



Memo

To: All GSSD Staff

From: Quintin Robertson, Director of Education

Date: April 7, 2020

Re: Essential Services Listing & Work From Home

All GSSD staff, except for essential services as outlined by the Education Continuity Plan, will continue to work from home during the dates of April 20, 2020 to May 29, 2020.

As of April 7, 2020, the Essential Services list includes:

- Director of Education
- Network Coordinator
- Facilities Coordinator
- Caretaking Coordinator
- Facilities Technicians
- Building Operators
- Caretakers
- Fleet Supervisor
- Bus Mechanics (Melville and GSEC Garages)
- GSEC Receptionist (Monday, Wednesday & Friday)

The essential services list will be reviewed on an on-going basis. The return date of June 1, 2020 will be reviewed by the Board of Education closer to the date.