

To the RSD ADMIN Team & Union Leadership
March 18th 2020
cc. School Board

What a week. I can only imagine what it was like in your world. You're doing a great job because under the circumstances I'm not feeling a lot of anxiety, at least from staff. In the coming days and weeks, you may get more emails from me than usual, so please check periodically each day. My goal is to provide you with as much information and background as I can so when you are approached by staff or patrons you can respond with some level of confidence. So here we go!

1. **Messaging #1:** Under the current conditions, updated information may only have a lifespan of minutes. Therefore, remind those you interact with that this is perhaps the most fluid event in our life times and that what we know and/or the course we are on could change quickly. It will be important for everyone to use multiple sources for information. Don't rely just on Facebook or the website, check both along with phone messages, text, local news outlets, etc. **When you hear something, please attempt to confirm via another sources.**

2. **Current Status #1:** We are operating on the Governor's direction to close schools through April 28th. Over the next two weeks we will be planning for one of these two scenarios: 1) Opening on April 29th, and 2) closure continues beyond April 29th.

3. **Current Status #2:** Meal service for students during the closure is going full swing.

a. **Meals** –We have six routes running daily and feeding over 257 students/people. We have five additional pick up spots: Commons, Riverside Church, Rainier Assembly, Alston Corner Assembly, Old Goble School all open from 11:55 -12:30 p.m. This Friday we are sending food for five days during spring break, as well as the regular weekend backpack program.

b. **Academics:** TBD

Secondary students who are enrolled in online courses Odysseyware should continue to work remotely to the extent possible during the closure.

4. **Current Status #3:** Yesterday I sent an email to all staff regarding access to buildings during the closure. We were operating under our current CBA language and past practices when we close schools due to emergency such as inclement weather. Since this is a pandemic, we wanted to secure buildings to limit access to essential staff only which includes admin, custodial and maintenance staff. Our plan is to have our buildings cleaned, disinfected and sanitized over and above our usual

practices. Once we return, I anticipate that enhanced cleaning, disinfecting and sanitizing will become part of our regular routine. This **may** include students, teachers and support staff periodically attending to their areas throughout the day. The thinking to keep buildings secured up to the date when we re-open (April 29th @ 6 am) We will keep the complex in a pristine condition, disinfected and sanitized state upon the return of students and staff.

5. **RSD-ADMIN:** I met on Monday with the admin team to discuss our current status and plan for the closure and re-opening on April 29th. We have a virtual meeting scheduled for this Friday and the purpose is to discuss the academic plans we have in place. We have many ideas that can make the transition back smoother. (27 days missed)

6. **Re-opening Schools:** As I said above in item 2, one of the things I will be mulling over is our plan once we re-open. Do not be surprised upon re-opening that we impose some of the restrictions to our buildings that may include:

- a. Limiting visitors to schools to essential personnel only.
- b. Limiting large group activities. (Less than 10) (NO MORE THAN 25) (Lunch in Classrooms)
- c. Restrictions on access to facilities by outside groups.
- d. Restrictions on students leaving school campus for off-site events, field trips, etc.

In other words, upon returning to school, there is an extremely high probability we will not be returning to the way we have always done things. Be ready!

7. **Board Meeting:** Our board meeting for tonight is still on at 6:30 p.m. and we will have the ability to take public input electronically or by phone. We will ask the Board to approve the SIA application. We are also planning to provide the Board with a Coronavirus (COVID-19) update, and provide an update on the plans for the rest of the school year.

8. The agenda for Friday's admin meeting will include:

- a. Status Update on assigned homework
- b. Brainstorming Activity – ideas for returning to a regular routine for students and staff

- c. FAQ's – what are kids, staff, parents and staff asking you, what are their points of confusion
- d. SIA update, Preschool Grant, and Graduation
- e. Backpack program, Library, and Lessons/Curriculum Plans
- f. Essential Personnel: The entire complex will be closed all of next week.
- g. Miscellaneous: Custodial, Maintenance, Athletics, Health Center, Next week, etc.

9. Update from State Superintendent:

- We may have preschool to serve families that have essential “first responders.”
- The five key elements that districts must do if we have school: provide supplemental supports, provide school meals, provide emergency management services, develop plans for non-educational services, pay all public school employees. (We can require staff to report to work following CDC guidelines)
- Instructional time will be modified
- Priority: Seniors/ 9th-11th grade on track/ K-8
- Mental health supports
- Special Education requirements and modifications: annual reviews and modifications.
- Teacher certifications and PUD's: up to a 25% reduction
- Transportation
- This is an “OPEN” order.

10. Self Care: It's during times like this I need your very best. Take care of yourselves, WE NEED YOU!

I'll be available and don't hesitate to call if you have questions.

Michael