



**WEST LINN-WILSONVILLE SCHOOL DISTRICT
DEPARTMENT OF OPERATIONS**

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**District Safety Committee Agenda
Wednesday, May 19, 2021; 7:00 AM, WLWSD via Zoom**

A. ATTENDEES:

| Name | Location/Title | Present | Absent |
|------------------------|-----------------------------|----------------|---------------|
| Jeff Chambers | Facilities Manager | | |
| Officer Jeff Halverson | West Linn HS, SRO | | |
| Mary Hanks | OSEA Representative | | |
| Mark Law | Custodial Supervisor | | |
| Cindy Lindsley | Community Services Manager | | |
| Pat McGough | Chief Operating Officer | | |
| Leon Mongeau | OSEA Representative | | |
| TBD | Wilsonville HS, SRO | | |
| Jeremy Nichols | Environmental Technician | | |
| Karen Pyeatt | District Nurse | | |
| Mary Teel | WWEA Representative | | |
| Shyla Waldern | Director of Human Resources | | |
| Stacia Wilson | WWEA Representative | | |

B. MINUTES REVIEW:

The minutes from all meetings are available on the website: <http://www.wlww.k12.or.us/Page/16137>

C. EXISTING ACTION ITEMS:

| Item | Description | Responsible Party | Status (due by) |
|-------------|--|--------------------------|------------------------|
| 20.1-10 | <p>Long Range - Bond Planning 7.15.2020:</p> <ul style="list-style-type: none"> Long range planning has been tasked with developing site signage on vacant properties. There is a meeting scheduled this evening. Appointment of three new members will occur by the School Board in August 2020. <p>8.19.2020:</p> <ul style="list-style-type: none"> Next meeting is not until October, major turnover in community representatives. Board is currently reviewing applications. <p>9.16.2020:</p> | <i>Pat McGough</i> | <i>Ongoing</i> |

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| | <ul style="list-style-type: none"> On Monday night the board selected three new members for vacancies on the long range planning committee/bond oversight committee. We will have a work session on Monday night to redefine and give clear direction to the LRPC on their roles. <p>10.21.2020:</p> <ul style="list-style-type: none"> Virtual public meeting is Wednesday, October 21, 2020. The Board has chosen 3 new members to the Long Range Planning Committee/Bond Oversight Committee There is another meeting scheduled for Wednesday, October 28, 2020. <p>11.18.2020:</p> <ul style="list-style-type: none"> There was a community meeting last night regarding gender neutral restrooms – specifically at Wood Middle School. Meeting was positive Monday night, the school board adopted job descriptions for Long Range Planning Committee Members. <p>12.16.2020</p> <ul style="list-style-type: none"> No updates at this time. Next meeting scheduled for January. <p>1.20.2021:</p> <ul style="list-style-type: none"> This meeting is taking place virtually tonight; we will have more updates next month. <p>2.17.2021:</p> <ul style="list-style-type: none"> No update at this time, the last meeting addressed bond oversight rather than safety concerns. <p>3.17.2021:</p> <ul style="list-style-type: none"> No update until meeting in April <p>4.21.2021</p> <ul style="list-style-type: none"> Meeting is tonight, will be presenting quarterly report for bond construction. This will be the last meeting for two members. Board will be taking action to solicit volunteers. <p>5.19.2021:</p> <ul style="list-style-type: none"> | | |
| 20.1-4 | <p>Safety, Security, and Technology Upgrades</p> <p>7.15.2020:</p> <ul style="list-style-type: none"> Projects are underway at five schools to reconstruct entries (including shelter lock systems for classrooms) and expected to be complete late August (before school year). There will be some items that will be completed after school such as re-keying. Jeremy Nichols will be re-numbering all rooms district wide. <p>8.19.2020:</p> <ul style="list-style-type: none"> Delay in school means that secured entries will have more time for completion. <p>9.16.2020:</p> <ul style="list-style-type: none"> We are currently in the process of completing five schools with new secure entries similar to Meridian Creek, Sunset, Boeckman Creek that pushes people through the front office. Will be complete before students have the opportunity to return. We have made substantial purchases for students; we have supplied hot spots, worked with cable providers, etc. All sites have been surveyed by Jeremy and Adam (bond) and are coming up with consistent numbering edits to make building numbers uniform. Matching ADA compliant labels on every room. <p>10.21.2020:</p> <ul style="list-style-type: none"> Surveying continues to progress. Should be complete by next safety meeting. Stafford will be the first school to be completed with signage. The second school in line is Rosemont Ridge. <p>11.18.2020:</p> <ul style="list-style-type: none"> Proofs need to be reordered for Stafford as there were some errors. Work in progress. <p>12.16.2020:</p> | <p><i>Pat McGough Jeff Chambers</i></p> | |

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| | <ul style="list-style-type: none"> Stafford’s re-numbering order is in and should be delivered soon. Rosemont is on the list next. Secure entry projects at Cedaroak Park, Stafford, Rosemont Ridge, Lowrie, and Boones Ferry are nearing completion; punchlist items getting worked on. <p>1.20.2021:</p> <ul style="list-style-type: none"> Still closing out the five projects that were done this past summer (punchlist items). One of the biggest things is that these projects are nearly complete, but there’s been no opportunity to train the staff at the five locations for secure entry – must be in person, zoom would not suffice. <p>2.17.2021:</p> <ul style="list-style-type: none"> A few punchlist items are remaining. In some of the new schools we put the shelter system in place and we need to be mindful about how to train staff with the return to hybrid. <p>3.17.2021:</p> <ul style="list-style-type: none"> Revisit this in April <p>4.21.2021:</p> <ul style="list-style-type: none"> Still have issue with shelter locks, upcoming meeting tomorrow. Newer systems are slower to lock the doors. Few punchlist items remaining. <p>5.19.2021:</p> <ul style="list-style-type: none"> | | |
| 20.2-1 | <p>Nursing Staff Safety/Health Updates</p> <p>7.15.2020:</p> <ul style="list-style-type: none"> Continuing with virtual meetings, no new updates to report at this time. <p>8.19.2020:</p> <ul style="list-style-type: none"> No update at this time. <p>9.16.2020:</p> <ul style="list-style-type: none"> We are continuing to work with community partners to create plans and systems for when students to return to buildings. Discussion of limited learning for some students in the not-so-far future. Determining how to do that safely. Testing and timely responses is the key piece so this. Students may require transportation; First Student would be ready for this. <p>10.21.2020:</p> <ul style="list-style-type: none"> Nursing staff continues to monitor current situation. <p>11.18.2020:</p> <ul style="list-style-type: none"> Working very hard on contact tracing. Doing followups; but finding families are not returning calls when there is a positive case. Supporting LII students and ensuring that staff have what they need to carry out their tasks well. Working to get health assistants in the buildings. They will become ERT members (if they are already not in that role) <p>12.16.2020:</p> <ul style="list-style-type: none"> LII is not growing, it’s stable with (24) students in the program. It could eventually get up to (75). We are finishing up on OSHA (focusing on special education) training to support students in the building. Continuing to anticipate return to buildings with lots of contact tracing. Karen to provide list of children with school locations to Mark Law and Jeff Chambers. <p>1.20.2021:</p> <ul style="list-style-type: none"> Working on hiring staff for primary buildings, focusing on the special care space. Working on process of vaccinations. Supporting Ready Schools, Safe Learners to make sure safety piece is being maintained for both students and staff. Working on trainings with ERT members, teachers. Improving contact tracing. When we return to school, there’s some question about onsite testing and the accuracy of this. <p>2.17.2021:</p> | Karen Pyeatt | |

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| | <ul style="list-style-type: none"> We are continuing to work to return to hybrid and getting supplies in, working close with the DOC. Working on details around documentation and putting notes into Synergy to maintain confidentiality. High school athletics is also impacted by this and working close with nursing staff. Extra care rooms are setup (one for assessment, one for extra care space); each room is a little bit different. Dividers/screens in rooms? <p>3.17.2021:</p> <ul style="list-style-type: none"> See 'Return to School' notes <p>4.21.2021:</p> <ul style="list-style-type: none"> No new updates at this time. <p>5.19.2021:</p> <ul style="list-style-type: none"> | | |
| 20-4.3 | <p>Personal Protection Equipment (PPE)</p> <p>7.15.2020:</p> <ul style="list-style-type: none"> The district will be furnishing masks and the mask protection depending on the position. Nursing staff will be directing personally with potential cases and will be receiving hospital grade masks, gloves, gowns, etc. Disposable masks will be available onsite for any damaged masks. Gloves will also be available. <p>8.19.2020:</p> <ul style="list-style-type: none"> Mark and Jeff have been purchasing masks, gloves, sanitizer – continuing to monitor inventory as able. Gloves are going to be more challenging to get, so we are stocking up as best as able and look at other types of gloves. We have not received our safety shields yet, not as big of an urgent need with school not starting in buildings this week – but still would like to have some on hand. <p>9.16.2020:</p> <ul style="list-style-type: none"> We received equipment through FEMA (face masks, face shields, gloves). We also received face shields from our West Linn High School and Wilsonville High School robotics team. Will be available to staff that request them. We will not be purchasing the equipment for the district nurses as we don't know the equipment that would be most helpful. Nursing teams will have conversation. <p>10.21.2020:</p> <ul style="list-style-type: none"> We are working with schools and the Nursing Department to get PPE equipment to schools. There are now enough Electrostatic sprayers for all schools. <p>11.18.2020:</p> <ul style="list-style-type: none"> We are continuing to deliver all PPE to buildings this week. Drops of hand sanitizer, gloves, plexi-glass shields, face shields, masks. Jeff has talked to all schools – additional orders are dubbed a 'work order'. Schools also have disinfectant, spray bottles, wipes, etc. <p>12.16.2020:</p> <ul style="list-style-type: none"> This is an ongoing effort, continuing to supply schools with their needs. Continue to monitor stock. OSHA guidelines states that a face shield does not replace a mask – masks are required by operations team (food handling being one of those). Last week the nursing team grew concerned that if we come back for hybrid, we may not have enough PPE material. District leadership is working on obtaining more gowns, caps, and nursing materials; supply is competitive right now. We are actively looking, all the time. KN95 grade 72,000 in inventory; 3PLY grade back in September was 14,000. <p>1.20.2021:</p> <ul style="list-style-type: none"> We did receive more supplies last week – we have a lot more masks from ESD and more gloves (mostly vinyl). <p>2.17.2021:</p> | | |

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| | <ul style="list-style-type: none"> We were able to dropoff supplies to each building and took a new inventory on what is remaining right now. We are ‘well stocked’. We did distribute KN95 masks in every building, the building engineers took these to either the extra care rooms or in the health room. The three ply masks are really well stocked and have no concerns about running out. We believe we have enough materials to make it through the end of the school year. We also have face shields if folks would like these as well. There’s also a number of cloth masks for each building (adult and child size). Vinyl and nitrile disposable gloves will be supplied to each classroom. We are determining the best way to keep keyboards clean (gloves vs wipes vs washing hands). <p>3.17.2021:</p> <ul style="list-style-type: none"> Everyone seems comfortable with the level of PPE that the district has been able to provide. Where should the PPE be? There’s lots, the locations of where to put things is still being determined at each school. This might just take a bit of time in each building to find the best need. <p>4.21.2021:</p> <ul style="list-style-type: none"> The district received a complaint from OSHA questioning PPE and the availability to staff. We have responded and believe the claim will be closed, we have more than enough available (with choices of mask types, face shields, eye protections, etc). <p>5.19.2021:</p> <ul style="list-style-type: none"> | | |
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NEW SAFETY COMMITTEE ISSUES/DISCUSSION:

- 1.
- 2.

NEXT VIRTUAL MEETING: June 16, 2021 – Zoom, 7:00 AM

Minutes were prepared by Cindy Lindsley. Please submit in writing any corrections to West Linn-Wilsonville District Safety Committee prior to the next meeting date; otherwise the minutes will stand as reported. lindslec@wlwv.k12.or.us