

Miller Place Union Free School District

Office of the School Business Official

TO: Miller Place UFSD Reopening Schools Steering Committee

FROM: Colleen V. Card

DATE: July 10, 2020

RE: Operations Subcommittee Meeting #1 – July 9, 2020

Committee Chairperson: Ms. Colleen V. Card

Committee Co-Chairpersons: Dr. Marianne Cartisano, Mr. Ron Petrie, Mr. Dennis Warsaw

Committee Representatives: Mr. Joseph Zito, Administrator; Mr. Christopher Cherouvis, Administrator;

Mr. Dom Lo Re, Teacher; Mr. Tim McErlean, Teacher; Mr. Sean O'Brien, Teacher; Mr. Josh

Jackowski, Teacher; Ms. Christine Desiderio, Teacher; Ms. Maria Tyler, Clerical; Mr. Cory Breines,

Operations; Ms. Megan Yashowitz, Parent; Ms. Carrie Moore, Parent; Ms. Brianna Rovegno, Parent; Ms.

Vicki Margulies, Parent

Meeting minutes

- Introductions of all participants
- Goals of the committee
 - Provide input, recommendations and suggestions bring back to the Steering Committee including proposing suitable, practical and effective practices to best educate the students of Miller Place School District under these circumstances
 - Use guidance when available to guide decisions
 - Committee is focused on specific Operational concerns impacting the reopening of school
- Governor Cuomo stated that Districts need to submit reopening plans to NYSED for review and approval. The District has not received the guidance regarding the reopening plans to be submitted but further information was released yesterday that on Monday, July 13, the state will issue its finalized guidance on reopening schools in the fall. School Districts will then have until July 31 to submit their fall reopening plans and submit them to the state. Based off the plans and incoming health data, the state will make a decision during the week of August 1-7 on if and when schools will reopen in the fall.
- Purpose of this committee meeting
 - Discuss your concerns or suggestions regarding the school reopening with each Operational topic on our agenda as we await the further guidance.
 - It was noted that how the District responds to each of these topics may change as circumstances and guidance changes

- Topics covered by the committee with the concerns and questions asked by the committee members are listed below:

A. Facilities

- How long does typical cleaning of rooms currently take and will that be impacted by COVID protocols?
- What is viability of using/adding HEPA-filters into our current filtration system
- What is being done to address increased ventilation in buildings?
- Will hand sanitizer stations be in classrooms or at entrances to classrooms?
- Will students be permitted to carry personal sanitizing supplies/bottles?
- Are plexiglass/plastic dividers for desks/tables, etc. In classrooms an option?
- Will tables in Kindergarten classrooms be replaced by individual desks for distancing?

B. Transportations

- Would “split sessions” be helpful or even serviceable with current transportation protocols & resources?
- Are different entry/exit points for students being considered for distancing? How will this potentially impact parent drop off in conjunction with bussing?
- Would the district consider a community survey about “intent” of bus use so that better decisions can be made?

C. Food Services

- Is it possible to have utensils pre-packaged?
- Pre-packaged meals/Grab & Go should be the primary food delivery
- If eating in classrooms becomes the approach, how are allergy students accounted for?
- Will all water fountains be the “fillable” variety in all buildings?
- Will cafeterias be stocked with individual desks vs. tables for distancing?
- Is there a concern with multi-use facilities (AMPS) for both instruction & lunch?
- Can areas such as the Courtyards be utilized as eating areas?

D. Security

- For entry will students be required to “scan-in” using ID’s to assist with multi-area entry points if that is instituted by the District?
- Will visitors be restricted?

E. Grounds/Playgrounds

- Will there be sanitation protocols in place for playgrounds in-between periods?

F. Visitor Policy

- How will dropping off equipment, lunches, instruments, books, etc., be handled? Has consideration been given to the fact that clerical currently retrieve such items and bring to the Main Office?
- Will class/holiday celebrations be limited or eliminated all together? How can parents see such events?
- Will sign out procedures for parents/kids become digital vs. Paper/pen?

G. Use of Facilities

- Will there be restrictions or elimination of such so that custodial can complete expected cleaning without interruption?

H. Budget

- Where is administration looking for possible cuts or reallocation regarding more support staff to meet COVID needs?
- How will class/student materials be handled? Will the District be subsidizing supplies for students?
- Any indication if Federal Funding will be available for Districts to meet COVID needs?

I. Misc.

- Who's on the "Steering Committee"?
- What will be the "notification procedures" if a student or faculty tests positive for COVID?
- What will be the building or District protocols for such a situation regarding closures?

• **Subcommittee feedback email:**

- operations-committee@millerplace.k12.ny.us

• **Future Meeting Schedule (Mondays):**

July 13

August 10

July 20

August 17

July 27

August 24

August 3