

VIA EMAIL & FAX

President PHILIP RUMORE



March 9, 2020

BUFFALO TEACHERS  
FEDERATION, INC

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**MEMO TO:** Dr. Kriner Cash, Superintendent, BPS  
**FROM:** Philip Rumore, President, BTF  
**RE:** Confusion relating to District "BPS Coronavirus (COVID-19) Measures and Protocols"

We appreciate your communication and the update "BPS Coronavirus (COVID-19) Measures and Protocols"; however, as per our previous emails, sanitizers, cleaning, hot water, etc., are still not available in all schools. We will continue to update you as issues arise.

In addition, there is great confusion relating to the section:

"Private and Work-Related Travel Protocol -

Staff will submit any and all requests and information regarding travel of students and families (from field trips, to spring break travel, to conferences)."

- It doesn't indicate travel to where? Niagara Falls, Florida, NYC?
- Is the District requiring all teachers to submit their travel plans?

We all want to work together; however, as you know, accurate communication is important.

PR:ls

Encl: 2



## BUFFALO PUBLIC SCHOOLS

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March 6th, 2020

The health and safety of our community is a shared responsibility that is always our top priority. As you know, the situation with the COVID-19 Coronavirus is rapidly evolving. As of today, we are aware of thirty-three (33) confirmed Coronavirus cases in our state. There are no confirmed cases in Erie County at this time; 116 people are under voluntary quarantine for Coronavirus testing.

As we look across the international, national, and local landscape, we request local, regional, and state-wide health professionals to give clear, nuanced guidance regarding the spread of this virus. It is my intent to clarify our various protocols around this matter and to indicate the level of preparation and planning that is occurring should a community level outbreak occur. This week I have been working closely with local health and NYSED officials, along with a team of District leaders and educators, to further develop plans for what we can do to maintain in-school education in the Buffalo City School District while minimizing the spread of illness.

In addition to washing your hands often, adhering to coughing and sneezing etiquette, keeping your hands away from your face, and staying home when you are ill, we have upgraded the following protocols. First Student, Inc. is implementing national protocols for hygienic safety on yellow buses, our Food Service Department is on heightened alert to follow proper Food Service Safety & Sanitation processes at all times, and maximum strength disinfectant wipes and broad-spectrum cleaning solution with 48-hour germ killing properties are now being distributed for regular use in our schools and classrooms. We will continue to build this tool chest of safety measures as we go. The attached information sheet outlines key strategic areas that we are addressing and that will likely evolve in the coming days and weeks.

For now, all schools are open, aware, calm, focused, and clear about the need to work together. Should school dismissal or school closure be required, our information technology team is working with our curriculum and instruction team to devise multiple plans to ensure continuity of education, including e-learning and take home materials. School closure will be based on recommendations made by the State Education Department and the Erie County Department of Health.

Staff will submit all requests and information regarding school sponsored travel (from field trips, to spring break travel, to conferences). Information will be shared with health officials to assess and determine necessity and/or safety of travel and/or possible (14-day) quarantine upon return. We also strongly encourage families and staff to report personal spring break travel plans to us.

Please check our website daily for Erie County Department of Health, New York State Department of Health, Center for Disease Control, and World Health Organization linked updates. I appreciate your patience in this unusual time and trust you will continue to share your thoughts and concerns with us.

Sincere regards,

Dr. Kriner Cash  
Superintendent

*"Putting Children & Families First to Ensure High Academic Achievement for All"*



## **BPS Coronavirus 2019 (COVID-19) Measures and Protocols**

The following are critical areas in our preparation and planning relating to the ever-changing COVID-19 illness. The first defense necessitates that calm and common sense prevail.

### **Local and State Health Officials**

- We are working closely with all local and state health officials, as well as the NYS Department of Education.

### **Emergency Safety Plans**

- All school administrators are annually trained on an updated District and School Emergency Response Plan. Administrators in turn have trained all staff on these plans.
- It is required that every classroom in the District maintain a School Emergency Response documents (red folder) for use during all emergency situations, including health related emergencies.

### **Absenteeism/Illness Reporting Protocol**

- Our school nurses will chart any flu-like cases they are seeing, record symptoms, make recommendations to go home or visit the doctor, and then perform follow-up with HIPPA and FERPA laws in mind.
- People who don't feel well are strongly encouraged to stay home.
- The Erie County Department of Health recommends the following: Individuals who are experiencing symptoms and may have traveled to areas of concern, or have been in contact with somebody who has traveled to these areas, should **call ahead** to their health care provider **before** seeking treatment in person.

### **Cleaning & Sanitizing Protocol**

- Wall hand sanitizer dispensers, in all classrooms and common areas, will be kept full.
- Broad Spectrum disinfectant with 48-hour germ killing capacity is stocked, and schools will be deeply cleaned twice-weekly.
- Sanitizing wipes containing .5% peroxide solution have been stocked for teachers and classrooms, and remote offices.
- All bathrooms will have hot running water and an ample supply of soap.
- We have ordered enough supplies to outlast the school year.

### **Food Service Protocol**

- Food Service safety and sanitation techniques at the school level and in the commissary will continue to be applied at the most stringent levels.
- Food Service Employees who do not feel well do not report to work.

### **School Transportation Protocol**

- Both First Student Inc, and the NFTA have upgraded sanitization protocols to mitigate the spreading of germs on commonly touched surfaces on their buses.

### **School Dismissals and Closure Protocol**

- We will work closely with the State Education Department and the Erie County Department of Health for guidance when and whether it will be appropriate for school dismissal or closure with advanced notice.
- Our Information Technology team is working with our Curriculum and Instruction team to devise multiple plans to provide educational resources should schools close including e-learning and take-home materials.

### **Private and Work-Related Travel Protocol**

- Staff will submit any and all requests and information regarding travel of students and families (from field trips, to spring break travel, to conferences).
- Superintendent will decide whether to cancel or postpone school and district travel in accordance with up-to-the-minute Health Official guidelines.
- Notifications will be shared with Health Officials to assess and determine necessity and/or safety of travel and/or possible (14-day) quarantine upon return.

### **Communication Protocol**

- We will provide weekly updates for families, staff and the community using multiple means such as the District website, robocalls, emails, fliers, and texts.
- We will widely share timely information and recommendations as we receive them from health professionals and related agencies.
- There will be regular updates from Student Support Services to building Principals.