

**Return to School Planning Team 2020 - Meeting Minutes  
GREENWICH PUBLIC SCHOOLS**

**DATE:** 7-2-2020

**LOCATION:** Virtual - Zoom

**ATTENDANCE:** ***Return to School Planning Team 2020 Members***

Dr. Toni Jones, Superintendent

Ms. Karen Hirsh, Board of Education

Ms. Mary Keller, GPS Head of Nursing, State of CT Task Force Member  
(joined at 10:14am)

Dr. Katherine Noble, GPS Medical Doctor Consultant

***Cabinet***

Dr. Ann Carabillo, Deputy Superintendent (joined at 10:13am)

Mr. Sean O'Keefe, Chief Operating Officer

Ms. Mary Forde, Chief Pupil Personnel Services Officer (joined at  
10:14am)

Ms. Shamain Johnson, Chief Human Resources Officer (absent)

Mr. Michael Ting, Chief Technology Officer

Mr. Marc D'Amico, Director K-8 Curriculum

Ms. Sasha Houlihan, Director of Communications

**1. Meeting Opening/Call to Order**

Dr. Jones called the meeting to order at: 10:04am.

**2. Share Focus Group Work**

*Reopening Documentation:*

Dr. Jones shared the template for the Reopening Document that will be required to be submitted to the State by July 24, 2020. Additionally, she shared the current version of the GPS Reopening Document that is organized in accordance with the required template as well as the 50-page guidance document shared by CSDE. Dr. Jones shared the document draft for reopening, which is also available on the GPS website; it will continue to be updated as planning continues and remains in "draft" status until it is submitted to the State as final.

The Committee discussed the agencies listed in the Health-Related Input to Decision Making. Dr. Noble suggested adding the American Academy of Pediatrics (AAP) as an additional resource for planning considerations.

The Committee discussed Food Service offerings and approach to service, including if hot food service during school reopening would be feasible and gluten free (allergy awareness) tables within cohorts.

The Committee discussed challenges of social distancing during recess and outdoor activities with consideration of teaching new types of games that reinforce safe play and social distancing, and teaching the importance of personal space.

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The Committee discussed considerations for the Early Childhood Programs for safe cohorting and social distancing. Additionally, there was discussion on considerations for early morning and afters programs if we need to move to a hybrid model. Outside vendors and/or agencies that supply programming for early mornings or afters program are currently in a wait-and-see mode for these programs based on when our District planning is finalized.

The Committee discussed the video tutorials for students and utilizing content that may already be created by other reputable agencies, including information shared by the CDC (hand washing, proper use of masks, etc.).

The Committee discussed planning for potential moves to school closures or hybrid models if our phase designation changes, including making sure teachers and staff are prepared with proper hardware if they need to teach from home. Dr. Jones shared information about enhancements that are being made to distance learning, including changes that were made to Summer School and best practices that will be examined from this program.

The Committee discussed who decides the shifts between phases. These types of health decisions will likely come from our local health departments. In addition, they discussed protocol for notifying school communities if there are positive COVID-19 cases that arise. Current practice for Summer School is that the District is obligated to update parents and families should a student or staff member test positive. The District has a form for "Permission to Treat," to keep updated information on students' physicians. The District will plan to have strong protocols in place to keep families updated as needed.

### *Survey:*

Dr. Jones shared that the family survey went out yesterday. Responses have already been coming in, and reminders will continue to be sent to non-responders until the survey closes. The staff survey will be sent today. There was additional discussion on remote learning necessary for families who are not comfortable returning to school and student registration across the District (relatively the same across the District with increases at Parkway School and Old Greenwich School).

### **3. Adjournment**

Dr. Jones adjourned the meeting at 11:02am.