

Work assignments for school-based security, food services, and ITSS staff – March 30, 2020

- School security are being assigned by DSSEM to work specific assignments, such as food distribution sites. If school security staff are not detailed by DSSEM, school security staff should report to their schools. If principals determine there is not sufficient work to do, principals may release their security staff. Security staff may be called upon by DSSEM for alternate work assignments.
- Principals can assess the need to have security staff work in their schools and adjust as needed.
- Security staff can be present in different sections of the buildings and can make rounds to ensure things will be properly secured for when the doors will close on Tuesday.
- Security staff can also check on the stadiums, tracks, tennis courts, fields, etc. to ensure there are no people congregating and if so they should be directed off property as per the Governor's Executive Order for social distancing.
- Security staff could also go through any work-related items they may need to take home with them.
- Security staff could also identify students who they think may need extra outreach and support during school closure.
- Again, if Principals do not think there is sufficient work for security staff over the next two days they can release them as appropriate but they will be subject to reassignment by the DSSEM to assist as needed with food distribution and other security related activities.
- All staff should practice social distancing and personal hygiene while in the building
- Food services staff are being assigned by DFNS to work specific assignments for food distribution. If food services staff are not assigned by DFNS to work a specific site, food services staff will NOT report to their schools. They will be assigned alternate work assignments by DFNS as needed
- Later this week, the reporting structure for security, food services, building services, and ITSS staff will be transitioned to central office reporting and oversight once schools are closed for teacher access. This will enable flexible and rapid deployment of these staff members for district functions while school facilities are in an extended closure and we are engaged in remote learning.

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