

MSD OF NEW DURHAM TOWNSHIP

School Board Emergency Meeting

Minutes of March 16, 2020

Executive Session: None

Those in Attendance:

Board Members

Staff

Wayne Hodge
Lynn Wilson
Mark Parkman
Karen Jedrysek (Intercom)

Sandra Wood, Superintendent

Absent:

Vicki Hannon

1) Call to Order

Mrs. Wilson, Board Secretary, who presided over the meeting for Mrs. Jedrysek, called the session to order at 4:35 p.m.

2) Pledge of Allegiance

3) Roll Call

4) Approval of Resolution for Emergency Action Due to COVID-19

Dr. Wood reviewed the resolution for emergency action due to covid-19 and actions that have been put into place up to this point.

The mission of MSD of New Durham Township is to *Inspire, Challenge, and Educate!*

Currently schools have been closed through April 13th. Students are participating in 3 days of eLearning per week.

We are utilizing two of Governor Holcomb's waiver days per week to allow students two days off per week and teachers two work days per week.

The building will be closed to all employees except essential personnel beginning Tuesday, March 17th. All employees who are able to do so will be working from home during the closure. Employees working from home will be tracking their work on a log sheet for verification purposes. Hourly employees who depend on students to complete their job duties will receive pay during the closure unless they elect not to. These employees will be expected to make up their time when school resumes at a rate of three days of time equals 5 days of pay. We will work with them to complete these hours into next year if needed. Employees who do not comply will be docked leave time.

Maintenance and custodial staff will be working as they are able during the closure. Hourly employees have been approved to work at the same rate of three days of time equals 5 days of pay. Several of our staff have indicated the desire to take the three weeks off that the students are gone and we anticipate needing them for longer hours once the decision is made to reopen the building.

Deep sanitation will take place at that time to ensure the building is sterile and ready for students.

Beginning Wednesday, March 18th our food service will be preparing grab-and-go meal packages for children ages 18 and under on a weekly basis. It will contain a breakfast and lunch item for each day of the week. They do not have to attend our school to take advantage of this program that is federally funded.

Hourly employees who need to make up time may help with preparation, distribution, and delivery of the meals to in-district families. Bus drivers will assist with the delivery. A message was sent to our families informing them of the delivery service that is available if needed.

Community groups and organizations have offered to help us with distribution of meals, at this time we're offering only to our employees in order to provide them

with a means of making up their lost hours. However, as this progresses we will reach out to those Community Partners if help is needed.

Families that have signed up for delivery will be contacted and given an

approximate time of the delivery that will be left on their porch. Mr. Eubanks spoke to employees doing delivery and they are willing to use their own vehicles. They will be compensated a day for a day. A form was also developed for them for liability reasons. There was also discussion about using our buses but according to state law they are only for transporting students. All of the drivers are willing to use their own vehicles and will sign the liability form.

The resolution was prepared by Mr. Kaminiski this morning and sent to us. This resolution authorizes us to make these types of decisions.

The main decisions that have been made at this point that fall under this resolution are:

- 1) The decision to close school utilizing the shortened calendar year
- 2) eLearning days
- 3) Paying employees in the manner previously outlined

The resolution does leave it open ended and broad to enable Dr. Wood or a designee to act if the situation progresses and changes. Dr. Wood stated she will continue to be in contact with the board any time there is a decision that needs to be made.

Mr. Kaminski had also stated previously to Mr. Parkman, that this resolution was going out to all the schools he deals with. The resolution allows the districts to have checks and balances, especially in this situation that has been quickly changing. The Board has the ability to put the resolution in place as well as remove it.

Dr. Wood stated the resolution is broad due to the situation and the rapid changes. We conducted a board meeting a week ago and this was not even on our radar.

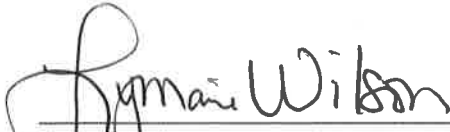
Mr. Parkman made a motion to accept the resolution as presented and Lynn Wilson seconded the motion.

5) Adjournment

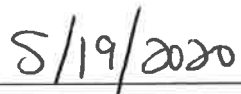
Mrs. Wilson adjourned the meeting at 4:40 p.m.

Next Regular Meeting Date:

Wednesday, April 8, 2020 - 6:00 p.m. in the Media Center



Lynn Wilson, Secretary



Date