

# RETURN TO SCHOOL PLAN FAQ



IMLAY CITY  
SCHOOLS

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## Phase 4: Health and Safety

### **Q: What are the expectations regarding masks or facial coverings in Phase 4 of the Return to School Plan?**

PK-12 students will be required to wear masks or facial coverings while on school buses being transported to and from school, in hallways, and in common areas.

PK-5 students will not be required to wear a mask or facial coverings in their individual classrooms and as long as they remain with their classroom cohort.

Students in grades 6-12 are required to properly wear a mask or facial coverings except during meals or if they are medically unable to tolerate doing so.

All staff throughout the district must wear masks except during meals.

### **Q: What kind of mask or facial covering is acceptable?**

Masks or facial coverings may be homemade or disposable level-one (basic) grade surgical masks. For all students and staff, homemade facial coverings must be washed daily and disposable masks must be disposed of at the end of each day. A plastic face shield is not considered an acceptable alternative to a mask. The State of Michigan guidelines will not allow a student or staff member to wear a face shield in lieu of a mask. However, these shields can be worn in addition to a mask or facial covering.

### **Q: If a student or staff member is medically unable to wear or tolerate a mask, what do they need to do?**

If a student or staff member is medically unable to tolerate a mask, medical documentation, from the child's medical care provider, must be provided. In the documentation, the medical expert must explicitly state the individual's name and must explicitly state that the individual is "medically unable to tolerate a mask or face covering."

### **Q: If my child will not wear a mask and is required to do so, what will happen?**

ICS staff and administration will spend time specifically addressing and teaching students why we must wear masks and how to properly do so. If, after addressing masks and reminding students to put on/keep on a mask, students continue non-compliance, they may be removed from the building or from district transportation until they agree to comply with this required safety protocol. Instances will be documented and logged and parents will be notified of non-compliance. A parent meeting may be required. Continued non-compliance may result in either permanent placement in virtual learning or a suspension from school as described in the school building's Code of Conduct.

**Q: Will Imlay City Schools be providing masks?**

**Yes**, ICS will provide each student and staff member in the district a mask/facial covering to start the school year. Additionally, disposable and/or laundered masks will be available in cases of emergency. Families should provide their children with masks throughout the school year, as required according to the region's recovery Phase.

**Q: What is the protocol if a student or teacher or household member tests positive for COVID-19?**

All positive tests within our district will be handled on a case-by-case basis in conjunction with the Lapeer County Health Department. All Lapeer County Schools are working with the Lapeer County Health Department to develop guidelines for protocols. These will be shared when completed.

**Q: Will families be notified if a student or staff member tests positive for COVID-10?**

**Yes**. ICS will work closely with the Lapeer County Health Department in the event that a confirmed case of COVID-19 is identified within our district. All notifications will be aligned with the Health Department protocols and requirements. The Health Department will initiate contact tracing and if contact is made, information on requirements for self-quarantine or recommendations for testing will be provided at that time.

**Q: Will there be a screening process in place for students?**

**Yes**. As per the advice of the Director of the Lapeer County Health Department, ICS will ask parents to conduct the following monitoring:

- Check each child's temperature at home every morning using oral, tympanic, or temporal scanner and keep any child with a temperature of 100.4 or greater at home
- Monitor each child for symptoms of COVID-19, including cough or shortness of breath, and keep any child such symptoms at home
- Keep children with COVID-like symptoms (respiratory, gastrointestinal, and temperature in excess of 100.4) home until they have tested negative for COVID-19 or have completely recovered according to CDC and local Health Department guidelines
- Seek care from a primary care provider if any unexplained symptoms, including cough or shortness of breath are present
- Voluntarily report the results of this monitoring to school personnel

**Q: Will staff members undergo screening daily?**

**Yes**. The district will fully comply and consult with local public health officials regarding the design and implementation of protocols for screening staff and students.

ICS will require staff to do the following, daily:

- Conduct daily self-examinations, including a temperature check, prior to reporting to work

- Stay home if they exhibit any respiratory or gastrointestinal symptoms, or have a temperature of 100.4 or greater
- Report daily responses to self-monitoring questions on the “Imlay City Schools Staff Screening Checklist” (a series of health questions developed by the County Health Department) before reporting to work; stay home if responses indicate potential illness
- Follow established safety protocols, which may include taking a COVID-19 test if symptoms warrant or as advised by the local Health Department

**Q: Will water fountains be available for students?**

**No.** We ask that all individual children bring a water bottle to school with them to use throughout the day. Students’ names should be written on their water bottles. Students will be able to refill their individual water bottles at identified sinks throughout the day.

**Q: How often will students wash/sanitize their hands?**

Teachers will teach and emphasize good hand hygiene throughout the school day.

Students will be required to use sanitizer before entering the seating area of a bus. Hand sanitizer units will be mounted throughout school buildings, and students will be encouraged to use them when they enter classrooms and common spaces. Elementary students will have scheduled hand washing times every 2-3 hours. Students will be required to use sanitizer entering the cafeteria and re-entering the building after recess.

**Q: Will visitors be allowed inside school buildings?**

Family members or other guests are not allowed in school buildings except under extenuating circumstances. All adults entering the building will be screened for symptoms (including having a temperature taken), be required to complete a medical symptom screening document, wear a mask, and be required to sanitize hands prior to entering the building.

## Cleaning Highlights

**Q: What cleaning measures will the district be taking?**

EPA-approved disinfectant, industrial cleaners and special equipment will be used to clean buildings and district transportation vehicles.

- Frequently touched surfaces and bathrooms will be cleaned minimally every four hours
- Student desks and shared spaces (non-cohorted spaces) will be cleaned between after every class period
- Use of shared equipment will be limited, but when necessary to be used, it will be cleaned after every use

- Cafeteria surfaces will be cleaned and sanitized after each use
- Buses will be cleaned and disinfected before and after every transit route
- Clorox “fogging” machines will be used in buildings and buses every evening

The district has hired additional custodial staff to assist with daily cleaning.

## Meals and Recess

### **Q: What will the process for meals be?**

Students BK-5 will have the opportunity, daily, for free breakfast. This breakfast will be delivered to them in their classrooms and eaten in their classrooms. Students will eat lunch in the cafeteria and will be able to unmask for eating. Weston and Borland will do their best to minimize the number of classes in the cafeteria at a time and students will eat with their classroom cohort of students.

Students 6-12 will utilize the cafeteria with as much social distancing as possible. Since secondary students cannot be cohorted at lunch, table dividers (vinyl and plexiglass) will be placed between students at all cafeteria tables at secondary buildings while students have masks off.

### **Q: What will the process for recess be?**

Students will continue to receive recess throughout the school day. There may be more than one class outside at the same time and as a result, masks will be required during recess.

## Phase 4: Current Instructional Options

### **Q: What are my child’s options for instruction for the 2020-2021 school year?**

ICS is planning for and offering in-person, face-to-face instruction. However, we understand and respect that some families would prefer to have their child/children working in a distance/virtual capacity and not return to campus. Therefore, we will also offer a virtual learning option.

### **Q: What will in-person, face-to-face instruction look like?**

Weston and Borland: Students will be kept with their individual classroom cohort peers as much as possible throughout the school day. Specials teachers (music, art, P.E.) will be coming into the class as possible or taking students outside when possible. Students will not have to wear a mask in their classrooms during instruction. Students will have to put a mask on if they leave the classroom, are in hallways, are in common areas, or are on the playground.

ICMS and ICHS students will have to wear masks throughout their day, except for while eating meals. Teachers will be required to clean and sanitize their classrooms after each class.

### [What Does Face-to-Face \(F2F\) Instruction Look Like in 2020-2021](#)

#### **Q: What will the Virtual option look like?**

Students participating are expected to make daily and weekly progress with their scheduled online courses without the face-to-face instruction from an ICS teacher. Students will be expected to participate in and engage in regular two-way communication with an ICS assigned mentor teacher, each week. Parents and students should expect to spend a minimum of an hour per day/per subject. Successful participation in and completion of assignments is required.

### [What Does Online Instruction Look Like in 2020-2021](#)

#### **Q: Will the virtual option be similar to what ICS did in the spring when school closed?**

**No.** The virtual option for the 2020-2021 school year will look much different than the learning that was in place for the spring during our required closure. It will be much more robust and rigorous and require a significantly greater amount of time. Additionally, that time will need the support of family, in the household, for optimal accountability and student success. All work will be graded and appropriate progression through the courses closely monitored.

#### **Q: Can you provide more information about the virtual courses ICS will be using?**

Students in grades 6-12 will be enrolled in courses via Edgenuity Courseware. The link is: <https://www.edgenuity.com/online-courses/> . Students in grades BK-5 will be enrolled in courses through Edgenuity Pathblazer. The link is: <https://www.edgenuity.com/elementary-school/#pathblazer>.

#### **Q: Will my child have access to an ICS teacher?**

**Yes; *however*,** the access will be through established office hours, weekly and serve primarily as a check-in for students. They will also be able to email/call teachers with questions. Teachers will then respond as they are able. Students will not have on-demand access to an ICS teacher. Content delivery, practice, assessments, etc. will be provided by an online program.

#### **Q: Will ICS be providing a device for my child to use during virtual learning?**

**Yes;** however, while ICS has already placed an order for Chromebooks (for all ICS students; F2F or Virtual), we have not been given a concrete delivery date. Families will be asked to sign up for a device if they need one. More information will be provided as soon as it is available.

**Q: What if I need Internet services to access virtual learning?**

ICS is currently researching the best way to support families who need help with Internet access. We will support our families to the best of our ability and capacity. More information will be provided as soon as it is available.

**Q: What will my child’s day look like in virtual learning? How many hours or what schedule is necessary?**

Virtual instruction is self-paced and will occur completely in the home under the guidance of you as your child’s parent/guardian. For successful engagement and completion of required courses, it is recommended that students plan on spending, minimally, one hour per subject area per day. An elementary student with four core areas (ELA, Math, Science, and Social Studies) and one elective, would equal approximately 5 hours per day. A secondary student who typically has 6 classes per day in their face-to-face schedule would equal minimally 6 hours per day. When those hours occur would be a family decision and not mandated by the district or courseware program.

**Q: Will grades be issued in the Imlay City Schools Virtual Learning Academy?**

**Yes.** Grades will be issued just as they are in the face-to-face model of instruction.

**Q: If my child begins school in the ICS Virtual Learning Academy and Michigan moves into Phase 5 and/or our family needs change, can my child move back in to face-to-face learning and attend school on campus?**

**Yes.** Students will be able to move from the virtual learning program into face-to-face learning, but

**Q: If my child participates in the Virtual Learning Academy, will they still be considered an Imlay City Schools student?**

**Yes,** opting for virtual learning is simply choosing a method of curriculum instruction delivery. Your child will remain enrolled in their appropriate building, in their assigned grade, and as an Imlay City Schools Spartan.

**Q: Can ICS Virtual Learning Academy students participate in extracurricular activities and sports.**

**Yes.**

**Q: How do I sign my child(ren) up for the ICS Virtual Learning Academy?**

The link can be found on the main page of our district website and also on our district social media pages. Click [HERE](#) to go directly to the link. Please note, to enroll your student in our virtual learning

academy, we must receive the registration by **Monday, August 10, 2020**. We are closing registration at 11:59 PM on Monday, August 10, 2020 and considering all registrations final. At that point, we will need to finalize staffing plans and complete the required paperwork to place your child in virtual learning.

## Access, Activities, and Movement

### **Q: Will visitors be allowed in school buildings?**

Family members or other guests are not allowed in school buildings except under extenuating circumstances approved by the district and school officials. Should a valid extenuating circumstance arise, adult visitors will be screened for symptoms, including having a temperature taken, will be required to wear a mask and sanitize hands before entering the building.

### **Q: How often will students move throughout buildings during a school day?**

Elementary students will remain in their homeroom class as much as is practical and feasible. All students will eat lunch in cafeterias, and secondary students will eat both breakfast and lunch in cafeterias. Elementary students may move to the music room or to do activities outside, as necessary. Secondary students will change classes per their regular schedule. They may also participate in some outdoor activities, as appropriate.

### **Q: Will buildings open to students at the same time they have traditionally been open?**

**No.** While the school day schedule will remain the same, door schedules will be tightened in order to discourage and control students congregating or being in the buildings without appropriate adult supervision. Your child's principal will send you an informational letter that will contain door schedules. In the past, for instance, the high school doors have been open around 6:30am, and we have permitted students to enter early. We will no longer be able to offer this convenience.

### **Q: Will there be before-and-after school clubs and activities?**

Not at this time. With the exception of athletics, which are stringently regulated by the MHSAA and state guidelines, no before or after school activities - including clubs - will be taking place. As restrictions are lifted by the state, the district will consider adding activities on a case-by-case basis.

All assemblies, field trips and class trips are suspended. Extracurricular activities which require student congregation are also suspended.

## Transportation Highlights

Q: Will safety measures be taken on district transportation vehicles?

Yes. Here are some of the many measures that will be implemented:

- Students who do not have a mask will not be allowed to board school vehicles
- Students will be required to use hand sanitizer before entering the seating area of the bus
- Bus drivers and all students will be required to wear masks at all times on district buses
- Students will be in assigned seats
- Vehicles will be cleaned and sanitized before and after every transit

## Athletics Highlights

**Q: What steps with the district take to assure student-athletes are optimally safe?**

The district will comply with all guidance published by the MHSAA. All participants and coaches will undergo documented health screening, including taking of temperatures, before participating in an event/practice. Water bottles will not be shared. All commonly shared equipment will be cleaned and sanitized after each use. Indoor weight rooms are closed.

**Q: Can I be a spectator at an event?**

Indoor spectator events are suspended.

Outdoor spectator events are limited to 100 people, provided that masks are worn by spectators and six feet of social distancing can be maintained at all times between spectators not from the same household. ICS and its athletic league, the BWAC, will determine who can attend events.

## Special Services

**Q: How will my child be supported with their social and emotional needs? All Phases**

All ICS teachers will receive social-emotional support and training to ensure we are appropriately prepared to welcome all of our students and families back to our learning community, whichever instructional model is selected.

Social-emotional support and interventions will be available by our building staff, secondary counselors, and elementary social workers. Additionally, our Consortium for Exceptional Children School Psychologist and School Social Worker will be available for building-level consultation.

**Q: How will my child be supported in their needs if they are English Language Learners: All Phases**

ICS will continue to provide support for English Language Learners as previously. However, it is important to note that if students requiring English Language Learning support opts into virtual learning, their support will be adjusted and not occur face-to-face.

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***In the event that the region is moved back to Phase 3, and schools are required to shut down again, the district will implement the following:***

## **Phases 1-3: Curriculum/Instructional Options**

**Q: If I select face-to-face instruction for my child and Michigan returns to Phases 1-3, what will school look like?**

If we find ourselves back in Phases 1-3, schools will be closed for face-to-face instruction. However, educating our students is our priority. As such, all students will automatically transition to a remote model of instruction. This means that they will remain assigned to their teachers and transition into working from home for their classwork.

All teachers will establish a Google Classroom for their students and this Classroom Code will be shared with all students and families as students return to school on August 24, 2020. Even during Phase 4 in-person instruction, students and families will be encouraged to use and become familiar with Google Classroom in the event the district must move to remote learning later in the year.

Teachers will continue instruction based on classroom lesson plans and information will be shared through Google Classroom, communication will be through Google Classroom but also include scheduling phone calls, emails, etc. as needed. Teachers will schedule live sessions to provide direct instruction for all students in core content areas. Feedback on assignments will be provided along with formative assessments given to ensure students are progressing in their learning. Participation in remote learning is required and successful completion of assignments/work is required for all students. Attendance and grading policies will be followed. Instructional packets will also be available.

**Q: If my child is enrolled in ICS Virtual Learning Academy, what does this mean?**

Moving in phases will not change anything for our ICS Virtual Learning Academy students. Their program is completely virtual and online and those students will continue in their programming.

**Q: What about special education and other special services for my child if I select ICS Virtual Learning Academy?**

All students with health plans and Section 504 plans will be reviewed. If adjustments or accommodations need to be adjusted or added, the family will be contacted by the child's building.

All students with Individual Education Plans (IEPs) will be reviewed by the IEP teams and adjusted as needed. We encourage parents to reach out to our team of specialists before making a decision on choosing virtual learning. It is important to note that while ICS special education teachers, speech pathologists, psychologists, and social workers will be able to support our IEP students virtually through the use of appointed office hours, they will not be working one-on-one in person, daily, with their students.

**Q: What if we move into Phases 1-3 and my child does not have access to a device?**

ICS has proactively ordered Chromebooks for all of our students so that in the event remote learning is required, we can loan students devices. As of today, July 30, 2020, those Chromebooks have not been delivered and due to a backorder, we are unable to provide a confirmed date that they will be delivered. As soon as the district receives Chromebooks, they will be assigned to students.

**Q: What if we move into Phases 1-3 and do not have access to Internet service?**

ICS will implement the use of instructional packets based on grade-level standards and curriculum. These packets will be created by our ICS teachers and align to the curriculum current being implemented. Packets will be distributed by means of scheduled packet pick-up times. Packets will be collected and returned to students, weekly, with feedback and grading by teachers.

**Q: What method of communication will be used by teachers, students, and families?**

Teachers will be making weekly contact with students/families and will be dedicated to maintaining two-way communication. This communication may occur through the use of technology (i.e. virtual meetings, email, Google Classroom, etc.) or through weekly telephone conference calls. Teachers will establish regular times when they will be readily available to assist students and answer questions as needed. These schedules will be shared with all students and families. Contact logs and participation by students/families, will be maintained. As mentioned previously, all teachers will establish a Google Classroom as the consistent platform which will be used for communication and for students to access work.

**Q: What will special education services look like during a mandatory school closure (Phases 1-3)?**

When schools are closed for face-to-face instruction, the district will always act in good faith to the extent practical and possible, to provide equal access and opportunities to any alternative instructional models for students with disabilities, including auxiliary services.

## Contact Information

If you have additional questions, please feel free to contact:

### Weston Elementary

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### Borland Elementary

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### Imlay City Middle School

Mr. Pat Brown, Principal      [pbrown@icschools.us](mailto:pbrown@icschools.us)      810-724-9811

### Imlay City High School

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### Venture High School

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### Imlay City Early Learning Center

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### Transportation Department

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### Food Service Department

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### Special Education Department

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