

COVID-19 Preparedness and Response Plan

(Executive Order 2020-142 District Preparedness Plan Template)

Revised
07/21/2020

Name of District: Huron Intermediate School District

Address of District: 1299 S. Thomas Road, Bad Axe, MI 48413

District Code Number: 32000

District Web Address: www.huronisd.org

Plan Linked at: <https://huron.schoolinsites.com/transparencyreport>

Name of Intermediate School District: Huron Intermediate School District **Great**

Start Readiness Preschool – License DC – 3200 21334

Name of Authorizing Body (if applicable): Huron ISD Board of Education

Date of Approval by the Huron ISD Board of Education: 7/24/2020

Link to the Board Meeting Minutes:

<https://meetings.boardbook.org/Public/Organization/961>

Date Submitted to State Superintendent and State Treasurer: August 17, 2020

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.
 - suspend athletics, after-school activities, inter-school activities, and busing.
 - 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.
 - 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.
- ✓ The District will continue to collaborate with Huron County Health Department in response to the pandemic and make adjustments to this plan as recommended by HCHD.

Preparedness Plan

A. Phase 1, 2, or 3 of the *Michigan Safe Start Plan*.

1. Our Continuity of Learning and COVID-19 Response Plan submitted in April, 2020 is on our HISD website.
2. **Special Education Itinerant Services:** In the event of suspension of face-to-face instruction, Huron ISD is implementing a continuous/remote learning plan. Students with IEPs will be offered opportunities to engage in the related services outlined in the IEP to the best of our ability. The priority is to provide virtual, real-time special education ancillary services to students through online platforms such as Zoom, Google, or other networking software. In the event that virtual, real-time services are not an option for a student, services will be provided through an alternate method such as recorded video lessons, email, phone, text messages, Remind, or paper packets.
3. **HATC:** In Phases 1-3, HATC will offer online instruction via Google Classroom and/or Remind and/or Zoom. Google Classroom will be the primary medium of use but instructors will have the option to utilize Remind and/or Zoom as well. Where applicable, staff will utilize the ICEV Online Curriculum. Staff will provide 3, 45-minute lessons each week with a minimum of three back and forth interactions with students each week.

Students will need access to a device that has internet capabilities and a Huron ISD Google login. For those students who do not have devices, they can check out a laptop from the HATC. For those without internet access, the HATC will work with local schools to ensure internet access.

The dual enrollment cohort students will be using Moodle for their instruction via Mid Michigan College and are expected to log into their courses every school day. The HATC will be utilizing Google Classroom and Remind to provide support and mentoring to these students.

4. **HLC:** Staff will reach out to students and families weekly. All staff will participate in weekly Zoom staff meetings with supervisors.

Families and staff were surveyed by 7-20-20 for technology needs and items, (ipad, chromebooks, and district lap tops) safety concerns, and mental health. Determined needs from the survey will be distributed as they were under the CoL plan. Students without devices or internet access will have access to instructional materials through a weekly instructional packet. Staff will continue to provide the alternative modes of instruction and learning activities listed below.

Great Start Readiness Programs- Staff will be responsible for providing synchronous and asynchronous instruction multiple times per week. This instruction would include whole class instruction, individual sessions, recorded lessons, etc. Class sessions will be held on Zoom. SeeSaw will also be used to provide lessons and record data. Teachers will utilize the Connect 4 Learning curriculum to provide instruction. LOOM will be used to record and share stories and lessons via Zoom, Facebook, text messaging, and through the Remind app. Classroom staff will also share educational resources for students and families' multiple times per week. Classroom teams will collaborate with ancillary providers and paraprofessionals on additional supports and services for students. Paraprofessionals and support staff will provide one-on-one Zoom sessions as needed. Student instructional packets will be sent home via TAT and/or mail. Parent teacher conferences and home visits will be provided in an online platform via Zoom.

Early Childhood Special Education- Staff will be responsible for providing synchronous and asynchronous instruction multiple times per week. This instruction would include whole class instruction, individual sessions, recorded lessons, etc. Individual student

Zoom sessions will also be provided to allow for more direct instruction during the week. Classroom staff will provide social skills and developmental lessons (Matt and Molly series) and utilize the Creative Curriculum. Math and Movement lessons will also be sent out weekly. Student progress on IEP goals and objectives will be tracked using the teacher created school readiness rubric based on the Creative Curriculum.

Moderately Cognitively Impaired Programs & Severely Multiply Impaired- Staff will be responsible for providing synchronous and asynchronous instruction multiple times per week. This instruction would include whole class instruction, individual sessions, recorded lessons, etc. The McGraw Hill SRA reading and math, Unique Learning Systems, Starfall, and IXL curricula will be utilized to provide instructional lessons/materials and track student progress on IEP goals and objectives. Students will log into the online program IXL to work on math, science, ELA, and social studies. Students will also use Starfall and Scholastic books for learning materials. Instructional packets needed will be sent home via TAT and/or mail. Teachers will include ancillary providers such as occupational therapy, physical therapy, social work, and speech in planning for student activities to share with families.

STEPS Program- Staff will be responsible for providing synchronous and asynchronous instruction multiple times per week. This instruction would include whole class instruction, individual sessions, recorded lessons, etc. and may include those held via Zoom. Students will continue to use the online platform Odysseyware for all subject areas and assessment. Social work providers will continue to provide social skills lessons and supports via teletherapy.

Work Based Learning/ PREP Programs- Staff will be responsible for providing synchronous and asynchronous instruction multiple times per week. This instruction would include whole class instruction, individual sessions, recorded lessons, etc. Students will use Google classroom and access Learning Centered Education (LCE) and the Pre-ets online curricula.

For students with technology access, teachers will monitor students access, participation, and assignment completion on a regular basis. Teachers will provide feedback to students via the online platform and through Zoom sessions.

B. Phase 4

1. **Face coverings are required:** except during meals or unless face coverings cannot be medically tolerated, is incapacitated, or cannot remove covering without assistance 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) PreK-5 and Special Education staff should consider clear masks.
 - v) All students in grades 6 and up when in classrooms.
 - vi) 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.
 - vii) Homemade facial coverings must be washed daily and disposable facial coverings must be disposed of at the end of the day.

The district will have extra facial coverings on hand for students, staff, and visitors who do not have one. The district will provide N-95 masks to staff who perform aerosolized procedures, such as nebulizer treatment.

2. **Hygiene:** The district will **provide** adequate supplies to support healthy hygiene behaviors (soap, hand sanitizer, paper towels, tissues) including travel hygiene kits for staff who move from area to area.

The district will **teach and reinforce** proper handwashing and/or the safe use of hand sanitizer as well as steps to control the spread of disease (including frequency of handwashing, response to sneezes and coughs, and sharing of personal items and school supplies). Signage for inside and outside of building will be posted to reinforce safety.

3. **Cleaning:** At least every four hours, or after each class period, frequently touched surfaces will be disinfected using an approved disinfectant/solution which is safely stored when not in use. Staff will wear gloves, surgical mask, and face shield, with adequate ventilation for all cleaning activities.
4. **Spacing, Movement, Access, Athletics:** It is strongly recommended to space students as far apart as feasible, preferably six feet. Indoor assemblies of students from more than one classroom are suspended. It is strongly recommended that staff limit sharing of personal and classroom items and supplies and disinfect shared materials between use. Signage will be used to indicate proper flow of foot traffic and social distancing in various parts of the building.

The HISD does not have formal athletic programs. HLC students who participate in Special Olympics will follow the guidelines of those programs; at this time all Special Olympics competitions are suspended. Should they be reinstated, all required safety protocols will be enforced. The HLC physical fitness room is closed.

5. **Screening and Testing:** All HISD staff MUST self-screen each morning prior to the start of the work day. Staff who do not pass the screening protocols MUST NOT report for work and must notify their direct supervisor by 7 am.

Parents will be asked to screen students prior to school. Students must be screened each day upon arrival and immediately if symptoms appear during the school day. The HATC conference room and the HLC nursing office will be used to quarantine individuals with symptoms of COVID-19 until they can be picked up.

Guests to the building must be screened before entering the building.

It is strongly recommended that staff and students with symptoms of COVID-19 be tested at a medical facility and NOT return until they have tested negative or have been released from isolation according to the Huron County Health Department guidelines.

The HISD will collaborate with the Huron County Health Department who will notify families in a confidential manner of confirmed or suspected cases of COVID-19 and perform contact tracing of others who may have been exposed (less than six feet apart for 15+ minutes) from two days before the individual showed symptoms until the last time the individual was at the school.

It is strongly recommended that medically vulnerable individuals have their individual education, family service, and/or health care plans reviewed and updated. It is strongly recommended that staff, students/families notify their direct supervisor/teacher if they identify as high-risk for severe illness due to COVID-19 and request accommodations. In a confidential manner, the supervisor/teacher will discuss requests with the Director group.

6. **Mental and Social-Emotional Health:** It is strongly recommended that all students will be screened for mental health, complaint with HIPPA and FERPA.

All HISD Staff will receive training on the recognition of and response to students at-risk for mental or social-emotional crisis.

7. **Busing and Student Transportation:** Facial coverings are required by all drivers, staff, and students, if medically feasible. Vehicles, including frequently touched surfaces and

equipment such as car seats and wheelchairs, will be cleaned and disinfected before and after every route with no students present and, weather permitting, doors and windows open.

Hand sanitizer must be used entering the bus. Weather permitting, and if safe and appropriate, windows may be left open while in motion to increase air circulation.

8. After considering all the protocols that are highly recommended in the *Return to School Roadmap*, we do not plan to exclude protocols that are highly recommended for any of the categories above in Phase 4 except Athletics as the HISD does not have athletic programs.

C. Phase 5

1. **Face coverings are strongly recommended:** except during meals or unless face coverings cannot be medically tolerated, is incapacitated, or cannot remove covering without assistance for:
 - a. All staff and all students in grades preK-12 when on a school bus.
 - b. All staff and all students in grades preK-12 when in indoor hallways and common areas.
 - c. All staff when in classrooms.
 - d. PreK-5 and Special Education staff should consider clear masks.
 - e. All students in grades 6 and up when in classrooms.
 - f. 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.
 - g. Homemade facial coverings must be washed daily and disposable facial coverings must be disposed of at the end of the day.
2. **Hygiene:** The district will **provide** adequate supplies and teaching/reinforcement to support healthy hygiene behaviors (soap, hand sanitizer, paper towels, tissues) including travel hygiene kits for staff who move from area to area in order to control the spread of disease. Signage for inside and outside of building will be posted to reinforce safety.
3. **Cleaning:** It is strongly recommended that at least every four hours, or after each class period, frequently touched surfaces will be disinfected using an approved disinfectant/solution which is safely stored when not in use. It is recommended that staff wear protective gear with adequate ventilation for all cleaning activities.
4. **Spacing, Movement, Access, Athletics:** It is strongly recommended to space students as far apart as feasible, preferably six feet. It is strongly recommended that indoor assemblies of more than one class not occur.

It is strongly recommended that staff limit sharing of personal and classroom items and supplies and disinfect shared materials between use.

The HISD does not have formal athletic programs. HLC students who participate in Special Olympics will follow the guidelines of those programs under the approval of the Huron County Health Department.

5. **Screening and Testing:** All HISD staff **MUST** self-screen each morning prior to the start of the work day. It is strongly recommended that staff who do not pass the screening protocol **NOT** report for work and must notify their direct supervisor by 7 am.

It is strongly recommended that students be screened each day upon arrival and immediately if symptoms appear during the school day. The HATC conference room and the HLC nursing office will be used to quarantine individuals with symptoms of COVID-19 until they can be picked up (may not be transported home on the bus with others).

Guests to the building must be screened before entering the building.

It is strongly recommended that staff and students who do not “pass” the screening be tested and not return to school/work until cleared to do so according to the Huron County Health Department guidelines.

The HISD will coordinate with the Huron County Health Department who will notify families in a confidential manner of confirmed or suspected cases of COVID-19 and perform contact tracing of others who may have been exposed (less than six feet apart for 15+ minutes) from two days before the individual showed symptoms until the last time the individual was at the school.

It is strongly recommended that medically vulnerable individuals have their individual education, family service, and/or health care plans reviewed and updated. It is strongly recommended that staff, students/families notify their direct supervisor/teacher if they identify as high-risk for severe illness due to COVID-19 and request accommodations. In a confidential manner, the supervisor/teacher will discuss requests with the Director group.

6. **Mental and Social-Emotional Health:** It is strongly recommended that all students will be screened for mental health, complaint with HIPPA and FERPA.

All HISD Staff will have access to training on the recognition of and response to at-risk students.

7. **Busing and Student Transportation:** It is strongly recommended that facial coverings are required by all drivers, staff, and students, if medically feasible. It is strongly recommended that vehicles, including frequently touched surfaces and equipment such as car seats and wheelchairs, be cleaned and disinfected after every route with no students present and, weather permitting, doors and windows open.

It is strongly recommended that hand sanitizer be used entering the bus. Weather permitting, and if safe and appropriate, windows may be left open while in motion to increase air circulation.

8. All Strongly Recommended protocols from the *Return to School Roadmap* are included in our plan for **Phase 5**.