



#ReopenStrong: School Building Readiness Checklist

DC Public Schools (DCPS) is committed to a safe and successful return to in-person learning for our students and staff. DCPS' work to prepare for a strong reopening is grounded in prioritizing the health and safety of our entire school community. Using guidance from DC Health, the Office of the State Superintendent of Education (OSSE), Centers for Disease Control and Prevention (CDC), and union partners, we developed a set of building readiness standards that meet public health requirements to mitigate the spread of COVID-19. This School Building Readiness Checklist is intended to ensure that DCPS facilities meet those stringent standards.

Each member of the walkthrough team shall be provided a copy of this checklist to individually complete during the walkthrough.

In order to safely reopen, a school building must have the following in place:

- ☒ 1. Personal Protective Equipment (PPE) & Hygiene Supplies

School has the necessary general and enhanced PPE and hygiene supplies to support the first two months of programming and has been oriented to the standardized inventory monitoring protocol established by central office for all schools to ensure timely supply replenishment. A review of the school's inventory indicates that the following items are onsite:

- ☒ Adult face masks
- ☒ Face shields
- ☒ Child face masks
- ☒ Communicator masks, as applicable

Additionally, the following enhanced PPE supplies will be provided to staff whose roles increase the likelihood of being in closer or more frequent proximity to other staff and students:

- ☒ Gloves
- ☒ Medical gowns

Regarding hygiene supplies, school has received:

- ☒ Toilet paper, soap, and disposable towels for student and staff bathrooms that do not have hand dryers
- ☒ Hand sanitizer for placement in the arrival space, hallways, classrooms, offices, and other shared spaces
- ☒ Disposable towels, hand sanitizer and disinfectant wipes available in all classrooms

Notes:

DCPS shall provide evidence that:

- Testing has been completed before walkthroughs have been conducted
- All demand control ventilation systems have been disabled.

HVAC enhancements are completed, and school is ready with:

- OR
- ✓ Direct Outside Air System (DOAS) with MERV-13 filters installed
 - ✓ High-Efficiency Particulate Air (HEPA) filters placed in the building

If school is served by a DOAS system:

- ✓ Is evidence available to show that MERV-13 filters have been timely installed and replaced in line with ASHRAE guidelines?

If school is using High-Efficiency Particulate Air (HEPA) filters:

- ✓ Are they placed in appropriate locations in the building per the outcome of the evaluation?
- ✓ Do they have the proper capacity for the size of the spaces in which they are placed?
- ✓ Is evidence available that the filters are functional?

Notes:

☒ 7. Plumbing Systems

School has a prioritization process established with DCPS Strategic School Operations and Facilities teams, in partnership with DGS, to address plumbing work orders related to bathrooms.

Bathrooms

- ✓ Are all sinks operable in all bathrooms with running water?
 - If no, has work order been submitted and operational plan been adjusted during the interim period to ensure continuity of operations?
- ✓ Are all toilets operable in all bathrooms?
 - If no, has work order been submitted and operational plan been adjusted during the interim period to ensure continuity of operations?

Notes:

☒ 8. Walkthrough

The walkthrough has been conducted in all areas of the school site.

School maintain a copy of the completed checklist on site and made available upon request.

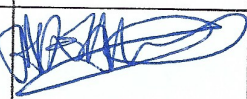

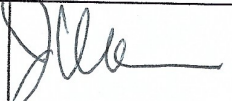



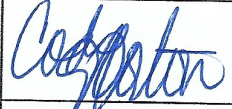
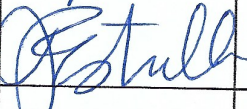
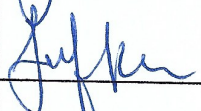

The Principal has provided a copy of the completed checklist, including signature form, to everyone on the walkthrough team.

Form to Confirm Completion of Items on School Readiness Checklist
(to be completed at the end of the walkthrough)

School: Marie Reed Elementary School

Walkthrough Date: 8/26/2021

Walkthrough Team:

Name	Signature	Title (SCAC, LSAT, Custodian, Nurse, etc.)	Comments
Jade Watkins		SCAC	-fix heating/cooling on blue side
Tiffany Ross		LSAT	same ↑
J. Williams		CUSTODIAN	N/A
KATHERINE GIBSON		AP	N/A
Michael Englehart		SCAC	N/A
Allison Holmbe		DSL	N/A
Cody Norton		3rd ELA LSAT	N/A
Janis Estrella		2nd ELL SCAC	N/A
Jen Kane		Kindergarten parent	N/A
Katie Lundgren		Principal	N/A