



# RETURN TO LEARN 2020-2021

## COVID-19 PREPAREDNESS AND RESPONSE PLAN

July 20, 2020



NAME OF DISTRICT West Bloomfield School District  
ADDRESS OF DISTRICT 5810 Commerce Road, West Bloomfield, MI 48324  
DISTRICT ID NUMBER 63160  
DISTRICT WEB SITE [www.wbsd.org](http://www.wbsd.org)  
INTERMEDIATE SCHOOL DISTRICT Oakland Schools

## NOTICE OF NONDISCRIMINATION

The West Bloomfield School District does not discriminate on the basis of race, color, national origin, sex (including sexual orientation and transgender identity), disability, age, religion, height, weight, marital or family status, military status, ancestry, genetic information or any other legally protected category (collectively, "Protected Classes"), in its programs and activities, including employment opportunities.

The Board of Education designates the individuals named below to serve as the District's Compliance Officers, also known as Civil Rights Coordinators. The Compliance Officers are responsible for coordinating the District's efforts to comply with applicable Federal and State laws and regulations, including the District's duty to address in a prompt and equitable manner any inquiries or complaints regarding discrimination, retaliation, or denial of equal access.

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## PREPAREDNESS PLAN ASSURANCES

The West Bloomfield School 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 MI Safe Start 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 employees 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 MI Safe Start 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.

**This COVID-19 Preparedness and Response Plan was adopted by the West Bloomfield School District Board of Education at its regular Business Meeting held on July 27, 2020.**



July 27, 2020

Signature of Board of Education President

Date

Each district shall submit a single completed Assurance Document and Preparedness Plan to its Board of Education (in the case of a PSA, the Academy Board of Directors; in the case of a nonpublic school, the chief or designated school administrator) in time for approval by August 15, 2020, or seven days before the first day of school, whichever comes first.

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.

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

<https://resources.finalsite.net/images/v1595285233/wbsdorg/kq7twr7ec7ccxuqq4xdz/DRAFTWBSDReturntoLearn2020-20212.pdf>

**Name of district/PSA/nonpublic leader submitting plan:**

Gerald D. Hill, Superintendent

**Date received by the ISD/authorizing body/designated school administrator:**

July 29, 2020

**Date submitted to State Superintendent and State Treasurer:**

# OVERVIEW

## INTRODUCTION

The 2020-2021 school year gets underway on August 26, 2020! The West Bloomfield School District takes the health and safety of our students and staff very seriously. With the spread of the coronavirus or “COVID-19,” a respiratory disease caused by the SARS-CoV-2 virus, the district must remain vigilant in order to mitigate the outbreak. Planning teams consisting of administrators, teachers, support staff, and parents have been meeting weekly to prepare for our return to learning this fall. During the spring and summer months, we held numerous staff and parent informational webinars to update the staff, families and the community on our thinking. Additional information gathered through surveys, focus groups, study sessions with the Board of Education, and consultation with union leaders of employee groups added to the creation of this plan. *Return to Learn 2020-2021* is based on the best information available at the time of its development from the U.S. Center for Disease Control and Prevention (CDC), the Michigan Department of Health and Human Services (MDHHS), the Michigan Department of Education (MDE), the Occupational Safety and Health Administration (OSHA), and the Oakland County Health Division. The plan is closely aligned with MI Safe Schools: Michigan’s 2020-2021 Return to School Roadmap published by Governor Gretchen Whitmer, the COVID-19 Task Force on Education, and the Return to School Advisory Council. The WBSD *Return to Learn 2020-2021* plan describes the essential actions the West Bloomfield School District will take to ensure we continue to deliver the highest quality educational program for students while safeguarding everyone’s health and wellbeing.

While we would like to return to school normally in the fall, there are still significant unknowns about COVID-19 and its impact on our community. We feel confident the recommendations outlined in this plan are the best solutions for our district; however, it is important to remember that conditions surrounding the spread of COVID-19 may change, and we should all be prepared for necessary adjustments to the *Return to Learn 2020-2021* plan.

## MI SAFE START

*Return to Learn 2020-2021* outlines steps that will be taken by the West Bloomfield School District across the areas of Instruction, Social-Emotional Health, and Safety Protocols. The measures are aligned to the phases of MI Safe Start, which Governor Whitmer will continue to use as the highest-level governing framework for determining if and when it is safe to resume in-person instruction. Within MI Safe Start, schools are not permitted to provide in-person instruction of any kind if their region is within Phases 1-3 of the pandemic. All schools are permitted to resume in-person instruction beginning in Phase 4, with certain safety measures in place. Some regulations and mandates will be relaxed as COVID-19 public health metrics improve in Phase 5 of MI Safe Start. School districts retain authority to enact stricter public health requirements than those mandated within the MI Safe Schools Roadmap. Additionally, school districts will retain the authority to close school buildings even if they have not been mandated to do so. The status of the virus is described below for the phases of MI Safe Start.

### Phases 1-3

- Community spread of the virus is increasing and substantial.
- There is concern about health system capacity.
- Testing and tracing efforts may not be sufficient to control the spread of the pandemic.

**Phase 4**

- The number of new cases and deaths has fallen for a period of time, but overall case levels are still high.
- Most new outbreaks are quickly identified, traced, and contained due to robust testing infrastructure and rapid contact tracing.
- Health system capacity can typically handle these new outbreaks, and therefore case fatality rate does not rise above typical levels.
- The overall number of infected individuals still indicates the need for distancing to stop transmission and move to the next phase.

**Phase 5**

- New cases and deaths continue to decrease for an additional period of time.
- At this point, the number of active cases has reached a point where infection from other members of the community is less common.
- With widespread testing, positivity rates often fall much lower than earlier phases.
- Rapid case investigation, contact tracing, and containment strategies cause new cases to continue to fall.

## **INSTRUCTION**

Teaching and learning are the heart of what we do. This section describes the instructional programs that will be offered during each phase of MI Safe Start, including the technology resources provided to each student by the West Bloomfield School District in support of remote learning.



| INSTRUCTIONAL PROGRAM   |   |   |
|---|---|---|
| PHASES 1-3  | PHASE 4   | PHASE 5   |
| <p>Schools are closed for in-person instruction. All WBSD students learn in a fully remote format delivered via the Canvas platform.</p> <p>All buildings are closed to everyone, and staff work remotely. In-person work will be permitted for district employees or contractors necessary to conduct minimum basic school operations, including those employees or contractors necessary to facilitate alternative modes of instruction, such as distributing materials and equipment or performing other necessary in-person functions, Nutrition Services personnel preparing food for distribution to students or their families, and licensed child-care providers and the families that they serve, if providers follow all emergency protocols identified by the state.</p> | <p><b>Lakers Online</b>, a fully remote learning option, is available to students in all grades K-12 and is delivered via the Canvas platform.</p> <p>Students in grades K-8 learn in a <b>blended format</b>, with four half-days of in-person instruction. Students assigned to Cohort A attend in-person in the mornings on M/T/TH/F while students in Cohort B learn remotely. Students assigned to Cohort B attend in-person in the afternoons on M/T/TH/F while students in Cohort A learn remotely. All students have remote instruction on Wednesdays.</p> <p>Students in grades 9-12 at WBHS and the ACE program learn in a <b>fully remote</b> format delivered via the Canvas platform. Some limited seminars and special education classes may meet in person.</p> <p>Students at OEC learn in a <b>blended format</b>, with two days of in-person learning and three days of remote instruction. Students assigned to Cohort A attend in-person on Mondays and Tuesdays while students in Cohort B learn remotely. Students in Cohort B attend in-person on Thursdays and Fridays while students in Cohort A learn remotely. All students have remote instruction on Wednesdays.</p> | <p><b>Lakers Online</b>, a fully remote learning option, is available to students in all grades K-12 and is delivered via the Canvas platform.</p> <p>Regular in-person instruction, five days per week, resumes for all students in grades K-12, with many safety protocols still in place.</p> <p>Regular school start and end times are resumed.</p> |

| TECHNOLOGY   |   |   |
|--|---|---|
| PHASES 1-3   | PHASE 4   | PHASE 5   |
| <p>Schools are closed for in-person instruction. Students at all grade levels receive a district-provided technology device at the start of the 2020-2021 school year.</p> <p>WIFI hotspots are available to families to ensure equal access to connectivity</p> | <p>Students at all grade levels, including Lakers Online, receive a district-provided technology device at the start of the 2020-2021 school year.</p> <p>WIFI hotspots are available to families to ensure equal access to connectivity.</p> | <p>Students at all grade levels, including Lakers Online, receive a district-provided technology device at the start of the 2020-2021 school year.</p> <p>WIFI hotspots are available to families to ensure equal access to connectivity.</p> |

## **MENTAL AND SOCIAL-EMOTIONAL HEALTH**

The West Bloomfield School District has developed a multitude of strategies to support the mental health and social-emotional wellbeing of students and staff. This section provides details about the resources available to WBSD stakeholders, which are especially important during this time of added stress and uncertainty.

| MENTAL AND SOCIAL-EMOTIONAL HEALTH   |  |  |
|--|--|--|
| PHASES 1-3   | PHASE 4  | PHASE 5  |
| <p>Schools use the Student Risk Screening Survey (SRSS) three times per year to assess behavioral needs of students and the school as a whole. Data is reviewed by the district and school MTSS teams and action plans are created.</p> <p>WBHS students participate in a self-reporting universal mental health screener.</p> <p>Guidelines for identification and rapid referral of at-risk students are communicated to building-level support teams.</p> <p>Staff development to prepare for the 2020-2021 school year included training in adult mental wellness, trauma-informed teaching, student Social-Emotional Learning, and anti-racist teaching practices. Staff development during the school year will include additional training in culturally responsive teaching.</p> <p>The School Mental Health Specialist is designated to serve as the main contact to centralize mental health referrals, communications to families and students, and public-facing wellness materials.</p> | <p>Schools use the Student Risk Screening Survey (SRSS) three times per year to assess behavioral needs of students and the school as a whole. Data is reviewed by the district and school MTSS teams and action plans are created.</p> <p>WBHS students participate in a self-reporting universal mental health screener.</p> <p>Guidelines for identification and rapid referral of at-risk students are communicated to building-level support teams.</p> <p>Staff development to prepare for the 2020-2021 school year included training in adult mental wellness, trauma-informed teaching, student Social-Emotional Learning, and anti-racist teaching practices. Staff development during the school year will include additional training in culturally responsive teaching.</p> <p>The School Mental Health Specialist is designated to serve as the main contact to centralize mental health referrals, communications to families and students, and public-facing wellness materials.</p> | <p>Schools use the Student Risk Screening Survey (SRSS) three times per year to assess behavioral needs of students and the school as a whole. Data is reviewed by the district and school MTSS teams and action plans are created.</p> <p>WBHS students participate in a self-reporting universal mental health screener.</p> <p>Guidelines for identification and rapid referral of at-risk students are communicated to building-level support teams.</p> <p>Staff development to prepare for the 2020-2021 school year included training in adult mental wellness, trauma-informed teaching, student Social-Emotional Learning, and anti-racist teaching practices. Staff development during the school year will include additional training in culturally responsive teaching.</p> <p>The School Mental Health Specialist is designated to serve as the main contact to centralize mental health referrals, communications to families and students, and public-facing wellness materials.</p> |

| MENTAL AND SOCIAL-EMOTIONAL HEALTH   |  |  |
|--|--|--|
| PHASES 1-3   | PHASE 4  | PHASE 5  |
| <p>In weekly PLC meetings, staff review student academic and social emotional progress. Responsive PD provided by ancillary staff is based on student needs.</p> <p>WBSD has compiled many wellness resources available to families and staff, which include <a href="#">Student Wellness and Social Emotional Supports for Families, Staff Wellness Resources</a>, and the Employee Assistance Program.</p> <p>The WBSD Crisis Response Team maintains crisis management plans for Grief and Loss Support for Students and Families, Loss of a School Community Member, and Grief and Loss Resources.</p> <p>The School Mental Health Specialist provides biweekly emails with resiliency and wellness information for staff, as well trainings in person at staff meetings, etc.</p> <p>The School Mental Health specialist is the designated mental health liaison and works with local agencies and community partners to connect families with resources.</p> | <p>In weekly PLC meetings, staff review student academic and social emotional progress. Responsive PD provided by ancillary staff is based on student needs.</p> <p>WBSD has compiled many wellness resources available to families and staff, which include <a href="#">Student Wellness and Social Emotional Supports for Families, Staff Wellness Resources</a>, and the Employee Assistance Program.</p> <p>The WBSD Crisis Response Team maintains crisis management plans for Grief and Loss Support for Students and Families, Loss of a School Community Member, and Grief and Loss Resources.</p> <p>The School Mental Health Specialist provides biweekly emails with resiliency and wellness information for staff, as well trainings in person at staff meetings, etc.</p> <p>The School Mental Health specialist is the designated mental health liaison and works with local agencies and community partners to connect families with resources.</p> | <p>In weekly PLC meetings, staff review student academic and social emotional progress. Responsive PD provided by ancillary staff is based on student needs.</p> <p>WBSD has compiled many wellness resources available to families and staff, which include <a href="#">Student Wellness and Social Emotional Supports for Families, Staff Wellness Resources</a>, and the Employee Assistance Program.</p> <p>The WBSD Crisis Response Team maintains crisis management plans for Grief and Loss Support for Students and Families, Loss of a School Community Member, and Grief and Loss Resources.</p> <p>The School Mental Health Specialist provides biweekly emails with resiliency and wellness information for staff, as well trainings in person at staff meetings, etc.</p> <p>The School Mental Health specialist is the designated mental health liaison and works with local agencies and community partners to connect families with resources.</p> |

| MENTAL AND SOCIAL-EMOTIONAL HEALTH  |   |   |
|---|---|---|
| PHASES 1-3  | PHASE 4   | PHASE 5   |
| Resources are available to stakeholders experiencing difficulty with mental health or social-emotional wellness and include: the WBSD Wellness Hotline, School Mental Health Specialist, school social worker assigned to each building, Talk to Us, and parent workshops such as From Hurt to Healing: Growing Emotional Understanding About the World Around Us (topics include how to talk about race at home, COVID-19 mental health, and parent wellness). | Resources are available to stakeholders experiencing difficulty with mental health or social-emotional wellness and include: the WBSD Wellness Hotline, School Mental Health Specialist, school social worker assigned to each building, Talk to Us, and parent workshops such as From Hurt to Healing: Growing Emotional Understanding About the World Around Us (topics include how to talk about race at home, COVID-19 mental health, and parent wellness). | Resources are available to stakeholders experiencing difficulty with mental health or social-emotional wellness and include: the WBSD Wellness Hotline, School Mental Health Specialist, school social worker assigned to each building, Talk to Us, and parent workshops such as From Hurt to Healing: Growing Emotional Understanding About the World Around Us (topics include how to talk about race at home, COVID-19 mental health, and parent wellness). |

## **SAFETY PROTOCOLS**

This section provides important information about safety protocols expected during each phase of MI Safe Start. Included here are specific details about the wearing of personal protective equipment, hygiene, screening, testing for COVID-19, responding to positive tests, food service, gatherings, extra-curricular activities, athletics, cleaning, and student transportation.

| PERSONAL PROTECTIVE EQUIPMENT                 |  |  |
|---|--|--|
| PHASES 1-3                                    | PHASE 4  | PHASE 5  |
| Schools are closed for in-person instruction. | <p>Face coverings must be worn by staff at all times except for meals. PreK-5 and special education teachers should consider wearing clear masks.</p> <p>Face coverings must be worn in classrooms by all students in grades K-12.</p> <p>Face coverings must always be worn in hallways and common areas by preK-12 students in the building except for during meals.</p> <p>Face coverings must be worn by preK-12 students, staff, and bus drivers during school transportation.</p> <p>Face coverings may be homemade or disposable level-one (basic) grade surgical masks. Homemade face coverings must be washed daily, and disposable face coverings must be disposed of at the end of each day.</p> <p>The Student Code of Conduct addresses the failure to follow school rules, which includes the requirement to wear a face covering. If a student or parent objects to wearing a face covering, they should consider enrolling in the Lakers Online program.</p> | Continued use of face coverings may be necessary in Phase 5. The use of face coverings will be assessed in light of the conditions at the time of transition to full time in-person instruction and as advised by public health officials. |



| PERSONAL PROTECTIVE EQUIPMENT |   |         |
|-------------------------------|---|---------|
| PHASES 1-3                    | PHASE 4   | PHASE 5 |
|                               | <p>Any staff or student that is unable to medically tolerate a face covering must not wear one. Any staff or student that is incapacitated or unable to remove the face covering without assistance, must not wear one. Students with significant disabilities preventing the use of face coverings are referred to forthcoming guidance from MDE. Documentation is required for exceptions to the face covering requirement.</p> |         |

| HYGIENE                                       |  |  |
|---|--|--|
| PHASES 1-3                                    | PHASE 4  | PHASE 5  |
| Schools are closed for in-person instruction. | <p>Hand sanitizer is provided in every classroom, common areas, hallways, offices, etc. Handwashing signage is posted and visible.</p> <p>All teachers deliver lessons on proper handwashing technique on the first day of school and reinforce handwashing and sanitizing regularly.</p> <p>All teachers educate students on how to cough and sneeze into their elbows, or to cover with a tissue, how to dispose of used tissues and washing hands immediately.</p> <p>Soap and hand sanitizer levels are monitored regularly by custodial staff and are refilled at least daily or more frequently.</p> <p>Principals and teachers develop and post handwashing schedules in instructional areas.</p> <p>Teachers develop classroom procedures to limit sharing of supplies like writing utensils.</p> <p>Students' personal items are kept separately in labeled containers, lockers or cubbies.</p> <p>Each classroom is provided cleaning products with EPA-approved emerging viral pathogens claims, which are expected to be effective against SARS-CoV-2, based on data for harder to kill viruses.</p> | <p>Hand sanitizer is provided in every classroom, common areas, hallways, offices, etc. Handwashing signage is posted and visible.</p> <p>Lessons on proper handwashing techniques continue.</p> <p>Soap and hand sanitizer levels are monitored regularly by custodial staff and are refilled at least daily or more frequently.</p> <p>Principals and teachers develop and post handwashing schedules in each instructional area.</p> <p>Teachers develop classroom procedures to limit the sharing of supplies such as writing utensils.</p> <p>Students' personal items are kept separately in labeled containers, lockers or cubbies.</p> <p>Each classroom is provided cleaning products with EPA-approved emerging viral pathogens claims, which are expected to be effective against SARS-CoV-2, based on data for harder to kill viruses.</p> |

| SPACING, MOVEMENT, AND ACCESS                        |   |  |
|--|---|--|
| PHASES 1-3   | PHASE 4   | PHASE 5  |
| <p>Schools are closed for in-person instruction.</p> | <p>Every effort will be made to space desks six feet apart in classrooms. In classrooms where large tables are utilized, students will be spaced as far apart as feasible.</p> <p>Physical dimensions of classrooms vary across the district, and class sizes will be kept to the level necessary to maintain proper distancing in the space available.</p> <p>Every effort will be made to arrange desks to face the front of the room.</p> <p>Teachers should maintain six feet of spacing between themselves and students as much as possible.</p> <p>Visitor access to schools will be restricted to the main office only. Classroom visitors will not be permitted. When entering the building, visitors shall wash their hands or use available hand sanitizer immediately. They shall wear a face covering and will be screened for symptoms. Strict records, including the date and time of the visit and visitor contact information, shall be kept of non-school employees or others entering the building.</p> | <p>Every effort will be made to arrange desks to face the front of the room.</p> <p>Visitor access to schools will be restricted to the main office only. Classroom visitors will not be permitted. When entering the building, visitors shall wash their hands or use available hand sanitizer immediately. They shall wear a face covering and will be screened for symptoms. Strict records, including the date and time of the visit and visitor contact information, shall be kept of non-school employees or others entering the building.</p> <p>Phone or email contact with school personnel is highly encouraged. Parents and members of the public should be seen by school personnel by appointment and only when necessary.</p> <p>In areas where it is necessary to serve members of the public, or where congestion may occur, such as the main office of a school, food service areas, etc., visual indicators of appropriate spacing should be provided.</p> |

| SPACING, MOVEMENT, AND ACCESS |   |         |
|-------------------------------|---|---------|
| PHASES 1-3                    | PHASE 4   | PHASE 5 |
|                               | <p>Phone or email contact with school personnel is highly encouraged. Parents and members of the public should be seen by school personnel by appointment and only when necessary.</p> <p>In areas where it is necessary to serve members of the public, or where congestion may occur, such as the main office of a school, food service areas, etc., visual indicators of appropriate spacing should be provided.</p> |         |

| SCREENING STUDENTS AND STAFF                         |  |  |
|--|--|--|
| PHASES 1-3   | PHASE 4  | PHASE 5  |
| <p>Schools are closed for in-person instruction.</p> | <p>WBSD cooperates fully with the local public health department regarding implementing screening protocols.</p> <p>Principals designate an isolation area and a staff person to care for those who become ill at school. The isolation area is located away from others, in a room with closable doors.</p> <p>Students who become ill with COVID-19 symptoms are placed in the identified isolation area with a surgical mask in place until they can be picked up. Staff caring for them should wear a surgical mask, with the exception of students with special needs requiring aerosolized procedures in which an N95 mask is required.</p> <p>Symptomatic students sent home from school must be kept home until they have tested negative or have completely recovered according to CDC guidelines.</p> <p>All employees entering the workplace are required to complete a daily entry self-screening protocol, which includes, at a minimum, a questionnaire covering symptoms and exposure to people with possible COVID-19. The protocol may also include temperature checks.</p> | <p>WBSD cooperates fully with the local public health department regarding implementing screening protocols.</p> <p>Principals designate an isolation area and a staff person to care for those who become ill at school. The isolation area is located away from others, in a room with closable doors.</p> <p>Students who become ill with COVID-19 symptoms are placed in the identified isolation area with a surgical mask in place until they can be picked up. Staff caring for them should wear a surgical mask, with the exception of students with special needs requiring aerosolized procedures in which an N95 mask is required.</p> <p>Symptomatic students sent home from school must be kept home until they have tested negative or have completely recovered according to CDC guidelines.</p> <p>All employees entering the workplace are required to complete a daily entry self-screening protocol, which includes, at a minimum, a questionnaire covering symptoms and exposure to people with possible COVID-19. The protocol may also include temperature checks.</p> |

| TESTING PROTOCOLS FOR STUDENTS AND STAFF             |   |   |
|--|---|---|
| PHASES 1-3   | PHASE 4   | PHASE 5   |
| <p>Schools are closed for in-person instruction.</p> | <p>Students who develop a fever or become ill with COVID-19 symptoms at school should wear a mask and be transported by their parent or guardian, emergency contact, or ambulance if clinically unstable, for off-site testing.</p> <p>Staff who develop a fever or become ill with COVID-19 symptoms at school should wear a mask and be transported for off-site testing.</p> <p>Symptomatic students and staff sent home from school should be kept home until they have tested negative for COVID-19, or have been released from isolation according to CDC guidelines.</p> <p>Families are notified of the presence of any laboratory positive or clinically diagnosed cases of COVID-19 in the classroom and/or school using regular district-established communication protocols to encourage closer observation for any symptoms at home.</p> <p>At this time, empiric testing of all students or staff members in the class is not recommended. Only those that develop symptoms require testing for COVID-19.</p> | <p>Students who develop a fever or become ill with COVID-19 symptoms at school should wear a mask and be transported by their parent or guardian, emergency contact, or ambulance if clinically unstable, for off-site testing.</p> <p>Staff who develop a fever or become ill with COVID-19 symptoms at school should wear a mask and be transported for off-site testing.</p> <p>Symptomatic students and staff sent home from school should be kept home until they have tested negative for COVID-19, or have been released from isolation according to CDC guidelines.</p> <p>Families are notified of the presence of any laboratory positive or clinically diagnosed cases of COVID-19 in the classroom and/or school using regular district-established communication protocols to encourage closer observation for any symptoms at home.</p> <p>At this time, empiric testing of all students or staff members in the class is not recommended. Only those that develop symptoms require testing for COVID-19.</p> |

| TESTING PROTOCOLS FOR STUDENTS AND STAFF |   |   |
|--|---|---|
| PHASES 1-3                               | PHASE 4   | PHASE 5   |
|  | <p>In the event of a lab or clinically diagnosed case of COVID-19, immediate efforts should be made to contact any close contacts (those who spent more than 15 minutes less than six feet in close proximity to the student or staff member) so that they can be quarantined for 14 days at home. Students and staff should be closely monitored for any symptoms of COVID-19.</p> | <p>In the event of a lab or clinically diagnosed case of COVID-19, immediate efforts should be made to contact any close contacts (those who spent more than 15 minutes less than six feet in close proximity to the student or staff member) so that they can be quarantined for 14 days at home. Students and staff should be closely monitored for any symptoms of COVID-19.</p> |

| RESPONDING TO POSITIVE TESTS AMONG STUDENTS AND STAFF |   |  |
|---|---|--|
| PHASES 1-3  | PHASE 4   | PHASE 5  |
| <p>Schools are closed for in-person instruction.</p>  | <p>WBSD cooperates fully with the local public health department if a confirmed case of COVID-19 is identified, and, in particular, will 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 at the school</p> <p>Local health officials, staff, and students are notified immediately of any possible case of COVID-19. Confidentiality, consistent with the Americans with Disabilities Act (ADA) and other applicable federal and state privacy laws, will be maintained.</p> <p>Oakland County Health Division initiates contact tracing, following regular public health practice. Anyone who was within close contact of the case (less than six feet apart for 15+ minutes) is asked to self-quarantine for up to 14 days after exposure. Local health officials, depending on the situation, may identify other contacts who require quarantine. WBSD assists the health department by collecting data and contact information of those exposed.</p> | <p>WBSD cooperates fully with the local public health department if a confirmed case of COVID-19 is identified, and, in particular, will 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 at the school.</p> <p>Local health officials, staff, and students are notified immediately of any possible case of COVID-19. Confidentiality, consistent with the Americans with Disabilities Act (ADA) and other applicable federal and state privacy laws, will be maintained.</p> <p>Oakland County Health Division initiates contact tracing, following regular public health practice. Anyone who was within close contact of the case (less than six feet apart for 15+ minutes) is asked to self-quarantine for up to 14 days after exposure. Local health officials, depending on the situation, may identify other contacts who require quarantine. WBSD assists the health department by collecting data and contact information of those exposed.</p> |



| RESPONDING TO POSITIVE TESTS AMONG STUDENTS AND STAFF |   |   |
|---|---|---|
| PHASES 1-3  | PHASE 4   | PHASE 5   |
|   | <p>WBSD regularly provides staff guidance on confidentiality laws and statutes that protect student and staff health information. Student communicable disease related information is protected health information. Even if a family or student acknowledges and publicly discloses a positive test, school staff and officials must not participate in discussions or acknowledge a positive test.</p> <p>Employees with a confirmed case of COVID-19 should only return to the workplace after they are no longer infectious as instructed by health officials using the most current guidelines from the CDC for this determination.</p> <p>A surgical mask, gloves, and a face shield are required to be worn by custodial staff while cleaning in response to a positive test from a student or staff member.</p> <p>Upon notification, every effort will be made for staff to close an area where a student or staff member who tested positive for COVID-19 was located for a period of 24 hours prior to cleaning to minimize the risk of any airborne particles.</p> | <p>WBSD regularly provides staff guidance on confidentiality laws and statutes that protect student and staff health information. Student communicable disease related information is protected health information. Even if a family or student acknowledges and publicly discloses a positive test, school staff and officials must not participate in discussions or acknowledge a positive test.</p> <p>Employees with a confirmed case of COVID-19 should only return to the workplace after they are no longer infectious as instructed by health officials using the most current guidelines from the CDC for this determination.</p> <p>A surgical mask, gloves, and a face shield are required to be worn by custodial staff while cleaning in response to a positive test from a student or staff member.</p> <p>Upon notification, every effort will be made for staff to close an area where a student or staff member who tested positive for COVID-19 was located for a period of 24 hours prior to cleaning to minimize the risk of any airborne particles.</p> |

| FOOD SERVICE, GATHERINGS, AND EXTRA CURRICULAR   |   |   |
|--|---|---|
| PHASES 1-3   | PHASE 4   | PHASE 5   |
| <p>While schools are closed for in-person instruction, meals are available for pick-up at designated distribution locations.</p> <p>All after-school activities and inter-school activities are suspended.</p> | <p>Indoor assemblies that bring together students from more than one classroom are strictly prohibited.</p> <p>Meals are available for students learning remotely.</p> <p>Students, teachers, and cafeteria staff must wash hands before and after every meal.</p> <p>Individually plated meals are served in classrooms instead of in a cafeteria, while ensuring the safety of students with food allergies.</p> <p>Meals are served using disposable utensils and dishes. Where possible, meals are individually packaged and delivered to classrooms. In cases where food is offered for pick up in the cafeteria, it is individually pre-packaged for each attendee. Hand sanitizer is dispensed to each student before entering the food service area to pick up pre-ordered meals. Students picking up meals consume them in a designated area which allows for social distancing.</p> <p>There is no sharing of food or utensils to ensure the safety of children with food allergies.</p> <p>Vending machines will not be available.</p> | <p>Serving and cafeteria staff use barrier protection including gloves, face shields, and surgical masks</p> <p>Students, teachers, and cafeteria staff must wash hands before and after every meal.</p> <p>All gatherings, including those that occur outdoors (e.g., graduations) must comply with current and future executive orders that set caps on congregations of people.</p> <p>Offsite field trips are restricted. When permitted, they must comply with transportation guidelines within this document, including mandatory face covering.</p> <p>Where possible, classrooms continue to be used for eating in place, taking into consideration food allergies. In such cases, school-supplied meals are delivered to classrooms with disposable utensils whenever possible.</p> <p>If cafeterias must be used, meal times will be staggered to create seating arrangements with six feet of distance between students.</p> |

| FOOD SERVICE, GATHERINGS, AND EXTRA-CURRICULAR ACTIVITIES |  |   |
|---|--|---|
| PHASES 1-3  | PHASE 4  | PHASE 5   |
|   | <p>All students pre-order meals, and every effort will be made to encourage prepaid meal accounts in order to avoid the handling of cash. Cash is accepted in the morning only and applied to food service accounts. All change will be deposited onto the student food service account. A deposit must be made prior to receiving a meal. Fees for online payments through e-Funds for schools are waived.</p> <p>All Nutrition Services staff must wear a face covering and disposable gloves. Employees must wash their hands after removing their gloves or after directly handling used food service items.</p> <p>Offsite field trips are not permitted.</p> <p>Extra-curricular activities may continue with the use of face coverings.</p> <p>Large scale indoor performing arts events are suspended. Outdoor performances may be held and are limited to no more than 100 people using face coverings, with people not part of the same household maintaining six feet of distance from one another.</p> | <p>Assemblies and other events are limited and are live-streamed or telecasted when possible in order to reduce the number of attendees.</p> <p>Students and teachers must wash hands before and after every event.</p> <p>After-school programs may continue with the use of face coverings.</p> |

| ATHLETICS  |   |   |
|--|---|---|
| PHASES 1-3   | PHASE 4   | PHASE 5   |
| <p>Schools are closed for in-person instruction, and all athletic activities and competitions are suspended.</p> | <p>WBSD follows all guidance published by Michigan High School Athletic Association (MHSAA) and the National Federation of State High School Associations (NFHS).</p> <p>Students, teachers, and staff must use proper hand hygiene techniques before and after every practice, event, or other gathering.</p> <p>Every participant should confirm that they are healthy and without any symptoms prior to any event.</p> <p>All equipment is disinfected before and after use.</p> <p>Inter-school competitions may take place. Face coverings must be worn if school transportation is provided. Buses must be cleaned and disinfected before and after every use, as detailed in the subsequent "Student Transportation" section.</p> <p>Spectators are allowed at competitions provided that face coverings are used by observers and six feet of social distancing can be maintained at all times. Special attention must be given to entry and exit points to prevent crowding.</p> | <p>WBSD follows all guidance published by Michigan High School Athletic Association (MHSAA) and the National Federation of State High School Associations (NFHS).</p> |

| ATHLETICS  |   |         |
|------------|---|---------|
| PHASES 1-3 | PHASE 4   | PHASE 5 |
|            | <p>Each participant must use a clearly marked water bottle for individual use. There should be no sharing of this equipment.</p> <p>Handshakes, fist bumps, and other unnecessary contact must not occur.</p> <p>Indoor weight rooms and physical conditioning activities that require shared equipment are suspended.</p> <p>Outdoor physical conditioning activities are allowed while maintaining social distancing.</p> <p>Large scale indoor spectator events are suspended. Large scale outdoor spectator or stadium events are limited to 100 people, and people not part of the same household must maintain six feet of distance from one another.</p> |         |

| CLEANING   |  |  |
|--|--|--|
| PHASES 1-3   | PHASE 4  | PHASE 5  |
| <p>Schools are closed for in-person instruction.</p> | <p>In addition to typical cleaning, enhanced protocols and schedules are enacted.</p> <p>Frequently touched surfaces are disinfected at least every four hours with an EPA-approved disinfectant.</p> <p>Computer labs, iCenters, art classrooms, and other hands-on learning spaces are cleaned with an EPA-approved product after each class period.</p> <p>Student desks are disinfected with an EPA-approved product after every class period.</p> <p>Playground structures are cleaned at least once per day.</p> <p>All cleaning and disinfecting products continue to be stored safely with proper use of ventilation when the products are in use.</p> <p>Each custodial staff member completes the recommended COVID-19 safety course via Safe Schools.</p> <p>Onsite training that addresses the differences between cleaning, sanitizing, and disinfecting, proper chemical usage and correct dwell time for effective disinfecting, aligned with EPA and CDC guidance, is provided to all custodial staff.</p> | <p>In addition to typical cleaning, enhanced protocols and schedules continue.</p> <p>Frequently touched surfaces are disinfected at least every four hours with an EPA-approved disinfectant.</p> <p>Playground structures are cleaned at least once per day.</p> <p>All cleaning and disinfecting products continue to be stored safely with proper use of ventilation when the products are in use.</p> <p>Each custodial staff member completes the recommended COVID-19 safety course via Safe Schools.</p> <p>Onsite training that addresses the differences between cleaning, sanitizing, and disinfecting, proper chemical usage and correct dwell time for effective disinfecting, aligned with EPA and CDC guidance, continues for all custodial staff.</p> <p>A system of job cards continues for easy reference on cleaning procedures. Job cards highlight the enhanced daily cleaning and disinfecting process and provide a classroom visual on common touch-points that require frequent disinfecting.</p> |

| CLEANING   |  |   |
|------------|--|---|
| PHASES 1-3 | PHASE 4  | PHASE 5   |
|            | <p>A system of job cards is implemented for easy reference on cleaning procedures. Job cards highlight the enhanced daily cleaning and disinfecting process and provide a classroom visual on common touch-points that require frequent disinfecting.</p> <p>A visual aid is posted in the custodial office or break room to help remind our staff of proper protocols to follow in order to prevent the spread of infection.</p> <p>For the four-day school week, Wednesday is used to perform all weekly tasks, as well as performing a disinfectant misting treatment of all classroom areas.</p> <p>Physical barriers, such as sneeze guards and partitions, are installed in areas where it is difficult for individuals to social distance.</p> <p>Signage is used throughout district facilities to relieve congestions and maintain student separation.</p> <p>Enhanced protocols are in place to change air filters once per month.</p> | <p>A visual aid is posted in the custodial office or break room to help remind our staff of proper protocols to follow in order to prevent the spread of infection.</p> <p>Physical barriers, such as sneeze guards and partitions, continue to be used in areas where it is difficult for individuals to social distance.</p> <p>Signage is used throughout district facilities to relieve congestions and maintain student separation.</p> <p>Enhanced protocols are in place to change air filters once per month.</p> |

| BUSES AND STUDENT TRANSPORTATION   |   |  |
|--|---|--|
| PHASES 1-3   | PHASE 4   | PHASE 5  |
| <p>Schools are closed for in-person instruction.</p> <p>All busing is suspended.</p> | <p>Face coverings must be worn by preK-12 students, staff, and bus drivers during school transportation.</p> <p>Hand sanitizer is installed on each school bus and students are required to use the sanitizer upon entering the bus.</p> <p>Every effort is made to properly distance students while transporting them on school buses. Students are assigned one student to each seat, with the exception of siblings, who will be seated together. Social distancing depends upon the school bus capacity and the number of siblings on each bus route. 65-passenger school buses can transport approximately 22 students within these social distancing parameters. 77-passenger school buses can transport approximately 26 students within these social distancing parameters.</p> <p>School buses are disinfected before and after every route, and no children may be present when a bus is being disinfected.</p> <p>Each school bus is disinfected using a spray mister with an EPA-approved disinfectant prior to the morning and afternoon routes.</p> | <p>Face coverings must be worn by preK-12 students, staff, and bus drivers during school transportation.</p> <p>Hand sanitizer is installed on each school bus and students are required to use the sanitizer upon entering the bus.</p> <p>School buses are disinfected before and after every route, and no children may be present when a bus is being disinfected.</p> <p>Each school bus is disinfected using a spray mister with an EPA-approved disinfectant prior to the morning and afternoon routes.</p> <p>Weather permitting, all school bus disinfecting protocols are to be performed with the bus windows open to increase ventilation.</p> <p>Between routes and weather permitting, school bus windows are opened to increase air circulation.</p> <p>All transportation staff are required to complete a daily entry self-screening protocol, which includes, at a minimum, a questionnaire covering symptoms and exposure to people with possible COVID-19. The protocol may also include temperature checks.</p> |



| BUSES AND STUDENT TRANSPORTATION |  |   |
|----------------------------------|--|---|
| PHASES 1-3                       | PHASE 4  | PHASE 5   |
|                                  | <p>Weather permitting, all school bus disinfecting protocols are to be performed with the bus windows open to increase ventilation.</p> <p>Between routes and weather permitting, school bus windows are opened to increase air circulation.</p> <p>All transportation staff are required to complete a daily entry self-screening protocol, which includes, at a minimum, a questionnaire covering symptoms and exposure to people with possible COVID-19. The protocol may also include temperature checks</p> <p>Bus drivers must wear face coverings at all times, including while driving the bus. Gloves will be worn by staff while performing tasks like wheelchair securement or touching surfaces that may be contaminated.</p> <p>If a student develops symptoms while on the bus, he or she will be transported to the school to be isolated and then to be taken by a parent or guardian, emergency contact, or ambulance if clinically unstable, for off-site testing.</p> | <p>Bus drivers must wear face coverings at all times, including while driving the bus. Gloves will be worn by staff while performing tasks like wheelchair securement or touching surfaces that may be contaminated.</p> <p>If a student develops symptoms while on the bus, he or she will be transported to the school to be isolated and then to be taken by a parent or guardian, emergency contact, or ambulance if clinically unstable, for off-site testing.</p> |