

## 9. Cleaning and Disinfecting Protocols

**Team Leader(s): Allan Wakefield**

**Task Force Members: Robert Hodge, Yohana Arevalo, Bridgett Burroughs, Ahunna Akoma**

Considerations	Plan 1 – Return to School	Plan 2 – Blended & Remote
<b>Cleaning:</b>		
Clean surfaces using soap and water. Practice routine cleaning of frequently touched surfaces		
Ensure all water systems (e.g., drinking fountains, sinks) are safe to use after a prolonged facility shutdown to minimize the risk of disease associated with water		
Close off areas used by a sick person and do not use before cleaning and disinfecting		
<b>Disinfecting:</b>		
Clean the area or item with soap and water or another detergent if it is dirty. Then use disinfectant		
Use NYS DEC- and EPA-registered household disinfectant. Follow the instruction on the label to ensure safe and effective use of the product. Many products recommended: - Keeping surface wet for entire contact time (see product label) - Use precautions such as wearing gloves and making sure you have good ventilation during use of the product		
Diluted household bleach solutions may also be used if appropriate for the surface - Check the label to see if your bleach is intended for disinfection and ensure the product is not past its expiration date. Some bleaches, such as those designed for safe use on colored clothing or for		

<b>Cafeteria and Food Service:</b>		
<ul style="list-style-type: none"> <li>-Review cleaning protocols for cafeteria furniture, meal prep and serving areas, point of sale transactions and dishes/utensils and update accordingly</li> <li>- Ensure that cafeteria tables are thoroughly cleaned between meal periods</li> </ul>		
<b>Classrooms:</b>		
<ul style="list-style-type: none"> <li>- Cleaning of returned loaned school technology</li> <li>- Frequency of room cleaning should be greater than the regular cleaning schedule/rotation</li> </ul>		
<b>Transportation:</b>		
<ul style="list-style-type: none"> <li>- As much as possible, students should follow social distancing on the school bus</li> <li>- Encourage parents/guardians to transport students to and from school to limit the number of students on the busses</li> <li>- Stagger bus routes so there are fewer students on the bus</li> <li>- Ensure busses are thoroughly cleaned between runs</li> <li>- Review bus cleaning protocols and update accordingly</li> </ul>		

## Meeting Minutes

### 9. Cleaning and Disinfecting Protocols

June 11, 2020 3:30 p.m.

**Attendees: Allan Wakefield, Robert Hodge, James Clark, Yohana Arevalo, Bridgett Burroughs, John Robinson, Florene Toliver, Lorna Barnes**

**James Clark opened the meeting with the topic of discussion on what cleaning and disinfecting procedures will take place considering the COVID virus. He asked that Allan Wakefield and Robert Hodge take the lead in this meeting.**

**AW: We have always used disinfectants on surfaces. Now it has become more frequent and the contagious nature of the virus makes it more challenging. Staff was re-trained to disinfect with the two-step process. First you clean the surface and then disinfect. Some cleaners have hydrogen peroxide in them to disinfect as well. We have had these protocols in place before, during outbreaks of pink eye, etc. Now it is a wider area and all surfaces. Even though they are now saying it cannot live on surfaces like they did at the onset, we will continue to disinfect all surfaces. Staff members should not be bringing in cleaners from home. If teachers want to disinfect more often than what we are doing, we will provide them with the materials needed to do so with a cleaner that is approved for use in the classroom. We will be paying more attention to the nurses' offices**

**RH: We are purchasing masks, shields and gloves as they become available. We do not have a problem getting disinfectant at this time. Our staff are taking online classes for pandemic cleaning. As far as the building water: We have been running all water and flushing the toilets every two weeks to keep the water flowing throughout the building. Everyone has the right materials to clean. We will order extra cleaning supplies for the teachers. Spray disinfectant and microfiber cloths.**

**FT: I work with 1<sup>st</sup> graders. When they go to the bathroom they touch the door, the stall, the sink and then the door again. How often will these be cleaned?**

**LB: We should have automatic toilets although I realize they cost money**

**AW:** We have considered this. it is cost prohibitive at this time. All hallway drinking fountains have been changed over at the high and middle school. If we decide that we cannot keep the drinking source clean we will turn them off. We are hoping to have enough money in our budget after July 1<sup>st</sup> to change all the fountains

**JC:** We need to get the message regarding cleaners out to the staff. What they bring from home could spark an allergic reaction. Would every classroom have supplies given to them? Can they keep it in the room?

**AW:** Yes, they can hold on to it

**LB:** What will stop people from cleaning if they see that the building is not clean enough. We need to have confidence that our custodians are cleaning properly. Will more training be done?

**AW:** We had training before COVID began. All head custodians were trained and they, in turn, train their staff. They are trained on how to use the chemicals correctly. RH has arranged for online training for all staff. We watch them work and reinforce cleaning procedures if they are not being done correctly

**LB:** Are classrooms cleaned once a day?

**AW:** At this point, yes

**LB:** Once we are occupied how often will electronic devices be cleaned?

**AW:** The teacher can spray the computer after use. We cannot clean with students in the room

**LB:** Will it be enforced?

**BB:** You must ensure that plans are followed. We will correct it if it is not

**AW:** We have to be vigilant during this time to keep up with the cleaning. You have our support on this

**JC: To YA. Are there any special cleaning products that you need in food services that need to be ordered by facilities?**

**YA: No. Nothing has changed except the frequency of the cleaning. I agree with AW. We need to train and then follow through and make sure all the guidelines are being followed**

**FT: Is it possible to get disposable placemats for the children's desks?**

**AW: That is a possibility**

**YA: Hand sanitizer is not a substitute for soap and water**

**BB: I agree. Hand sanitizer should only be used if you cannot get to water**

**YA: Gloves must be worn properly as well. Wear them for one task only. I see workers leaving the cafeteria with their gloves on and then returning. We have to enforce this. Same with masks. You must wear a mask in the kitchen. This is not an option. I let them step outside for air if needed but they need to wear them at all times around the food. I enforce this. I allow them to bring a mask from home but have them available if needed**

**LB: Is it possible to get disposable placements for children eating at their desks?**

**AW: Just for lunch, or in general?**

**YA: For lunch. They help keep the desk clean**

**AW: I don't want custodians to not clean because they see placemats**

**YA: We don't know if we will be serving bagged lunch only yet. We have no guidelines to go by. Children should have to option of what to choose for lunch. I don't know what will happen with COVID. I don't know if hot meals will be an option. What if we go A-day, B-day? The child still deserves a meal. I don't know how that will be handled is he/she is not in the building that day**

**JC:** We may have to do a public announcement. We need to change the culture. The community has to have confidence that the cleaning is being done correctly.  
**To JR:** How are the walkie-talkies handled? How will they be cleaned?

**JR:** All staff has their own walkie-talkie and charger. I asked that they return them this summer. They are labelled and cleaned and returned to same person in the fall

**JC:** What about transportation?

**AW:** We don't have our own busses, so it is not an issue. Taking temperatures before getting on the bus will never work. Many are escorted by older siblings and can't be taken home. We can isolate on the bus, but they cannot be sent away. The bus company should have cleaning protocols in place and a way to space the students

**LB:** FT and I do the special ed bus. They are all picked up from home. The busses are full. We will need more busses. And that will cost more money. Kindergartners are picked up at their home school

**JC:** How often are facilities and security trucks cleaned?

**AW:** Probably not enough. In facilities, most are the same drivers, in pairs of two. We need to remind them to do the right thing

**JC:** Sometimes we use security cars to bring students home

**JR:** After each shift, the driver wipes down their own car, including the back seat. Right before they get in the car, they wipe down the inside of the car and the door handles in case they were touched. We do this every shift

**YA:** I gave my drivers Clorox wipes. Three to four people use the vehicles

**JC:** Thank you all for your input and support on cleaning protocols. To do this right will cost the district millions of dollars. We need to enforce not coming to school if you are sick.