



**D90 COVID-19 Community Advisory Panel Meeting
Minutes
September 14, 2020**

Welcome

Dr. Condon opened the meeting at 4:02 p.m. via the Zoom conference platform. He welcomed Advisory Panel members and provided an overview of the meeting's agenda.

Overview of Resource Materials Documents

Dr. Condon explained that sharing the various resource documents expanded the foundational understanding of Panel members about the District's efforts regarding the effort to return to school. He provided a brief overview of several publications and documents, including *ISBE's Fall 2020 Learning Recommendations*, *IDPH's Releasing COVID-19 Cases and Contacts from Isolation and Quarantine*, *District 90's Return to School Plan – Fall 2020*, *District 90's Safety and Operations Action Team Recommendations*, and *Remote Learning Action Team Recommendations*. Dr. Condon's overview also explained the rationale for sharing the specific document with Panel members.

Review and Discuss – Proposed Areas of Focus Document

Dr. Alison Hawley, Director of Curriculum and Instruction, provided an overview of the process used to determine the areas of focus and assign Panel members to specific focus areas. There were five areas of focus gleaned from work at the initial September 10 meeting of the Advisory Panel. Attempts were made for members to be assigned to either their first or second choice for focus areas. The five focus areas are Return to School Plans, Infection Control, Medical Response/Tracing, SEL Supports, and Communications.

Group Consensus – Suggested Student Survey; Family Survey

Dr. Condon shared that the District has a history of conducting surveys of staff and families for input on issues affecting the D90 community. He also reported that Dr. Hawley and Ms. Amy McFarlane, RFEA member, recently collaborated on a survey intended for faculty and staff members to obtain their views about returning to in-person instruction. Dr. Condon canvassed the Advisory Panel about conducting a survey of students regarding their experiences with remote learning this fall, as well as a short "pulse"

survey of family members about their feelings of transitioning students back to in-person instruction. There was a robust discussion among Advisory Panel members about many issues surrounding surveying families and students. The Panel members reached a consensus to survey both families and students.

Focus Area Teams

Dr. Condon described the five focus areas and the Panel member makeup of those teams. He also shared that the COVID-19 Community Advisory Panel (CAP) webpage was up and available to the public. A Panel member requested a link to the CAP webpage in order to share it with others in the community. Dawne Simmons, Communications Coordinator, was asked to send the webpage link to everyone on Panel. (This task was completed before the evening ended.)

Group Break Out

Dr. Condon sent everyone to their specific break out rooms on the Zoom platform. Members were tasked with identifying the most important “identified needs” in each focus area, and requested that the teams prioritize the number of essential tasks to four items.

Reporting Out

Following the break out session, each small group reported to the larger group the issues that were discussed. The five focus area teams shared the items that the members agreed were most essential and should be prioritized in advance of returning students to an in-person instructional program. In preparation for the upcoming meeting, Dr. Condon asked that members review the documents in the Google folder prior to the upcoming meeting on September 17.

Open Comments

The meeting adjourned at 5:30 p.m. The next meeting is scheduled for Thursday, September 17, via the conference Zoom platform.

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