

ST. CLAIR CATHOLIC DISTRICT SCHOOL BOARD



**JOINT HEALTH & SAFETY COMMITTEE MEETING**

**Wednesday, August 19, 2020 - 8:00 a.m.**

**Virtual – Google Meet**

**MINUTES**

**Chair: Dave Geroux**

Present: James Duff, Dave Geroux, Len Fera, Lisa Burden, Chad Coene, Jennifer Morrow, Tamara Johnson, Dan Solinas, Dina Carter, Steve DeGurse, Deanna Kaufman, Paul Lernout, Tony Montanino, Heather Carron-Doyle, Beau Cockburn, Silvia Leggiero, Mat Roop, Thelma McNear, Wayne Bechard,

Guests: Gabe Lacroix, Deb Crawford, Amy Janssens, Brenda Courey, Tony Prizio, James O'Brien, Daniel Portelance

Regrets: Steve Whyte

Interpreters: Lauri Doig

Recording Secretary: Morgan Brown

**1. *Call to Order***

The chair called the meeting to order at 8:04am.

**2. *Opening Prayer***

The committee opened the meeting with a prayer.

**3. *Welcome***

The committee welcomed everyone in attendance.

**4. *Adoption of Agenda***

Moved by all members that the agenda be approved as printed.

**5. *Confirmation of Minutes – June 12, 2020***

Motioned by all members that the minutes be approved as presented.

## **6. JHSC September Ready Project Update - Presentation – D. Crawford/A. Janssens/J. Duff**

### Action:

- September Ready project consists of IMS team – professionals – internal and external
- Reliable and up-to-date information is posted in the NewsDesk on our board website
- Consulting with Medical Officers of Health where they provide advisement, review our back to school documents, clarifications, and constant communications/weekly meetings
- Prepared plans for three possible models (conventional, adaptive, and voluntary learn at home model)
- Handbook created for School Administrators by the Academic Operations team. Items in the handbook are but not limited to movement and distancing within a school, procedures, communications to parents, etc.
- School site assessments have/will be occurring for all school locations. Looking at configurations, signage, isolation rooms, class size considerations, appropriate use of gymnasiums, libraries, outdoor spaces.
- Enhanced health & safety measures have been put into place

## **7. Risk Assessment – B. Courey/J. Duff**

### Action:

- Working towards a post implementation risk assessment posed as a checklist
- Research has been completed Provincially, Nationally, and Internationally
- Risk identification and ranking was divided into six categories: safety of students, staff and families, mental wellness of students, staff and families, communication, staff workload, transportation, and miscellaneous
- Physical distancing is one of the most important components in return to school. As a board are trying to make sure we do all the recommended procedures as the Ministry directs which model
- Primary grades (JK- grade 3) where masks are not mandatory. Making sure that there is PD for teachers, hand sanitizer in classrooms, and removing unnecessary furniture to physical distance as much as possible
- Schools with or without air conditioning is not impacted; space is still being ventilated

## **8. PPE – L. Burden**

### Action:

- Masks that have been sourced and procured are medical and disposable. ASTM medical masks (disposable), face shields (reusable), goggles, disposable gloves, gowns and clear masks
- Two masks per staff member will be provided per day. Students are being provided with masks as well
- They will be at least a level 1 mask
- Currently looking at a needs perspective and who would need the special/clear masks
- Gowns will be task dependent. Will need to look at the exposure to bodily fluids
- Medical mask is required, as a cloth mask will not be suitable
- Staff that will be going from building to building – masks will be provided at each school. Each staff member would be provided their own face shield, where proper cleaning will be required when going from building to building
- Working on a document to provide to parents in regards to guidance on student masks. Looking at the process of when a student comes to school with an inappropriate or unusable mask.
- For both staff and students it is a requirement to wear a mask. If they do not wear a mask due to medical reasons, those will be looked at on an individual basis.

Those that are seeking accommodation a process will occur where we seek advisement from MOH and Public Health

- Staff wearing close-toed shoe to prevent when droplets fall to the floor. Should shoes be disinfected each day after leaving the buildings? Looking for MOH clarification

### **9. Training – L. Burden/J. Duff**

Action:

- OT and casual staff will have access to the employee training for the return to school
- Working in collaboration with Public Health partners and building training for staff and students
- Looking at both virtual and in person training on the PD days

### **10. Operational Guideline Discussion and Feedback – J. Duff/All**

Action:

- Working with plan that will go out to parents to help make the first day of entry into the school as seamless as possible
- Computer sanitization and the proper cleaning of computer keyboards and screens.
- Medial masks would not have a ventilation port
- Gymnasiums have potential use for classrooms, taking all precautions in the first few weeks of September
- Use of tables in JK/SK. We will be closely aligning our work with the child care guidelines. Will be seeking guidance from Public Health/MOH
- Teachers personal items in the classrooms have not been removed. Classrooms have been decluttered of furniture and stored. Principals are to communicate with their teachers in regards to removal of some personal items
- When doing the site assessments in both elementary and secondary schools, specifically looking at the decluttering of items. Removing as much as they can to maximize the space between each student

### **11. Adjournment**

D. Geroux adjourned the meeting at 11:02 a.m.

## JOINT HEALTH & SAFETY COMMITTEE MEETING CONTINUED...

Thursday, August 20, 2020 - 1:00 p.m.  
Virtual – Google Meet

### MINUTES

**Chair: Dave Geroux**

Present: James Duff, Dave Geroux, Len Fera, Lisa Burden, Chad Coene, Jennifer Morrow, Tamara Johnson, Dan Solinas, Dina Carter, Deanna Kaufman, Paul Lernout, Tony Montanino, Heather Carron-Doyle, Beau Cockburn, Silvia Leggiero, Mat Roop, Wayne Bechard,

Guests: Amy Janssens, Tony Prizio  
Prizio, James O'Brien, Daniel Portelance; Lisa Demers, Scott Johnson, Laura Callaghan

Regrets: Steve DeGurse, Thelma McNear, Steve Whyte

Interpreters: Debbie Parliment

Recording Secretary: Silvia Leggiero

#### ***12. Call to Order***

The chair called the meeting to order at 1:10 pm.

#### ***13. Opening Prayer***

The committee opened the meeting with a prayer.

#### ***14. Welcome***

The committee welcomed everyone in attendance.

#### ***15. Adoption of Agenda***

Moved by all members that the agenda be approved as printed.

#### ***16. Operational Guideline Discussion and Feedback Continued – J. Duff/All***

Asked for Superintendents to join meeting to ensure we can respond to as many questions as possible during the meeting.

Included PPE format to review and discussion with committee

Questions from google document that have answers were marked in red

Action:

- 2 different models but only 1 permitted to use 1 model so we can condense the document but that being said students who wish to go to school from home is still possible.
- Feedback checklist after the site assessments not connected to site assessments but to when all required is completed. (signage, training etc.) At that time principal and site rep can

- review to ensure all things are in place. Make sure everything is in place prior to when students are building or after week 1 as some implementation needs to be in action.
- Building COVID items for monthly inspection in addition to regular monthly items.
  - Outbreak management confirmation for Ministry is critical and once received it will be imbedded in protocols and training to along for conformed consist manner.
  - Have project team review the words “should” and “must” for clarity as it can be left up to interpretation in the page 87 document.
  - As early as today, the local protocol is in our hands, received
  - Telling us provincial document is on its way and should be here by the end of the week. Which at that point needs to be reviewed to see if local needs to be revamped.
  - Need direction as to what staff and students need to provide, hoping that protocol from Ministry will make things clear.
  - If a concern emerges in respect to washrooms at a specific school, the principal will look for a better solution. It is not to be used for all protocols etc.
  - Staff will need to be very well informed to ensure they fully understand protocols put in place.
  - ‘Contacts’ does not refer to students on a bus together based on LKDSB information clarifying the document to their board, not walking by a hallway together. Contact does include 24 other students there are in the classroom with that are shared contact between 2 people. Does not include staff – PRT, EA, - not calculated as indirect or direct on students contact list.
  - Staff contacts different than student for 50 or 100, there is no number given by Ministry just to try “very best to limit contact” between staff.
  - Parents and students responsible to self assess before going to school. If staff feel a student exhibiting signs, staff can require the student to go into the designated room until the student can be picked up.
  - Is there a backup plan for opening if PPE order does not arrive, the director is the only person that can decide on delaying the schools opening. There will be 0 teachers in the building if the PPE does not arrive.
  - For staff or students trying to make themselves exempt from wearing a mask, board will work with Public Health. Not to be an item that we take lightly.
  - Board will review the encouragement of using the COVID app for staff and students based on concerns with privacy issues etc.
  - WB JHSC member has recommended that board enforces masks from K-12; suggestion from board to take to Health Dr Colby... to get an option before making recommendation. Member feels this needs to be determined sooner than later.
  - Procedure...to the employer
  - HCD Based on class sizes not being reduced it will be difficult for some children to mask all day but still recommended
  - DG should not be without masks all day but asked for masks throughout the day.
  - CC recommends
  - Yes – DC, DG, HCD, CC, BC, JO, WB, DS, DK, TM, PL – 11
  - Abstained – LF, JM, JD, SL, MR, TJ, SD, LB - 8
  - Can move it forward as Dave and Len will write it up...
  - PD being developed for student and if the masks are moved forward will be reviewed to get little ones in a better place.
  - Outbreak protocol – principal will work with teacher to run through a checklist to review contacts etc. with the direction from Public Health Unit. Clarity as to who should be contacted will be reviewed by the board.
  - Letter to go home to parents/community if positive case but not identity of student or staff given out to anyone.

## ***17. Adjournment***

Len Fera adjourned the meeting at 2:31 p.m.