



Preparing Schools to Re-open

MAINTENANCE & OPERATIONS

JUNE 23, 2020

Three Phase Approach



• Phase 1 – Employee Return and Safety



• Phase 2 – Initial public space setup and program support



• Phase 3 – School and Classroom Preparation and Support

Phase 1 – Employee return and safety

- Immediate adjustments for employee/programs that never stopped
- Planning and enacting new safety protocols for returning employees
- Establish work priorities for each shop

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Phase 1 Planning

- Maintenance trade work order catch-up priorities
- Custodial team cleaning planning
- Landscape catch-up (the grass is still growing)

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Phase 2 – Initial public space setup & program support

- Collaborate with Risk Management and HR on employee safety protocols
- Meet with departments that open earlier than Aug. 13 or may have significant changes
 - San Juan Central
 - District Office
 - Early Childhood Education – Discovery Club summer use
 - Special Education
- Site Administrator assistance
- Establish common PPE needs

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Phase 3 – School and classroom preparation and support

- Office and Public Spaces
- Classrooms and meeting spaces
- Common areas on campus

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Social distancing signs and markers



Glass partitions and sanitizer in all offices and classrooms



Team cleaning and new school year cleaning standards



HVAC cleaning



Campus water system purge

Preparation at sites

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HVAC units disinfected for indoor air quality

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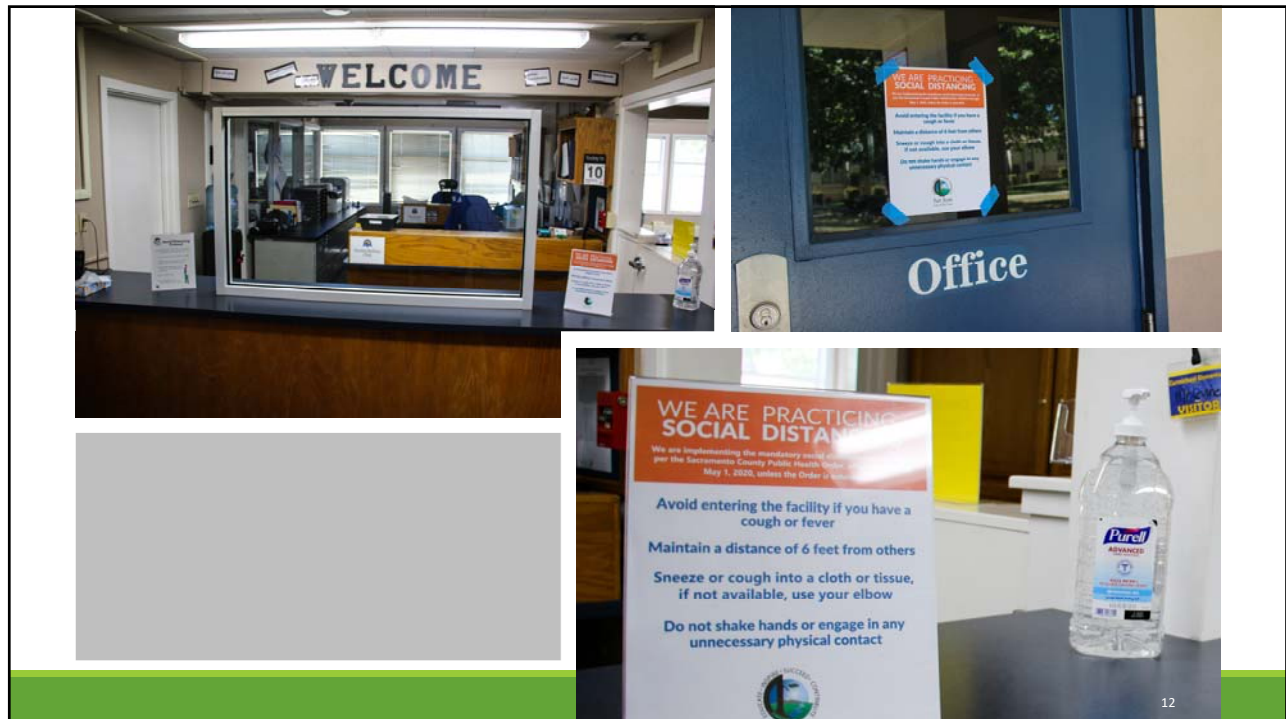
Team cleaning in every classroom

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Phase 3 – Office and public spaces @ site

- Public counter glass guard
- Public signage and floor markings
- Disinfectant wipes
- Assist in public flow and access when possible
- Office employee specific safety protocols

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Phase 3 – Classrooms

- Daily sanitation
- Desk orientation options when applicable
- Hand sanitizer stations in all rooms
- Select classrooms with 1:1 interaction safety guards



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Phase 3 – Common Areas

- Directional arrows for flow
- Six-foot markings for break and lunch lines
- Prevention posters throughout campus
- All schools get sanitizer stations in large areas
- "Wash hands" stickers in all restrooms

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PPE overview and status

30,000 cloth masks for staff

- In possession

2,000 sanitizer dispensers and 3-months of sanitizer

- Installed by Aug. 7

100,000 disposable masks and 8,000 N95 masks

- In possession

Disinfectant wipes (Alcohol based)

- Searching

Gloves

- 30-day supply in stock

Face Shields

- Searching

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- LUNCH PROGRAM SETUP



- ATHLETICS/PE SUPPORT



- CUSTODIAL RUN SHEET ADJUSTMENTS FOR SCHOOL YEAR



- ADMINISTRATORS GUIDE TO FACILITIES IN NEW ENVIRONMENT

Pending action items

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Questions?
