

**BOARD OF EDUCATION  
SUNSET RIDGE SCHOOL DISTRICT 29  
525 SUNSET RIDGE ROAD  
NORTHFIELD, ILLINOIS 60093  
RETURN TO SCHOOL TASK FORCE MEETING  
FEBRUARY 8, 2021  
3:30 P.M.**

Please join the live open session virtual meeting at 3:30 p.m. by using the following link:

Join Zoom Meeting <https://us02web.zoom.us/j/89931380212>  
One tap mobile +13126266799  
89931380212# US (Chicago)

The Board of Education Secretary will accept public comments via email at:  
stangee@sunsetridge29.org., until 9:00 a.m. on FEBRUARY 8, 2021. Those comments will be  
read aloud during the Public Comment agenda item and/or entered into the meeting minutes.

**AGENDA**

1. ROLL CALL
2. APPROVAL OF MINUTES
  - a. Minutes from December 7, 2020 meeting
  - b. Minutes from January 5, 2021 meeting
3. PUBLIC COMMENTS
4. RETURN TO SCHOOL TASK FORCE DISCUSSION
  - 4.1 Informational Items
    - 4.1a Updated COVID-19 Metrics
  - 4.2 Feedback Items for Administration
    - 4.2a Mitigation Strategies
  - 4.3 Board Recommendation Items
    - 4.3a Next Phase of Re-Opening Plan
5. UPCOMING MEETINGS:
  - a. March 8, 2021 at 3:30 p.m.
6. ADJOURNMENT

**BOARD OF EDUCATION  
SUNSET RIDGE SCHOOL DISTRICT 29  
525 SUNSET RIDGE ROAD  
NORTHFIELD, ILLINOIS 60093  
RETURN TO SCHOOL TASK FORCE MEETING  
DECEMBER 7, 2020  
3:30 P.M.**

**MINUTES**

**ROLL CALL: (3:30 p.m.)**

Ms. Alpert Knight called the meeting to order at 3:30 p.m. and upon roll call, the following were present via video-conferencing:

Present: Mrs. Peterson, Ms. Alpert Knight, Mr. Subeck, Mrs. Detlefsen

Absent: None

Also Present: Dr. Stange, Dr. Sukenik, Mrs. Kiedaisch, Mrs. Styczen, Mrs. Dunham, Mrs. Bell, Mrs. Meziere, Mrs. Berkhof, Mrs. Bauer, Mrs. Zogby, Mrs. Peck, Mrs. Mertes, Mrs. Dold, Mrs. Malan, Mrs. Westfall

**DISCUSSION:**

**2.1 Approval of Minutes**

Mrs. Detlefsen motioned to approve the minutes from the November 9, 2020 meeting. Mrs. Alpert Knight seconded the motion. The Board voted as follows:

Yea: Mrs. Peterson, Ms. Alpert Knight, Mr. Subeck, Mrs. Detlefsen

Nay: None

THE MOTION WAS APPROVED.

**3.1 Public Comment**

There were no public comments.

**4.1 Discussion: Metrics**

Dr. Stange provided an overview of the COVID-19 metrics noting a slight downward trend in Test Positive Rates and New Cases per 100,000 Residents. He also noted changes in IDPH/CCDPH guidance relative to options to reduce quarantine times.

**4.2 Discussion: Reflections of Task Force  
Functioning and Continuous Improvement Efforts**

The committee discussed the strengths and challenges relative to the functional operations of the Task Force. After discussing the topic in breakout groups, the full committee recommended the following changes to the organization of the group:

1. Clarify the purpose and role of the Task Force as an “advisory” versus a Decision Making group.
2. Engage in pre-meeting planning to provide structure to agenda items.
3. Organize meeting agenda to delineate between “informational” items, “discussion” items for feedback to the administrative team,
4. and items for “recommended” changes to policy or the Return to School Plan for Board approval.
5. Structure meetings with regular use of “breakout groups” to facilitate sharing of diverse perspectives.
6. Institute a formal decision-making process for formal recommendations.

**ADJOURNMENT:**

At 5:01 p.m., Ms. Alpert Knight moved to adjourn the meeting, and Mrs. Detlefsen seconded the motion. All were in favor.

\_\_\_\_\_ Board Vice President

\_\_\_\_\_ Secretary, Board of Education

Approved \_\_\_\_\_, 2021

**BOARD OF EDUCATION  
SUNSET RIDGE SCHOOL DISTRICT 29  
525 SUNSET RIDGE ROAD  
NORTHFIELD, ILLINOIS 60093  
RETURN TO SCHOOL TASK FORCE MEETING  
JANUARY 5, 2021  
3:30 P.M.**

**MINUTES**

**ROLL CALL: (3:33 p.m.)**

Ms. Alpert Knight called the meeting to order at 3:33 p.m. and upon roll call, the following were present via video-conferencing:

Present: Mrs. Peterson, Ms. Alpert Knight, Mr. Subeck, Mrs. Detlefsen

Absent: None

Also Present: Dr. Stange, Dr. Sukenik, Mrs. Kiedaisch, Mrs. Styczen, Mrs. Dunham, Mrs. Bell, Mrs. Meziere, Mrs. Berkhof, Mrs. Bauer, Mrs. Zogby, Mrs. Peck, Mrs. Mertes, Mrs. Dold, Mrs. Malan, Mrs. Westfall, Mrs. McGarry, Mrs. Murokh, Mrs. Peck

**DISCUSSION:**

**3.1 Public Comment**

There were no public comments.

**4.1 Discussion: Informational Items**

Dr. Stange provided an overview of the COVID-19 metrics noting a slight upward trend in Test Positive Rates and New Cases per 100,000 Residents. He also reviewed the final updated quarantine guidance from IDPH/CCDPH.

**4.2 Discussion: Feedback for Administrative Team**

Dr. Sukenik and Mrs. Kiedaisch reviewed proposed changes to the Hybrid In-Person Schedule. The changes included adjusting arrival/dismissal timers at Sunset Ridge, offering some in-person “specials” classes at Middlefork School, some strategic crossing of PODS by staff in the Student Services Department and Advanced Learning Program, offering Band for students in 5<sup>th</sup> grade, and allowing students to have snack indoors when inclement weather prevented having snack outside. Several participants articulated concerns with the potential increased risk in transmission associated with some of the proposed changes and advised obtaining consultation from

our health experts on the merits of the proposals and potential mitigation strategies to reduce the risk.

**4.3 Discussion: Recommendations to Board for Policy/Plan Changes**

The group discussed a proposed recommendation to allow any students that were under quarantine for any reason (e.g., close contact, travel, abundance of caution) to participate in remote learning for a mandatory minimum of 10-days. Some participants articulated concerns that the proposed recommendation would be difficult to manage and result in significant disruption to the remote learning environment. Ultimately, the group recommended that the revision to the Return to School Plan be limited to travel quarantine situations only in that any student could participate in remote learning following a mandated travel quarantine period.

**ADJOURNMENT:**

At 5:16 p.m., Ms. Detlefsen moved to adjourn the meeting, and Ms. Alpert Knight seconded the motion. All were in favor.

\_\_\_\_\_ Board Vice President

\_\_\_\_\_ Secretary, Board of Education

Approved \_\_\_\_\_, 2021

# INFORMATIONAL ITEM: COVID-9 METRICS

## DISTRICT 29 COVID DATA DASHBOARD JANUARY 4, 2021

		Level of Resurgence Risk			
METRICS		MINIMAL	MODERATE		SUBSTANTIAL
RESTORE ILLINOIS PLAN		PHASE 5	PHASE 4		PHASE 3
COVID-19 METRICS					
REGIONAL POSITIVITY RATE	REGION 9	<=3%	3.1%	TO 8%	9.9 >8%
	REGION 11	<=3%	3.1%	TO 8%	10.0 >8%
SUBURBAN COOK (Region10) DATA	TEST POSITIVITY RATE	<=3%	3.1%	TO 8%	9.8 >8%
	CASES PER 100,000	<7	7	TO 14	>14 40.6
NORTH SUBURBAN COOK CO. DATA	TEST POSITIVITY RATE	<=3%	3.1%	TO 8%	8.4 >8%
	DAILY CASES PER 100,000	<7	7	TO 14	>14 37.1
NEW TRIER TOWNSHIP DATA	TEST POSITIVITY RATE	<=3%	3.1%	5.6 TO 8%	>8%
	DAILY CASES PER 100,000	<7	7	TO 14	> 26.3
DISTRICT 29 LOCAL AREA DATA	TEST POSITIVITY RATE	<=3%	3.1%	7.8 TO 8%	>8%
	DAILY CASES PER 100,000	<7	7	TO 14	>14 40.1
OPERATIONAL METRICS					
D29 STAFFING DATA	DAILY ABSENCES	NO DATA REPORTED – ALL REMOTE LEARNING			
	DAILY QUARANTINED	1 <=5	6	TO 10	>=11
	UNFILLED ABSENCES	<=2	3	TO 4	>=5
	POS/PROB CASES/WK.	1 <=2	3	TO 4	>=5
D29 STUDENT DATA	MASK COMPLIANCE	NO DATA REPORTED – ALL REMOTE LEARNING			
	SOCIAL DISTANCING	NO DATA REPORTED – ALL REMOTE LEARNING			
	DAILY ABSENCES	NO DATA REPORTED – ALL REMOTE LEARNING			
	DAILY QUARANTINED	1 <=5	6	TO 10	>=11
	POS/PROB CASES/WK.	1 <=5	6	TO 10	>=11
D29 PPE SUPPLY (DAYS OF SUPPLY ON HAND)	MASKS	60 >=30	29	TO 15	<15
	SANITIZER	60 >=30	29	TO 15	<15
	CLEANING SUPPLIES	60 >=30	29	TO 15	<15

All metrics are updated weekly on Monday based on data from the previous week.  
Student Mask Compliance and Social Distancing data are updated monthly.

# INFORMATIONAL ITEM: COVID-9 METRICS

## DISTRICT 29 COVID DATA DASHBOARD February 1, 2021



### Level of Resurgence Risk

METRICS	MINIMAL	MODERATE	SUBSTANTIAL
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RESTORE ILLINOIS PLAN	PHASE 5	PHASE 4	PHASE 3
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### COVID-19 METRICS

REGIONAL POSITIVITY RATE	REGION 9	<3%	3.1%	6.6	TO	8%	>8%
	REGION 11	<3%	3.1%	6.3	TO	8%	>8%
SUBURBAN COOK (Region10) DATA	TEST POSITIVITY RATE	<3%	3.1%	6.4	TO	8%	>8%
	CASES PER 100,000	<7	7	TO	14	>14	31.7
NORTH SUBURBAN COOK CO. DATA	TEST POSITIVITY RATE	<3%	3.1%	6.9	TO	8%	>8%
	DAILY CASES PER 100,000	<7	7	TO	14	>14	30.9
NEW TRIER TOWNSHIP DATA	TEST POSITIVITY RATE	<3%	3.8	TO	8%	>8%	
	DAILY CASES PER 100,000	<7	6.1	7	TO	14	>14
DISTRICT 29 LOCAL AREA DATA	TEST POSITIVITY RATE	<3%	3	4.1	TO	8%	>8%
	DAILY CASES PER 100,000	<7	7	TO	14	22.0	>14

### OPERATIONAL METRICS

D29 STAFFING DATA	DAILY ABSENCES	<=3	4	TO	9	>=10
	DAILY QUARANTINED	2 =5	6	TO	10	>=11
	UNFILLED ABSENCES	0 <=2	3	TO	4	>=5
	POS/PROB CASES/WK.	0 <=2	3	TO	4	>=5
D29 STUDENT DATA	MASK COMPLIANCE	>=4.5	4.4	TO	3.0	<3
	SOCIAL DISTANCING	>=4.5	4	TO	3.0	<3
	DAILY ABSENCES	3 <25	26	TO	50	>50
	DAILY QUARANTINED	<=5	6 7	TO	10	>=11
	POS/PROB CASES/WK.	0 <=5	6	TO	10	>=11

D29 PPE SUPPLY (DAYS OF SUPPLY ON HAND)	MASKS	60	>=30	29	TO	15	<15
	SANITIZER	60	>=30	29	TO	15	<15
	CLEANING SUPPLIES	60	>=30	29	TO	15	<15

**INFORMATIONAL ITEM:**  
**Return to School Plans of Surrounding Districts**

<b>District</b>	<b>Program</b>	<b>Percentage In-Person</b>
Northbrook 27	<ul style="list-style-type: none"> <li>• K- 1<sup>st</sup> grade in-person five days per week full day.</li> <li>• Grades 2-8 Hybrid (A/B Day schedule) - in-person X2-X3 days/wk.</li> <li>• Full remote option for anyone who chooses.</li> </ul>	87%
Northbrook 28	<ul style="list-style-type: none"> <li>• K- 1<sup>st</sup> grade in-person five days per week full day.</li> <li>• Grades 2-8 Hybrid (A/B Day schedule) - in-person X2-X3 days/wk.</li> <li>• Full remote option for anyone who chooses.</li> </ul>	75%
Sunset Ridge 29	<ul style="list-style-type: none"> <li>• K-8 Hybrid (AM/PM schedule) 4 hrs. in-person + 2 hrs. remote 5 days per week</li> <li>• Full remote option for anyone who chooses.</li> </ul>	90%
Glenview/ Northbrook 30	<ul style="list-style-type: none"> <li>• K-3<sup>rd</sup> grade in-person five days per week full day.</li> <li>• 4-8 Hybrid (A/B Day Schedule) - in-person X2-X3 days/wk.</li> <li>• Full remote option for anyone who chooses.</li> </ul>	75%
West Northfield 31	<ul style="list-style-type: none"> <li>• K-8<sup>th</sup> grade in-person every day full day.</li> <li>• Full remote option for anyone who chooses.</li> </ul>	60%
Glenview 34	<ul style="list-style-type: none"> <li>• K-5 Hybrid (AM/PM schedule w/4 days/wk in person)</li> <li>• 6-8 Hybrid (A/B Day schedule) - in-person X2-X3 days/wk.</li> <li>• Full remote option for anyone who chooses.</li> </ul>	Not Reported
Glencoe 35	<ul style="list-style-type: none"> <li>• K-8 Hybrid (AM/PM Schedule) -2.5hrs in-person + 2.5hrs, remote</li> <li>• Full remote option for anyone who chooses.</li> </ul>	90%
Winnetka 36	<ul style="list-style-type: none"> <li>• K-8 Hybrid (AM/PM schedule) -3hrs in-person + 2.5hrs, remote</li> <li>• Full remote option for anyone who chooses.</li> </ul>	93%
AVOCA 37	<ul style="list-style-type: none"> <li>• K- 1<sup>st</sup> grade in-person four days per week full day.</li> <li>• 2<sup>nd</sup> – 8<sup>th</sup> Hybrid (A/B Day schedule) - in-person X2 days/wk.</li> <li>• Remote learning for all every Monday</li> <li>• Full remote option for anyone who chooses.</li> </ul>	Not Reported
Kenilworth 38	<ul style="list-style-type: none"> <li>• K-8 in-person 5 days per week 8:10-1:10 only.</li> <li>• Full remote option for anyone who chooses.</li> </ul>	92%
Wilmette 39	<ul style="list-style-type: none"> <li>• K-4 in person 5 days per week 8:30-2:15 (Half-Day K)</li> <li>• 5-8 Hybrid (A/B Day Schedule) - in-person X2 days/wk.</li> <li>• Full remote option for anyone who chooses.</li> </ul>	72%



## **ADMINISTRATIVE FEEDBACK ITEMS: MITIGATION STRATEGIES**

- 1. Question: *Should “On-Site Temperature Screenings” be discontinued?***
  - i. Administrative Recommendation: Discontinue temperature checks but continue to have staff facilitating student arrival in the morning:
    - a. Confirm self-certification
    - b. Check for face covering
    - c. Maintain social distancing
    - d. Wash/Disinfect hands
- 2. Question: *Should “desk shields” be discontinued?***
  - i. Administrative Recommendations: Continue desk shields.
- 3. Question: *Should “mandated face covering when outside” be discontinued?***
  - i. Administrative Recommendations: Continue face covering at all times while on campus.
- 4. Question: *Should “Face Shields” be worn while eating?***
  - i. Administrative Recommendations:
    1. Do not use face shields while eating/drinking
    2. If not 6 feet apart then identify location where can be six feet.
    3. Anyone student or staff that wants to bring their face shield own can do so and wear it at any time.

## **BOARD FEEDBACK ITEMS: CONSIDERING NEXT PHASE OF REOPENING**

### **Considerations:**

1. Health Department Guidance suggests consideration of in-person learning
  - a. Research review indicates low probability school transmission given certain mitigation strategies (Click [HERE](#) for article)
2. COVID-19 Metrics are indicating a steady downward trend:
  - a. Region = 6% - 7%;
  - b. Township/Zip Code = 4% – 5%;
  - c. No evidence of pervasive in-school transmission in D29.
3. Vaccinations for staff are becoming more readily available.
4. Evidence that other schools have successfully operated a longer day.

### **Factors:**

1. Data indicating low community spread & in-school transmission:
  - i. New Trier Township/Northfield Zip Code Test Positive Rates
  - ii. In-School Transmission Rates
2. Evidence of availability of vaccine appointments for staff
3. Evidence of ability to implement mitigation strategies & appropriate supervision
  - i. Distancing
  - ii. Lunch coverage
  - iii. PE class size
4. Evidence of ability to meet obligations under the Collective Bargaining Agreement
  - i. Duty Free Lunch
  - ii. Preparation Periods

### **Proposed Timeline:**

1. March 29, 2021- April 2, 2021: Spring Break
2. April 5, 2021 – April 9, 2021: Remote Learning for All
  - i. If quarantine guidance changes by March 8 Task Force Meeting this may change  
Note: If no change in travel quarantine guidance, then students can quarantine after travel and participate remotely until Wednesday April 14, 2021. This affords 10-day quarantine period after the end of the official spring break period.
3. April 12, 2021: Extended Day Plan Begins
  - i. Teacher eLearning Plan Day for return to in-person on 3/26 or 4/12.

### **Issues to be Addressed:**

Schedule (May look different for Middlefork than Sunset Ridge)  
Lunch Protocol (Consider “Brown Bag”, Premade lunches, Go Home for Lunch)  
Remote Learning Protocol  
Travel Quarantine Policy (May change with anticipated change in guidance)  
Collective Bargaining Issues (Duty Free Lunch, Preparation Periods, Accommodations)