
COVID-19 Preparedness and Response Plan

(Executive Order 2020-142 District Preparedness Plan Template)

Revised 7:00AM
07/10/20

Name of District: Brimley Area Schools

Address of District: 7134 South M-221, Brimley, MI 49715

District Code Number: 17140

Web Address of the District: brimley.eupschools.org

**Name of Intermediate School District: Eastern Upper Peninsula Intermediate
School District**

Name of Authorizing Body (if applicable):

Preparedness Plan Introduction

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

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

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

Preparedness Plan Assurances

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

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

Preparedness Plan

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

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

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

Brimley Area Schools will enact the following measures when our region (Region 8) is in Phase 1,2,3 of the Michigan Safe Start Plan:

1. The school will be closed down for in-person instruction and students will revert to our on-line platform. Students will be provided with a laptop or Chromebook; any applicable textbooks and supplies to continue their education at home; hotspots if needed and that will work in their area. For those students without Internet access, we will provide paper copies or a digital form for continued instruction. All athletics, after-school activities, and any extracurricular activities will be cancelled.
2. Meal service will continue for those requesting such services throughout the closure. The meals include breakfast and lunch with all components required by the Michigan Department of Education. We will provide delivery of meals once per week to each home.
3. We will continue to keep our school buildings/facilities clean and follow specific guidelines in doing so.
4. Faculty/staff and administrators will be allowed in the building while following strict guidelines such as social distancing, face masks when not in individual classrooms or offices, screening and temperature checks will be recorded and filed; and record time in and out of the building. This will assist with making sure each area of the building is cleaned after each use.
5. We will follow all guidance from MDE and our EUPISD regarding our special education students to further their education.
6. We will work with the EUPISD to assist with any mental health screening for students.
7. We will continue to keep our Return to School Committee in place for review of feedback and potential changes as we move between phases.
8. We will continue to communicate with our families regarding any changes via email, School Messenger, newsletters, Facebook, or school website.
9. We will work to provide professional development for our faculty/staff regarding best practices in online/virtual education.

- 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.

Brimley Area Schools will enact the following measures when our region (Region 8) is in Phase 4 of the Michigan Safe Start Plan. Further, if during our start of face-to-face instruction we find it necessary to move to a hybrid setting that includes taking one or more days off per week where all students will go virtual, we want this noted in the plan:

1. Facial coverings must be worn by faculty/staff except for meals. Any faculty/staff member who cannot medically tolerate a facial covering must not wear one. Students and faculty/staff who are unable to medically tolerate a face covering must provide written verification from their doctor.
2. Facial coverings must be worn by all students K-12 while in classrooms, common areas, and hallways. Any student that is unable to medically tolerate a facial covering must not wear one.
3. Facial coverings must be worn by bus drivers, faculty/staff and all students while on the bus.
4. Facial coverings will be supplied for those who do not have one.
5. Parents, faculty/staff may supply their own homemade or purchased facial covering.
6. If the mask is cloth in nature it must be washed daily.
7. If the mask is disposable, it must be thrown away after daily use.

2. Hygiene

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

Brimley Area Schools will follow the procedures listed below for hygiene requirements:

1. All classrooms and common areas will have an adequate supply of hand sanitizer with at least 60% alcohol for safe use by staff and students.
2. There will be additional hand sanitizing stations as students enter the building and leave the building.
3. Students will be instructed to wash hands upon entering and leaving classrooms or common areas, before and after lunch, and of course bathroom use.
4. As students enter the bus, they will be instructed to wash hands with provided hand sanitizer.
5. We will provide lessons to all students and reinforce them several times throughout the year on proper handwashing with soap and water and how to cough and sneeze properly.
6. Bathrooms and frequently touched surfaces will be cleaned regularly.

3. Cleaning

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

Brimley Area Schools will follow the procedures listed below for cleaning requirements:

1. The entire school building will be cleaned and sanitized nightly.
2. Desks, chairs, and commonly touched surfaces will be wiped down with a disinfectant wipe prior to a new cohort of students and at least every four hours during a common cohort of students.
3. Classrooms and common areas will be disinfected with the use of an electrostatic cleaning device.
4. All custodians will use gloves, masks, and shields during cleaning activities.
5. Shared materials will be cleaned prior to and after each use.
6. All cleaning supplies will be out of reach of children and stored properly.

4. Athletics

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

Brimley Area Schools will follow the procedures listed below for athletic requirements:

1. Comply with all guidance published by Michigan High School Athletic Association (MHSAA) and the National Federation of State High School Associations (NFHS).
2. 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 an event.
3. With a signed consent form, coaches will record temperatures prior to practice and any game, as well as a symptom check.
4. All equipment will be disinfected before and after use.
5. During school transportation to and from a game, scrimmage, or practice all riders and the driver are required to wear a facial covering. If there is a need one will be provided by the school.
6. Each athlete must have a clearly marked water bottle and there will be no sharing.
7. There will be no handshakes, fist bumps, or unnecessary contact by individuals. Waving and saying congratulations, or well done will occur as a means of showing sportsmanship prior to and after each contest.
8. Indoor weight rooms and physical conditioning activities that require shared equipment are suspended. Outdoor physical conditioning activities are allowed while maintaining social distancing.
9. Large scale indoor spectator events are suspended in Phase 4.
10. Large scale outdoor spectator or stadium events are limited to 100 people. Social distancing is required and if not with the same family and unable to social distance a facial covering will be worn.
11. There will be a designated entry and exit point for events held at school to help with social distancing.

5. Screening

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

Brimley Area Schools will follow the procedures listed below for screening students and staff requirements:

1. We will cooperate with the Chippewa County Health Department with regard to screening of students and staff.
2. We encourage all parents to self-screen their children prior to sending them on the bus or bringing them to school. If they exhibit any respiratory or gastrointestinal symptoms, please keep them home and seek medical advice.
3. We will designate a quarantine area for students who become ill and a staff member to care for them.
4. 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. The identified staff member who is caring for these children will wear a surgical mask.
5. Symptomatic students sent home from school should be kept home until they have tested negative, or have a medical care provider's clearance with a note provided to the school, or have completely recovered according to CDC Guidelines.
 1. If your child has symptoms of COVID-19, and tests positive for COVID-19: Keep out of school until it has been at least 10 days from the first day they had symptoms, they have had 24 hours with not fever and other symptoms have improved. There is no need to get a "negative test" or a doctor's note to clear the child or staff to return to school if they meet these criteria.
 2. If your child has symptoms of COVID-19, has risk for exposure to COVID-19, and no testing has been done (or results are pending): Keep out of school until it has been at least 10 days from the first day they had symptoms, they have had 24 hours with no fever and other symptoms have improved.
 3. If your child has symptoms of COVID-19, has risk for exposure to COVID-19, and tests negative for COVID-19: Your student may return based on the guidance for their symptoms (see "Managing Communicable Diseases in Schools": Fever: at least 24 hours have passed with no fever, without the use of fever-reducing medications; Sore Throat: improvement in symptom (if strep throat: do not return until at least 2 doses of antibiotic have been taken); Cough/Shortness of breath: improvement in symptoms; Diarrhea, vomiting, abdominal pain: no diarrhea or vomiting for 24 hours, Severe Headache: improvement in symptom.
6. With the consent of parents, students will have their temperature checked when entering the building. Faculty/staff members will follow the Chippewa County Health Department Screening guidelines upon entering the building.
7. If students or staff exhibit any respiratory or gastrointestinal symptoms, or have a temperature of 100.4 or greater, they should stay home or will be sent home if they are already at school.

6. Testing

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

Brimley Area Schools will follow the procedures listed below for testing requirements:

1. We will cooperate with the Chippewa County Health Department regarding implementing protocols for screening of students and faculty/staff and when responding to a positive test among faculty/staff and students.
2. Students who develop a fever or become ill with COVID-19 symptoms at school will wear a mask and be transported by their parent or guardian, emergency contact, or ambulance if clinically unstable for off-site testing.
3. Faculty/staff who develop a fever or become ill with COVID-19 symptoms at school will wear a mask and be transported for off-site testing.
4. 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.
5. 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.

6. In the event of a lab or clinically diagnosed case of COVID-19, immediate efforts should be made to contact any close contacts (those who spent more than 15 minutes less than six feet in close proximity to the student or faculty/staff member) so that they can be quarantined for 14 days at home. During the 14 day quarantine, students will be able to continue their education in a virtual manner.

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).

Brimley Area Schools will follow the procedures listed below for busing and student transportation requirements:

1. All students using school transportation will wash their hands upon entering and leaving the bus. Hand sanitizer will be provided on each bus.
2. The bus driver, staff, and all students in grades preK-12 if medically feasible must wear a facial covering. If a student does not have a facial covering upon entering the bus, one will be provided to them.
3. Prior to and after every route the transportation vehicle will be cleaned and disinfected. The driver or staff member will clean all seats, arm rests, door handles, seat belts and buckles, all frequently touched surfaces in the driver cockpit, and other frequently touched surfaces in the rider compartment.
4. Cleaning will be done while the bus is adequately ventilated and no children are present.
5. If a student becomes ill during the school day, they will not be allowed to ride group transportation home.
6. If a driver becomes ill they will be required to follow the same protocol for the faculty/staff.
7. If weather permits, windows will be open to allow for air exchange within the transportation vehicle while transporting students and during down time.

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.

Brimley Area Schools will enact the following measures when our region (Region 8) is in Phase 5 of the Michigan Safe Start Plan:

1. All procedures that have been established for Phase 4 will be carried over to Phase 5.
2. Facial coverings will remain the same as in Phase 4.
3. Hygiene practices will remain the same as in Phase 4.
4. Cleaning and sanitizing practices will remain the same as in Phase 4.
5. Athletics will remain the same as in Phase 4 with the addition of indoor spectators limited to 50 people and outdoor events limited to 250 people.
6. Screening and Testing practices will remain the same as in Phase 4.
7. School transportation will remain the same as in Phase 4.

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*.

Brimley Area Schools will enact the following measures when our region (Region 8) is in Phase 5 of the Michigan Safe Start Plan. Further, if during our start of face-to-face instruction we find it necessary to

Brimley Area Schools will enact the following measures when our region (Region 8) is in Phase 5 of the Michigan Safe Start Plan. **Further, if during our start of face-to-face instruction we find it necessary to move to a hybrid setting that includes taking one or more days off per week where all students will go virtual, we want this noted in the plan:**

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1. All procedures that have been established for Phase 4 will be carried over to Phase 5.
2. Facial coverings will remain the same as in Phase 4.
3. Hygiene practices will remain the same as in Phase 4.
4. Cleaning and sanitizing practices will remain the same as in Phase 4
5. Athletics will remain the same as in Phase 4 with the addition of indoor spectators limited to 50 people and outdoor events limited to 250 people.
6. Screening and Testing practices will remain the same as in Phase 4.
7. School transportation will remain the same as in Phase 4.

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*.

Brimley Area Schools will follow all highly recommended protocols from the Return to School Roadmap within Phase 5.

- 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**.

We are going to have a very difficult time trying to space desks six feet apart as we do not have enough room or faculty/staff to accommodate that strongly recommended requirement. We will do our very best to keep desks as far apart as feasible taking into account our room sizes.

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:

Date of Approval: 8/6/2020

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

Mr. Robin Bedell, Board President:



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:

Brimley Area Schools

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

Date Submitted to State Superintendent and State Treasurer: