

PREPAREDNESS AND RESPONSE PLAN

Cedar Springs Public Schools

10 August 2020



**WE CAN. WE WILL. WE ARE.
TOGETHER**

All information included in this document is based on guidance as of August 7, 2020, and is subject to revision as updated guidance is released.

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STATE OF MICHIGAN GUIDANCE

On June 30, 2020, Governor Whitmer released the [MI Safe Schools: 2020-2021 Return to School Roadmap](#) and [Executive Order 2020-142](#). The Executive Order and Roadmap outline requirements and guidance on instructional and service delivery for the 2020-21 school year and are aligned to the [MI Safe Start Plan](#). This document is intended to communicate specific components of Cedar Springs Public Schools (CSPS) plans and preparations for reopening schools in September of 2020. It is presented in compliance with Executive Order 2020-142.

Governor Whitmer's Phase Guidance for Michigan Schools was accompanied by comprehensive guidance in the Return to School Roadmap. The state guidance reinforces that Michigan schools are expected to deliver forward instruction to all students in the 2020-21 school year, while recognizing that the format for instructional delivery may shift across the year depending on which MI Safe Start Plan Phase is assigned to Kent County.

The MI Safe Start Plan will continue to be used as the highest-level governing framework for determining if and when it is safe to resume in-person instruction. Depending on the status of MI Safe Start Plan, there are four scenarios for school opening in fall 2020:

1. MI Safe Start Phases 1-3:
Schools do not open for in-person instruction and instruction is provided remotely.
2. MI Safe Start Phase 4:
Schools open for in-person instruction with more stringent, required safety protocols.
3. MI Safe Start Phase 5:
Schools open for in-person instruction with moderate, required safety protocols.
4. MI Safe Start Phase 6: Schools open for in-person instruction with minimal, required safety protocols.

As Kent County is currently in Phase 4 of the MI Safe Start Plan, CSPS is planning on reopening schools on September 8, 2020, for in-person instruction.

CSPS continues to work closely with the State of Michigan, Michigan Department of Education (MDE), Michigan Department of Health and Human Services (MDHHS), Kent County Health Department (KCHD), local school district leaders, community leaders, families, and staff. We will continue to develop plans that consider all aspects of how our community might be affected. Our scenarios must be flexible and able to scale up or down depending on local conditions.

It is the intention of the CSPS Board of Education to act within the scope of its oath of office to uphold the constitution of the United States and the Michigan Laws and Constitution. All laws on the same subject according to the Michigan Supreme court must be read together. The CSPS RTL is intended to blend all laws, policies and health concerns to meet the objectives set forth in the State requirements/guidelines of the Michigan RTL plan.

GUIDING PRINCIPLES

CSPS (Cedar Springs Public Schools), like other school districts, organizations, and businesses, are gradually reopening to more in-person work while preparing to ensure the safety of students, staff, and family members. Our primary goal is for the **safety of our students, staff, and families**, and we are accomplishing this by working with partners to establish consistent on-site safety precautions, and designing flexible arrangements like cohort scheduling, telecommuting, and virtual learning to supplement the work we would normally do in person.

Decisions about reopening are all guided by the latest recommendations provided by the Centers for Disease Control (CDC) orders from state and local governments, as well as consultation with healthcare professionals from the Kent County Health Department and Spectrum Health. The day-to-day status of COVID-19 cases will likely fluctuate in the coming months and continue to vary from region to region. This means that while we cannot predict with certainty what the COVID-19 cases in Cedar Springs will look like in the future, we can rely on a series of guiding principles to help us make decisions, evaluate those decisions, and adjust as necessary.

Within this planning, we have not lost sight of our strategic planning process. As articulated in the FLIGHT Plan, we will continue to focus on our mission.

We foster a dynamic community of learners who inspire and support one another to exceed their potential.

Throughout this planning process, when faced with a strategic decision and challenge, we will consider how to:

- 1. Ensure the health and safety of students, families, and staff by adhering to public health recommendations.*
- 2. Focus on continuing to increase student achievement by developing student-centered and family-focused learning pathways, face-to-face or online learning, that meet the individual needs of students and families*
- 3. Comply with local, state, and federal laws and regulations*
- 4. Maintain fiscal responsibility and a balanced budget*
- 5. Collect and review up-to-date data and information from stakeholders and research to revisit plans as needed with a cross-district group of staff*

The District’s plan is to open schools, as expected, with live in-person instruction occurring on Tuesday, September 8. We also know, however, that our day-to-day operations in schools and offices will not look the same as any prior year. Our fall reopening is focused on three possible scenarios for schools, each of which is outlined below. In all scenarios, it is generally understood that some families may want to make more use of at-home virtual instruction while others may want students to attend school in-person. Each scenario is designed to allow for both possibilities, with an emphasis on making in-person instruction as safe as possible for students and staff.

Communication Plan

The District Office Administration Team meets weekly to review the communication plan and revise as needed. Communication will include:

- Weekly Staff Updates
- Weekly Family Updates
- Focus Groups with Regular Updates
- Parent and Community Information Sessions

Development of Our Reentry Plan

Planning CSPS’s reentry has taken ongoing coordination and collaboration across the district departments, buildings, and levels. We are working with community partners including Kent Intermediate School District and Spectrum Health to ensure decisions are being carefully considered and recommendations vetted. We relied on current medical best practices released by the CDC, national guidance, and support from other organizations to build the most comprehensive and safe plan possible. The plan was also vetted and approved by the CSPS Board of Education. In addition, our legal counsel has reviewed and advised the material contained in the plan.

The Data and Information Guiding Our Decisions

The District keeps a close watch on the development of public health recommendations, state and local guidance, and the information shared by our own families and employees. To date, our families and staff are telling us that reentry is important and something many are ready to do in the coming weeks, so long as appropriate safety measures are in place. We plan to continue collecting information from our community of students, families, and staff to refine the plan before and after implementation.

In addition, in partnership with Kent Intermediate School District, we conducted a comprehensive survey of our families to hear about their Spring Remote Learning experiences and their ideas for Fall 2020. Over 1,070 families responded, giving us great data to drive our improvement.

CEDAR SPRINGS PUBLIC SCHOOLS BOARD OF EDUCATION

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RETURN TO LEARN PLANNING TEAMS

Shelly Alvarez, Red Hawk Teacher
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Stacy Barnhill, Special Education Teacher
Ron Behrenwald, High School Principal & New Beginnings Principal
Lyndsey Birdsong, Cedar Trails Elementary Teacher
Matt Blood, Director of Human & Community Services
Brett Burns, Middle School Teacher & CSEA
Erin Cairy, Cedar View Elementary Teacher
Cindy Caldwell, Beach Elementary Teacher
Bill Cataldo, Middle School Dean of Students & Athletic Director
Jennifer Cook, Beach Elementary Teacher
Joshua Cooper, High School Teacher
Melissa Damico, High School Teacher
Chris Dart, Director of Technology
Tatiana Davis, Red Hawk Teacher
Robin DeLine, Academic Services Executive Assistant
Alison Despres, Teacher Consultant
Scott Emery, High School Teacher
Jen Fisher, Cedar Trails Elementary Teacher
Carol Franz, Cedar View Elementary Principal
Kathy Gillhespy, PowerSchool Administrator
Michelle Grifhorst, Parent
Jen Haberling, Director of Academic Services
Michael Harmon, Beach Elementary Teacher
Audra Holst, Child Life Specialist
Mari-Beth Jansen, Literacy Interventionist
Ashley Jarrett, Red Hawk Teacher
Eddie Johns, High School Teacher
Erica Johnson, Cedar View Elementary Teacher
Steve Johnson, MTSS Coordinator & School Psychologist
Sarah Kacprzyk, Cedar Trails Elementary Teacher
Jen Kahler, Cedar View Elementary Teacher & CSEA
Annie Kim, High School Teacher
Maribeth Klein, Beach Elementary Teacher
Becky Kooi, High School Counselor
Anne Kostus, Red Hawk Principal & Gifted and Talented Coordinator

Chris LaHaie, Director of Business & Finance
My Lien, School Psychologist
Lisa Ludwig, Red Hawk Teacher
Krista Olszewski, School Speech and Language Pathologist
Courtney MacDonald, Red Hawk Teacher & Presentation Developer
Jill MacLaren, Middle School Teacher
Ben Matthew, Behavior Specialist
Libby Metiva, Middle School Teacher
Scott Modisher, High School Teacher
Katie Moore, Cedar Trails Elementary Teacher
Darcy Oberdorfer, Beach Elementary Teacher
Cortney O'Brien, Cedar Trails Elementary Teacher
Chris Painter, High School Teacher
Emilee Pfeifer, Red Hawk Teacher
Heather Phillips, Beach Elementary Teacher
Tanya Ramm, High School Teacher
Jenne Romanick, Cedar Trails Elementary Teacher
Jenni Sewell, Cedar View Elementary Teacher
Tricia Shenefield, Beach Elementary Principal
Ken Simon, Director of Operations & Maintenance
Megan Skinner, Behavior Interventionist
Kara Smith, Cedar View Elementary Teacher
Scott Smith, Superintendent
Alex Stam, Cedar View Elementary Teacher
Craig Steenstra, Instructional Technology Specialist
April Stevens, Assistant Director of Student & Special Services
Dave Stuart, High School Teacher
Emily Taylor, State of Michigan Pupil Accountant
Amanda TenBrink, Beach Elementary Teacher
Michelle Upham, Cedar Trails Elementary Teacher
Julie VanBergen, Literacy Instructional Specialist
Jeremy Verwys, High School Assistant Principal
Stacie Voskuil, Director of Student & Special Services
Steve Vree, High School Teacher
Beth Whaley, Cedar Trails Elementary Principal
Lynette Wolfe, Cedar Trails Elementary Teacher
Kelly Workman, Middle School Special Education Teacher

HEALTH & SAFETY

Overview of Protocols

<ul style="list-style-type: none"> ● Required by roadmap ● strongly recommended by roadmap 	PHASES 1-3: VIRTUAL LEARNING	PHASES 4 & 5: IN-PERSON LEARNING	PHASES 6: TRADITIONAL
INSTRUCTION	<ul style="list-style-type: none"> ● All CSPS buildings are closed and all learning is conducted remotely. ● Red Hawk Virtual Learning: Full virtual learning available by request. 	<ul style="list-style-type: none"> ● In-person learning at all levels with health and safety protocols. ● Red Hawk Virtual Learning: Full virtual learning available by request. 	<ul style="list-style-type: none"> ● Traditional in-person learning ● Red Hawk Virtual Learning: Full virtual learning available by request.
PHYSICAL ENVIRONMENT	<ul style="list-style-type: none"> ● Not Applicable 	<ul style="list-style-type: none"> ● Spacing to extent possible. 	<ul style="list-style-type: none"> ● Traditional
STUDENT COHORTING	<ul style="list-style-type: none"> ● Not Applicable 	<ul style="list-style-type: none"> ● By classroom K-5 ● May not bring together students from more than one class (indoors) 	<ul style="list-style-type: none"> ● Traditional
PPE, HANDWASHING, VENTILATION	<ul style="list-style-type: none"> ● Not Applicable 	<ul style="list-style-type: none"> ● Masks required for staff everywhere except when eating ● Masks required for 6-12 students everywhere except when eating ● Masks required for K-5 students except when eating. Mask breaks will be provided with social distancing. ● Handwashing throughout the day 	<ul style="list-style-type: none"> ● Traditional

		<ul style="list-style-type: none"> ● Hand sanitizing stations installed in each classroom 	
CLEANING & DISINFECTING	<ul style="list-style-type: none"> ● Routing cleaning performed 	<ul style="list-style-type: none"> ● Every 4 hours frequently touched surfaces ● Desks after every class period ● Normal routine cleaning for playgrounds ● Individualized student materials/supplies with cleaning of high use and shared materials 	<ul style="list-style-type: none"> ● Routing cleaning performed
SYMPTOM SCREENING	<ul style="list-style-type: none"> ● Not Applicable 	<ul style="list-style-type: none"> ● At home screening for staff and students daily ● Report to school/supervisor symptoms and/or positive test result for a student, staff member, or for an individual residing in household 	<ul style="list-style-type: none"> ● None
FOOD SERVICE & DISTRIBUTION	<ul style="list-style-type: none"> ● Available to families in need 	<ul style="list-style-type: none"> ● Eat as cohort groups as possible ● Use alternative locations in schools for eating ● Individual lunches pre-plated 	<ul style="list-style-type: none"> ● Traditional
ATHLETICS & EXTRA-CURRICULARS	<ul style="list-style-type: none"> ● Not Applicable 	<ul style="list-style-type: none"> ● Masks required on buses ● Large scale outdoor spectator events limited to 100 people and six-feet ● Large scale indoor events suspended ● Fitness centers / weight rooms closed 	<ul style="list-style-type: none"> ● Traditional

Personal Protective Equipment (PPE)

All students and staff will be required to wear face masks during their time in the classrooms and hallways. The requirement to wear face masks in Michigan has resulted in the near universal supply of masks among students and faculty. The fit, feel, and style of a family provided mask will likely lead to greater comfort over the course of a school day. Therefore, all families are encouraged to secure the preferred style of mask best suited to the needs of their children. Ideally, students will have both a primary and secondary mask on them each school day. Reusable masks must be washed at home each day and disposable masks must be discarded daily.

It is understood that there will be situations in which a mask is forgotten, lost, or damaged. The district will have a supply of masks available to meet needs as they arise throughout the school day. The district will also be prepared to support students with reusable masks as specific circumstances require.

Students are encouraged to carry a personal size hand sanitizer with them between school and home. As hand washing with soap and water is most effective, this will be taught as a best practice and scheduled by elementary classroom teachers prior to lunch. A 60% or higher alcohol-based hand sanitizer will be provided in every classroom, bus office, and common space.

If a student or faculty member presents with COVID-19 symptoms during the school day, they will be asked to wear a surgical mask as recommended in the Return to Learning Roadmap. Otherwise, surgical masks will not be utilized to ensure maximum supplies are available for hospitals and first responders.

Classroom PPE Tool Kit

All staff interacting with students will be provided with PPE, cleaning supplies, and other resources for themselves and students. These items will be replenished as needed. The identified cleaning supplies, soaps, and hand sanitizers have been selected to ensure they comply with CDC and other standards and to prevent unintended consequences such as undesirable fragrances to the greatest extent feasible. Fragrance-free has been an operational goal as products have been identified and this approach will be maintained as stock is replenished (unless shortages prevent it).

Face Coverings

The MI Safe Return to School Roadmap requires all staff and students in grades 6-12 to wear face coverings at all times, except when eating or drinking or when not medically viable. The Roadmap goes on to require K-5 students to wear face coverings outside of the classroom and strongly recommends K-5 students wear them in the classroom. CSPA will require K-5 students to wear masks both in and outside of the classroom as an additional precaution against the potential spread of COVID-19 virus to others. CSPA may make adjustments to this requirement as conditions warrant. Teachers will provide mask breaks to students with necessary social distancing. The CDC recommends cloth face coverings as a simple barrier to help prevent respiratory droplets from traveling into the air and onto other people when the person wearing the cloth face covering coughs, sneezes, talks, or raises their voice. The district will make face masks available to both staff and students; however, families are encouraged to supply their own masks so students can wear their preferred fit/style. Clear face masks will be provided to teachers of young students as well as those with special needs.

- ✓ Face coverings must be washed between each daily use per guidelines issued in Executive Order 2020-142. Face coverings are a personal item and therefore must be washed by the individual staff member/student/family.

- ✓ Instances of refusal to wear a face covering in an aforementioned area where they are required will be documented by school officials as a log entry in PowerSchool and discipline will be considered through the PBIS lens.

- ✓ Expectations for wearing face coverings as well as the expectation to wash them daily will be included in parent communications, student orientations, and staff orientations prior to the start of school.

- ✓ Individuals (staff and students) who claim medical exemption from wearing a face covering will be required to provide rationale and documentation (from a medical professional) to their building principal. This communication can occur throughout the school year as necessary.
 - Exempted individuals will be recorded in a district-wide database that will be shared with the transportation department. They will also be provided a decal for their student or staff ID indicating this exemption.

- ✓ Instances of uncertainty regarding individuals not wearing face coverings will be relayed to building administration for review.

Cleaning and Disinfecting

The district is committed to ensuring that intensified cleaning occurs in compliance with the Return to School Roadmap, industry standards, and best practices. To accomplish this mission, every employee will play an important role in ensuring the spaces they work in are maintained and cleaned throughout the day. The district will continue to work with Grand Rapids Building Services (GRBS) to ensure day-time cleaning is completed in addition to additional night-time cleaning. The following summary of cleaning protocols will occur each school day:

Supplies:

- ✓ The district will use an EPA-approved disinfectant specifically listed for use against [SARS-CoV-2 \(COVID-19\) \(List N\)](#)
- ✓ Every classroom will be equipped with a cleaning system with the selected disinfectant.
- ✓ Every classroom will be equipped with a spray bottle of the same disinfectant.
- ✓ All disinfectants will be clearly labeled

Starting Clean:

- ✓ Each building will be thoroughly cleaned each evening and students and staff will arrive to clean classrooms.
- ✓ The HVAC operation schedule has been extended to provide for after hours operation to fully exchange the indoor air with outdoor air.

General Cleaning Standards:

- ✓ Staff will clean frequently touched surfaces in the classroom including light switches, doors, tables, desks at least every four hours at the elementary level.
- ✓ Staff will clean frequently touched surfaces in the classroom including light switches, doors, tables, desks between each class at the secondary level.
- ✓ Staff will clean each bathroom at regular intervals during the day. Such schedules may involve the cleaning of classroom bathrooms during instruction.
- ✓ Staff will clean and disinfect common spaces consistent at least every four hours at all levels.

Other General Considerations:

- ✓ Spacing considerations of the following in regard to student seating:
 - o Desks will be spaced six feet apart, or as far as feasible.
 - o Students sitting at tables will be spaced as far apart as feasible.
 - o Desks and seating will be arranged to face in the same direction.
- ✓ CSPS will post the following signage throughout all district buildings:
 - o Face covering expectations

- o Physical distancing expectations
- o Floor markers six feet apart where lines form
- o Hygiene signs in restrooms and handwashing stations
- o Traffic-flow directional signs

- ✓ Intentional reduction of the congregation of students:
 - o Students will be instructed to move directly to and from learning environments
 - o Adjustments to allowable student drop-off times before school
 - o Careful planning regarding usage of backpacks and lockers
 - o Elementary (PreK - 5th Grade) students will be kept in cohort groups to reduce exposure to others

- ✓ Elementary *specials* (formerly Art, PE, music, STEM, etc.) will be a course blending art, music, and physical movement called *Outdoor Recreation which will be taught by certified teachers*

Screening for COVID-19 Symptoms

Parents/guardians will be provided information on how to screen their child(ren) at home for COVID-19 each day before arriving at school. Screening for COVID-19 symptoms includes temperature taking and checking for specific [COVID-19 symptoms](#) as defined by the Center for Disease Control (CDC). In its July 23, 2020, guidance for schools, the CDC does not currently recommend universal symptom screening (screening all students grades K-12) be conducted by and at school. As a result, parents or caregivers are strongly encouraged to monitor their children for signs of infectious illness every day. Students who are sick should not attend school in-person. Symptom screening will identify only that a person may have an illness, not that the illness is COVID-19. Many of the symptoms of COVID-19 are also common in other childhood illnesses like the common cold, the flu, or seasonal allergies. Of utmost importance, is that students stay home when sick until at least 24 hours after they no longer have a fever (temperature of 100.4 or higher) or signs of a fever (chills, feeling very warm, flushed appearance, or sweating) without the use of fever-reducing medicine (e.g., Tylenol).

CSPS employees will also screen for symptoms before arriving to work in the district. Employees and parents/guardians of children exhibiting unexplained COVID-19 symptoms, testing positive for COVID-19, or in close contact with a COVID-19 infected person should immediately contact the building administrator/building secretary.

Only essential visitors will be allowed in buildings while the district is in Phase 4. All visitors who enter building doors must be screened according to the following protocol:

- ✓ Temperature check
- ✓ Symptom questionnaire (in accordance with MI Symptoms)
- ✓ Hand sanitizing
- ✓ Mask requirement
- ✓ Precise record of date, time, and location in building

SPECIAL POPULATIONS

CSPS will systematically review all current plans for accommodating students with special healthcare needs and update their care plans as needed to decrease their risk of exposure to COVID-19. The district nurse or health official will review and complete this work in conjunction with Kent County Health Department.

The district will create a process for students/families and staff to self-identify as high risk for severe illness due to COVID-19 and have a plan in place to address requests for alternative learning arrangements or work reassignments.

The district will provide an online learning option for any students who wish to learn remotely for any reason.

Human Resources will work with staff members to offer solutions for high risk individuals.

All learners will continue to require flexible and responsive support for their academic and behavioral needs. CSPS has committed significant resources to support ongoing intervention services across 2020-21. Classroom teachers and support staff will continue to receive professional development to plan and implement a multi-tiered system of supports (MTSS) reaching across live and self-paced instruction, in-school and online. Academic supports will provide focus and review of essential standards through universal supports and small-group instruction (Tier 1) and individual student intervention (Tiers 2 and 3). Schools will utilize evidence based resources and tools for systematic data collection, ongoing progress monitoring, and timely intervention.

English Language Learners (ELL)

English for Speakers of Other Languages (ESOL) services for English learners will include an individualized defined minimum time allocation for English language development (ELD) instruction within the student's schedule. Formative assessments will assist the monitoring of student progress in development of

reading, writing, listening, and speaking skills. Family outreach will be provided to support families' understanding of distance learning and how to support their children's learning.

Students with Disabilities

Special education services for students with disabilities will include time for synchronous instruction and explicit expectations for greater consistency. Instructional delivery will be designed to ensure the least restrictive environment (LRE) as required by their individualized education program (IEP). As needed based on IEP goals, this will include in-person specialized instruction. Students will continue to receive access to instructional materials for use at home, as needed, including assistive technology tools. The student support model will be complemented by enhanced professional development for staff and support for caregivers. When necessary, virtual meetings will be used to convene special education procedural meetings, such as reevaluation, eligibility, IEP teams, etc.

Students with Section 504 Accommodations

Section 504 protects persons with disabilities from discrimination and ensures equal access to programs with reasonable accommodations. CSPS will continue to maintain a child find system in all phases that identifies students with disabilities. Each student with a 504 plan will continue to have reasonable accommodations and supports necessary to enable them to participate in school programs.

Advanced Placement Courses (High School)

AP courses will follow the same plan regarding instruction as all other high school courses.

Dual Enrollment/Early-Middle College Students

- If CSPS is in **Phases 4-6** and students are meeting for in-person instruction on CSPS campus, GRCC will continue with in-person instruction.
- If CSPS is in **Phases 1-3** and students are engaging in virtual learning, GRCC classes will move online.
- GRCC will make the final determination regarding in-person or online instruction for EMC courses.

Gifted and Talented Students

- **In-person learning:**
 - Students qualifying for gifted and talented services will be cluster grouped into homerooms for 4th-6th grades. Beginning in middle school, students elect from a range of high school courses offered in 7th/8th grade: Algebra, World Language - Spanish or French, Modern Business or Health. In high school, students will elect from a full array of honors, dual enrollment and advanced placement coursework.
- **Online learning:**
 - Students choosing to attend online this fall will be able to select advanced coursework through MI Virtual at the high school. Advanced options for fully online students in elementary are not a part of the online offerings.
- **ATYP- KISD**
 - Students having qualified for the county GT program will continue to be transported for their class 1/2 day/week at the KISD on our KCTC bus, as long as they are allowed to meet in-person.
 - KISD has made alternative testing arrangements for any student that previously signed up for ACT or SAT testing to determine potential qualification and had their tests canceled due to COVID 19.
 - Each Fall, our district hosts a meeting for all students and their families qualifying for gifted and talented services.
- Additional questions may be directed to: anne.kostus@csredhawks.org

KCTC

KCTC will be fully in-person as virtual delivery is not allowed for CTE programs by the Michigan Department of Education. KCTC was slated to begin the year with students on Monday, August 24, but KISD is adjusting to begin the year with students on Wednesday, August 26.

COVID-19 PROTOCOLS

The protocols articulated in the CSPS Return to Learning Plan are based on guidance from the Kent County Health Department (KCHD) and the Center for Disease Control (CDC). The KCHD provides daily guidance in this area to Kent County Schools through its School Tool Kit. Data and science about COVID-19 changes

daily, thus, the information conveyed in the plan is subject to change based on recommendations from the KCHD and/or the CDC.

Every COVID-19 related situation is unique and will require individualized analysis in regard to the precise steps and communications for implementation. Nevertheless, the graphic displayed provides a general overview of procedures and protocols related to a student or staff member presenting with COVID-19 symptoms, presenting with a positive COVID-19 test, and/or have close contact with a person testing positive for COVID-19. The CDC defines “close contact” as any individual within six feet of an infected person for at least 15 minutes with or without a mask, indoors or outdoors.

Cedar Springs Public Schools will use the following chart when responding to COVID-19 cases and symptoms. Additionally, the district will adhere to the following:

- ✓ Screening protocols for students and staff will be in conjunction with the Kent County Health Department. Please see the Kent County Health Department School Toolkit [here](#). The FAQ section is extremely helpful in determining when students and staff are safe to return to school.
- ✓ The creation of a designated quarantine area in each school building
 - o One staff member will be designated to care for students presenting symptoms(see below).
 - o The room will also be outfitted with appropriate PPE, including face shields, gloves, sanitizing wipes, portable two-way radios, an internet-connected computer, and log sheets.
- ✓ Each building will have an identified staff member to serve as the quarantine liaison.
 - o Duties related to quarantine shall take precedence over other responsibilities. This staff member will be able to leave his/her other responsibilities as needed.
 - o When ill students are present, the designated staff member must wear a surgical mask while in the designated area.
 - o From the time of identification of potential infection, student(s) will not be left unattended by the quarantine liaison.
 - o A designated staff member from each building will contact the student/family each day after removal until test results are provided and verified before a student(s) who tested positive may return to school.
 - o The quarantine liaison shall maintain a log sheet of activity until the student or staff member is safely removed from the building.
 - o During the time in quarantine, the student or staff member displaying symptoms will be asked to 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 individuals who were in contact for a sustained period of fifteen minutes or more. The quarantine liaison shall record this information.

CSPS COVID-19 Response Guide

Protocol for CSPS Students & Staff

If someone...
Presents SYMPTOMS

- Fever > 100.4 (w/out Tylenol)
- Chills
- Shortness of breath or difficulty breathing
- Fatigue
- Muscle or body aches
- Excessive cough
- Headache
- New loss of taste or smell
- Sore throat
- Congestion or runny nose
- Nausea or vomiting
- Diarrhea

If someone...
TESTS POSITIVE

ISOLATE

Stay home, restrict movement, separate from those who are healthy

CONTACT

School or Supervisor

CONTACT TRACING

CSPS works with KCHD to help identify persons in close contact with the infected person two days before symptoms to the last time the sick person was present in school.

CLOSE CONTACT NOTIFICATION

KCHD directs those to quarantine for 14 days since last contact

If someone comes into...
CLOSE CONTACT w/COVID-19

Within 6 feet of someone w/COVID-19 for at least 15 min.

Provided home care to someone who is infected w/COVID-19

Direct physical contact with someone who is infected w/COVID-19

Shared eating or drinking utensil with someone sick w/ COVID-19

Someone sick w/ COVID-19 sneezed, coughed or somehow got respiratory droplets on you

SEEK MEDICAL ADVICE

Quarantine/stay home until:

Symptom Free

(24 hours fever free w/out medication)

AND

improved respiratory symptoms

AND

10 days since symptoms first appeared

Test Negative

Upon 2 Negative Tests taken at least 24 hours apart

OR

Symptom Free

24 hours no fever

AND

improved respiratory symptoms

AND

10 days since symptoms first appeared

14-Day Quarantine

since last contact with infected person (even if test negative)

AND

14-day timeline restarts with each new contact

AND

14-day timeline does not start until the end of the positively tested person's isolation period

TRANSPORTATION

Dean Transportation and the Cedar Springs Public Schools have worked to ensure transportation services comply with all aspects of Michigan's Return to School Roadmap. The complete plan spans over ten pages and the following highlights the key protocols of the plan which are important to parents/guardians:

- ✓ Hand sanitizer, meeting State of Michigan and Federal requirements, will be supplied and available on board each vehicle. The use of hand sanitizer by employees and passengers is required upon entering the vehicle.
- ✓ All passengers on board the vehicle, including any district staff and all students in grades preK-12, must wear facial coverings on the vehicle if medically feasible or as otherwise directed by district policy.
- ✓ All Dean employees, if medically feasible, must wear facial coverings while on the vehicle. In some instances, it is not safe for the driver to wear a facial covering while operating the vehicle.
- ✓ Daily Level One Cleaning and Disinfection Before and After Every Transit Route
 - Comprehensive cleaning of all frequently touched surfaces
- ✓ Weekly Level Two Cleaning and Disinfection
 - Inclusive of all Level One surfaces. Additionally includes all infrequently touched surfaces
- ✓ As Needed Level Three Cleaning and Disinfection Based on a Confirmed Case of COVID-19
 - Inclusive of Level One and Two surfaces and further extensive in nature. A 24 hour waiting period shall precede Level Three Cleaning and Disinfection. This deep cleaning will be performed by a specialized team.
- ✓ Anyone exhibiting symptoms of COVID-19 is not permitted on the school bus. Parents/ guardians are required to monitor the health of their student(s) and take steps to ensure their student(s) and others are protected from COVID-19.
- ✓ Parents/guardians are encouraged to educate their children about physical distancing. Students should be taught how to distance themselves as much as possible at the bus stop and onboard the vehicle. Students are also encouraged to sit with siblings, relatives, or another student whom they interact with regularly in their classroom or cohort.

[The full Dean Transportation plan can be reviewed here.](#)

ATHLETICS

Athletics and extracurricular activities support the goal of providing a well-rounded educational experience for students within the reopening process.

CSPS will follow all executive orders and CDC and Kent County Health Department guidance for physical and social distancing, restricting the size of gatherings for indoor and outdoor spaces, cleaning and disinfecting equipment, and other health and safety precautions. Michigan High School Athletic Association (MHSAA) guidance will be applied.

- ✓ All district matters involving athletics will comply with guidance provided by Michigan High School Athletic Association (MHSAA) and the National Federation of State High School Associations (NFHS).
- ✓ All students, teachers, and staff shall confirm they are healthy and free of symptoms before each event.
- ✓ All students, teachers, and staff shall use proper handwashing techniques prior to each event.
- ✓ All equipment shall be disinfected prior to and after each use.
- ✓ Aforementioned transportation protocol will be followed for inter-school competitions.
- ✓ Spectators must wear facial coverings and maintain a distance of six feet.
- ✓ Water bottles and other personal equipment shall not be shared.
- ✓ No unnecessary contact may occur between participants.
- ✓ The closure of all indoor weight rooms and conditioning activities.
- ✓ The suspension of indoor spectator events.
- ✓ The limiting of outdoor spectator events to 100 people or less.

OTHER CONSIDERATIONS

Clubs & Extracurricular Activities

Clubs and extracurricular activities support the goal of providing a well-rounded educational experience for students. Clubs and extracurriculars may operate in compliance with the CSPS Return to Learning Plan, executive orders, and the MI Safe Return to School Roadmap.

Band, Choir & Physical Education

These courses present unique considerations given the nature of the activity and larger class sizes. The courses will meet outside with social distancing to the extent possible. When indoors, students and staff are required to wear face coverings. Courses will be held in larger venues in order to support increased social distancing.

Gathering Size Limitations

While in Phase 4 of the MI Safe Start Plan, the Return to School Roadmap suspends large scale indoor gatherings and large scale outdoor gatherings to 100 people. Small scale indoor activities and all outdoor events require face coverings and social distancing for spectators.

Meetings, Events & Gatherings at District Facilities

PTO, Booster, and other meetings and events typically hosted in our school building are suspended. We encourage those groups to meet virtually to the extent possible. Meetings related to special education and specific student/family needs may continue to meet in the school buildings.

Visitors to School Buildings

Visitors to the schools are restricted unless specific visitation is approved by building administration. After being visually identified, all visitors must answer COVID-19 screening questions and wear a protective face covering to be granted access.

Technology

CSPS secured a device dedicated to each student, K-12. At the secondary levels (grades 6-12), students will receive a device, charger, and case to carry to and from school each day (Phases 4-6) and to use at home for virtual instruction (Phases 1-3). At the elementary levels (grades K-5), a device will be dedicated to each student while in the classroom in-person (Phases 4-6), and then this device will be sent home with students should we be required to transition to at-home virtual learning (Phases 1-3). In addition, CSPS purchased and is providing service to Verizon JetPacks, which will allow families access to filtered internet service, only connecting to the CSPS district devices.

PHASE 4 to PHASE 5

Cedar Springs Public Schools intends to follow the same policies and procedures as mentioned above in the event that district is located in Phase 5 of the Michigan Safe Start Plan. During the school day, the only exception will be volunteers in the schools, who will be allowed, provided a successful screening and assurance that all aforementioned guidance is followed.

Athletics will change slightly should the region enter Phase 5. The following guidelines will differ from the aforementioned Phase 4 plan:

- ✓ Indoor spectator events will be limited to 50 people.
- ✓ Large scale outdoor spectator or stadium events are limited to 250 people. Spectators not part of the same household must always maintain six feet of distance from one another.
- ✓ Indoor weight rooms and conditioning activities will be allowed, provided there is adequate (six feet) socially distancing and no shared equipment.

The district intends to include all highly recommended protocols from the Return to School Roadmap in its Preparedness Plan when the region in which the district is located is in **Phase 5** of the Michigan Safe Start Plan.

CSPS LEARNING MODELS

Overview of Models and Phases

MI Phases	In-Person Elementary (Y5-5th grade)	In-Person Secondary (6th-12th grade)	Fully Online K-12
Phases 1-3	At-home learning with CSPS content on Canvas and CSPS teachers	At-home learning with CSPS content on Canvas and CSPS teachers	At-home learning with CSPS teachers or mentors and online content; semester commitment.
Phases 4-5	In-person cohort model ----- OR ----- Intermittent at-home learning with CSPS content on Canvas and CSPS teachers	In-person model with safety measures ----- OR ----- Intermittent at-home learning with CSPS content on Canvas and CSPS teachers	
Phase 6	Traditional in-person school	Traditional in-person school	

Comparison to the Spring 2020 Emergency Continuity of Learning Plan

In the Spring of 2020, when Governor Whitmer enforced Executive Order 2020-35, schools were asked to adhere to a variety of requirements and assurances, which CSPS followed. These have changed with Executive Order 2020-142. What follows is a comparison of the requirements.

SPRING 2020 Remote Learning	FALL 2020 In-Person <i>(semester-long choice*)</i>	FALL 2020 Fully Online <i>(semester-long choice*)</i>
	OPTION 1	OPTION 2
Participation optional	Participation required	Participation required
Mainly self-paced	Instruction from CSPA teachers, daily in-person (Phases 4-6) or daily remote live instruction (as needed in Phases 1-3, due to MI Safe Start Roadmap requirements)	At-home blend of remote recorded instruction and intervention through an online course, as well as self-paced practice and work coordinated by CSPA employees
Low accountability	Increased accountability: attendance, grading & daily schedule	Increased accountability: attendance, grading & engagement schedule
High degree of flexibility	Set daily schedule & more daily structure	Set daily schedule with some flexibility
Multiple communications, links, platforms	Single learning management system for instruction, assignments, communication through Canvas	Single learning management system for instruction, assignments, communication through an online course + regular communication to check in
Limited assessment and feedback	Ongoing assessment & qualitative feedback	Ongoing assessment & qualitative feedback
Differing expectations per grade level or class	Consistent expectations across district and within buildings	Defined expectations across K-12 online school
Followed rules from EO 2020-35	Extracurricular participation allowed under MI Safe Start Roadmap and following eligibility guidelines	Extracurricular participation allowed under MI Safe Start Roadmap and following eligibility guidelines
	For students hoping to have in-person classes on the CSPA campus, as allowed by MI Safe Start Roadmap	For motivated students who may not be able to attend in-person classes due to medical concerns or other considerations



*Options chunked into 2 semesters per school year; families will be most successful if committing to a semester or a year for continuity of learning. We recognize that some students may need to make a change for various reasons. We will work with families to determine best options for their child.

CSPS Fall 2020 Learning Options

Grades Y5-5 In-Person Model (Phases 4-5)	Grades 6-12 In-Person Model (Phases 4-5)	K-12 Fully Online Model (Phases 1-6)
<p>Students in school all day, or for those who require an at-home option due to health concerns, learning with their peers from home.</p> <p>Students cohorted by class.</p> <p>No mixing of classes indoors.</p> <p>Students eat lunch with their class.</p> <p>Students cohorted by grade level on playground.</p> <p>Specials courses are Outdoor Recreation experiences.</p> <p>Masks required.</p>	<p>Students in school all day, or for those who require an at-home option due to health concerns, learning with their peers from home.</p> <p>One-way traffic flow and masks required.</p> <p>Frequent hand sanitizing and surface cleaning required.</p> <p>Smaller lunch cohorts and spacing.</p> <p>Masks required.</p>	<p>Students learning online every day, from home.</p> <p>Weekly check-ins with the teacher or mentor.</p> <p>Online content provided, and most work self-paced, with due-dates.</p> <p>Regular assessments and checks for understanding.</p> <p>K-7 Common-Core-Aligned content provided by Savvas.</p> <p>8-12 Common-Core-Aligned content provided by MVU, with consideration for Michigan Merit Curriculum requirements for graduation.</p>
<p style="text-align: center;">Intermittent Virtual At-Home Learning (Phases 1-3)</p>		
<p>CSPS is prepared to move all students to at-home virtual-only instruction based on a State and/or local decision about closures as a result of an increase in COVID-19 spread.</p> <p>At-home virtual learning follows a set daily schedule of self-paced and live virtual learning.</p> <p>At-home virtual learning is delivered and streamlined by the student’s assigned CSPS teacher(s) through the Canvas Learning Management System.</p> <p>District-provided mobile device (Chromebook or similar) provided to each student to access Canvas and learning requirements.</p>		<p>Best suited for students who are self-motivated, independent, and have a strong at-home support system.</p> <p>Chromebook provided.</p>

We recognize that each family has different considerations for what is ideal during this time. Our best instruction happens when students and teachers are in-person. The fully online option is not the same as an in-person class. Many in-person experiences cannot be replicated in a fully online classroom.

CSPS In-Person

Phases 1-3

School Operating Status

- No in-person instruction for K-12 students allowed, as directed by government or health officials
- Students engaging in fully virtual at-home learning, with scheduled live instruction
- Attendance and participation required online, within MI Safe Start Roadmap and MDE guidance

Safety & Health Protocols

- School buildings closed for in-person instruction
- School employees permitted in buildings for conducting basic school operations, including virtual live instruction

K-12 INTERMITTENT VIRTUAL LEARNING (Phases 1-3)

K-5 Virtual Learning Days

CSPS is prepared to move all students to at-home virtual-only instruction based on a State and/or local decision about closures as a result of an increase in COVID-19 spread. This is why mobile devices are being provided. Virtual Learning follows a set schedule of self-paced and live learning and is delivered by the student's assigned CSPS teacher(s) through the Canvas Learning Management System.

Early Childhood Special Education (ECSE)

A.M. ECSE Daily Student Schedule	
8:40-9:20	Online: Morning Circle with teacher
9:20-10:20	Online: Individual or small group support
10:20-11:30	At Home: Lunch and structured play time

P.M. ECSE Daily Student Schedule	
11:50-12:30	Online: Afternoon Circle with teacher
12:30-1:30	Online: Individual or small group support
1:30-2:40	At Home: Lunch and structured play time

Cedar Trails Elementary

Y5-Kindergarten Daily Student Schedule		First Grade Daily Student Schedule	
8:30-8:40	At home prep for the day. Get situated and ready!	8:30-8:40	At home prep for the day. Get situated and ready!
8:40-9:00	Online morning meeting with teacher and class	8:40-9:00	Online morning meeting with teacher and class
9:00-10:00	Online morning instruction with teacher and class	9:00-10:30	At-home self-paced morning instruction from Canvas; individualized intervention and support as needed
10:10-10:30	Online small group Instruction with teacher or interventionist		
10:30-12:00	Outdoor Rec Break and Lunch; Individualized intervention or support, as needed	10:30-12:00	Outdoor Rec Break and Lunch; Individualized intervention or support, as needed
12:00-1:30	At-home self-paced afternoon instruction from Canvas; individualized intervention and support as needed	12:00-1:00	Online afternoon instruction with teacher and class
		1:10-1:30	Online small group Instruction with teacher or interventionist
1:30-3:30	Individualized small group intervention and support, as needed	1:30-3:30	Individualized small group intervention and support, as needed

- Attendance is required, recorded, and monitored, as required by Michigan’s pupil accounting rules.
- Assessment of student work and timely and constructive feedback will be a priority for teachers.
- Report cards will be issued.

Beach Elementary

Second Grade Daily Student Schedule		Third Grade Daily Student Schedule	
8:30-8:40	At home prep for the day. Get situated and ready!	8:30-8:40	At home prep for the day. Get situated and ready!
8:40-9:00	Online morning meeting with teacher and class	8:40-9:00	Online morning meeting with teacher and class
9:00-10:30	Online morning instruction with teacher and class	9:00-11:00	At-home self-paced morning instruction from Canvas; individualized intervention and support as needed
10:40-11:00	Online small group Instruction with teacher or interventionist		
11:00-12:00	Outdoor Rec Break and Lunch; Individualized intervention or support, as needed	11:00-12:00	Outdoor Rec Break and Lunch; Individualized intervention or support, as needed
12:00-1:30	At-home self-paced afternoon instruction from Canvas; individualized intervention and support as needed	12:00-1:00	Online afternoon instruction with teacher and class
		1:10-1:30	Online small group Instruction with teacher or interventionist
1:30-3:30	Individualized small group intervention and support, as needed	1:30-3:30	Individualized small group intervention and support, as needed

- Attendance is required, recorded, and monitored, as required by Michigan’s pupil accounting rules.
- Assessment of student work and timely and constructive feedback will be a priority for teachers.
- Report cards will be issued.

Cedar View Elementary

Fourth Grade Daily Student Schedule		Fifth Grade Daily Student Schedule	
8:30-8:40	At home prep for the day. Get situated and ready!	8:30-8:40	At home prep for the day. Get situated and ready!
8:40-9:00	Online morning meeting with teacher and class	8:40-9:00	Online morning meeting with teacher and class
9:00-10:30	Online morning instruction with teacher and class	9:00-11:00	At-home self-paced morning instruction from Canvas; individualized intervention and support as needed
10:40-11:00	Online small group instruction with teacher or interventionist		
11:00-12:00	Outdoor Rec Break and Lunch; Take a walk! Run around! Do something creative!	11:00-12:00	Outdoor Rec Break and Lunch; Take a walk! Run around! Do something creative!
12:00-2:50	At-home self-paced afternoon instruction from Canvas; individualized intervention and support as needed	12:00-1:30	Online afternoon instruction with teacher and class
		1:30-2:30	Individualized small group intervention and support, as needed
		2:30-2:50	Online small group instruction with teacher or interventionist
2:50-3:30	Individualized small group intervention and support, as needed	2:50-3:30	Individualized small group intervention and support, as needed

- Attendance is required, recorded, and monitored, as required by Michigan’s pupil accounting rules.
- Assessment of student work and timely and constructive feedback will be a priority for teachers.
- Report cards will be issued.

6-12 Virtual Learning Days

CSPS is prepared to move all students to virtual-only instruction based on a State and/or local decision about closures as a result of an increase in COVID-19 spread. This is why mobile devices are being provided. Virtual Learning follows a set schedule of self-paced and virtual live learning and is delivered by the student's assigned CSPS teachers through the Canvas Learning Management System.

Red Hawk

6th Grade Daily Student Schedule	
7:20-7:30	At home prep for the day. Get situated and ready!
7:30-8:25	Online First Hour-- meet your teacher in Canvas!
8:35-9:30	Online Second Hour-- meet your teacher in Canvas!
9:40-10:35	Online Third Hour-- meet your teacher in Canvas!
10:45-11:40	Online Fourth Hour-- meet your teacher in Canvas!
11:40-12:25	Break and Lunch; Take a walk! Run around! Do something creative!
12:25-1:20	Online Fifth Hour-- meet your teacher in Canvas!
1:20-2:30	At-Home Work Time

- A normal school schedule with students having a lunch period.
- Teachers will conduct virtual live instructional sessions for the first part of each class period.
- Online instruction will include the daily lesson, practice with checking in (teacher online, students online working and muted), and small group breakouts to address intervention, remediation, and additional content.
- Students will participate in application or work time during each class period. Teachers will be available to support students, answer questions, and give formative feedback during this time period.
- Assessment of student work and timely and constructive feedback will be a priority for teachers.
- Grades will be assigned. Comments, feedback, and grades will be recorded in Canvas or PowerSchool.
- Attendance required, recorded, and monitored, as required by Michigan's pupil accounting rules.

Middle School

7th & 8th Grade Daily Student Schedule	
7:20-7:30	At home prep for the day. Get situated and ready!
7:30-8:15	Online First Hour-- meet your teacher in Canvas!
8:25-9:10	Online Second Hour-- meet your teacher in Canvas!
9:20-10:05	Online Third Hour-- meet your teacher in Canvas!
10:15-11:00	Online Fourth Hour-- meet your teacher in Canvas!
11:00-11:40	Break and Lunch ; Take a walk! Run around! Do something creative!
11:40-12:25	Online Fifth Hour-- meet your teacher in Canvas!
12:35-1:20	Online Sixth Hour-- meet your teacher in Canvas!
1:20-2:30	At-Home Work Time

- A normal school schedule with students having a lunch period.
- Teachers will conduct virtual live instructional sessions for the first part of each class period.
- Online instruction will include the daily lesson, practice with checking in (teacher online, students online working and muted), and small group breakouts to address intervention, remediation, and additional content.
- Students will participate in application or work time during each class period. Teachers will be available to support students, answer questions, and give formative feedback during this time period.
- Assessment of student work and timely and constructive feedback will be a priority for teachers.
- Grades will be assigned. Comments, feedback, and grades will be recorded in Canvas or PowerSchool.
- Attendance required, recorded, and monitored, as required by Michigan's pupil accounting rules.

High School

High School Daily Student Schedule	
7:30-7:40	At home prep for the day. Get situated and ready!
7:40-8:25	Online First Hour-- meet your teacher in Canvas!
8:35-9:20	Online Second Hour-- meet your teacher in Canvas!
9:30-10:15	Online Third Hour-- meet your teacher in Canvas!
10:25-11:10	Online Fourth Hour-- meet your teacher in Canvas!
11:10-11:45	Break and Lunch ; Take a walk! Run around! Do something creative!
11:45-12:30	Online Fifth Hour-- meet your teacher in Canvas!
12:40-1:25	Online Sixth Hour-- meet your teacher in Canvas!
1:25-2:30	At-Home Work Time

- A normal school schedule with students having a lunch period.
- Teachers will conduct virtual live instructional sessions for the first part of each class period.
- Online instruction will include the daily lesson, practice with checking in (teacher online, students online working and muted), and small group breakouts to address intervention, remediation, and additional content.
- Students will participate in application or work time during each class period. Teachers will be available to support students, answer questions, and give formative feedback during this time period.
- Assessment of student work and timely and constructive feedback will be a priority for teachers.
- Grades will be assigned. Comments, feedback, and grades will be recorded in Canvas or PowerSchool.
- Attendance required, recorded, and monitored, as required by Michigan's pupil accounting rules.

New Beginnings Virtual Learning Daily Schedule

New Beginnings High School Daily Student Schedule	
“A” Day	Class schedule--Period 1, 3, & 5
8:20-8:30	At home prep for the day. Get situated and ready!
8:30-9:50	Online First Hour-- meet your teacher in Canvas!
10:00-11:20	Online Third Hour-- meet your teacher in Canvas!
11:20-12:00	Break and Lunch ; Take a walk! Run around! Do something creative!
12:00-1:20	Online Fifth Hour-- meet your teacher in Canvas!
1:25-2:30	At-Home Work Time
“B” Day	Class Schedule--Period 2, 4, & 6
8:20-8:30	At home prep for the day. Get situated and ready!
8:30-9:50	Online Second Hour-- meet your teacher in Canvas!
10:00-11:20	Online Fourth Hour-- meet your teacher in Canvas!
11:20-12:00	Break and Lunch ; Take a walk! Run around! Do something creative!
12:00-1:20	Online Sixth Hour-- meet your teacher in Canvas!
1:25-2:30	At-Home Work Time

- A normal school schedule with students having a lunch period.
- Teachers will conduct virtual live instructional sessions for the first part of each class period.
- Online instruction will include the daily lesson, practice with checking in (teacher online, students online working and muted), and small group breakouts to address intervention, remediation, and additional content.
- Students will participate in application or work time during each class period. Teachers will be available to support students, answer questions, and give formative feedback during this time period.
- Assessment of student work and timely and constructive feedback will be a priority for teachers.
- Grades will be assigned. Comments, feedback, and grades will be recorded in Canvas or PowerSchool.
- Attendance required, recorded, and monitored, as required by Michigan’s pupil accounting rules.

R1TS Virtual Learning Daily Schedule

R1TS Daily Student Schedule	
7:30-8:30	At Home: Morning at-home work and activities
8:30-10:10	Online: Individual or small group support from teacher or paraprofessional
10:15-11:00	Online: Art
11:00-12:00	Online: Morning check-in with teacher and instruction with teacher and class
12:00-12:40	Lunch
12:40-1:30	Online: Afternoon check-in with teacher and instruction with teacher and class
1:30-2:30	At Home: Independent learning time

CSPS In-Person

Phases 4-5

School Operating Status

- In-person instruction for K-12 students, with required safety protocols.
- Attendance and participation required, within MI Safe Start Roadmap and MDE guidance.

Safety & Health Protocols

- School preparedness and response activities continue.
- School prepared to implement social distancing.
- Short-term dismissals and suspension of extracurricular activities may occur for cleaning and contract tracing purposes.
- School complying with judgment of Kent County Health Department.

K-5 IN-PERSON MODEL (Phases 4-5)

Overview/ Rationale of Daily Schedule

The classroom cohorts offer advantages during this unique time to ensure that students and staff are as safe as possible based on the guidance from the CDC, KCHD and Governor Whitmer's Back-to-School Roadmap.

- **Cohorted classes** allowing for safer conditions for students
- **Fewer transitions** reducing opportunities for kids to congregate and/or travel in common spaces
- **Adjusted school day** allowing for time to sanitize bus fleet in between secondary and elementary bus runs
- **More time outside:** Each student will have a 40-50 minute outdoor recreation time with our specials teachers, a recess at lunchtime, and an additional 15 minute recess with their teacher, daily.

PPE/Safety Considerations

*Masks will be supplied to all students and staff, if needed.

*Staff and students can wear their own masks. They are responsible to wash them daily.

*All teachers will be provided disinfectant spray, wipes, a shield and rubber gloves for desk/table cleaning in their rooms.

*PreK-5 teachers, special ed teachers, world language teachers, and interventionists will have clear masks made available to them.

*Any staff that have to diaper will be provided a face shield, gloves, a surgical mask and disposable gowns.

Hygiene

*GRBS will clean high-touch areas and bathrooms on scheduled intervals each day. GRBS will clean each night, including every desk.

*Staff and students will wash their hands/use sanitizer every 4 hours minimally.

*Students will be taught the safety protocols for quality hand washing.

*Hand sanitizer will be available in each classroom near the door.

*Kids will be asked to sanitize when entering and exiting the room.

Designated Cleaning Times

*All surfaces will be sanitized by the night GRBS staff.

*Throughout the day, teaching staff will clean desk surfaces with disinfectant when students move seats.

*Shared manipulatives will be disinfected by teaching staff, between student usage.

Cedar Trails Daily Schedule (grades Y5-1)

TIME	Notes
8:55 Buses Unload	Students enter building through outside classroom doors
9:00 Parent Drop Off	
9:00 School Begins	
9-11:30 AM Learning Block	Staff clean tables as kids move, clean common materials
11:30-1:10 Lunch/Recess Block	
1:10-3:50 PM Learning Block	
3:51 School Released/staggered	Students exit building for departure
4:00 Buses Depart	

Arrival Time

*Busses arrive at 8:55 am.

*Parent Drop Off at 9:00am.

*Students will enter classrooms from outside classroom doorways; no congregating in halls or larger common spaces.

*Parent Drop Off Plan:

- Y5/K dropped off outside PreK entrance/staff doors, and they enter their classrooms from outside doors.
- First grade dropped off outside of building (no parents in building) main entrance
- Non-classroom staff will ALL be outside the building directing kids

Departure Time

*Classes will stagger dismissal and be swept outside using a designated door. We will exit via our outside classroom doors. Staggered release schedule to come. Teachers will walk their children to the buses.

*Pick Up is yet to be determined

*Buses will depart at 4:00 pm.

Eating

*Students will get their breakfast and go to their classroom. Students will not be marked tardy if they get breakfast before school begins.

*Lunches will be eaten by cohort groups in the cafeteria, gym and art room, with staggered tables and schedule, with adult supervision.

*Hot lunches will be pre-packaged in disposable trays with lids for students eating in the gym and art room, and brought to students at their tables, to alleviate the wait line to pick-up food.

*Students eating in the cafeteria will go through the service line, socially distanced.

Lockers

*Students will enter the classroom with their backpacks and will sit in their assigned seats.

*Teachers will release students to the classroom cubbies, 4 students at a time, to store their coats and materials.

Personal Learning Tools

*Students will not share learning tools. Individual learning tools will be kept at the student's workspace, in separate containers, labeled with the child's name.

*Any shared manipulatives will be disinfected between student usage.

*Each child will receive an at-home learning packet on the first day of school, to be stored at home.

Flow of Student Traffic at Transition Times

*Classrooms at Trails will be self-contained pods.

*When classes travel to lunch and outdoor recreation, they will travel with their classroom teacher, wear masks, and socially distance from each other and other classes.

*Taped lines in the hallway direct students to always walk on the right side of the hallway.

Beach Daily Schedule (grades 2-3)

TIME	NOTES
8:55 Buses unload	Anyone who is not a classroom teacher will be assigned a location to monitor students entering the building until they get to their classrooms
9:00 Class starts	Teachers greeting students at the door-- must be in classroom/doorway
9:00-11:30 AM Learning Block	
10:40-1:10 Lunch and recess block	Teachers clean any materials or common areas that were used
1:10-3:50 PM Learning Block	
3:51 Staggered School dismissal 4:00 Buses depart	Dismissal schedule to come

Arrival Time

- *Busses arrive at 8:55 am.
- *Students will enter their classrooms; no congregating in halls or larger common spaces.
- *Parent drop-off 9:00 am. No parents in the building.

Departure Time

- *Classes will stagger dismissal and be swept outside using a designated door.
- *No congregating in halls or larger common spaces. Staggered release schedule to come.
- *Buses will depart at approximately 4:00 pm.

Eating

- *Students will get their breakfast and go directly to their classroom.
- *A detailed lunch schedule has been created.
 - Two classes will eat in the cafeteria at the same time but in separate areas
 - One class will eat in the art room

Lockers

*Students will not use hallway lockers unless there is a medical reason or extenuating circumstances that have been approved by administration.

*Students will hang coats on the outside of the lockers and set their backpacks outside their locker.

Personal Learning Tools

*Students will not share materials and manipulatives. Individual learning tools will be kept at the student's workspace.

*Teachers will safely clean and make classroom library materials available to students.

Flow of Student Traffic at Transition Times

*When classes travel to lunch and outdoor recreation, they will travel with their classroom teacher, wear masks, and socially distance from each other and other classes.

*Classes will follow PBIS expectations when traveling in the hallways. (Stay to the right side, at least arm-length apart).

Cedar View Daily Schedule (grades 4-5)

TIME	NOTES
8:55 Busses drop off students	Students begin entering the building as busses arrive, staggered entrance through assigned doors, get breakfast, go to classrooms.
9:00 Parent drop-offs	
9:00	All students are in classes and ready to start day
9:00-10:40	AM Learning Block
10:40-1:40	Lunch/Recess Block
1:40-3:51	PM Learning Block
3:51	Staggered dismissal through assigned classroom doors

Arrival Time

- *Busses begin to arrive at 8:55 am.
- *Parent drop off time: 9:00 am by front door, socially distanced.
- *Students go to their assigned classroom door to be let in by staff.
- *All support staff will supervise students outside of the building.
- *No congregating in halls or larger common spaces.
- *No lockers; student materials will be kept in classrooms.

Departure Time

- *Classes will stagger dismissal and be swept outside using a designated door.
- *No congregating in halls or larger common spaces.
- *Buses will depart at approximately 4:00 pm.

Eating

- *Students will get their breakfast and go to their classrooms.
- *Lunches will be in the cafeteria, 2 classes at a time in separate areas, at alternating tables to allow for cleaning between lunches.

Lockers

- *Students will not use hallway lockers unless there is a medical reason or extenuating circumstances that have been approved by administration.
- *Students will be allowed to carry a backpack that will be stored in their classroom.

Personal Learning Tools

- *Students will not share materials and manipulatives. Individual learning tools will be kept at the student's workspace.
- *Teachers will safely clean and make classroom library materials available to students.

Flow of Student Traffic at Transition Times

*Classrooms at Cedar View will be in self-contained pods.

*When classes travel to lunch and outdoor recreation, they will travel with their classroom teacher, wear masks, and socially distance from each other and other classes.

*If teachers team, teachers will move classrooms; students will not travel between classrooms.

*A bathroom schedule will be followed to allow for only one class at a time to use the restroom assigned to their team.

6-12 IN-PERSON MODEL (Phases 4-5)

PPE/Safety Considerations

- *Masks will be supplied to all students and staff, if needed.
- *Staff and students can wear their own masks.
- *All teachers will be provided disinfectant spray, wipes, a shield and rubber gloves for desk/table cleaning in their rooms.
- *K-5 teachers, special ed teachers, world language teachers, and interventionists will have clear masks made available to them.

Hygiene

- *GRBS will clean high-touch areas on scheduled intervals each day. GRBS will clean each night, including every desk.
- *Teachers will use a disinfectant to clean their desks/tables the last 5 minutes of each class or block.
- *Hand sanitizer will be available in each classroom near the door.
- *Kids and adults will be asked to sanitize when entering and exiting the room.

Red Hawk Daily Schedule (grade 6)

Overview/Rationale of Daily Schedule

The classroom cohorts offer advantages during this unique time to ensure that students and staff are as safe as possible based on the guidance from the CDC, KCHD and Governor Whitmer's Back-to-School Roadmap.

- **Cohorted classes** allowing for safer conditions for students
- **Fewer transitions** reducing opportunities for kids to congregate and/or travel in common spaces
- **Adjusted school day** allowing for time to sanitize bus fleet in between secondary and elementary bus runs

Daily Schedule

TIME	NOTES
7:15	5 rooms enter NE entrance, 5 rooms enter front doors; anyone eating breakfast will enter outside cafeteria (east) entrance. Students move counter clockwise, socially distanced.
7:17-7:22	Bus students enter cafeteria (east) entrance, grab breakfast if interested and move to homeroom, socially distanced. Students report directly to assigned desk in the classroom with teachers releasing students to lockers if need be.
7:27	School begins 7:27 but students will be given time to get to HR safely/socially distanced.
10:30-1:20	Students go to lunch/recess by two-person teacher teams, socially distanced, assigned to proper seating spacing within the cafe. Students have 30 minutes to eat/play. Cafeteria is cleared for 15 minutes to clean in between groups. A five-minute passing time between lunches will avoid cross traffic.
1:32-2:22	50-minute encore: each encore teacher assigned to HR for four-week mini-unit intervals. Encore teachers teach in homeroom assigned for four weeks, except (3) PE sections where Gym, Weight Room & old band room are all converted over to PE spaces to allow proper movement/spacing when not able to go outside.
2:22	Encore teachers release students to busses, (5) shuttle busses (2 HR classes assigned to each bus, one HR assigned to each side of the bus in assigned seats).

Arrival Time

- *Busses arrive at am.7:22 AM
- *Families arrive at 7:15 AM or later
- *School day begins at 7:27 AM
- *Students will be directed to their classrooms; no congregating in halls or larger common spaces.
- *Students will enter the front door if not eating breakfast; students will enter side door(east) if picking up breakfast, then heading to class.
- *Students will follow a counter clockwise entrance to the building from bus, parents' vehicles or from breakfast to the classroom.

*Kids will be socially distanced, walking on the side of the hallway that their homeroom teacher's classroom is in a counter clockwise fashion.

Departure Time

*Classes will stagger dismissal and be swept outside using a designated door.

*No congregating in halls or larger common spaces.

*Encore teachers will stagger release students at 2:22 P.M.

*Buses will depart at 2:30 pm.

Eating

*Students will get their breakfast and go to their 1st hour class. Students will not be marked tardy if they get breakfast before 1st hour.

*Lunches will be in the cafeteria, with 2-person teams in separate areas with time to sanitize between groups. Socially distanced in cafeteria with assigned spots.

Lockers

*Students will not use hallway lockers unless there is a medical reason or extenuating circumstances that have been approved by administration.

*Students will be allowed to carry a backpack that hangs on the back of their chairs in classrooms.

*Students will take backpacks to their last class (encore) so they are able to be released immediately to busses at the end of the day.

Personal Learning Tools

*Students will not share materials and manipulatives. Individual learning tools will be kept at the students' workspace or in the students' backpack.

*Teachers will support readers by creating a book box with a few titles for each learner available in their individual learning tubs. When time to return, books will sit in a return bin for 3 days prior to staff reshelving to classroom libraries.

Designated Cleaning Times

*The last five minutes of class will be committed cleaning time for staff. All desks will be cleaned with a disinfectant.

*Students will be able to stand around the perimeter of the room during this time.

*Cleaning supplies are provided.

- Students will not rotate amongst teams at RH, so this will not be an issue as students will be assigned to their own desk/space.
- Teachers will move to teaching partner's classroom (kids will not move classrooms).
- Encore teachers come into the rooms to teach kids at their designated spots.
- The only students to leave the HR for instruction during the day are kids assigned to one of our PE teachers for their first four-week unit. In that case, only one classroom will use that PE space during the day.
- All students will only work at their assigned desk in the classroom or in the PE room.
- No groups will use the same space throughout the day except the cafeteria with proper cleaning protocols.

Flow of Student Traffic at Transition Times

*All students will move in a circular, counterclockwise direction between classes.

*Arrows will be in place to direct traffic.

*Staff will walk with students during transitions.

Middle School Daily Schedule (grades 7-8)

Overview/Rationale of Daily Schedule

The classroom cohorts offer advantages during this unique time to ensure that students and staff are as safe as possible based on the guidance from the CDC, KCHD, and Governor Whitmer’s Back-to-School Roadmap.

- Social distancing increased through:
 - **School Exit/Entry Plan**
 - **Lunchtime Alterations**
 - **Student Traffic Planning**
 - **Reduced Passing Time**

Daily Schedule

TIME	NOTES
7:25-8:36 (Cleaning @ last 5 min of class)	1st hour
8:38-9:38 (Cleaning @ last 5 min of class)	2nd hour
9:40-10:40 (Cleaning @ last 5 min of class)	3rd hour
10:42-11:42 (7th Grade)(Cleaning @ last 5 min of class)	4th hour
11:12-12:12 (8th Grade)(Cleaning @ last 5 min of class)	4th hour
12:14-1:14 (Cleaning @ last 5 min of class)	5th hour
1:16-2:20(Cleaning @ last 5 min of class)	6th hour

Arrival Time

*Busses arrive at 7:20 am.
*Students will be directed to their classrooms; no congregating in halls or larger common spaces.
*Spaced entrance from busses:
Blue to NE door
Yellow to SE door
Red to front entrance
Green to rear entrance
*For parents dropping off students: Doors are locked until 7:00. Students who arrive before 7:20 must stay in the cafeteria socially distanced.

Departure Time

- *Classes will stagger dismissal and be swept outside using a designated door.
- *No congregating in halls or larger common spaces.
- *Spaced exit to busses (same exit as entrance).
- *Phased exit 1 minute per classroom in each house (release at 2:17 from Encore wing).
- *Buses will depart at 2:25 pm.

Breakfast/Lunch

- *Students will get their breakfast and go to their 1st hour class. Students will not be marked tardy if they get breakfast before 1st hour.
- *Lunches will be held in the cafeteria.
 - Phased release from class to lunch.
 - Floor markings in line to indicate distancing.
 - Students sitting 3 to a side on tables, diagonal from students across from them.
 - Utilizing media center, cafeteria, and gym for eating space.

Lockers

- *Students will use hallway lockers to hold outdoor wear and lunches only (with some personal needs exceptions). Lockers should be emptied by each student at the end of each school day.
- *Students will be allowed to carry a backpack that hangs on the back of their chairs in classrooms.
- *Athletic equipment will be stored for school sports only. Equipment will be stored in the back hallways.
- *Band instruments will be stored in the band room.

Personal Learning Tools

- *Students will not share materials and manipulatives. Individual learning tools will be kept in the students' backpack.
- *Teachers will determine how to safely clean and make classroom library materials available to students.

Designated Cleaning Times

- *The last five minutes of class will be committed cleaning time for staff. All desks will be wiped down.
- *Students will be able to stand around the perimeter of the room during this time. Cleaning supplies are provided.

Flow of Student Traffic at Transition Times

- *All students will move in a circular, counterclockwise direction between classes.
- *Arrows will be in place to direct traffic.
- *Interventionists, paraprofessionals, administration, and floating subs will monitor halls in transitions.

High School & New Beginnings High School Daily Schedule (grades 9-12)

Overview/Rationale of Daily Schedule

Our protocols for high school ensure that students and staff are as safe as possible based on the guidance from the CDC, KCHD, and Governor Whitmer’s Back-to-School Roadmap.

- Social distancing increased through:
 - School Exit/Entry Plan
 - Lunchtime Alterations
 - Student Traffic Planning
 - Additional Cleaning

High School Daily Schedule

TIME		NOTES
7:37-8:37 (Cleaning @ last 5 min of class)		1st Period
8:42-9:42 (Cleaning @last 5 min of class)		2nd Period
9:47-10:47 (Cleaning @ last 5 min of class)		3rd Period
10:47-11:17 Lunch A 11:22-12:22 4th Period (Cleaning @ last 5 min of class)	11:19 - 11:49 Lunch B	11:52—12:22 Lunch C 10:52—11:52 4th Hour (Cleaning @ last 5 min of class)
12:27-1:27 (Cleaning @ last 5 min of class)		5th Period
1:32-2:32 (Cleaning @ last 5 min of class)		6th Period

New Beginnings High School Daily Schedule

TIME	NOTES
8:36-9:28 (Cleaning @ class break)	1st Period
9:33-10:23 (Cleaning @ class break)	2nd Period
10:28-11:19 (Cleaning @ lunch break)	3rd Period
11:19-11:49 (students attend B Lunch with CSHS)	Lunch
11:53-12:42 (Cleaning @ class break)	4th Period
12:47-1:36 (Cleaning @ class break)	5th Period
1:41-2:32 (Cleaning @ end of school day)	6th Period

Arrival Time

- *Busses arrive at 7:30 am.
- *Students will be directed to their lockers to drop coats and then to classrooms; no congregating in halls or larger common spaces.
- *Students pick up breakfast and eat in their first hour.
- *Protocol/time for parents dropping off students to spread out congregating/funnel of doors...

Departure Time

- *Students/Classrooms will exit to assigned doors for buses and separate for parent pick/up and parking lot. No congregating in halls or larger common spaces.
- *Buses will depart at 2:40 pm.

Eating

- *Students will get their breakfast and go to their 1st hour class. Students will not be marked tardy if they get breakfast before 1st hour.
- *Lunches will be divided up in three periods, with school lunch participants in cafeteria and personal prepared lunches in the auxiliary gym or gym, depending on need.
- *Students will bring backpacks to and from lunch to minimize movement.
- *Students will be required to remain at their seats during lunch until dismissal to class.
- *Outside lunches brought in or delivered are prohibited.

*Closed campus for lunch; all students must remain in the building.

Lockers

*Students will not use hallway lockers except for coats, unless there is a medical reason or extenuating circumstances that have been approved by administration.

*Lockers should be emptied by each student at the end of each school day.

*Students will be allowed to carry a backpack that hangs on the back of their chairs in classrooms.

*Athletic equipment will be stored in the team locker rooms.

*Band instruments will be stored in band storage room.

Personal Learning Tools

*Students will not share materials and manipulatives. Individual learning tools will be kept at the student's workspace or in the students' backpack.

*Teachers will determine how to safely clean and make classroom library materials available to students.

Designated Cleaning Times

*The last five minutes of class will be committed cleaning time for staff. All desks will be cleaned with a disinfectant.

*Students will be able to stand around the perimeter of the room during this time.

*Cleaning supplies are provided.

Flow of Student Traffic at Transition Times

*Hallways will be divided and marked for specific travel.

*Arrows will be in place to direct traffic.

*All support staff will monitor halls in transitions.

Region 1 Transition Services (R1TS)

Overview/Rationale of Daily Schedule

Our protocol for R1Ts is to ensure that students and staff are as safe as possible based on the guidance from the CDC, KCHD, and Governor Whitmer's Back-to-School Roadmap.

- Social Distancing increased through:
 - School Exit/Entry Plan
 - Lunchtime Alterations
 - Student Traffic Planning
 - Additional Cleaning

Daily Schedule

TIME	NOTES
7:25-8:36	Breakfast and Morning Routines
8:38-10:40	Employment Skills
10:42-11:42	Lunch and Art
11:44-2:32	Life Skills

Arrival Time

*Busses arrive at 7:20 am.

*Students will be directed to their classrooms; no congregating in halls or larger common spaces.

*For parents dropping off students: Doors are locked until 7:00. Students who arrive before 7:20 must stay in the cafeteria socially distanced.

Departure Time

*Students/Classrooms will exit to assigned doors for buses and separate for parent pick/up and parking lot.

*No congregating in halls or larger common spaces.

*Buses will depart at 2:25 pm.

Breakfast/Lunch

*Students pick up breakfast and eat in their classroom.

*Lunches will be held in the cafeteria.

- Phased release from class to lunch.
- Floor markings in line to indicate distancing.
- Students sitting 3 to a side on tables, diagonal from students across from them.
- Utilizing media center, cafeteria, and gym for eating space.

Lockers

*Students will use hallway lockers to hold outdoor wear and lunches only (with some personal needs exceptions). Lockers should be emptied by each student at the end of each school day.

*Students will be allowed to carry a backpack that hangs on the back of their chairs in classrooms

Personal Learning Tools

*Students will not share materials and manipulatives. Individual learning tools will be kept at the student's workspace or in the students' backpack.

*Teachers will determine how to safely clean and make classroom library materials available to students.

Designated Cleaning Times

*The last five minutes of class will be committed cleaning time for staff. All desks will be wiped down.

*Students will be able to stand around the perimeter of the room during this time. Cleaning supplies are provided.

Flow of Student Traffic at Transition Times

*All students will move in a circular, counterclockwise direction between classes.

*Arrows will be in place to direct traffic.

*Interventionists, paraprofessionals, administration, and floating subs will monitor halls in transitions.

CS Red Hawks Online

Phases 1-6

School Operating Status

- Students engaging in fully online learning at home, with self-paced general curriculum provided by online content provider with mentoring teachers
- Attendance and participation required online, within MI Safe Start Roadmap and MDE guidance
- CSPS device and access
- Required CSPS check-ins & daily flex schedule
- Limited re-entry to face-to-face school (at semester, as determined by principal, counselor, and family)

CS RED HAWKS ONLINE LEARNING MODEL

The CS Red Hawks Online option is available for students with underlying health issues that will prohibit them from attending school in-person and families who are concerned about their children returning to an in-person school environment.

We recognize that each family has different considerations for what is ideal during this time. Our best instruction happens when students and teachers are in-person. **The fully online option is not the same as an in-person class.** Many in-person experiences cannot be replicated in a fully online classroom.

Students must commit to the CS Red Hawks Online option for an entire semester. In most cases, a student may not move between the CS Red Hawks Online model and in-person instruction except at the semester. Our goal would be to return to face-to-face, in-person learning for all of our students, whether at the semester break or for the 2021-2022 school year.

Grades K-5

At these levels, virtual instruction is conducted using some live and mostly self-paced methods that may require parental support. Students engaging in live instruction will participate with the teacher and other students in scheduled real-time. Self-paced daily work will take up to 5 hours per day to complete. Savvas by Pearson will be the content provider.

- 4 classes (math, science, English, and social studies)
- Optional music special
- Access to CSPS extra-curricular activities, as allowed under MI Safe Start Roadmap

Attendance requirements

- Daily assignments submitted
- Parent and student participate in biweekly check-ins with teacher or mentor

Grades 6-8

At these levels, virtual instruction is conducted using some live and mostly self-paced methods. Students engaging in live instruction will participate with the teacher and other students in scheduled real-time. Self-paced daily work will take up to 5 hours per day to complete. Savvas by Pearson will be the content provider.

- 4 classes (math, science, English, and social studies)
- 2 electives
- Access to CSPS athletics and extra-curricular activities, as allowed under MI Safe Start Roadmap

Attendance requirements

- Daily assignments submitted
- Student participates in biweekly check-ins with teacher or mentor

Grades 9-12

At these levels, virtual instruction is conducted using live and self-paced methods. Students engaging in live instruction will participate in the lesson with the teacher and other students in real-time. Self-paced daily work will take about 4-5 hours per day to complete. Michigan Virtual will be the content provider.

- Michigan Virtual taught by certified teachers, with CSPS teacher mentors
- 6 classes each semester
- Access to CSPS athletics and extra-curricular activities, as allowed under MI Safe Start Roadmap

Attendance requirements

- Daily assignments submitted
- Student participates in biweekly check-ins with teacher or mentor

STUDENTS' RETURN TO SCHOOL

For CSPA Students Enrolled in **CS Red Hawks Online**

The 2020-2021 school year will begin on Tuesday, September 8. Prior to this date, students enrolled in the fully virtual CS Red Hawks Online Model will receive specific communications regarding their schedules, start times, materials and technology pick-up, and teacher assignments.

For CSPA Students Enrolled to Attend CSPA In-Person

For CSPA students **not** enrolled in the CS Red Hawks Online Model, in-person school will start Tuesday, September 8. Currently, CSPA is planning to begin the school year with all students in-person, as long as Kent County is in Phase 4 or Phase 5 of the [MI Safe Start Plan](#). Prior to this date, students enrolled in the in-person offerings will receive communication regarding their schedules and teacher assignments. Materials and technology will be handed out at school during the first week of classes.

If Kent County is in Phase 3 of the [MI Safe Start Plan](#), then CSPA will begin school on September 8 with our school buildings **required to be closed**. Instead, all students will learn at home through Intermittent Virtual Learning. Prior to this date, students enrolled will receive communication about materials and technology pick-up.

SUPPORT SERVICES

Social-Emotional Health and Wellness

We know that after this prolonged closure, many of our students and staff will require social-emotional support to help them re-engage and re-enter work and school. School counselors and administrators will be equipped with tools and information on how to support students and maintain our vision of cultivating learners who thrive within their communities. Information about all social-emotional supports will be available on the mental health page of our website.

Food Service

Our Food Services have adapted their food distribution to be responsive to the safety and health mitigation methods for COVID 19. We will serve a grab-n-go breakfast with individually wrapped items. When serving lunch to students, items will be either individually wrapped or in their individual containers. Elementary will be in cohorts of 2 classes while eating, separated to promote social distancing.

DEFINITIONS

Coronavirus: Coronavirus Disease (COVID-19) is an illness caused by a virus that can spread from person to person. The virus that causes COVID-19 is a new coronavirus that has spread throughout the world.

Contact Tracing: A strategy for slowing the spread of disease in which public health workers communicate with infectious people to identify their contacts. They then follow up with those contacts to provide guidance on how to quarantine themselves and what to do if they develop symptoms of disease.

Quarantine: The practice of keeping someone who might have been exposed to COVID-19 away from others. Quarantine helps prevent spread of disease that can occur before a person knows they are sick or if they are infected with the virus without feeling symptoms. People in quarantine must stay home (usually 14 days), separate themselves from others, monitor their health, and follow directions from their state or local health department.

Isolation: The practice of separating people infected with the virus (those who are sick with COVID-19 and those with no symptoms) from people who are not infected. People who are in isolation (usually for 10 days) must stay home until it's safe for them to be around others. In the home, anyone sick or infected must separate themselves from others by staying in a specific "sick room" or area and using a separate bathroom (when available).

Close Contact: A person who was within 6 feet of a person infected with COVID-19 for more than 15 minutes with or without a mask. Examples of close contacts include individuals who were close to a person who is infected with COVID-19 by providing care to them at home, sharing a living space, having direct physical contact with them (touched, hugged or kissed them), and sharing eating or drinking utensils. People may also be close contacts if they were somehow exposed to droplets from an infected person (sneezed or coughed on).

Types of Masks:

- **Cloth Face Coverings:** Cloth face coverings are masks made from material that are meant to cover your nose and mouth and to be secured under the chin and are not considered personal protective equipment (PPE). These are effective in reducing the spread of the virus.
- **Surgical Masks:** Surgical masks were originally intended to be worn by health professionals and are considered personal protective equipment. These are effective in reducing the spread of the virus.
- **N95 or N95 respirator:** A N95 mask, also known as a respirator, filters particles that meet a certain standard for air filtration, meaning that it filters at least 95% of airborne particles. These are recommended only for use by healthcare personnel who need protection from both airborne and fluid hazards (e.g., splashes, sprays).