



Consultation with Faculty

At CAIS, we have had regular meetings with our community members (faculty/staff and parents/guardians) to discuss our plans for the school year, including plans for distance learning, risk mitigation for in-person learning, and for general Q&A among all of our community members.

Here is a list of all of the online Zoom meetings we conducted since late July. In addition, we have appended Meeting Minutes from one of the meetings, which gives a good snapshot of the type of information we communicated with our community members and the range of questions that came up.

Tuesday, July 28 - Zoom Meeting with Middle School (Turk Campus) Faculty and Staff

Wednesday, July 29 - Zoom Meeting with Preschool (Waller Campus) Faculty and Staff

Thursday, July 30 - Zoom Meeting with K-5 (Oak Campus) Faculty and Staff, and Business/Development Office Staff

Monday, August 3 - Zoom Meeting with Grade 2-3 Parents and Guardians

Tuesday, August 4 - Zoom Meeting with Grade 4-5 Parents and Guardians

Wednesday, August 5 - Zoom Meeting with Grade 6-8 Parents and Guardians

Thursday, August 6 - Meeting with Kindergarten and Grade 1 Parents and Guardians

Friday, August 7 - Meeting with Preschool Parents and Guardians

Tuesday, August 11 - Optional Zoom Meeting with Middle School (Turk Campus) Faculty and Staff for Initial Back-to-School Preparations

Wednesday, August 12 - Optional Zoom Meeting with Preschool (Waller Campus) Faculty and Staff for Initial Back-to-School Preparations

Thursday, August 13 - Optional Zoom Meeting with K-5 (Oak Campus) Faculty and Staff

Friday, August 14 - New Faculty Orientation via Zoom

Monday August 17 - "Launch Week" All-School Kickoff Meeting via Zoom



Chinese American International School 2020-2021 Back to School Preparations Q&A Meeting

Thursday, July 30, 2020, 3:00 - 4:00 pm
Zoom Conferencing Meeting ID: 979 5912 6174

MEETING MINUTES

Welcome and introduction from HoS

Jeff Bissell, Head of School welcomed faculty and staff. Jeff discussed the preparations leading up to August 26, 2020, the first day of school. CAIS has been working on risk management measures and following the guidelines of the City and County of San Francisco health and safety thresholds to operate school safely. CAIS has put together a task force comprising of CAIS administrators, doctors, trustees. CAIS is putting processes and procedures in place to keep faculty and staff healthy. CAIS is following the Department of Public Health Guidance of reopening school for on-campus learning. The State of California has a monitoring list by county. To get off the list, San Francisco must meet certain thresholds. Currently, SF has a health order in place that does not permit Kindergarten-8th grades to open for on campus learning. CAIS will apply for the school waiver to allow for in-person learning. SF DPH has to certify our individual school, CAIS, and recommend us to open to the state of California. CAIS to send an announcement to the community about starting in distance learning mode.

Adam Ross: Pandemic Response Coordinator

Adam Ross introduced himself to faculty and staff as our new Pandemic Response Coordinator. He will work with faculty and staff on setting health and safety procedures in reopening the school. Adam provided updates at CAIS campuses and protocols added such as:

- CAIS has separated space and operations from French American International School
 - Dedicated separate entrances, barriers between the two lobbies, separate playground spaces, separate bathrooms, separate copy machine rooms, etc.
 - Clearly marked signs to indicate each side of the school
- NCIS installed the following:
 - Sinks, hand sanitizer dispensers, providing disinfectant spray bottles for each classroom
- HEPA air filter machines in each classroom
- Procured Personal Protective Equipment (PPE) for faculty and staff
 - Face masks (cloth and disposable), safety glasses, and face shields
- Students above age 2 should wear face masks at all times



- Purchased and deploying online health software called Magnus Health for students, faculty, and staff
 - Students and faculty and staff will fill out a daily health screening survey at the beginning of the day
- Purchased forehead scanner devices. Teachers will check students temperatures throughout the day

Q&A section with faculty and staff. Discussed the following topics:

- ADA Medical release forms for accommodations are accessible on our HR portal, Ascentis.
- What are the guidelines for having to return to distance learning if one student or teacher tests positive for Covid-19? Is it possible that some pods will be on campus and others will be distance learning?
 - If a student or teacher tests positive, they will isolate and get tested for COVID. May have one cohort is in distance learning and others on campus. CAIS has worked to reduce interactions between students and teachers by creating discrete cohorts.
- How will staff be tested or monitored for Covid-19? How will a positive staff member affect others' ability to stay on campus?
 - We will have regular testing for faculty and staff. Contact tracing will be part of the process.
- How often/regularly do faculty and staff members, if work on-site, receiving COVID 19 test.
 - At this time, waiting for guidance from DPH regarding frequency. Regular testing will occur.
- If working on-site, what kind of PPE is supplied by the school?
 - 5 face masks with recommendations to purchase your own that fit you best. Face shields will be provided as well.
- Some of the researches have talked about young children being affected less (or recovered better) with the virus. In the meantime, they have the same ability to "transfer" the virus. If we go back working on campus and get affected with COVID 19 on the job, are we protected by workers' compensation insurance (or any other measurement)?
 - News reports suggest that children produce less aerosolized virus particles than adults. CAIS offers COVID PTO hours in addition to our current sick coverage. CAIS is working to make sure everyone has financial security and stays employed. The business office will confirm about workers comp and let faculty know in a future meeting.
- What is the NCIS policy on Covid-19? Are CAIS, FAIS, and NCIS all following the same policies and procedures (testing)? How will a Covid-19 case in FAIS or NCIS affect CAIS?
 - They have their own procedures that they're following strictly. CAIS, FAIS, and NCIS are working closely together to check-in and meet twice weekly to share policies, recommendations, and procedures
- According to Gov. Newsom, students K-2 are not required to wear masks. Will CAIS be enforcing this as well?
 - New guidelines state that age 2-9 years old should wear face masks and be observed by adults and be enforcing. 9 and older should wear face masks at all times
- Will face coverings be required by all students who are at school? If so, do you know if we will be going with face shields or masks or both?
 - Yes, students are required to wear face masks at school. The guidelines have not stated that the students are required any specific items



- What sanitation protocols will be implemented (e.g. how often will bathrooms be sanitized, what products are we using for sanitation, etc.)?
 - NCIS will provide cleaning solutions and sanitizing sprays. They have installed hand sanitizer dispensers. NCIS has sanitation protocols.
- What is our school's response to non-compliance (e.g. proper masking, social distancing, staying home when exhibiting symptoms, etc.)?
 - Currently finalizing a return to school agreement document for families. Agreements will entail things we expect families do to maintain hygiene and safety. There is a student agreement as well.
- Can we wear our own masks?
 - Yes, encourage you to find a mask that fits your face best.