

# Return to School Plan

*School Year – 2020-2021*

## LAKE CITY AREA SCHOOLS



At LAKE CITY AREA SCHOOLS, we are committed to Excellence in Learning – for Every Student – Every Day.

This is our plan to ensure great education and connection during this challenging year.

Thank you for choosing to be a part of our Trojan Family!

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# Letter from Superintendent Blaszak



August 13, 2020

Dear Lake City Trojan Families,

We have worked to provide a comprehensive overall plan for your student's educational plan going forward for the 2020-2021 school year. The surveys that were returned indicated the needs of our students and helped craft the best options for student education. Our educational staff have worked diligently throughout the summer preparing for the different options as well as for in the event the Governor would require us to go virtual. You will find the information that is included in the Lake City Area School's Return to Learn will give you sample school day schedules, what to expect your student's classroom will look like and much more additional information that will be important for you to know.

This year our students will have two educational options - In-Person Learning at LCAS and Virtual Learning at home - with the 2020-2021 school year beginning August 31<sup>st</sup>.

## **School Start and Dismissal Times**

The first day of school will be August 31<sup>st</sup>. This will be a half day for our in-person students.

In order to safely distance students needing transportation, LC has decided to opt for a staggered start and dismissal for the 2020-2021 school year. Please Note: LC MS/HS will begin at 7:30 AM and dismiss at 2:35 PM. LC Elementary will begin at 8:15 AM and dismiss at 3:40 PM.

## **In-Person PK-12**

Students will have a full-day of school, 5 days a week with the priority on education and student and staff health and safety requirements. Elementary students will be required to wear masks upon arrival and dismissal and in common areas. Elementary students may remove their masks while in their classrooms. Middle/High School students will be required to wear masks for arrival, dismissal and throughout the school day. Middle and High School students will receive mask breaks throughout the day and during class periods.

## **Virtual**

Students that have chosen the Virtual option in K-5 will have their LC grade-level teacher providing instruction and lessons for their Google classrooms. MS/HS Students will have the use of Edgenuity (an online learning

platform), Schoology (a Learning Management System), and additional instructional curriculum and support from their LC teachers as well. Virtual classrooms will mirror In-Person learning with the same pacing and academic expectations for students both in Virtual and In Person. For those parents that may want to pursue the Lake City Home School option, parents will be provided with curriculum and resources to teach their student at home but still retain the option to receive in person options of specials and elective classes.

### **Transportation**

For those families that need transportation please be sure to have registered for busing. This year transportation will be a tiered bus plan with Middle /High School Students picked up first and school starting at 7:30 AM with a 2:35 PM dismissal. Elementary students will then be picked up on the 2<sup>nd</sup> run with school beginning at 8:15 AM and dismissal at 3:40 PM. This staggered start and dismissal time will allow for buses not to be overcrowded with students.

If your family has both Middle/High School students as well as Elementary students, all of your children will be able to ride together on the Middle/High School bus. You will need to contact the Transportation Department and let them know you would need this as a solution due to circumstances that would not allow you to place your Elementary student safely on the bus during their scheduled time. Elementary students that will be arriving earlier to Lake City Elementary due to this will have breakfast and supervised time in the Cafetorium prior to the remaining LC ELE students arriving for the school day.

Questions about Transportation? Contact Transportation Director Connie Asher @ 231-839-6047 or go to our LC Schools webpage Transportation link for more information.

Please take the time to review this pertinent information and we are happy to answer any questions or address your concerns. We look forward to partnering with you for the 2020 2021 School Year!

Sincerely,

*Kimberly Blaszak*

Kimberly Blaszak  
Superintendent of Schools

# State of Michigan Requirements

## Personal Protective Equipment

- Staff must wear face coverings, except at meals
- Students, Staff must wear face coverings on buses
- Students, Staff must wear face coverings in hallways and common areas, except at meals
- Students in Grades 6-12 must wear face coverings in classrooms
- Students in Grades K-5 must wear face coverings in common areas

## Busing

- Require Hand Sanitizer upon boarding
- Bus Driver, Staff, Students all must wear face coverings
- Buses will be sanitized before and after every route
- Symptomatic students are not able to ride buses – please plan accordingly
- Register for transportation if needed
- For additional Information, visit the Transportation link on our School

## Cleaning

- Continuous cleaning of frequently touched surfaces will take place throughout the school day.
- Hands-on classrooms and media centers will be cleaned after every period.
- Student desks will be wiped down with sanitizer intermittently for K-5, and after every period for 6-12.
- Staff are required to wear gloves, masks, and face shield while cleaning.

## Hygiene/Screening/Positive Cases

- LCAS will provide supplies to support healthy hygiene – additional hand-washing and sanitization stations
- Please teach and reinforce proper and effective handwashing to your children
- Please cooperate with public health department staff for screening and protocols when necessary

## Athletics

- Continuous cleaning of frequently touched surfaces will take place during practices.
- Comply with MHSAA & NFHS Guidelines.
- All passengers will wear face coverings on buses
- Spectators must wear face coverings, observe six feet social distancing
- Individual water bottles
- Limited events, event spaces, and sport-specific guidelines

# Technology



## Details

- All Lake City Area School students will be assigned devices that will remain in their Home-rooms & Advisory Classrooms – to utilize in-person, and to utilize at home if remote learning (complete closure) is needed.
- Lake City Area School students who are in the Virtual Program will receive a Chromebook, and an internet-accessibility device to use for their classes.
- The device distribution details will be shared by the LCAS Technology Department in the near future.

## In-Person

- Students at all levels will use Chromebooks that are contained in carts in their home rooms (K-5), or Advisory/Academic Intervention rooms. Students in Grades 6-12 will travel with an assigned Chromebook during the day – picking it up in their Advisory/A.I. Class in the morning and returning it to the cart at the end of the day.

## Trojan Virtual

- Families are able to request one device per student for students who choose the Virtual learning option.
- LCAS Technology Support will be available immediately at [Helpdesk@lakecitytrojans.org](mailto:Helpdesk@lakecitytrojans.org), as well as onsite at LCAS.

## Trojan Homeschool Partnership

- Tuition-Free Online Learning
- Opportunity for Dual Enrollment College Courses, Career Technical Center
- Able to participate in LCAS Trojan Athletics, Enrichment (Band, Woodworking, etc...)
- Resource support for parents teaching at home.

## Trojan Parent University

- Website designed to support parents of students during times of Virtual and Remote learning.
- Videos and Descriptions to guide students and parents through each step of the Learning Process

# Special Services

## Health Plans/Special Education Details

- All students with health plans and 504s will be reviewed. If adjustments or accommodations are necessary, the family will be contacted.
- All students with Individual Education Plans (IEPs) will be reviewed by the IEP teams and adjusted based on the individualized needs of the students. Parents should contact their IEP teams before making any decisions if choosing the virtual option for their child. All IEPs will be reviewed and convened at the beginning of the school year to determine if adjustments are needed and if the student qualifies for recovery services due to the 2019-20 COVID-19 school closure.
- IEP meetings may continue to be held virtually unless the family requests an in-person meeting. An in-person meeting would require all involved to be following the district protocols of masks and social distancing, if possible.
- The content delivery will be determined once the in-person and Trojan Virtual registrations are defined.
- LCAS staff members working with students who require hands-on or close proximity interaction will wear appropriate Personal Protective Equipment, including gloves, masks and face shields as necessary.
- Students in secondary special education classrooms will be required to wear a mask unless a medical professional submits documentation that it is a health risk for the student.
- Every student and staff member must wear a face mask when entering the building, unless a medical exception is provided, the individual is under two years old or is unable to remove his/her own mask.
- In-person evaluations that were required/necessary during the school closure will be conducted early in the school year. Evaluation team members will determine if it is necessary to proceed in-person to complete the evaluations.

## Social-Emotional Needs

- Social-emotional support will be available to students at all levels provided by LCAS staff.
- Academic intervention support will be provided for students who qualify for support by a LCAS interventionist.



# Instructional Learning Overview

## **In-Person** – *In-Person Students in school buildings 5 days a week*

Lake City Area Schools plans to open on August 31, 2020 for in-person instruction. For the majority of students, research shows us that in-person learning supports social-emotional and academic learning at the highest level. Lake City Area School's primary focus continues to be the assurance that all students and staff are taking safe and appropriate measures within the classrooms and common areas to meet standards and orders set forth by local, state and national health authorities. LCAS asks that all visitors and families respect and observe the announced and posted protocols when visiting LCAS schools and facilities. This current challenge will require that our entire community works together to keep each other safe.

### **PROGRAM DETAILS:**

- Student receives traditional in-person education
- Elementary in classrooms; Secondary with rotating class schedule
- Health and safety protocols in place
- Transportation via LCAS buses
- Common-area socially distanced lunch, specials with modifications.

### **ARRIVAL/DISMISSAL**

- All students and staff must complete the Trojan Health Check app each day, prior to boarding a bus or arriving at an LCAS school or office facility. Alternatives will be available for those without the app. More details will be shared.
- Due to State of Michigan requirements, every student and staff member must wear a face covering when entering the building, unless a medical exception is provided, the individual is under two years old, or the individual is unable to remove his/her own mask. Medical documentation for a mask exception is required.
- Each school administration will share the arrival and dismissal process for their building as the school year approaches.

### **CLASS/TRANSITIONS**

Classrooms will be set up by the district to allow the maximum distance possible between students with all desks/tables facing the same direction.

#### **Elementary School (Grades DK-5)**

- Our Goal is to incorporate distancing and facial covering use (when required) into our normal learning day.
- Students will remain mostly in their classrooms throughout the day.



- Masks are recommended, but not required, in the classroom – Estimated total mask use each day (To and from school if on a bus + (average one hour per day) walking to classrooms, in common areas - Students will also social distance.
- Students will be required to wear face coverings in common areas, such as hallways.
- Students will hand wash/sanitize multiple times per day.

### **Secondary (Grades 6-12, Post-Secondary)**

- Students will be required to wear face masks in classrooms and common areas.
- Schedules will be designed to stagger transition periods, with directional markers in hallways and reduced sharing of equipment and materials.
- Students will be asked to hand wash/sanitize multiple times per day, between periods.
- Class sizes will be determined by enrollment, but administration will try to keep classes below traditional levels.
- Adjusted curriculum maps will be followed.

### **HALLWAYS**

- Each hallway will be marked with a "lane divider" similar to a street, with opposite arrows indicating the desired direction. Students will be asked to stay closer to the wall than the center divider.
- Restrooms will be marked by signage, noting the capacity to provide sufficient social distancing. At the elementary level, the flow will be monitored by the classroom teacher.
- Secondary level hallway lockers will have limited use for the 2020-21 school year. Secondary students will be encouraged to carry a backpack to classes, with locker stops at the beginning and end of the day, as well as lunch times. Elementary lockers will not be shared.
- Students will not be permitted to congregate in hallways.

### **ART/MUSIC/PE/MEDIA**

- At the elementary level, every effort will be made to bring these options into the classroom, with the special's teacher adapting with individual tools and/or cleaning between student use for each student.
- If classes are held outdoors, students may remove face masks while observing social distancing of 6 feet.

### **PERSONAL ITEMS**

- Students are discouraged from sharing personal items.
- Students and staff will be asked to have individual water bottles, which can be refilled at school hallway filling stations.
- The filling stations will be cleaned during the day and social distancing markers will be placed around the station.
- All students (K-12) will be provided a lanyard so their face covering is easily accessible throughout the day

### **LUNCH**

- Elementary students will eat in areas where social distancing can occur, such as large spaces and outside. Secondary students will maintain the traditional rotating lunch schedules and will eat in common areas.
- Masks will not be required during eating and drinking. As a result, 6-foot social distancing will be enforced during the lunch period. Additional spaces will be utilized to allow secondary students to spread out to comply with the distancing requirements.

## RECESS (ELEMENTARY)

- Face masks are not required outdoors if 6 feet of distance is maintained.
- Equipment will be limited to the appropriate number of students to maintain distancing.
- Classes will be kept together outdoors and assigned an area for play each day.
- Students must wash their hands before and after using the playground equipment.
- Handheld equipment will be disinfected between class usage.

## OTHER ACTIVITIES

- Athletics practices and competitions at the high school and middle school level will be determined and evaluated by the MHSAA recommendations.
- Field trips and assemblies will not be allowed.
- Parent events (conferences, curriculum nights) will be conducted virtually unless communicated differently.
- Guest presenters will be restricted to a virtual connection with students.
- Details will be coming regarding school start orientations.

## DISINFECTING

- Staff at all facilities will increase disinfecting procedures.
- Desks will be wiped down between class periods if a different group of students enters.
- Additional disinfecting supplies will be in each classroom.
- Custodians will make increased rounds throughout the day.
- Equipment will be disinfected prior to, as well as after use.
- Areas contacted by a symptomatic individual will be closed and intensely cleaned.
- All buildings will be deep-cleaned and disinfected significantly prior to the school year.

## VISITORS

- Visitors to school facilities will be restricted to essential personnel, unless there is a reason for their attendance (e.g. picking up an ill student.)
- All visitors must complete a self-screening questionnaire prior to entering the building.
- Visitors who are permitted entry must wear a mask and remain in a designated area pertaining to the reason for the visit.
- Each school/facility will have a drop-off space for student items arriving after the school day has begun.

**Remote** – *This is for IN-PERSON students transitioning to remote learning due to COVID-positive, outbreak, or State directives.*

## PROGRAM DETAILS:

- Online education facilitated when the traditional in-person classroom environment is not possible.
- Remote learning is meant to be temporary, transitional.
- Remote learning will be activated if the State of Michigan enters phases 1-3 OR as a contingency plan when in-person learning is not possible.
- All classes will be taught by LCAS educators.
- Participation, assignments, activities are required. Teachers will provide students with feedback and grades where applicable.

## ELEMENTARY (GRADES K-5)

- Lake City Area Schools teachers will facilitate all content, including specials, which are aligned with current LCAS district standards and adjusted curriculum maps.

## SECONDARY (GRADES 6-12, POST-SECONDARY)

- Lake City Area School teachers will facilitate all core courses.
- The majority of instruction will be delivered by recorded video utilizing Schoology as a Learning Management System.
- Students can access the classes using the schedule explained later in this plan.
- All courses will include curriculum that is aligned with current LCAS standards and curriculum maps.

**Virtual** – *Online Learning by Choice of Parent and Student. If LCAS goes to a Remote learning environment, Virtual Students will continue with the educational programming they are using (Edgenuity).*

## PROGRAM DETAILS

- Trojan Virtual is a fully-online educational program for families who choose this option.
- It is an online experience that aligns directly with the traditional rigorous LCAS classroom curriculum while providing scheduling flexibility.
- Trojan Virtual is being created, instructed and led by certified LCAS educators in grades K-5. For grades 6-12, we will be using the Edgenuity platform for coursework – with LCAS educators as teachers and mentors.
- Students who are enrolled in Trojan Virtual will follow the LCAS school year calendar.

## PARENT/GUARDIAN EXPERIENCE

- Support your child's management of the Trojan Virtual school experience.
- Provide flexibility and consistency in your child's virtual experience.

## STUDENT EXPERIENCE

- Students will be instructed by a certified LCAS teacher in all core subjects.
- A combination of online and offline activities will be planned for students.
- Technology devices can be requested for students enrolled in Trojan Virtual.
- All necessary educational materials will be provided.
- Secondary students learn on their own daily time schedule.
- Participation, assignments, activities are required. Teachers will provide students with feedback and grades where applicable.
- Students who enroll in Trojan Virtual will be required to complete at least one full semester – unless determined otherwise by Administrator/Counselor/Parent Agreement.
- Trojan Virtual students will follow the same academic curriculum guides as our in-person learning classrooms; therefore, students who elect to return to in-person instruction will have a smooth transition.
- Trojan Virtual students may be asked to complete formal assessments in-person or proctored online.

# K-5 Virtual Learning & Remote Learning Overview

## (Every Day Schedule)

Lake City Elementary Virtual and Remote Learning Schedule									
Monday		Tuesday		Wednesday		Thursday		Friday	
Professional Meetings	8:00-8:30	Professional Meetings	8:00-8:30	Professional Meetings	8:00-8:30	Professional Meetings	8:00-8:30	Professional Meetings	8:00-8:30
Reading (Phonics Units K-2) & Writing *incl. lg. & sm. group instruction	8:30-10:00	Reading (Phonics Units K-2) & Writing *incl. lg. & sm. group instruction	8:30-10:00	Science *incl. lg. & sm. group instruction	8:30-10:00	Reading (Phonics Units K-2) & Writing *incl. lg. & sm. group instruction	8:30-10:00	Reading (Phonics Units K-2) & Writing *incl. lg. & sm. group instruction	8:30-10:00
Break	10:00-10:30	Break	10:00-10:30	Break	10:00-10:30	Break	10:00-10:30	Break	10:00-10:30
Math *incl. lg. & sm. group instruction	10:30-12:00	Math *incl. lg. & sm. group instruction	10:30-12:00	Social Studies *incl. lg. & sm. group instruction	10:30-12:00	Math *incl. lg. & sm. group instruction	10:30-12:00	Math *incl. lg. & sm. group instruction	10:30-12:00
Lunch	12:00-12:30	Lunch	12:00-12:30	Lunch	12:00-12:30	Lunch	12:00-12:30	Lunch	12:00-12:30
Student Support	12:30-1:30	Student Support	12:30-1:30	Student Support	12:30-1:30	Student Support	12:30-1:30	Student Support	12:30-1:30
Differentiated Small Group Instruction & Services	1:30-2:30	Differentiated Small Group Instruction & Services	1:30-2:30	Differentiated Small Group Instruction & Services	1:30-2:30	Differentiated Small Group Instruction & Services	1:00-2:30	Differentiated Small Group Instruction & Services	1:00-2:30
Music Recorded Lesson	2:30-3:00	Additional Student Support	2:30-3:00	PE Recorded Lesson	2:30-3:00	Additional Student Support	2:30-3:00	Technology Student Support	2:30-3:00

# 6-12 Remote Learning Overview

## (For Complete School Closure)

		Lake City Middle and High School - Remote Learning Schedule							
Monday		Tuesday		Wednesday		Thursday		Friday	
Professional Meetings	8:00-8:30	Professional Meetings	8:00-8:30	Shortened Class Times *These meetings are intended to provide time for small group meetings, or additional instructional time. 1st Hour 8:00-8:30 2nd Hour 8:45-9:15 3rd Hour 9:30-10:00 4th Hour 10:15-10:45 5th Hour 11:00-11:30 6th Hour 11:45-12:15		Professional Meetings	8:00-8:30	Professional Meetings	8:00-8:30
1st	8:30-10:00	4th	8:30-10:00			1st	8:30-10:00	4th	8:30-10:00
Break	10:00-10:30	Break	10:00-10:30			Break	10:00-10:30	Break	10:00-10:30
2nd	10:30-12:00	5th	10:30-12:00			2nd	10:30-12:00	5th	10:30-12:00
Lunch	12:00-1:00	Lunch	12:00-1:00			Lunch	12:00-1:00	Lunch	12:00-1:00
3rd	12:30-2:00	6th	12:30-2:00	Counselor or Ancillary Group Mtgs Social Emotional Learning Mtgs Student Class Meetings		3rd	12:30-2:00	6th	12:30-2:00
Student Support	2:00-3:00	Student Support	2:00-3:00			Student Support	2:00-3:00	Student Support	2:00-3:00

# Lake City Elementary Student Schedule for Virtual School & Remote Learning

\*Please note that for LC ELE virtual students, lessons will be recorded with minimal live meetings scheduled throughout the week. Due to the convenient nature of this curriculum – students will be able to move from their English Literacy Block (8:30am-10am) to their Math Block (10:30am-12pm) as soon as they finish. These blocks of time are generous learning windows, and most students will complete their necessary work in a portion of this time. Hypothetically, focused students could complete their entire day's work in two to three hours of time for each day.

## Student Schedule *Elementary*



### What does this look like for the Student?

#### DAY VIEW

Monday	
Professional Meetings	8:00-8:30
Reading (Phonics Units K-2) & Writing *incl. lg. & sm. group instruction	8:30-10:00
Break	10:00-10:30
Math *incl. lg. & sm. group instruction	10:30-12:00
Lunch	12:00-12:30
Student Support	12:30-1:30
Differentiated Small Group Instruction & Services	1:30-2:30
Specials Recorded Lesson	2:30-3:00
<b>Special Education</b> *Special services will be provided by special education teachers. * Teachers will provide appropriate accommodations through the homeroom teacher's Google Classroom and/or within their own Google Classroom. *These accommodations will only be visible to the teacher and the student.	

Students getting materials and technology devices ready for the day & logging in.

-Up to 15 minute live or recorded mini-lesson.  
-At least 30 minutes interactive lesson with recorded teacher directions and lessons.  
-Scheduled live small group instruction with different groups each day.  
\*Most likely will not take the whole 1.5 hrs to complete.

-Up to 15 minute live or recorded mini-lesson.  
-At least 30 minutes interactive lesson with recorded teacher directions and lessons.  
-Scheduled live small group instruction with different groups each day.  
\*Most likely will not take the whole 1.5 hrs to complete.

Students can have a live meeting with teacher to answer questions and/or concerns if needed.

-Scheduled live small group instruction with different groups each day.  
-Scheduled health and wellness live or recorded lessons for small groups of students.  
\*Students will be scheduled by appointment.  
\*Not necessarily every day.

-Special classes available M, W, F  
-Additional Student Support available T, TH

# Lake City Middle and High Student Schedule for Remote Learning

\*Please note that if LCMS and LCHS need to activate this Remote Learning schedule due to a complete school closure, lessons will be recorded with minimal live meetings scheduled throughout the week. Due to the convenient nature of this curriculum – students will be able to move from one period’s coursework to the next as soon as they finish. These blocks of time are generous learning windows, and most students will complete their necessary work in a portion of this time. Hypothetically, focused students could complete their entire day’s work in two to three hours of time for each day.

\*LCMS and LCHS Virtual students will not follow this schedule for their normal day. LCMS and LCHS Virtual students will have Edgenuity courses assigned to them, and they will work through this coursework at their own pace – with an expected amount of completion each week. More details will be available for Virtual students in the coming weeks.

## Student Schedule LCMS & LCHS



### What does this look like for the Student?

#### DAY VIEW

Monday	
<b>Professional Meetings</b>	8:00-8:30
<b>1st</b>	8:30-10:00
<b>Break</b>	10:00-10:30
<b>2nd</b>	10:30-12:00
<b>Lunch</b>	12:00-1:00
<b>3rd</b>	12:30-2:00
<b>Student Support</b>	2:00-3:00

Students getting materials and technology devices ready for the day & logging in.

Hourly Class Meeting will include  
 -Up to 45 minutes live or recorded lesson.  
 -Up to 45 minutes of homework time with teacher support.  
 -Second half of period used for special education support with special education teacher  
 \*Most likely will not take the whole 1.5 hrs to complete.

Students can have a live meeting with teacher to answer questions and/or concerns if needed.

#### Special Education

\*Special services will be provided by special education teachers.  
 \* Teachers will provide appropriate accommodations through the content teacher’s Google Classroom and/or within their own Google Classroom.  
 \*These accommodations will only be visible to the teacher and the student.

# Enrollment and Registration

## **TROJAN VIRTUAL REGISTRATION**

1. Read Return to School document to understand differences between In-Person and Trojan Virtual.
2. Fill out and return Trojan Virtual registration form before August 21, 2020 – will be mailed the week of August 10<sup>th</sup>, 2020.
3. LCAS will follow up with more details prior to the start of school – (how to receive technology and when, as well as counselor contact to determine course schedule).

## **IN-PERSON PROCESS**

1. Returning students planning to attend the in-person learning do not need to register.
2. LCAS will follow up with more details about class assignments/schedules closer to the start of school.



# Self-Screener Information –

*Students and Staff will be required to do a Self-Screener each day.  
There will be an Electronic and Paper Option*

## Questions:

Click on this QR Code to take you  
to our LCAS Health Screener:



### Confirm Your Answers:

Do you have a fever?

No

Do you have a cough?

No

Do you have a sore throat?

No

Do you have shortness of breath?

No

Have you been in close contact or cared  
for someone with COVID-19 in the past  
14 days?

No

Result: Pass

Submit

Revise

## ALTERNATE SUBMISSION

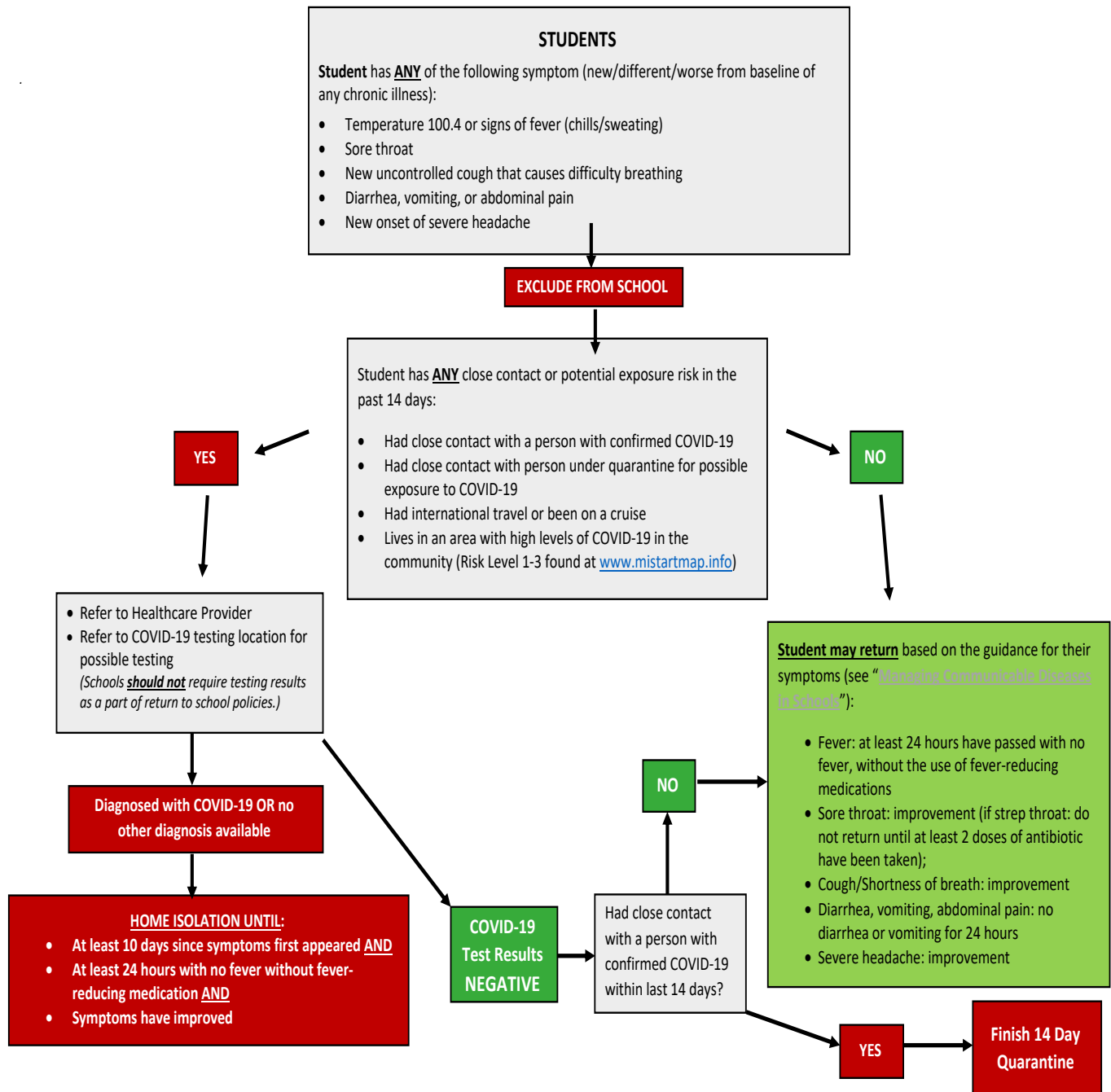
For those without the mobile phone app, a form with the same screening questions will be available on LakeCityTrojans.org or in printed form at school buildings. A new completed form still must be submitted each time upon entering school or another LCAS facility.

# COVID-19 Response

## POSITIVE TEST PROCEDURES/PROTOCOLS

- COVID-19 symptoms are: cough, fatigue, fever/chills, headache, temperature of 100.4 or higher, nausea/vomiting, loss of taste/smell, shortness of breath, sore throat.
- Isolated waiting rooms will be designated at each school for symptomatic students.
- Any symptomatic student will need to be picked up by an adult listed on the emergency card.
- Any student who tests positive for COVID-19 must remain home, based on the protocols below.
- Any individual with a fever cannot return to LCAS facility until they are 72 hours fever-free without fever-reducing medication.
- LCAS requires all positive COVID-19 tests from student/staff to be reported to school administration by families to initiate contact tracing. Doctor documentation is required.
- Those with "close contact" with positive individual should also remain out of school for the same 14-day period and monitor symptoms. This includes all family members.
  - The CDC defines "close contact" as: Someone who was within 6 feet of an infected person for at least 15 minutes starting from 48 hours before illness onset.
  - LCAS will transition students to virtual learning for the duration of the quarantine.
  - A classroom, bus route or individual group or activity could be closed under LCAS protocols.
- If a classroom is required to quarantine, students will move to virtual learning until allowed to return to school.
- Should the Missaukee County Health Division establish a county-wide school protocol, LCAS will defer to that process, as recommended by the state Return to School roadmap.
- Students will not be penalized for staying home due to illness and are encouraged to remain home when feeling sick, even if not symptomatic.
- LCAS staff members are subject to the same protocols as contained in the Preparedness and Workplace Plan.

# COVID 19 - PROCEDURES/PROTOCOLS



# Calendar of Events

**August 12, 6 p.m.**

**LCAS Board of Education Meeting (remote)**

**Late August**

**Education, Technology, and Bus Stop Information Sent to Families**

**August 31, 2020**

**First Day of School (In-Person and Trojan Virtual)**

## Moving Forward

As Lake City Area Schools administrators, teachers, and parents contributed to this Return to School plan, the understanding was, for the first time in years, that the future is uncertain. This plan is being released today, August 11, 2020, with the expectation that LCAS will begin the school year August 31, 2020, in Phase 5 of the State of Michigan Safe Start Plan.

As the State's school plans evolve, so will we, keeping you all informed. Thank you for your partnership.

-- LCAS Administrative Leaders