

# COVID 19 Health & Safety Team

February 8, 2021

Present: Lisa Peterson, Jenny Lawrence, Jessica Sankey, JoAn Steiner, Shelly Donahue, Michael Haberman, Jeff Tetrick, Jonah Stinson, Jackie Brawley, Isabel Meaker, Lisa Gilchrist, Meagan Dawson, Rebecca Sauter, Simone Sangster, Micah Smith, Nyla Thursday, Bob Kuehl, Angie Ritchey

## 1) Approved Proposals

- a. Permission for high school to offer activities during asynchronous time; in—class instruction to students attending Internet Café; permission for staff to use school weight room. All 4 high schools.
- b. BHS TEC club and SHS anatomy: two on-site asynchronous opportunities for students. (Came in before we'd recommended approving the broader proposal above)
- c. Permission for students in Community Transitions to participate in community worksite learning opportunities on Wednesdays.
- d. Happy Valley pilot project: voluntary in-person small group activities during asynchronous time for one classroom.

## 2) New Proposals

- a. Community outdoor groups—Common Threads & Wild Whatcom
  - i. Wild Whatcom would not need access to the building at all. This will be used for students who are in person- Approved.
  - ii. Concern about the gap of access to these programs.
  - iii. Common threads would not be an asynchronous activity but would be offered to classes who were in person at school. Meagan thinks their life skills classes would be interested. – Approved, needs to find a group to begin with
- b. ES onsite proposal: playground social connection time on Wednesdays for NH (only 2 Wed until school in session)
  - i. Optional, outside,
  - ii. Jessica will confirm they are following safety protocols. Will take to exec team for review.
- c. This team approves if Exec team is okay and if onsite activities on Wednesdays are MS on-site approval (asynchronous activities)
  - i. Modelled after the high school program where principals would be authorized to bring onsite asynchronous activities.
- d. HS Choir:
  - i. High school choir and band are moving forward, following the DOH guidelines.
- e. Back-to-school covid protocols video/materials for HS
  - i. Similar to MS video: <https://bellinghamps.wistia.com/medias/kgsiitmomk>
  - ii. MS PowerPoint for teachers to show to students: [StudentCOVID Protocols draft](#)
  - iii. The MS APs got together yesterday and talked about a few safety protocols, and since then a few other things have popped up. Here are a few items that we should discuss today:
    1. Temperature checks: It sounds like we are all on board with doing those in Homeroom.

2. Moving to lunch protocols: We have similar plans with how we want to start 6<sup>th</sup> grade. (Move to second core class before lunch, sit down, charge computer, teacher releases students individually for slow filter to lunch)
  3. Student Health Attestations: Still some discussion needed. We talked about not doing them, but it sounds like the COVID team (Jessica, Nyla) would prefer that kids fill them out. It is easy to have kids do them in Homeroom.
  4. Lunch: This just came to my attention. I was under the impression that lunch would be grab and go brown bags, but food service is now under the impression that students will get lunch on trays and that food service personnel will load the trays, but nobody must pay or enter any information. This would change some of our videos.
  5. Dismissal: We did not get to that, but we should talk about it
- f. HS Internet Café expansion: what supports do HS need to invite more students in?
- i. How do students opt-in to internet café at the high school level?
  - ii. Hurdles:
    1. Transportation- students need to wait a week until transportation can add them. That adjusts the time for students who get picked up after that student- Jessica will work with Rae Anne on this
    2. Space & Staffing- Jeff will get it on the High School level agenda.
- g. Volunteers in schools—Jennifer Gaer

**Quick update on COVID training for volunteers:**

*Sonia produced a great idea to add in volunteer screening or checklist to sign in attestation at the entrance of each building.*

*Lisa Gilchrist from communications who develops and manages Qualtrics spreadsheets said to alter the existing sign-in would risk losing data. She recommended revising the Microsoft form that you/Angie developed for staff but for volunteers:*  
[https://forms.office.com/Pages/DesignPage.aspx?fragment=FormId%3DwCFn\\_eR3jUS0OOIfXCvWddoJVwnuWqRNimUTq9YmADFUQVRSSVISTjVGTjBQTTkxUkFBN09ORUJPSC4u%26Token%3De192e6d9362a4375b459ef6b3c392479](https://forms.office.com/Pages/DesignPage.aspx?fragment=FormId%3DwCFn_eR3jUS0OOIfXCvWddoJVwnuWqRNimUTq9YmADFUQVRSSVISTjVGTjBQTTkxUkFBN09ORUJPSC4u%26Token%3De192e6d9362a4375b459ef6b3c392479)

*Perhaps Peter Telfer could be helpful in narrowing down the form's questions/videos for volunteers. Once edited for volunteers we would send link to building principals to send to volunteers entering their buildings. In the case of Sehome, Sonia would send link to PTSA-who is recruiting parent volunteers through Sign up Genius. Another option is for principals or other building staff to send volunteers my way to ensure this step is taken prior to starting their service.*

*I am happy to work with Peter virtually but not fond of the idea of in-person training currently. We do not do this for staff, why would we do it for volunteers?*

*The form/video attached above covers the information volunteers need to stay safe.*

*Initially we had only discussed parents in the building, so I am not sure about adding community volunteers at this time. I feel that may be taking too big of a step at this time and a liability for all.*

*Can we start with parents and then add on? I look forward to your feedback so we can move this process forward this week.*

### **3) COVID-19 Safety Team Structure**

#### **a. District Team membership, roles & responsibility**

- i. Post on district website with agendas, notes
- ii. Our district COVID Health & Safety Team includes union leaders, principals from every level, school nurses, department directors and executive team members meet weekly to develop and evaluate our district COVID health & safety systems.
- iii. How this team works in the decision-making process. What are the communication links? Overall role?
- iv. **Purpose**
- v. **Membership**
- vi. **Process**
- vii. **Post notes/Agenda**

#### **viii. District COVID-19 Safety Team roles and responsibilities**

1. Be a resource for Site Teams.
2. Create and distribute communication and procedures to the Site Teams using public health guidance and requirements.
3. Collaborate with buildings to prepare for and maintain safety of staff and students.
4. Order, inventory, and distribute PPE and other material needs.
5. Process green lighting of special activities
6. Respond to confirmed cases in collaboration with buildings and Whatcom County Health Department
7. Host weekly meeting with different BPS representatives to address district-wide covid safety topics.
8. Collaborate with Whatcom County health Department and other Whatcom County schools to address County-wide covid safety topics.

*Add BEA board member.*

#### **b. Site team membership roles and responsibility**

- i. Post on school websites
- ii. Add members? Teachers? The meeting has been an open invite- does it make sense to expand that?
  1. Dr. Baker has suggested that the building leadership team be the Site COVID team.

- a. Building team meets monthly, COVID team meets as needed (at Kulshan)
  - 2. Miguel acknowledges that the building leadership is not the expert vs. the COVID district team, then the building looks at it and applies it to their building.
  - 3. Lisa Peterson suggests including BEA members and BASE members to increase trust.
- iii. Each building has a site Covid safety team, usually including the principal, nurse, and an administrative assistant. Guidance from the state and local area is shared regularly with building principals, who then work closely with the team to put guidance in place for their building.
- iv. **Site COVID-19 Safety team (Building principal, identified coordinators, nurse)**
  - 1. Hold regular meetings as a team to address site specific topics.
  - 2. Disseminate new COVID-19 information into the building (e.g. posters, procedures)
  - 3. Respond to confirmed cases at a building level.
  - 4. Monitor daily COVID-19 safety requirements.
    - Compliance
    - PPE re-order
    - Screening room
    - Health attestations
  - 5. Ensure staff have received necessary training & information.
  - 6. Communicate needs of building back to district.
- v. Next Steps:
  - 1. Jessica and Jenny will work school with each school to see if there is something/someone we need to add to the team.
  - 2. Middle School & High School to add teachers to COVID leadership Site level.
  - 3. Effective communication between COVID team & leadership team building level.

**c. Whatcom County Health Department – Schools Team**

- i. Case investigation and contact tracing of confirmed cases of students or staff.
- ii. Ongoing communication for procedures and COVID-19 cases
- iii. Provide ongoing education of COVID-19 mitigation and best practices.
- iv. Meets at least weekly with the Whatcom County Health Department and all 7 Whatcom school districts to interpret and apply L&I, OSPI and Department of Health guidance for schools.

**d. Communicating this structure: email, newsletter, webpages,**  
[bps.health@bellingshamschools.org](mailto:bps.health@bellingshamschools.org)