

**Memorandum of Understanding
between the
Renton School District
and the
Renton Education Association
Regarding the Re-Opening of Schools For Hybrid In-Person Learning**

We, the parties, agree to the following terms and shared understandings:

- 1) Nurses. The terms set forth in Fig. 1 (attached - slides 29-30) record the final agreement on:
 - a) Lead Nurse, with the contractual stipend and outline of job responsibilities;
 - b) Compensation for workload impacts;
 - c) Substitutes;
 - d) Float nursing (RN) position.

- 2) Building Safety Team Final Agreement. The terms set forth in Fig. 2 (attached – slide 31) record the final agreement on:
 - a) Composition of the Building Safety Team;
 - b) Responsibilities of the Team;
 - c) Team Expectations;
 - d) Hourly pay for the Team members (extra pay timesheet);
 - e) Shared agreements on building walkthroughs for elementary and secondary.

- 3) School/District Closure Protocols. The terms set forth in Fig. 3 (attached – slide 32) record the final agreement on:
 - a) Public Health and Seattle & King County guidance on closing classrooms or schools;
 - b) Description of the COVID 19 outbreak factors;
 - c) Application of the factors to school groups or cohorts of students;
 - d) Criteria for dismissal of classes and schools.

- 4) Data Dashboard Agreement. The terms set forth in Fig. 4 (attached – slide 33) record the final agreement on:
 - a) Description of the current student data displayed;
 - b) Number of COVID positive cases displayed;
 - c) Number includes campus and community spread;
 - d) Notes that close contacts are not included.

- 5) Contact Tracing Agreement. The terms set forth in Fig. 5 (attached – slide 34) record the final agreement on:
 - a) Including OT/PT added to school email distribution lists for notice;

- b) Identifies that the District contact tracing responsibility functions are assigned to the Director of Health Services, schools nurses and building Health Service Assistants who have been trained.
- 6) Quarantine: COVID Symptom Flow Chart included as Fig. 6 (attached – slides 36 and 37)
- 7) In-Person Safety Protocols – Agreement. The terms set forth in Fig. 7 (attached – slide 38) record the final agreement on:
- a) Collaborative development of safety protocols between the Association and the District;
 - b) Protocols will be published to all staff before returning to in-person learning;
 - c) Optional Q&A offered to staff;
 - d) Description of the protocols standardized across the District;
 - e) Description of the protocols that are building specific;
 - f) Sample template protocol for building use attached.
- 8) Reopeners with Dates. Agreement on the following reopeners:
- a) Return of the secondary classes for in-person learning;
 - b) ILC self contained program to full day - date set for March 9, 2021;
 - c) Remote work for in-person staff who need to quarantine set for March 9, 2021.
- 9) Joint Bargaining Team unanimously approved numbers 1-8 above.

FOR THE DISTRICT:

/s/ Damien Pattenaude

Damien Pattenaude, Superintendent

3/9/2021

Date

FOR THE UNION:

/s/ Mary Jo McLaughlin

Mary Jo McLaughlin, REA President

3/9/2021

Date

Figure 1:

Nurses Final Agreement
<p data-bbox="203 304 341 331"><u>Lead Nurse</u></p> <p data-bbox="203 338 1339 405">Select a lead nurse for the remainder of the school year with additional stipend to problem solve issues, staffing, etc.</p> <ul data-bbox="251 411 1404 1228" style="list-style-type: none">• Selected using existing process for other ESA leads.• Stipend based on existing formula for other ESA leads.• Position through end of 20-21 FY• (specific COVID activities)• Job responsibilities could include:<ul data-bbox="349 598 1404 1228" style="list-style-type: none">○ Work with Director and nurses to develop system for nurse coverage related to after hours contact tracing.○ Assisting with planning and tracking of fit testing.○ Track training of staff for COVID-testing.○ Workflow planning and communication with nurses.○ Hold nurse focus groups prior to any workflow changes.○ Regular meetings with Director (EOW on non-nurse meeting weeks) – send nursing communication.○ Lead assignments, priorities, staffing, problem solving.○ Contact person for department and district practice questions with a CC to Director○ Advocate for needs of department to the director.○ First level problem-solving, including the Director as needed.○ Discuss caseload data with Director to monitor workloads and provide input for adjustments as needed.○ Facilitate and/or co-plan with Director agenda for bi-monthly nurse meetings.○ Serve on interview committee.○ Support end of year processes.○ Lead PLC work. <p data-bbox="203 1270 381 1297"><u>Compensation</u></p> <ul data-bbox="251 1304 1404 1837" style="list-style-type: none">• 1 day per diem (prorated by FTE) for all nurses to cover COVID-related activities and responsibilities to-date.<ul data-bbox="349 1375 1356 1444" style="list-style-type: none">○ If there are nurses whose workload prior to 3/1/2021 went above their prorated hours, they can discuss with the Director to timesheet those hours.• Timesheet for additional hours for COVID related activities, including but not limited to:<ul data-bbox="349 1486 592 1627" style="list-style-type: none">○ Contact Tracing.○ Fit Testing.○ COVID Testing.○ Training.• Nurses will be provided with training to fill out timesheets appropriately.<ul data-bbox="349 1669 1404 1774" style="list-style-type: none">○ The request for estimated extra hours will be made in advance. If unable to be made in advance, as soon as possible.○ Director, nurse lead, and nurses will meet to develop protocols for these requests.• Nurses are eligible for the 1 day per diem for all staff returning in-person from January TA (1/29/21, Slide 51).

- Nurses (all) are eligible for the ½ day per diem for staff PK-5 and self-contained SpEd from January TA (1/29/21, Slide 51).

Substitutes

- A substitute rotation plan will be developed with the Director, nurse lead, and nurses.
- All elementary level buildings and Meadow Crest have an additional 6 hours of HSA time not to be combined with existing HSA positions.
- Secondary HSA staffing will be a re-opener once more secondary students return.

Float RN

- Good faith efforts will be made to hire an additional float RN.

Figure 2:

Building Safety Team Final Agreement
<ul style="list-style-type: none"> • Who is invited to be on the Building Safety Team? <ul style="list-style-type: none"> ○ Administrator, required. ○ Custodian. ○ REA: Minimum of two (2). Optional additions: <ul style="list-style-type: none"> ▪ Special Education. ▪ School Nurse. ○ RESP. ○ RPTA, if applicable. • What are the responsibilities of this team? <ul style="list-style-type: none"> ○ Review safety and health inspection reports to help correct safety hazards. <ul style="list-style-type: none"> ▪ At minimum, monthly agenda items to be reviewed: Building safety protocols and PPE. ○ Review previous agenda follow up items from previous meeting to determine if it was corrected. ○ Review and make recommendations based on relevant data including but not limited to a safety procedure report for the building, all relevant student and staff infection data for the school (including Renton SD Data Dashboard), and relevant King County DOH COVID-19 Dashboard Data specific to the attendance area for that school site. ○ Review classroom capacity concerns to identify solutions at the building level. ○ Review COVID MOU. • Team Expectations: <ul style="list-style-type: none"> ○ The committee will meet at minimum once per month. ○ As additional grade bands return on-site, members of the Building Safety Team can request for the Team and/or members of the Team to convene to problem-solve any potential concerns. ○ Attendance will be documented on the meeting minutes. ○ Support two-way communication through a member complaint/question and response process, and availability of minutes. <ul style="list-style-type: none"> ▪ Minutes will be made available to all staff and submitted monthly to the District-wide Safety Committee.

- When a complaint is brought forward, a timeline for resolution will be established and communicated to the complainant. Communication upon resolution will be made to the complainant.

This will be a position paid through a timesheet.

Shared Agreements: Elementary building walk-throughs are complete. Secondary walk-throughs are complete for ILC return; however, will need to be redone prior to larger groups returning using mutually agreed upon safety checklist.

Figure 3:

School/District Closure Protocols – Final Agreement
<p>Renton will work with Public Health – Seattle & King County to determine when to close classrooms or schools. Below is general guidance provided by Department of Health.</p> <p>https://www.doh.wa.gov/Portals/1/Documents/1600/coronavirus/FallGuidanceK-12.pdf (page 16)</p> <p>A COVID-19 outbreak is considered when the following have been met:</p> <ul style="list-style-type: none"> ▪ There are two or more laboratory-positive (PCR or antigen) COVID-19 cases among students or staff. ▪ The cases have a symptom onset within a 14-day (calendar) period of each other. ▪ The cases are epidemiologically linked. ▪ The cases do not share a household. ▪ The cases are not identified as close contacts of each other in another setting during the investigation. <p>If the school is grouping or cohorting students:</p> <p>Dismiss the entire classroom for home quarantine for 14 calendar days (see page 13 for recommendations) if two or more laboratory positive (PCR or antigen) COVID-19 cases occur within the group or cohort within a 14-day (calendar) period. Close a school and switch to remote learning for 14 calendar days when:</p> <ul style="list-style-type: none"> ▪ 2 or more classrooms are dismissed due to outbreaks in schools with 10 or fewer classrooms. ▪ 10% or more of classrooms are dismissed due to outbreaks in schools with greater than 10 classrooms. ▪ School cannot function due to insufficient teaching or support staff.

Figure 4:

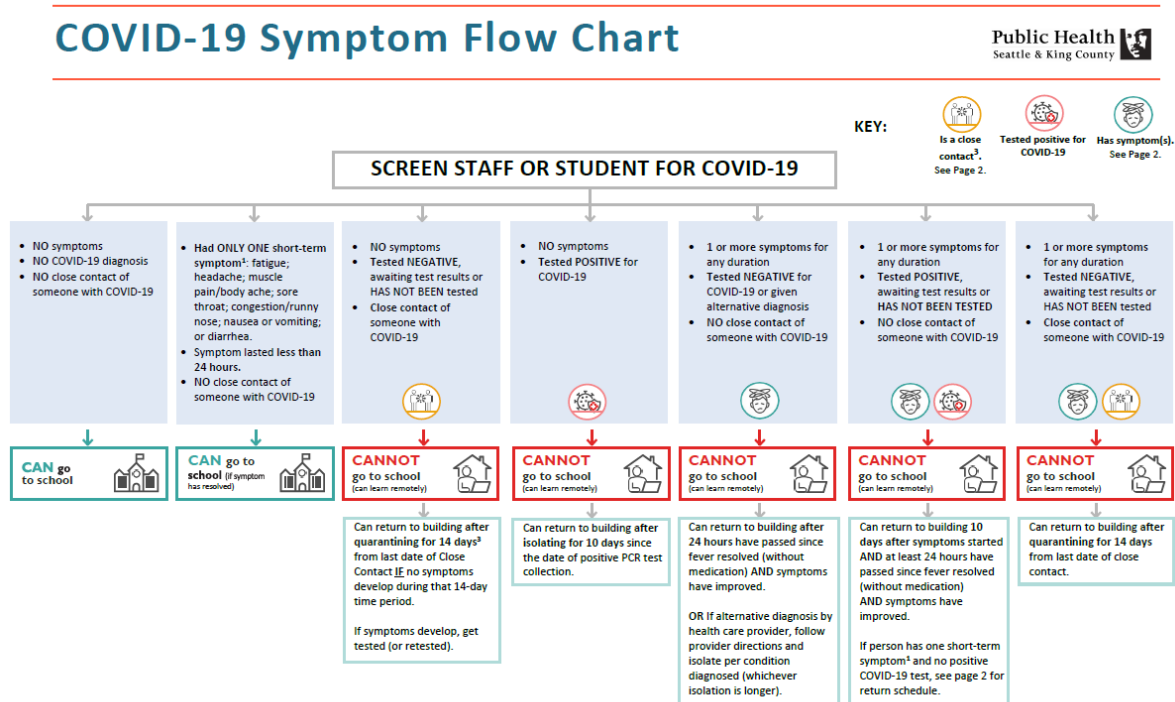
Data Dashboard Agreement
<p>[SW1] https://tableau.rentonschools.us/#/views/COVID-19DataintheRentonSchoolDistrict/COVID-19forthe2020-2021SchoolYearintheRentonSchoolDistrict?:lid=1</p> <ul style="list-style-type: none"> • Total student data will not be displayed if there are fewer than 25 students in the building, due to confidentiality. • COVID-positive cases will display regardless of number of people in the building. • Displays cases from campus vs. community spread.

- Close Contact will not be included (e.g., how many had to quarantine because of a positive case on campus.

Figure 5:


Contact Tracing Agreement
<p>[SW2] Renton will work with Public Health – Seattle & King County to determine protocols for contact tracing.</p> <p>https://www.kingcounty.gov/depts/health/covid-19/schools-childcare/~media/depts/health/communicable-diseases/documents/C19/schools-toolkit/sept-3/A-process-map-covid-19-contact-tracing-and-reporting.ashx</p> <ul style="list-style-type: none"> • OT/PT will be added to their school email distribution lists. • Contact tracing responsibility lies with Laura Widdice, Director of Health Services, school nurses, and building HSAs that have been trained.

Figure 6:



Updated December 8, 2020. Adapted from document of Health Officers in Clark, Cowlitz, Klickitat, Pacific, Skamania, and Wahkiakum Counties.

COVID-19 Symptom Flow Chart



COVID-19 SYMPTOMS²


- Fever (100.4°F / 38°C or higher)
- Cough
- Loss of taste or smell
- Chills
- Shortness of breath or Difficulty breathing
- Fatigue

- Headache
- Muscle pain or body aches
- Sore throat
- Congestion or runny nose
- Nausea or vomiting
- Diarrhea

¹A short-term symptom is defined as: A person has **only one of the following symptoms** (fatigue; headache; muscle pain or body aches; sore throat; congestion or runny nose; nausea or vomiting; or diarrhea) **AND** the symptom begins and resolves in less than 24 hours **AND** no known COVID-19 exposure (close contact).

A person can return to school the next day if the short-term symptom resolves. A COVID-19 test is not required.

²That are not explained by a preexisting condition, such as asthma.



CLOSE CONTACT DEFINITION³

"Close Contact" includes anyone in one or more of the following categories:

- Been within 6 feet (2 meters) of a person with COVID-19 for a combined total of 15 minutes or more within a 24-hour period
- Live in the same household as a person with COVID-19
- Cared for a person with COVID-19
- Been in direct contact with saliva or other body secretions from a person with COVID-19 (for example: been coughed on, kissed, shared utensils, etc.)

Public Health will help identify close contacts.

If you've been exposed to someone with COVID-19 and you have no symptoms, Public Health recommends the following:

1. Stay in quarantine for 14 days after your last contact. **This is the safest option.**
2. If this is not possible, stay in quarantine for 10 days after your last contact, without additional testing.
3. If the first two options are not possible, stay in quarantine for 7 full days beginning after your last contact **and** if you receive a negative test result (get tested no sooner than day 5 after your last contact). *This option depends on availability of testing*

Updated December 8, 2020. Adapted from document of Health Officers in Clark, Cowiitz, Klkkat, Pacific, Skamania, and Wahkiakum Counties.

Figure 7:

In-Person Safety Protocols - Agreement
<ul style="list-style-type: none"> • [SW3] In-person safety protocols will be developed collaboratively between RSD and REA. • Prior to returning in person, these will be published to all staff. • An optional Q&A will be offered to all staff before returning to in-person learning. • Some of the collaboratively developed protocols will be standardized across the district. <ul style="list-style-type: none"> ○ Attestations and Temperature Screenings. ○ PPE availability. ○ Cleaning protocols. ○ HVAC/Bathroom Air Quality Review. ○ Mask care. ○ Expectations to comply with CDC/DOH guidance. ○ Shared materials: cleaning and disinfecting. • Some of the collaboratively developed protocols may be building specific. <ul style="list-style-type: none"> ○ PPE Location. ○ Bathroom routines. ○ Meal Distribution. ○ Supervision of students waiting for pick up. ○ Mask breaks. ○ Supporting student compliance with safety protocols. ○ Admittance of other adults into classrooms.

- Classroom based procedures.
 - Shared materials: routines.
- A template protocol can be read [here](#).