



Madison School District COVID-19 Preparedness and Response Plan

(Executive Order 2020-142 District Preparedness Plan)

Name of District: Madison School District

Address of District: 3498 Treat Hwy, Adrian, MI 49221

District Code Number: 46090

Web Address of the District: www.madisonk12.us

Name of Intermediate School District: Lenawee 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.

During Phases 1-3 of the Michigan Safe Start Plan, the Madison School District (MSD) will support student engagement and learning through a variety of remote means based on the availability of equipment, materials, and internet service, as well as the individual skills and abilities of the student. Each MSD classroom will develop a program/classroom specific learning plan that provides and allows for electronic means of instruction, learning, and engagement.

The classroom specific learning plans will include and describe at least the following items: learning goals and student expectations; curriculum outline; online or other resources recommended or required; learning management systems utilized; and student engagement, assessment, and feedback strategies. The plan will also layout a proposed schedule of when students will be expected to participate in group and/or individual learning activities. Program/classroom specific learning plans will be subject to change as needed.

For those students who have access to an internet capable device and internet service, student learning and engagement will occur through the use of instructional videos, video conferencing, online lesson delivery, and online assignments and assessments. Connected students will be provided with educational activities through online learning management systems, which provide students with targeted, differentiated learning. Students will also be encouraged to participate in project-based learning activities that allow for independence, while still making progress toward learning goals.

The MSD will conduct surveys to determine what electronic devices and internet service students have access to. The MSD will make reasonable effort to provide an internet capable device to those students who do not have such. The devices will be made available on a temporary basis at no cost to the student/family.

MSD staff will maintain frequent communication with MSD students through both digital and written means. These include email, learning management systems, Microsoft Suite tools, video conferencing, and telephone. A priority has been placed on student engagement and connection with MSD personnel as well as other students with a goal of supporting the whole-child through these challenging times.

The MSD will provide pencils, pens, crayons, markers, paper, and similar supplies to those students who do not have the materials that are necessary to actively participate in their program/classroom's learning plan.

The MSD's individual classroom/program learning plans will be provided to each student and family in their home language. Parents and students will be provided with opportunities to provide both formal and informal feedback to program instructors as well as school administrators throughout the course of the school year. Feedback provided to the District will be used to further shape and refine the classroom/program learning plan to ensure maximum effectiveness for all students.

The MSD will rely on the Michigan Department of Education and other external organizations and entities for the provision of high-quality digital and other resources that can aid in the provision of remote learning to students. The MSD will also maintain regular contact with and monitor the actions of other school districts within the region and State to collect information and ideas about instructional and student engagement and feedback best practices that could be incorporated into the MSD's classroom/program learning plans.

To ensure that student instruction is sufficiently differentiated to meet the individual needs of each student, the MSD will conduct an assessment (capable of being administered through electronic and/or other distance means) of each student early in the 2020-2021 school year to gain understanding of where the student is academically and to help inform instructional decisions for each student.

To the extent feasible, supports, services, and accommodations will be provided to each student requiring such. For each student with an Individualized Education Program (IEP), a section 504 plan, or another individualized plan, the student's team will work collaboratively to develop strategies for how best to allow the student to continue his/her learning and receive necessary services under the circumstances associated with remote learning. This may include the provision of teletherapy services. To the extent feasible, the MSD will provide assistive technology to those students who require such as described in the student's IEP or section 504 plan.

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.

The Madison School District (MSD) will be providing all students and staff members with a reusable cloth facemask. The MSD will require all students who are medically able, preK-12 to wear a facemask while present on a MSD school bus. Students may elect to wear the provided cloth mask, their own reusable cloth facemask that covers both their mouth and nose, or may elect to wear a disposable, basic facemask provided by the MSD. Disposable facemasks will be made available in child and adult sizes on each MSD school bus. Those students who have provided the MSD with written documentation from a healthcare provider (whose scope of practice allows them to make that determination) describing why the student is medically unable to wear a face covering will not be required to wear a face covering.

All students who are medically able, preK-12 will be required to wear a facemask when in indoor hallways and other common areas within MSD buildings and while engaged in any MSD-sponsored activity while in another indoor space. Students may elect to wear the provided cloth mask, their own reusable cloth facemask that covers both their mouth and nose, or may elect to wear a disposable, basic facemask provided by the MSD. Disposable facemasks will be made available in child and adult sizes within the MSD building and at MSD-sponsored activities off-site locations. Those students who have provided the MSD with written documentation from a healthcare provider (whose scope of practice allows them to make that determination) describing why the student is medically unable to wear a face covering will not be required to wear a face covering.

All MSD students in 6th – 12th grades who are medically able will be required to wear a facemask while in classrooms, laboratories, and other instructional areas. Students may elect to wear the provided cloth mask, their own reusable cloth facemask that covers both their mouth and nose, or may elect to wear a disposable, basic facemask provided by the MSD. Disposable facemasks will be made available in child and adult sizes within the MSD building and at MSD-sponsored activities off-site locations. Those students who have provided the MSD with written documentation from a healthcare provider (whose scope of practice allows them to make that determination) describing why the student is medically unable to wear a face covering will not be required to wear a face covering.

MSD students in preK – 5th grades or older students for whom a facemask is not developmentally appropriate based upon the student's disability will not be required to wear a facemask while in classrooms, laboratories, and other instructional areas. This is due to concerns raised by the American Academy of Pediatrics (<https://services.aap.org/en/pages/2019-novel-coronavirus-covid-19-infections/clinical-guidance/covid-19-planning-considerations-return-to-in-person-education-in-schools/>) surrounding the developmental appropriateness of facemasks for younger students, particularly as it relates to concerns that this population of students will be more likely to touch their face when being required to wear a facemask for extended periods of time. Additionally, elementary aged students will be placed in self-contained classrooms where they will not be coming into contact with students from other classrooms throughout the school day. Parents who wish to have their student wear a facemask at all times, including within the classroom, will be permitted to do so.

All MSD staff members and contracted service providers who are medically able will be required to wear a facemask at all times while present in the MSD building or while engaged in MSD sponsored activity off-site. Staff members and contracted services providers may elect to wear the provided cloth mask, their own reusable cloth facemask that covers both their mouth and nose, or may elect to wear a disposable, basic facemask provided by the MSD. Disposable facemasks will be made available in adult sizes within each MSD building and at MSD-sponsored activities off-site locations. Those staff members and contracted services providers who have provided the MSD with written documentation from a healthcare provider (whose scope of practice allows them to make that determination) describing why the staff member or contracted service provider is medically unable to wear a face covering will not be required to wear a face covering.

Students, MSD staff members, and MSD contracted service providers using reusable cloth facemasks are responsible for wearing a clean facemask each day. This may be achieved by washing the cloth facemask after each daily use or by wearing a new, clean cloth facemask. Disposable facemasks must be disposed of at the end of each day and a new facemask must be worn on the next day.

No individual is required to wear a face covering while eating a meal.

2. Hygiene

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

The MSD will place hand sanitizing devices at the entry points to the MSD buildings and all individuals will be strongly encouraged to apply hand sanitizer (with at least 60% alcohol) upon entering the building. Hand sanitizer will also be made available in each classroom, laboratory, meeting room, and office at the MSD. Furthermore, hand sanitizer will be made available on each MSD school bus and must be applied to each student, family member, staff member, and contracted service provider upon entering the school bus.

MSD students and staff will be strongly encouraged to engage in frequent handwashing with soap and water. All students will receive training on how to properly wash their hands following the United States Centers for Disease Control and Prevention (CDC) and signage will be placed throughout MSD buildings encouraging frequent handwashing. All MSD building restrooms will display signage that strongly encourages handwashing with soap and water and for at least 20 seconds pursuant to CDC guidance.

Signage will be displayed throughout all MSD buildings that encourage students and staff to cough and sneeze into their elbows and/or to cover their nose and mouth with a tissue, to promptly dispose of the tissue, and to wash their hands immediately thereafter using the CDC's recommended handwashing techniques.

All MSD staff members and contracted service providers will be required and students will be strongly encourage to wash their hands every 2-3 hours. Hand washing will be built into student's daily schedules and instructional staff members and contracted service providers will be expected to engage in hand washing during the same period as students and/or between classes, at meal times, during prep time, etc.

MSD staff and contracted service providers will be directed that – to the extent feasible – the staff member and contracted service provider should not use the personal work area of other individuals and that computers, telephones, writing utensils, and other materials and equipment should not be shared unless the items is properly sanitized in between users. Equipment such as copy machines and other high traffic areas will be sanitized frequently and individuals will be required to wash their hands or utilize hand sanitizer after using equipment, supplies, or materials that are also used by others, such as a copy machine.

Students will be told not to share their personal items and supplies and – to the extent feasible – adequate supplies and materials will be provided so that students are not required to share such with other students.

Signage will be displayed throughout the MSD building that encourage students and staff not to share equipment, supplies, and other materials.

The MSD facilities/maintenance department will develop a schedule that requires maintenance/custodial staff to check each handwashing station and hand sanitizing station at least once every four hours to ensure that there is an adequate supply of soap and sanitizer.

3. **Cleaning**

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

The MSD facilities/maintenance department will develop a schedule that requires maintenance/custodial staff to engage in regular cleaning and disinfecting of frequently touched surfaces within LISD buildings. These include, but are not limited to, light switches, doors, benches, and bathrooms. Cleaning and disinfecting of these areas will occur at least once every 4 hours using either an EPA-approved disinfectant or a diluted bleach solution.

MSD staff members and contracted service providers will be encouraged to engage in frequent cleaning and disinfecting of their work areas using either an EPA-approved disinfectant or a diluted bleach solution.

All MSD employees performing cleaning will be issued proper personal protective equipment (PPE), such as nitrile or vinyl gloves, facemasks, face shields, and gowns as may be recommended by the CDC. Trash in district buildings will be collected daily and disposed of properly by someone wearing nitrile or vinyl gloves.

Libraries, computer labs, and laboratories in which hands-on-learning occurs will undergo cleaning after each class period using either an EPA-approved disinfectant or diluted bleach solution.

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

Playground and other common-use equipment will undergo regular and routine cleaning.

Each MSD classroom, meeting room, and school bus will be provided with a cleaning kit that can be stored in a safe location that is not accessible to children that will include cleaning and disinfecting materials such as EPA-approved cleaning/disinfecting sprays and disposable wipes for use by MSD staff members and contracted service providers as necessary.

4. Athletics

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

The Madison School District (MSD) district will comply with all guidance published by the Michigan High School Athletic Association (MHSAA) and the National Federation of State High School Association (NFHS). The district's athletic director, principals, and superintendent will monitor information as such is shared by the MHSAA and NFHS and will make decisions surrounding athletic opportunities, student-athletes, practices, and competitions based on that information.

All student athletes will be educated on proper hand washing techniques including the use of soap and water and washing for at least 20 seconds. All student athletes, coaches, volunteers, and others will be required to wash their hands with soap and water for at least 20 seconds before and after every practice, competition, and/or event. Additionally, hand sanitizing stations will be provided at practices, competitions, and events and all individuals present will be encouraged to engage in frequent hand sanitizing throughout the practice, competition, or event.

Student athletes will be directed to launder all of their athletic attire before and after each use and to sanitize any athletic gear or equipment that they wear before and after each use.

Sanitizing wipes and/or EPA-approved cleaning solutions will be provided to each athletic team so that multi-use equipment such as balls which may be touched by multiple people can be frequently disinfected during play stoppages. Additionally, all equipment will be disinfected before and after use.

Student athletes will be required to provide their own water and/or sports drink bottle which is marked with their name. Students athletes are only permitted to use their own water and sports drink bottles.

Should school transportation be provided, all individuals will be required to wear a face covering and to sit at least six feet apart to the extent feasible. All individuals will be required to apply hand sanitizer prior to entering the school bus or other vehicle, which will be made available to the student-athlete either at the point of entry or prior to entering the vehicle. All vehicles will be cleaned and disinfected using an EPA-approved solution both prior to and after use.

Students, staff, volunteers, and others may elect to use the district provided cloth face covering, their own reusable cloth facemask that covers both their mouth and nose, or may elect to wear a disposable, basic facemask provided by the district. Disposable facemasks will be made available in child and adult sizes on each district school bus and within each district vehicle responsible for transporting students. Those individuals who have provided the district with written documentation from a healthcare provider (whose scope of practice allows them to make that determination) describing why the student is medically unable to wear a face covering will not be required to wear a face covering.

Students, coaches, and others will be prohibited from engaging in handshakes, fist bumps, and other unnecessary contact. Coaches will be responsible for educating and continually reminding students and other of this requirement.

Athletic competition spectators will be required to wear face coverings and maintain at least six feet distance between themselves and individuals from outside of their home. The district will closely monitor attendance to prevent overcrowding and will discontinue admittance if overcrowding occurs or becomes likely to occur. Spectators are generally responsible for providing their own face coverings,

however, the district will provide disposable face coverings to those individuals who forget to bring such. No individual will be permitted to be in attendance without a face covering and individuals will be dismissed from attendance for failure to continue to wear a face mask throughout the duration of the competition.

All district weight and conditioning rooms which involve the use of shared equipment will be closed to all users. Outdoor physical conditioning activities will be allowed to occur provided that coaches, student-athletes, and others can maintain at least six feet of physical/social distancing between each other.

Large scale indoor spectator events will not occur and outdoor events are limited to 100 people, and people who are not part of the same household must maintain at least six feet of distance from one another.

5. Screening

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

The Madison School District (MSD) has partnered with the Lenawee County Health Department to develop screening protocols that meet the requirements of the *Return to School Roadmap* for students, staff members, contracted service providers, and school visitors (to the extent necessary). The MSD will continue to work closely with the Health Department to update screening protocols as is necessary and will rely heavily on the guidance and directives of the Health Department with respect to screening protocols.

Students

The MSD will provide educational materials to all students and parents/guardians regarding COVID-19 common symptoms and the importance of self-monitoring and consulting a health care provider at the first sign of any symptoms. Additionally, the MSD will strongly emphasize the need to keep students home from school if they are exhibiting any symptoms of COVID-19. These include, but are not necessarily limited to, fever or chills, cough, shortness of breath or difficulty breathing, fatigue, muscle or body aches, headache, new loss of taste or smell, sore throat, congestion or runny nose, nausea or vomiting, and/or diarrhea. Parents/guardians and/or students (depending on age and appropriateness) will be asked to inquire of their children as to how they are feeling and also to take their temperature prior to sending them to school each day. Any child who has a temperature of 100.4 degrees or higher or reports any other symptom(s) of COVID-19 should be kept home from school and health care attention should be sought. Parents/guardians should report to the school that the student will not be attending school due to the presence of symptoms of illness and should share those with the school.

Employees and Contracted Service Providers

All MSD employees and contracted service providers who will be present on MSD property will be required to complete a daily screening questionnaire which will ask the following questions:

1. Have you been in close contact (within six feet) of another person who has tested positive for COVID-19 within the past 14 days?
2. Do you currently have any symptoms of COVID-19, such as fever or chills, cough, shortness of breath or difficulty breathing, fatigue, muscle or body aches, headache, new loss of taste or smell, sore throat, congestion or runny nose, nausea or vomiting, and/or diarrhea?

Any person who answers yes to either of these questions, will be prohibited from coming to work/entering a LISD building/school and will be required to contact their supervisor as soon as possible to discuss next steps, which may include referral to a health care provider for COVID-19 testing.

Visitors

Visitors to MSD buildings/schools will generally be discouraged, however, to the extent that a visitor (including parents/guardians) is necessary, visitors will be required to complete a screening questionnaire which will ask the following questions:

1. Have you been in close contact (within six feet) of another person who has tested positive for COVID-19 within the past 14 days?
2. Do you currently have any symptoms of COVID-19, such as fever or chills, cough, shortness of breath or difficulty breathing, fatigue, muscle or body aches, headache, new loss of taste or smell, sore throat, congestion or runny nose, nausea or vomiting, and/or diarrhea?

Any person who answers yes to either of these questions, will be prohibited from coming to work/entering the MSD building.

MSD students, staff members, contracted service providers must self-monitor for signs and symptoms of COVID-19 if they suspect possible exposure. Pursuant to CDC guidelines, students, staff members, or contracted service providers who show symptoms of COVID-19 while at school or work will be immediately separated from other individuals (quarantined), required to wear a facemask and sent home (or an ambulance will be called if the individual is clinically unstable). The MSD has identified locations in each of its buildings/schools where a student and/or staff member can be quarantined temporarily until they are able to leave the campus if they are demonstrating any symptoms of COVID-19. The District has also identified individuals in each building/school who can care for a COVID-19 symptomatic student or staff member until that individual is able to leave the campus.

Students, staff members, or contracted service providers who develop a fever or become ill with COVID-19 symptoms at school will be required to get tested for COVID-19 and will not be permitted to return to school until they have tested negative for COVID-19, or have been released from isolation by their health care provider and/or the Health Department. The district will require proof of a negative test by a qualified health care provider.

6. Testing

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

The Madison School District (MSD) has partnered with the Lenawee County Health Department to develop screening protocols that meet the requirements of the *Return to School Roadmap* for students, staff members, contracted service providers, and school visitors (to the extent necessary). The MSD will continue to work closely with the Health Department to update screening protocols as is necessary and will rely heavily on the guidance and directives of the Health Department with respect to screening protocols.

Students

The MSD will provide educational materials to all students and parents/guardians regarding COVID-19 common symptoms and the importance of self-monitoring and consulting a health care provider at the first sign of any symptoms. Additionally, the MSD will strongly emphasize the need to keep students home from school if they are exhibiting any symptoms of COVID-19. These include, but are not necessarily limited to, fever or chills, cough, shortness of breath or difficulty breathing, fatigue, muscle or body aches, headache, new loss of taste or smell, sore throat, congestion or runny nose, nausea or vomiting, and/or diarrhea. Parents/guardians and/or students (depending on age and appropriateness) will be asked to inquire of their children as to how they are feeling and also to take their temperature prior to sending them to school each day. Any child who has a temperature of 100.4 degrees or higher or reports any other symptom(s) of COVID-19 should be kept home from school and health care attention should be sought. Parents/guardians should report to the school that the student will not be

attending school due to the presence of symptoms of illness and should share those with the school.

Students who have been in close contact with someone who has tested positive for COVID-19 must be kept home from school and must self-quarantine for 14 days. Parents/guardians should contact the school to inform them that their child was in close contact with someone who tested positive for COVID-19 (providing as much detail about the encounter as possible to allow the school to determine if the student was in close contact with others students, staff members, and/or others at school after his/her contact with the COVID-19 positive individual).

Employees and Contracted Service Providers

All MSD employees and contracted service providers who will be present on MSD property will be required to complete a daily screening questionnaire which will ask the following questions:

1. Have you been in close contact (within six feet) of another person who has tested positive for COVID-19 within the past 14 days?
2. Do you currently have any symptoms of COVID-19, such as fever or chills, cough, shortness of breath or difficulty breathing, fatigue, muscle or body aches, headache, new loss of taste or smell, sore throat, congestion or runny nose, nausea or vomiting, and/or diarrhea?

Any person who answers yes to either of these questions, will be prohibited from coming to work/entering the MSD building and will be required to contact their supervisor as soon as possible to discuss next steps, which may include referral to a health care provider for COVID-19 testing.

Visitors

Visitors to the MSD building will generally be discouraged, however, to the extent that a visitor (including parents/guardians) is necessary, visitors will be required to complete a screening questionnaire which will ask the following questions:

1. Have you been in close contact (within six feet) of another person who has tested positive for COVID-19 within the past 14 days?
2. Do you currently have any symptoms of COVID-19, such as fever or chills, cough, shortness of breath or difficulty breathing, fatigue, muscle or body aches, headache, new loss of taste or smell, sore throat, congestion or runny nose, nausea or vomiting, and/or diarrhea?

Any person who answers yes to either of these questions, will be prohibited from coming to work/entering the MSD building.

MSD students, staff members, contracted service providers must self-monitor for signs and symptoms of COVID-19 if they suspect possible exposure. Pursuant to CDC guidelines, students, staff members, or contracted service providers who show symptoms of COVID-19 while at school or work will be immediately separated from other individuals, required to wear a facemask and sent home (or an ambulance will be called if the individual is clinically unstable).

Students, staff members, or contracted service providers who develop a fever or become ill with COVID-19 symptoms at school will be required to get tested for COVID-19 and will not be permitted to return to school until they have tested negative for COVID-19, or have been released from isolation by their health care provider and/or the Health Department. The district will require proof of a negative test by a qualified health care provider.

If a student, staff member, or contracted service provider tests positive for COVID-19, the MSD will work with the Lenawee County Health Department to provide notice to all individuals with whom the COVID-19 positive individual may have interacted from two days prior to the COVID-19 positive person became symptomatic. This would include all of the other students in the student's or teacher's classroom and may include other students and staff members within the school or District if the COVID-19 positive individual had been present in multiple locations within the MSD. The notice will encourage

closer observation for any symptoms of COVID-19 at home.

The MSD will also work with the COVID-19 positive individual and the Lenawee County Health Department to perform contact tracing to determine whom within the District the COVID-19 positive individual may have been in close contact with (closer than six feet of separation) for 15 minutes or more. All staff members, students, contracted staff members and others who were in close contact with the COVID-19 individual will be required to quarantine for 14 days at home. Those individuals who develop symptoms of COVID-19 should be tested.

Any student, staff member, or contracted service provider who tests positive for COVID-19 will be directed to self-quarantine at home, consistent with any applicable Executive Order or other guidance from proper authorities, including, but not limited to, the Lenawee County Health Department. Students, staff member, or contracted service providers who test positive for COVID-19 may return to work when: 1) at least 72 hours (three (3) full days) have passed since recovery (completely symptom free); 2) at least seven (7) days have passed since symptoms first appeared; and 3) when authorization to return to work is provided by the Lenawee County Health Department. The MSD will also require an employee and contracted service provider to provide documentation clearing his or her return to work.

In the event that a student, staff member, contracted service provider, or another individual present within the school setting tests positive for COVID-19 and to the extent feasible under the then-current conditions, those areas within the district in which the COVID-19 positive individual was present for extended periods of time, such as a classroom or office, will be immediately and temporarily closed for a period of 24-hours to allow airborne particles to dissipate before the area is thoroughly cleaned and disinfected.

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).

Each Madison School District (MSD) school bus and other student transportation vehicle will be cleaned and disinfected before and after each school bus run with a particular emphasis on high-touch surfaces such as the driver's cockpit, hard seats, arm rests, door handles, seat belt buckles, light and air controls, doors and windows, and grab handles. Each school bus will be equipped with cleaning/disinfecting materials. No students will be present on the school bus when it is cleaned, and, weather permitting, windows and doors will be opened during cleaning/disinfecting to allow the vehicle to air out.

Each school bus will be equipped with hand sanitizer (with at least 60% alcohol) near the entry point to the school bus. Hand sanitizer must be applied by/to each student, family member, staff member, and contracted service provider upon entering the school bus.

The MSD will require all students who are medically able, preK-12 to wear a facemask while present on a MSD school bus or within another school vehicle. Those students who have provided the MSD with written documentation from a healthcare provider (whose scope of practice allows them to make that determination) describing why the student is medically unable to wear a face covering will not be required to wear a face covering.

When the weather allows such and provided that it is safe under the circumstances, windows will be opened and left open while the school bus (or another vehicle) is in motion to increase air circulation.

No individual exhibiting COVID-19 symptoms will be permitted to board a school bus or enter any other kind of MSD-provided transportation. If a student becomes sick during the day, they will be prohibited from using group transportation to return home and must follow protocols outlined in this Plan. If a driver becomes sick during the day, they must follow protocols for sick staff outlined in this Plan and must not return to drive students until they have been properly cleared.

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.

All students who are medically able, preK-12 will be required to wear a facemask when in indoor hallways and other common areas within the MSD building and while engaged in any MSD-sponsored activity while in another indoor space. The district will provide students with a cloth face covering, students may provide their own reusable cloth facemask that covers both their mouth and nose, or may elect to wear a disposable, basic facemask provided by the MSD. Disposable facemasks will be made available in child and adult sizes within the MSD building and at MSD-sponsored activities off-site locations. Those students who have provided the MSD with written documentation from a healthcare provider (whose scope of practice allows them to make that determination) describing why the student is medically unable to wear a face covering will not be required to wear a face covering.

All MSD staff members and contracted service providers who are medically able will be required to wear a facemask at all times while present in a MSD building or while engaged in MSD sponsored activity off-site. Staff members and contracted services providers will be provided with a cloth face covering, may elect to provide their own reusable cloth facemask that covers both their mouth and nose, or may elect to wear a disposable, basic facemask provided by the MSD. Disposable facemasks will be made available in adult sizes within the MSD building and at MSD-sponsored activities off-site locations. Those staff members and contracted services providers who have provided the MSD with written documentation from a healthcare provider (whose scope of practice allows them to make that determination) describing why the staff member or contracted service provider is medically unable to wear a face covering will not be required to wear a face covering.

Students, MSD staff members, and MSD contracted service providers using reusable cloth facemasks are responsible for wearing a clean facemask each day. This may be achieved by washing the cloth facemask after each daily use or by wearing a new, clean cloth facemask. Disposable facemasks must be disposed of at the end of each day and a new facemask must be worn on the next day.

No individual is required to wear a face covering while eating a meal.

The MSD has partnered with the Lenawee County Health Department to develop screening protocols that meet the requirements of the *Return to School Roadmap* for students, staff members, contracted service providers, and school visitors (to the extent necessary). The MSD will continue to work closely with the Health Department to update screening protocols as is necessary and will rely heavily on the guidance and directives of the Health Department with respect to screening protocols.

Students

The MSD will provide educational materials to all students and parents/guardians regarding COVID-19 common symptoms and the importance of self-monitoring and consulting a health care provider at the first sign of any symptoms. Additionally, the MSD will strongly emphasize the need to keep students home from school if they are exhibiting any symptoms of COVID-19. These include, but are not necessarily limited to, fever or chills, cough, shortness of breath or difficulty breathing, fatigue, muscle or body aches, headache, new loss of taste or smell, sore throat, congestion or runny nose, nausea or vomiting, and/or diarrhea. Parents/guardians and/or students (depending on age and appropriateness) will be asked to inquire of their children as to how they are feeling and also to take their temperature prior to sending them to school each day. Any child who has a temperature of 100.4 degrees or higher or reports any other symptom(s) of COVID-19 should be kept home from school and health care attention should be sought. Parents/guardians should report to the school that the student will not be attending school due to the presence of symptoms of illness and should share those with the school.

Students who have been in close contact with someone who has tested positive for COVID-19 must be kept home from school and must self-quarantine for 14 days. Parents/guardians should contact the school to inform them that their child was in close contact with someone who tested positive for COVID-19 (providing as much detail about the encounter as possible to allow the school to determine if the student was in close contact with others students, staff members, and/or others at school after his/her contact with the COVID-19 positive individual).

Employees and Contracted Service Providers

All MSD employees and contracted service providers who will be present on MSD property will be required to complete a daily screening questionnaire which will ask the following questions:

1. Have you been in close contact (within six feet) of another person who has tested positive for COVID-19 within the past 14 days?
2. Do you currently have any symptoms of COVID-19, such as fever or chills, cough, shortness of breath or difficulty breathing, fatigue, muscle or body aches, headache, new loss of taste or smell, sore throat, congestion or runny nose, nausea or vomiting, and/or diarrhea?

Any person who answers yes to either of these questions, will be prohibited from coming to work/entering the MSD building and will be required to contact their supervisor as soon as possible to discuss next steps, which may include referral to a health care provider for COVID-19 testing.

Visitors

Visitors to the MSD building will generally be discouraged, however, to the extent that a visitor (including parents/guardians) is necessary, visitors will be required to complete a screening questionnaire which will ask the following questions:

1. Have you been in close contact (within six feet) of another person who has tested positive for COVID-19 within the past 14 days?
2. Do you currently have any symptoms of COVID-19, such as fever or chills, cough, shortness of breath or difficulty breathing, fatigue, muscle or body aches, headache, new loss of taste or smell, sore throat, congestion or runny nose, nausea or vomiting, and/or diarrhea?

Any person who answers yes to either of these questions, will be prohibited from coming to work/entering the MSD building.

MSD students, staff members, contracted service providers must self-monitor for signs and symptoms of COVID-19 if they suspect possible exposure. Pursuant to CDC guidelines, students, staff members, or contracted service providers who show symptoms of COVID-19 while at school or work will be immediately separated from other individuals (quarantined), required to wear a facemask and sent home (or an ambulance will be called if the individual is clinically unstable). The MSD has identified locations in its building where a student and/or staff member can be quarantined temporarily until they are able to leave the campus if they are demonstrating any symptoms of COVID-19. The District has also identified individuals in each building/school who can care for a COVID-19 symptomatic student or staff member until that individual is able to leave the campus.

Students, staff members, or contracted service providers who develop a fever or become ill with COVID-19 symptoms at school will be required to get tested for COVID-19 and will not be permitted to return to school until they have tested negative for COVID-19, or have been released from isolation by their health care provider and/or the Health Department. The district will require proof of a negative test by a qualified health care provider.

The MSD intends to follow all hygiene and cleaning/disinfecting requirements established above and to be implemented during Phase 4 of the Michigan Safe Start Plan during Phase 5 as well.

The MSD school facility will identify and designate a quarantine area and a staff person to care for students who become ill while at school. MSD students who become ill with symptoms of COVID-19 at school will be placed in the designated quarantine area with a mask in place until they can be picked up by a parent/guardian. MSD staff members responsible for caring for these students will be provided with a disposable mask, disposable gloves, and a disposable gown to wear while caring for the ill student. All disposable materials must be properly and safely disposed of when the student leaves the school.

The MSD intends to follow all testing and COVID-19 positive response protocols established above and to be implemented during Phase 4 of the Michigan Safe Start Plan during Phase 5 as well.

The MSD intends to follow all busing and student transportation protocols established above and to be implemented during Phase 4 of the Michigan Safe Start Plan during Phase 5 as well.

To the extent that food service occurs, serving and cafeteria staff will be required to use barrier protection including disposable gloves, face shields, and face masks at all times. Students, staff members, and contracted service providers must wash their hands before and after all meals.

Any gatherings of people will comply with then-current and applicable executive orders of the Governor and/or any other requirements of the Lenawee County Health Department or another applicable governmental body with jurisdiction.

Field trips will continue to be discouraged, provided however if they do occur with permission from the superintendent, all transportation protocols, including mandatory face coverings for all persons (except those who are medically unable) will be followed.

During Phase 5 of the Michigan Safe Start Plan, indoor spectator events will be limited to 50 people and large scale outdoor spectator or stadium events will be limited to 250 people. Spectators who are not part of the same household must always maintain at least six feet of physical distance from others.

Students, staff members, contracted service providers, volunteers, and others must use proper hand washing techniques before and after practice, event, or other gathering. Every participant must provide confirmation that they are healthy and without any symptoms prior to the event.

All equipment will be disinfected before and after use.

School buses and other student transportation vehicles will be cleaned and disinfected before and after every use as described above.

Student athletes will be required to provide their own water and/or sports drink bottle which is marked with their name. Students athletes are only permitted to use their own water and sports drink bottles.

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*.

All students who are medically able, preK-12 will be required to wear a facemask when in indoor hallways and other common areas within the MSD building and while engaged in any MSD-sponsored activity while in another indoor space. Students may elect to use the district provided cloth face covering, their own reusable cloth facemask that covers both their mouth and nose, or may elect to wear a disposable, basic facemask provided by the MSD. Disposable facemasks will be made available in child and adult sizes within the MSD building and at MSD-sponsored activities off-site locations. Those students who have provided the MSD with written documentation from a healthcare provider (whose scope of practice allows them to make that determination) describing why the student is medically unable to wear a face covering will not be required to wear a face covering.

All MSD staff members and contracted service providers who are medically able will be required to wear a facemask at all times while present in the MSD building or while engaged in MSD sponsored activity off-site. Staff members and contracted services providers may elect to provide their own reusable cloth facemask that covers both their mouth and nose or may elect to wear a disposable, basic facemask provided by the MSD. Disposable facemasks will be made available in adult sizes within the MSD building and at MSD-sponsored activities off-site locations. Those staff members and contracted services providers who have provided the MSD with written documentation from a

healthcare provider (whose scope of practice allows them to make that determination) describing why the staff member or contracted service provider is medically unable to wear a face covering will not be required to wear a face covering.

Students, MSD staff members, and MSD contracted service providers using reusable cloth facemasks are responsible for wearing a clean facemask each day. This may be achieved by washing the cloth facemask after each daily use or by wearing a new, clean cloth facemask. Disposable facemasks must be disposed of at the end of each day and a new facemask must be worn on the next day.

No individual is required to wear a face covering while eating a meal.

The MSD has partnered with the Lenawee County Health Department to develop screening protocols that meet the requirements of the *Return to School Roadmap* for students, staff members, contracted service providers, and school visitors (to the extent necessary). The MSD will continue to work closely with the Health Department to update screening protocols as is necessary and will rely heavily on the guidance and directives of the Health Department with respect to screening protocols.

Students

The MSD will provide educational materials to all students and parents/guardians regarding COVID-19 common symptoms and the importance of self-monitoring and consulting a health care provider at the first sign of any symptoms. Additionally, the MSD will strongly emphasize the need to keep students home from school if they are exhibiting any symptoms of COVID-19. These include, but are not necessarily limited to, fever or chills, cough, shortness of breath or difficulty breathing, fatigue, muscle or body aches, headache, new loss of taste or smell, sore throat, congestion or runny nose, nausea or vomiting, and/or diarrhea. Parents/guardians and/or students (depending on age and appropriateness) will be asked to inquire of their children as to how they are feeling and also to take their temperature prior to sending them to school each day. Any child who has a temperature of 100.4 degrees or higher or reports any other symptom(s) of COVID-19 should be kept home from school and health care attention should be sought. Parents/guardians should report to the school that the student will not be attending school due to the presence of symptoms of illness and should share those with the school.

Students who have been in close contact with someone who has tested positive for COVID-19 must be kept home from school and must self-quarantine for 14 days. Parents/guardians should contact the school to inform them that their child was in close contact with someone who tested positive for COVID-19 (providing as much detail about the encounter as possible to allow the school to determine if the student was in close contact with others students, staff members, and/or others at school after his/her contact with the COVID-19 positive individual).

Employees and Contracted Service Providers

All MSD employees and contracted service providers who will be present on MSD property will be required to complete a daily screening questionnaire which will ask the following questions:

1. Have you been in close contact (within six feet) of another person who has tested positive for COVID-19 within the past 14 days?
2. Do you currently have any symptoms of COVID-19, such as fever or chills, cough, shortness of breath or difficulty breathing, fatigue, muscle or body aches, headache, new loss of taste or smell, sore throat, congestion or runny nose, nausea or vomiting, and/or diarrhea?

Any person who answers yes to either of these questions, will be prohibited from coming to work/entering the MSD building and will be required to contact their supervisor as soon as possible to discuss next steps, which may include referral to a health care provider for COVID-19 testing.

Visitors

Visitors to the MSD buildings will generally be discouraged, however, to the extent that a visitor (including parents/guardians) is necessary, visitors will be required to complete a screening

questionnaire which will ask the following questions:

1. Have you been in close contact (within six feet) of another person who has tested positive for COVID-19 within the past 14 days?
2. Do you currently have any symptoms of COVID-19, such as fever or chills, cough, shortness of breath or difficulty breathing, fatigue, muscle or body aches, headache, new loss of taste or smell, sore throat, congestion or runny nose, nausea or vomiting, and/or diarrhea?

Any person who answers yes to either of these questions, will be prohibited from coming to work/entering the MSD building.

MSD students, staff members, contracted service providers must self-monitor for signs and symptoms of COVID-19 if they suspect possible exposure. Pursuant to CDC guidelines, students, staff members, or contracted service providers who show symptoms of COVID-19 while at school or work will be immediately separated from other individuals (quarantined), required to wear a facemask and sent home (or an ambulance will be called if the individual is clinically unstable). The MSD has identified locations in its building where a student and/or staff member can be quarantined temporarily until they are able to leave the campus if they are demonstrating any symptoms of COVID-19. The District has also identified individuals in each building/school who can care for a COVID-19 symptomatic student or staff member until that individual is able to leave the campus.

Students, staff members, or contracted service providers who develop a fever or become ill with COVID-19 symptoms at school will be required to get tested for COVID-19 and will not be permitted to return to school until they have tested negative for COVID-19, or have been released from isolation by their health care provider and/or the Health Department. The district will require proof of a negative test by a qualified health care provider.

The MSD intends to follow all hygiene and cleaning/disinfecting requirements established above and to be implemented during Phase 4 of the Michigan Safe Start Plan during Phase 5 as well.

The MSD school facility will identify and designate a quarantine area and a staff person to care for students who become ill while at school. MSD students who become ill with symptoms of COVID-19 at school will be placed in the designated quarantine area with a mask in place until they can be picked up by a parent/guardian. MSD staff members responsible for caring for these students will be provided with a disposable mask, disposable gloves, and a disposable gown to wear while caring for the ill student. All disposable materials must be properly and safely disposed of when the student leaves the school.

The MSD intends to follow all testing and COVID-19 positive response protocols established above and to be implemented during Phase 4 of the Michigan Safe Start Plan during Phase 5 as well.

The MSD intends to follow all busing and student transportation protocols established above and to be implemented during Phase 4 of the Michigan Safe Start Plan during Phase 5 as well.

To the extent that food service occurs, serving and cafeteria staff will be required to use barrier protection including disposable gloves, face shields, and face masks at all times. Students, staff members, and contracted service providers must wash their hands before and after all meals.

Any gatherings of people will comply with then-current and applicable executive orders of the Governor and/or any other requirements of the Lenawee County Health Department or another applicable governmental body with jurisdiction.

Field trips will continue to be discouraged, provided however if they do occur with permission from the superintendent, all transportation protocols, including mandatory face coverings for all persons (except those who are medically unable) will be followed.

During Phase 5 of the Michigan Safe Start Plan, indoor spectator events will be limited to 50 people and large scale outdoor spectator or stadium events will be limited to 250 people. Spectators who are

not part of the same household must always maintain at least six feet of physical distance from others.

Students, staff members, contracted service providers, volunteers, and others must use proper hand washing techniques before and after practice, event, or other gathering. Every participant must provide confirmation that they are healthy and without any symptoms prior to the event.

All equipment will be disinfected before and after use.

School buses and other student transportation vehicles will be cleaned and disinfected before and after every use as described above.

Student athletes will be required to provide their own water and/or sports drink bottle which is marked with their name. Students athletes are only permitted to use their own water and sports drink bottles.

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*.

The MSD intends to include all strongly recommended protocols from the *Return to School Roadmap* in its Preparedness Plan when Region 7 is in Phase 5 of the *Michigan Safe Start Plan*.

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**.

The highly recommended protocols included in the *Return to School Roadmap* for Phase 4 that the Madison School District (MSD) does not intend to follow are as follows:

(1) The strong recommendation that all students wear face coverings, including students PreK – 5th grade or older students for whom a facemask is not developmentally appropriate based upon the student's disability while in the classroom. While the MSD does intend to require PreK – 5th grade students to wear face masks while in common areas and while on the school bus or in another school vehicle, the MSD does not intend to require PreK – 5th grade students or older students for whom a facemask is not developmentally appropriate based upon the student's disability to wear masks while in the classroom. This is due to concerns raised by the American Academy of Pediatrics (<https://services.aap.org/en/pages/2019-novel-coronavirus-covid-19-infections/clinical-guidance/covid-19-planning-considerations-return-to-in-person-education-in-schools/>) surrounding the developmental appropriateness of facemasks for younger students, particularly as it relates to concerns that this population of students will be more likely to touch their face when being required to wear a facemask for extended periods of time. Additionally, elementary aged students will be placed in self-contained classrooms where they will not be coming into contact with students from other classrooms and allows for more physical (social) distancing between students while in the classroom. Parents who wish to have their student wear a facemask at all times, including within the classroom, will be permitted to do so.

(2) The strong recommendation that desks and tables be spaced six feet apart in classrooms and that class sizes be kept to the level afforded necessary by that spacing requirement. While significant effort will be made to space desks and students as far apart from other desks and students (persons), the MSD does not believe that all of its current facilities and classroom sizes (due to budgetary and other constraints) allow for six feet of spacing in every instance with typical class sizes. Not having typical class sizes would eliminate student programming opportunities and/or require students to physically attend school significantly less than under normal circumstances (i.e. such as an every-other-day alternating schedule), which would create an unsustainable burden on district teachers and other staff members who would be responsible for providing in-person and distance/remote instruction to students

at the same time (i.e. teachers would be responsible for teaching in-person all week, while also having distance/remote learning obligations to those students who are not physically present in school). This also presents issues with respect to child care for working parents/guardians in that those students who are not physically present in school and who are unable to care for themselves would be required to be cared for while at home. Although classrooms may not allow for adequate social/physical distancing of six feet or more, all staff members and students in grades 6th – 12th will be required to wear face coverings while in the classroom. Furthermore, all reasonable and feasible efforts will be taken to ensure consistent physical spacing between all persons while within the classroom. Additionally, efforts will be undertaken to minimize individual interactions with other persons as students will generally be placed into cohorts with which they will remain throughout the school day.

Final Steps for Submission

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

August 10, 2020

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

<http://www.madisonk12.us/board-of-ed/>

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:

Nick Steinmetz, Superintendent

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

Date Submitted to State Superintendent and State Treasurer: