments or provide schools with wipes
- *Student arrivals: Monitoring students before school will require an (MOA/MOU) as students arrive before the staff start time: no longer can all students be housed in the gym/cafeteria due to social distancing. So an MOA/MOU necessary or NO students on-premises before the start, which will cause crowds at entrances. If multiple entrances are used to dissipate crowds, staff will be necessary at entrances for safety.
- *Install plexiglass or barriers in the main office/central office for visitors, and in the 5 house offices along with the security desk.
- *Clear signage to Display for Visitors
- *Clear policy for staff and families to determine dismissal for suspected COVID-19
- *Designated space for “possible” COVID-19 cases, near the nursing station for ease of monitoring and bathroom usage.
- *Designated flow of staff and students in the parking garage structure, both parking lot doors as exits in the morning and as entrances in the afternoon to avoid crowding.

Student Material/Classrooms:

- *All individual student supplies-NO Sharing
- *Use e-books, not printed
- *Devices labeled for individual student use
- *Install plexiglass barriers in the main office/central office for visitors and the 5 house offices along with security desk
- *Limit or suspend locker use, unless individual use can be kept at 3 feet apart
- *Staggered schedules based on start times and hallway transitions
- *Create a digital document indicating spaces available daily in all 3 buildings for activities that require greater social distancing that teachers can

book, similar to the computer labs, to eliminate the use of basement hallways (ROTC, dance, band, chorus, etc.)

***For chorus, singing, musical theater, and using brass or woodwind instruments:**

- If outdoors, with masks encouraged if possible, these activities can occur with at least 10 feet of distance between individuals.
 - Note: At this time, these activities are not permitted indoors-per guidance 7/24/20
- *PE min 6ft with mask(in or outside)-10ft without mask if outdoors.

Sanitizing-Cleaning:

- *Maintain a running log outside of rooms-for recording sanitizing
 - *Foggers utilized to sanitize classrooms based on health guidelines throughout the day at the frequency indicated; takes appx. 3-5 min.per room
 - *Adjust/increase staffing or shifts for custodians to address cleaning demands
 - *Hire, CRAFTSMAN ie: Plumbers, Electricians, Painters, HVAC etc...under school dept.
 - *Clear exit times for Teachers, Staff, Students, Rentals to exit the building to allow for sanitization after students depart the building
 - *Purchase additional **16** foggers: to cover ALL HS buildings
 - *Sanitizing stations (multiple on each floor/building of LHS)
 - *PPE for staff
 - *Deep cleaning after building rental usage areas (OT-or shift changes, possible MOA/MOU)
 - *Provide quaternary sanitizer refillable cleaner stations and sanitizing spray bottles for Teachers to use to clean desks/chairs (Courtyard Restaurant has a system in use currently from Ecolab, there are possibly others in the district within the cafeterias and/or custodial stations)
- **This does not replace sanitizing*****

- Good possibility of using cafeteria and adjacent space in the hybrid model due to limited students and large space that could allow for social distancing which would mitigate the need for additional barrels

Storage and Trash Disposal

*Additional **2** dumpsters and **2** recycling bins (one set at main buildings and one set at the freshmen academy)

*Trash/recycling removal frequency increase to accommodate the uptick in pre-packaging lunches/breakfast, PPE (at least daily)

*Need for **25** additional large barrels for breakfast/lunch in classrooms, with 2 located on each floor of the high school buildings

Ventilation-Windows-A/C:

*Utilization of **Merv13** filters to replace Merv8 currently in use: **ORDER ASAP** (as this may be on backorder)

*Repair **28+** windows (5 identified in 1980 building, 23 in the freshmen academy, and need an updated list for the 1922 building since it is a chronic yearly issue) so that EVERY classroom has **1** operational window

*Purchase Air Purifiers for **EVERY** classroom and instructional space

*One large cooling area or break out space in each building for mask breaks and to prevent student overheating (with sanitizing between usage)

Signage and Visual Spacing Needs:

*Classrooms arranged with **6 feet** spacing measured head to head between student seating and from teaching proximity

*Supplies to indicate/mark 6-foot spacing to be used:

1. On floors and for one-way halls
2. In the building/stairwells
3. Outdoor spaces
4. Cafeteria/auditoriums etc..
5. Garage

*Consistent Visual signage created by District for uniformity between schools to indicate:

1. Mask usage
2. Entrances/exits

<ul style="list-style-type: none"> 3. Floor markings 4. One way traffic patterns 5. Translations for Signage 		
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Below is from Phase 1 Task Force:

FOUND TO BE N/A for this Task Force: MOVE to Tech Department or Cabinet Considerations

LOOK at District Options for Providing internet for families**Hot spots were not reliable

PreK-8 Full Remote

High School Full Remote

<ul style="list-style-type: none"> ● More access to reliable internet for families through hotspot distribution by the district, free internet agreement worked out with Comcast or mobile hotspots in targeted neighborhoods. ● Tech tents continued to be set-up for device repairs and troubleshooting as well as a call-in/email system for answering technology questions ● Families/students in need of Internet access will be given access to school WiFi in order to complete their Remote Learning 	<p>More access to reliable internet for families through hotspot distribution by the district, free internet agreement worked out with Comcast or mobile hotspots in targeted neighborhoods.</p> <p>Tech tents continued to be set-up for device repairs and troubleshooting as well as a call-in/email system for answering technology questions</p>
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