

COVID-19 Preparedness and Response Plan

(Executive Order 2020-142 District Preparedness Plan Template)

Revised 7:00AM
07/10/20

Name of District: Baraga Area School

Address of District: 210 Lyons Street Baraga MI, 49908

District Code Number: 07020

Web Address of the District: baragaschools.org

Name of Intermediate School District: CCISD

Name of Authorizing Body (if applicable):

Preparedness Plan Introduction

Governor Whitmer's [Executive Order 2020-142](#) "provides a structure to support all schools in Michigan as they plan for a return of pre-K-12 education in the fall. Under the order, school districts must adopt a COVID-19 Preparedness and Response Plan laying out how they will cope with the disease across the various phases of the [Michigan Safe Start Plan](#). In turn, the accompanying Michigan Return to School Roadmap offers a guide to the types of safety protocols appropriate during each phase. There's no one-size-fits-all solution: What works in Lansing may not work in Sault Sainte Marie. Districts will retain the flexibility to tailor their instruction to their particular needs and to the disease conditions present in their regions." (EO-2020-142)

Each district (public, public school academy (PSA), nonpublic, and intermediate school district (ISD) that educates pre-K-12 students) shall submit a single completed Assurance Document and Preparedness Plan to its Board in time for approval by August 15 or seven days before the first day of school, whichever comes first. This template, when completed, serves as a single Assurance Document and Preparedness Plan.

The Preparedness Plan will be collected by the Intermediate School District for public school districts, the authorizing body for public school academies, or the chief/designated school administrator for nonpublic schools for transmission to the State Superintendent of Public Instruction and State Treasurer by August 17, 2020. Additionally, this Preparedness Plan must be posted on the district's/PSA's, or nonpublic school's public website home page no later than August 17, 2020. A single application should be filed by the district rather than multiple applications for individual schools within a district.

Preparedness Plan Assurances

The District agrees to meet all of the following requirements of Executive Order 2020-142

- ✓ The District assures that when it provides in-person instruction to its students without disabilities, the district must also provide in-person instruction to its students with disabilities, consistent with their individualized education programs (IEPs).
- ✓ The District assures that when schools are closed to in-person instruction, districts must 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 assurance includes the provision of auxiliary services under section 1296 of the Revised School Code, MCL 380.1296.
- ✓ The District assures that while any state of emergency or disaster related to the COVID-19 pandemic continues, it shall 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.
- ✓ The District assures that it shall, to the extent practicable and necessary, make individualized determinations whether and to what extent compensatory services may be needed for students with disabilities in light of the school closures during the 2019–2020 school year.
- ✓ The District assures that during **Phase 1, 2, or 3** of the *Michigan Safe Start Plan* 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.
- ✓ The District assures that during **Phase 1, 2, or 3** of the *Michigan Safe Start Plan* it will suspend athletics, after-school activities, inter-school activities, and busing.
- ✓ The District assures that during **Phase 1, 2, or 3** of the *Michigan Safe Start Plan* 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.
- ✓ The District assures that in **Phases 1, 2, or 3** of the *Michigan Safe Start Plan* it will provide for the continuation of food distribution to eligible students.
- ✓ The District assures that during **Phase 4** of the *Michigan Safe Start Plan* it will prohibit indoor assemblies that bring together students from more than one classroom.
- ✓ The District assures cooperation with the local public health department if a confirmed case of COVID-19 is identified, and agrees to 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 in school.

Preparedness Plan

Every district must develop and adopt a COVID-19 Preparedness and Response Plan ("Preparedness Plan") that is informed by [Michigan's 2020-21 Return to School Roadmap](#) ("Return to School Roadmap") from the COVID-19 Task Force on Education and Return to School Advisory Council.

In accordance with Executive Order 2020-142 a plan must include all the following parts:

- A.** The policies and procedures that the District will follow when the region in which the district is located is in **Phase 1, 2, or 3** of the *Michigan Safe Start Plan*.
1. Describe how the district will offer alternative modes of instruction other than in-person instruction and a summary of materials each student and the student's parents or guardians will need to meaningfully access the alternative modes of instruction included in the Preparedness Plan. If the Preparedness Plan relies on electronic instruction, the Preparedness Plan must consider how the district will aid students who lack access to computers or to the internet. This is also in the Continuity of Learning and COVID-19 Response Plan submitted in April. You may want to update and link to this plan in your response below.

Baraga Schools will provide students with an online curriculum (to be determined in the future). Materials would be made available to parents and students on the school website. All links to materials to each class will be available there. Parents and students will be provided training on how to use the learning platform and other technology. They will also be given training on where to find lessons and materials. The district will be moving to 1:1 where each student TK-12 will be given a school-issued Chromebook. The school will work with the families without internet access to help them gain internet access.

- B.** The policies and procedures that the District will follow when the region in which the District is located is in **Phase 4** of the *Michigan Safe Start Plan*. Those policies and procedures must, at a minimum, include:
1. **Face coverings** (p. 22)
 - a. Please describe how the district will implement **requirements** for facial coverings that at a minimum require the wearing of face coverings, except during meals and unless face coverings cannot be medically tolerated, for:
 - i.) All staff and all students in grades preK-12 when on a school bus.
 - ii.) All staff and all students in grades preK-12 when in indoor hallways and common areas.
 - iii.) All staff when in classrooms.
 - iv.) All students in grades 6 and up when in classrooms.
 - v.) All students in grades kindergarten through grade 5 unless students remain with their classes throughout the school day and do not come into close contact with students in another class.

i.) All staff and all students in grades preK-12 will be required to wear a face covering when on a school bus. Signs with expectations will be posted on the bus.
ii.) All staff and all students in grades preK-12 will be required to wear a face covering when in indoor hallways and common areas (exceptions will be made during meals).
iii.) All staff will be required to wear a face covering when in classrooms.
iv.) All students in grades 6 and up will be required to wear a face covering when in classrooms.
v.) All students in grades transitional kindergarten through grade 5 will not be required to wear a facial covering while they are in their classroom cohort throughout the school day and do not come into close

contact with students in another class. Students in grades K-5 will also not be required to wear a face covering while outside for recess. If positive COVID-19 cases begin to increase in the district the board will revisit this safety measure. Under certain circumstances we may implement mask wearing in TK-5.

2. Hygiene

Please describe how you will implement the **requirements** for hygiene protocols from the *Return to School Roadmap* (p. 22-23).

Hand sanitizer dispensers will be installed at the entrance of each classroom, buses, the gym and sports deck, office entrances, entry ways, cafeteria, and kitchen. Hygiene expectations will be taught and reinforced at every grade level to include proper coughing and sneezing hygiene techniques, use and disposal of tissues, and hand washing. Staff and students will have scheduled hand washing times every 2-3 hours. Janitorial staff will regularly check and refill soap and hand sanitizers. The school will limit the use of shared items (shared items will be sanitized between uses) and will keep personal items in individual cubbies or lockers.

3. Cleaning

Please describe how you will implement the cleaning **requirements** for cleaning protocols from the *Return to School Roadmap* (p. 27).

Frequently touched surfaces will be cleaned at least every four hours using an EPA-approved disinfectant. Classrooms will be fogged with a EPA-approved disinfectant every four hours. Libraries, computer labs, arts and other hands-on classrooms will be cleaned after every class period with an EPA-approved disinfectant. Student desks will be wiped down after every class period with a diluted bleach solution (whiteboard tables will be cleaned with a special disinfectant to protect the integrity of the table). Playground structures will be cleaned routinely. Cleaning staff will wear proper PPE while performing cleaning tasks. All cleaning supplies will be stored in a locked closet.

4. Athletics

Please describe how you will implement the **requirements** for athletics protocols from the *Return to School Roadmap* (p. 27).

The school will be following all MHSAA safety guidelines. Students, teachers, and staff will use proper hand hygiene techniques before and after every practice, event, or gathering. 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. All equipment must be disinfected before and after use. 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. Spectators are allowed provided that facial coverings are used by observers and six feet of social distancing can be maintained at all times. Attention will be given to entry and exit points to prevent crowding. Each participant must use a clearly marked water bottle for individual use. There should be no sharing of this equipment. Handshakes, fist bumps, and other unnecessary contact must not occur. Indoor weight rooms and physical conditioning activities that require shared equipment are suspended. Outdoor physical conditioning activities are allowed while maintaining social distancing. 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.

5. Screening

Please describe how you will implement the **requirements** for screening protocols from the *Return to School Roadmap* (p. 24).

Schools must cooperate with the local public health department regarding implementing protocols for screening students and staff. The school will identify and designate a quarantine area and a staff person to care for students who become ill at school. Students who become ill with symptoms of COVID-19 will be placed in an identified quarantine area with a surgical mask in place until they can be picked up. Identified school staff caring for these children should wear a surgical mask, with the exception of students with special needs requiring aerosolized procedures in which an N95 mask is required. Symptomatic students sent home from school should be kept home until they have tested negative or have completely recovered according to CDC guidelines. Staff should conduct daily self-examinations, including a temperature check, prior to coming to work. If they exhibit any respiratory or gastrointestinal symptoms, or have a temperature of 100.4 or greater, they should stay home. All students and staff will be required to answer screening questions and have a parent or guardian signature sign off on the questions BEFORE they will be permitted on the bus or in the building. The screening card with daily signature will be the students' pass onto the bus or into the building.

6. Testing

Please describe how you will implement the **requirements** for testing protocols from the *Return to School Roadmap* (p. 25).

Schools will cooperate with the local public health department regarding implementing protocols for screening students and staff. Families will be expected to take student temperatures and self-monitor for COVID-19 symptoms each morning before boarding the bus or coming to school. The presence of any unexplained COVID-19 symptoms should prompt the parent or guardian to keep the student home from school. Students who develop a fever or become ill with COVID-19 symptoms at school should wear a mask and be transported by their parent or guardian, emergency contact, or ambulance if clinically unstable, for off-site testing. Staff who develop a fever or become ill with COVID-19 symptoms at school should wear a mask and be transported for off-site testing. Symptomatic students and staff sent home from school should be kept home until they have tested negative for COVID-19, or have been released from isolation according to CDC guidelines. 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. 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. Students and staff should be closely monitored for any symptoms of COVID-19. Only those that develop symptoms require testing for COVID-19.

7. Busing and Student Transportation

Please describe how you will implement the **requirements** for busing and student transportation protocols from the *Return to School Roadmap* (p. 28).

Students getting on the bus will require the use of hand sanitizer before entering. Hand sanitizer will be supplied on the bus. The bus driver, staff, and all students in grades preK-12, if medically feasible, must wear facial coverings while on the bus. 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. Transportation vehicles will be cleaned and disinfected before and after every transit route. Children will not be present when a vehicle is being cleaned. The school will clean and disinfect frequently touched surfaces in the vehicle (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. Staff will clean,

sanitize, and disinfect equipment including items such as car seats, wheelchairs, walkers, and adaptive equipment being transported to schools daily. The school will create a plan for getting students home safely if they are not allowed to board the vehicle. If a student becomes sick during the day, they must 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. Weather permitting, doors and windows will be kept open when cleaning the vehicle and between trips to let the vehicles thoroughly air out. Weather permitting, windows will be kept open while the vehicle is in motion to help reduce spread of the virus by increasing air circulation, if appropriate and safe.

C. Describe the policies and procedures that the district will follow when the region in which the district is located is in Phase 5 of the Michigan Safe Start Plan.

Staff and students in grades 6-12 will be required to wear facial coverings except while eating until October 1. All staff in grades PreK-5 will be required to wear a mask, except while eating until October 1. These face covering policies will then be re-evaluated to determine appropriate future policy. Students in PreK-5 will only be required to wear a mask in passing (hallways etc.) or when near people outside of their cohort. Hand sanitizer dispensers will be installed at the entrance of each classroom, buses, the gym and sports deck, office entrances, entry ways, cafeteria, and kitchen. Hygiene expectations will be taught and reinforced at every grade level to include proper coughing and sneezing hygiene techniques, use and disposal of tissues, and hand washing. Staff and students will wash or sanitize their hands when leaving or entering a new classroom or space or each time a new group of students enters their room. Janitorial staff will regularly check and refill soap and hand sanitizers. The school will limit the use of shared items (shared items will be sanitized between uses) and will keep personal items in individual cubbies or lockers. Frequently touched surfaces will be cleaned on a regular schedule. Classrooms will be fogged with a EPA-approved disinfectant every four hours. Libraries, computer labs, arts and other hands-on classrooms will be cleaned after every class period with an EPA-approved disinfectant. Student desks will be wiped down after every class period with a diluted bleach solution (whiteboard tables will be cleaned with a special disinfectant to protect the integrity of the table). Playground structures will be cleaned routinely. Cleaning staff will wear proper PPE while performing cleaning tasks. All cleaning supplies will be stored in a locked closet.

1. Indicate which highly recommended protocols from the *Return to School Roadmap* the district will include in its Preparedness Plan when the region in which the district is located is in **Phase 5 of the *Michigan Safe Start Plan*.**

Students getting on the bus will require the use of hand sanitizer before entering. Hand sanitizer will be supplied on the bus. The bus driver, staff, and all students in grades preK-12, if medically feasible, must wear facial coverings while on the bus. 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. Transportation vehicles will be cleaned and disinfected before and after every transit route. Children will not be present when a vehicle is being cleaned. The school will clean and disinfect frequently touched surfaces in the vehicle (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. Staff will clean, sanitize, and disinfect equipment including items such as car seats, wheelchairs, walkers, and adaptive equipment being transported to schools daily. The school will create a plan for getting students home safely if they are not allowed to board the vehicle. If a student becomes sick during the day, they must 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. Weather permitting, doors and windows will be kept open when cleaning the vehicle and between trips to let the vehicles thoroughly air out.

The school will 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 updating their care plans as needed to decrease their risk for exposure to COVID-19. The school will create a process for students/families and staff to self-identify as high risk for severe illness due to COVID-19 and have a plan in place to address requests for alternative learning arrangements or work reassignments.

2. Indicate which highly recommended protocols from the *Return to School Roadmap* the district will not include in its Preparedness Plan when the region in which the district is located is in **Phase 5** of the *Michigan Safe Start Plan*.

Baraga is planning to follow ALL highly recommended protocols from the *Return to School Roadmap*.

D. After considering all the protocols that are highly recommended in the *Return to School Roadmap*, please indicate if a school plans to exclude protocols that are highly recommended for any of the categories above in **Phase 4**.

Baraga is planning to follow ALL highly recommended protocols from the *Return to School Roadmap*.

Final Steps for Submission

Each district shall submit a single completed Assurance Document and Preparedness Plan to its Board of Education (in the case of a PSA, the Academy Board of Directors; in the case of a nonpublic school, the chief or designated school administrator) in time for approval by August 15 or seven days before the first day of school, whichever comes first.

Date of Approval by the District Board of Education, PSA Board of Directors, or nonpublic school chief/designated school administrator:

Link to the Board Meeting Minutes or Signature of Board President, or signature of nonpublic school chief/designated school administrator:

Link to the approved Plan posted on the District/PSA/nonpublic school website:

The Preparedness Plan will be collected by the Intermediate School District for public school districts, the authorizing body for public school academies, or the chief/designated school administrator for nonpublic schools for transmission to the State Superintendent of Public Instruction and State Treasurer by August 17, 2020. Additionally, this Preparedness Plan must be posted on the district's/PSA's, or nonpublic school's public website home page no later than August 17, 2020.

Name of District/PSA/Nonpublic Leader Submitting Plan: Richard Sarau

Date Received by the ISD/Authorizing Body/Chief or designated School Administrator:

Date Submitted to State Superintendent and State Treasurer:

Approved:

Board President: _____

Date: _____

Mr. William Jondreau