RESOLUTION NO. 20-26
OF
SAN LEANDRO UNIFIED SCHOOL DISTRICT
DESIGNATING PUBLIC WORKS PROJECTS AS AN
ESSENTIAL GOVERNMENTAL FUNCTION

WHEREAS, the San Leandro Unified School District ("**District**") has awarded or intends to award public works contracts with contractors and consultants ("**Contractor(s)**") that are currently performing work on the public works projects or will be performing public works as further described in **Exhibit A** attached hereto ("**Project(s)**"); and

WHEREAS, as a result of the COVID-19 pandemic ("**Pandemic**"), the District closed its educational facilities and directed District students to engage in distance learning until District students are safe to participate in educational activities at District facilities; and

WHEREAS, the District's core mission is the education of District students, which is imperative to the community, the state, and the country as a whole; and

WHEREAS, the District must provide safe, secure, and updated educational facilities, and it is therefore essential that the District continue to perform work on the Projects during the Pandemic to ensure that District facilities are safe, sanitary and sufficient to promote positive learning outcomes to District students when the Pandemic is over and students return to District facilities; and

WHEREAS, on March 17, 2020, the County in which the District is located ("**County**") issued an order ("**Initial Order**") mandating that all individuals shelter in place but exempted individuals performing work on "Essential Infrastructure," including public works projects; and

WHEREAS, on March 31, 2020, the County issued a further order ("**Current Order**") that supersedes the Initial Order, now allowing individuals to only leave their residence and travel to "Essential Businesses," which includes "Construction…[on] [p]ublic works projects if specifically designated as an Essential Governmental Function"; and

WHEREAS, the Current Order provides the following with respect to "Essential Governmental Functions";

> [N]othing in this Order shall prohibit any individual from performing or accessing "Essential Governmental Functions," as determined by the governmental entity performing those functions in the County. Each governmental entity shall identify and designate appropriate employees, volunteers, or contractors to continue providing and carrying out any Essential Governmental Functions, including the hiring or retention of new employees or contractors to perform such functions. Each governmental entity and its contractors must employ all necessary emergency protective measures to prevent, mitigate, respond to and recover from the COVID-19 pandemic, and all Essential Governmental Functions shall be performed in compliance with Social Distancing Requirements to the greatest extent feasible.

WHEREAS, the Current Order requires that each "Essential Business" develop a "Social Distancing Protocol," the text of which was attached to the Current Order and is attached hereto as **Exhibit B** ("**Protocol**").

NOW, THEREFORE, the Governing Board of San Leandro Unified School District hereby finds, determines, declares, orders and resolves as follows:

Section 1. The above recitals are true and correct.

Section 2. The Projects as identified in **Exhibit A** attached hereto are each declared an Essential Governmental Function of the District.

Section 3. All Contractors, their subcontractors of every tier, and suppliers to the Contractors and subcontractors, are specifically designated as the entities responsible to perform work on the respective Project(s).

Section 4. The Superintendent or his designee may designate applicable District staff as employees responsible for overseeing contractors work on the Project(s).

Section 5. The Superintendent or his designee may take any and all actions reasonably necessary to adopt, implement and to ensure the Contractors adopt and implement the Protocol attached hereto as **Exhibit B** as required by the Current Order, and may make any reasonable changes thereto in consultation with counsel as may be required for the Project. The District shall ensure that the Contractors post the Protocol at or near the entrance of all District facilities and shall be reasonably viewable by the public and employees. Further, the District shall ensure that the Contractors provide the Protocol to each employee performing work at the Project sites. District staff shall also request from each Contractor an updated safety plan consistent with the Protocol and any applicable public health directives.

Section 6. The Superintendent or his designee may take any and all actions reasonably necessary to continue the construction of each Project as an Essential Governmental Function.

This Resolution shall take effect upon its adoption.

PASSED AND ADOPTED this 14th day of April 2020, by the Governing Board of the San Leandro Unified School District of Alameda County, California, by the following vote:

AYES:
NOES:
ABSENT:
ABSTAIN:

CERTIFICATION

I, Dr. Michael McLaughlin, Secretary of the Board of Education of the San Leandro Unified School District, Alameda County, State of California, do hereby certify that the foregoing Resolution was duly approved and adopted by the Board of Education of said district at a meeting thereof held on the 14th day of April 2020, with a copy of the Resolution being on file in the Administrative Office of the District.

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Secretary, Board of Education of the San Leandro Unified School District

List of Exhibits

Exhibit A Project List

Exhibit B Social Distancing Protocol (Appendix A to the Current Order)

Exhibit A

Project List

Name of Project	School Site(s)
Modular Construction	McKinley, Roosevelt, Washington, Jefferson, Garfield, Wilson
Classroom Remodel	Madison
Portable Rehabilitation	Madison
HVAC	SLHS, Muir, Washington, Wilson
Lighting Retrofit and Electrical Upgrades	Districtwide
Courtyard Rehabilitation	Muir
Portable Installation	Adult Ed
Various Deferred Maintenance Projects	Districtwide

Appendix B: Social Distancing Protocol

Business name: San Leandro Unified School District

Facility Address: See attached list

Approximate gross square footage of space open to the public: No interior space open to public.

Businesses must implement all applicable measures listed below, and be prepared to explain why any measure that is not implemented is inapplicable to the business.

Signage:

☒ Signage at each public entrance of the facility to inform all employees and customers that they should: avoid entering the facility if they have a cough or fever; maintain a minimum six-foot distance from one another; sneeze and cough into a cloth or tissue or, if not available, into one's elbow; and not shake hands or engage in any unnecessary physical contact.

☒ Signage posting a copy of the Social Distancing Protocol at each public entrance to the facility.

Measures To Protect Employee Health (check all that apply to the facility):

☒ Everyone who can carry out their work duties from home has been directed to do so.
☒ All employees have been told not to come to work if sick.

☐ Symptom checks are being conducted before employees may enter the work space.

☒ All desks or individual work stations are separated by at least six feet.

☒ Break rooms, bathrooms, and other common areas are being disinfected frequently, on the following schedule:

- ☒ Break rooms: Cleaned daily if in use
- ☒ Bathrooms: Cleaned daily if in use
- ☐ Other Common Areas: Cleaned daily if in use

☒ Disinfectant and related supplies are available to all employees at the following location(s): Main offices

☒ Hand sanitizer effective against COVID-19 is available to all employees at the following location(s): Main offices

☒ Soap and water are available to all employees at the following location(s): Restrooms, breakrooms
☒ Copies of this Protocol have been distributed to all employees.

☐ Optional—Describe other measures:

Measures To Prevent Crowds From Gathering (check all that apply to the facility):

☐ Limit the number of customers in the store at any one time to 0 – not open to public, which allows for customers and employees to easily maintain at least six-foot distance from one another at all practicable times.

☐ Post an employee at the door to ensure that the maximum number of customers in the facility set forth above is not exceeded. (Not Applicable to SLUSD)

☐ Placing per-person limits on goods that are selling out quickly to reduce crowds and lines. Explain: (Not Applicable to SLUSD)

Appendix A: Social Distancing Protocol

☒ Optional—Describe other measures: District buildings are not open to public.

Measures To Keep People At Least Six Feet Apart (check all that apply to the facility)

☐ Placing signs outside the store reminding people to be at least six feet apart, including when in line.

☐ Placing tape or other markings at least six feet apart in customer line areas inside the store and on sidewalks at public entrances with signs directing customers to use the markings to maintain distance.

☐ Separate order areas from delivery areas to prevent customers from gathering.

☐ All employees have been instructed to maintain at least six feet distance from customers and from each other, except employees may momentarily come closer when necessary to accept payment, deliver goods or services, or as otherwise necessary.

☒ Optional—Describe other measures: District buildings not open to public.

Measures To Prevent Unnecessary Contact (check all that apply to the facility):

☒ Preventing people from self-serving any items that are food-related.

- ☐ Lids for cups and food-bar type items are provided by staff; not to customers to grab.
- ☐ Bulk-item food bins are not available for customer self-service use.

☒ Not permitting customers to bring their own bags, mugs, or other reusable items from home.

☐ Providing for contactless payment systems or, if not feasible, sanitizing payment systems regularly. Describe: No payments required or accepted for student meals.

☒ Optional—Describe other measures (e.g. providing senior-only hours): Student meals provided on grab-and-go basis with curbside delivery.

Measures To Increase Sanitization (check all that apply to the facility):

☐ Disinfecting wipes that are effective against COVID-19 are available near shopping carts and shopping baskets. (Not Applicable to SLUSD)

☐ Employee(s) assigned to disinfect carts and baskets regularly. (Not Applicable to SLUSD)

☐ Hand sanitizer, soap and water, or effective disinfectant is available to the public at or near the entrance of the facility, at checkout counters, and anywhere else inside the store or immediately outside where people have direct interactions. (Not Applicable to SLUSD)

☐ Disinfecting all payment portals, pens, and styluses after each use. (Not Applicable to SLUSD)

☒ Disinfecting all high-contact surfaces frequently.

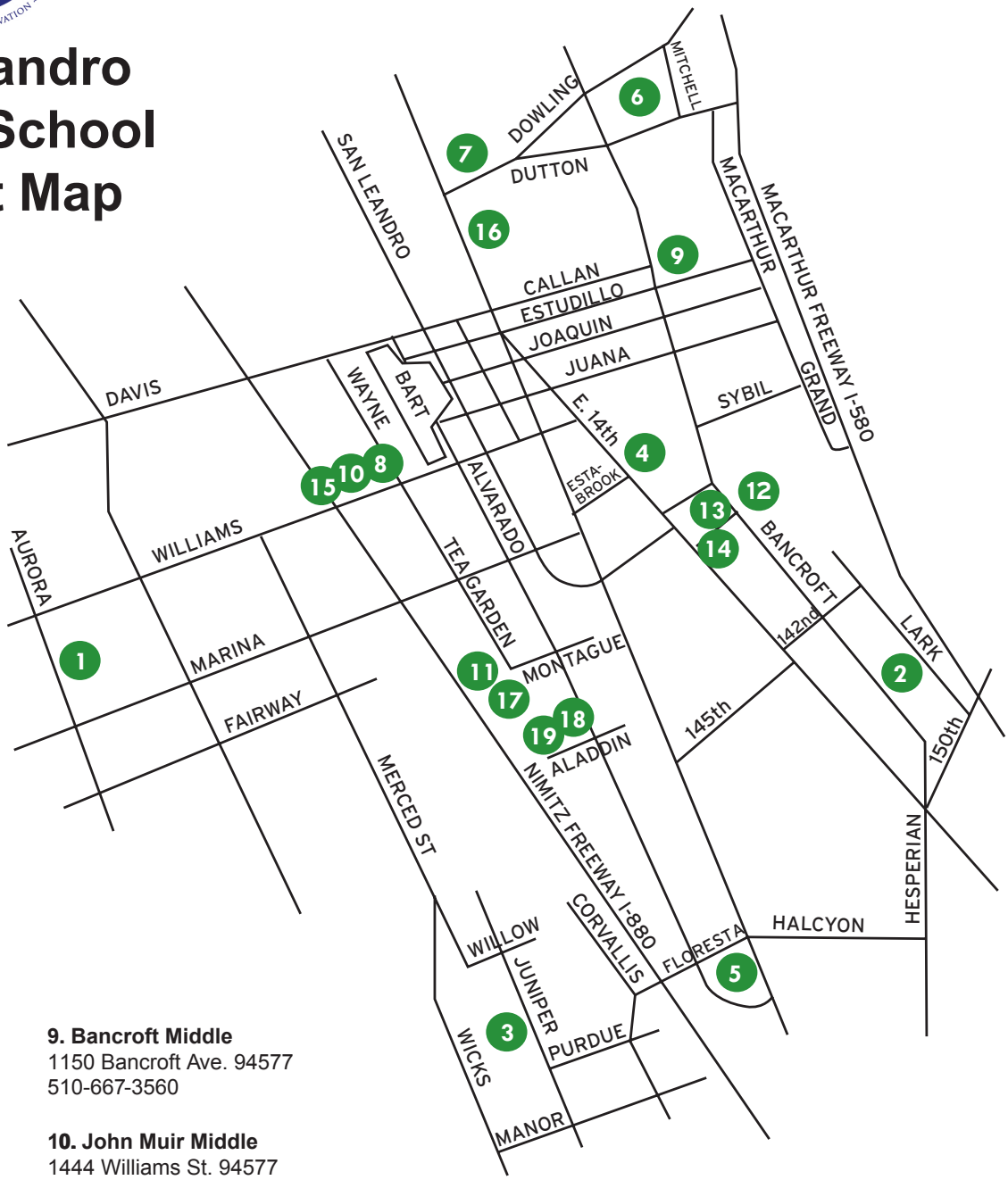
☐ Optional—Describe other measures:

* Any additional measures not included here should be listed on separate pages, which the business should attach to this document.

You may contact the following person with any questions or comments about this protocol:

Name: Kevin Collins **Phone number:** (510) 667-3530

San Leandro Unified School District Map



1. Garfield Elementary
13050 Aurora Dr. 94577
510-667-3580

2. Jefferson Elementary
14300 Bancroft Ave. 94578
510-667-3581

3. James Madison Elementary
14751 Juniper St. 94579
510-667-3500

4. McKinley Elementary
2150 E. 14th. St. 94577
510-667-3582

5. James Monroe Elementary
3750 Monterey Blvd. 94578
510-667-3583

6. Roosevelt Elementary
951 Dowling Blvd. 94577
510-667-3584

7. Washington Elementary
250 Dutton Ave. 94577
510-667-3586

8. Woodrow Wilson Elementary
1300 Williams St. 94577
510-667-3587

9. Bancroft Middle
1150 Bancroft Ave. 94577
510-667-3560

10. John Muir Middle
1444 Williams St. 94577
510-667-3570

11. Lincoln Alternative Education Center
2600 Teagarden Ave. 94577
510-667-3578 (Lincoln)
510-667-3567 (Lighthouse)

12. San Leandro High and Lighthouse Independent Study Center
2200 Bancroft Ave. 94577
510-667-3540

13. Student Services and Special Education
2255 Bancroft Ave. 94577
510-667-6087

14. Barbara Lee Health and Wellness Center
2251 Bancroft Ave. 94577
510-618-4469

15. San Leandro Adult School Community Education Center
1448 Williams Street, 94577
510-667-6287

16. SLUSD Administration Offices 835 E. 14th Street, Suite 200 94577
510-667-3500

17. Burrell Field Corner of Teagarden and Montague

18. Maintenance Yard
1145 Aladdin Ave. 94577
510-667-3530

19. Warehouse
1193 Aladdin Ave. 94577
510-667-3559