

COVID-19 Preparedness and Response Plan

(Executive Order 2020-142 District Preparedness Plan)

Revised 9:00AM
07/28/20

Name of District: Peck Community Schools

Address of District: 222 E. Lapeer St. Peck MI, 48466

District Code Number: 76180

Web Address of the District: www.peckschools.org

Name of Intermediate School District: Sanilac Intermediate School District

Name of Authorizing Body (if applicable): N/A

Preparedness Plan Introduction

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

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

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

Preparedness Plan Assurances

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

- ✓ The District assures that when it provides in-person instruction to its students without disabilities, the district must also provide in-person instruction to its students with disabilities, consistent with their individualized education programs (IEPs).
- ✓ The District assures that when schools are closed to in-person instruction, districts must strive in good faith and to the extent practicable, based upon available resources, technology, training, and curriculum, as well as the circumstances presented by COVID-19, to provide equal access to any alternative modes of instruction to students with disabilities from birth through age 26. This assurance includes the provision of auxiliary services under section 1296 of the Revised School Code, MCL 380.1296.
- ✓ The District assures that while any state of emergency or disaster related to the COVID-19 pandemic continues, it shall comply with guidance from the United States Department of Education, including its Office of Civil Rights and Office of Special Education and Rehabilitative Services, and the Michigan Department of Education concerning the delivery of alternative modes of instruction to students with disabilities in light of the impact of COVID-19.
- ✓ The District assures that it shall, to the extent practicable and necessary, make individualized determinations whether and to what extent compensatory services may be needed for students with disabilities in light of the school closures during the 2019–2020 school year.
- ✓ The District assures that during **Phase 1, 2, or 3** of the *Michigan Safe Start Plan* it will close its buildings to anyone except: (a) District employees or contractors necessary to conduct minimum basic school operations consistent with a Preparedness Plan, including those employers or contractors necessary to facilitate alternative modes of instruction, such as distributing materials and equipment or performing other necessary in-person functions. (b) Food-service workers preparing food for distribution to students or their families. (c) Licensed child-care providers and the families that they serve, if providers follow all emergency protocols identified by the state.
- ✓ The District assures that during **Phase 1, 2, or 3** of the *Michigan Safe Start Plan* it will suspend athletics, after-school activities, inter-school activities, and busing.
- ✓ The District assures that during **Phase 1, 2, or 3** of the *Michigan Safe Start Plan* it will provide for the continued pay of school employees while redeploying staff to provide meaningful work in the context of the Preparedness Plan, subject to any applicable requirements of a collective bargaining agreement.
- ✓ The District assures that in **Phases 1, 2, or 3** of the *Michigan Safe Start Plan* it will provide for the continuation of food distribution to eligible students.
- ✓ The District assures that during **Phase 4** of the *Michigan Safe Start Plan* it will prohibit indoor assemblies that bring together students from more than one classroom.
- ✓ The District assures cooperation with the local public health department if a confirmed case of COVID-19 is identified, and agrees to collect the contact information for any close contacts of the affected individual from two days before he or she showed symptoms to the time when he or she was last present in school.

Preparedness Plan

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

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

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

Peck Community Schools will provide instruction to all students while in phase 1,2, or 3 of the MiSafe Start Plan. PCS will be utilizing an online learning platform to deliver instruction to ensure remote learning for students. The goal during remote learning is to provide a learning management system to ease parent use while still matching the rigor and accountability of in-person instruction.

Peck Elementary students will receive a rigorous curriculum K-8 through an online content provider and the content will be accessible through a learning management system. The online platform has lessons and units that are prebuilt based on common core and state standards. Our K-8 teaching staff will be in daily communication while assigning materials and providing instruction remotely. Students will have the option of using a school issued Chromebook to access materials. Families that are unable to access the material due to connectivity issues will be assisted by either offering a solution for internet connectivity (portable hotspot) or being issued hard copies of materials which can be picked up in person or mailed home.

Peck High School will be using Michigan Virtual online lessons with students. Our high school teachers will be providing the instruction and assigning the material each week. The teachers will be in daily communication with students and will communicate with parents during this time. Students will be assigned a school issued Chromebook to ensure they have a device that is compatible with the Michigan Virtual platform. We will work with students who are unable to access the online platform to obtain internet connectivity or copies of the actual lessons may be made for parents to pick up. Students will also be able to access courses offered by Michigan Virtual with Michigan Virtual Instructors, Edgenuity, and Dual Enrollment options that have been traditionally offered.

Peck Community Schools will provide our teaching staff with rigorous content, resources, and materials to deliver online instruction in all grades K-12. Using online learning management systems, our staff will have the ability to manipulate content, add content, and delete content to fit the expectations of all grades and course offerings. Our teachers will retain the autonomy necessary to provide impactful learning experiences to our students as well as provide online instruction.

For students with technology access, content will be delivered through the online platform for elementary and high school. Teachers will be accessible for virtual instruction (virtual meetings/office hours) at least once per week and instruction through pre-made videos/lessons multiple times per week. For those students without technology, the main mode of delivery may be through hard copy instructional packets and/or workbooks. The district will also assist families that do not have

connectivity to explore options for gaining access.

Teachers will monitor student access, assignment completion and performance using the instructional platform provided by the district. Teachers will provide timely, relevant feedback to students. Teachers will provide feedback to students on assignments through the instructional platform as assignments are completed. For students without technology access, a drop point will be created to deliver packets and completed work to be graded and returned. Teachers will provide feedback to students during the weekly communications with those students (phone call, virtual meeting, or via email). Feedback from the teacher will include differentiated work as needed, along with examples to support student learning.

All students, parents, and families will be given the proper support and training to use these platforms, devices, and internet connectivity as needed. Training will be provided at the start of the school year or as allowed by the state (depending on the reopening phase at the time).

Peck Community Schools has a plan to meet the learning needs of all students in Phase 1-3 when instruction cannot be in person. Peck Community Schools plan is flexible to meet family needs when our region is in Phase 4-6. Families will have the option to choose what works for them and their child(ren).

- B.** The policies and procedures that the District will follow when the region in which the District is located is in **Phase 4** of the Michigan Safe Start Plan. Those policies and procedures must, at a minimum, include:

1. Face coverings (p. 22)

- a. Please describe how the district will implement **requirements** for facial coverings that at a minimum require the wearing of face coverings, except during meals and unless face coverings cannot be medically tolerated, for:
- i) All staff and all students in grades preK-12 when on a school bus.
 - ii) All staff and all students in grades preK-12 when in indoor hallways and common areas.
 - iii) All staff when in classrooms.
 - iv) All students in grades 6 and up when in classrooms.
 - v) All students in grades kindergarten through grade 5 unless students remain with their classes throughout the school day and do not come into close contact with students in another class.

Peck Community Schools is committed to implementing the requirements for facial coverings for students. We will implement the following for specific areas:

- i) Staff and students in grades preK-12 will wear a face covering upon boarding school transportation and for the duration of the route.
- ii) Staff and students in grades preK-12 will wear a face covering whenever they are in the hallway or a common area. This would include when a person is traveling to the bathroom, office, alternate classroom, etc.
- iii) All staff will wear a face covering while in their classrooms. Staff will place their face covering on as they enter the building, and it will remain on with the exception of lunch.
- iv) All students in the junior high/high school will be required to wear a face covering when they are in classrooms and common areas.
- v) Peck Elementary will be self-contained for grades preK-5. All specials (electives) will take place in the students' assigned classroom.

****Face coverings will not be required for children age 2 or younger.**

****Students and staff will not be expected to wear face coverings during meals, or if face coverings cannot be tolerated medically (with proper documentation from a doctor to the school).**

****Peck Community Schools will provide each student and staff member with a disposable mask upon need/request. Both staff and students are welcome to use their own conforming facial coverings.**

2. Hygiene

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

Peck Community Schools is committed to providing hygiene lessons and adequate time for these to be practiced during the day. Supplies will be furnished in both the elementary and junior high/high school buildings.

Peck Elementary will incorporate additional transitions (see below) into the students' daily schedule to practice proper hygiene. Classrooms will utilize soap and water as well as hand sanitizer to ensure hygiene is at a high level. Signs will be posted in classrooms and common areas reminding staff and students to follow hygiene protocols.

Hygiene transitions will take place every two to three hours, before and after lunch, and following recess. Teachers will demonstrate proper techniques and duration as well as supervise students. Coughing and sneezing etiquette will also be taught, demonstrated and practiced by staff and students.

Teachers will limit and eliminate when able, the sharing of classroom materials and supplies. Students will maintain their own personal supplies in their own containers, desks, cubbies, or lockers. Students should only access their own personal belongings.

Peck Junior High/High School will have hand sanitizer available in each classroom for student use upon entry to the classroom. Bathroom supplies will be monitored and replenished frequently to ensure their availability. Additional handwashing stations may be added to facilitate handwashing as necessary.

All communal bathrooms in the facility will be sanitized every 3-4 hours while students are in the building for instruction. All heavy traffic areas (classroom door knobs, light switches, entrances, office doors, etc.) will also be sanitized on a similar schedule by PCS janitorial staff.

3. Cleaning

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

Peck Community Schools is committed to cleaning the building periodically throughout the school day along with after school hours. Each classroom and custodian will be outfitted with an EPA-approved disinfectant to clean the frequently touched surfaces. These include, but are not limited to, light switches, doors, door handles, bathrooms, etc. These will undergo the cleaning every 3-4 hours during the day and during transitions in the junior high and high school.

Peck Community Schools utilizes several spaces for multi-purpose and hands-on activities throughout the school day. These spaces include the media center, computer labs, and science labs. These spaces will be disinfected prior to the next group using them. Playground structures will undergo their normal cleaning routine.

Peck Junior High/High School will sanitize surfaces and classrooms between classes. Rooms will undergo cleaning prior to another group using the room. Student desks will be wiped down with an EPA-approved disinfectant after each class period.

Peck Community Schools will ensure safe and correct use and storage of cleaning and disinfectant products. Staff must wear proper PPE when performing cleaning activities.

4. Athletics

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

Peck Community Schools will follow all guidance published by the Michigan High School Athletic Association (MHSAA), the National Federation of State High School Association (NFHS), and all athletic's protocols listed in the MI Safe Schools: Michigan's 2020-21 Return to School Roadmap.

5. Screening

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

Peck Community Schools will be in communication with the Sanilac County Health Department. PCS will cooperate with the health department regarding implementing protocols for screening staff and students. Symptomatic students sent home from school shall be kept home until their recovery meets CDC guidelines. The student must remain fever-free without the use of medication for 72 hours prior to returning to school.

Staff members will conduct self-examinations, including temperature checks prior to arriving at work. Families are encouraged to take their children's temperature at home each morning. Students with a temperature of 100.4 or greater should stay home and consider coronavirus testing if symptoms of COVID-19 are present.

PCS will have a quarantine room which will be located near the front office and main entrances. Any student exhibiting COVID-19 symptoms will be asked to wear their mask while in the quarantine room (if medically able).

6. Testing

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

Peck Community Schools will cooperate with the Sanilac County 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 the mask and be transported by their parent or guardian for off-site testing. There will be a room dedicated for students exhibiting symptoms of COVID-19. Staff who become ill or display symptoms will follow the same protocol.

Symptomatic staff and students who have been sent home should remain home until they have tested negative for COVID-19 or have completely recovered 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 or school. This will be done to encourage closer observation for any symptoms at home. All efforts will also be made to contact those individuals who were in direct contact with the symptomatic person.

If an individual tests positive for COVID-19, Peck Community Schools will collect and share the contact information for those in close contact with the affected individual within two days before he or she showed symptoms to the time when he or she was last present at school with the local health

department. Guidance will be offered for those students/staff that may be required to quarantine for 14 days due to possible contact with an individual who has tested positive for COVID-19.

7. Busing and Student Transportation

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

Peck Community Schools is committed to providing safe transportation for all students to and from school and other necessary events where transportation is required. Students will be required to use hand sanitizer upon entering the bus (a dispenser located on the steps as they enter the bus). The bus driver, any staff members, and all students in grade preK-12, if medically feasible, must wear facial coverings while on the bus. If a student or staff member cannot wear a face covering for medical reasons, they must provide the appropriate office with a doctor's note.

Buses will be disinfected at the conclusion of each route. The disinfecting routine will include the driver's station, seats, arm rests, door handles, driver instrument panel, windows, and railings. Doors and windows will be kept open during and after cleaning to provide thorough ventilation-weather permitting. When possible, windows will be left open whenever possible.

As feasible, the bus will be loaded from the first rider seated in the back of the bus, and the last rider seated in the front of the bus. Siblings or students from the same household will also be expected to sit with one another on the bus. Exceptions may apply at the discretion of the building principal and/or transportation director.

If a student or a driver becomes sick during the day, they must not use group transportation to return home or drive students home.

The building principal or transportation director will communicate with parents/guardians on a plan to get children home who are not allowed to board the bus due to displaying signs of COVID-19 symptoms.

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

- Facial coverings will be recommended by district administration in all areas of the school and will be left to the parent of each student to determine the use of. PCS will communicate with the local health department to understand risk and make adjustments to mask use as necessary.
- Teachers and staff members will be encouraged to continue to wear a face covering in phase 5, however district administration will communicate with the local health department on risk, and staff use of face coverings may be optional with administrative approval.
- Hygiene practices implemented during phase 4 will continue during phase 5.
- The quarantine area will remain in place during phase 5.
- All diagnostic, screening, and testing protocols implemented during phase 4 will remain in place during phase 5. Students and staff who become ill, run a fever, or display other symptoms related to COVID-19 will be removed from school and will not be allowed to return to school until they receive a negative COVID-19 test and/or recover according to CDC guidelines.
- Contact tracing, quarantining, and monitoring practices implemented in phase 4 will continue during phase 5.
- Food service staff and janitorial staff will use all proper and strongly recommended PPE while in phase 5.
- All gatherings and events, including those that occur outdoors should comply with current and

future executive orders that set caps on congregation of people.

****Students and staff will not be expected to wear face coverings during meals, or unless face coverings cannot be tolerated medically (and documentation from a doctor is supplied to the office).**

****PCS will provide students and staff members with facial coverings upon request. The district will have several options of face covering on hand to choose from.**

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*.

Personal Protection Equipment:

Strongly recommended

- Facial coverings should always be worn by staff except for meals. Facial coverings may be homemade or disposable masks. Any staff member who cannot medically tolerate a facial covering should not wear one. Any staff member that is incapacitated or unable to remove a facial covering without assistance should not wear one. District administration will consult with local health authorities on risk and evaluate the use of masks through phase 5.
- PreK-5 and special education teachers should consider wearing a clear mask.
- Homemade facial coverings should be washed daily.
- Disposable facial coverings should be disposed of at the end of each day. Facial coverings should always be worn in hallways and common areas by K-12 students in the building except during meals. Any student that is unable to medically tolerate a facial covering should not wear one (if documentation from a doctor is supplied to the office). Any student that is incapacitated or unable to remove the facial covering without assistance should not wear one. Facial coverings may be homemade or disposable masks. If social distancing and cohorting is practiced and enforced, facial coverings for students in grades K-5 are encouraged but not required. District administration will consult with local health authorities on risk and evaluate the use of masks through phase 5.

Recommended

- Facial coverings should be considered for preK 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.
- Facial coverings should be considered for K-5 students and students with special needs in classrooms, especially if students and teachers are not placed in cohorts.
- Gloves are not required for custodial staff or teachers cleaning their classrooms.

Hygiene

Strongly Recommended

- 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 sign reinforcing proper hand washing techniques).
- Teach and reinforce handwashing with soap and water for at least 20 seconds and/or the safe use of sanitizer that contains at least 60% alcohol.
- Educate staff and students 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 following proper techniques.
- Students should wash their hands or use hand sanitizer after changing classrooms, teachers in the classroom should wash their hands or use sanitizer every time a new group of students enters the room.

Recommended

- Systematically and frequently check and refill soap and hand sanitizers.
- Students and teachers should have scheduled handwashing with soap and water every 2-3 hours.
- Limit sharing of personal items and supplies such as writing utensils.
- Keep students' personal items separate and in individually labeled cubbies, containers, or lockers.

Spacing, Movement, and Access

Recommended

- Teachers should try to maintain six feet of spacing between themselves and students as much as possible.
- Post signage to indicate proper social distancing.
- Floor tape or other markers should be used at six-foot intervals where line formation is anticipated.

Screening Students, Staff, and Guests

Strongly Recommended

- Every school should identify and designate a quarantine area and a staff person to care for children who become ill at school.
- Students who become ill with symptoms of COVID-19 at school should be placed in an identified quarantine area with a mask in place until they can be picked up. Identified school staff caring for these children should wear a surgical mask, with the exception of students with special needs requiring aerosolized procedures in which an N95 mask is required.
- Symptomatic students sent home from school should be kept home until they have tested negative or have completely recovered according to CDC guidelines.
- Strict records, including date and time, should be kept of non-school employees or other visitors entering and exiting the building.

Recommended

- Staff should conduct self-examinations, including a temperature check, prior to coming to work. If they exhibit any respiratory or gastrointestinal symptoms, or have a temperature of 100.4 or greater, they should stay home.
- Any parents or guardians entering the building should wash or sanitize hands before entering the building.
- Parents or guardians are not allowed in the building except under extenuating circumstances as determined by school officials. Only one parent or guardian per child should be allowed to enter except under extenuating circumstances as determined by school officials.
- Parents or guardians are encouraged to check their children's temperature at home every morning using oral, tympanic (ear), or temporal scanners; students with a temperature of 100.4 or greater should stay home and consider coronavirus testing if no other explanation is available.
- Parents or guardians are encouraged to ask their children or monitor for symptoms of COVID-19, including cough, congestion, shortness of breath, or gastrointestinal symptoms every morning. Any positives should prompt parents or guardians to keep the student home from school.

Testing Protocols for Students and Staff and Responding to Positive Cases

Strongly recommended

- Students who develop a fever or become ill with symptoms of COVID-19 at school should wear a mask and be transported by their parent/guardian, emergency contact, or ambulance, if clinically unstable, for off-site testing. Staff who develop fever or become ill with symptoms of COVID-19 at school should wear a mask and should be transported for off-site testing.
- Parents and guardians should be notified of the presence of any laboratory positive or clinically diagnosed cases in the classroom and/or school to encourage closer observation for any symptoms at home.
- Symptomatic students and staff sent home from school should be kept home until they have tested negative or have been released from isolation according to CDC guidelines.

- In the event of a lab or clinically diagnosed case of COVID-19, immediate efforts should be made to contact any close contacts (those who spent more than 15 minutes within six feet to student or staff member) so that they can be quarantined at home. Classmates should be closely monitored for any symptoms. At this time, empiric testing of all students in the class is not recommended. Only those that develop symptoms require testing.

Recommended

- Parents or guardians are encouraged to check student's temperature at home every morning using oral, tympanic, or temporal scanners; students with a temperature of 100.4 or greater must stay home and consider COVID-19 testing if no other explanation is available.
- Parents or guardians are encouraged to monitor for symptoms of COVID-19, including any cough, congestion, shortness of breath, or gastrointestinal symptoms every morning. Any positives should prompt the parent or guardian to keep the student home from school and seek out testing.

Responding to Positive Tests Among Staff and Students

Strongly Recommended

- 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 following the exposure. Local health officials, depending on the situation, may identify other contacts who require quarantine. Schools can help the local health department by collecting data and contact information on 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).
- 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.

Recommended

- If possible, smaller areas such as individual classrooms should be closed for 24 hours before cleaning to minimize the risk of any airborne particles.
- Cleaning staff should wear a surgical mask when performing cleaning of these areas along with gloves and face shield.

Food Service, Gatherings, and Extracurricular Activities

Strongly Recommended

- Serving and cafeteria staff should use barrier protection including gloves, face shields, and surgical masks.
- Students, teachers, and cafeteria staff wash hands before and after every meal.
- All gatherings, including those that occur outdoors (e.g. graduations) should comply with current and future executive orders that set caps on congregations of people.
- If field trips occur, they should comply with transportation guidelines within this document, including mandatory facial covering.

Recommended

- If possible, classrooms should be used for eating in place, taking into consideration food allergies.
- If cafeterias need to be used, meal times should be staggered to create seating arrangements with six feet of distance between students.
- If possible, school-supplied meals should be delivered to classrooms with disposable utensils.
- Schools should offer telecasting of assemblies and other school-sanctioned events if able.
- Students and teachers should wash hands before and after every event.
- After-school programs may continue with the use of facial coverings.

Athletics

Strongly Recommended

- Indoor spectator events are limited to 50 people. Large scale outdoor spectator or stadium events are limited to 250 people. Spectators not part of the same household must always maintain six feet of distance between one another.
- 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 symptoms prior to any event.
- All equipment must be disinfected before and after each use.
- Buses must be cleaned and disinfected before and after every use, as detailed in the subsequent "Busing and Student Transportation" section.
- Each participant should use a clearly marked water bottle for individual use. There should be no sharing of this equipment.

Recommended

- Indoor weight rooms and physical conditioning activities are allowed. Social distancing of six feet between participants should be maintained while indoors and sharing equipment should be avoided.
- Handshakes, fist bumps, and other unnecessary contact should not occur.

Cleaning

Strongly Recommended

- Frequently touched surfaces including lights, doors, benches, and bathrooms should 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 should undergo cleaning after every class period with either an EPA-approved disinfectant or diluted bleach solution. Efforts must be made to minimize sharing of materials between students, as able.
- Student desks should be wiped down with either an EPA-approved disinfectant or diluted bleach solution after every class period.
- Playground structures should continue to undergo normal routine cleaning, but using an EPA-approved disinfectant is unnecessary.
- Athletic equipment can be cleaned with either an EPA approved disinfectant or diluted bleach solution before and after each use.
- 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 such products.

Recommended

- Staff should wear gloves, surgical masks, and face shields when performing all cleaning activities.

Busing and Student Transportation

Strongly Recommended

- Strongly encourage the use of hand sanitizer before entering the bus. Hand sanitizer should be supplied on the bus.
- The bus driver, staff, and all students in grades preK-12, if medically feasible, should wear facial coverings while on the bus.
- Clean and disinfect transportation vehicles regularly. Children should not be present when vehicle is being cleaned.
- Clean and disinfect frequently touched surfaces in the vehicle (e.g. surfaces in the driver's cockpit, hard seats, arm rests, door handles, seat belt buckles, lights 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 and seat belts, wheelchairs, walkers, and adaptive equipment being transported to schools.
- Create a plan for getting students home safely if they are not allowed to board the vehicle.
- If a student becomes sick during the day, they should not use group transportation to return home and should follow protocols outlined above.

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

Recommended

- Weather permitting, keep doors and window 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.

Medically Vulnerable Students and Staff

Strongly Recommended

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

Recommended

- Staff caring for children and providing any medical care that include aerosol generating procedures (e.g. nebulizers) should wear an N95 mask at the time of delivery.

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*.

Personal Protection Equipment

Recommended

- Facial coverings should be worn in classrooms by grades 6-12 students. Any student who cannot 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.

Hygiene

Recommended

- Limit use of classroom materials to small groups and disinfect between uses or provide adequate supplies to assign for individual student use.
- Procure portable handwashing and/or hand sanitizing stations to set up throughout the school buildings.

Spacing, Movement, and Access

Recommended

- Spacing is six feet between desks to the extent that is feasible.
- Class sizes should be kept to the level afforded by the necessary spacing decisions.
- In classrooms where tables are utilized, space students as far apart as feasible.
- Arrange all desks facing the same direction toward the front of the classroom.

Screening Students, Staff, and Guests

Strongly Recommended

- Entrances and exits should be kept separate to keep traffic moving in a single direction.

Testing Protocols for Students and Staff and Responding to Positive Cases

- None

Responding to Positive Tests Among Staff and Students

- None

Food Service, Gatherings, and Extracurricular Activities

- None

Athletics

- None

Cleaning

- None

Busing and Student Transportation

- None

Medically Vulnerable Students and Staff

Strongly Recommended

- Create a process for students/families and staff to self-identify as high risk for severe illness due to COVID-19 and have a plan in place to address requests for alternative learning arrangements or work reassignments

Recommended

- Enable staff who self-identify as high risk for severe illness to minimize face-to-face contact and to allow them to maintain a distance of six feet from others, modify job responsibilities that limit exposure to risk, or to telework if possible.

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

Yes

Date of Approval by the District Board of Education, PSA Board of Directors, or nonpublic school chief/designated school administrator: August 6th, 2020

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

<https://drive.google.com/file/d/18Dtr3kDyPPQfDnkuOhbaKuUvOZFQ5eyF/view?usp=sharing>

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

<http://peckmi.apptegy.us/o/peck-community-schools/browse/154333>

Name of District/PSA/Nonpublic Leader Submitting Plan: Bill Kerr, Superintendent

Date Received by the ISD/Authorizing Body/Chief or designated School Administrator: August 7th, 2020

Date Submitted to State Superintendent and State Treasurer: