

Return to School Plan



**Grand Haven Area Public Schools
2020-2021 School Year**

What is the Purpose of the GHAPS Plan?

Purpose:

- Develop plans for our community that empowers students, staff, and parents to grow and learn in a safe dynamic educational environment.
- Provide equitable access to learning through collaboration with stakeholders prioritizing deep meaningful relationships while providing a safe environment.

Goals:

- GHAPS will provide an exceptional instructional experience in the safest possible setting
- GHAPS will design flexible and adaptable systems that meet the needs of all stakeholders.

How was the GHAPS Return to School plan developed?

GHAPS Leadership Team has been hard at work learning about the various requirements and recommendations of the MI Safe School plan. The team prioritized staff and student safety, along with flexibility of choice and movement between phases to provide a consistent, high-quality learning experience throughout the school year.

Feedback from staff, students, and parents, along with district committees indicated a strong desire to return to in-person learning. However, there was still significant demand for remote learning due to various reasons.

Guiding Principles

- Safety of all stakeholders
- Collaboration with stakeholders
- Consistency across grade levels
- Provide equitable access to learning
- Adaptability to move seamlessly between phases
- High-quality learning experience regardless of setting
- Offer opportunities to meet individual student and family needs

What are the Primary Scenarios for the 2020-2021 School Year?

Parents/Guardians will have two choices, both of which will require a one semester commitment.

- Option 1: Prefer In-Person Learning, when allowed
 - Phase 4 and 5: In-Person in GHAPS buildings with GHAPS teachers and staff
 - Phases 1-3: GHAPS at-home learning plan with their assigned in-person teacher(s).
- Option 2: Prefer/Need Remote Learning
 - Phases 1-5: 100% Remote learning. This remote learning option will be done in partnership with several school districts across our region and taught primarily by GHAPS teachers for GHAPS students. Students will remain in this option regardless of phase for the first semester.

GHAPS Return to School Plan for MI Safe Start All Phases

Special Education

- Parents of students with Individual Education Plans (IEP) can elect any learning option and will receive the services necessary to support their success.
- A review of each student's IEP in partnership with general and special education teachers, parents, and ancillary staff (OT, PT, Speech, Social Work and Psychologists) will be completed within the first month of school. Plans will reflect the student's needs based on current assessment data and feedback from the above mentioned team. Specific goals and accommodations and/or modifications will be determined and match the needs of the student.
- All IEPs will be amended to add a Contingency Learning Plan (CLP) that will represent how the IEP will be carried out should the district move from face to face to remote learning.
- All IEPs and CLPs will be completed by the end of September. Scheduling for individual student work will begin as each plan is put into place. Progress monitoring will be completed by the case manager of the IEP and ancillary service providers to continually assess student progress.
- Student evaluations or re-evaluations will be completed when necessary using appropriate ancillary staff.
- The above plan will be put into place regardless of the learning platform.

GHAPS Return to School Plan for MI Safe Start Phases 1-3

At-Home Instruction

- Technology and support for Internet access where needed
- Clear expectations for learning and instructions:
 - Attendance protocols
 - New learning
- Student work is graded and/or assessed
- Live teacher engagement and support opportunities - daily
- Recorded lessons and engagement opportunities - daily
- Opportunity for individual teachers support - weekly and as needed
- Learning delivery platforms:
 - Option 1: GHAPS At-Home - Y5-2: SeeSaw; 3-12: Google Classroom
 - Option 2: Remote Learning - Y5-5: U-M Roadmaps; 6-12: Michigan Virtual
 - Students and parents in both options will receive instruction on the use of these platforms.

GHAPS Return to School Plan for MI Safe Start Phases 1-3

Mental & Social-Emotional Health

- Teachers will monitor and assess the needs of students and families through their weekly communications. Principals will hold weekly virtual meetings with teachers and other key staff to identify any additional students or families in need.
- Teachers and other professional staff (i.e counselors, psychologists, social workers, etc.) will monitor student wellness, engagement, and completion of assignments.
- Inconsistent completion and/or communication with a parent or student will be cause for developing a plan to better connect with the student and family.
- Additional support may be sought to make these connections through local agencies, Department of Health and Human Services (DHHS), Intermediate School District (ISD) supports.
- The district will survey all parents to determine current mental health needs and provide an online form for parents/students to request support and will reach out to individual students and families to determine what they may need.
- The professional staff will help connect the family to outside agencies, if needed, to help meet their needs.

GHAPS Return to School Plan for MI Safe Start Phases 1-3

Buildings

- Closed to the public including facility use.
- Teachers and other essential staff will report for work in classrooms and buildings.
- Daycare will be available via local resources and GHAPS Open Door as needed.

Food Service

- Online order system.
- Weekly pick-up at all buildings - single pick-up for families with multiple students.

Technology/Student Materials

- GHAPS will facilitate curbside pick-up and drop-off as necessary.

GHAPS Return to School Plan for MI Safe Start Phase 4 and 5

Instruction Options

- In-Person Instruction
 - Students attend school daily
- Remote Learning via Regional Collaborative
 - Technology and support for internet access where needed
 - Learning delivery platforms - Y5-5: U-M Roadmaps; 6-12: Michigan Virtual
 - Clear expectations for learning and instructions
 - Student work is graded and/or assessed
 - Live teacher engagement and support opportunities
 - Recorded lessons and engagement opportunities
 - Opportunity for individual teachers support

GHAPS Return to School Plan for MI Safe Start Phase 4 and 5

Face Coverings: Can be homemade and if so must be washed daily, or disposable which should be thrown away each day after use. Any person, student or staff, who cannot medically tolerate a facial covering must present a physician's note which will exempt that student or staff member from use.

Staff

- All staff will wear masks with the exception of during meals.
- Masks are not required outside of the school, but staff have the option to wear them during these times.

Students

- Masks must be worn by Y5-12 grade students and staff on school transportation.
- Masks must be worn in hallways and common areas by Y5-12 students in the buildings except during meals.
- Masks must be worn in classrooms by all students in grades Y5-12.
- All students in grades Y5-4 will be allowed mask breaks in the classroom during snack time(s) and when maximum social distancing is in place.
- Masks are not required outside of the school, but students have the option to wear them during these times.
- Masks are not mandated for use in the classroom by children ages 3 and 4.

GHAPS Return to School Plan for MI Safe Start Phase 4 and 5

Hygiene: GHAPS will provide adequate supplies of soap, hand sanitizer with at least 60% alcohol, paper towels, tissues, and signs reinforcing proper handwashing techniques for all students and staff.

- GHAPS will educate students and staff on proper personal hygiene (i.e. handwashing, sanitizing, coughing, and sneezing).
- The GHAPS will frequently check and refill soap and hand sanitizer throughout each day.
- Students and staff will have the opportunity for hand sanitizing and/or handwashing with soap and water at least every 2-3 hours.
- Students and staff will limit sharing of personal items and supplies.
- Students' personal items will be kept separate and in individually labeled desks, cubbies, containers, and/or lockers.
- GHAPS will limit the use of classroom materials to small groups and disinfect between use or provide adequate supplies to assign for individual student use.
- GHAPS will procure and provide Environmental Protection Agency (EPA) approved hand sanitizer and wipes throughout buildings.
- Supplies (paper towels, soap, hand sanitizer, tissues, trash receptacles) will be checked daily and restocked in the classroom.

GHAPS Return to School Plan for MI Safe Start Phase 4 and 5

Spacing, Movement and Access

- GHAPS will space desks as far apart as possible.
- GHAPS will space students as far apart as possible where large tables are used.
- All desks will be arranged facing the same direction toward the front of the classroom.
- Teachers will maintain six feet of spacing between themselves and students as much as possible.
- Family members and guests are not allowed in the school building except under extenuating circumstances or by appointment.
- Signage will be posted to indicate proper social distancing.
- Floor tape or other markers will be used at six foot intervals where line formation is anticipated.
- Social distancing floor/seating markings will be used in waiting and reception areas.
- Signs will be posted on doors of restrooms to indicate proper social distancing and hand hygiene techniques.
- Adult visitors entering any buildings will be screened for symptoms, must wear a facial covering, and wash/sanitize hands prior to entering. No visitors will be permitted beyond the main office area of any building without specific approval from the building principal. Records will be kept of all visitors.

GHAPS Return to School Plan for MI Safe Start Phase 4 and 5

Cleaning

- All classrooms will be provided with EPA-approved disinfectant products.
- Libraries, computer labs, arts, and other hands-on classrooms will be cleaned after each class period with an EPA-approved disinfectant or diluted bleach solution. Playground equipment will undergo normal cleaning.
- Student desks will be wiped down with an EPA-approved disinfectant or diluted bleach solution between each use.
- Frequently touched surfaces including light switches, doors, benches, bathrooms, will be cleaned every four hours with an EPA-approved disinfectant or diluted bleach solution.
- Custodial staff will walk the building wiping all high frequency usage areas and following any evening activities in the building. Staff will note the time and date and initials on a chart that is kept daily.
- Classroom teachers and students will work together to wipe down the students desks everytime students exit the room at the elementary or after every period at the secondary level with EPA-approved disinfectant products All classrooms will have the appropriate EPA-approved disinfectant in their rooms.
- A training on cleaning materials and protocols will be provided to the Operations staff prior to the first week of school.

GHAPS Return to School Plan for MI Safe Start Phase 4 and 5

Athletics

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

- Students and staff will use proper hand hygiene techniques before and after every practice, event or gathering. Every participant will confirm that they are healthy and without symptoms prior to practices and/or events.
- All equipment will be disinfected prior to and after use.
- Inter-school competitions may be held as long as face coverings are used if school transportation is provided. Buses will be cleaned and disinfected after every use.
- Spectators at outdoor events will be allowed provided that masks are worn and six feet of social distancing can be maintained.
- Each participant will use a clearly marked water bottle which will not be shared with anyone else.
- Handshakes, fist bumps and other unnecessary contact will not occur.
- There will be no use of any weight room in the school district.
- Large scale indoor spectator events are suspended pending approval by the state of Michigan and local health department officials. Outdoor events will be limited to parameters as set forth by Executive Order of the Governor.

GHAPS Return to School Plan for MI Safe Start Phase 4 and 5

Screening

GHAPS will cooperate and comply with the Ottawa County Department of Public Health (OCDPH).

- All school staff will be required to conduct a health safety self assessment at home prior to coming to work and verifying through a Google form that they are safe to work.
- Positive tests for staff members will result in a required quarantine away from school for 14 days.
- Each school building will identify a remote and secluded room, no smaller than 100 square feet to serve as an isolation area.
- Each building will have an identified and trained staff person to serve as the “quarantine officer.”
- Parent communication will be made immediately with clear and concise directions on where and how to pick up the student and where to report for testing.
- A designated person (office staff) will contact the student/family each day after removal until test results are provided and verified before the student can return to school.
- During the time of quarantine, the student will be asked to self identify the location and individuals they came into contact with for the past 48 hours to the best of their recollection. Priority will be placed on those individuals that they were in contact with for a sustained 15 minutes or more.
- The health department will be contacted after parents have been contacted to assist in contact tracing and notification of vulnerable individuals.



GHAPS Return to School Plan for MI Safe Start Phase 4 and 5

Positive Tests (updated 8.6.2020)

GHAPS will cooperate and comply with the Ottawa County Department of Public Health (OCDPH).

- Students who develop a fever or become ill with COVID-19 symptoms at school will be transported by their parent/guardian, emergency contact, or ambulance (if clinically unstable), for off-site testing.
- Staff develop a fever or become ill with COVID-19 symptoms at school will be sent home for off-site testing.
- Symptomatic students and staff will not be readmitted to school or for work until they have tested negative for COVID-19, or have been release from isolation according to OCDPH guidelines.
- GHAPS will notify appropriate families, as recommended by OCDPH, of the presence of any laboratory positive or clinically diagnosed cases of COVID-19.
- Immediate effort will be made to contact any close contacts (those who spent more than 15 minutes less than six feet in close proximity to the student or staff member) of any positively diagnosed COVID-19 case so that they can be quarantined for 14 days at home.
- Parents/Guardians are should check students temperature at home every morning; students with a temperature of 100.4 or greater must stay home and consider coronavirus testing.
- Parents/Guardians should monitor children for symptoms of COVID-19. The presence of any unexplained symptoms, including cough or shortness of breath should prompt the parent/guardian to keep the student home and follow up with a health care provider.

GHAPS Return to School Plan for MI Safe Start Phase 4 and 5

Transportation

- All busses will be provided hand sanitizer and will be used by anyone entering the bus.
- The bus driver, staff, and all students PreK-12, if medically feasible, will wear masks while on the bus. Face masks will be available at the entrance of the bus in the event that a student does not come to the bus equipped with the necessary item.
- All students will have assigned seats on their designated bus.
- All GHAPS transportation vehicles will be cleaned and disinfected after every transit route.
- GHAPS transportation staff will, weather permitting, consider keeping windows open while the vehicle is in motion to help reduce the spread of the virus.
- GHAPS will systematically review all current plans for accommodating students with special healthcare needs and update their care plans as necessary to decrease their risk for exposure to COVID-19.
- Communication documents will be developed to enable the drivers of the buses to know what the safety plans are for any specific students and who for medical reasons will not be wearing a face mask.

Timeline, Parent Selection, and Additional Questions

Plan Release: August 3, 2020

Board Agenda for Approval: August 10, 2020

Parent Selection of Instructional Method: August 3 -10, 2020 at www.ghaps.org/returntoschool

Additional questions may be directed to individual building principals or by calling district administration at 616-850-5000.

GHAPS will follow-up with a Frequently Asked Questions document no later than August 10.