

Operations Committee Progress Report, July 29, 2020

Ron Clamser reviewed and committee members discussed the issues that have been raised in the committee and the work that is already in progress in the following key areas:

- Establish and Communicate Cleaning & Disinfecting Protocols
 - Meeting with the district's cleaning company to develop the plan for cleaning classrooms, common areas, bathrooms, and high touch surfaces
 - Purchasing a stockpile of cleaning and disinfecting supplies and equipment
 - Purchasing student and staff cloth masks
 - Purchasing other PPE equipment and supplies as necessary
 - Adding additional hand sanitizer stations
 - Adding portable hand washing stations
 - Disengaging hand dryers and installing paper towel dispensers
 - Removing excess furniture where possible
- Deploy Signage
 - Establishing one-way traffic flow in hallways, stairwells, and common areas as necessary
 - Creating signs for proper hand washing, social distancing, proper use of masks, etc.
 - Creating social distancing (6 feet distance) signs in places where people might otherwise congregate and utilizing stanchions to organize lines
 - Posting signs for visitors at entrances
- Establish Protocols for Visitor Management
 - Utilizing the visitor management screening application from Capital Region BOCES
 - Looking to install door buzzer, card swipe, and visitor management system (driver's license check) on the exterior entrance doors
 - Purchasing thermal check kiosks for each entrance
 - Removing furniture in areas where people congregate
 - Installing polycarbonate shields in places where interaction with visitors is necessary (security booth, main office, etc.)
- Facility Usage
 - Restricting building use for outside groups
- Establish Protocols for Food Service
 - Most of this is being done in a separate planning group with Aramark and the building Principals
- Establish Protocols for Student Transportation
 - Most of this work is being done in coordination with our neighboring districts with whom we share buses and the contract bus company.
 - A separate transportation survey will be sent to parents.