

ROCHESTER COMMUNITY SCHOOLS

PRIDE IN EXCELLENCE

MI Safe Schools: Return to School Roadmap Operations Safe Start Phases

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Phase 4 Requirements

MI Safe Schools: Return to School Roadmap

Personal Protective Equipment

Facial coverings must be worn:

- By staff except for during meals
- By preK-12 students, staff, and bus drivers during school transportation
- In hallways and common areas by preK-12 students except for during meals
- In classrooms by all students grade 6-12

Face coverings may be homemade or disposable level-one (basic) grade surgical masks.

All students in grades K-5 must wear facial coverings unless students remain with their classes throughout the school day and do not come into close contact with students in another class.

Exceptions include any student or staff member who cannot medically tolerate or is unable to remove a facial covering.



Personal Protection Equipment (PPE)

PPE is utilized to minimize the exposure to hazards that cause serious injuries or illnesses.

PPE includes: masks (surgical, medical, N95, Kn95), face shields, gowns, gloves, and goggles.

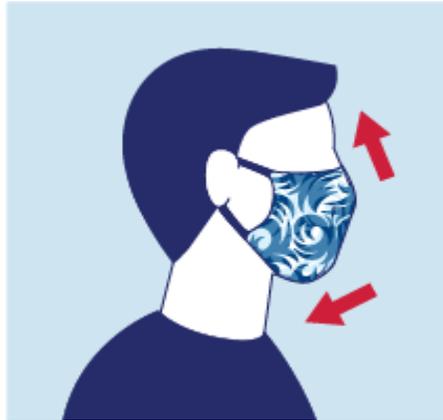
According to the CDC, face coverings are not considered “PPE” but are effective in creating a barrier to limit the spread of COVID-19.

Face Coverings:

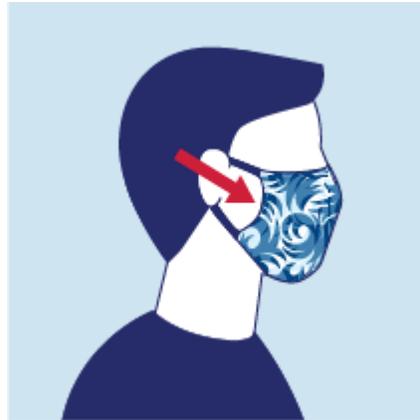
- Securely cover the nose and mouth, without gaps
- Can have ties or straps (ear loops)
- Can be homemade (cloth), or disposable (level one grade)



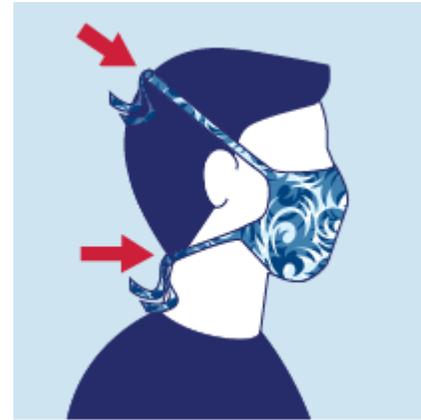
District Authorized Face Coverings



Cover the nose and mouth, below the chin



Fits snugly but comfortably against the side of the face



Secured with ties or straps (ear loops)



Allows for breathing without difficulty



Pediatric Considerations

Tips:

- Consider allowing children to select their own face covering.
- Practice wearing a face covering properly.
- Homemade or purchased cloth face coverings are acceptable.
- The right fit is important.
- Pleated face coverings with elastic are likely to work best for children.
- Try to find the right child's size and be sure to adjust it for a secure fit.

Resources:

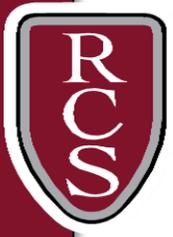
- <https://med.umich.edu/mott/thrive/tips-for-helping-kids-wear-masks>
- <https://www.healthychildren.org/English/health-issues/conditions/COVID-19/Pages/Cloth-Face-Coverings-for-Children-During-COVID-19.aspx>



PPE Systems Impact

Face covering complexities:

- District purchase or staff stipend
- Student face coverings
- Disposable, cloth, or clear
- Bidding requirements
- Lead time
- Distribution challenges
- Supply storage and safeguarding
- Additional costs



Phase 4 Requirements

MI Safe Schools: Return to School Roadmap

Hygiene

- Provide adequate supplies to support healthy hygiene behaviors to include, but not limited to:
 - Soap
 - Hand sanitizer with at least 60% alcohol for safe use
 - Paper towels
 - Tissues
 - Signs reinforcing handwashing techniques
- Teach and reinforce handwashing with soap and water for at least 20 seconds and/or the safe use of hand sanitizer that contains at least 60% alcohol



Hygiene Systems Impact

Complexities:

- Instructional time dedicated to student hand washing
- Logistics of providing hand sanitizer, paper towels, etc:
 - Bidding requirements
 - Lead time
 - Distribution challenges
 - Secure storage of supplies
- Additional costs due to:
 - Additional soap, hand sanitizer, paper towels, tissues, etc.
 - Purchase and installation of proper hygiene signs at standard locations
 - Bathrooms
 - Classrooms
 - Common areas



Phase 4 Requirements

MI Safe Schools: Return to School Roadmap

Screening students and staff

- Schools must cooperate with the local public health department regarding implementing protocols for screening students and staff

Testing Protocols for Students Staff and Responding to Positive Cases

- Schools must cooperate with the local public health department regarding implementing protocols for screening students and staff

Responding to Positive Tests Among Staff and Students

- All schools, public and private, must cooperate with the local public health department if a confirmed case of COVID-19 is identified, and in particular, must 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

Guidance has not been issued by the Oakland County Health Division



Phase 4 Requirements

MI Safe Schools: Return to School Roadmap

Food Service, Gathering, and Extracurricular Activities

- Prohibit indoor assemblies that bring together students from more than one classroom

Chartwell Dining Services' Ready to Reopen Operator Playbook

Six service models:

- Classroom delivery
- Hallway/common Area
- Cafeteria
- Off the bus
- Take-home meals
- Ship to home



RCS Cafeteria Model

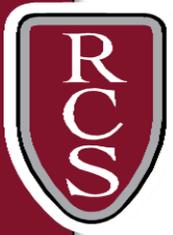
Cafeteria model highlights:

- Most familiar to students and offers the best menu variety
- Prepackaged meals (all self-served items, salad bars, and bulk condiments eliminated)
- Touchless, point-of-sale process. Food service staff will scan barcodes on student ID cards, roster, or index card
- Students release times on staggered schedule:
 - Elementary students kept in cohort with separation between cohorts
 - Secondary students observe physical distance in separate identified areas
 - Eating areas sanitized between seating schedules
- 100% prepay required (electronic payment or check only)
- 2020-2021 school meal rates apply



Food Allergy Management

- Alternate meals will continue to be prepared and labeled when necessary to avoid student food allergen
- Classroom rewards, academic or behavioral incentives, and fund raising activities will consist of non-food items only
- Students are prohibited from sharing snacks
- Individual snacks are to be pre-packaged and labeled by the manufacturer
- Cleaning protocols must be followed whenever food is consumed before or after school
- Unscheduled or unplanned food distribution is not permitted. Families are not to bring food for other students.



Cafeteria Model Systems Impact

Complexities:

- Meal distribution challenges - meal period planning and staggered classroom release scheduling
- Instructional time adjustments necessary to enable staggered meal schedules
- Additional costs due to:
 - Purchase and installation of directional signs
 - Additional custodial staff time to sanitize between meal time schedules
 - Additional cleaning/sanitizing supplies
 - Individual meal packaging



Phase 4 Requirements

MI Safe Schools: Return to School Roadmap

Athletics

- Comply with all guidance published by Michigan High School Athletic Association (MHSAA) and the National Federation of State High School Associations (NFHS)
- Students, teachers, and staff must use proper hand hygiene techniques before and after every practice, event, or other gathering. Every participant should confirm that they are healthy and without any symptoms prior to any event
- All equipment must be disinfected before and after use
- Inter-school competitions may be held provided that, facial coverings are worn if school transportation is provided.
- Buses must be cleaned and disinfected before and after every use, as detailed in the subsequent “Busing and Student Transportation” section



Phase 4 Requirements

MI Safe Schools: Return to School Roadmap

Athletics (continued)

- Spectators are allowed outdoors, provided that facial coverings are used by observers and six feet of social distancing can be maintained at all times. Attention must be given to entry and exit points to prevent crowding.

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.

- Each participant must use a clearly marked water bottle for individual use. There should be no sharing of this equipment
- Handshakes, fist bumps, and other unnecessary contact must not occur
- Indoor weight rooms and physical conditioning activities that require shared equipment are suspended. Outdoor physical conditioning activities are allowed while maintaining social distancing



Michigan High School Athletic Association (MHSAA)

Guidelines:

- Outdoor activity may take place in groups of 100 or less, with physical distancing
- All INDOOR facilities are closed
- ALL Sports:
 - Must maintain physical distancing
 - Only OUTDOOR activities are permitted



RCS Athletics

Guidelines:

- Organized team activities (scheduled practice/training sessions) are voluntary. Athletes should stay home if they exhibit COVID-19 related symptom
- Athletes are to complete the COVID-19 Google survey (link emailed from head coach) each day prior to practice, which will be followed by an onsite temperature check conducted by an athletic trainer, coach, or athletic director
- Persons with positive symptoms or a temperature higher than 100.3 degrees will be discreetly removed from activity. Parents will be notified by a coach or athletic trainer. Athletes can return to workouts after being fever-free for 72 hours, without medication per CDC guidelines
- Athletes are to bring their own clearly labeled water bottle (minimum 2 qts.) and if possible, hand sanitizer. Hand sanitizer will be provided by each team
- Athletes to arrive 15 minutes before each scheduled session



RCS Athletic Guidelines (continued)

- Participants must maintain a minimum 6' of physical distancing during the screening process and throughout the activity
- Athletes are encouraged to wear masks to/from the facility and during the screening process.
- Masks do not have to be worn during conditioning/drills unless the parent/student-athlete deems necessary.
- Students/staff to:
 - Wash hands prior to and after returning home from practice.
 - Shower immediately upon returning home.
 - Wash clothes as soon as possible following each activity.
 - Wear their own clothing, including uniforms, pinnies, gloves, etc.
 - Avoid handshakes, fist bumps, high fives, contact celebrations, or spitting.



Athletics Systems Impact

Complexities:

- All equipment must be disinfected before and after use
- Buses used to transport student athletes must be cleaned and disinfected before and after every use
- Staffing assigned to every entry and exit points to prevent spectator crowding
- Google COVID-19 survey monitoring; compliance documentation
- Additional costs due to:
 - More staff time to sanitize equipment before and after each use
 - More cleaning/sanitizing supplies
 - More staff time to monitor and manage athletic facility entry and exit points
 - More staff time to monitor compliance with RCS athletic guidelines



Phase 4 Requirements

MI Safe Schools: Return to School Roadmap

Cleaning

Staff must wear gloves, a surgical mask and face shield when performing all cleaning activities. Surfaces must be cleaned with either an EPA-approved disinfectant or diluted bleach solution:

- Every four hours:
 - Frequently touched surfaces including light switches, doors, benches, and bathrooms
- After every class period:
 - Libraries, computer labs, arts, and other hands on classrooms
 - Student desks must be wiped down with either an EPA-approved disinfectant or diluted bleach solution after every class period
- Playground structures must continue to undergo normal routine cleaning, but using an EPA approved disinfectant is unnecessary
- Ensure safe and correct use and storage of cleaning and disinfection products, including storing products securely away from children, and with adequate ventilation when staff use products

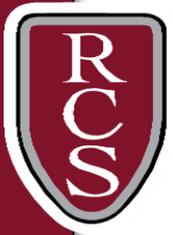


Cleaning Logistics

It is currently impossible to meet requirements with current number of custodial staff.

Example:

- High school has approximately 80 classrooms
- Minimum 5 minutes to clean/disinfect a classroom during passing time while students are not in the room
- Passing time limited to total of 30 minutes/day in order to meet instructional hour requirements (including to/from lunch)
- At 5 minutes/classroom, we would need 40 daytime custodians to clean during passing times
- Total district-wide custodial staff during a normal school year for all shifts (25 buildings) = 112



Cleaning Systems Impact

Complexities:

- Staffing, training, monitoring
- Cleaning time constraints
- Lead time for supply deliveries
- Supply distribution, secure storage challenges
- Additional Costs due to:
 - Time needed to complete required cleaning
 - Required supplies including face shields, gloves, cleaning products
 - Cleaning and disinfecting equipment and supplies



Cleaning Model

Cleaning model

- Custodial staff schedules adjusted to provide adequate staff during school hours
- Student schedules adjusted to minimize students movement in school buildings
- Collaborative approach in order to meet cleaning requirements
- Face shields, masks, and gloves supplied to staff to use while cleaning
- Staff trained on cleaning protocols and safe use and storage of cleaning products
- Cleaning products supplied to each classroom
- Limited use of school sites to facilitate cleaning:
 - Staff will leave at least one hour after school day ends
 - School Age Care will operate in limited areas of buildings
 - Facility rentals (including outdoor facilities) and in-person enrichment programs suspended



Phase 4 Requirements

MI Safe Schools: Return to School Roadmap

Busing and Student Transportation

- Hand sanitizer supplied and to be used before entering the bus
- Face coverings required for bus driver, staff, and all students in grades preK-12, if medically feasible
- Buses cleaned and disinfected before and after every transit route
- Children must not be present while a bus is being cleaned
- Frequently touched surfaces cleaned/disinfected prior to morning and afternoon routes:
 - Area around driver's cockpit
 - Hard seats, arm rests, door handles
 - Seat belt buckles
 - Light and air controls
 - Doors and windows
 - Grab handles



Phase 4 Requirements

MI Safe Schools: Return to School Roadmap

Busing and student transportation (continued)

- Clean, sanitize, and disinfect equipment including items such as car seats, wheelchairs, walkers, and adaptive equipment being transported to schools daily
- Create a plan for getting students home safely if they are not allowed to board the vehicle
- If a student becomes sick during the day, they must not use group transportation to return home and must follow protocols outlined above. If a driver becomes sick during the day, they must follow protocols for sick staff outlined above and must not return to drive students
- Weather permitting:
 - Keep doors and windows open when cleaning the vehicle and between trips to let the vehicles thoroughly air out
 - Consider keeping windows open while the vehicle is in motion to help reduce spread of the virus by increasing air circulation, if appropriate and safe



Student Transportation Systems Impact

Complexities:

District:

- Hand sanitizer dispenser mounted to each bus near entrance
- Logistics of purchasing/filling dispensers and routine disinfecting
- Cleaning/disinfecting supplies:
 - Bidding Requirements
 - Lead time
 - Distribution challenges
 - Secure storage of supplies

Students/Families:

- Students must wear masks upon entry onto school bus
- Students are required to sanitize hands upon entry



Transportation Systems Impact (continued)

Additional Costs due to:

- Additional time needed to complete required cleaning/disinfecting prior to bus runs
- Training transportation staff on how to properly clean/disinfect bus
- Additional required supplies including face shields, masks, gloves, cleaning products
- Additional disinfecting equipment and product needed to sanitize buses



General Fund Preliminary Financial Forecast

Many 2020-21 material budget components are still unknown:

- State aid foundation allowance levels
- Federal school operating subsidy?
- Enrollment levels
- Staffing availability
- Total financial impact of COVID-19 mandates

Heightened emphasis on:

- Pending immediate reduction in available resources
- Maximizing operational efficiencies
- Prioritization of highly effective programs and services
- Cost/benefit analysis
- Use fund balance responsibly