

Beecher Community School District



Reopening Preparedness Plan

FINAL REVISED VERSION

July 28, 2020

Format and Structure of Beecher Community School's Draft Influenced by MAISA, and MHSAA.

Table of Contents

Topic	Page
Table of Contents	2
Overview	4
Guiding Principals	4
Assurances	4
Cleaning Checklists	5
Data and Information Guiding Our Decisions	5
External Recommendations and Guidance	5
Likely Realities and Constraints	6
Michigan Context	6
Monitoring and Accountability	6
Personal Protective Equipment	7
Promoting Healthy Habits	7
Stakeholder Engagement	8
Staff Expectations	8
Michigan Phase 1-3	
Communication and Family Supports	8
Extracurricular Activities and Athletics	8
Instruction – Summer Learning Phase 3	8
Mental and Social Emotional Wellness	9
Professional Learning	9
Spaces and Movement	10
Technology	10
Michigan Phase 4	
Phase 4 – Safety Protocols	11
• Personal Protective Equipment	11
• Hygiene	12
• Spacing, Movement and Access	13
• Screening Students and Staff	14
• Testing Protocols for Students and Staff and Responding to Positive Cases	14
• Responding to Positive Tests Among Staff and Students	15
• Food Service	16
• Gatherings and Extracurricular Activities	16
• Athletics	16
• Cleaning	19
• Busing and Student Transportation	19
• Medically Vulnerable Students and Staff	21
Phase 4 – Mental & Social Emotional Health	21

Phase 4 – Instruction	22
• Governance	22
• Instruction – In Person or Hybrid	22
• Communications and Family Supports	27
• Professional Learning	28
Phase 4 – Operations	29
• Facilities	29
• Budget, Food Service, Enrollment, and Staffing	29
• Technology	30
• Transportation	30
Michigan Phase 5	
Phase 5 – Safety Protocols	31
Phase 5 – Mental & Social Emotional Wellness	31
Phase 5 – Instruction	32
Phase 5 – Operations	32
Michigan Phase 6	
Phase 6 – Cleaning and Hygiene	33
Phase 6 – All Remaining Areas	33

Overview

BCSD (Beecher Community School District), like other school districts, organizations, and businesses will gradually reopen for more in-person work, services, and instruction, all while working to ensure the safety of students, staff, and family members. Our main goal is for offices and school buildings to be safe and healthy environments, establishing consistent on-site safety precautions that are regularly monitored, as well as relying on flexible arrangements like staggered scheduling, online learning, etc. to supplement the work we would normally do in person. BCSD wants our students, families, and staff to feel as comfortable as possible returning, this plan is meant to be the beginning of our planning.

Guiding Principles

Decisions about reopening are all guided by the latest recommendations provided by the Centers for Disease Control (CDC) orders from state and local governments, as well as consultation with healthcare professionals. The day-to-day status of Covid-19 cases will likely fluctuate in the coming months and continue to vary from region to region. This means that while we cannot predict with certainty what the Covid-19 cases in Genesee County will look like in 1, 3, or 6 months, we can rely on a series of guiding principles to help us make decisions, evaluate those decisions, and adjust as necessary.

We will not lose sight of our District strategic plan and its priorities and goals. The following guiding principles will be considered as we make decisions about reopening. When faced with a strategic decision and challenge, we will consider how to:

1. Comply with local, state, and federal laws and regulations
2. Ensure the health and safety of students, families, and staff by adhering to public health recommendations
3. Focus on continuing to raise student achievement by the use of face to face and/or online learning, that meet the individual needs of students and families in a limited resource environment
4. Maintain fiscal responsibility

Assurances

Beecher Community School District commits to implement the following as outlined in the Governor's [Executive Order 2020-142](#).

1. The District assures that when it provides in-person instruction to its students without disabilities, the district will also provide in-person instruction to its students with disabilities, consistent with their individualized education plans.
2. The District assures that when schools are closed to in-person instruction, the district will strive in good faith and to the extent practicable, based upon available resources, technology, training, and curriculum, as well as the circumstances presented by COVID-19, to provide equal access to any alternative modes of instruction to students with disabilities from birth through age 26. This includes the provision of auxiliary services under section 1296 of the Revised School Code, MCL 380.1296.

3. The District assures that while any state of emergency or disaster related to the COVID-19 pandemic continues, it will comply with guidance from the United States Department of Education, including its Office of Civil Rights and Office of Special Education and Rehabilitative Services, and the Michigan Department of Education concerning the delivery of alternative modes of instruction to students with disabilities in light of the impact of COVID-19.
4. The District assures that it will, to the extent practicable and necessary, make individualized determinations whether and to what extent compensatory services may be needed for students in light of the school closures during the 2019–2020 school year.
5. The District assures that during Phase 1, 2 or 3 it will close its buildings to anyone except:
 - a. District employees or contractors necessary to conduct minimum basic school operations consistent with a Preparedness Plan, including those employers or contractors necessary to facilitate alternative modes of instruction, such as distributing materials and equipment or performing other necessary in-person functions.
 - b. Food-service workers preparing food for distribution to students or their families.
 - c. Licensed child-care providers and the families that they serve, if providers follow all emergency protocols identified by the state.
6. The District assures that during Phase 1, 2, or 3 it will suspend athletics, after-school activities, inter-school activities, and busing.
7. The District assures that during Phase 1, 2 or 3 it will provide for the continued pay of school employees while redeploying staff to provide meaningful work in the context of the Preparedness Plan, subject to any applicable requirements of a collective bargaining agreement
8. The District assures that during Phase 4 it will prohibit indoor assemblies that bring together students from more than one classroom.

Cleaning Checklists

Custodial crews will clean classrooms during the school closure. Offices and areas of use will be cleaned daily, focusing on disinfecting high-touch surfaces. Custodial staff will conduct regular walk-throughs with supervisors to identify areas that require additional cleaning and after each room/area is disinfected, custodial staff will be required to complete a visible “cleaning checklist” clearly indicating the space has been thoroughly disinfected.

Data and Information Guiding Our Decisions

The District keeps a close watch on the development of public health recommendations, state and local guidance, and the information shared by our own families and employees. We plan to continue collecting information from our community of students, families and staff to refine the plan before and after implementation.

External Recommendations and Guidance

This draft plan and the recommended procedures are designed to align with the most comprehensive guidance released to date. We are relying on a variety of sources of inspiration, and specifically aligning our plan with:

- [The State of Michigan’s Safe Start Plan](#), which outlines various stages of response and what needs to happen with the virus to move from one stage to the next

- [Guidance released by the Centers for Disease Control \(CDC\) for schools](#)
- [Occupational Safety and Health Act \(OSHA\) Guidance on Preparing Workplaces for Covid-19](#)
- [Recommendations in the American Federation of Teachers \(AFT\) Plan to Safely Reopen America's Schools and Communities](#)
- [Link to the governors Road Map:](#)

Likely Realities and Constraints

During these unprecedented times, it is important for everyone to be on the same page, while ensuring that we plan for the various scenarios:

1. The virus will not disappear by soon, but its level of spread may change. Covid-19 will be present throughout the summer and fall, although the size and localization of the outbreak is to be determined and may change as businesses and communities reopen. Knowing that the number of cases is not a fixed amount, the District will remain committed to adjusting its approach based on the reality of the virus' spread in the region.
2. The availability of Covid-19 testing will improve, but unclear by how much. The capacity for Covid-19 testing is improving by the week and we possibly will explore the necessary reality of all students and staff being tested.
3. Students will have access to online summer learning enrichment and credit recovery. It is critical that students continue learning over the summer.
4. Schools will open with online learning. After Labor Day, there will be a possibility for blended learning and/or online opportunities. It is likely, however, that schedules, classroom spaces, and day-to-day operations will be adjusted to allow for social distancing and smaller groupings.
5. BCSD will continue to offer online learning to students, including real time live instruction. In addition, as many Beecher students as needed and will have access to devices allowing for widespread use of online learning.
6. Student attendance - Student attendance will be taken in all learning environments, virtual and face to face.
7. Funding is limited. Revenue projections for the state show that there are likely budget cuts necessary for public education over the next two years.

Michigan Context

As is the case throughout the country, decisions about reopening are highly dependent on state and local policies, orders, and guidance. In Michigan, Governor Whitmer has indicated that she is committed to reopening schools and has established a "Return to Learning" advisory council to generate guidance on how to do it safely, equitably, and efficiently. Knowing the commitment to reopen exists, BCSD will closely track the recommendations released from the council or any upcoming Executive Orders and make any necessary adjustments or changes to our plans.

Monitoring and Accountability

As the District establishes safety guidelines for practices such as Covid-19 testing, temperature checks, social distancing, mask wearing, regular disinfecting, and limiting group gatherings. Any outlying issues or concerns will be addressed by district leaders.

What if a positive case of Covid-19 is confirmed while staff is at work?

The District will follow CDC guidance on what to do when employees exhibit symptoms and when a case is suspected/confirmed.

District staff will have a single, dedicated electronic method to immediately report suspected or presumed Covid-19 cases. Positive or suspected cases will be confirmed with the local Department of Public Health who will assist with developing a recommended next step based on the level of potential exposure.

Employees will be notified if they have been in close contact with a confirmed case and will be directed to self-isolate and monitor themselves for potential symptoms. Employees who were not exposed to a confirmed case may continue to work and monitor themselves for symptoms.

In the event of confirmed case, the District may close off portions of/an entire office area for a period of 24 hours and allow for additional cleaning/disinfecting before reopening.

Before returning to work in person, anyone who has tested positive for Covid-19 must wait at least 72 hours since symptoms ceased (resolution of fever and improvement in respiratory symptoms) AND 10 days since symptoms first appeared. They must also be re-tested and indicate a negative result before returning.

Personal Protective Equipment (PPE)

In addition to following guidance around regular hand washing, hand sanitizing, daily cleaning and disinfecting of high-touch surfaces, and encouraging social distancing. Employees, students, families, and visitors must wear Personal Protective Equipment. It is the expectation that employees, students, families, and visitors provide their own masks if/when they are in buildings. The District plans to purchase and make available Personal Protective Equipment for students and staff when needed to use in buildings; this equipment will include disposable masks and gloves. Guidance will be provided to staff regarding the specific PPE that is expected for them based on their role and responsibilities. All PPE will be purchased and delivered to locations before students and staff return to school and work, this includes disinfectant wipes and hand sanitizer.

Promoting Healthy Habits

At each phase of the plan, the District will be placing appropriate signage and markings throughout offices and buildings to remind employees, students, families, and visitors (when allowable) to maintain social distancing, wash hands adequately, wear masks, etc. The Centers for Disease Control and other public health outlets have made several signs available and the community should expect to see signs like the ones below throughout BCSD spaces.

Stakeholder Engagement

The district has had multiple opportunities for stakeholder engagement including surveys for students, parents, and staff, email, and town hall meetings. Information gleaned from this along with further discussions will be used to guide our next steps.

Staff Expectations

Expectations have been created that guide staff through working on campus and working in a virtual environment. Staff are expected to work their scheduled hours. Administration working virtually are still expected to complete their assigned duties, whether virtually or in person on campus. The remaining staff are to follow all expectations to ensure continuity of learning.

Michigan Phase 1-3

In Phases 1-3, schools are closed based on the Governor's executive order and learning was conducted through the District's distance learning plan. The district followed the state mandated safety measures.

Communication and Family Supports

The district has implemented communications systems needed to reach every family and student in their home language through multiple modes, including texting, phone calls, emails, home visits. Through these communications items shared include:

1. Expectations around closing and reopening
2. Grade level proficiencies, instructional times
3. Supports for families, including at home activities
4. Training using our digital systems

Extracurricular Activities and Athletics

Based on the state's "Improving" stage, small group programming will be allowable with safety precautions must be taken to ensure students and staff are safe. The district did not allow any extracurricular activities or athletic events to occur in person. Summer programming was held virtually.

Instruction - Summer Learning – Phase 3

Preventing unnecessary learning loss through summer learning opportunities is a critical component of BCSD. We are offered virtual summer learning for all students.

Summer learning focused on enrichment for students in grades K-8, credit recovery and SAT preparation for high school students. All summer enrichment opportunities were conducted through virtual instruction. High school credit recovery was online through the District’s existing Plato platform.

Courses were offered for five weeks/20 days from June 29th through July 30. Details on the summer learning programs can be found below.

Summer School Student Registration: Families will registered for summer school on a form that was mailed to each student’s home.

Summer School Staffing: Summer school teaching positions were communicated electronically through district measures. Once staff applied, building administrators guided the placement of staff into grade level specific groups. Staff then planned for virtual learning over the summer, including making lesson plans, recording daily attendance, and completing an end of summer synopsis learning report. There is a summer school coordinator that will assist with enrollment, coordination, and documentation.

Summer School Monitoring: The summer school coordinator along with central office are able to log into the online learning sessions daily to review student progress and lessons presented. The log in information and lesson plans are stored electronically in a google summer school 2020 folder.

Summer School at a Glance:

Kindergarten – 6 th Grade	7 th – 12 th Grade
All programs will be virtual	All programs will be virtual
Three offerings: Teacher support NLS support Sylvan Learning	Three offerings: Teacher Support SAT support from Dr. Jabari Credit Recovery
Dates: June 29 – July 30, 2020	Dates: June 29 – July 30, 2020

Mental and Social Emotional Wellness

The district has put in place contact phone numbers that families, students, and staff can use to obtain social emotional support. The districts crisis plan will be followed for any crisis or concerns. The districts social workers are available for additional support as needed along with a Mental Health Counselor on site from the University of Michigan Health Clinic.

Professional Learning

The district will continue to provide professional learning and training through virtual modes, including:

11. Offering social emotional learning, meetings to continue learning, share knowledge, and exchange ideas, share information and data, and build capacity amongst our leaders.

Spaces and Movement

All schools are closed for in-person instruction.

After careful consideration and strategic safety planning, district offices reopened for in person work, with telecommuting available to staff to ensure that work can be conducted safely, and in small groups. Adjustments made included:

- The district does not have child care to make adjustments to
- School contractors and employees are permitted in school buildings to conduct basic operations
- Staggered work hours (e.g. some staff working 7:00 to 3:00, others working 9:00 to 5:00)
- Alternating work schedules (e.g. staff group A in the office during week 1, while staff group B telecommutes, switching during week 2)
- Adjustment of seating and desks, when necessary, to allow for staff to maintain a six-foot distance when completing work
- Limited capacity in elevators, stairs, entrances, exits, etc.
- The District has established a method to collect information from employees regarding their health when working on campus. If the employee answers any of the questions in the affirmative as related to possible exposure to Covid-19, then they will receive a message indicating they are not to report to work and to seek the appropriate medical attention.
- Daily protocols for entering office space including:
 - Attesting to not having any related Covid-19 symptoms via a form
 - Hand sanitizing and regular hand washing when entering and throughout the day
 - Required wearing of face coverings in areas where maintaining six feet of distance is not possible
 - Limited hours and seating for in-person services (e.g. payroll and human resources) with expanded opportunities to complete paperwork and services online
 - Public visitors must wear masks (and supply their own) when entering district offices and schools.

Technology

The district has handed out technological devices to families in need to ensure connection to online learning. Multiple wireless access points have been identified with the community and school grounds allowing families the opportunities to access as needed. The district began purchasing additional devices to ensure providing one to one devices in April, 2020. As companies are able to fulfill the purchases, they will be handed out to students as needed. Each building has established a point of contact for families for support. A Technology hand out plan of action has been developed that includes asset tracking, parent signatures, help contact numbers, and dates for return.

Michigan Phase 4

Michigan Phase 4

- The number of new cases and deaths has fallen for a period of time, but overall case levels are still high.
- Most new outbreaks are quickly identified, traced, and contained due to robust testing infrastructure and rapid contact tracing.
- Health system capacity can typically handle these new outbreaks, and therefore case fatality rate does not rise above typical levels.
- The overall number of infected individuals still indicate the need for distancing to stop transmission and move to the next phase.

Phase 4 - Safety Protocols

Personal Protective Equipment

District and Building Implementation Plan:

1. Facial coverings must always be worn by staff except for meals. Facial coverings may be homemade or disposable level-one (basic) grade surgical masks. Any staff member who cannot medically tolerate a facial covering must not wear one. Any staff member that is incapacitated or unable to remove the facial covering without assistance, must not wear a facial covering.
 - a. PreK-5 and special education teachers should consider wearing clear masks.
 - b. Homemade facial coverings must be washed daily.
 - c. Disposable facial coverings must be disposed of at the end of each day.
2. Facial coverings must be worn by preK-12 students, staff, and bus drivers during school transportation. Any staff or student that is unable to medically tolerate a facial covering must not wear one. Any staff or student that is incapacitated or unable to remove the facial covering without assistance, must not wear one. Facial coverings may be homemade or disposable level-one (basic) grade surgical masks.
3. Facial coverings must be worn in classrooms by all students grades 6-12. Any student who cannot medically tolerate a facial covering must not wear one. Any student who is incapacitated, or unable to remove the facial covering without assistance, must not wear one.
4. All students in grades K-5 must wear facial coverings unless students remain with their classes throughout the school day and do not come into close contact with students in another class.
5. The expectations for the wearing of face coverings and how to obtain clean face coverings will be included in all district to parent communications, all handbooks, all student orientations, and all staff orientations.
6. Students and parents should watch a safety video on the wearing of and expectations for maintenance of face coverings. Students and parents will sign-off on their awareness of these policies before the students are permitted to enter the classroom.
7. Building, grounds, and transportation signage will be prominent throughout all school facilities

and clearly identify who is required to wear face coverings in each designated area of the building, grounds, or bus.

8. Face coverings will be provided to every student and staff member as needed.
9. Individuals (staff or students) who claim medical exemption for face covering will need to meet with the secretary (for students) or Human Resources (for staff) to provide rationale and documentation.
10. Exempted individuals will be recorded in a master database and issued a sticker to display on their student or staff ID indicating this exemption.
11. Students who are capable of wearing a face covering and refuse to do so in an area where a face covering is required will be issued a face covering by a school official (teacher, paraprofessional, administrator, school safety staff, playground aid, etc.) and asked to put the face covering on. The instance will be documented as a log entry.
12. Students showing patterns of non-compliance will be removed from the school building and placed into remote instruction until the student agrees to comply with this safety protocol. Parents will be notified of each instance of non-compliance by the administration or school safety officer. Continued removals from the school building will result in permanent placement into remote instruction with the student being banned from coming to the school site.
13. Staff who are capable of wearing a face covering and refuse to do so will be addressed by the school administrator and could face progressive disciplinary measures.
14. Guests to the school building (presenters, substitute teachers, etc.) will be issued a disposable face covering upon signing in at the main office and will be instructed to wear the face covering at all times. Instances of non-compliance will result in the guest being escorted from the building by the school safety officer or building administrator.
15. In instances of uncertainty about individuals not wearing face coverings, these matters will be relayed to the building administration for review and decisive action.

Hygiene

District and Building Implementation Plan:

1. Adequate supplies of soap, hand sanitizer with at least 60% alcohol, paper towels, tissues, and signs reinforcing proper handwashing techniques will be provided to support healthy hygiene behaviors.
2. Staff will teach and reinforce hand washing with soap and water for at least 20 seconds and/or the safe use of hand sanitizer that contains at least 60% alcohol.
3. Staff and students will cough and sneeze into their elbows or cover with a tissue. Used tissues should be thrown in the trash and hands washed immediately using proper hand hygiene techniques.
4. Soap and hand sanitizers will be systematically and frequently checked and refilled.
5. Students and teachers will have scheduled handwashing with soap and water every 2-3 hours.
6. Students and staff will limit sharing of personal items and supplies such as writing utensils.
7. Students' personal items will be kept separate and in individually labeled cubbies, containers, or lockers.
8. Staff will limit use of classroom materials to small groups and disinfect between use, or provide adequate supplies to assign for individual student use.
9. Portable handwashing and/or hand sanitizing stations will be procured and set up throughout school buildings where needed.
10. Every classroom will be supplied with a fixed or portable hand sanitizers.
11. Supplies (paper towels, soap, hand sanitizer, tissues, trash receptacles) will be checked daily and

- restocked in the classroom.
12. Teachers will contact the office immediately if supplies run low during the school day.
 13. Each classroom will have a hygiene protocol with timelines that are posted and communicated via newsletters, web pages, bulletin boards, and the like. It will include
 - a. Hand-washing schedule
 - b. Room and materials cleaning schedule
 14. Teacher or school staff will teach students the following on the first day of school and reinforce weekly or more often as needed (this may be done via video)
 - a. Proper handwashing on the first day of school and reinforce weekly or more often if needed
 - b. How to cough and sneeze into their elbows, or to cover with a tissue and dispose of it in the trash
 15. Proper mitigation strategies including hand washing and sneezing appropriately will be communicated to families via newsletters, web pages, bulletin boards, and the like. Parents and guardians will be asked to review and reinforce with their students.
 16. Custodial / school staff will
 - a. Procure adequate soap, hand sanitizer, paper towels, tissues
 - b. Monitor hygiene supplies and refill as needed three times daily
 - c. Procure hand sanitizing stations as deemed necessary during walk-through with building leader
 17. Sharing school supplies will be limited, and each student will have their own supply box for materials.

Spacing, Movement and Access

District and Building Implementation Plan:

1. Desks will be spaced six feet apart in classrooms. Class sizes will be kept to the level afforded by necessary spacing requirements.
2. In classrooms where large tables are utilized, students will be spaced as far apart as feasible.
3. As feasible, all desks will be arranged facing the same direction toward the front of the classroom.
4. Teachers will maintain six feet of spacing between themselves and students as much as possible.
5. Family members or other guests are not allowed in the school building except under extenuating circumstances determined by district and school officials.
6. Signage will be posted to indicate proper social distancing.
7. Floor tape or other markers will be used at six foot intervals where line formation is anticipated.
8. Social distancing floor/seating markings will be placed in waiting and reception areas.
9. Signs will be placed on the doors of restrooms to indicate proper social distancing and hand hygiene techniques.
10. Adult guests entering the building will be screened for symptoms, wear a facial covering, and wash/sanitize hands prior to entering. Strict records, including date and time, should be kept of non-school employees or other visitors entering and exiting the building.
11. Building/facility leaders and custodial staff will walk through each building to assess the number of desks, tables, the capacity to physical distance with existing student enrollment and furniture.
12. Building/facility leaders will determine what furniture or supplies can be removed from the building or what alternate furniture can be used to create greater physical distance.
13. Restroom sinks will be disabled and marked out of order if they are closer than 3 feet.
14. Visitors to the building will check in through the office. (Plexiglass barriers will be installed at the check-in.)

15. Only essential visitors (ISD Consultants, State Agency Workers, College Representatives, etc.) will be permitted limited access to interact with students, and only after reviewing and signing off on all safety expectations. Visitors will be required to sign out through the office to document time, purpose, and locations visited in the building.

Screening Students and Staff

District and Building Implementation Plan:

1. Schools must cooperate with the local public health department regarding implementing protocols for screening students and staff. (TBD by Local or State Health Department)
2. Each school building will identify a remote and secluded room, no smaller than 100 square feet to serve as an isolation area. This room will be outfitted with appropriate PPE including gowns, face shields, N95 Masks, gloves, sanitizing wipes, portable two-way radios, an internet-connected computer, log sheets, and video surveillance.
3. Each building will have an identified and trained staff person to serve as the “quarantine officer”.
4. From the time of identification of potential infection, the student will not be left unattended by the quarantine officer and a log sheet of activity will be maintain until the student or staff member is safely removed from the building.
5. Parent communication will be made immediately with clear and concise directions on where and how to pick up the student and locations for testing.
6. A designated person (office staff) will contact the student/family to ensure the student is safe to return to school.
7. During the time of quarantine, the student will be asked to self-identify the location and individuals they came into contact with for the past 48 hours to the best of their recollection. Priority will be placed on those individuals that they were in contact with for a sustained 15 minutes or more.
8. The health department will be contacted after parents have been contacted to assist in contact tracing and notification of vulnerable individuals.
9. All school staff will be required to conduct a health safety self-assessment prior to coming to work and verifying through a Google form that they are safe to work. This will include taking their temperature and reporting this daily on the Google form.
10. Staff who are unable to work due to displaying COVID-19 symptoms will be required to report this to the school through the Google form. The school health official or Human Resources will monitor this form daily and follow up with any symptomatic person to direct where, when, and how to get tested and report those results back to the school as soon as available.
11. Positive tests for staff members will result in a required quarantine away from school for 14 days. Days of quarantine for COVID-19 positive results will NOT count against employee sick time allocations.

Testing Protocols for Students and Staff and Responding to Positive Cases

District and Building Implementation Plan:

1. Schools must cooperate with the local public health department regarding implementing protocols for screening students and staff.
2. Students who develop a fever or become ill with COVID-19 symptoms will be sent home immediately. While at school will wear a mask and be transported by their parent or guardian, emergency contact, or ambulance if clinically unstable, for off-site testing.
3. Staff who develop a fever or become ill with COVID-19 symptoms at school will immediately social distance, leave the campus, and seek medical attention.

4. Symptomatic students and staff sent home from school should be kept home until they are symptom free of COVID-19, or have been released from isolation according to CDC guidelines, and wait at least 72 hours after symptoms ceased (resolution of fever and improvement in respiratory symptoms) AND 10 days after symptoms first appeared.
5. Families should be notified of the presence of any laboratory positive or clinically diagnosed cases of COVID-19 in the classroom and/or school to encourage closer observation for any symptoms at home.
6. In the event of a lab or clinically diagnosed case of COVID-19, immediate efforts should be made to contact any close contacts (those who spent more than 15 minutes less than six feet in close proximity to the student or staff member) so that they can be quarantined for 14 days at home.
7. Any individual, staff or student, with a temperature of 100.4 or greater should stay home, quarantine, and consider coronavirus testing.
8. Areas where the confirmed student or staff had been will be closed for 24 hours before cleaning.

Responding to Positive Tests Among Staff and Students

District and Building Implementation Plan:

1. Our schools will cooperate with the local public health department if a confirmed case of COVID-19 is identified, and in particular, must collect the contact information for any close contacts of the affected individual from two days before he or she showed symptoms to the time when he or she was last present at the school.
2. Notify Public Health Department, staff, and students immediately of any possible case of COVID-19 while maintaining confidentiality consistent with the Americans with Disabilities Act (ADA) and other applicable federal and state privacy laws.
3. Public Health Department will initiate contact tracing, following regular public health practice. Anyone who was within close contact of the case (less than six feet apart for 15+ minutes) will be asked to self-quarantine for up to 14 days after exposure.
 - a. Public Health Department, depending on the situation, may identify other contacts who require quarantine. Schools can help the Public Health Department by collecting data and contact information of those exposed.
 - b. Staff will adhere to confidentiality laws and statutes that protect student and staff health information. Student communicable disease related information is protected health information. (Even if a family/student acknowledges and publicly discloses a positive test, school staff and officials must not participate in discussions or acknowledge a positive test.)
4. Employees with a confirmed case of COVID-19 should only return to the workplace after they are no longer infectious. Public Health Department will provide instruction about return to work, using the most current guidelines from the CDC for this determination.
5. Cleaning staff must wear a surgical mask, gloves, and a face shield when performing cleaning of these areas.
6. Areas where the confirmed student or staff had been will be closed for 24 hours before cleaning.

Food Service

District and Building Implementation Plan:

1. Indoor assemblies that bring together students from more than one classroom will be prohibited.
2. All elementary students will be served lunch in their rooms. Food Service staff will drop off bag/box lunches and disposable utensils, on a cart to the classroom 15 minutes prior to the designated lunch period.
3. Elementary lunch workers will support the classrooms through the meal time supervising students.
4. All students will wear masks into the cafe and can remove them when eating. They will put them back on when eating is completed.
5. Students will enter the lunch service line at a staggered schedule. We will have an A, B, and C lunch schedule. Students will also be released from class in a staggered fashion, by even and odd classrooms to avoid long lines.
6. Markings will be put on the floor to designate six foot distancing as students wait in line in the cafe and at the office and counselor office.
7. All cafeteria workers will wear masks, face shields and gloves when handling food items. They will wash their hands before and after all food service according to CDC guidance. Visual guidance will be posted in the kitchen and by every sink to encourage the correct procedure for hand washing.
8. Students will wash hands before and after all meals.

Gatherings and Extracurricular Activities

District and Building Implementation Plan:

1. Students, teachers, and staff should wash hands before and after every event.
2. Large scale assemblies that exceed the Governor's orders are not allowed.
3. At this time no indoor assemblies will be held at the elementary and secondary buildings. All essential presentations will be done by remote monitors in the classrooms or by staff entering the room to share the needed information.
4. At the elementary buildings a schedule will be put together that allows two classrooms on a playground for recess at a time. Teachers will be asked to move around the playground separating students congregating in groups of more than 10. Face masks will be worn at all times on the playground unless the individual is medically unable. Students will use hand sanitizer before entering the building.
5. Elementary - Due to social distancing on the playground a rotating lunch recess schedule will occur for the week.
6. All field trips are suspended, this will be reviewed as we move to Phase 5.
7. All extracurricular activities, outside of athletics, will be cancelled.

Athletics

District and Building Implementation Plan:

1. The district plan will Comply with all guidance published by Michigan High School Athletic Association (MHSAA) and the National Federation of State High School Associations (NFHS).

2. Students, teachers, and staff must use proper hand hygiene techniques before and after every practice, event, or other gathering. Every participant should confirm that they are healthy and without any symptoms prior to any event.
3. All equipment must be disinfected before and after use.
4. Inter-school competitions may be held provided that facial coverings are worn if school transportation is provided. Buses must be cleaned and disinfected before and after every use, as detailed in the subsequent “Busing and Student Transportation” section.
5. Spectators are allowed provided that facial coverings are used by observers and six feet of social distancing can be maintained at all times. Attention must be given to entry and exit points to prevent crowding.
6. Each participant must use a clearly marked water bottle for individual use. There should be no sharing of this equipment.
7. Handshakes, fist bumps, and other unnecessary contact must not occur.
8. Indoor weight rooms and physical conditioning activities that require shared equipment are suspended. Outdoor physical conditioning activities are allowed while maintaining social distancing.
9. Large scale indoor spectator events are suspended. Large scale outdoor spectator or stadium events are limited to 100 people, and people not part of the same household must maintain six feet of distance from one another.
10. All procedures must be followed during summer conditioning and practices. Conditioning and off-season practices can begin the week of June 29th. All organized conditioning sessions must be communicated to the Athletic Director and documented. The procedures stated are based on the current national, state and MHSAA guidelines for reopening Sports in Schools. As new developments occur the procedures can and will be revised according to national, state and MHSAA guidelines.
11. Pre-Workout/Contest Screening: All student athletes who participate in 2020 summer conditioning or practice must have had a physical completed on or after April 15, 2019. The physical must be on file with the Beecher Athletic Department. If a student does not have a physical that was completed on or after April 15, 2019, they must get a current physical completed. All student athletes and their parents or guardian must also complete and sign the 2020-2021 Health Questionnaire prior to participating in any activity. Regardless if a physical has been completed in the past or currently:
 - a. All coaches and students will be screened for signs/symptoms of COVID-19 prior to a workout. Screening includes a temperature check, using the Athlete Coach COVID Monitoring Form.
 - b. Responses to screening questions for each person will be recorded and stored so that there is a record of everyone present in case a student develops COVID-19.
 - c. Any person with positive symptoms reported will not be allowed to take part in workouts and will contact his or her primary care provider or other appropriate health-care professional.
 - d. Vulnerable individuals will not oversee or participate in any workouts.
12. Limitations on Gatherings:
 - a. No more than 100 people can gather in an area at once. Workout groups must consist of 10 or fewer including coaches and athletes. For example, 9 student athletes and one coach equal a full pod.
 - b. Athletes and coaches must always observe 6 feet of social distancing between each individual.

- c. Workouts will be conducted in “pods” of students with the same small group of students always working out together. Smaller pods can be utilized for weight training. This ensures more limited exposure if someone develops an infection. No more than 100 people in an area at once. Workout groups must consist of 10 or fewer including coaches and athletes. For example, 9 student athletes and one coach = a full pod.
 - d. There must always be a minimum distance of 6 feet between each individual. If this is not possible indoors, then the maximum number of individuals in the room must be decreased until proper social distancing can occur. Appropriate social distancing will need to be maintained on sidelines and benches during practices. Tape or paint could be used as a guide for students and coaches.
13. Facilities Cleaning:
- a. Upon reopening of indoor facilities for conditioning and practice. Adequate cleaning schedules will be created and implemented for all athletic facilities to mitigate any communicable diseases.
 - b. Prior to an individual or groups of individuals entering a facility, hard surfaces within that facility will be wiped down and sanitized (chairs, furniture in meeting rooms, locker rooms, weight room equipment, bathrooms, athletic training room tables, etc.).
 - c. Individuals will wash their hands for a minimum of 20 seconds with warm water and soap before touching any surfaces or participating in workouts.
 - d. Hand sanitizer will be plentiful and available to individuals as they transfer from place to place.
 - e. Weight equipment will be wiped down thoroughly before and after an individual’s use of equipment.
 - f. Appropriate clothing/shoes will always be worn in the weight room to minimize sweat from trans-mitting onto equipment/surfaces.
 - g. Any equipment such as weight benches, athletic pads, etc. which have holes with exposed foam will be covered.
 - h. Students must be encouraged to shower and wash their workout clothing immediately upon returning to home.
14. Physical Activity and Athletic Equipment:
- a. Face mask will always be worn by coaches. Student Athletes are expected to wear facemask as well. During heavy cardiovascular workouts such as running, students do not have to wear facemask but must observe social distancing.
 - b. There will be no shared athletic towels, clothing or shoes between students.
 - c. Students will wear their own appropriate workout clothing (do not share clothing), and individual clothing/towels will be washed and cleaned after every workout.
 - d. All athletic equipment, including balls, will be cleaned intermittently during practices and contests.
 - e. Hand sanitizer will be plentiful at all contests and practices.
 - f. Athletic equipment such as bats, batting helmets and other gear will be cleaned between each use.
 - g. Maximum lifts will be limited, and power cages will be used for squats and bench presses. Spotters will stand at each end of the bar.
15. Hydration/Food:
- a. All students shall bring their own water bottle. Water bottles must not be shared.
 - b. Food will not be shared or provided during summer workouts.
16. Facility Access:
- a. Locker rooms will not be used. Students will report in appropriate attire and immediately return home to shower after participation. No students allowed in a training area unless the athletic trainer is present.
 - b. Currently all indoor facilities remain closed.

17. Hygiene Practices:
 - a. Wash your hands with soap and water or use hand sanitizer, especially after touching frequently used items or surfaces.
 - b. Sneeze or cough into a tissue, or the inside of your elbow. Avoid touching your face.
 - c. Disinfect frequently used items and surfaces as much as possible.
 - d. Do not spit at all - air, ground, equipment, hands, sunflower seeds, etc.
18. Locations of Practice and Conditioning:
 - a. Track & Practice football field.
 - b. Upon permission to conduct indoor practices – Moses Lacy Field House or Beecher High School gym.

Cleaning

District and Building Implementation Plan:

1. Frequently touched surfaces including light switches, doors, benches, bathrooms, will undergo cleaning at least every four hours with either an EPA-approved disinfectant or diluted bleach solution.
2. Libraries, computer labs, arts, and other hands-on classrooms will undergo cleaning after every class period with either an EPA-approved disinfectant or diluted bleach solution.
3. Playground structures will continue to undergo normal routine cleaning twice a week. Custodial company will ensure safe and correct use and storage of cleaning and disinfection products, including storing products securely away from children, and with adequate ventilation when staff use products.
4. Staff will wear gloves, surgical masks, and face shield when performing all cleaning activities.
5. District Level Administrators and Building Operations will meet to review all guidance related to cleaning and disinfecting of buildings and to review the Building Operations sections of the MI Safe Schools: Michigan's 2020-21 Return to School Roadmap.
6. An inventory related to all cleaning supplies that are in compliance with EPA-approved COVID-19 materials will be taken and orders made to address increased cleaning protocols.
7. Custodial closets will be identified around the building that hold materials for use in different wings
8. Each building custodial team and administrator will tour their building and identify areas of frequent use throughout the building. A map will be created and kept secure in the head custodian room and office to ensure compliance when custodial substitutes are in the building.
9. Custodial staff will walk the building wiping all high frequency usage areas at 7:00 a.m., 10:00 a.m., 1:00 p.m., 4:00 p.m., and following any evening activities in the building. Custodial staff will note the time and date and initials on a chart that is kept daily.
10. Custodial staff will wipe down the students' desks every time students exit the room at the elementary level or after every period at the secondary level with EPA-approved disinfectant or diluted bleach solution.
11. Training on cleaning materials and protocols will be provided to the custodial staff by the managerial company. This training will show the use of PPE when cleaning, protocols for the classroom and storage of cleaning materials.

Busing and Student Transportation

District and Building Implementation Plan:

1. Drivers will require the use of hand sanitizers before entering the bus. Hand sanitizer will be supplied on the bus.
2. The bus driver, staff, and all students in grades preK-12, if medically feasible, must wear facial coverings while on the bus.
 - a. Note: there may be situations where it is not safe for the bus driver to wear a facial covering. Decisions about these situations should be made on a case-by-case basis with local public health officials.
3. Transportation vehicles will be cleaned and disinfected before and after every transit route. Children must not be present when a vehicle is being cleaned.
4. Frequently touched surfaces in the vehicle will be cleaned and disinfected (e.g., surfaces in the driver's cockpit, hard seats, arm rests, door handles, seat belt buckles, light and air controls, doors and windows, and grab handles) prior to morning routes and prior to afternoon routes.
5. Equipment including items such as car seats, wheelchairs, walkers, and adaptive equipment being transported to schools will be cleaned, sanitized, and disinfected daily.
6. Create a plan for getting students home safely if they are not allowed to board the vehicle.
7. If a student becomes sick during the day, they will not use group transportation to return home and must follow protocols outlined above. If a driver becomes sick during the day, they must follow protocols for sick staff outlined above and must not return to drive students.
8. Weather permitting, doors and windows will be kept open when cleaning the vehicle and between trips to let the vehicles thoroughly air out.
9. Weather permitting, keeping windows open while the vehicle is in motion will be considered to help reduce spread of the virus by increasing air circulation, if appropriate and safe.
10. Contact will be made with all transportation companies that support the district to ensure they have received a copy of the criteria in the MI Safe Schools: Michigan's 2020 Return to School Roadmap.
11. A meeting will be held with district and contracted transportation departments to review the criteria required for Phase 4 and discuss concerns or issues arising.
12. Contracting companies will sign an assurance statement, verifying that they can and will comply with the items required.
13. Assurance statements will be developed to ensure the appropriate use of face covering for all students and drivers, use of hand sanitizers and cleaning protocols.
14. The transportation department will assess the number of buses that will be on the road.
15. High traffic areas will be wiped down once an hour.
16. The transportation company will develop and communicate a policy to families related to the mandatory face covering on the bus for all staff and students, if medically feasible, unless "It is determined on a case by case basis that it is not safe for the bus driver to wear a facial covering."
17. Bus drivers will be informed about students who are medically unable to wear a face mask.
18. Training should be provided to all bus drivers from the transportation company that includes:
 - a. Appropriate use of face covering
 - b. Policies regarding face covering
 - c. Policies regarding hand sanitizing
 - d. Policies and methods for cleaning and disinfecting

Medically Vulnerable Students and Staff

District and Building Implementation Plan:

1. Staff should systematically review all current plans (e.g. Individual Healthcare Plans, Individualized Education Programs, Individualized Family Service Plans, or 504 plans) for accommodating students with special healthcare needs and update their care plans as needed to decrease their risk for exposure to COVID-19.
2. We have a plan in place to address requests for alternative learning arrangements or work reassignments.
3. Knowledgeable staff will review plans to identify those that require additional accommodations related to COVID-19 in consultation with CDC guidelines.
4. Symptoms associated with Covid-19, a list of conditions associated with high-risk for severe illness due to COVID-19, and the CDC self-checker will be posted on the district website and social media for students/families and staff to self-assess identify as high-risk.
5. Any staff member identifying as medically vulnerable will need to schedule a meeting with Human Resource to discuss reasonable accommodation.

Phase 4 - Mental & Social-Emotional Health

District and Building Implementation Plan:

1. We will communicate to all staff guidelines for identification and rapid referral of at-risk students to appropriate building-level support teams.
2. Provide all staff with timely, responsive, and ongoing training/professional development as well as needed tools, resources, and implementation support, focused on a variety of topics, including: social-emotional learning, trauma-informed best practices, identification of students at risk and proper local referral protocols, and self-care to promote holistic wellness and resilience and to prevent burnout and vicarious trauma.
3. Training will be provided to all staff regarding social emotional, trauma, and COVID-19 at the start of the school year.
4. The district has set up training for staff upon their return to work in conjunction with the University of Michigan Health Center to review safety and wellness.
5. Review a comprehensive crisis management plan that leverages available internal and external/ community-based resources, including protocols for school staff to evaluate physical and mental health status.
6. The district will communicate resources for staff self-care, including resiliency strategies, including the communication channel to address mental health concerns through weekly meetings with building staff by administration.
6. School Leaders will be equipped with tools and information on how to support students and maintain our whole child commitment.
7. Information about all social-emotional supports will be made widely available to the BCSD community.

8. We will continue to offer a social-emotional hotline for families.
9. Crisis procedures are in place to support social emotional needs of our students and faculty, along with providing family support meetings to review and create plans of action to support students in need.
10. The district has appointed staff members that assist in identification of mental health referrals and communication with families regarding health and wellness.
11. Screening and Referral Process To Identify and Support The School Community
 - a. Our Crisis Management Plan has been communicated to stakeholders and is found on our district website.
 - b. Data from assessments are used as part of our Student Support System through our MTSS process and informs our implementation of additional targeted support.
 - c. We have identified our Special Education Director and School Social Worker as the point person to centralize mental health referrals, communications to families/students, and public-facing wellness materials.
 - d. We will utilize our mental health professional within the University of Michigan Health Clinic on campus to an additional layer of support.
12. Professional Learning
 - a. Training will be offered to staff before the start of school.
 - b. The district will compile and regularly update comprehensive lists of wellness resources available to our school community that can be provided in conjunction with screening activities and that reference school and community wellness resources. These will be placed on our website and intranet so that everyone has quick and easy access to them.
 - c. We will maintain a wellness resource page on our website. Our school social workers will create and cultivate content in collaboration with community agencies to ensure the list is comprehensive.

Phase 4 - Instruction

Governance

District and Building Implementation Plan:

1. The district has established Task Force Committee groups to work on the development of our return to learning for students with meetings held weekly through Zoom at varying times allowing staff to be a part of multiple task force meetings. Task Force Committees include: Curriculum, Facilities, and Professional Development.
2. The Task Force Committee dates, times, and zoom links were shared with the community, staff, and board members to encourage active participation.
3. Surveys were used within different task force groups.
4. A draft of the Final Preparedness Plan will be shared with the community to seek their feedback.
5. The final Preparedness Plan will be posted on the district's website, and related sections will be included as a supplement to the student and staff handbooks.

Instruction – Virtual, Blended, and/or Face to Face (Before School Starts)

District and Building Implementation Plan:

1. In person and virtual learning programs will be put in place to deliver standards-aligned curricula and high-quality instructional materials. We will integrate synchronous and asynchronous learning and best practices that promote student engagement, consistency, and differentiation.
2. Teachers will utilize power standards that identify the major work of the subject in order to focus, prioritize, and accelerate instruction through updating pacing guides for every subject level taught.
3. Expectations will be made clear to school leaders and teachers around virtual, blended, and/or face to face instruction that include:
 - a. Best practices;
 - b. Grade-level proficiencies;
 - c. Modes of student assessment and feedback;
 - d. Differentiated support for students;
 - e. The inclusion of social-emotional learning; and
 - f. Guidance around daily instructional time and workload per different grade levels to ensure consistency for students.
4. Our instructional vision that ensures:
 - a. Every student will start the year with access to grade-level instruction and high quality, standards-aligned instructional materials in every subject.
 - b. Every student will be assessed on their understanding of prerequisite skills and grade-level proficiencies using formative assessments, screeners, or diagnostics.
 - c. Every students' academic and social-emotional needs will be addressed with the integration of Social and Emotional Learning (SEL) and strengthening connections with students.
5. Support for students transitioning to postsecondary will be given by the Guidance Counselor and teaching staff with a Senior class caseload.
6. Students' IEPs, IFSPs, and 504 plans have been revised and will continue to be in coordination with general and special education teachers to reflect the child's evolving needs based on assessment data and parent feedback, and design accommodations and match services accordingly.
 - a. Commence intervention and support services. Plans must include all programs and learning environments, especially special education, birth to five services, and CTE.
 - b. Establish structures for general and special education teachers to collaborate on delivery methods for assessments and instruction as outlined in IEPs. Consider students' needs around accessibility and provide assistive technologies, where possible.

- c. Continue to follow our services plan for students needing either occupational, physical, and/or speech and language therapy, including evaluations by school psychologists and social workers.
7. The district continues to remain connected with MDE regarding policies and guidance.
 8. Assessments will be used to guide teachers in understanding the student’s levels of knowledge and areas of needed focus. This data is used to identify areas of strengths and weakness so staff can design lessons targeted to students’ needs. Teachers will participate in PLCs to review student work. Teachers will assess data from DRA-2, NWEA, iReady, formative and summative assessments, practice SAT tests from Khan Academy, and student work. When we return back to the building this process will continue.
 9. Technology devices will be handed out to families as needed. Learning materials can be provided to families upon request.
 10. Student engagement in each virtual class will be recorded and monitored in their Synergy Communication Log. Lack of work completion will negatively affect final grades. During virtual learning times, learning will occur as outlined below.

During virtual learning times including the first semester, learning will occur as outlined below.

Dailey Elementary School Interactive Contact and Support Time					
	Mon.	Tues.	Wed.	Thurs.	Fri,
8:30-9:30	Kindergarten	Kindergarten	Kindergarten	Kindergarten	- Staff PLC
9:30-10:30	1st grade	1st grade	1st grade	1st grade	- grade level PLC
10:30-11:30	2nd grade	2nd grade	2nd grade	2nd grade	- subject based collaboration with HS
11:30-12:30	3rd grade	3rd grade	3rd grade	3rd grade	-Data talks
12:30-1:30	4th grade	4th grade	4th grade	4th grade	-subject based collaboration within building
1:30 - 2:30	5th grade	5th grade	5th grade	5th grade	
2:30 - 3:30	6th grade	6th grade	6th grade	6th grade	
3:30 - 4:30	Staff Meeting	K - 2 grade level meeting	3 & 4 grade level meeting	5 & 6 grade level meeting	

Beecher High School Interactive Contact and Support Time					
	Mon.	Tues.	Wed.	Thurs.	Fri,
7:45-8:48	prep	prep	prep	prep	staff meetings
9:00-10:30	office hours/small group	office hours/small group	office hours/small group	office hours/small group	PLC
10:30-11:30	1st hr.	4th hr.	1st hr.	4th hr.	Grade level/depart. meetings
11:30-12:30	2nd hr.	5th hr.	2nd hr.	5th hr.	
12:30-1:30	3rd hr.	6th hr.	3rd hr.	6th hr.	
1:30-2:00	Lunch	Lunch	Lunch	Lunch	
2:00-2:50	office hours/small group	office hours/small group	office hours/small group	office hours/small group	

Each building will have two cohorts (A and B).

The Grade Level Minimum / Maximum Online Instruction Recommendations

- ✓ PK 20 minutes /60 minutes
- ✓ K 30 minutes/ 90 minutes
- ✓ 1-2 45 minutes/90 minutes
- ✓ 3-5 60 minutes/120 minutes
- ✓ 6-8 Class: 90 minutes/180 minutes
- ✓ 9-12 Class: 120 minutes/270 minutes

During Face to Face and Blended Learning times, learning will occur as outlined below.

Dailey Elementary School Interactive Contact and Support Time (Tentative Schedule)

	Mon.	Tues.	Wed.	Thurs.	Fri.
8:30-9:30	primary class-small group A	primary class-small group A	primary class-small group B	primary class-small group B	- PLC - subject based collaboration with HS -Data talks -subject based collaboration within building
9:30-10:30	special	special	special	special	
10:30-12:30		lunch & intervention	lunch & intervention	lunch & intervention	
12:30-3:13	primary class-small group A	primary class-small group A	primary class-small group B	primary class-small group B	

Beecher High School Interactive Contact and Support Time					
	Mon.	Tues.	Wed.	Thurs.	Fri.
7:45-8:48	prep	prep	prep	prep	staff meetings
9:00-10:30	office hours/small group	office hours/small group	office hours/small group	office hours/small group	PLC
10:30-11:30	1st hr.	4th hr.	1st hr.	4th hr.	Grade level/depart. meetings
11:30-12:30	2nd hr.	5th hr.	2nd hr.	5th hr.	
12:30-1:30	3rd hr.	6th hr.	3rd hr.	6th hr.	
1:30-2:00	Lunch	Lunch	Lunch	Lunch	
2:00-2:50	office hours/small group	office hours/small group	office hours/small group	office hours/small group	

Each building will have two cohorts (A and B) which will alternate weekly attendance.

Instruction – Virtual, Blended, and/or Face to Face (After School Starts)

Standard Align Curriculum and High-Quality Instructional Material:

Students and staff will have access to all curricular activities digitally. Students will also have access to supplemental materials online. We will utilize Google Classroom and Zoom for our Learning

Management System (LMS) for grades K-12. Standards based curriculum will include, but not limited to the following programs:

Reading: Reading Street (K-6)
ELA: Springboard (7-12)/Vocabulary.Com
Math: Engaged NY (K-6)/Big Ideas (7-12)
Social Studies: Canvas (K-12)
Science: Mystery Science (K-5)/Canvas (6-12)

Intervention

All students will receive Tier 1 instruction. Tier 2 will be provided by the classroom teacher. Tier 3 will include programs such as Leveled Literacy Intervention (LLI) and Pioneer Books for elementary students. Small group instruction will take place in grades K-12th. Tutoring support will also be provided from Highly Qualified Tutors. Special Education teachers and paraprofessionals will be co-teachers in the Google Classrooms of their caseloads and collaborate with general education staff weekly on delivery methods for assessments and instruction as outlined in IEPs during but not limited to PLC meetings.

Post-Secondary Transitions:

Beecher Community School students who have Career and Technical classes at Genesee Career Institute (GCI) will continue to be supported if there are conflicts with their class schedule. All seniors are supported with but not limited to:

- Assistance in writing effective college entrance essays and scholarships essays
- Encouraging post-secondary preparation through research
- Arranging presentations by college representatives
- Exposure to college campuses via virtual tours
- Participation in virtual college and career fairs
- Assisting with FAFSA completion
- Monitor the college enrollment of Tuition Incentive Program (TIP) Eligible students
- Completion of college applications and scholarships
- Arranging presentations by professionals in a wide range of career
- Assistance writing effective resumes and/or cover letters
- Introduction to financial literacy through a simulated budget experience
- Assistance in completion of other CTE components and graduation requirements
- Job shadowing, Senior Exit Presentation, Educational Develop Plan (EDP), community service, and mock interviews
- Identifying students who may need additional support.

Communications and Family Supports

District and Building Implementation Plan:

1. Maintain timely, accurate, and clear two-way communication with families regarding student's academic and social-emotional functioning and school and classroom information.
2. Clearly communicate all plans and expectations for your child's return to school including modes of assessment, details about curriculum and expectations for grade-level proficiencies.

3. Ensure all communications are in both English and the home language of our students. We will use a variety of resources and tools.
4. Ensure our teachers know and understand the school communication plan.
5. Ensure our teachers use the district's remote learning platform(s) effectively and parents have access to the information.
6. Communicate in a timely manner when it becomes necessary to modify our modes of instruction.
7. The district uses the following methods to communicate with parents:
 - a. District news paper
 - b. District phone messaging system
 - c. District and school websites updated frequently
 - d. District social media platforms (Twitter, Facebook)

Professional Learning

District and Building and Implementation Plan:

1. Provide adequate time for schools and educators to engage in:
 - a. Intentional curriculum planning and documentation to ensure stability of instruction, whether school buildings are open or closed;
 - b. Identify students who did not engage in remote learning and develop a plan to provide additional supports, if needed. Share data and concerns about each student's growth and needs with students' assigned teacher(s) for the 2020-2021 school year;
 - c. Identify students who potentially need additional support; and
 - d. Share knowledge and ideas around the use and effectiveness of digital tools and resources that support remote learning.
2. Create a plan for professional learning and training, with goals to:
 - a. Offer restorative supports for teachers and learning around equity and implicit bias, social-emotional learning, and culturally responsive education;
 - b. Train school leaders and teachers thoroughly in the chosen digital systems and tools and their use; and
 - c. Build school leaders' and teachers' capacity to design and develop blended and remote learning experiences that are equitable and engaging.
3. Additional funding will be allocated to allow for virtual training and tools.
4. We have scheduled and will hold our five days of district led professional development as outlined in our calendar.
5. The back to school professional development will focus on technology, with staff members receiving the same technology our students will receive.
6. It will also include a healthy actions and mindset training from the University of Michigan, power standards review, and online learning training.
7. The remainder of the days will focus on social / emotional / trauma training.
8. The beginning days are scheduled before the start of school and are being presented virtually.

Phase 4 - Operations

Facilities

District and Building Implementation Plan:

1. Custodial Company will provide school-level guidance for cleaning and disinfecting all core assets including buildings and playgrounds. Frequently touched surfaces should be cleaned several times a day.
2. Schools will convene custodial and facilities staff to review and make actionable district guidance regarding cleaning and disinfection.
3. Custodial company will provide advanced training for custodial staff.
4. Custodial staff should continue deep cleaning over the summer.
5. Custodial company and administration will audit school buildings with a focus on:
 - a. How many classrooms are available;
 - b. The size of each classroom;
 - c. Additional spaces that are available (e.g., gym, lunchroom, auditorium); and
 - d. The ventilation in each classroom.
6. Update school security protocols to meet any needed changes due to COVID-19.
7. School security staff will follow CDC protocols when interacting with the general public.
8. Custodial company will maintain facilities for in-person school operations.
 - a. Check HVAC systems at each building to ensure that they are running efficiently.
 - b. Air filters should be changed regularly.
 - c. Custodial staff will distribute wastebaskets, tissues, and CDC-approved soap to every office and classroom so that these materials can be used upon entry and exit into any discrete location and during travel between sites.
 - d. Signage about frequent hand washing, cough etiquette, and nose blowing will be widely posted, disseminated, and encouraged through various methods of communication.
 - e. Custodial staff will follow guidance from the CDC about the use of facial coverings and special respirators at use when performing cleaning duties.
9. School leaders will conduct and document a facility walk-through with the custodial services team to ensure that the classrooms, common spaces, and the exterior are ready for staff and students.

Budget, Food Service, Enrollment, and Staffing

District and Building Implementation Plan:

1. Schools will conduct staff and student outreach to understand who is coming back.
2. Assess need for new or additional positions with a specific focus on student and staff wellness, technology support, and other COVID-19 related needs.
3. We have work with the bargaining units to assess how job responsibilities may shift in light of COVID-19 and how new or additional responsibilities will be accounted for.
4. We will communicate any student enrollment or attendance policy changes with school staff and families.
5. Update student and staff handbooks.

6. Create master teaching schedules, student and faculty arrival/dismissal schedules, bus schedules, lunch schedules for staff and students, and bell schedules with safety protocols in mind.
7. Collaborate with food service staff to ensure any necessary food handling changes are implemented based on local public health guidance.

Technology

District and Building and Implementation Plan:

1. Survey families to collect information about the numbers, types, and condition of devices used in their homes to support remote learning.
2. We have a single point of contact in each school to plan and communicate with district technology teams.
3. We are providing training and support for educators to adapt remote learning for the classroom.
4. We have procedures for return and inventory of district owned devices.
5. The district has an asset tracking tool.
6. Genesee Intermediate School District assists with processing, returning, and maintaining devices, if needed.

Transportation

District and Building Implementation Plan:

1. The transportation company and administration will work together in assessing student arrival protocols. This should include how students arrive at and depart from school (e.g., school bus, dropped off via car, drive themselves, walk, public transportation).
2. The transportation company will inventory buses, contractors, including any vehicles used for transporting students to/from school or to other school events, and students riding buses. Address questions, such as: How many buses are or could be made available in the district? How much variation is there in the size and maximum capacity of buses in the district? How have the buses been currently or historically used (i.e., transportation to/ from school, transportation for multiple schools, athletic events, food service delivery)? How many drivers will be returning? How many are in the training pipeline? What is the plan to address any shortage of drivers?
3. The transportation company will assess whether any bus contractors have been impacted by COVID-19 (i.e., closed or opt-out from current routes) and inform the district.
4. The district will have close collaboration between transportation and special education departments to monitor changes to students' IEPs and implement accordingly.
5. Utilize buses to provide food service when possible.

Michigan Phase 5

MI Safe Start Phase 5 - In-Person Instruction

- New cases and deaths continue to decrease for an additional period of time.

- At this point, the number of active cases has reached a point where infection from other members of the community is less common.
- With widespread testing, positivity rates often fall much lower than earlier phases.
- Rapid case investigation, contact tracing, and containment strategies cause new cases to continue to fall.

Phase 5 - Safety Protocols

District and Building Implementation Plan:

1. The following items are still required as outlined in Phase 4:
 - a. Cleaning of all facilities
 - b. Class sizes reduction
 - c. Following social distancing guidelines
 - d. Posting of social distancing signage
 - e. Symptomatic staff and student guidelines
 - f. Visitors on campus
 - g. Closing and cleaning of classrooms upon identified COVID-19 cases
 - h. Athletics
 - i. Medically vulnerable staff and students

2. The following items are allowed when Governor's executive orders are followed:
 - a. Field trips
 - b. Gatherings

3. All remaining District and Building Implantation Plans listed in phase 4 are now strongly recommended.

Phase 5 - Mental & Social Emotional Wellness

District and Building Implementation Plan:

1. The following item is still required as outlined in Phase 4:
 - a. Professional Development

2. All remaining District and Building Implantation Plans listed in phase 4 are now strongly recommended.

Phase 5 - Instruction

District and Building Implementation Plan:

1. The following items are still required as outlined in Phase 4:
 - a. Revision of IEP's, IFSP's, and 504 plans in coordination with general and special education teachers to reflect the child's evolving needs based upon assessment data and parent feedback for in person learning
 - b. High quality instruction aligned to state standards for in person learning
 - c. Parent communication
 - d. Professional Development

2. All remaining District and Building Implantation Plans listed in phase 4 are now strongly recommended.

Phase 5 - Operations

District and Building Implementation Plan:

1. All District and Building Implantation Plans listed in phase 4 are required.

Michigan Phase 6

MI Safe Start Phase 6 - Post Pandemic

- Post-Pandemic.
- Few, if any, active COVID-19 cases locally.
- Community spread not expected to return.
- Sufficient community immunity and availability of treatment.

Phase 6 - Cleaning and Hygiene

District and Building Implementation Plan:

1. All District and Building Implantation Plans listed in phase 4 are required.

Phase 6 - All Remaining Areas

District and Building Implementation Plan:

1. All remaining District and Building Implantation Plans listed in phase 4 are now recommended.