

Miller Place Union Free School District

7 Memorial Drive, Miller Place, New York 11764-2036

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Board of Education

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Executive Director for

Educational Services

Sandra A. Wojnowski

School Business Official

Colleen V. Card

School Reopening Steering Committee

Committee Chairperson: Dr. Marianne Cartisano

Committee Co-Chairpersons: Ms. Johanna Testa, President

Committee Representatives: Mr. Richard Panico, Vice President; Mr. Keith Frank, Trustee; Ms. Noelle Dunlop, Trustee; Ms. Lisa Reitan, Trustee; Mr. Seth Lipshie, Deputy Superintendent; Ms. Susan Craddock, Assistant Superintendent; Ms. Colleen V. Card, School Business Official; Ms. Sandra Wojnowski, Executive Director for Educational Services

✓ **Meeting Minutes for July 15, 2020 - 7:00 pm**

Dr. Cartisano opened the Steering committee meeting with a review of the subcommittee minutes that have been received from each Subcommittee Chairperson and that all minutes will be posted on the District website Reopening Schools Information webpage.

1. Guidance that has been received to Date:
 - a. NYS Board of Regents Presentation – July 13, 2020
 - i. This guidance document reviewed that the NYSED guidance document was supposed to be received on July 15, 2020 (still not received as of this meeting)
 - ii. The District will need to file the District's reopening plan along with a series of specific assurances based on this guidance document by July 31, 2020
 - iii. NYSED is only allowing 2 weeks between releasing the documentation and for the District to write a plan based on this unknown guidance document
 - b. NYS Department of Health guidance – July 13, 2020
2. Concerns from each Subcommittee were reviewed with the Steering Committee:
 - a. Health & Safety:
 - i. Department of Health guidelines
 - ii. Masks – requirements, settings required, mask breaks
 1. Masks – per NYSDOH required anytime individuals cannot maintain six feet social distancing guidelines
 2. Schedule mask breaks
 - iii. Social Distancing – six feet is the NYSDOH mandate

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- iv. Social Emotional Learning – teach students and staff importance of masks and when mask breaks appropriate
- v. School Health Offices:
 - 1. Isolation rooms, other illnesses, potential for additional temporary staffing for isolation rooms
 - 2. Return to school protocols and documentation
 - 3. Positive cases follow CDC decision tree, intense cleaning
- b. Operations:
 - i. Cleaning and Disinfecting – during school time and staffing during the day
 - ii. Ventilation:
 - 1. Utilize existing ventilation system to provide fresh air into occupied rooms
 - 2. Open Windows / Doors to increase ventilation
 - 3. Air purifiers – require state approval
 - 4. Air conditioners – would require rewiring buildings, new ductwork, new units, etc. – would need to get voter approval and finance the work through a bond – additional impact to taxpayers
 - iii. Transportation:
 - 1. NYSDOH Guidance - Wear masks at all time, 6 feet social distance, encourage parents to drive/walk students to school, still pending NYSED guidance
 - iv. Food Service:
 - 1. Possibility of classroom meal service, preordering meals, allergy considerations, ensuring free and reduced populations are addressed
 - v. Visitor – use of facilities, parental deliveries, parent meetings
- c. Special Education:
 - i. Ventilation – air conditioning
 - ii. Face Coverings
 - iii. Parental Choice – If legally allowed or what are options allowed
 - iv. Possible different learning models - Special Education students may come in more than typical student due to IEP and ELL guidelines; delivery of learning - Home schooling – no Special Ed services; and home tutoring is for documented, medically, fragile students – normal protocols
 - v. Possibility of sending out a parent survey
 - vi. Occupational Education concerns
- d. Learning and Instruction:
 - i. Model of instruction – all students in school, Hybrid model, all students on distance learning model - Final model implemented depends on Governor Cuomo’s decisions in upcoming weeks
 - ii. Attendance requirements
 - iii. Shared supplies
 - iv. Data privacy concerns
- e. Technology:
 - i. Platform Decision – Microsoft 365 or Google – Final decision move to Google
 - ii. Devices – devices are on order – 2 separate shipments pending
 - iii. Access – potential issue for a segment of the community
 - iv. Additional professional development will be needed