

COVID-19 Preparedness and Response Plan

(Executive Order 2020-142 District Preparedness Plan Template)

Revised 7:00AM
07/10/20

Name of District: Breckenridge Community Schools

Address of District: 400 Wright Street Breckenridge MI, 48615

District Code Number: 29040

Web Address of the District: <https://www.breckhuskies.org/>

Name of Intermediate School District: Gratiot Isabella RESD

Name of Authorizing Body (if applicable):

Preparedness Plan Introduction

Governor Whitmer's [Executive Order 2020-142](#) "provides a structure to support all schools in Michigan as they plan for a return of pre-K-12 education in the fall. Under the order, school districts must adopt a COVID-19 Preparedness and Response Plan laying out how they will cope with the disease across the various phases of the [Michigan Safe Start Plan](#). In turn, the accompanying Michigan Return to School Roadmap offers a guide to the types of safety protocols appropriate during each phase. There's no one-size-fits-all solution: What works in Lansing may not work in Sault Sainte Marie. Districts will retain the flexibility to tailor their instruction to their particular needs and to the disease conditions present in their regions." (EO-2020-142)

Each district (public, public school academy (PSA), nonpublic, and intermediate school district (ISD) that educates pre-K-12 students) shall submit a single completed Assurance Document and Preparedness Plan to its Board in time for approval by August 15 or seven days before the first day of school, whichever comes first. This template, when completed, serves as a single Assurance Document and Preparedness Plan.

The Preparedness Plan will be collected by the Intermediate School District for public school districts, the authorizing body for public school academies, or the chief/designated school administrator for nonpublic schools for transmission to the State Superintendent of Public Instruction and State Treasurer by August 17, 2020. Additionally, this Preparedness Plan must be posted on the district's/PSA's, or nonpublic school's public website home page no later than August 17, 2020. A single application should be filed by the district rather than multiple applications for individual schools within a district.

Preparedness Plan Assurances

The District agrees to meet all of the following requirements of Executive Order 2020-142

- ✓ The District assures that when it provides in-person instruction to its students without disabilities, the district must also provide in-person instruction to its students with disabilities, consistent with their individualized education programs (IEPs).
- ✓ The District assures that when schools are closed to in-person instruction, districts must strive in good faith and to the extent practicable, based upon available resources, technology, training, and curriculum, as well as the circumstances presented by COVID-19, to provide equal access to any alternative modes of instruction to students with disabilities from birth through age 26. This assurance includes the provision of auxiliary services under section 1296 of the Revised School Code, MCL 380.1296.
- ✓ The District assures that while any state of emergency or disaster related to the COVID-19 pandemic continues, it shall comply with guidance from the United States Department of Education, including its Office of Civil Rights and Office of Special Education and Rehabilitative Services, and the Michigan Department of Education concerning the delivery of alternative modes of instruction to students with disabilities in light of the impact of COVID-19.
- ✓ The District assures that it shall, to the extent practicable and necessary, make individualized determinations whether and to what extent compensatory services may be needed for students with disabilities in light of the school closures during the 2019–2020 school year.
- ✓ The District assures that during **Phase 1, 2, or 3** of the *Michigan Safe Start Plan* it will close its buildings to anyone except: (a) District employees or contractors necessary to conduct minimum basic school operations consistent with a Preparedness Plan, including those employers or contractors necessary to facilitate alternative modes of instruction, such as distributing materials and equipment or performing other necessary in-person functions. (b) Food-service workers preparing food for distribution to students or their families. (c) Licensed child-care providers and the families that they serve, if providers follow all emergency protocols identified by the state.
- ✓ The District assures that during **Phase 1, 2, or 3** of the *Michigan Safe Start Plan* it will suspend athletics, after-school activities, inter-school activities, and busing.
- ✓ The District assures that during **Phase 1, 2, or 3** of the *Michigan Safe Start Plan* it will provide for the continued pay of school employees while redeploying staff to provide meaningful work in the context of the Preparedness Plan, subject to any applicable requirements of a collective bargaining agreement.
- ✓ The District assures that in **Phases 1, 2, or 3** of the *Michigan Safe Start Plan* it will provide for the continuation of food distribution to eligible students.
- ✓ The District assures that during **Phase 4** of the *Michigan Safe Start Plan* it will prohibit indoor assemblies that bring together students from more than one classroom.
- ✓ The District assures cooperation with the local public health department if a confirmed case of COVID-19 is identified, and agrees to collect the contact information for any close contacts of the affected individual from two days before he or she showed symptoms to the time when he or she was last present in school.

Preparedness Plan

Every district must develop and adopt a COVID-19 Preparedness and Response Plan (“Preparedness Plan”) that is informed by [Michigan’s 2020-21 Return to School Roadmap](#) (“Return to School Roadmap”) from the COVID-19 Task Force on Education and Return to School Advisory Council.

In accordance with Executive Order 2020-142 a plan must include all the following parts:

- A. The policies and procedures that the District will follow when the region in which the district is located is in **Phase 1, 2, or 3** of the *Michigan Safe Start Plan*.
 1. Describe how the district will offer alternative modes of instruction other than in-person instruction and a summary of materials each student and the student’s parents or guardians will need to meaningfully access the alternative modes of instruction included in the Preparedness Plan. If the Preparedness Plan relies on electronic instruction, the Preparedness Plan must consider how the district will aid students who lack access to computers or to the internet. This is also in the Continuity of Learning and COVID-19 Response Plan submitted in April. You may want to update and link to this plan in your response below.

Breckenridge Community Schools (BCS) plans to provide virtual learning for BCS families. This model will provide online instruction with the ability to provide some resources via paper packets. Students will be primarily using online learning platforms as a primary mode of instruction, but those who lack access to online materials, will be provided information via packets. PreK-2nd grade will use SeeSaw and 3rd-12th grade will use Google Classroom. For students who do not have a device, the district will provide a device for students. For families with internet connectivity concerns, BCS will provide information about locations within the district that families can drive up to use the internet from their vehicles. Districts within our RESD, including BCS, will collaborate to publish a regional map of GIRESD districts’ internet sites, so students may cross districts to access the internet closest to their home or daycare. Students who do not wish to participate in distance learning through on-line format, will have access to instructional and learning materials through a weekly instructional packet. Instructional materials (i.e. paper, pencils, etc) will be made available to families that do not have them. All students will have access to grade-level/course textbooks/resources as needed to complete their work. In both online and packet formats, Essential Standards for grade level work will be addressed, completion of work will be expected, teachers will provide appropriate formative feedback, and work will be graded in a manner that allows both the student and teacher to know the next steps in the learning process for each student. The district will do everything it can to meet student/family needs, allow for full participation, and support students in learning new content.

Daily check ins will be required for attendance. Teachers/Staff will be expected to have two-way communication with students on a daily basis with those students on their class lists. Teachers will create lessons from their classroom, where they have access to all necessary learning materials and teaching resources, including internet access, computer and video capabilities. Lessons will be recorded or provided and delivered through Seesaw or Google Classroom, depending on the grade level. Teachers will be given support to ensure content being delivered is consistent and addresses grade level Essential Standards, and to support each in their use of digital platforms. If in Phase 1-3, the principal will hold weekly virtual meetings with teachers and other key staff to identify any additional students or families in need.

Teachers will use grade level curriculum resources as defined by our district's power standards, and will use recorded lessons, screencasts, and virtual meetings (Zoom, Google Meet) to assist with instruction. Also Boardworks can be used to assist with providing instruction and interactives for differentiating students. Teachers will be expected to build supportive relationships, and maintain

connections. We will encourage relationships between teachers and their students, as well as between students, to support and maintain the “classroom environment” as much as possible. Teachers will be expected to support the family member who is supporting the learning at home. Teachers will use virtual meetings to hold virtual classroom meetings on a consistent basis.

Teachers will provide feedback to students on assignments through the instructional platform as they are completed. Teachers will differentiate instruction within the platform to meet each student’s needs.

The Breckenridge Community Schools’ Return to School Plan for Phases 1, 2 and 3, Phase 4, and Phases 5-6 will be communicated through our Power Announcement communication platform, according to the preferences our parents/guardians have chosen in that system. Parents will receive an email with the plan attached, and/or a voice message and/or text message directing them to our district website where they can access. The plan will be posted in a prominent location on our district website, and a link will also be posted on our district and building Facebook pages.

For our students in dual enrollment courses we will ensure that the students have the appropriate materials and support to complete these courses. For students enrolled in CTE programs we will work with the CTE Principal/Director to ensure our students have the ability to complete these courses and the ability to participate in the anticipated certification, if applicable.

If a student participates in distance learning, teachers will use the instructional platform to monitor student wellness, engagement, and completion of assignments. They will also keep a log of communication with students and families. As with any attendance or participation issues, concerns will be raised by teachers to the principal, teacher, or counselor to develop a plan to support the student with connecting to his/her learning. Additional support agencies may be sought to make these connections (31N Coordinator/Counselors, DHHS, RESD supports etc.).

If in Phases 1-3, the district will survey all parents to determine current mental health needs and provide an online form for parents/students to request support. Based on the survey results or form requests, any or all of the following may support the students, as needed: school counselor, 31N counselor, Principal, School Social Worker, RESD staff, Gratiot Integrated Health.

B. The policies and procedures that the District will follow when the region in which the District is located is in **Phase 4** of the Michigan Safe Start Plan. Those policies and procedures must, at a minimum, include:

1. Face coverings (p. 22)

- a. Please describe how the district will implement **requirements** for facial coverings that at a minimum require the wearing of face coverings, except during meals and unless face coverings cannot be medically tolerated, for:
 - i) All staff and all students in grades preK-12 when on a school bus.
 - ii) All staff and all students in grades preK-12 when in indoor hallways and common areas.
 - iii) All staff when in classrooms.
 - iv) All students in grades 6 and up when in classrooms.
 - v) All students in grades kindergarten through grade 5 unless students remain with their classes throughout the school day and do not come into close contact with students in another class.

The following will be completed prior to the first student day, August 26, 2020 and then as long as necessary throughout the 2020-21 school year.

REQUIRED Protocol for Safety:

- The expectations for the wearing of face coverings and how to obtain clean face coverings will be included in all district to parent communications, all student orientations/open houses, and all staff orientations.
- Students and parents will sign-off/agree to their awareness of safety policies and procedures before the students are permitted to enter the classroom on the first day of school.
- Building, grounds, and transportation signage will be prominent throughout all school facilities and clearly identify who is required to wear face coverings in each designated area of the building, grounds, or bus.
- Parents may choose to provide their own face covering for their child(ren). BCS will provide disposable or cloth face coverings (masks) for those who do not have their own.
- Families wishing to provide their own face covering will be encouraged to provide 2 face coverings, so a personal spare is available should the first fail. Family provided face coverings will be expected to be cleaned daily.
- Disposable face masks in child and adult sizes will be available at each building each day, for those who wish for the school to provide face coverings. These will be available to all students.
- Face coverings with a clear mouthpiece and/or clear face shield will be encouraged for staff working in grades PreK-3 teachers. Staff may provide their own, or BCS will provide if requested.
- Staff may choose to provide their own face covering. BCS will provide reusable or disposable face covering for staff at each site. Staff choosing to provide their own face covering will be responsible for cleaning of the face covering.
- Individuals (staff or students) who claim medical exemption will need to meet with their principals to provide rationale and documentation, prior to the beginning of the school year.
- PreK-5 students will not be required to wear a face covering once they are situated in the classroom unless they leave their classroom cohort (hallway, bathroom, RTC etc).
- PreK-5 students may choose to wear a face covering.
- Parents who are enrolling their child(ren) in face to face instruction rather than “Huskies On-Line” are agreeing to ensure their child(ren) abides by the safety protocol required for the safe reopening of school. Parents and students who will not comply with the required safety protocols should enroll their student in the “Huskies On-Line” option.
- Students who are capable of wearing a face covering and refuse to do so in an area where a face covering is required, including the school bus, will be issued a face covering by a school official (teacher, paraprofessional, driver, administrator, school safety staff, playground aid, etc.) and asked to put the face covering on. Any situations where a student is refusing to comply with wearing a face covering will be documented as a discipline issue via PowerSchool.
- Students showing patterns of non-compliance will be removed from the school building and/or bus and placed into remote instruction (Huskies On-line) until the student agrees to comply with this safety protocol. Parents will be notified of each instance of non-compliance by the administration or school safety officer. Continued removals from the school building will result in permanent placement in “Huskies On-Line”.
- Staff who are capable of wearing a face covering and refuse to do so will be addressed by the school administrator and could face progressive disciplinary measures up to and including termination.
- Guests to the school building (presenters, substitute teachers, etc) will be provided a face covering upon signing in at the main office and will be instructed to wear the face covering at all times. Instances of non-compliance will result in the guest being asked to leave the school facility.
- In instances of uncertainty about individuals not wearing face coverings, these matters will be relayed to the building administration for review and decisive action.

Strongly Recommended Protocols:

- Face masks in K-5 setting in special needs classrooms
 - K-5 special education services will be provided via pull outs. However, students will be pulled from the same classroom or individually to ensure that students will only be with students from their classroom (cohort). There will be no mixing of students from non cohorted groups without the wearing of masks..
- Face masks for Preschoolers in hallways
 - Licensing requirements will be followed in our GSRP classrooms.

2. Hygiene

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

The following will be completed prior to the first student day, August 26, 2020 and then as long as necessary throughout the 2020-21 school year.

REQUIRED Protocols for Hygiene:

- *Every classroom that does not have a fixed sink for hand washing capability will be provided additional sanitizing materials.*
- *Supplies (paper towels, soap, hand sanitizer, tissues, trash receptacles) will be checked daily and restocked in each classroom and restroom.*
- *Teachers will contact the office immediately if supplies run low during the school day.*
- *Each classroom will have a hygiene protocol with timelines that are posted and communicated via newsletters, web pages, bulletin boards, and school social media sites. It will include*
 - *Proper handwashing*
 - *How to cough and sneeze into their elbows*
 - *Cover cough/sneeze with a tissue and dispose of it in the trash*
- *Teachers will teach students the following on the first day of school and reinforce weekly or more often as needed*
 - *Proper handwashing*
 - *How to cough and sneeze into their elbows*
 - *Cover cough/sneeze with a tissue and dispose of it in the trash*
- *Custodial staff will*
 - *Procure adequate soap, hand sanitizer, paper towels, tissues prior to the first day of school*
 - *Post signage related to cleaning and hygiene strategies in each room, restroom, throughout the hallways by August 19.*
 - *Monitor hygiene supplies and refill as needed.*
 - *Procure hand sanitizing stations as deemed necessary during walk-through with building principals.*

Strongly Recommended Protocols:

- *Educating staff and students on cough and sneeze etiquette will be required curriculum.*
- *Custodial staff will refill hand sanitizer and soap dispensers on a regular schedule.*
- *Proper mitigation strategies including hand washing and sneezing etiquette will be communicated to families via newsletters, web pages, bulletin boards, and the like. Parents and caregivers will be asked to review and reinforce with their child(ren).*
- *Students PreK-5 will have handwashing breaks scheduled every 2-3 hours.*
- *Sharing school supplies will be limited, and each student will have their own supply box/area for materials. A list of these supplies will be generated as appropriate for each grade level and/or specific middle school or high school courses.*
- *Shared materials, even in small groups, will be disinfected between use.*
- *Hand sanitizer stations will be set up throughout each building.*

3. Spacing, Movement and Access

Please describe how you will implement the Spacing, Movement and Access **Strongly recommended** protocols from the *Return to School Roadmap* (p. 23) .

The following will be completed prior to the first student day, August 26, 2020 and then as long

as necessary throughout the 2020-21 school year.

There are NO REQUIRED Protocols for Spacing, Movement and Access.

Strongly Recommended Protocols:

- Social distancing of desks will be done where feasible, depending on the number of students returning to school for Face to Face instruction and size of the classroom
 - The district does not have additional classroom spaces and/or ability to hire new staff to make this recommended practice a reality in all classrooms and at all grade levels.
- In classrooms utilizing tables, students will be spaced “as far apart as feasible”.
- Small group interventions will use plexiglass dividers to assist with proper distancing and student separation.
- Classroom desks will not be “clustered”, and will face the same direction.
- Teachers will maintain six feet of spacing between themselves and students “as much as possible”.
- Family members and guests were not allowed in the school except under extenuating circumstances. Extenuating circumstances will be determined by building administrators.
 - Meeting with adults, such as Parent/Teacher Conferences or IEP meetings, will be held virtually whenever possible.
 - Drop off and pick up procedures at elementary and MS/HS level will be reviewed and rewritten to ensure no clustering of students and/or adults.
- Signage will be posted to indicate social distancing.
- Floor marking and seat arrangements will be used in line formation/waiting areas areas such as office, restrooms, copier.
- Students in upper elementary, middle school, and high school will wipe down their desk using a disinfecting wipe at the end of each class, prior to leaving the classroom.
- Classrooms will be disinfected and sanitized by custodial staff at least once each day, following a schedule developed by BCS Director of Maintenance and Facilities. Documentation of such cleaning will be required.
- Signage will be posted in all restrooms and at all classrooms sinks to indicate proper hand washing hygiene.
- All adults entering the building will complete the Health Screening (provided by Mid Michigan Health Department), have their temperature taken, wear a face covering, and use hand sanitizer as they enter. Records will be kept of all non-school employees entering the building that include date, time in, time out and the health screening. Any visiting adult entering the building will need to be approved by the building principal.

4. Screening

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

The following will be completed prior to the first student day, August 26, 2020 and then as long as necessary throughout the 2020-21 school year.

REQUIRED Protocol for Screening:

- A copy of the District’s screening and exposure plan will be provided to the District by the Mid Michigan District Health Department. This plan will be reviewed monthly with the District Leadership Team and the Mid Michigan Health Department, along with any referrals from the prior month.
- BCS will cooperate with the local public health department (Mid Michigan District Health Department) regarding implementing protocols for screening, testing and responding to a positive case for students and staff.
- ALL forms, protocol and practices related to screening, testing, reporting and response will be dictated by the Mid Michigan District Health Department.

Strongly Recommended Protocols:

- Each school building will identify a remote and secluded room of appropriate size, to serve as an isolation area. This room will be outfitted with appropriate PPE including gowns, face shields, N95 masks, gloves, and sanitizing wipes.
- Each building will have an identified and trained staff person to serve as the “quarantine provider”. These duties will take precedence over any other responsibilities and therefore this individual must have the flexibility to leave their regular assignment at a moment’s notice.
- From the time of identification of potential infection, the student will not be left unattended by the quarantine officer and a log sheet of activity will be maintained until the student or staff member is safely removed from the building.
- 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.
- The health department will be contacted to complete contact tracing and notification of vulnerable individuals.
- If requested by the Health Department, the student or parent 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.
- All school staff will be required to conduct a health safety self assessment, including current temperature, upon entrance to school, or from home before leaving for the school, verifying through a Google Form that they are safe to work. Staff may be allowed to complete this form at home and submit through Google.
- Staff who are unable to work due to displaying COVID-19 symptoms will be required to report this to the school and follow the appropriate procedures for requesting a substitute. The building principal/Administrative Assistant will monitor this form daily and follow up with any symptomatic person to direct where, when, and how to get tested and report those results back to the school as soon as available.
- Positive tests for staff members will result in a required quarantine away from school for the amount of time recommended by Mid Michigan Health Department. Days of quarantine for confirmed COVID-19 positive results will not count against employee sick time allocations, as long as such leave fits the parameters of the Families First Coronavirus Response Act.



5. Testing and Responding to a Positive Test

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

The following will be completed prior to the first student day, August 26, 2020 and then as long as necessary throughout the 2020-21 school year.

REQUIRED Protocols for Testing and Responding to a Positive Case:

- BCS will cooperate with the local public health department (Mid Michigan District Health Department) regarding implementing protocols for screening, testing and responding to a positive case for students and staff.

- ALL forms, protocol and practices related to screening, testing, reporting and responding will be dictated by the Mid Michigan District Health Department.

Strongly Recommended Protocols:

- Students who become ill with COVID -19 symptoms will be provided a face covering (if they are not already wearing one) and parents called to transport them off site.
- Staff who become ill with COVID -19 symptoms will be provided a face covering (if they are not already wearing one) and contact made to be transported off site.
- We will use communication from the Mid Michigan Health Department (MMDHD) to communicate a COVID-19 positive case and to encourage closer observation for symptoms at home.
- We will cooperate as requested by the Mid Michigan Health Department by providing information for contact tracing, following their recommendation of quarantine, and following their recommendation for testing.
- Mid Michigan Health Department will be notified immediately, with written follow up using the MMDHD Communicable Disease documents, as is current practice in all district buildings.
- Confirmed COVID 19 cases (students and staff) may not return to work until they are no longer communicable, as directed by MMDHD.
- Cleaning staff in the area of a confirmed COVID 19 positive case will wear surgical mask, gloves, and face shield while cleaning these areas.

6. Athletics

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

The following will be completed prior to the first student day, August 26, 2020 and then as long as necessary throughout the 2020-21 school year. REQUIRED Protocols for Athletics:

- *BCS will strictly adhere to the Guidelines provided by MHSAA for all athletic and athletic related events. MHSAA Guidance includes*
 - *hand washing hygiene*
 - *equipment disinfecting*
 - *facial covering*
 - *social distancing*
 - *number and spacing of spectators*
 - *individual water bottles*
 - *no unnecessary contact such as fist bumps*
 - *closure of indoor facilities*
 - *suspension of indoor spectator events.*
- *BCS will strictly adhere to the required protocol for transportation when utilizing BCS transportation for athletic and extracurricular events. This protocol requires face coverings for all staff and students while on the bus.*

7. Cleaning

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

The following will be completed prior to the first student day, August 26, 2020 and then as long as necessary throughout the 2020-21 school year.

REQUIRED Protocols for Cleaning:

- *District Level Administrators and Building Operations will meet to review all guidance related to cleaning and disinfecting of buildings and to review the Building Operations sections of the MI Safe Schools: Michigan's 2020-21 Return to School Roadmap.*
- *An inventory related to all cleaning supplies that are in compliance with EPA-approved COVID-19 materials will be taken and orders made to address increased cleaning protocols.*
- *Cleaning stations will be identified around the building that hold materials for use in different areas of the building to ensure quick and easy access to materials.*
- *All classrooms will be provided access to EPA-approved disinfectant in order to address new cleaning protocols. Staff will wear appropriate PPE equipment when cleaning.*
- *Classroom teachers or custodians, in lower elementary will wipe down the students' desks/tables as often as possible when students are not present in the classroom.*
- *Students in upper elementary, middle school, and high school will wipe down their desk using a disinfecting wipe at the end of each class, prior to leaving the classroom.*
- *Classrooms will be disinfected and sanitized by custodial staff at least once each day, following a schedule developed by BCS Supervisor of Grounds and Facilities. Documentation of such cleaning will be required.*
- *Each building custodial team and administrator will tour their building and identify areas of frequent use throughout the building. A map will be created and kept secure in the head custodian room and office to ensure compliance when custodial substitutes are in the building.*
- *Custodial staff will walk the building wiping all high frequency usage areas multiple times a day, 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, custodians, and/or students will wipe down the students' desks/tables every time students exit the room at the elementary level.*
- *Locked storage units with ventilation for cleaning materials will be available for all staff as needed. All classrooms will have the appropriate EPA-approved disinfectant in their rooms.*
- *Training on cleaning materials and protocols will be provided to the staff through a virtual meeting prior to the first day of school This training will show the use of PPE when cleaning, protocols for the classroom and storage of cleaning materials.*

8. Busing and Student Transportation

Please describe how you will implement the **requirements** for busing and student transportation protocols from the *Return to School Roadmap* (p. 28).

The following will be completed prior to the first student day, August 26, 2020 and then as long as necessary throughout the 2020-21 school year.

REQUIRED Protocols for Busing and Student Transportation:

- *Transportation employee work requirements will be altered as needed to address required cleaning, sanitizing, and professional development to maintain the fleet.*
- *Assurance statements will be developed to ensure the appropriate use of face covering for all students and drivers, use of hand sanitizers and cleaning protocols.*
- *The transportation department will assess the number of buses that will be on the road, after the district determines who will be returning to in-person instruction and who will be utilizing BCS transportation.*
- *Buses will be supplied with hand sanitizer and used upon entrance/exit of each bus.*
- *Transportation and Maintenance and Facilities Directors will ensure cleaning supplies in compliance with the CDC are utilized to clean buses between routes, including areas of frequent areas of contact.*
- *High traffic areas will be wiped and/or sprayed down following every route.*
- *Disposable face masks will be made available for students in case a student needs a face covering.*

- BCS will develop and communicate a policy to families related to the mandatory face covering on the bus for all staff and students. Families who are utilizing BCS transportation services will be doing so knowing they must comply with the required protocol of face covering while on the bus.
- Bus drivers will be informed about any students who are medically unable to wear a face covering.
- Training will be offered to all bus drivers that includes, but is not limited to:
 - Appropriate use of face covering
 - Policies regarding face covering
 - Policies regarding hand sanitizing
 - Policies and methods for cleaning and disinfecting
- Bus drivers, weather permitting (no precipitation, temperature above 55 degrees F), will keep windows open on the bus both en route and when stopped.

9. Medically Vulnerable Students and Staff Please describe how you will implement the requirements for medically vulnerable students and staff protocols from the *Return to School Roadmap* (p. 28).

The following will be completed prior to the first student day, August 26, 2020 and then as long as necessary throughout the 2020-21 school year.

REQUIRED Protocols for Medically Vulnerable Students and Staff:

- IEPs/504s that were not reviewed during the School Closure Spring 2020 will be reviewed to update as needed to decrease their risk for exposure to COVID-19.
- Students who need to identify as “high risk” for severe illness due to COVID-19 may provide a signed medical statement and may decide to move their learning to the “Huskies On-Line” platform to learn from home.
- Staff who need to identify as “high risk” for severe illness due to COVID 19 may provide a signed medical statement. The district will work with the employee to determine if there is an acceptable alternative to their current work assignment.

Strongly Recommended Protocols:

- BCS will work with local bargaining units and within current contracts to enable staff who are at risk for severe illness to minimize face-to-face contact and maintain a distance of 6 feet from others, modify job responsibilities that limit exposure risk, or support telework, is feasible.

C. MENTAL AND SOCIAL EMOTIONAL HEALTH The policies and procedures that the District will follow when the region in which the District is located is in **Phase 4** of the Michigan Safe Start Plan. The following are **STRONGLY RECOMMENDED** Before Schools Reopen for In-Person or Hybrid Instruction:

The following will be completed prior to the first student day, August 26, 2020 and then as long as necessary throughout the 2020-21 school year.

There are NO Required Protocols for Mental and Social-Emotional Health.

Strongly Recommended Protocols:

- Referrals for school based services will be made based on these referrals following protocol already established in the district.
- Staff will complete the Safe Schools Model for Child Protective Service Referrals prior to October 31, 2020.
- BCS staff have been committed to Social Emotional health of our students. Staff professional development has been provided with Dr. Stephanie Grant, PBIS, and Second Steps. Select staff members have been trained in Restorative Practices and Conscious Discipline. PPD on Mental and Social-Emotional Health will continue, with a full day virtual conference with Jessica Minahan (Author of The Behavior Code and The Behavior Code Companion) and Dr. Stephanie Grant (Director of Infant Mental Health and Trauma Informed Specialist) on August 24, 2020.
- Every students' academic and social emotional needs will be addressed with the integration of Social and Emotional Learning (SEL) and strengthening connections with students.
 - K-8 Second Steps lessons included in In-Person and "Huskie On-Line" learning
 - See additional Mental and Social Emotional Health supports in place under Mental and Social Emotional Health Heading in this Return to School Plan.
 - Wellness resources will be compiled and available to students and staff.

D. INSTRUCTION The policies and procedures that the District will follow when the region in which the District is located in **Phase 4** of the Michigan Safe Start Plan. The following are **STRONGLY RECOMMENDED** Before Schools Reopen for In-Person or Hybrid Instruction, followed by **STRONGLY RECOMMENDED** When Schools Reopen for In-Person or Hybrid Instruction. :

The following will be completed prior to the first student day, August 26, 2020 and then as long as necessary throughout the 2020-21 school year.

There are NO Required Protocols *Before Schools Reopen for In Person or Hybrid Instruction.*

Strongly Recommended Protocols *Before Schools Reopen for In-Person or Hybrid Instruction*

GOVERNANCE:

- Stakeholders from the following areas were invited to serve on an Advisory Groups for the BCS Return to School Plan. All respondents were accepted, with no interested party being denied participation.
 - Parent/Community
 - Teachers
 - Union Leadership
 - Support Staff
 - Administration
 - Board of Education
- Input from all Advisory Groups members was used to develop the district's Return to School Plan.

INSTRUCTION: During the COVID-19 Pandemic, our commitment to ALL students remains consistent and focused. For the 2020-21 school year:

- Every student will start the year with access to grade-level instruction and high quality, standards-aligned instructional materials in every subject. State Standards will continue to be utilized while determining content learning expectations for both In-Person and “Huskies On-Line”.
- Every student will be assessed on their understanding of prerequisite skills and grade-level proficiencies using formative assessments, screeners, or diagnostics.
- Every family will have the flexibility of choice in their learning programs. Families of students PreK-12 may choose to enroll their student(s) in
 - In-Person, Face to Face Learning
 - “Huskies On-Line” Virtual Learning
- Clear expectations will be set around high quality remote instruction that include:
 - Best practices for blended or remote learning
 - Grade-level proficiencies
 - Modes of student assessment and feedback
 - Differentiated support for students
 - The inclusion of social-emotional learning
 - Guidance around daily instructional time and workload per different grade bands to ensure consistency for students.
- Every students’ academic and social emotional needs will be addressed with the integration of Social and Emotional Learning (SEL) and strengthening connections with students.
 - K-8 Second Steps lessons included in In-Person and “Huskie On-Line” learning
 - See additional Mental and Social Emotional Health supports in place under Mental and Social Emotional Health Heading in this Return to School Plan.
- Teachers have been working in Regional Work Groups to determine, define and implement Power Standards in all content areas. These Power Standards will continue to be used to identify the major work of a grade level and/or content area to provide focus, determine priorities and accelerate learning opportunities across both In-Person and “Huskies On-Line” platforms.
- We will continue to use the MTSS Tier 1, Tier 2 and 3 intervention programs we have in place for grades K-5. We recognize that this support may look different to fit the safety protocols put in place. Teachers will routinely review data to determine these needs and to implement best practice strategies to address these needs.
- A review of teaching resources necessary to support teachers in delivering instruction and students in learning will be on-going. Procurement of approved materials will be executed in a timely manner, when possible.
- IEPs and 504 Plans will be reviewed to ensure timely adjustments to services and accommodations are made to address evolving needs.
- Intervention and support services will continue in all learning programs in each learning environment, including
 - CTE - students choosing “Huskies On-Line” will be counseled by a BCS Guidance Counselor and CTE Counselors to consider those CTE courses that most easily translate to “Huskies On-Line” format. CTE students may elect to complete their non-CTE courses through “Huskies On-Line” and enroll in In-Person Instruction for the CTE portion of their schedule. This will be handled on an individual basis.
 - GSRP - These programs will will work collaboratively with Midland Consortium and LARA to follow LARA regulations as well as the BCS Return to School Plan
 - Special Education - Students with an IEP or 504 Plan will receive FAPE services as defined in their IEP to the greatest extent possible, determined by the IEP Team (of which parents are a member) which will consider the format for learning chosen by the family. If enrolled in “Huskies On-Line”, BCS will work with BCS service providers and GIRESD service providers to develop a continuation of the learning plan that follows the IEP.
 - IRIPs - IRIPs will be used to ensure differentiation/MTSS model of instruction in both In-Person and “Huskies On-Line” to support students in grades K-3 who are at risk in reading.

- Data reviews and Return to School Safety Requirements will be reviewed to determine the need and feasibility to operate After School Programs, Summer School and options for services outside of the school day.
- In close collaboration with our high school principals, counselors, college advisors, local college access network members and CTE Career Pathways Counselors, we will work diligently to secure support for students who are transitioning to postsecondary. These supports will encompass:
 - Determining what resources should be shared with Class of '21 and Class of '22 students and families.
 - Planning for fall administration of SAT and ensuring that high school staff are communicating regularly with seniors.
 - Providing resources, information, and training to parents and students. This will include a wide continuum of topics such as FAFSA completion, college application preparation, stackable certifications, etc.
 - Utilizing counselors and/or college advisors to provide continued support to Tuition Incentive Program (TIP) eligible students. Monitor the number of TIP eligible students who are enrolling in college.
 - Coordinating efforts with our local college access network, counselors, and college advisors.
 - Monitoring the impact and consequences created by moving to Credit/No Credit for spring 2020. We will ensure all transcripts note the COVID19 closure and any resulting changes in grading.
 - Creating measures/processes to identify students who may need additional support.
 - Participating in the MiCareerQuest Middle Michigan, hosted by Michigan Works. if allowed.
- “Huskies On-Line” model will utilize two digital platforms for delivery of instruction
 - PreK-2nd grade: SeeSaw
 - Third-12th grade: Google Classroom
- A cohorting/classroom model will be used in PreK-5th grades.
- Lunch, before school, and after school schedules will be adjusted in grades 6th - 12th to minimize mingling.
- Students PreK-12 choosing In-Person will be in school 5 days a week, following a regular school day schedule, with necessary adjustment made to lunch times and recess times.

COMMUNICATIONS AND FAMILY SUPPORTS:

- Community feedback during Spring of 2020 identified that multiple modes of communication (both one-way and two-way) enabled us to most effectively communicate with our families and students. We used and will continue to use multiple modes including our district website and social media sites, Power Announcement, email and text messaging.
- As we move forward we will continue to implement the following communication protocols:
 - Maintain timely, accurate, and clear two-way communication with families regarding student’s academic and social-emotional functioning and school and classroom information.
 - Clearly communicate all plans and expectations for the student’s return to school including modes of assessment, curriculum, grading and expectations for grade-level proficiencies.
 - Ensure all communications are in both English and the home language of our students as necessary.
 - Ensure our teachers know and understand the school communication plan
 - Ensure our teachers use the district’s remote learning platform(s) effectively and parents have access to the information.
 - Communicate in a timely manner when it becomes necessary to modify our modes of instruction.

- We truly value our parents as essential partners in the educational process. Parents' input played a vital role in our Advisory Groups/Surveys and contributed to our Return to School Plan.
- Our families and students have experienced many unforeseen challenges and new experiences since March, 2020. We anticipate that we will all continue to face new experiences during the 2020-21 school year. We are committed to supporting our students and families, and will provide:
 - Support and resources for our families to use at home including specific strategies for supporting their child's learning at home.
 - Opportunities for parents to build their digital literacy.
 - Virtual Meeting or Face to Face Q&A sessions where parents can interact with teachers to ask questions.
 - Virtual Superintendent and/or Principal roundtable sessions where parents can engage in informal conversation with school leaders.
 - Continuation of Superintendent Advisory Groups as needed.

PROFESSIONAL LEARNING:

- Teacher input regarding their experiences with the School Closure of March 2020 revealed they felt truly unprepared for the emergency move to Distance Learning and wish to enhance their skill set in digital platforms, virtual instruction and supporting/engaging learners remotely.
- The following Professional Development Opportunities will be available for Staff before returning to school in August:
 - Instruction
 - Google Classroom, Screencasting/video creating, and Virtual Meeting training
 - Mental and Social Emotional Health
 - August 24, 2020 a full day virtual conference with Jessica Minahan (Author of The Behavior Code and The Behavior Code Companion) and Dr. Stephanie Grant (Director of Infant Mental Health and Trauma Informed Specialist)
 - Prior to October 31, 2020 completion of the CPS Mandated Reporter Safe School Module
 - Safety
 - Prior to August 26, first student day, PD on BCS Return to School Plan, including cleaning and safety protocols

E. OPERATIONS The policies and procedures that the District will follow when the region in which the District is located is in **Phase 4** of the Michigan Safe Start Plan. The following are **STRONGLY RECOMMENDED** Before Schools Reopen for In-Person or Hybrid Instruction, **STRONGLY RECOMMENDED** if School are Instructed to Close for In-Person Instruction, followed by **STRONGLY RECOMMENDED** When Schools Reopen for In-Person or Hybrid Instruction:

The following will be completed prior to the first student day, August 26, 2020 and then as long as necessary throughout the 2020-21 school year.

There are NO Required protocols for Before School Reopen for In-Person or Hybrid Instruction

Strongly Recommended Protocols Before Schools Reopen for In-Person or Hybrid Instruction:

FACILITIES:

- An audit of materials and supply chain for cleaning and disinfecting materials will be completed.

- Coordination with the Local Emergency Manager was made through the GIRESD for cleaning and disinfecting supplies.
- An audit of all facilities to determine additional spaces available for learning was completed.
- Contact with local agencies was made to determine if the use of facilities not owned by BCS might be available for use for learning.
- All staff will receive guidance for cleaning and disinfecting buildings, playgrounds, and other district assets.
- Frequently touched surfaces will be cleaned on a systemic, timed rotation that provides disinfection several times each day.
- OSHA, MMDHD, and/or CDC Guidelines will be updated immediately upon receipt, and real-time adjustments made to new protocol issued by these agencies that are related to facilities cleaning.
- BCS Supervisor of Grounds and Facilities will meet with Custodian and Maintenance staff routinely to provide, review and train on actionable guidance regarding cleaning and disinfection. This process began Spring 2020, continued through the summer months, and will continue throughout the 2020-21 school year.
- Deep cleaning of all facilities will be completed prior to the first staff day in August.
- School security protocols audited to determine if any process changes need to be implemented.
- Maintain facilities for in-person school operations.
 - HVAC systems at each building have been checked to ensure that they are running efficiently.
 - Air filters are changed two times per year.
 - Custodial staff will distribute wastebaskets, tissues, and CDC-approved soap/hand sanitizer to every office and classroom so that these materials can be used upon entry and exit into any district location and during travel between sites.
 - Signage about frequent handwashing, cough etiquette, and nose blowing should be widely posted, disseminated, and encouraged through various methods of communication.
- Custodial staff will follow guidance from the CDC and MMDHD about the use of facial coverings, surgical masks and face shields when performing cleaning duties following a suspected or confirmed COVID-19 case.
- Principals will conduct and document a facility walk-through with the Supervisor of Grounds and Facilities to ensure that the classrooms, common spaces, and the exterior are ready for staff and students.
- Procurement of facial coverings, including those with a transparent front, and/or face shield for PreK-5 staff.
- Procurement of surgical masks and face shields for cleaning and custodial staff.

BUDGET, FOOD SERVICES, ENROLLMENT AND STAFFING

- Communication with staff to determine who, in each employee group, is returning to work.
- Work with local Union Leadership to develop a staffing plan to account for teachers and staff who are not returning by medical necessity.
- Work with local Union Leadership and district legal counsel to determine:
 - documentation required for staff in all employee groups who are not returning due to medical necessity.
 - assess how job responsibilities may shift in light of COVID-19.
 - determine how staff may be “redeployed” to serve core needs/assigned to new or additional responsibilities.
 - Determine how redeployed or assigned responsibilities will be accounted for.
- If feasible and/or needed, modify staff positions to enable high-risk staff to provide remote services.
- Determine need and feasibility for new or additional positions with a specific focus on student and staff wellness, technology support, and other COVID-19 related needs.
- Post, recruit and hire new staff, if feasible.
- Survey families to determine who is enrolling in Face to Face instruction and who is enrolling in “Huskies On-Line” virtual learning.
- Families will have the choice of these programs, and documentation of medical conditions will not be required for students choosing “Huskies On-Line”.
- Communicate any student enrollment or attendance policy changes with school staff and families.

- Provide guidance from the Central Office to Administrators on use of CARES Act funding for key purchases related to COVID-19 and implementation of Return to School Plan
- Coordinate services with related service providers, in the school and community, to identify and address new student and adult needs.
- Inventory how many substitute teachers are available. Identify ways to address the existing substitute shortage.
- Build and send back to school communications to all relevant stakeholders (i.e., families, school staff, community, media) and include updates across all policies and procedures.
- Verify that student and staff handbooks and planners are printed and ready for distribution and/or are available digitally. Create a master list of any changes to distribute at the first staff meeting.
- Consult legal counsel to preemptively address liability questions, related concerns, or vendor issues relative to COVID-19 and share with school leaders.
- Engage school leaders in planning for changing enrollment patterns, new staffing needs, and resource constraints or additional dollars.
- Work with school leaders to orient new school staff to any operational changes.
- Create master teaching schedules, student and faculty arrival/dismissal schedules, bus schedules, lunch schedules for staff and students, and bell schedules with safety protocols in mind.
- Collaborate with food service staff to ensure any necessary food handling changes are implemented based on local public health guidance.

TECHNOLOGY:

- Use survey data regarding numbers, types, and condition of devices used in their homes to deploy devices one per student.
- Use survey data to determine remote access locations and to establish community partnership locations for remote access points and communicate internet locations to the community.
- Identify key contacts within each school to plan and communicate with the district technology team.
- Distribute the district technology plan that includes guidance for schools.
- Provide training and support for educators to adapt remote learning for the classroom.

TRANSPORTATION:

- Support school in assessment of student arrival and dismissal protocols.
- Inventory buses, including any vehicles used for transporting students to/from school or to other school events, and students riding buses to determine:
 - How much variation is there in the size and maximum capacity of buses in the district?
 - How have the buses been currently or historically used (i.e., transportation to/ from school, transportation for multiple schools, athletic events, food service delivery)?
 - How many drivers will be returning? How many are in the training pipeline? What is the plan to address any shortage of drivers?
- Survey staff to determine who, in each employee group, is returning to work.
- Work with local Union Leadership to develop a staffing plan to account for Transportation staff who are not returning by medical necessity.
- Work with local Union Leadership and district legal counsel to determine:
 - documentation required for staff in all employee groups who are not returning due to medical necessity.
 - assess how job responsibilities may shift in light of COVID-19.
 - determine how staff may be “redeployed” to serve core needs/assigned to new or additional responsibilities.
 - determine how redeployed or assigned responsibilities will be accounted for
- If feasible, modify staff positions to enable high-risk staff to provide remote services.
- Determine need and feasibility for new or additional positions with a specific focus on student and staff wellness, technology support, and other COVID-19 related needs
- Finalize bus procedures for bus drivers and students that are informed by public health protocols.
- Encourage close collaboration between transportation and IEP teams to monitor changes to students’ IEPs and implement accordingly.
- Building Administrators and Administrative Assistants regarding health and medical needs of student riders.

The following will be completed prior to the first student day, August 26, 2020 and then as long as necessary throughout the 2020-21 school year:

There are NO Required Protocols If Schools are Instructed to Close for In Person Instruction.

Strongly Recommended Protocols If Schools are Instructed to Close for In Person Instruction:

FACILITIES:

- Activate school cleaning and disinfecting protocols, ensuring appropriate and required CDC Guidelines and PPE are followed (See SAFETY Section of Return to School Plan).
- Maintain facilities for resumption of school operations.

TECHNOLOGY:

- Deploy devices and move to virtual learning.
- When school is instructed to close and it is known before dismissal, each student will be sent home with their assigned device. When that isn't possible, or the school is instructed to close when students are not on-site, the school will communicate a schedule for parents to collect their students' devices in a drive-thru pickup process on the first available school day after closure.

TRANSPORTATION:

- Buses will be utilized and bus staff redeployed to assist in food preparation and distribution where possible.

The following will be completed prior to the first student day, August 26, 2020 and then as long as necessary throughout the 2020-21 school year:

There are NO Required Protocols When Schools Reopen for In Person or Hybrid Instruction.

Strongly Recommended When Schools Reopen for In-Person or Hybrid Instruction:

The following will be completed prior to the first student day, August 26, 2020 and then as long as necessary throughout the 2020-21 school year:

TECHNOLOGY:

- Resolve any infrastructure issues.
- Identify chronic technology issues that rose during school closure and add to the maintenance plan.
- Conduct prepared maintenance routines to remove malware and fix standard issues including, screen, keyboard, or battery replacement.
- Inspect each device for hardware repair needs (missing or loose keys, screen cracks, other atypical wear and tear, battery/charging concerns)

F. Describe the policies and procedures that the district will follow when the region in which the district is located is in Phase 5 of the Michigan Safe Start Plan.

In Phase 5, Breckenridge Community Schools will follow many of the policies and procedures established in our Phase 4 Return to School Plan until it is recommended that we no longer need to take these precautions. Administration, Staff, MMDHD, and the district's legal counsel will review our Plan when we enter Phase 5 to determine which Required Protocol and/or Strongly Recommended Protocol from Phase 4 may no longer apply.

1. Indicate which highly recommended protocols from the Return to School Roadmap the district will include in its Preparedness Plan when the region in which the district is located is in Phase 5 of the Michigan Safe Start Plan.

Essentially, our Plan will remain the same in Phase 5 as written in Phase 4.

There are No Required Protocols for Reopening Schools under Phase 5.

The Strongly Recommended Protocols in Phase 5 will be followed if our Region is moved to Phase 5 during the 2020-2021 school year. We will continue to follow most of the Phase 4 REQUIRED Protocols already implemented, and the Phase 4 Strongly Recommended Protocol already Implemented until recommended that we no longer need to take these precautions.

SAFETY

Personal Protection Equipment:

Most Strongly Recommended protocols will be followed as described in Required and Strongly Recommended sections of the Breckenridge Community Schools Return to School Phase 4 Plan.

- Student and staff use of face coverings will be optional for 6th-12 grade students during Face to Face instruction in areas where social distancing can occur. In areas where social distancing cannot take place (restrooms, hallways, etc). Masks will be required.

Hygiene: All Strongly Recommended protocols will be followed as described in Required and Strongly Recommended sections of the Breckenridge Schools Return to School Phase 4 Plan.

Spacing, Movement and Access: All Strongly Recommended protocols will be followed as described in Required and Strongly Recommended sections of the Breckenridge Schools Return to School Phase 4 Plan , except:

- Social distancing of desks will be done where feasible, depending on the number of students returning to school and size of the classroom (the district does not have additional classroom spaces or ability to hire new staff to make this recommended practice a reality in all classrooms).

Screening Students, Staff, and Guests:

All Strongly Recommended protocols will be followed as described in Required and Strongly Recommended sections of the Breckenridge Community Schools Return to School Phase 4 Plan.

Testing Protocols for Students and Staff and Responding to Positive Cases: All Strongly Recommended protocols will be followed as described in Required and Strongly Recommended sections of the Breckenridge Community Schools Return to School Phase 4 Plan.

Responding to Positive Tests Among Staff and Students: All Strongly Recommended protocols will be followed as described in Required and Strongly Recommended sections of the Breckenridge Community Schools Return to School Phase 4 Plan.

Food Service, Gathering, and Extracurricular Activities:All Strongly Recommended protocols will be followed as described in Required and Strongly Recommended sections of the Breckenridge Community Schools Return to School Phase 4 Plan.

Athletics: All Strongly Recommended protocols will be followed as described in Required and Strongly Recommended sections of the Breckenridge Community Schools Return to School Phase 4 Plan.

Cleaning: All Strongly Recommended protocols will be followed as described in Required and Strongly Recommended sections of the Breckenridge Community Schools Return to School Phase 4 Plan.

Busing and Student Transportation:All Strongly Recommended protocols will be followed as described in Required and Strongly Recommended sections of the Breckenridge Community Schools Return to School Phase 4 Plan.

Medically Vulnerable Students and Staff: All Strongly Recommended protocols will be followed as

described in Required and Strongly Recommended sections of the Breckenridge Community Schools Return to School Phase 4 Plan.

MENTAL AND SOCIAL-EMOTIONAL HEALTH: All Strongly Recommended protocols will be followed as described in Required and Strongly Recommended sections of the Breckenridge Community Schools Return to School Phase 4 Plan.

INSTRUCTION

Governance: Advisory Groups and Leadership Team will continue to meet throughout the Phase 4 Reopening of School, and will have input into the decision to implement Phase 5 Protocols if we are moved to Phase 5 in our region.

Instruction

All Recommended protocols will be followed as described in Required and Strongly Recommended sections of the Breckenridge Community Schools Return to School Phase 4 Plan. Breckenridge Community Schools will continue to offer “Huskies On-Line” until it is recommended that we return to In-Person (Face to Face) instruction only, and/or our community no longer sees a need for this program.

Communications and Family Supports:

All Strongly Recommended protocols will be followed as described in Required and Strongly Recommended sections of the Breckenridge Community Schools Return to School Phase 4 Plan.

Professional Learning: All Strongly Recommended protocols will be followed as described in Required and Strongly Recommended sections of the Breckenridge Community Schools Return to School Phase 4 Plan. Professional Development needs of staff will be reviewed and provided as need is determined.

OPERATIONS:

Facilities: All Strongly Recommended protocols will be followed as described in Required and Strongly Recommended sections of the Breckenridge Community Schools Return to School Phase 4 Plan.

Plan Budget, Food Service, Enrollment, and Staffing: All Strongly Recommended protocols will be followed as described in Required and Strongly Recommended sections of the Breckenridge Community Schools Return to School Phase 4 Plan.

Technology: All Strongly Recommended protocols will be followed as described in Required and Strongly Recommended sections of the Breckenridge Community Schools Return to School Phase 4 Plan.

Transportation: All Strongly Recommended protocols will be followed as described in Required and Strongly Recommended sections of the Breckenridge Community Schools Return to School Phase 4 Plan.

2. Indicate which highly recommended protocols from the Return to School Roadmap the district will not include in its Preparedness Plan when the region in which the district is located is in Phase 4 of the Michigan Safe Start Plan.

Spacing, Movement and Access:

In Phase 4, all Strongly Recommended protocols will be followed as described in Required and Strongly Recommended sections of the Breckenridge Community Schools Return to School Phase 4 Plan, except:

- Social distancing of desks will be done where feasible, depending on the number of students returning to school and size of the classroom (the district does not have additional classroom spaces or ability to hire new staff to make this recommended practice a reality in each grade level or classroom).

Indicate which highly recommended protocols from the Return to School Roadmap the district will not include in its Preparedness Plan when the region in which the district is located is in Phase 5 of the Michigan Safe Start Plan.

Spacing, Movement and Access:

In Phase 5, all Strongly Recommended protocols will be followed as described in Required and Strongly Recommended sections of the Breckenridge Community Schools Return to School Phase 4 Plan, except:

- Social distancing of desks will be done where feasible, depending on the number of students returning to school and size of the classroom (the district does not have additional classroom spaces or ability to hire new staff to make this recommended practice a reality in each grade level or classroom).

Safety:

- Student use of face coverings will be optional for 6th-12 grade students during Face to Face instruction in areas where social distancing can occur. In areas where social distancing cannot take place (restrooms, hallways, etc). Masks will be required to be worn.

Final Steps for Submission

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 or seven days before the first day of school, whichever comes first.

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

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

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

The Preparedness Plan will be collected by the Intermediate School District for public school districts, the authorizing body for public school academies, or the chief/designated school administrator for nonpublic schools for transmission to the State Superintendent of Public Instruction and State Treasurer by August 17, 2020. Additionally, this Preparedness Plan must be posted on the district's/PSA's, or nonpublic school's public website home page no later than August 17, 2020.

Name of District/PSA/Nonpublic Leader Submitting Plan: Wade Slavik, Superintendent of Breckenridge Community Schools

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

Date Submitted to State Superintendent and State Treasurer: