

# Creating your Restart Blueprint for COVID-19

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# Agenda

- Handouts/References
- What we Know
- FAQ's
- Factors to Consider
  - People
  - Facilities
- Face Masks
- Hygiene Plans
  - Sporting Events/Pools
- Action Items
- Question/Answer

# Handouts and References

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Handouts for today's training are located here:

<https://drive.google.com/drive/folders/15wRwhaZzT6R2OhntMrR2VkAFluGC9dMq?usp=sharing>

References:

- MDE 2020-2021 School Year Planning Guide
- MDH 2020-2021 Planning Guide for Schools
- <https://www.cdc.gov/coronavirus/2019-ncov/community/organizations/cleaning-disinfection.html>
- <https://www.cdc.gov/coronavirus/2019-ncov/community/cleaning-disinfecting-decision-tool.html>
- <https://www.cdc.gov/coronavirus/2019-ncov/community/organizations/disinfecting-transport-vehicles.html>
- <https://www.cdc.gov/coronavirus/2019-ncov/community/schools-childcare/guidance-for-schools.html>



### Scenario 1

Returning all students to school allowing for as much space as possible



### Scenario 2

Return students to school buildings implementing a hybrid model - Reduce capacity to 50% while implementing strict six feet social distancing



### Scenario 3

No students return to school buildings - Implement a distance learning model

# Minnesota Department of Education Models

# How it Spreads

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- It may be possible that a person can get COVID-19 by touching a surface or object that has the virus on it and then touching their own mouth, nose, or possibly their eyes. **This is not thought to be the main way the virus spreads, but we are still learning more about this virus.**
- At this time, the risk of COVID-19 spreading from animals to people is considered to be low
- It appears that the virus that causes COVID-19 can spread from people to animals in some situations. CDC is aware of a small number of pets worldwide, including cats and dogs, reported to be infected with the virus that causes COVID-19, mostly after close contact with people with COVID-19.
- The best way to prevent illness is to avoid being exposed to this virus
- The virus is thought to spread mainly from person-to-person
  - Between people who are in close contact with one another (within about 6 feet)
  - Through respiratory droplets produced when an infected person coughs, sneezes or talks
  - These droplets can land in the mouths or noses of people who are nearby or possibly be inhaled into the lungs
  - Some recent studies have suggested that COVID-19 may be spread by people who are not showing symptoms

\*Excerpt from CDC website

# Study Data

New England Journal of Medicine

- March 17, 2020

WHO Article

- March 29, 2020

## Remaining Viable on Surfaces:

- |             |             |
|-------------|-------------|
| ◦ Copper    | 4 Hours     |
| ◦ Cardboard | 24 Hours    |
| ◦ Stainless | 72 Hours    |
| ◦ Plastics  | 72-96 Hours |

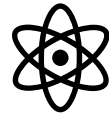
We don't have information on different conditions such as the effects of heat, cold, exposure to sunlight, outdoors, etc.

# Deactivating the Virus

NCBI

(The National Center for  
Biotechnology Information)

SARS-CoV 2 can be deactivated quite easily with many commonly used disinfectants



Same family as Coronavirus (colds/respiratory diseases) and therefore same virus structure



TIME is a valuable deactivator of the virus –  
The virus will die-off



# Frequently Asked Questions

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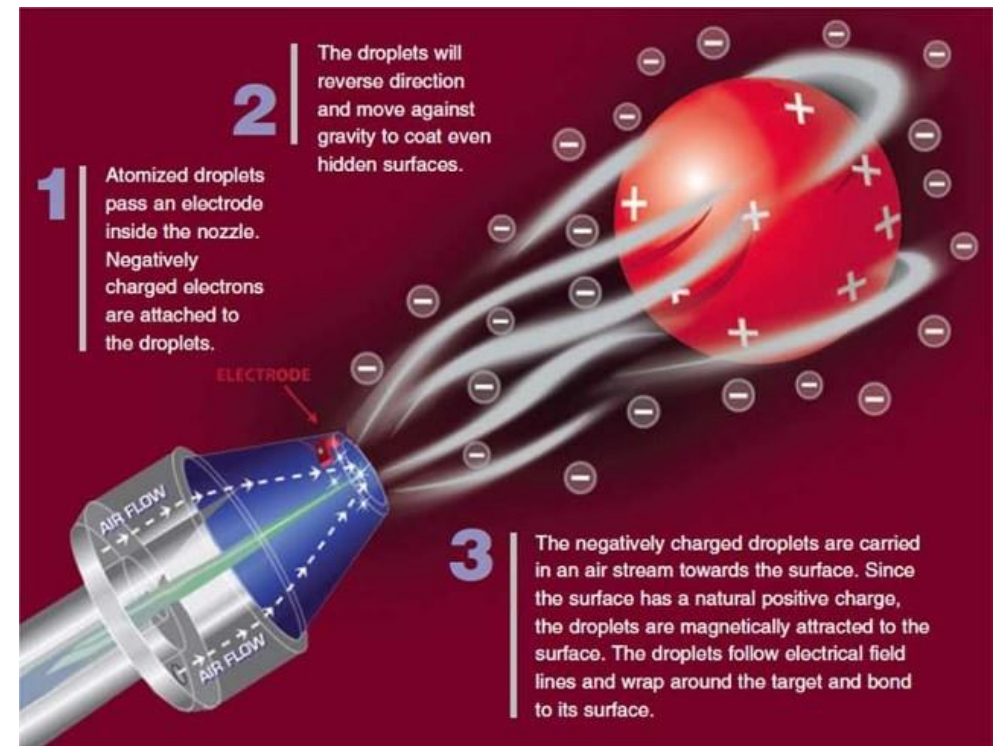


# Electrostatic Sprayers/Foggers/Misters

## How do they work?

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- Misters and fogging systems spray very small droplets that deposit on surfaces based on the direction of spray and the effect of gravity
- Electrostatic sprayers work by charging liquids as they pass through a sprayer nozzle. This generates charged droplets that repel one another and actively seek out environmental surfaces, which they stick to and even wrap around to coat all sides.



# Electrostatic Sprayers/Foggers/Misters Should we use them?

- Delivers high amounts of chemicals
  - Resulting in higher costs and higher product usage
  - Exposing employees and building occupants to high amounts of chemicals
    - IEA has had clients experience: seizures, coughing up blood, chemical burns and skin irritation during use
  - Can activate smoke alarms
- Less effective than traditional cleaning methods due to the lack of ability to remove bioloading from surfaces
- Not recommended by AIHA (American Industrial Hygiene Association)
- Would still need to pre-clean and wipe afterwards
- EPA says you must use this type of device per the instructions

# UV Lights

## How do they work?

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- Ultraviolet (UV) light is produced by the sun and by special lamps
- There are three types of UV light–UVA, UVB, and UVC. UVC light has the most energy of the three types. This energy destroys the genetic material inside viruses and other microbes.
- UV lights can kill or inactivate microorganisms by destroying nucleic acids and disrupting their DNA, leaving them unable to perform vital cellular functions



# UV Lights Should we use them?

- Currently not proven to destroy COVID-19.
  - US EPA does not review pesticidal devices (UV lights, air purifiers, etc.)
  - CDC does not have information relating directly to COVID-19. There is information in a 2008 article on disinfection and sterilization in healthcare facilities stating that the effectiveness is influenced by organic matter, wavelength, type of microorganism and the UV intensity.
- Exposure to UVC can damage your eyes, skin and cause cancer
- Will degrade the materials that are being placed under the lights
- The cycle of UV lights can be very time consuming – Up to 24 hours
- Currently does not appear to be feasible in the education setting

# HVAC Operation

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EPA and ASHRAE recommendations For Schools/Office Facilities (vs. Medical):

- Increase MERV
- Confirm there are no leaks at filter racks
- Change filters regularly and ensure condensate pans are draining
- No specific special cleaning recommendation based on COVID-19
- Disable demand-controlled ventilation (DCV)
- Further open minimum outdoor air dampers, as high as 100%, thus eliminating recirculation
- Keep systems running longer hours, if possible 24/7
- Purge system two hours before and after people are entering and have left the building

Be cautious of retrofitting equipment!



# Air Purifiers

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- EPA does not routinely review the safety or efficacy of pesticidal devices, and therefore cannot confirm whether, or under what circumstances, such products might be effective against the spread of COVID-19
- Will an air purifier protect me and my family from COVID-19 in my home?
  - No. EPA does not recommend relying on an air purifier to protect from COVID-19 in residential settings.
  - Excerpt from EPA website







# Factors to Consider

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People & Facility



# People

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# People

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- As the CDC states, the best prevention methods involve people
- Everyone should: wash hands often, avoid close contact with others, cover your mouth & nose when around others and clean, cover coughs & sneezes and clean & disinfect surfaces daily
- Consider preparing communication measures should school closure, announcements or restrictions need to occur
- MDH requires you to post signage at main entrances requesting people who have been asymptomatic not to enter

# Person of Contact

- MDH requires you to have a point of contact for each building that is in collaboration with the nurse's
  - This person will communicate concerns, challenges and lessons learned relating to COVID-19 preventative activities needed
- MDH recommends that you include student(s) in the planning process as well

# MDH Hygiene Requirements



Ensure supplies are available per MDH Recommended Supplies for Schools

Soap, water, towels, hand sanitizer, disinfectant products and tissues



Develop a process to check and refill supplies



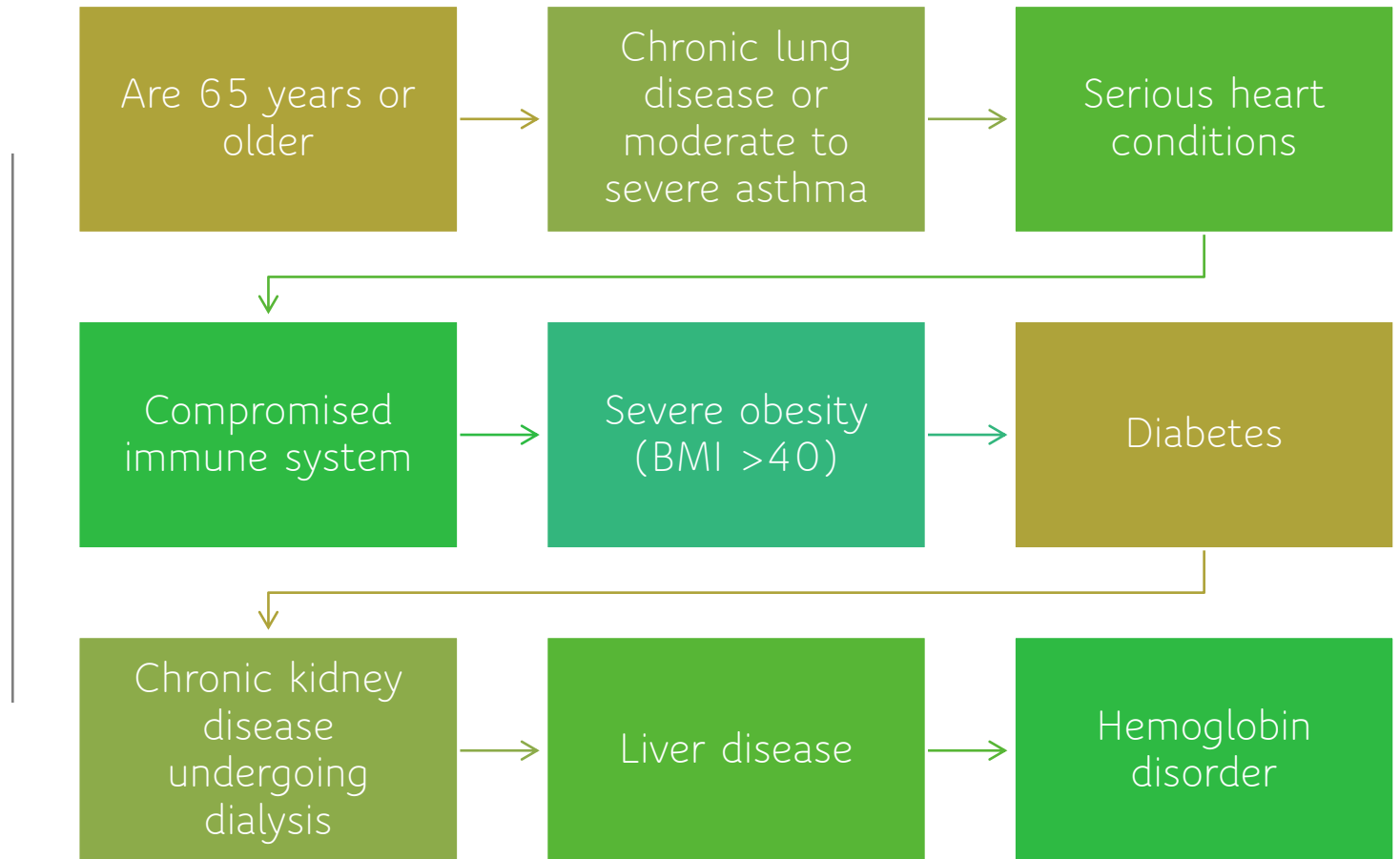
Build hand-hygiene practices into school days

If hand sanitizer is used, must contain at least 60% alcohol



MDH recommends that posters and media methods are used to promote good hygiene

# At Risk Groups



# Protecting Those at Risk

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- MDH requires:
  - Create a process for students, families and staff to self-identify as high risk for illness due to COVID-19 and to have a plan in place for alternative learning arrangements and work reassignments
  - Evaluate IHPs, IEPs and 504 plans and to plan to accommodate needs
  - Offer distance learning to enrolled students who may be medically vulnerable or otherwise unwilling to return to in-person or hybrid learning
- Consider using a paper or email survey to reach families to gather this information sooner, rather than later to allow for better planning
  - Remember to include survey with new students packets going forward

# Education

- Educate staff and families about symptoms and when they should not come to school – This is very confusing for most!
  - Use MDH Decision Tree (Located in handouts)
  - Use MDH - Is it COVID-19? (Pictured and located in handouts)
- Train employees on:
  - Procedures and plans in place within the district
  - Overall information relating to COVID-19
  - Handwashing and hygiene practices
- Methods for reaching your audience:
  - Recorded videos
  - Live webinars
  - Posters
  - Handouts
  - Surveys to gauge needs
  - Text Messages, Social Media & Emails

\*Excerpt from CDC Considerations for Schools 5/19/20

## Is it COVID-19?

COVID-19 symptoms can include fever, cough, and shortness of breath. This may be similar to other illnesses, like the flu and common cold. Many people with COVID-19 have mild or few symptoms, and some may have no symptoms at all.

If you are able to manage your symptoms at home, you don't need to seek care or get a COVID-19 test. Contact your medical provider for any symptoms that are severe. **For medical emergencies, such as difficulty breathing, call 911.**

|   | SYMPTOMS               | COVID-19  | FLU       | COLD      | ALLERGIES |
|---|------------------------|-----------|-----------|-----------|-----------|
|    | Cough                  | Often     | Often     | Sometimes | Sometimes |
|    | Fever                  | Often     | Often     | Rarely    | Never     |
|    | Body aches             | Often     | Often     | Rarely    | Never     |
|    | Shortness of breath    | Sometimes | Sometimes | Rarely    | Rarely    |
|    | Headache               | Sometimes | Often     | Sometimes | Sometimes |
|    | Fatigue                | Sometimes | Often     | Sometimes | Sometimes |
|    | Sore throat            | Sometimes | Sometimes | Sometimes | Never     |
|    | Loss of taste or smell | Sometimes | Rarely    | Rarely    | Rarely    |
|  | Diarrhea               | Sometimes | Rarely    | Never     | Never     |
|  | Chest pain or pressure | Rarely    | Rarely    | Never     | Never     |
|  | Runny nose             | Rarely    | Sometimes | Often     | Often     |
|  | Sneezing               | Rarely    | Sometimes | Often     | Often     |
|  | Watery eyes            | Never     | Never     | Never     | Often     |

## COVID-19 EXCLUSION GUIDANCE

### Decision Tree for Symptomatic People in Schools & Child Care Programs

Send home, or deny entry, to children, care providers, or staff with **any** symptoms of illness.

For symptoms consistent with COVID-19, reference exclusion criteria below to determine when individuals may return.

**Symptoms consistent with COVID-19 include:** new onset or worsening cough OR shortness of breath OR **at least two** of the following symptoms: fever (100.4°F or higher); chills; muscle pain; headache; sore throat; new loss of taste or smell.

#### Has the person been clinically evaluated?

Received laboratory test for COVID-19 <sup>#c</sup>

**If POSITIVE:** MDH will provide instructions to the person and household contacts about when it is safe to return to work/school.

**If NEGATIVE:** Stay home until fever has resolved, other symptoms have improved, AND either two negative tests are received in a row at least 24 hours apart OR 10 days have passed since symptoms first appeared.

#### Has the person been clinically evaluated?

COVID-19 diagnosis *without* lab test

Stay home until you have had no fever for at least 3 days AND improvement of other symptoms AND at least 10 days have passed since your symptoms first appeared.

Siblings and household members also stay home for 14 days.

#### Has the person been clinically evaluated?

Alternate diagnosis or laboratory confirmed condition (e.g., norovirus, hand/foot/mouth) <sup>d</sup>

Follow provider directions, treatment, and return guidance.

Follow the [Infectious Diseases in Childcare Settings and Schools Manual](https://www.hennepin.us/daycaremanual) (<https://www.hennepin.us/daycaremanual>)

#### For a person not clinically evaluated who is monitoring symptoms at home

If experiencing symptoms of COVID-19 (see list above) <sup>c</sup>

Stay home until you have had no fever for at least 3 days AND improvement of other symptoms AND at least 10 days have passed since your symptoms first appeared.

Siblings and household members also stay home for 14 days.

#### For a person not clinically evaluated who is monitoring symptoms at home

Other symptoms not consistent with COVID-19 (diarrhea, vomiting, rash only) <sup>d</sup>

Follow the [Infectious Diseases in Childcare Settings and Schools Manual](https://www.hennepin.us/daycaremanual) (<https://www.hennepin.us/daycaremanual>)

# Screenings

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- Require staff and students to stay home if:
  - They have tested positive
  - They are showing COVID-19 symptoms
- Use MDH screening tool questionnaire (pictured) and MDH Decision Tree
- Encourage parents to be on the alert for signs of illness in their children and to keep them home when they are sick
  - Consider sending these documents home
  - Using instant alert type services for reminders
- Required to conduct symptom screening and communicate the method with staff, students and parents/guardians
- Required to have a plan in place for those who do not pass the screening
- Review and identify what screening methods the district will do under scenario 1 & 2 using CDC recommended options
  - MDH recommends these options are also used when boarding transportation vehicles

CONDUCT HEALTH SCREENING EACH TIME EMPLOYEES OR VISITORS ENTER THE FACILITY.

You may also opt to conduct temperature screening if it can be done with proper social distancing, protection, and hygiene protocols. However, temperature screening is not required.

If a worker or visitor answers "Yes" to any of the screening questions or has a measured temperature above 100.4°F, they should be advised to go home, stay away from other people, and contact their health care provider.



## Visitor and Employee Health Screening Checklist

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Have you had any of the following symptoms since your last day at work or the last time you were here that you cannot attribute to another health condition?

Please answer "Yes" or "No" to each question. Do you have:

- ☐ **Fever (100.4°F or higher), or feeling feverish?**
- ☐ **Chills?**
- ☐ **A new cough?**
- ☐ **Shortness of breath?**
- ☐ **A new sore throat?**
- ☐ **New muscle aches?**
- ☐ **New headache?**
- ☐ **New loss of smell or taste?**



# CDC Screening Method #1

\*Excerpt from CDC Considerations  
for Schools 5/19/20

- Reliance on Social Distancing
  - Ask parents/guardians to take their child's temperature either before coming to the facility or upon arrival at the facility. Upon their arrival, stand at least 6 feet away from the parent/guardian and child.
  - Ask the parent/guardian to confirm that the child does not have fever, shortness of breath or cough.
  - Make a visual inspection of the child for signs of illness which could include flushed cheeks, rapid breathing or difficulty breathing (without recent physical activity), fatigue, or extreme fussiness.
  - You do not need to wear personal protective equipment (PPE) if you can maintain a distance of 6 feet.

# CDC Screening Method #2

\*Excerpt from CDC Considerations  
for Schools 5/19/20

- Reliance on Barrier/Partition Controls
  - Stand behind a physical barrier, such as a glass or plastic window or partition that can serve to protect the staff member's face and mucous membranes from respiratory droplets that may be produced if the child being screened sneezes, coughs, or talks.
  - Make a visual inspection of the child for signs of illness, which could include flushed cheeks, rapid breathing or difficulty breathing (without recent physical activity), fatigue, or extreme fussiness.
  - Conduct temperature screening (follow steps below)
    - Perform hand hygiene
    - Wash your hands with soap and water for 20 seconds. If soap and water are not available, use a hand sanitizer with at least 60% alcohol.
  - Put on disposable gloves.
  - Check the child's temperature, reaching around the partition or through the window.
  - Make sure your face stays behind the barrier at all times during the screening.
  - If performing a **temperature check on multiple individuals**, ensure that you use a **clean pair of gloves for each child** and that the **thermometer has been thoroughly cleaned** in between each check.
  - If you use disposable or non-contact (temporal) thermometers and you did not have physical contact with the child, you do not need to change gloves before the next check.
  - If you use non-contact thermometers, clean them with an alcohol wipe (or isopropyl alcohol on a cotton swab) between each client. You can reuse the same wipe as long as it remains wet.

# CDC Screening Method #3

\*Excerpt from CDC Considerations  
for Schools 5/19/20

- Reliance on Personal Protective Equipment

- Upon arrival, wash your hands and put on a facemask, eye protection (goggles or disposable face shield that fully covers the front and sides of the face), and a single pair of disposable gloves. A gown could be considered if extensive contact with a child is anticipated.
- Make a visual inspection of the child for signs of illness, which could include flushed cheeks, rapid breathing or difficulty breathing (without recent physical activity), fatigue, or extreme fussiness, and confirm that the child is not experiencing coughing or shortness of breath.
- Take the child's temperature.
  - If performing a **temperature check on multiple individuals**, ensure that you use a **clean pair of gloves for each child** and that the **thermometer has been thoroughly cleaned** in between each check.
  - If you use disposable or non-contact (temporal) thermometers and did not have physical contact with an individual, you do not need to change gloves before the next check.
  - If you use non-contact thermometers, clean them with an alcohol wipe (or isopropyl alcohol on a cotton swab) between each client. You can reuse the same wipe as long as it remains wet.
- After each screening, remove and discard PPE, and wash hands.
- Use an alcohol-based hand sanitizer that contains at least 60% alcohol or wash hands with soap and water for at least 20 seconds.
- If hands are visibly soiled, soap and water should be used before using alcohol-based hand sanitizer.
- If your staff does not have experience in using PPE:
  - Check to see if your facility has guidance on how to don and doff PPE. The procedure to don and doff should be tailored to the specific type of PPE that you have available at your facility.
  - If your facility does not have specific guidance, the CDC has recommended sequences for donning and doffing.

(If social distancing or barrier/partition controls cannot be implemented during screening, personal protective equipment (PPE) can be used when within 6 feet of a child. However, **reliance on PPE alone is a less effective control and more difficult to implement, given PPE shortages and training requirements.**)

# Absences

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- Ensure that your sick leave policies are flexible and consistent with public health guidance and that employees are aware of these policies
- Consider removing all awards based on attendance and offer virtual options for those that need to stay home
- MDH requires districts to prepare back-up plans in preparation for absenteeism
- Do not require a health care provider's note for employees who are sick with acute respiratory illness to validate their illness or to return to work, as health care provider offices and medical facilities may be extremely busy and not able to provide such documentation in a timely way
- Employers should maintain flexible policies that permit employees to stay home to care for a sick family member. Employers should be aware that more employees may need to stay at home to care for sick children or other sick family members than is usual.
- Worker protection related to COVID-19 MDH document:  
[http://www.dli.mn.gov/sites/default/files/pdf/MN\\_worker\\_protections\\_related\\_to\\_COVID\\_19.pdf](http://www.dli.mn.gov/sites/default/files/pdf/MN_worker_protections_related_to_COVID_19.pdf)

\*Excerpt from MDH website

# Handling Confirmed or Suspect Cases

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- Required to have a system in place for staff and parents/guardians to self-report if they or their student have COVID-19 symptoms, a positive test or have been in close contact with someone with COVID-19
- Required to have a space within the building that can accommodate people who fail screenings or become sick during the day
  - Accommodate distancing of 6 feet
  - Required to have a staff member visually supervise the ill person
    - Request supervisor and ill person to wear masks
- Required to have a plan in place to transport ill student or staff members home, or to medical care if needed
- Required to notify MDH using COVID-19 email address of confirmed cases

# Supporting Mental Health & Wellness



MDH requires districts to provide staff, families and students with information on how to access resources for mental health and wellness



MDH recommends districts increase capacity to offer social support services by increasing professional numbers



MDH recommends districts encourage staff, students and families to talk with people they trust about their feelings



# Facility

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# Understanding the Terms



**Cleaning:** Removes germs, dirt & impurities from surfaces



**Disinfecting:** Kills germs on surfaces



**Sanitizing:** Process of lowering germs on surfaces to a safe level, as judged by public health standards



# MDH Requirements

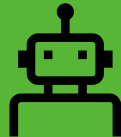


Establish a schedule to routinely clean and disinfect high-touch surfaces and shared equipment throughout the day

Increase frequency of disinfection during high-activity periods throughout the school day



Do not use cleaning products near children and ensure there is adequate ventilation



MDH recommends that items that are difficult to clean and disinfect are discouraged

# Prevention Through Regular Cleaning

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1. Wear PPE - Gloves and any other PPE specified by the SDS
2. Clean surfaces if dirty with soap and water or a detergent/cleaning product
3. Disinfect the surface
  - Spray the chemical on the surface, let stand for the proper dwell time and wipe clean
  - Cleaning rags/towels/sponges need to be changed out regularly to prevent spreading germs
  - The dwell time should be listed on the container, or on the SDS
  - Be very clear with staff what the dwell time is and how important it is to utilize that time
4. Remove gloves and wash hands thoroughly
  - The goal through good cleaning is to remove the bioloading, which will increase efficiency with disinfectants – This will require initial scrubbing and elbow grease
  - Consider **who** will be cleaning spaces and the **time** that will take
  - Per CDC, clean at least daily or between uses as much as possible
  - Per CDC, cleaning products should not be used near children and staff should ensure that there is adequate ventilation when using these products to prevent children or themselves from inhaling toxic fumes

# High Touch Surfaces

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- Main Entrance Door (inside AND outside)
- Door Handles
- Desks and Tables
- Fixture Faucets (consider limiting bathrooms)
- Break Room Appliances
- Chair Arms (office/break rooms)
- Drinking Fountains
- Light Switches
- Playground Equipment/Toys/Sports Equipment
- Shared Computer Keyboards/Mouse
- Shared Phones
- Stair Railings
- Buttons (vending machines and elevators)
- Bus Seats and Handrailing's

## Not Included:

- Ceiling
- Walls (possibly below 6' if childcare area)
- Floors (unless floor activities/crawlers)
- HVAC

What is  
actually  
high touch?

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# How to Proceed with a Suspect or Confirmed Case of COVID-19

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1. Isolate and Dismiss
    - Isolate the individual and send the student/staff member home
    - Dismiss students and most staff for 2-5 days (MDH can assist with a more definite timeframe)
  2. Vacate that area, leaving windows open for circulation if possible
  3. After 24 hours (or more if feasible) has passed, clean and disinfect the space
- Remember you will need to consider the restroom they used, copy room, break room, etc.
  - Consider how you will maintain confidentiality of the potentially ill community member

# Cleaning/Disinfecting Steps with Suspect or Confirmed Case of COVID-19

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1. Wear PPE – Gloves, any other PPE specified by the SDS and clothing coverings
  - Clothing covering options are: disposable gown, disposable suits or a change clothes that would be bagged and laundered
2. Clean surfaces if dirty with soap and water or a detergent/cleaning product
  - If proper proactive cleaning/disinfecting has been taking place, there should be very little “dirty” surfaces
3. Disinfect the surface
  - Spray the chemical on the surface, let stand for the proper dwell time and wipe clean
  - Cleaning rags/towels/sponges need to be changed out regularly to prevent spreading germs
  - The dwell time should be listed on the container, or on the SDS
  - Be very clear with staff what the dwell time is and how important it is to utilize that time
  - Floors will be included in the persons spaces – Only for places with suspect or confirmed cases
4. Remove gloves and wash hands thoroughly
  - If it has been 7 or more days since the person has been in the facilities, per CDC recommendations, continue with regular cleaning



# Cleaning/Disinfecting Considerations

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- Staff completing the cleaning need to be provided the PPE that is required by that chemicals Safety Data Sheet (SDS)
- Staff need to be provided with training per Employee Right-to-Know on the chemical they are handling
- The SDS for the chemical needs to be available
- Staff should be provided with training on good cleaning practices
  - If they aren't, they actually may be wasting chemicals, harming themselves or others or spreading the germs through poor cleaning practices

# Disinfectant Options

- EPA List - <https://www.epa.gov/pesticide-registration/list-n-disinfectants-use-against-sars-cov-2>
- Center for Biocide Chemistries List - <https://www.americanchemistry.com/Novel-Coronavirus-Fighting-Products-List.pdf>
- Bleach Solution
  - 5 Tablespoons (1/3 cup) bleach per gallon of water OR 4 teaspoons bleach per quart of water
  - Ensure containers are labeled appropriately - Masking tape and “bleach solution” is not sufficient
  - Solution needs to be replaced every 24 hours - Not efficient after that time
- Alcohol solutions greater than 70% alcohol



# Product Availability

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LIMITED SUPPLIES  
ARE AVAILABLE



USE REGULAR  
DISTRIBUTORS



CHECK ON LOCAL  
OPTIONS

# Vehicles

- Regularly clean and disinfect vehicles
- If a suspected or confirmed case has been in your vehicle:
  - Let the vehicle air out – Windows and doors open
  - For non-porous surfaces within the interior (seats, arm rests, door handles, seat belts, controls, etc.) need to be cleaned and then disinfected
  - For porous surfaces within the interior (fabric seats) remove visible contamination and clean with registered disinfectants
  - For screens and controls, consider alcohol-based wipes (at least 70% alcohol solution)

\*Per CDC article

# Porous Surfaces

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Includes rugs, clothing, linens, couches, etc.



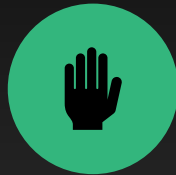
Presents major cleaning issues



If can fit in washing machines: Wash using hottest water and dry completely



Clean and disinfect cart or hamper that was used to transport the laundry



Do not shake out



Wear gloves while handling and wash hands afterwards

## Other Cleaning Items

Technology items – Use alcohol wipes

Do not spray directly onto light switches – Spray into rag and wipe

Elevator and vending machine buttons – Use alcohol wipes



# Cleaning Verification

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Ensure Confidence through 3<sup>rd</sup> Party testing:

- Surface testing pre/post to document successful methods
  - Documentation for stakeholders/administration on what cannot be seen visually
- 
- IEA utilizes ATP Swab Sampling which is used within infection control processes in operating rooms
  - Provides verification that bio-loading has been removed, surface is sanitized, therefore minimized risk of spreading infection.
  - Provides cleaning staff with confidence in their methods

\*AIHA Recommendation

# Reopening Buildings

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- MDH recommends ensuring that water systems are safe to use after prolonged facility shutdown
- They recommend following the CDC's guidance for Reopening Buildings
- Document includes considerations for mold and Legionella in water systems
- Standing water in plumbing systems increases the risk for growth of Legionella
  - Dangerous when water temperatures range between 77 to 108 degrees
  - People with weakened immune systems are more likely to contract Legionnaires' Disease
  - CDC has a water management program toolkit for those interested in following the recommended steps to preventing Legionella



# Face Masks?

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# CDC Recommendation

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- CDC recommends that everyone 2 years and older wear a cloth face covering that covers their nose and mouth when they are out in the community. Cloth face coverings should NOT be put on babies or children younger than 2 because of the danger of suffocation.
- Wearing cloth face coverings is a public health measure people should take to reduce the spread of COVID-19 in addition to (not instead of) social distancing, frequent hand cleaning ,and other everyday preventive actions. A cloth face covering is not intended to protect the wearer but may prevent the spread of virus from the wearer to others. This would be especially important if someone is infected but does not have symptoms.
- Remember, if district employees choose to voluntarily utilize N95 respirators, they should sign an Appendix D form (located in handouts)



# MDH Recommendations

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- MDH recommends cloth face coverings and/or nonmedical face shields be worn
- MDH strongly encourages districts to have a supply for those who forget to bring their own
  - They are not a substitute for social distancing, but should be used when distancing is not possible
  - Recommended for staff and older students (grade 6 or higher)
  - Create and wear cloth masks by following CDC guidance
  - Wearing cloth masks does not replace the need to continue frequent hand washing, avoiding touching the face, and practicing social distancing
  - Be careful not to touch your eyes, nose, and mouth while wearing cloth masks to prevent potential contamination
  - Wash your hands thoroughly before putting on the mask
  - Remove the mask carefully and wash your hands thoroughly after removing
  - Wash the mask after each use
  - Cloth masks do not provide adequate protection for others if a staff member has symptoms compatible with COVID-19. Ill staff members should stay at home!

# Food Preparation

---

Staff members working in school food service programs are encouraged to wear cloth face coverings during the workday as much as possible. These alternative masks are often homemade and should not be medical-grade facemasks, such as surgical facemasks or N95 respirators. The cloth masks are used to reduce the likelihood that the wearer will transmit virus to other staff members or children. Cloth masks should be created and worn in accordance with guidance from the Centers for Disease Control and Prevention (CDC). **Wearing cloth masks is not a substitute for frequent hand washing, avoiding touching the face, and practicing social distancing, which are our best tools to help prevent the spread of illness.**

\*Excerpt from MDH document updated 5/4/2020

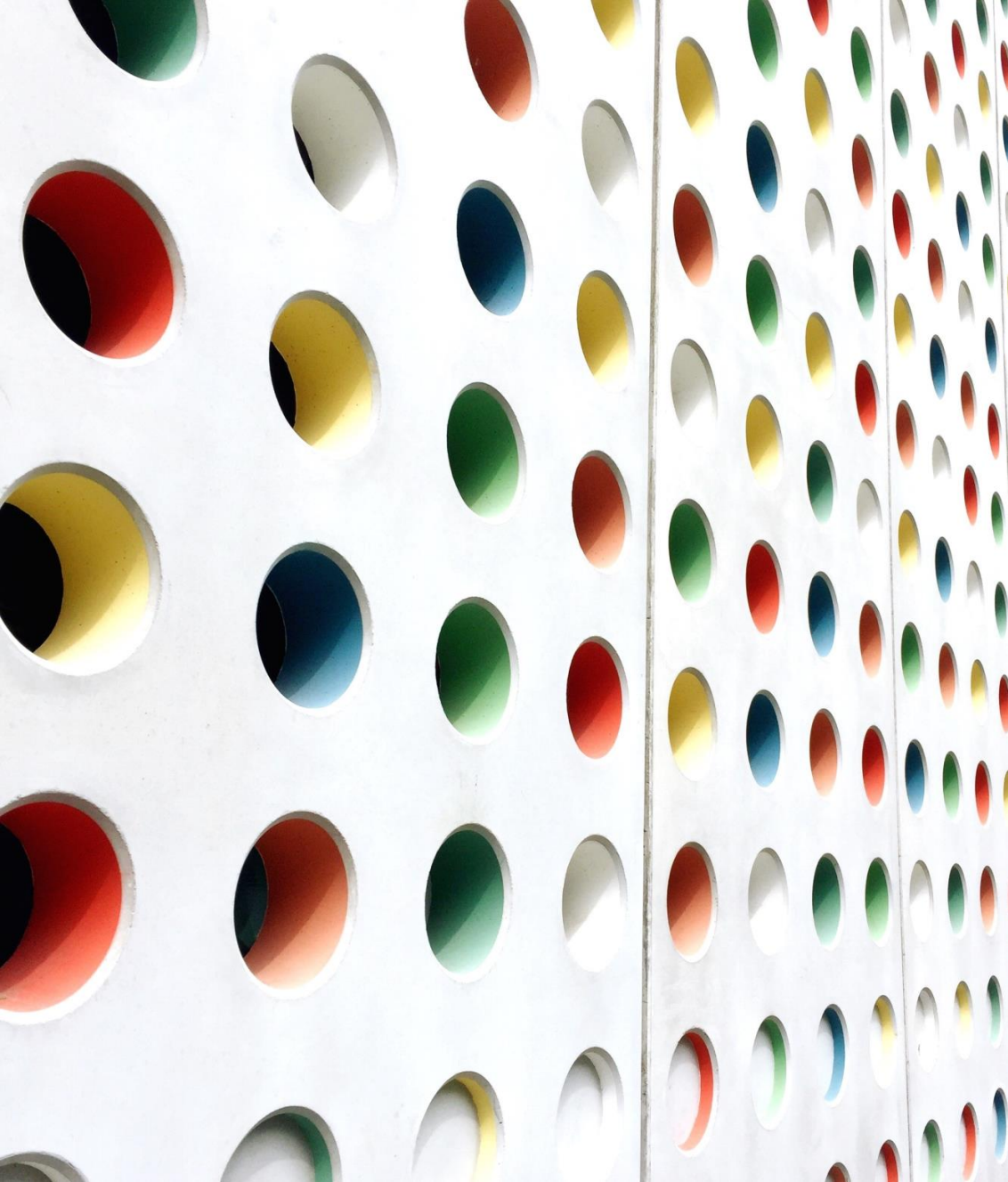
# Cleaning

---

There are no recommendations to wear a face mask while cleaning, yet you may feel more comfortable if you wear one, especially if you cannot maintain proper social distancing while at work. Don't buy or wear surgical or N95 masks, which are in high demand to protect our health care workers and first responders.

- If a case is present within the building, consider having cleaning staff utilize masks to ensure spaces are cleaned and not contaminated by cleaning staff

\*Excerpt from MDH schools facility service page



# Hygiene Plans

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# Playgrounds

---

- Outdoor areas, like playgrounds in schools and parks generally require normal routine cleaning, but do not require disinfection. Do not spray disinfectant on outdoor playgrounds- it is not an efficient use of supplies and is not proven to reduce risk of COVID-19 to the public.
- High touch surfaces made of plastic or metal, such as grab bars and railings should be cleaned routinely.
- Cleaning and disinfection of wooden surfaces or groundcovers is not recommended.
- Wash hands before and after using on the playground
- Consider cleaning high touch areas of the play structure daily
- Consider staggering playground use rather than allowing multiple classes to play together

\*Excerpt from CDC website for schools and MDH Guidance Document





# Flex Learning

---

- With current situation, need to consider using items that are easily cleaned and disinfected
- Bean bag chairs, rugs, and couches cannot easily be cleaned and disinfected
- Consider moving these pieces into storage or removing from the building entirely. Furniture can present a number of IAQ related issues.
- Consider classrooms where students share objects, such as: puzzles, blocks and other shared toys
- Flex learning spaces would also be tougher to implement distancing between children
- If floor play is desired, consider floor mats that can be rolled out, sanitized and rolled back up



# Computer Labs

---

- Consider shutting the lab down for the time being
- Consider assigning computers or tablets to students
- Space computers apart or remove chairs to implement distancing
- Install wipeable covers on keyboards
- Ask students to wash hands prior to going to the lab and when leaving the lab
- Consider a sign on the door that can be flipped from “Used” to “Clean” that custodians can flip after cleaning to let others know

\*Allow for more time between classes to allow for cleaning. Custodial staff will also need to be informed of the times that each space will be vacated and need to be cleaned.





# Libraries

---

- Very difficult to reduce contact, as students will touch multiple books, not necessarily just the book they choose to check out
- Consider assigning books to students based on age appropriateness/topics
- Consider letting books sit for 24 hours prior to wiping and shelving – Ask librarians to wash hands when done handling
- Consider using e-books when possible

\*Allow for more time between classes to allow for cleaning. Custodial staff will also need to be informed of the times that each space will be vacated and need to be cleaned.





# Gymnasiums

---

- Consider activities that can be done without equipment
- Hold class outside (MDH recommendation)
- Items would need to be disinfected prior to another student using it
  - Consider making “dirty” bins, that when students are done with toys they can leave them in the bin to be cleaned prior to it being put away

# Classroom Spacing

---

- Space desks 6 feet apart, facing the same direction
- Most classrooms in your buildings will be similar in size, try measuring a few to determine how many students you can accommodate with 6 foot spacing
  - Put the first row of students along the wall
  - Measure six feet in each direction and place "X" on the floor
- Remember not to use square footage and use usable floor space
  - We found that rooms with 25' x 30' of usable floor space could place desks in a 4x4 grid, allowing for 16 students







# Classrooms, Hallways and Offices

---

- Remove non-essential items from classrooms
- MDH recommends installing physical barriers in places such as admin desks and at restroom sinks
- MDH requires you to have flooring/seating markings in waiting and reception areas
- MDH recommends ensuring staff and student groupings are static as possible
  - If intermixing of groups is necessary, limit the number of pods that intermix and keep records of staff, volunteers, and participants that intermix
- If shared supplies are necessary, consider using designated bins for clean and used supplies
- Bring in specialist staff (music, art, physical education) to individual classrooms versus rotating all kids through a shared space that is not able to be cleaned with each new participant introduction



# Food Service

---

- Consider having children bring their own meals or consider having lunches packaged to-go style
- Consider ways to space students apart during lunch
  - Red X on seats to remind students of spacing
- Consider having students eat lunch in classrooms, or some students eating in the classroom
  - Time would be needed to clean the cafeteria before the use of the next grade
- Have students to wash hands prior to eating and after eating
- MDH requires that meals, snacks and beverages are pre-packaged or served to students if not possible to pre-package
- Consider disinfecting methods that will be necessary on the technology used to account for lunches
  - Perhaps one person enters in the lunch numbers and students just recite them rather than punch them in





# Transportation

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- Scenario 1: Have more space between kids/households - Such as using every other seat
- Scenario 2: Must have at least six feet of spacing between kids/households
  - Required to be less than 50% capacity
  - On a 77-passenger bus, there are 13 seats on one side - With six feet spacing that only opens 7 seats
- MDH requires:
  - Regular cleaning between routes
  - Keeping windows/doors open during cleaning after routes and between trips
  - Screening methods in place
- MDH recommends
  - Keeping windows down when driving
  - Providing hand sanitizer

# Barriers on Busses

- According to the MN State Patrol
  - Clear shower curtains are not permitted to surround the driver as it can obstruct their vision
  - Consult manufacturers BEFORE making modifications to see what they approve
- According to Bluebird, they are not allowing any plexiglass barriers to be installed on students' seats or around the driver

Taylor,

Thank you for your email. The coronavirus issue is proving to be extremely complicated for all of us. We can certainly appreciate the difficulty you are facing as you devise policies and procedures to reopen. I have also copied in Tim Herstad at United Truck Body as they are our dealer in the area and is an invaluable resource to help in your efforts.

Regarding any modification of school buses in the field. Blue Bird understands the desire to add physical barriers to buses. However, the guiding principle with regards to any modification to existing vehicles is found in Title 49 United States Code 30122 which states, ***"A manufacturer, distributor, dealer, rental company, or motor vehicle repair business may not knowingly make inoperative any part of a device or element of design installed on or in a motor vehicle or motor vehicle equipment in compliance with an applicable motor vehicle safety standard prescribed under this chapter unless the manufacturer, distributor, dealer, rental company, or repair business reasonably believes the vehicle or equipment will not be used (except for testing or a similar purpose during maintenance or repair) when the device or element is inoperative."***

The addition of physical barriers in the driver's area is a change to the original equipment and we have identified conflicts or potential conflicts with a variety of Federal Motor Vehicle Safety Standards including FMVSS 302, 205, 222, and 221 on such an installation.

Therefore, in keeping with Blue Bird's policy regarding the certification of aftermarket installation, we cannot give guidance on or sanction to the aftermarket installation of drivers shields or barriers.

Stay safe and thanks again for reaching out to us.



## **John Barrington**

Director of Product Planning  
Blue Bird Corporation  
3920 Arkwright Road, Suite 200, Macon, GA 31210  
Phone 478.822.2289 | Cell 478.672.7779  
[john.barrington@blue-bird.com](mailto:john.barrington@blue-bird.com)



# Arrival/Dismissal

---

- MDH requires you to have staff monitoring arrival and dismissal to ensure students are going straight from vehicles to classrooms
- You may need to stagger arrival and dismissal times
- MDH requires you to limit non-essential visitors, volunteers and activities – Especially with individuals who are not from the local geographic area
- Participant pick-up and drop-off should occur outside
- Add visual cues or barriers to direct traffic flow and distancing
- Develop signage and processes to minimize interactions of families

\*Excerpt from MDH Guidance Document





# Drinking Fountains

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- Exercise caution when using drinking fountains
- Ensure you have a cleaning process in place if they will be used
- Consider encouraging participants to use refillable water bottles to avoid direct contact with the fountain equipment
  - If you do use them, ensure there are hand hygiene products available right next to the drinking fountain and encourage users to perform hand hygiene before and after using one
- Encourage bringing water from home

\*Excerpt from MDH Guidance Document





# Collecting Items from Home

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- Students will be bringing items to and from home
- Consider utilizing electronic textbooks and assignments when possible to avoid the passing of materials
- Consider asking parents to return homework in specific folders or zip-top bags labeled with the child's name on the outside. This would allow teachers to compile these and open and handle the assignments in a controlled way.
  - Prior: Papers left on the teachers desk and teacher works on grading throughout the day, touching them, touching the computer, assisting students, etc. Perhaps passing contamination from the papers to other items
  - Future: Teacher grades assignments in a controlled manner at one time, able to wipe down the desk afterwards and wash hands thoroughly before touching any other objects



# Toys

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- Toys that cannot be cleaned and sanitized should not be used
- Toys that children have placed in their mouths should be set aside until they are cleaned by hand by a person wearing gloves
- Clean with water and detergent, rinse, sanitize with an EPA-registered disinfectant, rinse again, and air-dry
  - You may also clean in a mechanical dishwasher
  - If you wish to use a dishwasher, check to see if a disinfectant can be used in the dishwasher
  - If it cannot, you can use the dishwasher for the cleaning aspect – Toys would come out of the dishwasher, be disinfected, rinsed and air dried
- Machine washable cloth toys should be used by one individual at a time or should not be used at all. These toys should be laundered before being used by another child.
- Do not share toys with other groups of infants or toddlers, unless they are washed and sanitized before being moved from one group to the other
- Children's books, like other paper-based materials such as mail or envelopes, are not considered a high risk for transmission and do not need additional cleaning or disinfection procedures

\*Excerpt from the CDC Guidance for Childcare Programs that Remain Open



# Pools

---

- Maintain the pool chemistry, even if it is not operational
  - Aquatic play features (slides, fountains, etc.) must be operated intermittently – Circulate water through the features several times per week for at least 30 minutes
  - Social distancing must occur in pools with reducing capacity to 50%
  - Reduce pool deck furniture
  - Include space in cleaning plans
  - If still doing beginning swimming lessons that would require touching, require a parent/guardian from the family be present in the water
  - Only face coverings on non-swimming people
  - One swimmer per lane
  - Consider how distancing in locker rooms will occur
- \* Excerpt from MDH guidance document (6/19/20)

# MN 4717.1650

## User Sanitization and Safety

- If pool is open, required to enforce MN4717.1650:
  - 1. Posting user safety and sanitation rules. Placards and pictorial representations, where appropriate, embodying the requirements in this part must be posted in plain view in the pool room or enclosure and in the dressing rooms of all public pools. Lettering must be clear, legible, and at least one-fourth inch high.
  - 2. Communicable disease. No person with or suspected of having a communicable disease which could be transmitted through use of the pool shall work at or use any public pool.
  - 3. Warning. A person with any considerable area of exposed subepidermal tissue, open blisters, or cuts must be warned that these may become infected and advised not to use the public pool.
  - 4. Showering. Any person using a public pool must take a cleansing shower using warm water and soap and thoroughly rinse off all soap before entering the pool enclosure. A user leaving the pool to use the toilet must take a second cleansing shower before returning to the pool enclosure. A person who exercises, applies lotion, or uses a sauna or steam room must shower before using the pool.
  - 5. No spitting. Spitting, spouting water from the mouth, and blowing the nose in the pool is prohibited.
  - 6. No running. No running or boisterous or rough play, except supervised water sports, is permitted in the pool, in dressing rooms or shower rooms, on runways, on the diving board, or platforms.
  - 7. Glassware. Glassware and similar material with a tendency to shatter on impact is not allowed in the pool enclosure area.
  - 8. Diving. Diving is not permitted except in areas that comply with part 4717.3750.
  - 9. No pets. Domestic animals are not permitted in the pool enclosure, showers, or dressing rooms.

# Sporting Events

## MDH

### Timeframe

#### Games and Scrimmages

- June 24<sup>th</sup> for outdoor sports
- July 1<sup>st</sup> for indoor sports

#### Full Team Practices

- June 24<sup>th</sup> for indoor and outdoor sports





# MDH Sports Guidance

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- Non-game settings should not exceed 25 people per pod
- Intermixing pods should be kept to a minimum
- Recommends reviewing CDC guidance and individual sports resources (links are on the guidance document)
- Required to limit outdoor social gatherings to 25 people
- Spectators must maintain social distancing
- Required to maintain health checks and screenings
- Required not to share water bottles, snacks or towels

# CDC Sports Guidance



Assess risk (number of players, closeness, shared equipment, age of players, travel, etc.) to determine what to restart



Promote good behaviors (hand hygiene, face coverings, stay home when sick)

Signage  
Screening  
Broadcast messages on PA system



Clean and disinfect surfaces daily



Continue screening



Use of shared equipment should be limited or cleaned between use by each individual if possible



Provide physical guides on floors



Close locker rooms or develop procedures to clean between uses

# Are you ready to restart sports?

| Locker Rooms   | Plan   | Notify  |
|--|--|---|
| <p>Consider your locker room plans</p> <p>How will you implement social distancing?</p> <p>How will you accomplish the cleaning?</p> | <p>Have coaches complete restart plans for their sports</p> <p>Approve of them individually and include them in your restart plan – Use MDH, CDC and sports organizations as resources</p> | <p>Complete a letter for each sport to notify parents of the changes</p> <p>CDC has template (Located in resources)</p> |





**THIS WAY**

**THAT WAY**

# Action Items

---

WHERE TO GO FROM HERE.

**ANOTHER WAY**



# How to Proceed

---

## 1. Keep Informed & Ask Questions

- Things are changing rapidly - Use reputable sources (MDH, MDE, EPA & CDC)
- Compare your abilities with the CDC Reopening Tool (pictured)

## 2. Create a taskforce within the district

- Include people within different areas of the district (buildings, departments, etc.)
- Keep a small group to allow for ease of communication and meetings

## 3. Work on each section of your restart plan

- Space Assessments (Start here as it will determine other factors in your plan)
- Transportation
- Communication
- Scheduling
- Cleaning and Disinfection (Will need to complete a high touch audit for this)
- Training/Education
- Sporting Events

## SCHOOLS DURING THE COVID-19 PANDEMIC



The purpose of this tool is to assist administrators in making (re)opening decisions regarding K-12 schools during the COVID-19 pandemic. It is important to check with state and local health officials and other partners to determine the most appropriate actions while adjusting to meet the unique needs and circumstances of the local community.

### Should you consider opening?

- ✓ Will reopening be consistent with applicable state and local orders?
- ✓ Is the school ready to protect children and employees at higher risk for severe illness?
- ✓ Are you able to screen students and employees upon arrival for symptoms and history of exposure?

ANY  
NO



ALL  
YES

### Are recommended health and safety actions in place?

- ✓ Promote healthy hygiene practices such as hand washing and employees wearing a cloth face covering, as feasible
- ✓ Intensify cleaning, disinfection, and ventilation
- ✓ Encourage social distancing through increased spacing, small groups and limited mixing between groups, if feasible
- ✓ Train all employees on health and safety protocols

ANY  
NO



ALL  
YES

### Is ongoing monitoring in place?

- ✓ Develop and implement procedures to check for signs and symptoms of students and employees daily upon arrival, as feasible
- ✓ Encourage anyone who is sick to stay home
- ✓ Plan for if students or employees get sick
- ✓ Regularly communicate and monitor developments with local authorities, employees, and families regarding cases, exposures, and updates to policies and procedures
- ✓ Monitor student and employee absences and have flexible leave policies and practices
- ✓ Be ready to consult with the local health authorities if there are cases in the facility or an increase in cases in the local area

ANY  
NO



ALL  
YES

OPEN AND  
MONITOR



[cdc.gov/coronavirus](https://cdc.gov/coronavirus)



# How to Proceed

---

## 1. Keep Informed & Ask Questions

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# WRENSHALL SCHOOL DISTRICT

## *Restart Blueprint*



June 17, 2002

### Table of Contents

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### Appendices:

- A Posters
- B MDH Resources/Handouts
- C Purchasing List & Plan Audit

### SUPERINTENDENT'S MESSAGE

• • •

STAMP – Include intro note from  
Superintendent or delete



## Communication

### Taskforce

Wrenshall School District has formed a taskforce to team together to work on the modifications needed for the upcoming school year. The team includes the following people.

| Team Member        | Title                           |
|--------------------|---------------------------------|
| Kim Belcastro      | Superintendent                  |
| Mike Smith         | Director of Buildings & Grounds |
| Taylor Dickinson   | IEA, Inc. Consultant            |
| Val Dahl           | Director of Food Service        |
| Jamie Hopp         | Director of Technology          |
| Josie Hlava        | Main Office Manager             |
| M'Liss Kona        | School Nurse                    |
| Doreen LaMasa      | Director of Transportation      |
| Erik Holter        | Guidance Counselor              |
| Theresa Vermeersch | Teacher                         |
| Sue Berger         | Teacher                         |
| Ross Toljand       | Teacher                         |
| Deb Engstrom       | Teacher                         |
| Laura Lemke        | Teacher                         |

Kim Belcastro, Superintendent serves as the point of contact for all COVID-19 related matters. Her information will be included on all communications.

### Communication Methods

The District will release regular communication updates in the following ways:

- Weekly email from Kim Belcastro, Superintendent to all staff
- Images (school newspaper), released monthly for students, parents and guardians
- Weekly staff meeting with Kim Belcastro, Superintendent with teaching staff on Google Meet

The District will continue to utilize the website and Facebook for updating staff, students, parents/guardians, and the public. Written documentation will be available at the District Office for parents/guardians who do not have internet access.

Instant Alert will be utilized to provide parents and staff with immediate updates when necessary.

Posters will be present within the facility, including at the following locations:

- At all handwashing sinks to remind everyone of good handwashing practices
- On entry doors to remind people who have symptoms not to enter
- At entries notifying people of the screening methods occurring

## Introduction

In March 2020, Wrenshall School District closed its school buildings to students due to the COVID-19 outbreak and the governor's Emergency Executive Order 20-02, issued March 15, 2020. For the remainder of the spring semester, students engaged in distance learning.

In planning for the coming school year, the Minnesota Department of Education (MDE) has requested school districts to plan for three different models going into the 2020-2021 school year. Those three models include:

- Returning all students to school buildings following the most current CDC and MDH guidelines
- Return students to school buildings implementing a hybrid model following the most current Centers for Disease Control (CDC) and Minnesota Department of Health (MDH) guidelines
- No students return to school buildings – implement a distance learning model

The Restart Blueprint is based on the following current public health recommendations at the time this document was developed:

- Maintain a distance of six-feet between individuals
- Wear face masks or coverings
- Screen for COVID-19 symptoms
- Practice good hygiene protocols, including hand washing, cleaning and disinfecting
- Limit group gatherings
- Plan for short-term school closures, should there be a suspect or confirmed COVID-19 case

In summary, Wrenshall School District has determined the following based on the models and options analyzed during the planning phase.

### Model 1: Returning all students to school buildings following the most current CDC and MDH guidelines

Wrenshall School District is not able to return all students to the school while following CDC and MDH guidance, because social distancing cannot be achieved.

### Model 2: Return students to school buildings implementing a hybrid model following the most current CDC and MDH guidelines

Wrenshall School District's hybrid model will include students being in school for four days per week, every other week. This will provide teachers with one prep day per week and custodial staff one extra day for cleaning.

### Model 3: No students return to school buildings – implement a distance learning model

Wrenshall School District will continue distance learning and details on how the district learning will occur will be reviewed by an internal educational committee.

## Training and Education

The following staff categories have received training on the Restart Blueprint in the specific areas listed below. Records of training for the staff groups are located STWBP.

|   |   |
|---|---|
| <b>Maintenance &amp; Custodial Staff</b> <ul style="list-style-type: none"> <li>Currently known COVID-19 Facts</li> <li>Cleaning Methods and Schedule</li> <li>Employee Right-to-Know</li> <li>Personal Protective Equipment</li> <li>Districts Restart Blueprint Overview</li> <li>Identifying Symptomatic Students</li> <li>Screening Yourself</li> </ul> | <b>Transportation Staff</b> <ul style="list-style-type: none"> <li>Currently known COVID-19 Facts</li> <li>Cleaning Methods and Schedule</li> <li>Employee Right-to-Know</li> <li>Personal Protective Equipment</li> <li>Districts Restart Blueprint Overview</li> <li>Identifying Symptomatic Students</li> <li>Screening Yourself</li> </ul>                                  |
| <b>All Other Staff</b> <ul style="list-style-type: none"> <li>Currently known COVID-19 Facts</li> <li>Overview of the Custodial Cleaning</li> <li>Screening Yourself</li> <li>Receiving Items from Home</li> <li>Districts Restart Blueprint Overview</li> <li>Identifying Symptomatic Students</li> <li>Screening Yourself</li> </ul>                      | <b>Parents &amp; Guardians</b> <ul style="list-style-type: none"> <li>Districts Restart Blueprint Overview</li> <li>Transferring Items from Home to School</li> <li>Scheduling Changes</li> <li>How to Screen/What to Screen for</li> </ul> <p>* The district will send home the MDH COVID-19 Decision Tree and MDH "Is it COVID-19?" to assist with symptom identification</p> |

## Cross-Training and Absence Planning

Wrenshall School District is preparing for absences of essential staff members by cross training. Backup staff members have been assigned for essential roles, shown below.

| Team Member             | Backup/Fill-In  |
|-------------------------|---|
| Kim Belcastro           | Michelle Blanchard – Board Chair<br>Luke <del>Wap</del> – Dean of Students<br>Nichole Rowland – Ed. Minnesota Wrenshall Union President |
| Mike Smith              | Dustin McLeod   |
| Val Dahl                | Linda Wyman   |
| Josie Hlava             | Trish Swanson   |
| M'Liss Kona             | Beth Peterson   |
| Doreen <del>Lynne</del> | Lisa Jurek  |
| Wrens Club (Vacant)     | Julie Jacobson  |

Wrenshall School District is planning to remain as flexible as possible to accommodate staff and students, while following individual Union Contracts.

**XXHOW WILL WE PREP FOR SUBS**

## Screenings

Wrenshall School District will complete proactive screenings of students, visitors and staff entering the buildings.

MDH and CDC recommend that people are screened when entering the building. The MDH COVID-19 screening poster will be posted at building entrances to remind people entering of the symptoms of COVID-19. Posters will also be placed, notifying people entering that the District will be screening occupants.

Wrenshall School District will implement the following screening process:

- There will be screening stations at two entrances; no other entrances will be open.
- The screener will stand behind a plastic barrier, wearing gloves.
- The screener will visually inspect the person for signs of illness, which could include: flushed cheeks, rapid breathing/difficulty breathing, fatigue or extreme fussiness.
- The screener will conduct a temperature screening using a non-contact thermometer by reaching around/through the barrier.
- People who have a temperature less than 100.4 with no symptoms may enter. Those with symptoms or a fever will be turned away and need to go home.
- XXX CONSIDER SCREENING ON THE BUSES**

If a disposable or non-contact (temporal) thermometer was used and it did not have physical contact with a child, the screener does not need to change gloves before the next check. If it did touch the child, the screener should change gloves and wipe thermometer with alcohol wipe.

To assist parents/guardians, students and staff in determining when to come into the building based on symptoms, Wrenshall School District will provide and post the MDH Decision Tree factsheet.



## Community Expectations

### Hand Washing

Proper hand washing practices are very important to reduce the spread of any virus. Posters will be placed at all sinks to remind everyone of good hand washing practices.

Hand sanitizer will be provided to all staff members for their desks and workspaces. Hand washing is more effective than hand sanitizer in reducing germs. However, in instances where handwashing is not readily available, hand sanitizer can be used. Visibly dirty or greasy hands should still be washed as soon as feasible.

Teachers are expected to encourage proper hand washing with all students.

### Face Coverings

Employees of Wrenshall School District will be expected to wear a face covering when in the building. That may include a face mask or plastic face shield. Both options will be provided to staff, along with instructions on proper use and cleaning.

Students in the third grade and up are required to wear face coverings. That may include a face mask or plastic face shield. They will be made available and washed by the school. Students may choose to wear one of their own, providing that it is school appropriate.

MDH face covering guidelines should be followed when wearing coverings. This includes: washing hands before applying, washing hands after taking off, not touching the covering repeatedly and keeping it clean.

The CDC and MDH do not recommend masks be worn by anyone who has trouble breathing, or is unconscious, incapacitated or otherwise unable to remove the mask without assistance. They are also not recommended for children who cannot manage them on their own and are not to be used on children under the age of two years old.

### Physical Barriers

Wrenshall School District has installed barriers on **students' desks** and certain administrative desks.

There is also a non-contact drop box for papers, lunch money, etc. to be dropped into the main office.

### Gatherings and Visitors

To comply with current public health orders, Wrenshall School District will be limiting non-essential building visitors. It is also encouraged that student drop-off and pick-up occur outside the building, rather than inside.

Large group gatherings will occur virtually while this plan is in effect.

## Space Considerations

### Playgrounds

Playgrounds will remain open and will be cleaned daily, per CDC guidelines. This includes cleaning high touch surfaces (swing chains, slides and grab handles) using soap and water. Cleaning will take place during fair weather, as it is not possible during the colder weather due to freezing.

Students will be directed to wash hands before and after playground use.

Playground usage will occur as a class, in order to keep groups as static/same as possible. Therefore, there will be fewer students on the playground at a time and the groups will not intermingle with other classes.

### Business Classroom (Computers)

The business classes currently utilize the computer lab. Based on maintaining six-foot distance guidance, eight (8) students can be accommodated in the lab at one time.

Keyboard covers are installed for easier cleaning. Tags will be utilized on individual computers directing users as to what computers were used (dirty) or not used (clean).

### Library

Library books will be pre-selected for elementary students. They will be placed in labeled, zip-top bags.

When returned, the bags will be placed in a bin, labeled with the date returned. Bins of books will sit for 24-72 hours prior to being wiped and re-shelved.

### Technology

Each student will have their own chrome book, which will eliminate the need for sharing. When they are distributed, parents/guardians/students will receive bottles of solution for cleaning.

The copy area for staff will remain open and in-use. Those using the machine will be asked to use a provided alcohol wipe to wipe clean when done. A poster reminding employees of the need to clean after each use will be posted.

### Gymnasium

Physical Education classes will be done outside when weather permits. When physical education equipment is used, it will be placed in a "dirty" bin, located in the gym and custodians will clean the toys and the bin at the end of the day, prior to putting away.

### Sporting Events

**xxx WAITING ON GUIDANCE**

## Facility Cleaning Methods and Considerations

### Cleaning Considerations

Wrenshall School District has prepared in depth cleaning practices to prevent the exposure of COVID-19.

Key elements include:

- Staff will utilize Dalco 128 Disinfectant, which is an approved disinfectant on American Chemistry Council approved list.  
<https://www.americanchemistry.com/Novel-Coronavirus-Fighting-Products-List.pdf>
- The dwell time of product is five minutes.
- The SDS states that the PPE is required and includes chemical resistant rubber gloves and goggles or safety glasses.
- The SDS is available to staff in the custodial area or on the Google Drive.
- The containers are pre-labeled with GHS compliant labels.
- Staff have received training on good cleaning practices and Employee Right-to-Know. Records are located on the Google Drive.

When technology items are needing to be cleaned, alcohol wipes will be utilized to prevent damage to the equipment.

### Routine Cleaning

MDH and CDC recommend routine cleaning and disinfection occur to assist in prevention of the virus spread. Wrenshall School District accomplishes this through routine cleaning of high touch points as listed below, per CDC guidelines.

Internal custodial staff completes routine cleaning:

1. Wear chemical resistant gloves and safety glasses or goggles
2. If the surface is visibly dirty – Clean using soap & water
3. Disinfect surfaces using disinfectant provided and paper towels and or disposable scrub pads. The product needs to remain wet, on the surface for the designated amount of time.
4. Use a garbage bag for your waste. When full, place garbage in dumpster.
5. Remove gloves and then wash hands thoroughly with warm water and soap for at least 20 seconds.

| SPACE  | How Often to Clean & Disinfect | When to Clean & Disinfect | Who is Responsible                               |
|--|--------------------------------|---------------------------|--|
| COMMON AREA 8  |                                |                           |  |
| Main Entrance/Vestibule Door Handles and Electronic Door Assist Buttons              | 3 times/day                    | 9 AM<br>12 PM<br>3:30 PM  | 9 AM and 12 PM – <u>Steven</u><br><br>3:30 – Dan |
| Main Office Door Handles   |                                |                           |  |
| Bottle Fillers   |                                |                           |  |
| Check-in Counters/Front Office Counters  |                                |                           |  |
| Handrails  |                                |                           |  |
| Elevator Buttons   |                                |                           |  |
| Vending Machine Buttons, cash input/output surfaces, pickup slot door                |                                |                           |  |
| Tables/Chairs in HS Commons Area   |                                |                           |  |
| MAIN OFFICE & DISTRICT OFFICE & TEACHERS LOUNGE (ROOM 130)                           |                                |                           |  |
| Door Handles/inside Outside  | 1 time/day                     | Evenings – After 3:30     | Dan  |
| Conference Room Tables   |                                |                           |  |
| Desks  |                                |                           |  |
| Chairs - Armrests, Grip areas  |                                |                           |  |
| Phones and Computers   |                                |                           |  |
| Break <u>Room</u> : Tables, Chairs, Appliance Handles & Doors, Cabinet Pulls & Doors |                                |                           |  |
| *Removing all other shared condiments  |                                |                           |  |
| GENERAL CLASSROOM  |                                |                           |  |
| Door Handles   | 1 time/day                     | Mike Will Provide         |  |
| *Identify all touch points during open/closing                                       |                                |                           |  |
| Door Frames  |                                |                           |  |
| Light Switches   |                                |                           |  |
| <u>Table Tops</u>  |                                |                           |  |
| Desks  |                                |                           |  |
| Chairs (Include hand grip locations)   |                                |                           |  |
| Cabinet Handles/Pulls and Front of Doors   |                                |                           |  |
| Sink Faucets and Front Edge of Sink  |                                |                           |  |

# Questions?



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