

LCISD Safe Start Plan 2020-2021 - COVID-19 Preparedness and Response

Name of District: Lewis Cass Intermediate School District

Address of District: 61682 Dailey Rd, Cassopolis, MI 49031

District Code Number: 14000

Web Address of the District: www.lewiscassisd.org

Name of Intermediate School District: Lewis Cass Intermediate School District

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

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*.

Below is the link for our Continuity of Learning and COVID-19 Response Plan -

<https://docs.google.com/document/d/1zDTlhD3kF32jgSVdOeZhiFdekAYYV5wKHOXNTGTxtYE/edit>

The plans outlined below were developed based on the MiSafe Start: Michigan 2020-21 Return to School Roadmap and will be updated based on satellite location board approved plans and guidance from the Center for Disease Control, Michigan Department of Health and Human Services and/or the Michigan Department of Education recommendations.

LCISD Safety Protocols

	LCISD Phase 1-3	LCISD Phase 4	LCISD Phase 5
Personal Protective Equipment	<p>LCISD Programs are closed for in-person instruction</p> <p>Below is the link for our Continuity of Learning and COVID-19 Response Plan - https://docs.google.com/document/d/1zDTIhD3kF32jgSVdOeZhIFdekAYYV5wKHGXNTGTxtYE/edit</p>	<p>Ensuring all employees have access to personal protective equipment to keep them from both contracting and transmitting the COVID-19 virus</p> <ul style="list-style-type: none"> ● Masks to be worn whenever workers cannot consistently maintain six-feet of separation ● Gloves as necessary ● Face shields as necessary <ul style="list-style-type: none"> ● All staff will wear masks during the day except when in their office and during meals. ● Facial coverings may be homemade or disposable level-one (basic) grade surgical masks. ● Staff must have doctor's orders stating that they cannot wear a mask for medical reasons. ● PreK-5 and special education teachers should consider wearing clear masks. ● Face shields and/or clear masks will be used by staff and students to accommodate deaf and hard of hearing, social emotional and speech and language needs. ● Homemade facial coverings must be washed daily. ● Disposable facial coverings must be disposed of at the end of each day. <ul style="list-style-type: none"> ● Students are encouraged to bring a facial covering to school each day however school will provide them if the student does not have one. ● Students within our programs will remain in their classroom with the same group of students and staff the majority of the day. 	<p>All staff will wear masks during the day except when in their office.</p> <ul style="list-style-type: none"> ● Students are encouraged to bring a facial covering to school each day, however, the school will provide them if the student does not have one. ● Cohorts of students will be allowed to switch classrooms or do activities together as appropriate to support themselves with independence, social-emotional and academic skills. Facial coverings will be expected as students mix with other classrooms and groups of students or as they access common areas. Staff will continue to follow the individualized facial covering plan created and reviewed in collaboration with parent, administrator and teacher. ● Staff will continue to follow the individualized facial covering plan created and reviewed in collaboration with parent, administrator and teacher. <p>Masks or face shields MUST be worn in common areas such as the copy room, break room, bathrooms, hallways, conference rooms, etc. However, masks are not required to be worn while you are alone in your office.</p> <p>7/10/2020 Governor Gretchen Whitmer signed executive order 2020-147, which reiterates that individuals are required to wear a face covering whenever they are in an indoor public space. It also requires the use of face coverings in crowded outdoor spaces. Most significantly, the order requires any business that is open to the public to</p>

		<ul style="list-style-type: none"> ● Students grades 6-12 will be encouraged to wear a mask in the classroom. ● As students travel to common areas they will be either expected or encouraged to wear their facial covering (this will vary based on the student's disability). ● Teachers will collaborate with parents to discuss facial coverings to create individualized facial covering plans. ● Those that are medically able to wear facial coverings will wear them in the required areas. ● Those that their disability impacts their ability to wear a facial covering will have a plan created that includes direct instruction on wearing a facial covering and a plan to incorporate wearing a facial covering in intervals that are tolerated by the student. ● Those that are not medically able to wear a facial covering will not be required to wear one. ● Students with significant disabilities preventing the use of facial coverings are referred to forthcoming guidance from MDE. ● All students will receive lessons on the importance of wearing a facial covering. Homemade facial coverings must be washed daily. ● Disposable facial coverings must be disposed of at the end of each day. ● Face Shields: It will be imperative that face shields are cleaned following CDC recommendations: <ol style="list-style-type: none"> 1. Carefully wipe the inside, followed by the outside of the face shield or goggles using a clean cloth saturated with neutral detergent solution or cleaner wipe. 2. Carefully wipe the outside of the face shield or goggles using a wipe or clean cloth saturated with EPA-registered hospital 	<p>refuse entry or service to people who refuse to wear a face covering, with limited exceptions. We encourage you to read the order to understand more specifically where mask wearing is and is not required.</p>
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		<p>disinfectant solution.</p> <p>3. Wipe the outside of the face shield with clean water or alcohol to remove residue.</p> <p>4. Fully dry (air dry or use clean absorbent towels).</p> <p>5. Perform hand hygiene.</p> <p>Strongly Recommended:</p> <ul style="list-style-type: none"> ● Facial coverings should be considered for K-5 students and students with special needs in classrooms. ● Facial coverings should be considered for preK students and students with special needs in hallways and common areas. ● Facial coverings are not recommended for use in classrooms by children ages 3 and 4. ● Facial coverings should never be used on children under age 2. <p>https://www.cdc.gov/coronavirus/2019-ncov/prevent-getting-sick/how-to-wear-cloth-face-coverings.html</p>	
<p>Social Distancing - Space, Movement and Access</p>	<p>LCISD Programs are closed for in-person instruction</p>	<p>Ensuring all employees and students are appropriately socially distanced to keep them from both contracting and transmitting the COVID-19 virus</p> <p>The screening tool linked here must be completed by staff prior to entering the building each day.</p> <p>https://drive.google.com/file/d/1H91k7OpiJpm1cBneQ8ERH4DpPKuxY4Fk/view?usp=sharing</p> <ul style="list-style-type: none"> ● Employees are responsible for monitoring their own temperatures before coming to work each day. If you have a fever of 100.4 F or higher, you are responsible for reporting that to your direct supervisor and must not report to work until you 	<p>Center Based Special Education Classrooms</p> <p>The screening tool linked here must be completed by staff prior to entering the building each day.</p> <p>https://drive.google.com/file/d/1H91k7OpiJpm1cBneQ8ERH4DpPKuxY4Fk/view?usp=sharing</p> <ul style="list-style-type: none"> ● Employees are responsible for monitoring their own temperatures before coming to work each day. If you have a fever of 100.4 F or higher, you are responsible for reporting that to your direct supervisor and must not report to work until you have been fever free for 24 hours. If deemed appropriate by your supervisor, you may continue

		<p>have been fever free for 72 hours without use of fever reducing medication. If deemed appropriate by your supervisor, you may continue working from home until you are able to return to work.</p> <ul style="list-style-type: none"> ● Employees are expected to self-monitor and self-report any known exposure or symptoms in accordance with the health department guidelines. The Van Buren Cass Health Department page addresses many of these questions. https://vbcassdhd.org/covid-19/ <p>Location Requirements: Center Based Special Education Classrooms</p> <p>This Classroom Safety Checklist must be posted in each classroom and reviewed daily. https://docs.google.com/document/d/1hHN9kf6jUzULSkeiAjjk1ev0w_QGGEGSPFZJiJ55PEg/edit?usp=haring</p> <ul style="list-style-type: none"> ● Every effort will be made to keep desks six feet apart. ● Class sizes should be kept to the level afforded by necessary spacing requirements. ● In classrooms where large tables and round tables are utilized, space students as far apart as feasible. Dividers will be used to separate students at a safe distance. ● As feasible, arrange all desks facing the same direction toward the front of the classroom. ● Teachers should maintain six feet of spacing between themselves and students as much as possible. ● Staff desks must be six feet from student tables and desks. ● Family members or other guests are not allowed in the school building except under extenuating circumstances determined by district and school 	<p>working from home until you are able to return to work.</p> <ul style="list-style-type: none"> ● Employees are expected to self-monitor and self-report any known exposure or symptoms in accordance with the health department guidelines. The Van Buren Cass Health Department page addresses many of these questions. https://vbcassdhd.org/covid-19/ <p>Location Requirements: Center Based Special Education</p> <p>This Classroom Safety Checklist must be posted in each classroom and reviewed daily. https://docs.google.com/document/d/1hHN9kf6jUzULSkeiAjjk1ev0w_QGGEGSPFZJiJ55PEg/edit?usp=haring</p> <ul style="list-style-type: none"> ● Every effort will be made to keep desks six feet apart. ● Teachers will keep desks and/or tables spaced as close to 6ft apart as possible ● Family members and/or guests will not be allowed in the building except under extenuating circumstances ● Signage will be posted to include reminders for social distancing, hand washing, etc. ● Markers will be used to indicate 6 ft intervals in places where students will line up ● Signage will be posted throughout the building, in student friendly language, that reinforces social distancing, hand washing and hygiene techniques ● Guests and Itinerant Staff that enter the building (such as therapists, case workers, etc) must be screened, wear a facial covering, and sanitize hands before entering the building. Records will be kept by the building secretary with time, date, contact
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		<p>officials.</p> <ul style="list-style-type: none"> ● Floor tape or other markers should be used at six foot intervals where line formation is anticipated. ● Students will eat breakfast/lunch and snack in classrooms, outside, or areas where a six-distance can be maintained. <p>Building Entry - Foyer</p> <ul style="list-style-type: none"> ○ Whenever possible students will enter the buildings directly into their classrooms. <ul style="list-style-type: none"> ■ Staff will monitor arrival and dismissal to discourage congregating and ensure students go straight from a vehicle to their classrooms and vice-versa. ■ Students will put materials in lockers and on hooks at assigned times to limit amount of students and staff in the hallway ○ Family members or other guests are not allowed in the school building except under extenuating circumstances determined by district and school officials. ○ Adult guests entering the building will be screened for symptoms, wear a facial covering, and wash/sanitize hands prior to entering. ○ Signage will be posted to indicate proper social distancing. Enter directly into rooms ○ Floor/seating markings in waiting and reception areas will be provided for social distancing in waiting and reception areas. ○ Strict records, including date and time, should be kept of non-school employees or other visitors entering and exiting the building. ○ Entrances and exits times will be kept separate to keep traffic moving in a single 	<p>information and purpose of visit. Guests will also complete prior to entering the building.</p> <ul style="list-style-type: none"> ● Windows will NOT be opened as our buildings air conditioned. Instead, the outside air dampers will be open for maximum outside air flow. Weather permitting windows can be opened to assist with air circulation. ● A LCISD Safe School Plan: Common Area Checklist will be posted in common areas of the buildings. <p>https://docs.google.com/document/d/1XKXVcpPIGFvGXx7amHU9ZBnC91oJlM4s/edit#</p> <p>Locations:</p> <ul style="list-style-type: none"> ○ Gross Motor Room Procedure ○ Gym Procedure ○ Sensory Room Procedure ○ Hallway Procedure ○ Speech & Social Work Areas Procedure <ul style="list-style-type: none"> ● Classrooms will be assigned entrance and exit doors to limit congestion during arrival and dismissal. As buses arrive, bus staff will radio classrooms to indicate arrival of students. ● LCISD staff will collaborate with building administration to ensure students, whose IEPs place them in general education classrooms, will continue to have in-person inclusion opportunities while reducing the risk of transmission. IEP teams may convene to determine if the benefits of inclusion for the student outweigh the increased medical risk of visiting other classrooms. to classrooms. ● Meals will be held within the classroom
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		<p>direction.</p> <p>Restroom</p> <ul style="list-style-type: none"> ○ Signs will be posted on the doors of restrooms to indicate proper social distancing and hand hygiene techniques. ○ Designed rooms <ul style="list-style-type: none"> ■ North Pointe Center <ul style="list-style-type: none"> ● Group Restroom in middle of building ○ Young Adult Transition Classrooms students only ● Classroom Restrooms <ul style="list-style-type: none"> ○ To be used by those with restrooms in the classroom ● Alcove Restroom <ul style="list-style-type: none"> ○ To be used only by SEI Classroom students ■ BLC <ul style="list-style-type: none"> ● Students will use classroom restrooms only during Phase 4 <p>Hallways</p> <ul style="list-style-type: none"> ○ Efforts should be made to keep six feet of distance between people in the hallways. ○ Staggered movements at incremental intervals will be used to minimize the number of persons in the hallway at one time. ○ Flow of foot traffic will be directed in only one direction, if possible. If one-way flow is not possible, hallways should be divided with either side following the same direction. <p>Conference Rooms-</p> <ul style="list-style-type: none"> ○ Staff Meetings <ul style="list-style-type: none"> ■ During Phase 4 all staff meetings will be held virtually ○ IEPs ○ Community Meetings 	<ul style="list-style-type: none"> ● Staff and students must wash hands before and after every meal ● For students who require practice and direct teaching on eating in the cafeteria and going through the lunch line, accommodations will be made in collaboration with food service, teacher and administrator ● All food service will continue adhere to the food and drug administration guidance <p>Field Trips/Assemblies</p> <ul style="list-style-type: none"> ● Field trips can occur following all guidelines and mandates put in place by the State of Michigan. ● Assemblies will be telecasted
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		<ul style="list-style-type: none"> ○ Board Meetings ○ Professional Learning - Staff Professional Development <ul style="list-style-type: none"> ■ During Phase 4 all staff professional learning will be held virtually <p>Staff Bathrooms</p> <ul style="list-style-type: none"> ○ Signs will be posted on the doors of restrooms to indicate proper social distancing and hand hygiene techniques. <p>Student Showers</p> <ul style="list-style-type: none"> ○ Signs will be posted on the doors of restrooms to indicate proper social distancing and hand hygiene techniques. <p>Copy Room</p> <ul style="list-style-type: none"> ○ Maintain a six foot distance between individuals to the greatest extent possible ○ Wipe down any areas/equipment that you touch <p>Staff Lounges</p> <ul style="list-style-type: none"> ○ Maintain a six foot distance between individuals to the greatest extent possible. ○ Wipe down any areas/equipment that you touch <p>Staff Office</p> <ul style="list-style-type: none"> ○ Maintain a six foot distance between individuals to the greatest extent possible. <p>Main Office</p> <ul style="list-style-type: none"> ○ Plexiglass shields will be installed at each main office desk ○ During Phase 4 not more than one person, aside from the Admin Asst, may enter the office ○ Maintain a six foot distance between individuals to the greatest extent possible. <p>Sensory/Gross Motor Rooms</p> <ul style="list-style-type: none"> ○ Signs will be posted on the doors of restrooms to indicate proper social 	
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		<p>distancing and hand hygiene techniques.</p> <p>Gym</p> <ul style="list-style-type: none"> ○ Physical education will be held outside and social distancing of six feet should be practiced. ○ During Phase 4 staff and students will not use the gym ○ All Gym activities will take place in the classroom or on the playground <p>Recess</p> <p>Recess will be outside, weather permitting. A schedule will be created to ensure that all students have an equitable opportunity for outside activity but also ensure that the playground groups are kept in cohorts.</p> <ul style="list-style-type: none"> ○ Physical education will be held outside and social distancing of six feet should be practiced. ○ Possibly split the playground ○ Students/staff will not be allowed in sectioned off areas ○ Facial coverings should be worn if more than one classroom is on the playground at a time <p>Cafeteria</p> <ul style="list-style-type: none"> ○ Cooking <ul style="list-style-type: none"> ■ Guidelines will be developed with staff ○ Meals <p>All food service will continue to adhere to the food and drug administration guidance</p> <ul style="list-style-type: none"> ■ During Phase 4 all meals will be served and eaten in classrooms ■ Students will not use the lunch room. Meals will be delivered to the classroom. ■ Staff and students must wash hands before and after every meal <p>Off site Employment Training</p>	
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		<ul style="list-style-type: none"> ● This will occur in collaboration with MRS and employers. All safety measures will be utilized to make this a safe and successful experience for our students. ● LCISD staff with an up to date chauffeur's license will be able to transport students in an LCISD van. <p>On site Employment Training</p> <ul style="list-style-type: none"> ● Daily Living, Cooking, Cleaning will occur within the student's building and safe measures will be utilized to make this a safe and successful experience for our students. <p>Outings/Field Trips -</p> <ul style="list-style-type: none"> ● During Phase 4, Assemblies and Field Trips will not be held in person but through the use of technology if appropriate <ul style="list-style-type: none"> ● Signage will be posted to include reminders for social distancing, hand washing, etc. ● Markers will be used to indicate 6 ft intervals in places where students will line up ● Signage will be posted throughout the building, in student friendly language, that reinforces social distancing, hand washing and hygiene techniques ● Guests and Itinerant Staff that enter the building (such as therapists, case workers, etc) must be screened, wear a facial covering, and sanitize hands before entering the building. Records will be kept by the building secretary with time, date, contact information and purpose of visit. ● Windows will NOT be opened as our buildings air conditioned. Instead, the outside air dampers will be open for maximum outside air flow. ● Weather permitting windows can be opened to assist with air circulation. 	
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		<ul style="list-style-type: none"> ● A LCISD Safe School Plan: Common Area Checklist will be posted in common areas of the buildings. <p>https://docs.google.com/document/d/1XKXVcpPIGFvGXx7amHU9ZBnC91oJIM4s/edit#</p> <p>Locations:</p> <ul style="list-style-type: none"> <input type="radio"/> Gross Motor Room Procedure <input type="radio"/> Gym Procedure <input type="radio"/> Sensory Room Procedure <input type="radio"/> Hallway Procedure <input type="radio"/> Speech & Social Work Areas Procedure <ul style="list-style-type: none"> ● Classrooms will be assigned entrance and exit doors to limit congestion during arrival and dismissal. As buses arrive, bus staff will radio classrooms to indicate arrival of students. ● LCISD staff will collaborate with building administration to ensure students, whose IEPs place them in general education classrooms, will continue to have in-person inclusion opportunities while reducing the risk of transmission. IEP teams may convene to determine if the benefits of inclusion for the student outweigh the increased medical risk of visiting other classrooms. to classrooms. 	
<p>Implementing PBIS Expectations</p>	<p>LCISD Programs are closed for in-person instruction</p>	<ul style="list-style-type: none"> ● Pre-teach lessons on what/why/how social distancing looks like in schools. ● Teach and provide information to students on how to cough in their elbow and use tissue. ● Teach proper handwashing and use of hand sanitizer for students who are able. ● Teach and provide visual aids for students lining up and accessing common areas. 	<ul style="list-style-type: none"> ● Pre-teach lessons on what/why/how social distancing looks like in schools. ● Teach and provide information to students on how to cough in their elbow and use tissue. ● Teach proper handwashing and use of hand sanitizer for students who are able. ● Teach and provide visual aids for students lining up and accessing common areas.

		<ul style="list-style-type: none"> ● Utilize additional PPE (masks (if warranted) and hand sanitizer) after accessing different areas of the building 	<ul style="list-style-type: none"> ● Utilize additional PPE (masks (if warranted) and hand sanitizer) after accessing different areas of the building
<p>Hygiene</p>	<p>LCISD Programs are closed for in-person instruction</p>	<p>Isolation and Personal Protective Equipment (PPE) Standards in the School Setting</p> <p><i>***These PPE standards are current best practice due to the current PPE shortage during the COVID-19 pandemic. They are subject to change based on national supply and infectious disease outbreak.</i></p> <p>a. <u>Uniform and Standard PPE during Pandemic</u></p> <ol style="list-style-type: none"> In order to prevent cross-contamination between personal and professional environments, medical scrubs should be worn by the District Nurses. In addition to standard medical scrubs, closed-toe shoes should be worn on a daily basis. Consider the use of booties if available, to be changed when soiled or broken. In addition to below-mentioned algorithms, standard PPE should include a disposable or reusable jacket to protect scrubs from contamination. May be used as “Standard Precaution” and should be changed if changing PPE for other purposes. <ol style="list-style-type: none"> For on site calls, triage symptoms on telephone and prepare necessary PPE for on-scene response. Consider the use of a standard facemask for <u>all</u> students who are capable of being compliant and definitely all faculty/staff interactions with each other and 	<ul style="list-style-type: none"> ● Classrooms and common areas will be supplied with proper supplies to support hygiene behaviors. ● Maintenance will ensure that all soap and hand sanitizers are refilled each day. If needed, staff can complete a maintenance ticket during the day to access more materials if needed. ● Classrooms will create a LCISD Safe School Plan: Classroom Checklist & Plan and submit to their supervisor. This will ensure that the proper safety procedures are tailored to the student needs, taught to students and staff that work within the classroom and information shared with parents. <p>https://docs.google.com/document/d/1mCuwomHxV3Tb1OYf34kB4-0UikzsODf/edit#</p> <ul style="list-style-type: none"> ○ Items to be included in plan include but are not limited to schedule for handwashing, procedure for sanitizing personal items, storage of items, procedure for disinfecting between groups of students, end of the day classroom cleaning

		<p>students. <u>Consider NASN PPE considerations.</u></p> <p>b. <u>Appropriate PPE must be utilized in conjunction with universal precautions and proper hand hygiene.</u></p> <p>i. Hand hygiene is required before and after each office encounter and after each intervention.</p> <ol style="list-style-type: none"> 1. Soap and water scrubbing for 20 seconds is the preferred method. Hand sanitizer with at least 60% alcohol is also acceptable 2. Soap and water handwashing must be used in the case of gross soiling. <p>c. <u>Non-Respiratory Condition</u></p> <p>i. <i>GI</i></p> <ol style="list-style-type: none"> 1. Consider the use of gowns, mask/facial shield, protective eye wear and shoe covers in the case of active or impending emesis. 2. Move student to separate area in the case of active emesis. <p>ii. <i>Integumentary</i></p> <ol style="list-style-type: none"> 1. Standard precautions, evaluate the need of escalation of PPE dependent on clinical picture. I.e. draining wounds, potential exposure to blood borne pathogens. <p>iii. <i>Miscellaneous</i></p> <ol style="list-style-type: none"> 1. Use clinical judgement to evaluate the risk of exposure and implement appropriate PPE. 2. Sore throat, muscle aches, etc. <i>ALWAYS</i> ask if they have been 	
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		<p>exposed to someone with positive or presumed positive COVID-19 (see below section d.3.). Strongly consider fully-donned PPE.</p> <p>d. <u>Respiratory Condition and Afebrile</u></p> <p>i. <i>Upper Respiratory Complaint</i></p> <ol style="list-style-type: none"> 1. Triage if acute respiratory illness or chronic condition exacerbation. <p><u>Allergy and asthma symptoms are NOT acute respiratory illnesses.</u> Consider face mask and standard PPE.</p> <ol style="list-style-type: none"> 2. Evaluate if the individual has been exposed to someone with positive or presumed positive COVID-19. 3. Per <u>CDC</u>, “Patients with even mild symptom that might be consistent with COVID-19 (e.g., cough, sore throat, shortness of breath, muscle aches) should be cared for by staff wearing all recommended PPE for the patient encounter (gloves, a gown, respiratory protection that is at least as protective as a fit tested NIOSH-certified disposable N95 filtering facepiece respirator or facemask—if a respirator is not available—and eye protection”. <p>e. <u>Respiratory Condition and Febrile</u></p> <p>i. Per the CDC and NASN, “The use of facemasks for persons with respiratory symptoms and fever over 100.4 is recommended if available and tolerated by the person and developmentally appropriate.”</p>	
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		<ol style="list-style-type: none"> 1. Currently, as an institution we will lower this threshold to 100.4 degrees Fahrenheit or higher to match our sick day guidelines (section 1.a). 2. Investigate if the individual has been exposed to a person with positive or presumed positive COVID-19. 3. Due to widespread community transmission of COVID-19 in Michigan, strongly consider the use of gloves, a gown, respiratory protection that is at least as protective as a fit tested NIOSH-certified disposable N95 filtering facepiece and eye protection. <ol style="list-style-type: none"> ii. Isolate student in separate area. iii. Schools are not expected to screen students or staff to identify cases of COVID-19. 1. Ensure adequate education has been provided to recognize symptoms. Although symptoms are individualized and variable, sometimes even asymptomatic, the CDC has recognized that the primary symptoms are fever, cough, and shortness of breath. Consider presenting at common times, etc. to educate symptoms, disease transmission, and separate fact from fiction. f. Febrile with/without Acute or Comorbid Condition <ol style="list-style-type: none"> i. Send home until "Return to School" guidelines met. 	
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		<ul style="list-style-type: none"> ii. Educate parents on recognizing warning signs about when to consult a higher level of care. iii. Maintain communication with family and monitor symptoms while the student is home for safe return to school. <p>STRONGLY encourage to monitor symptoms at home and call the Van Buren Cass Health Department (269) 621-3143 for guidance regarding presenting symptoms <i>if</i> testing for COVID-19 is warranted and for further recommendations.Type district response here</p> <p>Center Based Special Ed Classrooms - Teachers will have students regularly wash and sanitize their hands. Teachers will limit sharing of personal items. Personal items will be kept separate in cubbies or lockers. Limit use of classroom supplies to small groups and sanitize between uses.</p>	
Screening	LCISD Programs are closed for in-person instruction	<p>Parents will be provided guidance on symptoms of COVID-19</p> <ul style="list-style-type: none"> ● All students should be screened for signs of illness prior to arrival to school each day <p>https://drive.google.com/file/d/1H91k7OpiJpm1cBneQ8ERH4DpPKuxY4Fk/view?usp=sharing</p> <ul style="list-style-type: none"> ●To reduce the likelihood that parents will need to pick-up a student displaying symptoms, students will be screened and their temperature will be taken by an LCISD Transportation staff member 	<p>Parents will be provided guidance on symptoms of COVID-19.</p> <ul style="list-style-type: none"> ● All students should be screened for signs of illness prior to arrival to school each day <p>https://drive.google.com/file/d/1H91k7OpiJpm1cBneQ8ERH4DpPKuxY4Fk/view?usp=sharing</p> <ul style="list-style-type: none"> ●To reduce the likelihood that parents will need to pick-up a student displaying symptoms, students will be screened and their temperature will be taken by an LCISD Transportation staff member prior to boarding the school bus. If a student's

		<p>prior to boarding the school bus. If a student's temperature is above 100.4 the student will remain at home. In addition, based on reported symptoms in collaboration with the school nurse, a student may be directed to remain at home.</p> <ul style="list-style-type: none"> ● For students or staff that have a symptom on our screening tool that is their known baseline symptomatology, they do not fail the screen yet complete it initially for record. ● If the staff member decompensates from their baseline then that would be considered a screen fail. ● LCISD Staff will once more screen the students upon arrival / entry into the building for a thermal temperature of above 100.4 and follow the Sick Day guidelines for any student who becomes ill while at school. ● Teachers, bus drivers, staff should watch students closely for signs of illness including fever, cough, runny nose, congestion, loss of smell or taste, sore throat, shortness of breath, abdominal pain/diarrhea, vomiting/nausea, headache/dizziness If/when an individual exhibits symptoms during the school day ● Ensure anyone with symptoms have a mask on, ideally a surgical mask – If they already have a cloth mask on, do not remove it; can put surgical mask over cloth mask SO LONG AS it does not cause difficulty breathing ● An individual will be separated from others ASAP. Both Brookside Learning Center and North Pointe Center have rooms designated to hold students until parents can pick them up or transportation can be arranged. 	<p>temperature is above 100.4 the student will remain at home. In addition, based on reported symptoms in collaboration with the school nurse, a student may be directed to remain at home.</p> <ul style="list-style-type: none"> ● For students or staff that have a symptom on our screening tool that is their known baseline symptomatology, they do not fail the screen yet complete it initially for record. ● If the staff member decompensates from their baseline then that would be considered a screen fail. ● LCISD Staff will once more screen the students upon arrival / entry into the building for a thermal temperature of above 100.4 and follow the Sick Day guidelines for any student who becomes ill while at school. ● Teachers, bus drivers, staff should watch students closely for signs of illness including fever, cough, runny nose, congestion, loss of smell or taste, sore throat, shortness of breath, abdominal pain/diarrhea, vomiting/nausea, headache/dizziness If/when an individual exhibits symptoms during the school day ● Ensure anyone with symptoms have a mask on, ideally a surgical mask – If they already have a cloth mask on, do not remove it; can put surgical mask over cloth mask SO LONG AS it does not cause difficulty breathing ● An individual will be separated from others ASAP. Both Brookside Learning Center and North Pointe Center have rooms designated to hold students until parents can pick them up or transportation can be arranged.
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<p>Testing Protocols for Students and Staff</p>	<p>LCISD Programs are closed for in-person instruction</p>	<p>Covid 19 Decision Tree - https://drive.google.com/file/d/1KRNFRALxuRVp_YIBVPh3uRZyRinYio6w/view?usp=sharing</p>	<p>Covid 19 Decision Tree - https://drive.google.com/file/d/1KRNFRALxuRVp_YIBVPh3uRZyRinYio6w/view?usp=sharing</p>

		<p>Health Risk Assessment Screening - Care Advisory Contacts https://drive.google.com/file/d/1H91k7OpiJpm1cBneQ8ERH4DpPKuxY4Fk/view?usp=sharing</p> <p>Staff/Students - with instructions - for staff and families - clear step by step plan DRAFT https://docs.google.com/document/d/17x7d-4pMGa1HUcdUGYA9L81niszC9fss4MFcx6iaeb0/edit?usp=sharing</p>	<p>Health Risk Assessment Screening - Care Advisory Contacts https://drive.google.com/file/d/1H91k7OpiJpm1cBneQ8ERH4DpPKuxY4Fk/view?usp=sharing</p> <p>Staff/Students - with instructions - for staff and families - clear step by step plan DRAFT https://docs.google.com/document/d/17x7d-4pMGa1HUcdUGYA9L81niszC9fss4MFcx6iaeb0/edit?usp=sharing</p>
<p>Responding to Positive Tests Among Staff and Students</p>	<p>LCISD Programs are closed for in-person instruction</p>	<p>Staff If an employee tests positive for COVID-19, Mid-Michigan District Health Department has a reporting form that is required to be completed. Reporting COVID-19 Positive Employee Form In partnership with the Mid-Michigan Health Department, students and staff with a confirmed case of COVID-19 or determined close-contact with an individual positive with COVID-19, will be given guidance regarding testing, quarantine and when to return to school/work.</p> <p>Add guidance doc for staff and families Covid 19 Decision Tree - https://drive.google.com/file/d/1KRNFRALxuRVp_YIBVPh3uRZyRinYio6w/view?usp=sharing</p> <p>Health Risk Assessment Screening - Care Advisory Contacts https://drive.google.com/file/d/1H91k7OpiJpm1cBneQ8ERH4DpPKuxY4Fk/view?usp=sharing</p>	<p>Staff If an employee tests positive for COVID-19, Mid-Michigan District Health Department has a reporting form that is required to be completed. Reporting COVID-19 Positive Employee Form In partnership with the Mid-Michigan Health Department, students and staff with a confirmed case of COVID-19 or determined close-contact with an individual positive with COVID-19, will be given guidance regarding testing, quarantine and when to return to school/work.</p> <p>Add guidance doc for staff and families Covid 19 Decision Tree - https://drive.google.com/file/d/1KRNFRALxuRVp_YIBVPh3uRZyRinYio6w/view?usp=sharing</p> <p>Health Risk Assessment Screening - Care Advisory Contacts https://drive.google.com/file/d/1H91k7OpiJpm1cBneQ8ERH4DpPKuxY4Fk/view?usp=sharing</p> <p>Card - with instructions - for staff and families - clear step by step plan</p>

		<p>Card - with instructions - for staff and families - clear step by step plan</p> <p>https://docs.google.com/document/d/17x7d-4pMGa1HUcdUGYA9L81niszC9fss4MFcx6iae0/edit#</p>	<p>https://docs.google.com/document/d/17x7d-4pMGa1HUcdUGYA9L81niszC9fss4MFcx6iae0/edit#</p>
Cleaning	LCISD Programs are closed for in-person instruction	<ul style="list-style-type: none"> ● Classrooms and common areas will be supplied with proper supplies to support hygiene behaviors. ● Maintenance will ensure that all soap and hand sanitizers are refilled each day. If needed, staff can complete a maintenance ticket during the day to access more materials if needed. ● Frequently touched surfaces, outside of the classroom, will be cleaned by maintenance throughout the day. ● If students travel to different classrooms, desks/tables will be cleaned in between students ● Classroom staff will clean desks, countertops and other classroom areas at the end of each day ● If a common area is used, it must be cleaned after the classroom is done. Step by step instruction will be left in the area to ensure that staff comply with the cleaning requirements ● Playground structures will be disinfected in-between Am and Pm session and each night by maintenance staff ● Communal bathrooms will be disinfected throughout the day ● Adaptive equipment will be sanitized by classroom staff at the end of each day. ● Staff must wear protective equipment when cleaning. 	<ul style="list-style-type: none"> ● Classrooms and common areas will be supplied with proper supplies to support hygiene behaviors. ● Maintenance will ensure that all soap and hand sanitizers are refilled each day. If needed, staff can complete a maintenance ticket during the day to access more materials if needed. ● Frequently touched surfaces, outside of the classroom, will be cleaned throughout the day. ● If students travel to different classrooms, desks/tables will be cleaned in between students ● Classroom staff will clean desks, countertops and other classroom areas at the end of each day ● If a common area is used, it must be cleaned after the classroom is done. Step by step instruction will be left in the area to ensure that staff comply with the cleaning requirements ● Playground structures will be disinfected each night by maintenance staff ● Communal bathrooms will be disinfected throughout the day ● Adaptive equipment will be sanitized by classroom staff at the end of each day. ● Staff must wear protective equipment when cleaning.
Busing - Transportation	LCISD Programs are closed for in-person instruction	<ul style="list-style-type: none"> ● Transportation staff and students PreK-12, if medically feasible, will wear facial coverings on the van/bus. 	<ul style="list-style-type: none"> ● Transportation staff and students PreK-12, if medically feasible, will wear facial coverings on the van/bus.

		<ul style="list-style-type: none"> ● Lewis Cass will install hand sanitizers on all of the buses. ● Each student picked up will have their temperature checked and sanitize their hands. ● They will also have assigned seating on the buses. ● After each run, the driver and aid will disinfect the entire bus after making sure that no students are present. ● If a student is symptomatic throughout the day, that student will get transported by himself/herself alone in a vehicle. The vehicle will get sanitized before transporting any other students. ● All vehicles will have windows cracked to provide ventilation (weather permitting.) ● Transportation staff will have to sanitize car seats. ● Adaptive equipment will be sanitized by classroom staff at the end of each day. ● All vehicles will provide PPE for students and staff. 	<ul style="list-style-type: none"> ● Lewis Cass will install hand sanitizers on all of the buses. ● Each student picked up will have their temperature checked and sanitize their hands. ● They will also have assigned seating on the buses. ● After each run, the driver and aid will disinfect the entire bus after making sure that no students are present. ● If a student gets a fever throughout the day, that student will get transported by himself/herself alone in a vehicle. The vehicle will get sanitized before transporting any other students. ● All vehicles will have windows cracked to provide ventilation (weather permitting.) ● All vehicles will provide PPE for students and staff. ● Transportation staff will have to sanitize car seats. ● Adaptive equipment will be sanitized by classroom staff at the end of each day.
Early-On Programming	LCISD Programs are closed for in-person instruction and home visits	<p>LCISD Early On Home Visit Letter to Families https://docs.google.com/document/d/1-ZKDTzZWwUphGCZYgHEqC-WxwBBrtQgEjKDH5KwVZBM/edit</p> <p>Early-On Pandemic Face to Face Agreement https://docs.google.com/document/d/1w7AOUJu7lRfDAGzYgrqvLYaZDle0YDRIV2971PfbWIM/edit</p> <p>Lewis Cass Intermediate School District Home Visiting In Person Reopening Plan https://docs.google.com/document/d/1xxbNbleuz5qBC6AzmDJlHQj71-A6Zxv_nitnSM1awRk/edit</p>	<p>LCISD Early On Home Visit Letter to Families https://docs.google.com/document/d/1-ZKDTzZWwUphGCZYgHEqC-WxwBBrtQgEjKDH5KwVZBM/edit</p> <p>Early-On Pandemic Face to Face Agreement https://docs.google.com/document/d/1w7AOUJu7lRfDAGzYgrqvLYaZDle0YDRIV2971PfbWIM/edit</p> <p>Lewis Cass Intermediate School District Home Visiting In Person Reopening Plan https://docs.google.com/document/d/1xxbNbleuz5qBC6AzmDJlHQj71-A6Zxv_nitnSM1awRk/edit</p>
Medically Vulnerable students and staff		Instruction will occur in person for all students, unless they are identified as medically homebound by a physician.	Instruction will occur in person for all students, unless they are identified as medically homebound by a physician.

		Remote learning opportunities will be available to students during periods of self-quarantine.	Remote learning opportunities will be available to students during periods of self-quarantine.
Mental & Social-Emotional Health	<p>Staff will continue to support social and emotional learning and mental health during remote learning</p> <ul style="list-style-type: none"> ● Zones of Regulation Distance Learning Resources ● Creating a PBIS Behavior Teaching Matrix for Remote Instruction ● Supporting Families with PBIS at Home ● Tips for Supporting Student Wellness during COVID-19 ● Self-care during COVID-19 for Student Support Professionals <p>Providing Additional Supports to Students</p> <ol style="list-style-type: none"> 1. Classroom staff will focus on connecting with students and families to establish and strengthen relationships <ul style="list-style-type: none"> ○ Virtual circles or morning/afternoon meetings ○ Virtual check in ○ Small group or individual conversations 2. Through conversations with students and families, staff will use questions from the Wellness Checklist as an informal screening to assess whether students and families have been adversely affected by the pandemic 	<p><i>For students electing to participate in remote learning from home, mental health supports and procedures outlined for Phases 1-3 will be implemented</i></p> <p>For students attending school in person:</p> <ul style="list-style-type: none"> ● Staff will teach PBIS behavior expectations to establish a safe, orderly, predictable, and welcoming school environment ● Staff will teach expectations for social distancing, using personal protective equipment (i.e., wearing masks), and maintaining proper hygiene <p>Providing Additional Supports to Students</p> <ol style="list-style-type: none"> 1. Classroom staff will focus on connecting with students and families to establish and strengthen relationships <ul style="list-style-type: none"> ○ Morning/Afternoon Meetings or circles ○ Check-in ○ Small group or individual conversation 2. Through conversations with students and families, staff will use questions from the Wellness Checklist as an informal screening to assess whether students and families have been adversely affected by the pandemic 3. The School-wide PBIS leadership team will continuously review universal screening data (attendance, behavior, course completion, Student Risk Screening Scale, etc.) to identify students that made need additional behavioral, social, or emotional supports 4. Any students that are identified as at-risk for behavioral, social, or emotional difficulties will be referred for additional supports to the Special Education Supervisor and/or ISD 	<p><i>For students electing to participate in remote learning from home, mental health supports and procedures outlined for Phases 1-3 will be implemented</i></p> <p>For students attending school in person:</p> <ul style="list-style-type: none"> ● Staff will teach PBIS behavior expectations to establish a safe, orderly, predictable, and welcoming school environment ● Staff will teach expectations for social distancing, using personal protective equipment (i.e., wearing masks), and maintaining proper hygiene <p>Providing Additional Supports to Students</p> <ol style="list-style-type: none"> 1. Classroom staff will focus on connecting with students and families to establish and strengthen relationships <ul style="list-style-type: none"> ○ Morning/Afternoon Meetings or circles ○ Check-in ○ Small group or individual conversation 2. Through conversations with students and families, staff will use questions from the Wellness Checklist as an informal screening to assess whether students and families have been adversely affected by the pandemic 3. The School-wide PBIS leadership team will continuously review universal screening data (attendance, behavior, course completion, Student Risk Screening Scale, etc.) to identify students that made need additional behavioral, social, or emotional supports 4. Any students that are identified as at-risk for behavioral, social, or emotional difficulties will be referred for additional supports to the Special Education Supervisor and/or ISD

	<p>3. The School-wide PBIS leadership team will continuously review universal screening data (attendance, behavior, course completion, Student Risk Screening Scale, etc.) to identify students that made need additional behavioral, social, or emotional supports</p> <p>4. Any students that are identified as at-risk for behavioral, social, or emotional difficulties will be referred for additional supports to the Special Education Supervisor and/or ISD School Social Worker</p> <p>5. Additional Tier 2 or Tier 3 supports (i.e., teletherapy, virtual check-in, etc.) will be provided to students based on need, as determined by further diagnostic and screening assessments administered by qualified behavioral support staff, such as:</p> <ul style="list-style-type: none"> ○ Patient Health Questionnaire (PHQ9T) ○ Generalized Anxiety Disorder (GAD-7) ○ Columbia Suicide Severity Rating Scale <p>6. Any student with an IEP that currently receives direct services from the ISD School Social Worker will continue to</p>	<p>School Social Worker</p> <p>5. Additional Tier 2 or Tier 3 supports (such as Check-in Check-out, behavior support plan, direct service from the ISD social worker, etc.) will be provided to students based on need and the fit of the intervention, as determined by further diagnostic and screening assessments administered by qualified behavioral support staff, such as:</p> <ul style="list-style-type: none"> ○ Patient Health Questionnaire (PHQ9T) ○ Generalized Anxiety Disorder (GAD-7) ○ Columbia Suicide Severity Rating Scale <p>6. Any student with an IEP that currently receives direct services from the ISD School Social Worker will continue to receive services. ISD Social Worker will coordinate with community agencies, as appropriate.</p> <p>7. Students that are determined to be in crisis situations will be referred to community mental health agencies or to the emergency room</p>	<p>School Social Worker</p> <p>5. Additional Tier 2 or Tier 3 supports (such as Check-in Check-out, behavior support plan, direct service from the ISD social worker, etc.) will be provided to students based on need and the fit of the intervention, as determined by further diagnostic and screening assessments administered by qualified behavioral support staff, such as:</p> <ul style="list-style-type: none"> ○ Patient Health Questionnaire (PHQ9T) ○ Generalized Anxiety Disorder (GAD-7) ○ Columbia Suicide Severity Rating Scale <p>6. Any student with an IEP that currently receives direct services from the ISD School Social Worker will continue to receive services. ISD Social Worker will coordinate with community agencies, as appropriate.</p> <p>7. Students that are determined to be in crisis situations will be referred to community mental health agencies or to the emergency room</p>
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	<p>receive services through teletherapy</p> <p>7. Students that are determined to be in crisis situations will be referred to community mental health agencies or to the emergency room</p>		
Administration Responsibilities	<ul style="list-style-type: none"> ● Send surveys to stakeholders to gather feedback on phase 3 implementation of remote learning plan. ● Review feedback with administrators, teachers and other stakeholders. ● Revise plan if necessary and share updated plan as appropriate. ● Support Social Emotional Wellbeing of staff ● Monitor any COVID 19 related incidences of staff 	<ul style="list-style-type: none"> ● Send surveys to stakeholders to gather feedback on phase 4 implementation within the educational setting. ● Review feedback with administrators, teachers and other stakeholders. ● Revise plan if necessary and share updated plan as appropriate. 	<ul style="list-style-type: none"> ● Send surveys to stakeholders to gather feedback on phase 5 implementation within the educational setting. ● Review feedback with administrators, teachers and other stakeholders. ● Revise plan if necessary and share updated plan as appropriate.
Instruction and Remote Instruction (expectations, attendance, assessments, curriculum scope and sequence)	<p>Center Based Special Education Expectations</p> <ul style="list-style-type: none"> ● Lesson plans for core areas including plans for parent education/engagement, follow up activity, data collection and plan for providing feedback ● 15-30 minute mini-lessons provided virtually for all core areas (ELA, Math, Intervention/LifeSkills, Social Emotional) - Using Google Classroom and Google Suites ● An activity to follow each reinforce each minilesson 	<p>Center Based Special Education</p> <ul style="list-style-type: none"> ● During Phase 4, we will not share students with our local districts. Students will remain full-time in their local district or full-time in center-based programming. ● Students will resume in person learning following the health and safety guidelines outlined in LCISD MI Safe Plan. ● Students will have access to standards that are aligned with their developmental, functional and grade level as applicable, to include strategies that include reviewing and reteaching. ● Teachers will explicitly teach skills to students that are necessary for the student to be successful in the classroom and during remote learning 	<p>Center Based Special Education</p> <ul style="list-style-type: none"> ● During Phase 5, we will not share students with our local districts. Students will remain full-time in their local district or full-time in center-based programming. ● Students will continue in person learning following the health and safety guidelines outlined in LCISD MI Safe Plan. ● Teachers will continue to explicitly teach skills to students that are necessary for the student to be successful in remote learning (Google Classroom and Google Suites, IXL, Compass Edgenuity, ULS, News2You etc). ● Emphasis will continue to be placed on relationship and community building. If a student

	<ul style="list-style-type: none"> ● Parent lesson guide to accompany each mini-lesson ● Share lesson plans with ancillary staff ● Work packets will be provided to students who are unable to access the internet ● Attendance will be taken in PowerSchool ● Lessons will be completed in Planbook <p>Expectations regarding remote learning will be shared with parents/guardians and if appropriate</p> <ul style="list-style-type: none"> ● Staff will administer assessments and collect data on student progress. 	<p>(Google Classroom and Google Suites, IXL, Compass Edgenuity ,ULS, News2You etc).</p> <ul style="list-style-type: none"> ● During Phase 4 the District will have flexibility to move fluidly between face to face instruction and remote/virtual learning. This will be referred to as a hybrid delivery of instruction. ● Staff will administer assessments and collect data on student progress. ● Emphasis will be placed on relationship and community building. If a student must participate remotely due to COVID exposure and student is in quarantine: <ul style="list-style-type: none"> ● Staff will provide instruction that aligns to the classroom setting as closely as possible ● Staff will provide videotaped lessons of direct instruction if appropriate ● Teachers will provide parent engagement/education resources to support instruction at home ● Staff will make multiple contacts per week with student and parents ● Students will be marked R (for remote learning) if engaged in learning and completing academic tasks as assigned ● Staff will administer assessments and collect data on student progress. 	<p>must participate remotely due to COVID exposure and student is in quarantine:</p> <ul style="list-style-type: none"> ● Staff will provide instruction that aligns to the classroom setting as closely as possible ● Staff will provide videotaped lessons of direct instruction if appropriate ● Teachers will provide parent engagement/education resources to support instruction at home ● Staff will make multiple contacts per week with student and parents ● Students will be marked R (for remote learning) if engaged in learning and completes academic tests as assigned Staff will continue to administer assessments and collect data on student progress. ● Staff will administer assessments and collect data on student progress.
<p>Communication and Family Supports</p>	<ul style="list-style-type: none"> ● Multiple modes of communication will be used to share information such as text, email, school messenger and facebook ● Virtual training will be provided to parents on digital technologies to support with remote instruction 	<ul style="list-style-type: none"> ● Multiple modes of communication will be used to share information such as text, email, school messenger and facebook ● Home visits may be utilized with administration approval to support families with technology, social-emotional needs and/or strategies to support with engagement ● Virtual training will be provided to parents on digital technologies to support with remote instruction 	<ul style="list-style-type: none"> ● Multiple modes of communication will be used to share information such as text, email, school messenger and facebook ● Home visits may be utilized with administration approval to support families with technology, social-emotional needs and/or strategies to support with engagement ● Virtual training will be provided to parents on digital technologies to support with remote instruction

<p>Professional Learning</p>	<p>Center Based Special Education</p> <ul style="list-style-type: none"> ● LCISD staff will provide district-provided professional development through virtual modes for professional learning to staff in areas such as PBIS, remote learning, restorative practices, trauma, literacy and other areas as appropriate as outlined in district PD plan using AFIRM, EduPaths and other approved online course vendors ● Staff will engage in virtual professional learning communities to review data, student participation, curriculum and work load appropriate for students during remote learning. 	<p>Center Based Special Education</p> <ul style="list-style-type: none"> ● LCISD staff will provide district-provided professional development through virtual modes for professional learning to staff in areas such as PBIS, remote learning, restorative practices, trauma literacy and other areas as appropriate as outlined in district PD plan using AFIRM, EduPaths and other approved online course vendors ● Staff will engage in virtual professional learning communities to review data, student participation, curriculum and work load appropriate for students during remote learning 	<p>Center Based Special Education</p> <ul style="list-style-type: none"> ● LCISD staff will provide district-provided professional development through virtual modes for professional learning to staff in areas such as PBIS, remote learning, restorative practices, trauma, literacy and other areas as appropriate as outlined in district PD plan using AFIRM, EduPaths and other approved online course vendors ● Staff will engage in virtual professional learning communities to review data, student participation, curriculum and work load appropriate for students during remote learning
<p>Monitoring Students</p>	<p>Center Based Special Education</p> <p>If a student is not engaging, staff will reach out to the parent and/or guardian to see if support is needed.</p> <p>After multiple attempts with no response, the teacher will reach out to the program supervisor for assistance.</p> <p>Teachers will provide written and verbal feedback on student work and provide resources to support parents with instruction.</p>	<p>Center Based Special Education</p> <p>Teachers will provide written and verbal feedback on student work and provide resources to support parents with instruction.</p> <p>Progress Monitoring</p> <p>IEP Goals and Objectives will be current and relevant</p>	<p>Center Based Special Education</p> <p>Teachers will provide written and verbal feedback on student work and provide resources to support parents with instruction.</p> <p>Progress Monitoring</p> <p>IEP Goals and Objectives will be current and relevant</p>
<p>Facilities</p>	<ul style="list-style-type: none"> ● Maintenance will order the materials necessary for cleaning and disinfection ● Maintenance will ensure that the school is in good working order in 	<ul style="list-style-type: none"> ● Maintenance will order materials necessary for cleaning and disinfection ● Maintenance/Administrators will provide guidance to staff on proper cleaning procedures for each area of the building 	<ul style="list-style-type: none"> ● Maintenance will order materials necessary for cleaning and disinfection ● Maintenance/Administrators will provide guidance to staff on proper cleaning procedures for each area of the building

	<p>the event that staff and students are able to resume in person instruction</p> <ul style="list-style-type: none"> ● Maintenance staff will follow CDC guidelines for school clearing ● Maintenance staff will wear face covering while performing cleaning duties 	<ul style="list-style-type: none"> ● Changes regarding cleaning will be reported to the proper channels by head of maintenance ● Classroom staff will determine the best classroom set up that focuses on social distancing. This will be outlined in their LCISD Safe School Plan: Classroom Checklist ● Maintenance will assure that all equipment is functioning properly that allows for the best ventilation ● Facial coverings will be provided as needed 	<ul style="list-style-type: none"> ● Changes regarding cleaning will be reported to the proper channels by head of maintenance ● Classroom staff will determine the best classroom set up that focuses on social distancing. This will be outlined in their LCISD Safe School Plan: Classroom Checklist ● Maintenance will assure that all equipment is functioning properly that allows for the best ventilation ● Facial coverings will be provided as needed
Technology	<p>Center Based Special Education</p> <ul style="list-style-type: none"> ● Students within programs will be assigned a device as appropriate ● A technology agreement must be completed and signed for technology to go home ● Technology department will maintain an email and phone number that parents can use when needing assistance with technology ● Technology has a process for return of equipment and ensuring that equipment sanitized, updated and functional for student use at school ● Teachers and administration will work with parents to ensure that all students have access to technology and connectivity to complete remote instruction. If there is an issue with connectivity, the team will collaborate to brainstorm other solutions that allow students to make progress within their curriculum 	<p>Center Based Special Education</p> <ul style="list-style-type: none"> ● Students within programs will be assigned a device as appropriate ● A technology agreement must be completed and signed for technology to go home ● Technology will provide guidelines for disinfecting devices. (70% alcohol) ● Technology will provide 1:1 devices for all staff and students, if possible. Sharing will not be permitted without disinfection. ● Technology department will maintain an email and phone number that parents can use when needing assistance with technology ● Technology has a return process for equipment and ensuring that equipment sanitized, updated and functional for student use at school ● Teachers and administration will work with parents to ensure that all students have access to technology and connectivity to complete remote instruction. If there is an issue with connectivity, the team will collaborate to brainstorm other solutions that allow students to make progress within their curriculum 	<p>Center Based Special Education</p> <ul style="list-style-type: none"> ● Students within programs will be assigned a device as appropriate ● A technology agreement must be completed and signed for technology to go home ● Technology will provide guidelines for disinfecting devices. (70% alcohol) ● Technology will provide 1:1 devices for all staff and students, if possible. Sharing will not be permitted without disinfection. ● Technology department will maintain an email and phone number that parents can use when needing assistance with technology ● Technology has a process for return of equipment and ensuring that equipment sanitized, updated and functional for student use at school ● Teachers and administration will work with parents to ensure that all students have access to technology and connectivity to complete remote instruction. If there is an issue with connectivity, the team will collaborate to brainstorm other solutions that allow students to make progress within their curriculum
Budget, Food Service, Staffing	<p>Depending on Executive Orders regarding returning to work, the LCISD may expect Certified Staff to</p>	<p>Staff may be redeployed to cover a classroom as needed due to illness including but not limited to Ancillary Staff affiliated with the classroom, Guest</p>	<p>Staff may be redeployed to cover a classroom as needed due to illness including but not limited to Ancillary Staff affiliated with the classroom, Guest</p>

	<p>return to their designated workstation to meet the educational needs of students. Support staff will be expected to report based on student needs for remote learning.</p>	<p>Teachers, and school administrators. educational needs of students. Support staff will be expected to report based on student needs for remote learning.</p> <ul style="list-style-type: none"> ● Based on instructional programming, provide instructional resources and materials to staff and students as feasible. ● Work with MDE to understand flexibility with hiring and develop a plan to govern hiring in a remote environment. ● Ensure a plan for nutrition services and student meals is in place, and provide a list of alternative meal options to families. ● Solidify food service processes, device distribution, delivery sites, and communication plans as necessary. ● Define logistical expectations, including attendance expectations and time on schooling by grade level for students and teachers. <p>Center Based Special Education</p> <ul style="list-style-type: none"> ● Meals will be held within the classroom ● Staff and students must wash hands before and after every meal ● For students who require practice and direct teaching on eating in the cafeteria and going through the lunch line, accommodations will be made in collaboration with food service, teacher and administrator ● All food service will continue adhere to the food and drug administration guidance ● All serving cafeteria staff should wash their hands before and after every meal. ● All serving cafeteria staff must wear gloves, face shields and masks. 	<p>Teachers, and school administrators. educational needs of students. Support staff will be expected to report based on student needs for remote learning.</p> <ul style="list-style-type: none"> ● Based on instructional programming, provide instructional resources and materials to staff and students as feasible. ● Work with MDE to understand flexibility with hiring and develop a plan to govern hiring in a remote environment. ● Ensure a plan for nutrition services and student meals is in place, and provide a list of alternative meal options to families. ● Solidify food service processes, device distribution, delivery sites, and communication plans as necessary. ● Define logistical expectations, including attendance expectations and time on schooling by grade level for students and teachers. <p>Center Based Special Education</p> <p>Meals will be held within the classroom</p> <ul style="list-style-type: none"> ● Staff and students must wash hands before and after every meal ● For students who require practice and direct teaching on eating in the cafeteria and going through the lunch line, accommodations will be made in collaboration with food service, teacher and administrator ● All food service will continue adhere to the food and drug administration guidance ● All serving cafeteria staff should wash their hands before and after every meal. ● All serving cafeteria staff must wear gloves, face shields and masks.
Athletics	LCISD Programs are closed for in-person instruction	LCISD does not operate any athletics programs	LCISD does not operate any athletics programs

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ADDENDUM: EARLY CHILDHOOD PROGRAMMING

<p>Great Start Readiness Program</p>	<p>LCISD GSRP Continuous Learning Plan</p> <p>LCISD Programs are closed for in-person instruction and home visits.</p> <p>Children will begin on October 1, 2020</p>	<p>LCISD GSRP Continuous Learning Plan</p> <p>All classrooms throughout Cass County will follow and communicate with stakeholders the ISD Plan with regards to:</p> <ul style="list-style-type: none"> ● PPE ● Social distancing ● Social Emotional Learning ● Hygiene ● Screening ● Testing Protocol ● Responding to Positive COVID-19 tests ● Cleaning ● Transportation ● Mental Health. <p>In addition, each classroom will reduce classroom size to 8 children per day. We will offer learning in class in two cohorts to allow for social distancing, offering two days in the classroom (MT or WTh) for a cohort of 8 children and two days at home with virtual learning. Children will start on October 1, 2020.</p> <p>Per Executive Order 2020-164</p> <p>Children in the program will be strongly</p>	<p>LCISD GSRP Continuous Learning Plan</p> <p>All classrooms throughout Cass County will follow and communicate with stakeholders the ISD Plan with regards to:</p> <ul style="list-style-type: none"> ● PPE ● Social distancing ● Social Emotional Learning ● Hygiene ● Screening ● Testing Protocol ● Responding to Positive COVID-19 tests ● Cleaning ● Transportation ● Mental Health. <p>In addition, each classroom will reduce classroom size to 8 children per day. We will offer learning in class in two cohorts to allow for social distancing, offering two days in the classroom (MT or WTh) for a cohort of 8 children and two days at home with virtual learning. Children will start on October 1, 2020.</p> <p>Per Executive Order 2020-164</p> <p>Children in the program will be strongly</p>
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		<p>encouraged to wear cloth masks in the classroom that will stay in the classroom. and be washed daily. Children will wear disposable masks when in all indoor common spaces and on the bus.</p> <p>Staff will wear masks at all times, except for meal times, outside times, and social distancing. Staff masks will be washed daily.</p> <p>CBO: TriCounty Council for Child Development, Inc. Guide to a Safe Start</p>	<p>encouraged to wear cloth masks in the classroom that will stay in the classroom. and be washed daily. Children will wear disposable masks when in all indoor common spaces and on the bus.</p> <p>Staff will wear masks at all times, except for meal times, outside times, and social distancing. Staff masks will be washed daily.</p> <p>CBO: TriCounty Council for Child Development, Inc. Guide to a Safe Start</p>
Parents as Teachers Home Visiting	LCISD Programs are closed for in-person home visits.	<p>LCISD PAT Home Visiting Reopening Plan-In Person</p> <p>LCISD PAT Face-to-Face Family Agreement</p> <p>LCISD PAT Pandemic Letter to Families</p>	<p>LCISD PAT Home Visiting Reopening Plan-In Person</p> <p>LCISD PAT Face-to-Face Family Agreement</p> <p>LCISD PAT Pandemic Letter to Families</p>
Great Start Collaborative & Parent Coalition	LCISD Programs are closed for in-person meetings and community work.	Meetings with the GSC and the GSPC will occur per the Governor’s orders, following all safety guidelines for gathering in groups. Most gatherings will occur virtually to eliminate the spread of COVID-19. Smaller groups may work from home.	Meetings with the GSC and the GSPC will occur per the Governor’s orders, following all safety guidelines for gathering in groups. Most gatherings will occur virtually to eliminate the spread of COVID-19.

Phase 6

- Schools open for in-person instruction with minimal required safety protocols.**
- ✓ Post-Pandemic.
 - ✓ Few, if any, active COVID-19 cases locally.
 - ✓ Community spread not expected to return.
 - ✓ Sufficient community immunity and availability of treatment.
 - ✓ Practice good hygiene.

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:

August 13, 2020

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: Lewis Cass ISD

Date Received by the ISD/Authorizing Body/Chief or designated School Administrator: August 14, 2020

Date Submitted to State Superintendent and State Treasurer: August 14, 2020

Sources:

[MI Safe Schools: Michigan's 2020-21 Return to School Roadmap](#)

[MAISA Continuity of Learning Guidance for Returning to School](#)

[MI Safe Start Plan](#)

[MSPRA Return to School Plans Communication Toolkit](#)

https://docs.google.com/presentation/d/1GtHtwYjLWINDwJM-k1kU2rB_iRrUbh1rcriezriGUJk/edit#slide=id.g8da820bd57_0_317