



Midland Public Schools
Inspiring Excellence

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COVID-19 District Preparedness and Response Plan

Executive Order 2020-142
Midland Public Schools

August 3, 2020

Name of District: Midland Public Schools

Address of District: 600 E. Carpenter St.

District Code Number: 56010

Web Address of the District: www.midlandps.org

Name of Intermediate School District: Midland County ESA

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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.

The MPS COVID-19 Preparedness and Response Plan will serve as the guiding document for all MPS school buildings. School buildings currently in use during the 2020-2021 school year are as follows:

Carpenter Pre-Primary Center (including GSRP)

Adams Elementary

Central Park Elementary

Chestnut Hill Elementary

Plymouth Elementary

Siebert Elementary

Woodcrest Elementary

Jefferson Middle School

Northeast Middle School

H.H. Dow High School

Midland High School

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. Michigan Safe Start Plan - Phases 1-3

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.

All safety protocols outlined in the Governor’s “Back to School Roadmap” are required.

Personal Protective Equipment and Hygiene

-Schools are closed for in-person instruction.

Spacing & Movement

-Schools are closed for in-person instruction.

-School buildings may continue to be used by licensed child care providers, if providers follow all emergency protocols identified by the state.

-School employees and contractors are permitted to be physically present in school buildings for the purpose of conducting basic school operations, including remote live instruction, as determined by school administrators.

Screening Students

-Schools are closed for in-person instruction.

Responding to Positive Tests Among Staff and Students

-Schools are closed for in-person instruction.

Food Service, Gathering and Extracurricular Activities

-Schools enact food distribution programs.

-All inter-school activities are discontinued.

-After-school activities are suspended.

Athletics

-All athletics are suspended.

Cleaning

-Schools are closed for in-person instruction, and cleaning practices are adjusted to maintain school building functional order.

Busing and Student Transportation

-All student transportation is suspended. Busing may be used for meal delivery as needed.

MPS Remote Learning Plan for Phases 1-3

This document reflects the district’s plan specific to Phases 1-3 of the Midland Public Schools COVID-19 Preparedness and Response Plan. This Remote Learning Plan exceeds the

requirements of Governor Whitmer's [Executive Order 2020-142](#), the [MI Safe Start Plan](#), and the [MI Safe Schools Michigan's 2020-21 Return to School Roadmap](#).

The Remote Learning Phase 3 Plan provides the overarching framework and expectations for our staff, students, and families. The key outcomes of this plan are:

- Emphasize care, safety, health, and overall wellbeing to all students, families, and staff
- Ensure continuity of essential learning that is at scale to deliver standards-aligned curricula and high-quality instruction that is aligned with best practices
- Provide consistent, meaningful, engaging, high-quality experiences that promote learning and growth
- Provide the most equitable and accessible learning experiences possible for all students
- Ensure all members of the MPS school community understand their role in the remote learning environment.

B. Michigan Safe Start Plan- Phase 4

MPS will offer students and parents the choice of three instructional models in the 2020-2021 school year if Midland County remains in Phase 4 of the Governor's MI Safe Start Plan.

Face-to-face traditional instructional model, 5-day week, in-school

For those who would like their child to attend school 5-days/week.

Hybrid MPS Virtual Academy/face-to-face course selection model for middle & high school (MS/HS) students.

MS/HS students may choose from courses in the MPS Virtual Academy instruction model (some courses will be MPS teacher-led models and some courses will be from Edgenuity with an MPS teacher mentor) and/or face-to-face courses in MPS classrooms. This delivery of instruction will be referred to as MS/HS Hybrid model.

MPS Virtual Academy instruction model

All instruction will be completed remotely. To the extent possible online courses will be MPS teacher provided via our newly-adopted Learning Management System—CANVAS. To ensure a variety of course selection options and full academic schedules for students a blend of CANVAS courses and Edgenuity courses will be offered.

Describe the policies and procedures that the district will follow when the region in which the district is located is in Phase 4.

****All school buildings will include this guidance in their building procedures***

1. Face coverings (p. 22) (all strongly recommended are added here)

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.

Facial coverings must always be worn by staff except for meals. Facial coverings may be homemade or disposable level-one (basic) grade surgical masks. Any staff member who cannot medically tolerate a facial covering must not wear one. Any staff member that is incapacitated or unable to remove the facial covering without assistance, must not wear a facial covering.

-PreK-5 and special education teachers should consider wearing clear masks.

-Homemade facial coverings must be washed daily.

-Disposable facial coverings must be disposed of at the end of each day.

Facial coverings must be worn by preK-12 students, staff, and bus drivers during school transportation. Any staff or student that is unable to medically tolerate a facial covering must not wear one. Any staff or student that is incapacitated or unable to remove the facial covering without assistance, must not wear one. Facial coverings may be homemade or disposable level-one (basic) grade surgical masks.

Facial coverings must always be worn in hallways and common areas by preK-12 students in the building except for during meals. Any student that is unable to medically tolerate a facial covering must not wear one. Any student that is incapacitated or unable to remove the facial covering without assistance, must not wear one. Facial coverings may be homemade or disposable level-one (basic) grade surgical masks.

-Homemade facial coverings must be washed daily.

-Disposable facing coverings must be disposed of at the end of each day.

-Note: Students with significant disabilities preventing the use of facial coverings are referred to forthcoming guidance from MDE.

Facial coverings must be worn in classrooms by all students grades K-12.

-Any student who cannot medically tolerate a facial covering must not wear one.

-Any student who is incapacitated, or unable to remove the facial covering without assistance, must not wear one.

Facial coverings will 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.

2. Hygiene (all strongly recommended are added here)

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

Provide adequate supplies to support healthy hygiene behaviors (including soap, hand sanitizer with at least 60% alcohol for safe use by staff and students, paper towels, tissues, and signs reinforcing proper handwashing techniques).

Teach and reinforce handwashing with soap and water for at least 20 seconds and/or the safe use of hand sanitizer that contains at least 60% alcohol.

Educate staff and students on how to cough and sneeze into their elbows, or to cover with a tissue. Used tissues should be thrown in the trash and hands washed immediately using proper hand hygiene techniques.

Systematically and frequently check and refill soap and hand sanitizers.

Students and teachers will have scheduled handwashing (or hand sanitizing) every 2-3 hours.

Staff will try to limit sharing of personal items and supplies such as writing utensils.

-Keep students' personal items separate and in individually labeled cubbies, containers, or lockers.

-Limit use of classroom materials to small groups and disinfect between use, or provide adequate supplies to assign for individual student use.

MPS will provide portable handwashing and/or hand sanitizing stations to set up throughout school buildings.

3. Cleaning (all required components included)

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

Frequently touched surfaces including light switches, doors, benches, bathrooms, must undergo cleaning at least every four hours with either an EPA-approved disinfectant or diluted bleach solution.

Libraries, computer labs, arts, and other hands-on classrooms must undergo cleaning after every class period with either an EPA-approved disinfectant or diluted bleach solution.

Student desks must be wiped down with either an EPA-approved disinfectant or diluted bleach solution after every class period.

Playground structures must continue to undergo normal routine cleaning, but using an EPA-approved disinfectant is unnecessary.

Ensure safe and correct use and storage of cleaning and disinfection products, including storing products securely away from children, and with adequate ventilation when staff use products.

Staff must wear gloves, surgical mask, and face shield when performing all cleaning activities.

Enviro-clean daytime cleaning requirements:

https://drive.google.com/file/d/157L7t-QEHQc0FFzqtsg4yefxdf_F84CA/view?usp=sharing

Enviro-clean after school cleaning requirements:

<https://drive.google.com/file/d/1Oz8sLucZKEuLK9SUDxGE6Mk7ai48R326/view?usp=sharing>

4. Athletics (all required components included)

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

MPS will prohibit indoor competitions, assemblies, performances, and concerts that bring together students from more than one classroom.

MPS will comply with all guidance published by Michigan High School Athletic Association (MHSAA) and the National Federation of State High School Associations (NFHS).

<https://docs.google.com/document/d/1IZLgo-4X72Hm8RYqRaZCFYIYwnb7qblnstRib2z6YhE/edit?ts=5f0dd9d5>

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 must 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.

MI

5. Screening (all strongly recommended are added here)

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

MPS will cooperate with the local public health department regarding implementing protocols for screening students and staff.

MPS will screen students on a daily basis before boarding school buses and upon arrival to school.

An electronic monitoring form for screening employees has been developed.

Families are encouraged to check their child's temperature at home every morning using oral, tympanic, or temporal scanners; students with a temperature of 100.4 or greater should stay home and consider coronavirus testing if symptoms of COVID-19 are present.

Families are encouraged to monitor their children for symptoms of COVID-19. The presence of any

symptoms, including cough or shortness of breath, should prompt the family to keep the student home from school and to follow up with a primary care provider.

Every school will identify and designate a quarantine area and a staff person(s) 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 exceptions – example: special needs or other health related conditions requiring aerosolized procedures in which an N95 would be more appropriate).

Symptomatic students sent home from school should be kept home until they have tested negative or have completely recovered according to CDC guidelines.

Staff will conduct daily self-assessments and provide status updates to MPS Human Resources prior to going to work. If staff exhibit any respiratory or gastrointestinal symptoms, or have a temperature of 100.4 or greater, they will be directed to stay home.

6. Testing Protocols & Responding to Positive Cases (all strongly recommended added here)

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

MPS will cooperate with the local public health department regarding implementing protocols for screening students and staff.

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 will 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 will 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. MPS will communicate with students and staff in order to monitor for any new symptoms of COVID-19.

All schools, public and private, must cooperate with the local public health department if a confirmed case of COVID-19 is identified, and in particular, must collect the contact information for any close contacts of the affected individual from two days before he or she showed symptoms to the time when he or she was last present at the school.

Notify local health officials, staff, and students immediately of any possible case of COVID-19 while maintaining confidentiality consistent with the Americans with Disabilities Act (ADA) and other applicable federal and state privacy laws.

The Local Health Department will initiate contact tracing, following regular public health practice. Anyone who was within close contact of the case (less than six feet apart for 15+ minutes) will be

asked to self quarantine for up to 14 days after exposure. Local health officials, depending on the situation, may identify other contacts who Safety Protocols 26 Governor Gretchen Whitmer MI Return To School Roadmap require quarantine. Schools can help the local health department by collecting data and contact information of those exposed.

Note: schools should provide staff with guidance on confidentiality laws and statutes that protect student and staff health information. Student communicable disease related information is protected health information. (Even if a family/ student acknowledges and publicly discloses a positive test, school staff and officials must not participate in discussions or acknowledge a positive test).

Employees with a confirmed case of COVID-19 should only return to the workplace after they are no longer infectious. Local health officials will provide instruction about return to work, using the most current guidelines from the CDC for this determination.

Cleaning staff should wear a surgical mask, gloves, and a face shield when performing cleaning of these areas.

If possible, smaller areas such as individual classrooms should be closed for 24 hours before cleaning to minimize the risk of any airborne particles.

Parents and guardians are encouraged to check students' temperature at home every morning using oral, tympanic (ear), or temporal scanners; students with a temperature of 100.4 or greater must stay home and consider coronavirus testing.

Parents and guardians are encouraged to monitor for symptoms of COVID-19. The presence of any unexplained symptoms, including cough or shortness of breath, should prompt the parent or guardian to keep the student home from school and to follow up with their primary care provider.

7. **Busing and Student Transportation (all required components included)**

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

MPS will require the use of hand sanitizer before entering the bus. Hand sanitizer must 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.

Cleaning and disinfecting of transportation vehicles will occur before and after every (a.m./p.m.) transit route. Children will not be present when a vehicle is being cleaned.

Cleaning and disinfecting of 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.

Clean, sanitize, and disinfect equipment including items such as car seats, wheelchairs, walkers, and adaptive equipment being transported to schools daily.

Create plans for getting students home safely if they are not allowed to board the vehicle.

If a student becomes sick during the day, they will not use group transportation to return home and

must follow protocols outlined above. If a driver becomes sick during the day, they must follow protocols for sick staff outlined above and must not return to drive students.

Weather permitting, keep doors and windows open when cleaning the vehicle and between trips to let the vehicles thoroughly air out.

Weather permitting, consider keeping windows open while the vehicle is in motion to help reduce spread of the virus by increasing air circulation, if appropriate and safe.

8. Mental & Social Emotional Health (all strongly recommended are added here)

MPS will follow the same screening and referral process for students as identified in Phases 1-3

9. Facilities & Operations (all strongly recommended summarized here)

MPS has emphasized procurement of PPE in preparation for the reopening of school.

MPS has maintained contact with local health officials for reopening guidance.

MPS has met with Chartwells, Enviroclean, and other local education partners to review the contents of this plan.

School building walk-throughs and safety audits will occur in all district buildings.

School building plans will comply with MPS COVID-19 Preparedness and Response Plan Guidelines

10. Miscellaneous (all strongly recommended are added here)

Spacing and Movement:

In classrooms where large tables are utilized, space students as far apart as feasible.

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.

Family members or other guests are not allowed in the school building except under extenuating circumstances determined by district and school officials.

Post signage to indicate proper social distancing.

Floor tape or other markers should be used at six-foot intervals where line formation is anticipated.

Provide social distancing floor/seating markings in waiting and reception areas.

Post signs on the doors of restrooms to indicate proper social distancing and hand hygiene techniques.

Adult guests entering the building should be screened for symptoms, wear a facial covering, and wash/sanitize hands prior to entering. Strict records, including date and time, should be kept of non-school employees or other visitors entering and exiting the building.

Food Service, Gathering, & Extracurricular Activities:

Prohibit indoor assemblies that bring together students from more than one classroom.

DK-5 meals will occur in classrooms

6-12 meals will be grab and go style, socially distanced seating areas, and open campus (high school only).

Clubs and extracurricular events can continue virtually and/or outdoors with social distancing.

Medically Vulnerable Students:

Review current plans (e.g. Individual Healthcare Plans, Individualized Education Programs, Individualized Family Service Plans, or 504 plans) for accommodating students with special healthcare needs and update their care plans as needed to decrease their risk for exposure to COVID-19.

Allow 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.

C. Michigan Safe Start Plan - Phase 5

Describe the policies and procedures that the district will follow when the region in which the district is located is in Phase 5.

If Michigan is moved to Phase 5 MPS will continue to follow all of the Phase 4 planning referenced in this document. Future adjustments to these protocols will be made in consultation with local Health Department Officials.

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*.

MPS will follow all highly recommended items found in the "Return to School Roadmap" for Phase 5 (see note above).

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*.

All will be included

D. Please indicate if a school plans to exclude any protocols that are “highly recommended” in the *Return to School Roadmap* for any of the categories during Phase 4.

Social distancing (6 ft. spacing) in classrooms. This will occur to the extent possible, but due to variations in classroom size, layout, and furniture this will not occur in every classroom. Spacing (to the extent possible) and other PPE (masks and desk shields) will be incorporated to help mitigate exposure.

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:

Monday, August 3, 2020

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

<https://midlandps.communitybydiligent.com/portal/>

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

<https://www.midlandps.org/>

Name of District/PSA/Nonpublic Leader Submitting Plan:

Michael E. Sharrow, Superintendent - Midland Public Schools

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

Tuesday, August 4, 2020

Date Submitted to State Superintendent and State Treasurer:

Tuesday, August 4, 2020