



## Board Meeting Minutes

Desert Sky Montessori

Virtual Meeting

July 22, 2020

Sam Pierce called the meeting to order at 6:21 pm.

**Present:** Sam Pierce, Cara Nowak, Jolene Dodge, John Eskew

**Also Present:** Jodie Borgia, Julia Sutter, Heather Phillips, Jessica Loukonen, Heather Amaral, Pascaline Ocana, Heather Dommershausen, Ute-Anja McDonald

### BUSINESS

#### A. Head of School – Operational Blueprint

- a. This is a working document that is currently in constant flux as information concerning COVID-19, it's related health implications and current caseloads, and government recommendations change
- b. Jodie Borgia: the blueprint posted for the board to approve has changed as of meeting with the Health Department today and may change again after meeting with the Bend/Lapine School District next week
  - i. It will be up to Jodie Borgia, as Head of School, whether to close the school for any reason, not the Bend/Lapine School District
  - ii. Physical distancing will be required during staff meetings and conferences
  - iii. Cohorts can consist of 24-36 children
  - iv. For contact tracing per the Health Department, "exposure" is defined as being within 6 feet of a COVID-19 case for 15 minutes or more
  - v. All children, kindergarten and up, must wear face coverings
  - vi. If a student removes their face covering, they need staff to maintain space for them and give them direction for putting the covering back in place
  - vii. PPE must be worn by staff when assisting children that have been isolated with suspected COVID-19 symptoms; staff must wash hands for 20 seconds after removing PPE
  - viii. The 10 days of absence dropout rule will most likely be suspended before school begins; DSM will not drop anyone unless they enroll elsewhere
  - ix. Attendance will be defined as in-person instruction, zoom meetings, phone calls between the teacher and the student and/or guardian, student posting work online to Google Classroom, or a student's work turned in at the end of the day
  - x. Staff and students will need to have a health check with on time and late arrivals
  - xi. Washing with soap and water is required after use of the restroom
  - xii. Staff may not eat in the same room together
  - xiii. Instructional time may be calculated per week instead of per day

- xiv. Instructional considerations to include providing a well-rounded education, providing feedback, and incorporating check-ins for social and emotional wellness
- B. Head of School – Communicable Diseases Management Plan
- a. Jodie Borgia: changes made to the previously posted document: students or staff exhibiting symptoms of COVID-19 should seek out testing, remain home for at least 10 days, and be asymptomatic for 24 hours before returning to school; a section on blood borne pathogens has been added
- C. Face Coverings/PPE
- a. Jodie Borgia: we will be providing staff with PPE, but it is not required to provide PPE for students—that is up to the individuals; however, there will be disposable child-sized masks made available in case a replacement is needed throughout the day; teachers will have 5 washable face masks provided, plus 10 face shields were given to us by Bend/Lapine School District
  - b. Sam Pierce: wonders if there will be a policy in place for families that refuse to send their students with masks
    - i. Jodie Borgia: thinks there will be more guidance on that between now and September; currently, the recommendation is for families that do not want their children to wear masks to use comprehensive distance learning instead of being in the building; we will have a document outlining our expectations and why we feel those measures are important which all parents will be asked to sign before sending children back in September; children may be allowed to wear a face shield instead of a face mask/covering
- D. Jodie Borgia will now be having weekly meetings with Deschutes County Health Services (DCHS)
- E. Handling Confirmed COVID-19 Cases
- a. Jodie Borgia: it is required that the physician that diagnoses the COVID-19 case then reports it to the proper government authorities, but most schools will be reporting confirmed cases also; contact tracing will involve those who came within 6 feet of the infected person for 15 minutes or more, up to 48 hours prior to their diagnosis; DCHS will contact all those traced so they may quarantine for 14 days; DSM must communicate all of this with the parent community while also respecting individual privacy rights; and “outbreak” is considered to be 2 or more cases not within the same family; if there is a presumptive or positive case of COVID-19 at DSM, it is suggested that in-person learning at school is paused for a few days for caution’s sake
- F. Comprehensive Distance Learning Program
- a. Jodie Borgia: we are currently able to provide distance learning to children for medical reasons, but will need permission from Oregon Department of Education in order to offer it to children whose parents are uncomfortable with sending them in; hope to offer 3 approaches starting in September: face-to-face learning in the building, a DSM distance learning program, and the option of an online program that is currently being run through Bend/Lapine Schools (should know soon if the district will allow us to use this program); if there are enough families choosing distance learning to fill a class of 25 or so, one teacher and one assistant could be assigned to that specific task; thinking of doing a semester by semester, distance or in-person learning choice for parents/guardians
  - b. Heather Amaral: wonders if we have the numbers on the waitlist to make the budget work if children drop out due to a lack a of distance learning program
    - i. Jodie Borgia: it would depend on the grade as to whether we would have children to fill empty spots, but, no, we do not have a long waitlist currently, especially for the middle

grades; parents are asking if they can receive priority and not need to go through the lottery if they do drop out of DSM and then want to re-enroll at a later time

G. Plan Going Forward

a. Jodie Borgia

- i. The entire Operational Blueprint, once approved by the board, gets sent to the Health Department who will ask for things to be added if missing; it is then sent to the district; it is then posted in its entirety to DSM's website
- ii. Plan to condense the Operational Blueprint to bullet points and email it out to the community
- iii. Plan to have office hours throughout the school year so that parents can virtually contact her when they would like to chat

**ACTION ITEMS**

2020.07.22.01 Sam Pierce moves to approve the DSM Communicable Diseases Management plan. John Eskew seconds. The Communicable Diseases Management Plan is approved by unanimous vote.

2020.07.22.02 John Eskew moves to approve the Operational Blueprint as shown and modified by Jodie Borgia tonight. Sam Pierce seconds. 3 votes in favor (John Eskew, Sam Pierce, Cara Nowak); 1 vote in opposition (Jolene Dodge). The Operational Blueprint is approved by a vote of 3/1.

**ADJOURNMENT**

The meeting was adjourned at 7:23pm.

**Recorded by: Cara Nowak**

***Minutes approved at 8/19/2020 Board Meeting***