



Detroit Community Schools COVID-19 Preparedness and Response Plan

Address of School District: 12675 Burt Rd., Detroit, MI 48223

District Code Number: 82925

Building Code Number(s): Elementary -09619; High School -08456

District Contact Person: Nancy Berkompas

District Contact Person Email Address: nberkompas@detcomschools.org

Local Public Health Department: Wayne County Health Department

Local Public Health Department Contact Person Email Address: Contact (313) 876-400
(Contacted Wayne County Health Department and per Carol received phone number as the best form of contact)

Name of Intermediate School District: WayneRESA

Name of Authorizing Body: Bay Mills Community College

Date of Adoption by Board of Directors: August 5, 2020



Assurances

- The Academy will cooperate with local public health authorities if a confirmed case of COVID-19 is identified and, in particular will collect the contact information for any close contacts of the affected individual from two days before he or she shows symptoms to the time when he or she was last present at the Academy.
- The Academy acknowledges that it is subject to the rules governing workplace safety established in section 1 of Executive Order 2020-114 or any successor order and has adopted a Workplace Preparedness Plan. A copy of this plan is attached.
- The Academy will be or is closed to in-person instruction when the region in which it is located is in Michigan Safe Start Plan Phases 1-3.
- The Academy's sponsored inter-school, after school activities and athletics will be suspended when the region in which it is located is in Michigan Safe Start Plan Phases 1-3.
- The Academy will comply with guidance from the United States Department of Education, including its Office of Civil Rights and office of Special Education and Rehabilitative Services, and the Michigan Department of Education concerning the delivery of alternative modes of instruction to students with disabilities in light of the impact of COVID-19.
- The Academy will provide for the continued pay of school employees while redeploying staff to provide meaningful work in the context of the Preparedness Plan, subject to any applicable requirements of a collective bargaining agreement if applicable.
- The Academy prohibits indoor assemblies that bring together students from more than one classroom during Michigan Safe Start Plan Phase 4.



Patrick J. Paulin
President of the Board of Directors



Date



Introduction and Overview

Detroit Community Schools was founded in 1997. We are a K-12 district in the heart of the Brightmoor Community. We are the only high school in the community. We are 100% FRL and a Title I district. Our enrollment is 694 students.

We believe that Education is Power. We believe that success begins with a high-quality education. Therefore, we are committed to provide all students with the tools and skills necessary to thrive no matter where life takes them.

Our overarching goals for all students and staff are:

To provide a meaningful education to all students

To honor parental requests to the best of our ability

To provide a safe and clean learning environment

A committee of educators, support staff, and parents met to develop the plan that will drive how Detroit Community Schools opens this fall. The committee addressed the phases as described in the Roadmap and recommended the accompanying health and safety requirements, strongly recommended, recommended which we will implement to the best of our abilities.

Since March 2020, when in-school education was suspended, Detroit Community Schools was able to provide two alternatives to students and parents. Teachers used a multi-platform for virtual learning or provided paper-and-pencil packets filled with lessons. These packets could be picked up at the lobby of the main building or would be sent by postal. Maintenance/custodial staff immediately sanitized the entire district. Breakfast and lunch were provided on a Grab-n-Go basis, Monday thru Friday from 9-11:30 a.m. in the administration lobby.

Per comments from students and parents, it was helpful when instructional videos could be viewed more than one time. These videos were used through Khan Academy or teacher made videos through Class Tag or Class Dojo. Teachers with their building administrator are using a combination of learning plans, such as project-based learning, scripted lesson learning, and for the high school the APEX Credit Recovery program.

District wide, the classroom teachers and resource room teachers, with the assistance of the Special Education director, have collaborated regarding students' IEP/504 plans to ensure accommodations are implemented and to determine the best method of content delivery for the student.

Teachers made phone contact as well as virtual contact. The phone contact was used as a check-up for physical, mental, and emotional health, as well as, providing instructional clarification. We provided parents with a survey on our website asking how they saw the opening of school in the fall. As expected, the concern for the health and safety of the students was evident with a significant number of parents responding that they were not going to send their child to school.



Plan for Operating during Phases 1, 2 or 3 of the Michigan Safe Start Plan

Phase 1, 2, or 3 Safety Protocols

Detroit Community Schools is not a licensed childcare provider.

We contract our busing services with ABC Transportation, which would be suspended in this phase.

Any person entering school property is required to wear a facial covering. Grab-n-Go meals will continue to be available for pick up Monday thru Friday from 9-11:30 am. We contract with Diamond Hospitality who provides one food service person who is permitted into the kitchen-cafeteria area to prepare the meals and to take back those meals that were not picked up.

Teachers will be permitted into the building to provide their lessons by the zoom platform.

Teachers will wear facial coverings and maintain social distancing.

All students will be assigned class schedules, students will be required to do independent work.

Attendance will be taken. Class participation will be encouraged through the zoom platform.

When possible, teachers will provide opportunities for exploration of virtual field trips and activities.

Security staff will be stationed one (1) in the lobby area and one (1) in the parking lot area during the time staff is in the building; parking lot has coverage 24/7.

Administrators (superintendent, principals) are expected to be in-person at the school; support staff (human resources director, finance office, administrative assistants) are expected to be in-person three days a week. Facial coverings and social distancing will be maintained.

Contractors would be admitted through the main entrance only which is controlled by security.

Maintenance/ Custodial staff will wear face shields, cloth face covering, and gloves to sanitize all areas. When school is originally closed because of the pandemic, maintenance/ custodial staff will clean and sanitize the entire buildings. The Director of Maintenance/ Custodial would come in daily to ensure that bathrooms are clean, soap, and paper towels are supplied. They would ensure the hand sanitizers are maintained.

Phase 1, 2, or 3 Mental & Social-Emotional Health

Detroit Community Schools has a contract with CNS Mental Health Services. The counselor assigned to the school will continue to be available to students and staff through electronic means. The counselor will continue to do weekly wellness checks with students who were assigned to her caseload before the March closure.

The District social workers continue to be available to all students to provide support to the students and their families. This includes the art therapist, middle school counselor, behavior specialists, and Dean of Students who continues to support students by telephoning them and with digital activities. Teachers are expected to call students and to keep a log of contact also.

Every employee is available to students to provide emotional and mental health support.



Professional Development for all staff is planned for two weeks prior to the beginning of the school year. The training will be focused on trauma informed best practices, identifying at-risk students, and taking care of one's self physically, emotionally, and mentally. All professional development will be virtual.

Detroit Community Schools has a current Crises Management Plan. Unfortunately, it had to implemented just last week when we lost an elementary student. WayneRESA has developed a protocol for determining one's physical and mental health. Available resources are posted on the school's website.

The Community Liaison Director is available 24/7 to parents and students if they have issues with their day-to-day lives (i.e. rent, electricity, gas, etc.). The Director will work with the health department, as well as other community resources.

Phase 1, 2, or 3 Instruction

Governance:

A task force was formed, chaired by the K-8 Principal. The group consisted of teachers, support staff, and parents. The recommendations have been reviewed by all teachers and support staff. Concerns and recommendations have been addressed and where appropriate included in how the school will look at each Phase. Parents and students are encouraged to communicate with their teachers about any concerns they may have and if they need assistance in their daily lives for their own well-being.

Remote Instruction:

Detroit Community Schools has found from the past three months of virtual learning and feedback from teachers and parents that learning at a distance is difficult; but reported it is helpful if parent, student, and teacher work together. We found that using many different platforms such as Moby Max, Happy Numbers, Google Classroom does not work the best for cohesive instruction. These programs will be used as supplemental instruction. Middle school and high school students did well with Khan Academy. High school students will continue to use APEX Credit Recovery. Again, we used the parent survey from our website to assist in determining how best to deliver instruction.

For the summer school program K-12 it was decided to use zoom as the main platform for lesson delivery. Zoom can have interaction with teacher-student in real time. Teachers were able to demonstrate lessons, see their students, and gauge their attentiveness. Attendance was also taken by visually seeing the student. Students were given specific schedules that they were required to attend. Teachers regularly followed up with students or parents if there was little or no response. The teachers agreed that zoom worked the best for them. During the phone contact with the student or parent we ask how they are and how they feel about the instructional delivery system.



Therefore, based on conversation with teachers and parents, zoom will be the preferred platform for the delivery of all lessons. Teachers are encouraged to use supplemental materials.

DCS will provide every student with a Chrome book who requests one. Hot spots will be available if the student does not have their own connectivity. If a parent does not wish to have their student be given a Chrome book, they can request by contacting the appropriate administrator to have paper and pencil packets prepared for their students. The packets will contain all the materials needed to complete the required lessons. Upon request, the packets will be mailed to the home or may be picked up in the administrative lobby.

The Special Education Director will work with the special education teachers to ensure that IEP/504's are adhered to and appropriate delivery of lessons are given. The special education teachers will continue to work with the classroom teachers to assist them in the appropriate delivery of instruction.

Communication/Family Support

Administrators and teachers make every effort to maintain contact with students and parents. We try to contact them by phone, District, and personal email, OneCall, and student-to-student communication. When there is difficulty in receiving communication from students, it is not because they have not been contacted, but rather they choose to not respond. Even though the student may choose to not participate in the classroom work nor communicate with the teacher, they still remain a part of the class and attempts to contact them will continue regularly with the hopes that eventually they will respond. Students are not penalized because of technical difficulties that have not allowed them to respond. However, all possible means will be provided to help them participate.

Professional Learning:

Prior to school beginning, all staff will be doing sessions on the best delivery for virtual learning. This includes but is not limited to the use of zoom. Our IT Director has been very helpful in assisting teachers and students virtually. Teachers have been meeting weekly with their principals through zoom to share ideas and frustrations. This has allowed them to collaborate for a week's worth of instruction so there is consistency of delivery. Parents said that the uniformity of delivery is helpful when there is more than one child learning in the household.

Monitoring:

Teachers keep logs of student contact with dates and time, in addition to lesson plans. Principals and Instructional Leaders do drop-ins into the classes to monitor activities. Parents are called regularly if the students are not participating or not participating at the expected level.



Phase 1, 2, or 3 Operations

Operations:

While the school is only open to designated administration and support staff, and teachers, the maintenance/custodial staff will be working to make necessary repairs and keeping the school clean and sanitary. Deep cleaning will happen in all areas of the school. They will be wearing face shields and facial coverings, and protective gloves. All classroom surfaces will be disinfected when the school is originally closed and again before the school opens. Water samples will be tested.

Detroit Community Schools contracts with Management Business Systems (MBS) for our technology needs. We currently have a Technology Plan and the point of contact is with the vendor who has assigned a specific IT person to our school. All computers and devices go through this person. If a student is experiencing difficulties with their device, the first point of contact is the child's teacher, who then contacts IT. The device is either repaired or replaced.

The Technology Plan required that all devices are inventoried. When they are assigned to a student, the parent signs an agreement that they will safe guard the device and that it will be used exclusively for the virtual lessons to be delivered to the home and it will be returned to the school on a stated date.

Staff will be provided with virtual training in best practices of distance learning and the use of zoom. Staff is encouraged to explore venues that are of assistance and interest to them. They need to record their training on the form provided by Human Resource department.



Plan for Operating during Phase 4 of the Michigan Safe Start Plan

Phase 4 Safety Protocols

Staff will wear facial coverings except for meals. The only acceptable reason for staff members not wearing a face covering is if they cannot medically tolerate it or if that person is incapacitated or unable to remove the facial covering without assistance.

Facial coverings must be worn by prek-5 students, staff, and bus drivers during transporting to and from school or events.

PreK-5 students must wear facial coverings in hallways and common areas except during meals. A mask will not be worn if a student is medically unable to tolerate it or if the student is incapacitated or unable to remove the facial covering without assistance.

All students in grades 6-12 must wear a facial covering unless they are unable to medically tolerate it or unable to remove it without assistance.

Students or staff who are unable to tolerate a facial covering for medical reasons must provide a physician's note stating that. A face shield will be available if they are unable to tolerate a closer fitting face covering. If unmasked is required, that person must always maintain social distancing of 6 feet.

K-5 students must wear a facial covering unless they remain with their class (cohort) all school day and do not come in contact with students from other classes.

Appropriate signage reminding students and staff of healthy hygiene behaviors will be posted in hallways, bathrooms, classrooms, office areas. Hand sanitizers will be in the hallways and classrooms within easy reach of students. Teachers will remind students about proper handwashing protocol (20 seconds) and sneezing into their elbows or tissue. Teachers and students should wash their hands every 2-3 hours. Paper towels, tissues, will be readily available. The sharing of classroom or personal items should not occur and if it happens, materials must be sanitized.

Detroit Community Schools will cooperate with the Wayne County Public Health Department in establishing protocols for screening students and staff. WayneRESA has provided a protocol for identifying staff and students who may be ill. Staff should conduct a daily self-examination using the above protocol before coming to work. If they are ill, they need to stay home. Students should remain at home if they are ill. If they become sick at school a quarantine area has been designated, they must wear a facial covering, and a staff member has been appointed who will contact the parent for pickup.



For in-person instruction desks will all face the same direction in the classroom and as much as possible be placed 6 feet apart. If tables are used, students will be placed as far apart as possible. No more than 20 students will be placed in a classroom. Teachers should maintain a distance of 6 feet from students. Students will be reminded of social distancing by signage, floor tape in the hallways, one directional hallway limiting the amount of traffic. Any parent or guest will be housed in the lobby area and be required to wear a facial covering and maintain social distancing while they wait to be served. Hand sanitizer will be available. Students must have their own clearly marked water bottle.

If possible, classroom windows will be open to circulate fresh air, vents have all new filters. When possible, teachers may opt to hold their class outside for instruction.

There will be no in-school assemblies. Any of the specials will be taken to the classroom (K-8); high school will move to the designated hallway maintaining social distancing. The gym will have the curtain drawn dividing the area in half. Students will go by cohort to the gym for activity. There will be areas taped on the floor to indicate the 6ft. social distancing, only half of the high school students are attending any given day because of a staggered attendance system. K-8 will have their meals delivered to their classrooms. Grades 9-12 will go by grade level to eat in the cafeteria. Floor markings will indicate 6 feet apart as they wait in line to be served. Staggered seating with taped off seats for no seating will be used.

Recess for K-8 students will be staggered so students will remain in their cohort and assigned different areas of the playground area. Facial coverings will be required.

MHSAA will determine if the sports program will continue. If so, facial coverings will always be worn, the coaches must take and record temperatures of players, coaches, and assistants. They must complete the wellness form provided by Wayne RESA. Inside sports will allow no spectators. Each person must have a clearly marked water bottle. Practices will be held outside; the weight room and any shared equipment is suspended. All equipment must be regularly sanitized.

Frequently touched surfaces throughout the school must be cleaned every 4 hours with an EPA approved disinfectant or diluted bleach solution. All classrooms, including desks, must be wiped down after every class period. Playground equipment, gym equipment, athletic equipment, art equipment, and music equipment must be sanitized after every class. All disinfecting products must be stored in a secure place. While cleaning staff must wear facial coverings, face shield, and gloves.

Detroit Community Schools contracts with ABC Transportation for all our busing needs. The sports bus will only be used for transporting players to away games. Hand sanitizer will be used before boarding the bus; students will maintain social distancing as much as possible. The bus will be wiped down and disinfected before and after each transport event.



Phase 4 Mental & Social-Emotional Health (Strongly Recommended)

Detroit Community Schools has contracted with CNS to be their mental health provider and we also contract with a private therapist to provide twice weekly sessions in the K-8 building. This professional is available for on-site screening both for students and staff twice a week.

Additionally, we employ a high school social worker, a middle school counselor, an art therapist, 4 behavior specialists, and a PhD who is the Dean of Students. Referrals for any of the above individuals are initiated by the classroom teacher and forwarded by the Principal to the appropriate care giver. A student may ask for assistance at any time.

Our Crises Management Plan has unfortunately been used in the last few weeks when we lost a student. The Principal activates the plan. Our website lists available resources for parents, teachers, students, and the community.

Principals hold weekly zoom meetings with staff. Communication regarding their mental, emotional, and physical health is part of the discussion. Staff then reports on the students that they have contacted. Principals are the mental health liaisons for each building. Parents regularly call the school to inform of their health, both mental and physical status and with any other concerns. Our school is a very tightly knit family-oriented organization. Many of the staff members grew up in this community and know the families.

Professional Development before the start of the school year will focus on identifying and helping trauma impacted students. Because all professional development is virtual, staff has been encouraged to seek their own sessions focusing on social-emotional learning, best practices for trauma impacted students, identifying at-risk students, and self-wellness. They will get the necessary PD credits by keeping track of their own hours.

Phase 4 Instruction

Parents responded to a survey posted on our website. There was much concern about safely sending the students back to school. Therefore, DCS has developed a hybrid learning program. The committee who worked on the return to school plan, took into consideration the results of the survey when they made their recommendations.

Grades K-9 will physically attend school Monday- Friday.

To accommodate the need for social distancing, the 7th and 8th grade have been moved to classrooms in Hallway 2 of the high school. The 7th and 8th grade hallway will have four classrooms where the teachers circulate to the classroom and the cohort of students remain together all day. Specials (art, music) will be delivered in the classroom. When possible, gym class will be outside, as will supervised recess. By moving the 7th and 8th grade, it frees up classrooms so that the younger students have more room in the hallways and bathrooms. Classes will be limited to 20 students as much as possible with students being 6 ft apart.



Grades 10-12 will be divided into Cohort A and Cohort B.

Cohort A will attend school Monday and Tuesday all day; attend at home through virtual learning on Wednesday and Thursday.

Cohort B will attend school Wednesday and Thursday all day; attend at home through virtual learning on Monday and Tuesday.

All students attend virtually on Friday.

The platform for lesson delivery is zoom. The teacher will be actively teaching the class on-site, the students at home will participate in the class just as well as the on-site students.

DCS will provide every student with a Chrome book who requests one. Hot spots will be available if the student does not have their own connectivity. If a parent does not wish to have their student be given a Chrome book, they can request by contacting the appropriate administrator to have paper and pencil packets prepared for their students. The packets will contain all the materials needed to complete the required lessons. Upon request, the packets will be mailed to the home or may be picked up in the administrative lobby. The student and parent must commit that the student will be engaged through virtual learning for the entire first semester.

The Special Education Director will work with the special education teachers to ensure that IEP/504's are adhered to and appropriate delivery of lesson are given. The special education teachers will continue to work with the classroom teachers to assist them in the appropriate delivery of instruction. DCS special education students are Learning Disabled and speech.

Governance:

A task force was formed, chaired by K-8 Principal. The group consisted of teachers, support staff, and parents. The recommendations have been reviewed by all teachers and support staff. Concerns and recommendations have been addressed and where appropriate included in how the school will look at each Phase. Parents and students are encouraged to communicate with their teachers about any concerns they may have and if they need assistance in their daily lives for their own well-being.

Instruction:

Because the CDC has provided references about the necessity for face-to-face instruction for the well-being of children, DCS will have regular school day learning for K-9 students.

Based on the feedback that was received from students during the first COVID-19 shut down, high school students were able to cope in a more positive manner with virtual learning. High school students will be given their class schedules, so they know what class they are to attend whether in person or virtually. Teachers will address students' questions and concerns in a timely manner.

The Special Education Director will work with the special education teachers to ensure that IEP/504's are adhered to and appropriate delivery of lesson are given. The special education teachers will continue to work with the classroom teachers to assist them in the appropriate delivery of instruction. DCS special education students are Learning Disabled and speech.



Teachers have learned how better to be interactive through virtual learning and have gained experience with the zoom platform in the delivery of their lessons. Teachers K-12 have become more adept at using digital resources to enhance their lessons.

The NWEA test will be administered within three weeks of the beginning of school. This will allow teachers to provide differentiated instruction. The test coordinator will make a testing schedule.

Communications:

OneCall which reaches all families is the primary mode of communication. Parents are informed of activities at the school, change in school schedules, or common concerns.

Teachers and the Dean of Students regularly call home to keep good communication with our families.

Open houses are scheduled quarterly that invite parents into the building after hours. This may occur with the proper protocol in place (facial coverings and social distancing). Parents have access to PowerSchool. They can access their child's grades and school behavior at any time.

Professional Learning:

Two weeks in August have been designated as professional learning opportunities. The first week teachers are asked to seek opportunities of their own that will center on distance learning, teaching more competently in the virtual environment, and other interests that they wish to pursue to positively impact their own teaching experience.

The second week is geared through virtual learning again, but the teachers will come on site. The learning will be dealing and identifying trauma. Using data to support instruction and engaging students in the world of remote learning. Teachers will spend time with the Instructional Leaders in their building developing their lessons and classroom management skills. Opportunity to identify students who need additional academic or emotional support.

Phase 4 Operations

Facilities:

The Director of Maintenance and Custodial Services will keep an accurate inventory of all necessary cleaning supplies for disinfecting the classrooms and school. The Maintenance/Custodial staff have been sent to training on how to properly clean, the need to wear facial coverings, face shield, and gloves while performing their duties. Staff recognizes the need that all surfaces must be cleaned several times a day and classrooms after each class exits. OSHA rules are followed. Staff has continued to deep clean the school over the summer months. Custodial staff will ensure that hand sanitizers are full, wastebaskets, and tissues in every classroom. Signage has been placed in classrooms, hallways, and general areas. Tape has marked the floors indicating 6ft, social distancing, desks have been placed 6ft apart, hallways have directional arrows. The ventilation system has been cleaned and vent filters replaced. Windows that can be opened are operational.

The Director of Security has been trained in the protocols necessary with interacting with students and the public. All security staff wear facial coverings and gloves when handling material. Facial coverings will be provided if necessary.



Principals have created teaching schedules, have scheduled training sessions for new staff members to acquaint them with the operation of the school and the scheduling of activities for students and staff.

Diamond Hospitality, our food service provider, is working with us in the handling of the food service program. They are working closely with the Wayne County Health Department in developing and following guidelines for our school.

Technology:

We contract with Management Business Systems (MBS) for the delivery of our technology plan. When the original shutdown in March occurred, we were in contact with families to determine what their technology needs were. Most families had access to a cell phone, some to computers, and many without adequate connectivity. Based on our experience from the spring of 2020, earlier discussed in this document, we are going to use a zoom-based platform to deliver the virtual portion of the instructional program. Students and teachers are familiar now with the program and feel comfortable using it.

MBS has assisted us in ordering Chrome books for every student with headphones. Parents may request that their child not attend in-person instruction but be provided with virtual instruction. Chrome books are inventoried and numbered before they are checked out, parents sign a agreement that requests the Chrome books only be used for virtual learning and that they will be returned at a specific date. If at any time, students experience a problem with their Chrome book they are to tell their teacher who will contact the IT director. The IT director will contact the student or parent and attempt to fix the problem remotely, if that is impossible the item will be returned and a new one issued. All Chrome books will be wiped down upon return.

Staff have district Chrome books. They are checked out at the beginning of the year and returned at the end of the year.

Principals are to keep track of all remote lessons and their delivery. Any problems should be noted, and resolution stated.

Transportation:

DCS contracts with ABC Transportation for the transporting of students to and from school.

The sports bus will only be used for transporting players to away games. Hand sanitizer will be used before boarding and upon leaving the bus; students will maintain social distancing as much as possible. The bus will be wiped down and disinfected before and after each transport event.



Plan for Operating during Phase 5 of the Michigan Safe Start Plan

Phase 5 Safety Protocols

If Detroit Community Schools enters Phase 5 all students in K-12 would return to school and continue their regular schedules. This is a change from Phase 4 where high school students were divided into 2 cohorts attending on alternate days. Parents could request that their child continue to be instructed through virtual learning and we would honor that request. Chrome books would be distributed to students who requested them.

Personal Protect Equipment:

Staff will wear facial coverings except for meals. The only acceptable reason for staff members not wearing a face covering if they cannot medically tolerate it or if that person is incapacitated or unable to remove the facial covering without assistance. PreK-5 and special education teachers are encouraged to wear clear masks if possible.

PreK-12 students must wear facial coverings in hallways and common areas except during meals. A mask will not be worn if a student is medically unable to tolerate it or if the student is incapacitated or unable to remove the facial covering without assistance. Masks can be homemade and washed daily.

All students in grades 6-12 must wear a facial covering unless they are unable to medically tolerate it or unable to remove it without assistance.

In addition to facial coverings, maintenance/custodial staff should wear gloves.

Hygiene:

Adequate supplies of soap, hand sanitizer, paper towels, tissues will be provided. Signage will encourage proper hand washing Teachers and staff will remind students to sneeze into their elbow or tissue. Hand sanitizer should be used when classroom change occurs. Teachers should schedule handwashing every 2-3 hours.

Spacing:

Desks will be 6ft apart as much as possible. Class size will be limited to 20 students. If tables are utilized, students will be placed as far apart as possible. All desks will be facing the same direction. Teachers should maintain the social distance of 6 feet. Signage should explain social distancing, with floor tape make the 6ft distance clear, cafeteria and lobby will be taped to indicate 6ft spaces. Signage will be prevalent throughout the school to remind students to social distance at 6ft.

Windows will be opened in classroom where possible. Students will remain in the cohort group for all activities. Recess and lunch will be staggered times. Specials will be delivered to the



classroom. Gym class will have appropriately marked off areas indicating social distancing of 6ft. Floor markings will indicate the direction of the hallway, stanchions with tape will divide the hallways. Teachers and staff will monitor the hallways for compliance. When students enter the school, after their belongings are searched, they will go immediately to their lockers and then to their classrooms in the high school; directly to their classrooms in K-6.

Screening and Testing Protocols:

Each school building will have a quarantine area. A staff member will be identified to oversee it and to contact the parent for student pick up. Students in this area (as well as staff member) will wear a facial covering and maintain social distancing. When picked up, if the student is displaying symptoms of COVID-19 the parent/guardian should transport them for testing.

If a staff member or student tests positive for COVID-19, all parents/guardians will be notified so they can keep a check at home. Those students and staff who are symptomatic and are sent home from school will remain at home until they bring in negative test results or are released from isolation according to the CDC guidelines.

If there is a confirmed case of COVID-19 the Wayne County Health Department will be contacted, and their protocol will be followed. Teachers will list all students and employees who were within 6 ft and spent more than 15 minutes with the infected student.

Any person who is not an employee of the school, will sign in with security, be required to wear a facial covering, and be asked to use the hand sanitizer that is provided. The appropriate department will be contacted. Persons are not encouraged to come to the school unless it pertains to their specific child. Parents are encouraged to monitor their child's temperature every morning and monitor for COVID-19 symptoms.

Staff should follow the wellness protocol developed by Wayne RESA, which includes a temperature check. If they are ill, they should remain at home.

Food Service, Gatherings, Extracurricular Activities:

DCS contracts with Diamond Hospitality to provide food service. Employees will wear facial coverings, face shields, and gloves. All DCS staff and students will wash their hands before eating. K-8 will eat in their classrooms. Grades 9-12 will have a staggered lunch with students maintaining social distancing. Floor tape will make 6 ft distance, seats will be staggered allowing social distancing.

After school tutoring will continue with teachers and students wearing facial coverings and maintaining 6ft social distancing.



Athletes:

In door sports will have no spectators; outdoor sports will be limited to 250 people. Social distancing will be maintained if spectators are not from the same household.

All participants must use hand sanitizer or wash their hands before and after every practice and event. All equipment must be cleaned and disinfected before and after every use. All individual water bottle must be clearly marked for individual use. Indoor weight rooms and physical conditioning are allowed but social distancing of 6 ft must be maintained. No handshakes, fist bumps, or other unnecessary contact is to occur.

Cleaning:

Frequently touched surfaces should be cleaned every 4 hours with EPA approved disinfectant or diluted bleach solution. Classrooms should be cleaned after every class. Students should not share materials, books, or supplies. Playground equipment should follow the normal routine for cleaning. Athletic equipment must be cleaned before and after each use. All cleaning and disinfection products must be securely maintained and inventoried. When cleaning staff should wear gloves, facial coverings, and face shield.

Busing/Student Transportation:

DCS contracts with ABC Transportation for busing students to and from school.

Medically Vulnerable Students/Staff:

The Special Education Director will review and update all IEP/504 Plans. If at any time a parent does not wish to send their child for face-to-face instruction, a request is made to the Principal. The child will be provided with a Chromebook, if requested, and provided virtual instruction.

If a staff member provides documentation of being medically vulnerable, they will be allowed to maintain a distance of 6 ft. from others, be required to wear a facial covering and a face shield.

Phase 5 Mental & Social-Emotional Health

Detroit Community Schools has agreed with CNS to be their mental health provider and we also contract with a private therapist to provide twice weekly sessions in the K-8 building. This professional is available for on-site screening both for students and staff twice a week. Additionally, we employ a high school social worker, a middle school counselor, an art therapist, 4 behavior specialists, and a PhD who is the Dean of Students. Referrals for any of the above individuals are initiated by the classroom teacher and forwarded by the Principal to the appropriate care giver. A student may ask for assistance at any time.



Our Crises Management Plan has unfortunately been used in the last few weeks when we lost a student. The Principal activates the plan. Our website lists available resources for parents, teachers, students, and the community.

Principals hold weekly zoom meetings with staff. Communication regarding their mental, emotional, and physical health is part of the discussion. Staff then reports on the students that they have contacted. Principals are the mental health liaisons for each building. Parents regularly call the school to inform of their health, both mental and physical, and with any other concerns. Our school is a very tightly knit family-oriented organization. Many of the staff members grew up in this community and know the families.

Professional Development before the start of the school year, is identifying and helping trauma impacted students. Because all professional development is virtual, staff has been encouraged to seek their own sessions focusing on social-emotional learning, best practices for trauma impacted students, identifying at-risk students, and self-wellness. They will get the necessary PD credits by keeping track of their own hours.

Phase 5 Instruction

Parents responded to survey posted on our website. There was much concern about safely sending the students back to school. Therefore, DCS has developed a hybrid learning program. The committee who worked on the return to school plan, took into consideration the results of the survey when they made their recommendations.

To accommodate the need for social distancing, the 7th and 8th grade have been moved to classrooms in the high school. The 7th and 8th grade hallway (Hallway 2) will have four classrooms where the teachers circulate to the classroom and the cohort of students remain together all day. Specials (art, music) will be delivered in the classroom. By moving the 7th and 8th grade, it frees up classrooms so that the younger students have more room in the hallways and bathrooms.

When possible, gym class will be outside, as will supervised recess. Recesses will be staggered. Classes will be limited to 20 students as much as possible with students being 6 ft apart.

The Special Education Director will work with the special education teachers to ensure the appropriate delivery of lessons. The special education teachers will continue to work with the classroom teachers to assist them in the appropriate delivery of instruction.

Governance:

A task force was formed, chaired by K-8 Principal. The group consisted of teachers, support staff, and parents. The committee was charged with recommending 3 scenarios with the protocols that would accompany them. The recommendations have been reviewed by all teachers and support staff. Concerns and recommendations have been addressed and where appropriate included in how the school will look at each Phase. Parents and students are encouraged to



communicate with their teachers about any concerns they may have and if they need assistance in their daily lives for their own well-being.

Instruction:

Because the CDC has provided references about the necessity for face-to-face instruction for the well-being of children, DCS will have regular school day learning for K-12 students (this is different from Phase 4).

The Special Education Director will work with the special education teachers to ensure that IEP/504's are adhered to and appropriate delivery of lesson are given. The special education teachers will continue to work with the classroom teachers to assist them in the appropriate delivery of instruction. DCS special education students are Learning Disabled and speech.

The NWEA test will be administered within the first three weeks of the beginning of school. This will allow teachers to provide differentiated instruction. The test coordinator will make a testing schedule.

Communications:

OneCall which reaches all families is the primary mode of communication. Parents are informed of activities at the school, change in school schedules, or common concerns.

Teachers and the Dean of Students regularly call home to keep good communication with our families. Open houses are scheduled quarterly that invite parents into the building after hours. This may occur with the proper protocol in place (facial coverings and social distancing). Parents have access to PowerSchool. They can access their child's grades and school behavior at any time.

Professional Learning:

Two weeks in August prior to the opening of school have been designated as professional learning opportunities. The first week teachers are asked to seek opportunities of their own that will center on distance learning, teaching more competently in the virtual environment, and other interest that they wish to pursue to positively impact their own teaching experience.

The second week is geared through virtual learning again, but the teachers will come on site. The learning will be dealing and identifying trauma. Using data to support instruction and engaging students in the world of remote learning. Teachers will spend time with the Instructional Leaders in their building developing their lessons and classroom management skills. Opportunity to identify students who need additional academic or emotional support.



Phase 5 Operations

Facilities:

The Director of Maintenance and Custodial Services will keep an accurate inventory of all necessary cleaning supplies for disinfecting the classrooms and school. The Maintenance/Custodial staff have been sent to training on how to properly clean, the need to wear facial coverings, face shield, and gloves while performing their duties. Staff recognizes that need that all surfaces must be cleaned several times a day and classrooms after each class exits. OSHA rules are followed. Staff has continued to deep clean the school over the summer months. Custodial staff will ensure that hand sanitizers are full, wastebaskets, and tissues in every classroom. Signage has been placed in classrooms, hallways, and general areas. Tape has marked the floors indicating 6ft social distancing, desks have been placed 6ft apart, hallways have directional arrows. The ventilation system has been cleaned and vent filters replaced. Windows that can be opened are operational.

The Director of Security has been trained in the protocols necessary with interacting with students and the public. All security staff wear facial coverings and gloves when handling materials of others. Facial coverings will be provided if necessary.

Principals have created teaching schedules, have scheduled training sessions for new staff members to acquaint them with the operation of the school and the scheduling of activities for students and staff.

Diamond Hospitality, our food service provider, is working with us in the handling of the food service program. They are working closely with the Wayne County Health Department in developing and following guidelines for our school.

Technology:

We contract with Management Business Systems for the delivery of our technology plan. When the original shutdown in March occurred, we were in contact with families to determine what their technology needs were. Most families had access to a cell phone, some to computers, and many without adequate connectivity. Based on our experience from the spring of 2020, earlier discussed in this document, we are going to use a zoom-based platform to deliver the virtual portion of the instructional program. Students and teachers are familiar now with the program and feel comfortable using it.

MBS has assisted us in ordering Chrome books for every student with headphones. Parents may request that their child not attend in-person instruction but be provided with virtual instruction. Chrome books are inventoried and numbered before they are checked out, parents sign a agreement that requested the Chrome books only be used for virtual learning and that they will be returned at a specific date. If at any time, students experience a problem with their Chrome book they are to tell their teacher who will contact the IT director. The IT director will contact the student or parent and attempt to fix the problem remotely, if that is impossible the item will be returned and a new one issued. All Chrome books will be wiped down upon return. Staff have district Chrome books. They are checked out at the beginning of the year and returned at the end of the year.



Principals are to keep track of all remote lessons and their delivery. Any problems should be noted, and resolution stated.

Transportation:

DCS contracts with ABC Transportation for the transporting of students to and from school.

The sports bus will only be used for transporting players to away games. Hand sanitizer will be used before boarding and upon leaving the bus; students will maintain social distancing as much as possible. The bus will be wiped down and disinfected before and after each transport event.