



Return-To-Learn Preparedness and Response Plan

Mason Consolidated Schools
August 2020

The background features a wood grain texture. In the top left, there are several overlapping hexagons of varying sizes, some filled with wood grain and others empty. At the bottom, a row of sharpened colored pencils in various colors (yellow, green, blue, red, black) is visible. A large teal box with a white border is centered on the page, containing the title and subtitle.

Part 1: The Roadmap

MI Safe Schools

GUIDING DOCUMENTS

- ▼ Governor Whitmer released the [MI Safe Schools Return to Schools Roadmap](#) on June 30th, 2020.
- ▼ The Roadmap is a 63-page document with comprehensive guidance for schools to return to learning in the fall.
- ▼ Executive Order #142 directs school districts to create preparedness plans for Phases 1-3, Phase 4, and Phase 5 of the MI Safe Start Plan.
- ▼ The Roadmap outlines ‘required’, ‘strongly recommended’, and ‘recommended’ safety protocols for returning.



WHAT'S IN THE ROADMAP?

What is the difference between 'Required', 'Strongly Recommended', and 'Recommended'?

- ▼ **Required** safety protocols must be implemented by all Michigan PK-12 schools. They are the most feasible protocols that will minimize the risk of exposure to COVID-19.
- ▼ **Strongly Recommended or Recommended** protocols are *optional*, and schools may choose to implement these to minimize the spread of COVID-19.
- ▼ Strongly Recommended or Recommended protocols may not always be feasible in all settings but should be implemented when possible.



Part 2: Planning & Overview

An outline of the 3 Learning Plans to align with MI Safe Start Phases.

MI SAFE START PHASES

▼ Phases 1-3:

- All remote learning. School Buildings are closed.

▼ Phase 4:

- In-person/remote learning. School buildings are open and in-person instruction may resume, but with strict safety protocols and procedures.
- Visitors have restricted access.
- *Current Phase as of August 5th, 2020.*

▼ Phase 5:

- In-person instruction; protocols continued. Safety protocols less strict.

▼ Phase 6:

- In-person instruction; no restrictions. Traditional school protocols for health and safety.



MCS LEARNING PLANS OVERVIEW

▼ Hybrid Model: **Beginning September 8th**

(MI Safe Start Planning Phase 4)

- In-person and remote learning.
- Students will attend every day for a partial in-person instructional day.
- Students will be dismissed prior to lunch and will receive the remaining instruction for the day in a remote setting.
- Lunches will be sent home for students who require food service.
- Parents will have an option to have their child enrolled in full day remote learning instead of in-person instruction.



MCS LEARNING PLANS OVERVIEW cont.

▼ Full Remote: ****if conditions worsen****
(MI Safe Start Planning Phases 1-3)

- All grades will work at home through Google Classroom.
 - PK-5 students will have an assigned teacher who posts assignments, gives feedback, and supports instruction.
 - PK-5 students will have a combination of instructional packets and online assignments will be given.



MCS LEARNING PLANS OVERVIEW cont.

▼ In-Person Instruction: **if conditions improve**
(MI Safe Start Planning Phase 5)

- Buildings will reopen for full day of in-person instruction.
- Preventive hygiene policies and physical distancing guidelines still in place.
- Masks will be strongly encouraged, but not required.



Part 3: Hybrid Plan

Beginning September 8th. Aligns with MI
Safe Start Plan Phase 4.



HYBRID PLAN – *beginning September 8th*

Aligns with Phase 4 of the MI Safe Start Plan

- ▼ **The building is open for a partial day of in-person instruction with required strict safety protocols.**
 - Continued guidance from State of Michigan Roadmap and the Michigan Department of Education.
- ▼ **Students will be dismissed prior to lunch and will receive the remaining instruction for the day remotely.**
 - Lunches will be sent home for students who require food service.
- ▼ **Parents have option to still choose Remote Learning.**
- ▼ ***Half days will maximize available staff, which minimizes students in rooms. It also lessens time that students will be in masks and eliminates potential exposure from large groups eating lunch together.***



PARENT OPTIONS WITH HYBRID

Aligns with Phase 4 of the MI Safe Start Plan

▼ OPTION 1:

- Return to partial day in-person instruction with strict health and safety protocols in place.

▼ OPTION 2:

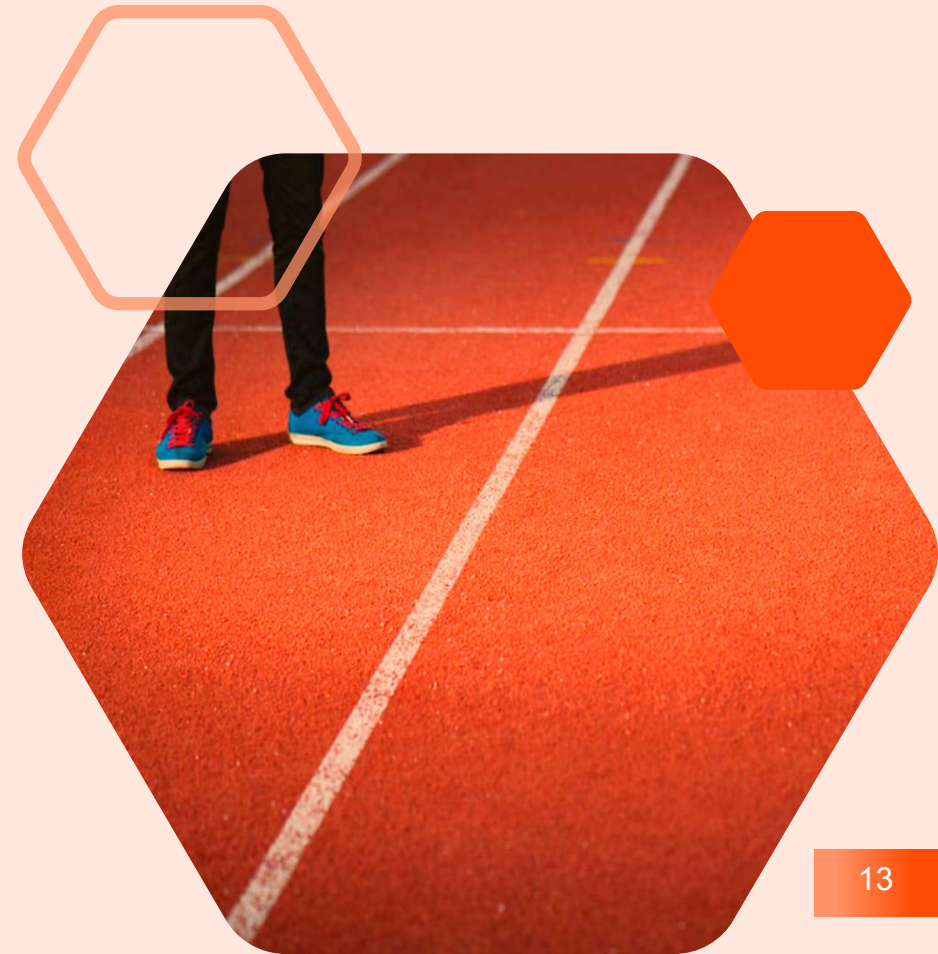
- 100% Remote Learning at home.
- Grades K-5 will use Google Classroom with certified Mason teachers.
- Grades 6-12 will enroll in Mason Virtual Academy (MAVA).
- Parents are asked to commit for a full semester when enrolling their child in the remote program.
- Parents should contact their child's principal if interested in the remote option by August 17th.



HYBRID SCHEDULE - ELEMENTARY

Aligns with Phase 4 of the MI Safe Start Plan

- ▼ 08:10am – 12:50pm: In-person instruction with teacher.
- ▼ 02:00pm – 03:00pm: Remote learning at home.
- ▼ Students stay together as a class and do not mingle with other classes.
- ▼ Specials teachers travel to classrooms – students remain in place.
 - Music and PE classes will adjust curriculum as needed to accommodate inside instruction. Classes will be held outdoors weather permitting.
- ▼ Staggered recess schedule so each class remains separate from other classes.



HYBRID SCHEDULE – MIDDLE SCHOOL

Aligns with Phase 4 of the MI Safe Start Plan

- ▼ 07:30am – 12:00pm: In-person instruction with teacher.
- ▼ 01:30pm – 02:22pm: Remote learning at home.
- ▼ **Cohort Model: students stay together as a cohort and do not mix with other cohorts, except for specials.**
- ▼ **Teachers remain in classrooms and students are released to their next class on a staggered schedule.**
 - Bathroom breaks will be scheduled throughout the day on a staggered schedule.
- ▼ **Elective classes remain the same cohort of students for semester.**
 - Music and PE classes will adjust curriculum as needed to accommodate inside instruction. Classes will be held outdoors weather permitting.
- ▼ **Students will receive individual social-emotional, academic, and enrichment support remotely during Remote Hour.**



HYBRID SCHEDULE – HIGH SCHOOL

Aligns with Phase 4 of the MI Safe Start Plan

- ▼ 07:35am – 12:05pm: In-person instruction with teacher.
- ▼ 01:35pm – 02:27pm: Remote learning at home/online SAT prep.
- ▼ **Block schedule: students attend 3 classes per day, rotating Blue and Gold days.**
 - 10-minute break between classes for disinfecting of classrooms and a student break.
- ▼ **Elective classes remain as offerings.**
 - Music and PE classes will adjust curriculum as needed to accommodate inside instruction. Classes will be held outdoors weather permitting.
- ▼ **Tier 2 and Tier 3 students may attend a group Google Meets session during Remote hour to receive extra support and intervention with the classroom teacher.**
 - Tier 3 staff may meet with the students one-on-one during Remote Hour to provide support in a designated area.




ATHLETICS & FACILITIES

Aligns with Phase 4 of the MI Safe Start Plan

- ▼ Usage of district facilities are prohibited for all non-school-related activities and events.
- ▼ No indoor competition or events.
 - This will affect Volleyball and Girls Swimming & Diving.
- ▼ All indoor weight rooms and physical conditioning activities requiring shared equipment are suspended.
- ▼ Outdoor competition can take place with 100 people or less.
 - Teams, coaches, game staff, medical personnel, and administration only.
- ▼ No spectators will be allowed at any event.
- ▼ All student athletes must provide their own water bottles and water.
- ▼ All MHSAA and NFHS guidelines and protocols will be strictly followed.
- ▼ No handshakes, fist bumps, or unnecessary contact.
 - Coaches will monitor to ensure compliance.
- ▼ All athletes and coaches will wear masks while being transported to and from athletic events, as well as on the sidelines and at practice when not physically participating in an activity.





Part 4: Remote Plan

If conditions worsen. Aligns with MI Safe
Start Plan Phases 1, 2, & 3

REMOTE LEARNING

Aligns with Phases 1-3 of the MI Safe Start Plan

- ▼ **Schools are closed to in-person instruction.**
- ▼ **All athletics are suspended.**
- ▼ **All extracurricular activities are suspended.**
- ▼ **All students and staff will be working remotely.**
- ▼ **Food service will be available.**
- ▼ **Chromebooks will be available for checkout as needed.**



REMOTE LEARNING cont.

Aligns with Phases 1-3 of the MI Safe Start Plan

- ▼ **Teachers will provide instruction through Google Classroom daily.**
 - Lessons will be recorded for students unable to participate live.

- ▼ **Teachers will have weekly communication with students through phone calls, Google Meet conferences, email, etc.**
 - Emphasis will be placed on continuing to build relationships and maintain connections.

- ▼ **Teachers will be available daily to answer student questions, have Google Meet conferences with students, and support students individually.**



REMOTE LEARNING cont.

Aligns with Phases 1-3 of the MI Safe Start Plan

- ▼ **Teachers will monitor student engagement, attendance, and assignment completion on a regular basis.**
 - Students engagement is expected daily. Failure to engage in remote learning will result in truancy.

- ▼ **Teachers will provide feedback to students on assignments through the remote platform.**
 - Feedback will include differentiated work as needed, with examples to support student learning.

- ▼ **Teachers will differentiate instruction through the remote platform to meet each student's needs.**

- ▼ **Students will receive grades for their progress and mastery level.**



REMOTE LEARNING cont.

Aligns with Phases 1-3 of the MI Safe Start Plan

- ▼ **Students enrolled in Career Technical Education (CTE) courses will follow the plan outlined by the enrolled district.**
- ▼ **The district will continue to provide support for students enrolled in dual enrollment and direct college classes.**
 - Students will follow the guidelines outlined by the college or university.
- ▼ **Social-Emotional supports will continue to be made available to students and staff remotely.**
- ▼ **Staff will support students with IEPs.**
 - Special Education staff will work with parents to accommodate the plan while the student is working remotely.



Part 5: In-Person Plan

If conditions improve. Aligns with MI Safe
Start Plan Phases 5 & 6.

IN-PERSON PLAN

Aligns with Phases 5 & 6 of the MI Safe Start Plan

- ▼ **Buildings reopen for full day of in-person instruction.**
- ▼ **Preventive hygiene policies and physical distancing guidelines remain in place.**
- ▼ **Masks will be strongly encouraged, but not required.**
- ▼ **Athletics will resume.**





Part 6: On-Campus Protocols

Aligns with MI Safe Start Plan
Phases 4 & 5.

FACIAL COVERINGS (PHASE 4)

Aligns with Phase 4 of the MI Safe Start Plan – Hybrid Learning Plan

- ▼ **PK-5 students are encouraged to wear face coverings once they are situated inside the classroom.**
 - PK-5 students will be required to wear face coverings while on the school bus and in hallways/common areas.
- ▼ **Grade 6-12 students and staff will be required to wear face coverings at all times, except when eating breakfast.**
 - Teachers will take students outside for scheduled mask breaks.
- ▼ **Parents are asked to provide clean masks daily for their children.**
 - Homemade masks are allowed.
 - MCS will provide face masks to students if parents are unable.
- ▼ **Students and staff will be required to watch a safety video on the wearing of and expectations for maintenance of face masks.**
- ▼ **Students and staff with documented medical exemption from wearing a mask will be recorded in the school electronic system.**



FACIAL COVERINGS (PHASE 5)

Aligns with Phase 5 of the MI Safe Start Plan – In-Person Learning Plan

- ▼ Phase 5 will strongly encourage, but not require, students and staff to wear masks.



PICK-UP & DROP-OFF

Aligns with Phases 4 & 5 of the MI Safe Start Plan – Hybrid & In-Person Learning Plans

▼ Drop-off times:

- Elementary: NO EARLIER THAN 07:55am
- Middle School: NO EARLIER THAN 07:15am
- High School: NO EARLIER THAN 07:20am

▼ Parents driving their children to school must use the parent drop-off lanes.

- Staff will be available to help students to their classrooms once they exit the vehicle.

▼ Parents may walk their child up to the designated stop point.

▼ Elementary and Middle School students will enter their classrooms from the grade level wing's exterior door.

▼ High School students will enter the building through traditional drop-off points.



TRANSPORTATION

Aligns with Phases 4 & 5 of the MI Safe Start Plan – Hybrid & In-Person Learning Plans

- ▼ **Students of all ages are required to wear a mask at all times while riding district transportation.***
 - Students will not be allowed on the bus unless wearing a mask.*
- ▼ **Students must sanitize their hands before getting on the bus.**
- ▼ **Buses will be equipped with a stock of extra face masks and hand sanitizer.**
- ▼ **Bus drivers are required to wear a mask unless it is deemed unsafe to do so.***
- ▼ **Students will be assigned seats and family members will sit together to minimize exposure.**
- ▼ **Windows will be kept open, weather permitting.**
- ▼ **Buses will be properly cleaned at the end of every route.**
- ▼ **MCS will reevaluate all routes and participation rates weekly to ensure as much social distancing as possible.**

**If in Phase 5, masks will be encouraged, but not required.*



FOOD SERVICE

Aligns with Phase 4 of the MI Safe Start Plan – Hybrid Learning Plan

- ▼ **All students will eat breakfast in their classrooms.**
- ▼ **Students requesting lunch will be provided a sack lunch to take home when school is dismissed.**
 - Several locations will be utilized for this to keep students socially distanced when picking up lunch.
 - Markings will be put on the floor to designate six-foot distancing as students wait in the food service line.
- ▼ **Serving and cafeteria staff will be encouraged to use barrier protection including gloves, face shields, and surgical masks.**
 - They will wash their hands before and after all food service according to CDC guidance. Visual guidance will be posted in the kitchen and by every sink to encourage the correct procedure.
- ▼ **Students, teachers, and food service staff should wash their hands before and after every meal.**



HYGIENE PROTOCOLS

Aligns with Phases 4 & 5 of the MI Safe Start Plan – Hybrid & In-Person Learning Plans

- ▼ **Hand sanitizer stations will be located throughout all buildings.**
 - Stations will be refilled frequently.
- ▼ **Signs for proper handwashing techniques will be placed throughout the buildings.**
- ▼ **Teachers will teach proper hygiene protocols using CDC resources.**
- ▼ **Students and staff are asked to wash their hands for 20 seconds every 2-3 hours, before/after recess, before/after eating, and before/after riding district transportation.**
- ▼ **Students encouraged to bring own school supplies including hand sanitizer.**
 - MCS will provide supplies for any student unable to have their own personal supplies.



HYGIENE PROTOCOLS cont.

Aligns with Phases 4 & 5 of the MI Safe Start Plan – Hybrid & In-Person Learning Plans

▼ Sharing of classroom supplies will be limited.

- Supplies such as calculators and Chromebooks will be sanitized after each use.

▼ No lockers will be used.

- Middle School: students will leave their belongings in a designated spot during their first hour class.
- High School: students will carry their belongings with them to each class.
- Lockers will be reassessed before winter or Phase 5 to determine if safe to use.



CLEANING

Aligns with Phases 4 & 5 of the MI Safe Start Plan – Hybrid & In-Person Learning Plans

- ▼ **All classrooms will be provided with spray bottles of EPA-approved disinfectant, paper towels, face shields, and gloves.**
- ▼ **All desks will be cleaned after every class period.**
- ▼ **Custodial staff will disinfect all high-frequency areas every 4 hours.**
- ▼ **Additional custodial staff will be hired for the day shift to address cleaning protocols.**
- ▼ **Training on cleaning materials and protocols will be provided to staff prior to school starting.**
 - This training will show the use of PPE when cleaning, protocols for the classroom, and storage of cleaning materials.



SCREENING

Aligns with Phases 4 & 5 of the MI Safe Start Plan – Hybrid & In-Person Learning Plans

- ▼ Staff will complete a health screening daily at home before coming to work.
- ▼ Parents are asked to take their child's temperature each morning before school. Students with a temperature of 100.4 or higher should stay home and consider testing if COVID-19 symptoms are present.
- ▼ Parents are asked to monitor their children for symptoms of COVID-19. The presence of any symptoms should prompt the family to keep the student home and follow up with a primary care physician.
- ▼ Any staff or student with a temperature of 100.4 or higher should remain home and follow MCHD protocols.
- ▼ The district will cooperate with the MCHD regarding implementing protocols for screening students and staff.



SCREENING cont.

Aligns with Phases 4 & 5 of the MI Safe Start Plan – Hybrid & In-Person Learning Plans

- ▼ **A quarantine room will be designated in each building.**
 - The room will be outfitted with proper PPE including masks, gowns, gloves, face shields, etc.
- ▼ **Each building will identify and train a staff member to serve as the ‘quarantine officer’.**
- ▼ **Any student or staff member showing symptoms of COVID-19 will be required to wear a mask and remain in the quarantine room until picked up by a parent/guardian.**
- ▼ **Any student or staff showing symptoms are asked to follow the health department protocols.**
- ▼ **Students or staff who test positive for COVID-19 will be excluded from school until cleared by a medical professional.**



NOTIFICATIONS

Aligns with Phases 4 & 5 of the MI Safe Start Plan – Hybrid & In-Person Learning Plans

- ▼ **The district will cooperate with MCHD regarding any positive cases of COVID-19.**

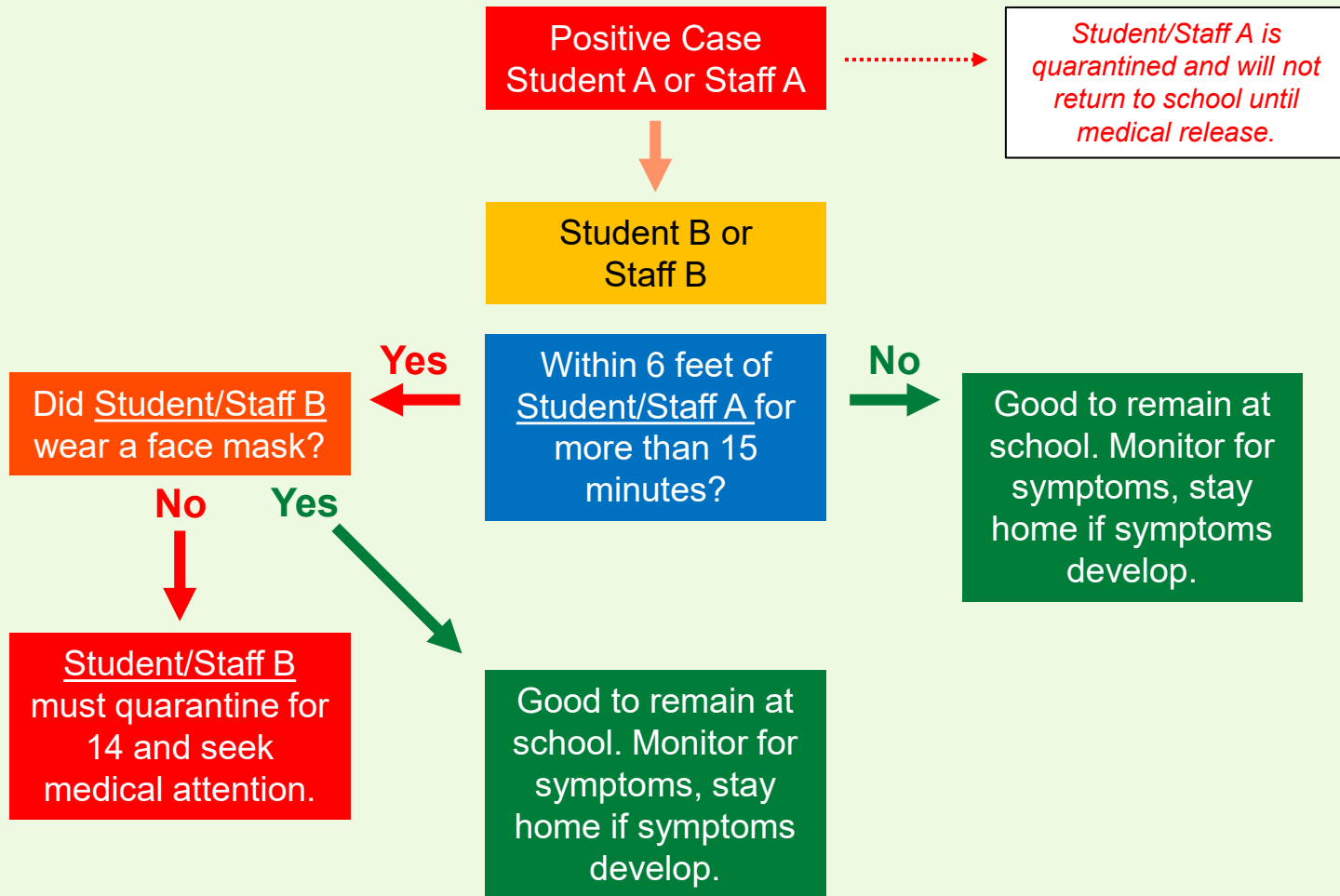
- ▼ **Parents will be notified of the presence of any laboratory positive or clinically diagnosed cases of COVID-19 in the classroom and/or school to encourage closer observation of symptoms at home.**

- ▼ **In the event of a positive case of COVID-19, immediate effort will be made to contact any close contacts so they can quarantine for the required 14 days.**
 - A close contact being an individual that came within 6 feet for more than 15 minutes.



POSITIVE CASE FLOWCHART

Aligns with Phases 4 & 5 of the MI Safe Start Plan – Hybrid & In-Person Learning Plans



**Thank You to our
Return-To-Learn
Taskforce**

RETURN-TO-LEARN TASKFORCE

▼ Elementary School:

- Lori Manley
- Michelle Beczynski
- Floyd Martin
- Deanna Kline
- Megan Lapoint
- Julie Gallaher
- Adele Leitaert
- Jeannine Geddes
- Jamie Otting
- Jeanette Albright

▼ Middle School:

- Brenda Brown
- Joanna Lewis
- Chris Brandjord
- Rebecca DeSarbo
- Carson Manthey
- Anita Lindsey
- Phyllis Kettinger
- Karen DuRocher

▼ High School:

- Stacy Morrow
- Jo Ann Spicer
- Keith Lawn
- Andrea Adams
- Steve Bowers
- Beth Kevorkian
- Jake Nartker
- Amanda Koehn
- Carly Neely

▼ Support Staff & Admin:

- Kelli Tuller
- Ben Russow
- Brandon Bates
- Deb McCain
- Nick Madden
- Dave Esford
- Chuck Stevens
- Beth Sherman
- Dana Blair
- Jessica Hopper
- Jason Burt
- Kelly Hennessey
- Dustin Pollard
- Don Traviss
- Kelly Trainor

