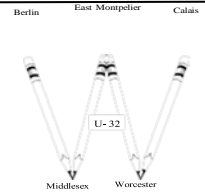


Washington Central Unified Union School District

WCUUSD exists to nurture and inspire in all students the passion, creativity and power to contribute to their local and global communities.

1130 Gallison Hill Road
Montpelier, VT 05602
Phone (802) 229-0553
Fax (802) 229-2761

Bryan Olkowski
Superintendent



Washington Central Unified Union School District Special Board Meeting Agenda

7.1.20 6:00 PM – 7:30 PM

Virtual Meeting Information:

<https://tinyurl.com/ycgz6642>

Meeting ID: 980 6918 8691

Password: 042812

Dial by Your Location: 1-929-205-6099

Open Meeting Law temporary changes as of 3/30/20:
Boards are not required to designate a physical meeting location. Board members and staff are not required to be present at a designated meeting location.
Our building will not be open for meetings. All are welcome to attend virtually.

TIME

(in minutes)

4	1.0	Call to Order
10	2.0	Welcome
	2.1	Reception of Guests
	2.2	Public Comments
	2.3	Student Reports
45	3.0	Board Operations (Discussion)
	3.1	New Superintendent Introduction – Bryan Olkowski
	3.2	Superintendent Report – Fall Reopening – pg. 2
	3.3	BOE Retreat
10	4.0	Finance (Discussion/Action)
	4.1	COVID-19 Coordinator and Additional School Nurse – pg. 4
	4.2	Authorize Central Office Safety Renovations for COVID-19 – pg. 6
	4.3	Finance Committee Meetings
15	5.0	Personnel (Action)
	5.1	Approve COVID -19 Coordinator (1.0 FTE)
	5.2	Approve Additional School Nurse (1.0.FTE)
5	6.0	Future Agenda Items
1	7.0	Adjournment

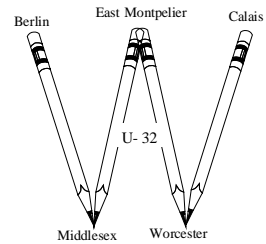
Next Meeting Date: July 15, 2020

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Bryan Olkowski
Superintendent



MEMORANDUM

TO: WCUUSD School Board
FROM: Bryan Olkowski, Superintendent
RE: Reopening Plan for Schools
DATE: July 1, 2020

This memo is regarding our district's efforts to plan for the reopening of schools.

SCHOOL REOPENING

The Center for Disease Control and the Vermont Agency of Education continue to update guidelines and release guidance to school districts regarding items to consider for reopening schools amidst the COVID-19 pandemic. The Vermont Agency of Education in collaboration with the Vermont Department of Health are issuing guidance daily to assist schools in developing plans to reopen schools in August. The Vermont Department of Health and the Vermont Agency of Education has provided a document entitled, "*A Strong and Healthy Start: Safety and Health Guidance for Reopening Schools*" to assist districts in developing plans to ensure a safe and healthy environment so schools may reopen in the fall. This document highlights the following three areas for school districts to focus their planning efforts to safely reopen schools in the fall:

- 1) Prepare for in-person classroom instruction so students may return to their classrooms.
- 2) Build capacity to carry on high-quality remote learning where necessary.
- 3) Consider and develop plans for a hybrid-learning model where students have access to both in-person classroom instruction and high-quality remote learning.

All members of the Washington Central Unified Union School District Leadership Team have spent a large amount of time planning their efforts to reopen school in these three areas and will continue to do so over the foreseeable future. Additionally, our school district has also formed five task force committees made up of teachers, administrators, staff members, and community members to plan for reopening our schools. The following task forces were created in June, have met several times in June, and will meet regularly throughout the summer:

- 1) Logistics Task Force
- 2) Health and Facilities Task Force
- 3) Policy, Finance, and Communication Task Force
- 4) Social Emotional Learning Task Force
- 5) Curriculum, Instruction, and Assessment Task Force

Furthermore, to assist our district's team in planning a reopening that decreases the risk of transmission of COVID-19 among staff and students, and ensuring that COVID-19 health guidance are implemented to ensure an equitable educational experience for all students, the Vermont Department of Health has recommended that every Vermont school district hire a COVID-19 Coordinator. The COVID-19 Coordinator will establish, review, and implement both health and safety protocols designed to ensure all staff, students, and families have a healthy and safe reopening of schools this fall.

Despite this ambiguous time in our schools, based on the current information available, the Washington Central Unified Union School District communities should expect school to look and feel vastly different when compared to the school experience pre-COVID-19. Some changes will include the following:

- 1) Facial coverings will be required for all staff, students, and all others when school is in session.
- 2) Social distancing will occur in every school when, if possible, and where practical.
- 3) Physical barriers in identified work areas and reception areas will need to be installed.
- 4) No outside visitors and volunteers except for employees and outside contractors.
- 5) Parent/caregiver visits will be minimized and required to occur only in the school office.
- 6) Field trips will only be approved if they can maintain all health guidance and the guidance from the Agency of Commerce and Community Development as it relates to public outdoor spaces and pools.
- 7) Schools will implement specific cleaning and disinfecting protocols each day.
- 8) All students will be assigned seats in their classrooms and on the school bus.
- 9) Most students should expect to receive and eat their meals in the classroom.

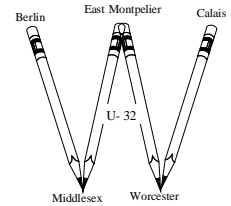
While much work has been accomplished to date, there is still more to be done. The COVID-19 situation continues to evolve very rapidly and this information may change quickly. As your Superintendent of Schools, I will continue to update the Board when new information becomes available. Throughout the summer, our district may need to purchase items related to the COVID-19 situation such as cleaning supplies, online learning platforms, plexiglass barriers, and any other equipment deemed necessary for safe, healthy, and effective school operations. The Board should be prepared to put certain items out to bid when necessary. While the 2020-2021 school year certainly presents historic difficulties to schooling, I know with careful and thoughtful planning we will safely reopen our schools to provide a sense of certainty and consistency to our students, families, teachers, staff members, and communities in these most challenging times. I look forward to working with you in this endeavor.

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Bryan Olkowski
Superintendent



TO: WCUUSD School Board
FROM: Bryan Olkowski, Superintendent
RE: COVID-19 Coordinator, School Nurse and Other Healthcare Professionals
DATE: July 1, 2020

This memo is regarding hiring healthcare professionals and other information to comply with the CDC guidelines.

HEALTHCARE PROFESSIONALS

The Vermont Agency of Education and the Vermont Department of Health have issued guidance on how Vermont school districts should reopen schools during the COVID-19 pandemic in a safe and healthful manner. One such recommendation is for school districts to return to “in-person instruction”. When students return to school, our educators, students, school communities, and COVID-19 task force committees will rely heavily upon our healthcare professionals to answer questions and provide medical services when necessary.

Currently, two schools in the Washington Central Unified Union School District, Calais Elementary School and Doty Elementary School do not have a full-time school nurse. To ensure our students have access to a healthcare professional throughout the school day especially during a pandemic, the following has been proposed:

- Increase Calais Elementary School Nurse from **0.6 FTE** to **1.0 FTE**.
- Increase Doty Elementary School Nurse from **0.4 FTE** to **1.0 FTE**.

This will equal a total of 1.0 FTE at each school with an anticipated cost of **\$74,300**.

Additionally, the Vermont Department of Health has recommended that every Vermont school district hire a COVID-19 Coordinator. The COVID-19 Coordinator will establish, review, and implement both health and safety protocols designed to ensure all staff, students, and families have a healthy and safe reopening of schools this Fall 2020. It is recommended that the COVID-19 Coordinator should be a school nurse.

- The COVID-19 Coordinator as a 1.0 FTE School Nurse would have an anticipated cost of **\$90,000**.

The total projected cost of this proposal is: **\$164,300** .

Funding Source for this Proposal: We anticipate using the emergency COVID-19(CARES) funds when they become available or we will find another funding source, which may include requesting the Board designate Fund Balance.

At the time of writing this report, we have not received specific information regarding WCUUSD's allocation of the CARES funds. After conferring with the Washington Central Leadership Team, the recommendation is to prepare for the school reopening as soon as possible. There is a nursing shortage and the position posting/hiring needs to occur in July to ensure sufficient staff for the August school reopening.

WCUUSD will also advertise to hire additional teacher substitutes, nurse substitutes, and licensed nurse assistants. We need to increase our substitute pool to assist with the reopening of school. These other healthcare positions and substitutes may be an added cost to the reopening of school, but we need to ensure sufficient staff are on the payroll should they be needed.

We have several task forces who are working to compile of a list of the software, supplies, equipment and office enhancements that are needed to comply with the CDC guidelines for social distancing etc. We are in the initial stages of compiling a list and Lori Bibeau, Business Administrator will be developing a budget to monitor the financial impacts for these items. These purchases are time sensitive as there continues to be shortages.

I am requesting the Board support the hiring of health care professionals. Additionally, I am requesting the Board support the purchase of these unbudgeted items to ensure school start up in August. Just like the COVID costs this spring, these purchases will be first expended to CARES funds with any remaining costs charged to the budget or a designated fund balance. Once it is compiled, there will be more financial information provided to the Board at a future meeting.

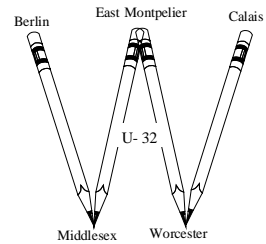
Thank you for supporting our schools!

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Debra Taylor, Ph.D.
Interim Superintendent



MEMORANDUM

TO: Board of School Directors
FROM: Debra Taylor, Ph.D. Interim Superintendent
Lori Bibeau, WCUUSD Business Administrator
DATE: June 30, 2020
RE: Central Office Renovation Due to COVID-19

Since our Central Office closure and gradual reopening, we have been discussing ways to keep our Central Office staff safe upon their return to work while meeting required CDC guidelines.

Workplace Guidelines

1. Require face coverings while in the office
2. Require all staff to complete a self-report health screening survey (temperature)
3. Ensure 6 foot social distancing
4. Wash hands frequently
5. Avoid congregation with others in person (no break room & conference room use)

Problem Areas

1. We have two staff members in the front area and due to the openness of the space; we are wondering if now is the time to close both areas into offices with sliding windows like we see at Doctors' Offices which would include full walls and doors like the other offices.
2. We continue to add staff and the back area we have at least two employees in need of some type of wall or partition system to protect our employees there.
3. In the future as the Central Office continues to add staff, we find ourselves in the potential situation of a possible building addition. When the original design was put together, there was a draft area that this might occur in the future.
4. U 32 houses some Central Office space, but due to COVID, their space is being reassigned to reduce class sizes for students and increase work area for other staff.

Proposal - Short and Long Term

1. Install walls or partition offices in the rear of the Central Office building to decrease community spread.
2. Enclose open office in the main entry with plexiglass openings
3. Improve air circulation and air conditioning (currently inadequate)
4. Explore possible long term building additions

Recommended Motion:

Authorize the Business Administrator and Central Office Facility Committee to complete the short-term renovations noted in 1, 2, 3 above. Examine long-term solutions for space shortage for central office.