**October 22, 2020**

**8:00 a.m. – 10:00 a.m.**

**Members present: Debbie Smith, Denise Lee, Karla Elliott, Jackie Watkins, Jennifer Davis, Kitti Mayne, Keith Blanchfield, Shane Dowdy, Sherry Newton, Lisa Thursby, Zita Brogan**

**Members not present: Pat Egeberg, Stephenie Mackelburger, Carlos Vargas, Eric Verbos and Tricia Earp**

**CEAC’s mission is to provide classified employees a voice for their questions, ideas, and concerns on matters such as, but not limited to, the following:**

 **● Assistance in contributing better service to the school district and community**

 **● Examining ways to improve job satisfaction**

**● Valuing classified employees and recognizing their professional status within the district**

 **● Recognition of classified employees’ contributions to the District’s mission**

**● Functioning as an information resource for all classified employee groups**

Ken Moritz called the meeting to order.

**CEAC Bylaw Review and Norms Review:**

**Discussion:**

**CEAC decided to change the mini grant process for this school year.** We did not ask for grant requests and instead voted as a group to disperse funds to high needs LPS schools and families. After reaching out to school principals, the funds were dispersed as follows:

* $650 for winter clothes and King Soopers cards were given to high needs families at Centennial Elementary School.
* $650 for vocabulary and grammar books and games for ELL students were given to Field Elementary School.
* $650 for radios and supplies for playground supervisors were given to Moody Elementary School.

**LPS Covid/Quarantine Process:**

**Melissa Cooper and Charlotte Brazelton spoke to CEAC about the LPS Covid Response efforts.** They reviewed the LPS protocols regarding screening at home, screening at school, and steps to take if students or staff exhibit symptoms. [The LPS In Motion on the LPS Website](https://littletonpublicschools.net/lps-motion-2020-2021) is where all of the Covid information for students, parents and staff can be found. It is updated regularly, and the district’s policies are informed by guidance from Tri County Health. Please note that Melissa suggested that the FAQs for Parents is also applicable for staff and is a good resource for LPS employees.

Staff that test positive for Covid are to contact their supervisor and school nurse consultant or Melissa Cooper. Tri County Health also has a Hot Line to call with any questions about testing, screening, and steps to take as a student, parent, or staff member. That number is: 303-220-9200

CEAC wants to encourage all LPS staff to take advantage of free COVID testing through COVID Check Colorado. [COVIDCheck Colorado](https://covidcheckcolorado.org/) complements Littleton Public Schools strategies by providing access to accurate and affordable COVID-19 testing, symptom tracking and contact tracing tools. School-based staff may be tested every two weeks. All other district staff can be tested once a month.

The testing location will be open every weekday and hours are available on the sign-up link.  Please sign up for a time that works best for you [by clicking on this link.](https://www.primarybio.com/a/Littleton)

**Next meeting date: November 19, 2020**

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|  | **CEAC Members** |   |
| **If you have questions, concerns or comments please contact any member:** |
|  |  |  |
| **School Age Child Care** | **Nutrition Services** | **Paraprofessionals** |
| Stephenie Mackelburger (Twain)4900 | Debbie Smith 3360 | Pat Egeberg (Field) 4475 |
|  |  | Karla Elliott (Littleton) 7700 |
| **Office Professionals** | **Property Management** |  Denise Lee (Goddard) 7850 |
| Jennifer Davis (Finance) 3317 | Shane Dowdy (ESC) 3420 |  |
| Sherry Newton (Centennial) 4427 | Eric Verbos  | **Transportation** |
| Lisa Thursby (Transportation) 4783  |  | Keith Blanchfield 4775 |
|  | **Custodians** | Zita Brogan  |
| **Special Education** | Carlos Vargas (Village) 6933 |  |
| Jackie Watkins (ESC) 3028 |  | **Administrative Liaisons** |
|  | **Preschool Lead Instructor** | Ken Moritz (ESC) 3385 |
|  | Kitti Mayne (Village) 6982 | Mike Jones (ESC) 3375 |
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