

Whitehall District Schools - as of Plan rvd. 8.10.20

[Executive Order 2020-142 \(COVID-19\) \(June 30, 2020\)](#)

[MI Safe Schools: Michigan's 2020-21 Return to School Roadmap \(R2SR\)](#)

Whitehall District Schools plans to follow the strongly recommended and required guidelines in Phase 4 & Phase 5. The "Return to School Roadmap" from the State is long. I would recommend beginning with the Phase 4 information and moving forward or back from there.

- Phases 1-3 - No in-person instruction, remote only (see pages 14-20 in R2SR)
- Phase 4 - In-person instruction is permitted (see pages 21-36 in R2SR)
- Phase 5 - Schools open for in-person instruction (see pages 37-52 in R2SR)
- Phase 6 - Schools open (see pages 53-54 R2SR)

[Public Health – Muskegon County Covid-19 Return to School Toolkit](#)

[Covid Process Handouts \(from Public Health Department\)](#)

Timeline: *(our building support staff will be onsite beginning August 3rd to assist)*

Ongoing - Families Update Demographics @PowerSchool Parent Portal

<https://ps-wh.muskegonisd.org/public/home.html>

July 27 - Draft Plan - Outline Released

August 3 - Weekly Plan Update, with proposed daily schedules

August 3 - August 7 - Initial Selection of Family Return to School Plan (survey response)

August 10 - Weekly Plan Update, with proposed transportation plan

August 10 - 14 - Confirmation of Family Return to School Plan (personal contact)

August 17 - Weekly Plan Update, with food service plan / transportation confirmation

August 17 - 21 - Class assignment, course schedules, teacher assignment finalized

August 24 - Weekly Plan Update - final updates

August 27 - Open House by Appointment (entry/exits, receive tech (passwords), protocol practice)

August 31 - School Opens

Assurances

WDS commits to implement the following as outlined in the Governor's Executive Order 2020-142.

1. The District assures that when it provides in-person instruction to its students without disabilities, the district will also provide in-person instruction to its students with disabilities, consistent with their individualized education plans.
2. The District assures that when schools are closed to in-person instruction, the district will strive in good faith and to the extent practicable, based upon available resources, technology, training, and curriculum, as well as the circumstances presented by COVID-19, to provide equal access to any alternative modes of instruction to students with disabilities from birth through age 26. This includes the provision of auxiliary services under Section 1296 of the Revised School Code, MCL 380.1296.
3. The District assures that while any state of emergency or disaster related to the COVID-19 pandemic continues, it 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.
4. The District assures that it will, to the extent practicable and necessary, make individualized determinations whether and to what extent compensatory services may be needed for students in light of the school closures during the 2019–2020 school year.
5. The District assures that during Phase 1, 2 or 3 it will close its buildings to anyone except:
 - a. District employees or contractors necessary to conduct minimum basic school operations consistent with a Preparedness Plan, including those employees or contractors necessary to facilitate alternative modes of instruction, such as distributing materials and equipment or performing other necessary in-person functions.
 - b. Food-service workers preparing food for distribution to students or their families.
 - c. Licensed childcare providers and the families they serve, if providers follow all emergency protocols identified by the state.
6. The District assures that during Phase 1, 2, or 3 it will suspend athletics, after-school activities, inter-school activities, and busing.
7. The District assures that during Phase 1, 2 or 3 it will provide for the continued pay of school employees while redeploying staff to provide meaningful work in the context of the Preparedness Plan, subject to any applicable requirements of a collective bargaining agreement
8. The District assures that during Phase 4 it will prohibit indoor assemblies that bring together students from more than one classroom.

Phase 4 & 5 - WH Return to School Learning Options

WDS will be following all required and highly recommended guidelines in the Governor's Return to School Roadmap in Phase 4. If we move to Phase 5, WDS will continue to implement the highly recommended protocols from the Return to School Roadmap as outlined, and will continue to monitor protocols and practices.

There are two options for our students to return to school. You will receive a confirmation phone call prior to August 14th if you select virtual.

Face-to-Face *(available in Michigan's Phase 4 or higher)*

Students return in person K-12. Class size will be limited to 18 students depending on classroom size. In a few situations, there will be more if the space is large enough to keep students socially distanced. An example may be a senior government class that is held in the auditorium with up to 50 students (one in each row).

K-8 students will attend school four days a week for close to typical full days (6.5 hrs. minimum daily schedule @ K-8). The fifth day would be an online, e-learning day.

- Elementary level students will learn as a cohort. They will be with their teacher and each other the entire day.
- Middle school level students will learn as a cohort. They will move as a cohort throughout the day. The teachers at middle school will rotate into the classroom when feasible.

High school students will attend school for four days with an online e-learning, independent day on Friday. HS students should attend a minimum of four classes in person every day. Students who self-transport will have a range of times they can start and end the school day.

- HS students will move as a cohort when feasible.
- HS students will take a minimum of four classes in person, and the others will be online, additional face-to-face, or electives.

If there is a required school closure due to COVID students will learn from home using school issued Chromebooks in 2nd – 12th grade. We have been providing chromebooks for the last five years. K-1 students will have a programmed learning device they are able to use and learn from with minimal assistance. All groups will be provided teacher assistance. The day will follow a very similar daily schedule as in face-to-face. However, it will be from a distance.

All 3rd – 12th grade teachers will be using the same learning platform, Google Classroom. They will all use Google Meets for online meetings. Daily lessons will be posted in Google classroom

whether or not we are in person. K-2nd will use a platform called Seesaw. This is a student, parent, and teacher friendly format for younger students.

Virtual *(available in all of Michigan's re-opening phases)*

Students can return in a **100% virtual format**. This is a **Viking Virtual Pathway**. In this plan, 6-12 students will choose to use pre-developed online content with an instructor from Whitehall District Schools or Michigan Virtual. If the Whitehall teacher is selected they will use a blend of pre-developed content and their own resources. They will follow the google classroom format. If the Michigan Virtual teacher is selected there will be a Whitehall staff member assigned as a mentor. Either way, they will be Whitehall students. Secondary students can view available courses at www.micourses.org. At the site, select Whitehall District Schools where you will see the courses. The students will then work with their counselors to sign up for these courses. There is a [registration page](#) at this link. This is not the final step. A counselor from the high school will confirm your selections and responsibilities with you.

K-5 Viking Virtual will be offered in a distant learning format with a WH teacher or through an online content provider with a WH staff mentor. It should be noted that the younger the students the more assistance that will be needed. This may include setting learning routines, schedules, technology assistance, and motivating the younger students to be accountable for their learning. The WH teacher virtual learning model will provide some of this assistance and motivation, but the students will also need their parent/guardian.

The Viking Virtual experience with a Whitehall teacher will be vastly different from last spring. That was emergency virtual learning, this is focused virtual distance learning with accountability, expectations, and grades. The Viking Virtual experience with a Whitehall teacher will be offered K-12. The content will be accessible live throughout the day (synchronous) and in google classroom after hours (asynchronous).

School Calendar

The district will hold its first day of school on August 31st. Our plan is to be in school for the required number of days.

Return to School Open House

There will be an open house on Thursday, August 27th. Students will sign up for one of multiple sessions or by appointment. During these sessions the teachers will model the expectations for the start of school, safety protocols, where to enter and exit the building, and how to access technology.

Face coverings will be required at these open houses by all participants and students may be accompanied by only one family member. Anticipated available sessions will be 9-11 AM, 1-3 PM, & 5-7 PM.

Daily School Schedules

The elementary and middle school schedules will be similar. The typical day would be 6.5 hrs from start to end. A model elementary and middle school start time might be 8:30 – 3:00 PM or 9:00 – 3:30 PM. Students may be dropped off to school no earlier than 10 minutes prior to the start of the day. Both elementary and the middle school will have two different start times that are likely to be 30 minutes apart. The start time will be determined by the cohort placement of the student.

Shoreline, Ealy, and the Middle School will have staggered start times. In general, those living North of White Lake Drive will attend from 8:30 AM - 3:00 PM (M-Th) and those living South of White Lake Drive will attend from 9:00 - 3:30 PM (M-Th). They will have asynchronous (on their own time) instruction on Friday.

The High School daily schedule will run from 8:00 AM - 3:30 PM. Students who need transportation will begin their day at 8:00 AM. The schedule will contain seven hour long sessions and a ½ hour lunch.

Daily Learning Routines

A typical elementary day will be broken into two, three-hour sessions. One session will teach reading, writing, communication, and literacy. The other session will teach math, STEM, and real-world.

K-5 will have recess daily and will be scheduled by the teachers. Classroom teachers will be encouraged to enjoy the outdoors with their children. Students are not required to wear face coverings outside when socially distanced.

A typical middle school day will contain four, approximately 90 minute class periods. Literacy, Math, SS/Science, Elective.

A typical high school day will consist of six classes per semester. They will contain a minimum of four face-to-face core classes, online courses, and an elective/athletic/band class.

[Link to Schools](#)

Gatherings, Visitors, and Field Trips

- Pursue virtual group events, gatherings, or meetings, if possible, and promote social distancing of at least 6 feet between people if events are held.
- Limit group size to the extent possible.

- Limit any nonessential visitors, volunteers, and activities involving external groups or organizations as possible – especially with individuals who are not from the local geographic area (e.g., community, town, city, county).
- Pursue virtual activities and events in lieu of field trips, student assemblies, special performances, school-wide parent meetings, and spirit nights, as possible.
- Pursue options to convene sporting events and participation in sports activities in ways that minimizes the risk of transmission of COVID-19 to players, families, coaches, and communities.

Cohorts (classroom and building)

The district is taking the approach to keep students in cohorts. These cohorts will be a group of 18 students who learn together. The younger the student the more closely we will be able to maintain a cohort of students. This means a 1st grade class will stay together for most, if not all of the day. While a middle school student may stay with the same students for most of the day, the teachers may change from one classroom to another. HS cohorts will stay together when feasible, but the likelihood for changing classes and being with a portion of another cohort will increase because all students will not be on the same schedule.

Students will have an assigned seat in the classroom.

Transportation

The district is preparing a staggered transportation plan for students. The district believes that it is safer for parents to transfer their students to school. This is only true during this pandemic. Transportation is a parent option. Parent transport is encouraged. Rideshare partnerships are encouraged. The district is working to identify different drop spots close to school, so it is easier to transport your own children.

Whitehall is following the guidelines from the Governor's office on the Return to School Roadmap. The Road to School plan has limited restrictions on bus ridership. Face coverings are required on the bus. There are no specific social distancing protocols in place on buses per the road map. The resources to provide additional routes are also limited. Limited resources would result in full buses. This results in kids being in very close proximity to one another.

At this time, we will limit the student capacity on a bus to 50% of the maximum capacity. The district will transport to school by geographic region.

Weather permitting, windows will be left open while the bus is in motion to increase air circulation. Buses will be properly sanitized after every transit route.

Busing and Student Transportation Hygiene

- Hand sanitizer will be provided and used before boarding district transportation vehicles.

- Students and staff must wear a face mask while on the bus.
- Transportation vehicles will be cleaned and disinfected before every transit route.
- Equipment on district transportation vehicles (seats, wheel chairs, walkers, etc.) will be cleaned, sanitized and disinfected daily.
- If a student becomes sick during the day, they should not use group transportation to return home and should follow protocols outlined above.
- If a driver becomes sick during the day, they should follow protocols for sick staff outlined above and should not return to drive students.

Food Service

We plan to make breakfast and lunch available to your children. The specifics of how this will be delivered and where it will be eaten are to be determined.

Your child can expect to receive a nice lunch (sandwich, soup, salad choice w/fruit, vegetable, assorted side options) every day we are in school. They may eat outdoors, in the classroom, or in a socially distant and sanitized lunch space.

In some scenarios the breakfast or lunch may be provided the day before so your child can eat before they depart for school.

As always, your child may also bring his/her own lunch and utensils.

School Supplies

School supplies that you may want to think about for this year might include a small bag that you carry over the shoulder or around your waist to hold your school supplies, a more portable backpack, multiple face coverings (one for school and one for traveling back and forth), personal hand sanitizer, etc.

We will continue to provide pencils and paper.

The trips back and forth to lockers to gather materials will be discouraged. Students will have a Chromebook 2nd – 12th grade. The chromebook will be a valuable resource and learning tool. You will need to assist us in teaching your children to take good care of this learning tool.

District Covid + Prevention Protocols (need forms developed)

Staff Health

Daily AM staff screen sent via text/email. This will be recorded/reviewed by HR Dept.

Staff will conduct self screens daily to include temperature and symptom checks.

Staff that are exposed to the coronavirus or are in close contact with a Covid + individual will report to the building supervisor/hr generalist.

Student Health

Daily Parent Screen – text each AM (required)

Public Health recommends that parents monitor the health of their school-age children daily for possible illnesses that may decrease the student’s ability to learn and put them at risk for spreading illness to others. Before leaving for school, parents should screen their child(ren) for the following symptoms:

Section One: Symptoms

- Temperature 100.4 degrees Fahrenheit or higher when taken by mouth
- Sore throat
- New** uncontrolled cough that causes difficulty breathing (for students with chronic allergic/asthmatic cough, a change in their cough from baseline)
- Diarrhea, vomiting, or abdominal pain
- New onset of severe headache, especially with a fever

Section Two: Close Contact/Potential Exposure

In the past 14 days has your child:

- Had close contact (within 6’ of an infected person for at least 15 minutes) with a person with confirmed COVID-19: OR
- Had close contact (within 6’ of an infected person for at least 15 minutes) with person under quarantine for possible exposure to COVID-19; OR
- Had a travel history

If the answer is **YES** to any of the questions in Section One, but **NO** to all the questions in Section Two, keep your child(ren) home from school until the following are fulfilled: for fever: at least 24 hours have passed with no fever, without the use of fever-reducing medications; sore throat/ cough: improvement (if strep throat: do not return until at least 2 doses of antibiotic have been taken); diarrhea, vomiting, abdominal pain: no diarrhea or vomiting for 24 hours; severe headache: improvement in headache.

If the answer is **YES** to any of the questions in Section One and **YES** to any of the questions in Section Two call your healthcare provider right away to get evaluated and tested for COVID-19. If you don’t have one or cannot be seen, go to www.mi.gov/coronavirustest or call 2-1-1 to find a location to have your child(ren) tested for COVID-19.

If the answer is **YES** to any of the symptom questions, but **NO** to any close contact/potential exposure questions, your student may return based on the guidance for their symptoms (see “Managing Communicable Diseases in Schools”):

- Fever: at least 24 hours have passed with no fever, without the use of fever-reducing medications
- Sore throat: improvement (if strep throat: do not return until at least 2 doses of antibiotic have been taken);
- Cough/Shortness of breath: improvement
- Diarrhea, vomiting, abdominal pain: no diarrhea or vomiting for 24 hours
- Severe headache: improvement

Quick Scan Upon Arrival – 100.4

Q & A Screening Station - 10% Random

Teacher Daily Screen & Record

Weekly Screen Reminder – text on Sunday evening to families

Community Health

Weekly Data Report from School

Covid + School Closing Response

Generally accepted practices and requirements will be provided by the Muskegon County Health Department. The MCHD is responsible for contact tracing and notification of all exposed individuals.

The district will provide information when available and permitted by the MCHD.

The school district will provide notice to individuals exposed to a Covid + individual as advised by the MCHD.

Each building will have a **DESIGNATED COVID-19 Building Coordinator**. This will be the building principal or their onsite designee. This staff person is responsible for responding to COVID-19 concerns. There will be a secondary person to help with difficult situations and cover absences. All school staff and families will know who this person is and how to contact them.

What Happens When Someone at School Gets COVID-19? When the school becomes aware of a case of COVID-19 in a student or staff member, they will notify the health department. The health department will notify your contact person when they become aware of a case. The health department will assist in identifying close contacts. Those few individuals are critical to helping the health department figure out others who were close contacts to the case and determine what areas of the school need special attention for disinfection and cleaning. Other than those few individuals, the person's identity is kept confidential in respect of their privacy as well as following regulations of FERPA (for schools) and HIPAA (for the health department).

What is a close contact? For COVID-19, a close contact is most often someone that has been within 6 feet (about 2 arms' length) of an infected person for at least 15 minutes, with or

without a face covering. Every case is different, however, and the health department has to look at how COVID-19 is spread and how we get infected when figuring out close contacts. The health department helps determine close contacts every day and routinely investigates contacts to many types of contagious diseases.

Identify close contacts A person with COVID-19 is considered contagious starting 2 days (48 hours) before they start having symptoms. If they never have symptoms, they are considered contagious starting 2 days (48 hours) before their COVID-19 nasal/throat swab test was performed. Close contacts to a person with contagious COVID-19 are at risk of getting sick. They must be identified and be quarantined.

Examples of Close Contacts in the Schools

Many things affect what a close contact is and this needs to be determined on a case by case basis with help from the local health department. However, at a minimum, the following examples should apply to most situations.

Assuming all COVID-19 prevention methods have been followed (everyone has been consistently and properly using face coverings, washing hands frequently, cleaning frequently touched items often, maintaining physical distancing as best as possible, not sharing items, etc.), a close contact might be if the contagious individual:

were a teacher ... and they were not keeping at least 6' away from students while teaching (i.e., walking around while lecturing, doing a lot of one on one, face to face instruction), the entire class might need to be quarantined.

- If the teacher is NOT wearing appropriate face covering, the spread of droplets and aerosol is greater.

were a classmate ... and they were sitting or often within 6' of the contagious individual, either in the classroom or on the bus, unless it only occurred one time and was less than 15 minutes.

- This would typically be the one to two rows of students sitting closest to the contagious individual.

or they had interactions with the contagious individual lasting over 15 minutes in confined areas such as bathrooms, office room, where distancing of 6' are difficult.

were a lunchmate ... and they were sitting within 6' of contagious individuals.

- This is a higher risk time as face coverings cannot be worn.

***Any other person outside of school that had similar exposure to a contagious individual is considered a close contact. Public health authorities may determine that distances beyond 6' can still result in high-risk exposures based on other considerations. It will be very helpful for parents to keep note of where their student is going and who they are spending time with**

outside of school. This will help greatly in finding close contacts should someone become infected.

Building Cleaning Protocol

We have cleaning supplies, disinfectant sprayers, hand sanitizing stations, and on-site custodial for continuous surface cleaning.

Our classrooms will be cleaned daily by custodial staff and there will be a deep clean each Friday.

After an individual or space is exposed to a sick person the areas used by the sick person will be closed off and we will not use these areas until after cleaning and disinfecting. We will wait at least 24 hours before cleaning and disinfecting. If 24 hours is not feasible, we will wait as long as possible. We will ensure safe and correct use and storage of cleaning and disinfection, including storing products securely away from children.

["Reopening Guidance for Cleaning and Disinfecting Public Spaces, Workplaces, Businesses, Schools, and Homes"](#) developed by the CDC

Hygiene

- Adequate supplies of soap, hand sanitizer with at least 60% alcohol, paper towels, tissues, and signs reinforcing proper handwashing techniques will be provided to support healthy hygiene behaviors.
- Staff will teach and reinforce handwashing with soap and water for at least 20 seconds and/or the safe use of hand sanitizer that contains at least 60% alcohol.
- Supplies (paper towels, soap, hand sanitizer, tissues, trash receptacles) will be checked daily and restocked in the classroom.
- Proper mitigation strategies including hand washing and sneezing will be communicated to families via newsletters, web pages, bulletin boards, and the like. Parents and caregivers will be asked to review and reinforce with their students.
- Employees will practice good hand hygiene.
- Employees will avoid handshaking and instead use other non-contact methods of greeting.
- Employees will avoid other employees' work spaces and commonly touched workplace tools (i.e. phones, computers, desks, copiers, printers, water coolers, refrigerators, etc.). If necessary for employees to share spaces, each employee will clean and disinfect his/her space before and after use.
- Employees will avoid sharing any items that would cross contaminate saliva (i.e. water bottles, food utensils).
- Student personal items will be kept separate in individually labeled cubbies, containers or lockers.
- Limit use of classroom materials to small groups and disinfect between use, or provide adequate supplies to assign for individual student use.

Student Mental Health

Our student resource team, including our school social workers, counselors, and school psychologists, have put together a [resource plan](#) for students with social, emotional, and mental health needs. This includes a return to school inventory of students' needs related to the coronavirus and its impact.

We have an intake form that has been developed by this team to assist in the identification of students with all of their Covid related needs from accessing technology and school supplies to addressing health and medical needs. Upon completion of this form a student's single point of contact will reach out to them and their parents for specific follow up and support.

Our [staff resource page](#) contains the link to the non-academic needs for students and families.

PPE

Staff will be required to wear face coverings at all times during the day, except when eating lunch or socially distanced outdoor activities.

All K-12 students will be required to wear face coverings throughout the day with the exception of when they are eating and socially distanced outdoor activities.

K-5 students will be required to wear face coverings in large group areas, on the bus, in common areas like lunchrooms, hallways, or meeting rooms. K-5 students will wear face coverings/pull-up neck buffs in the classroom.

Governor's office FAQ regarding Executive Order 2020-142

Q: What is the definition of a facial covering?

A: A facial covering is cloth material that covers the nose and mouth. Facial coverings may be secured to the head or simply wrapped around the lower face. They can be made of a variety of materials, such as cotton or linen, and may be factory-made or made by hand.

Q: Are face shields acceptable alternatives to mask?

A: No. The CDC does not recommend the use of face shields as a substitute for cloth face coverings. However, a face shield that covers the eyes, nose and mouth can be worn in addition to a cloth mask if desired. Moreover, a face shield may be worn by younger children who are not required to wear a cloth face mask.

Q: Who determines whether or not a student/staff member can medically tolerate a facial covering?











A: Schools should require documentation from a medical professional, as they do for other types of accommodations.


Q: Can parents "opt-out" their child from the facial covering requirement, but still send them to school in-person?

A: No. The child may opt-out of the requirement only if they choose to enroll in a fully remote learning environment.

Q: What recourse is there if students/families openly refuse to wear masks and they have no documentation of being unable to medically tolerate a facial covering?

A: Schools should enforce compliance with state and local requirements for students through their normal disciplinary mechanisms.

Chance of Transmission	Asymptomatic COVID-19 Carrier	Uninfected Person
HIGHEST		
HIGH		
MEDIUM		
LOW		
LOWEST		



Athletics (click here for [MHSAA Update Center](#))

We will follow the MHSAA guidelines for athletics. We will plan according to the rules provided by their offices.

Parent transportation may be required to and from athletic events.

We have not heard any details on spectator attendance at athletic events.

High School

- Fall sports practices will begin on time with football on Aug 10 and the remaining sports on Aug 12th. There are specific protocols for these practices for each sport issued by MHSAA.
- Actual competitions are only approved for cross country, girls golf, and boys tennis. We will not know until Aug 20th the fate of the remaining sports. Large scale events such as invitationals, tournaments...etc. will not be allowed at this time.
- As in any other year, athletes should come to the high school office anytime beginning on August 3rd to obtain an Athletic Card. Some items to include are: Sports physical card, or if they had one last year a signed Parent consent form. (<https://www.mhsaa.com/portals/0/Documents/health%20safety/healthquestionnaire.pdf>), athletic fee, eligibility check...etc.
- Any Indoor sports (volleyball) have not yet been cleared to begin practices inside, but are permitted to workout outside.

Middle School

- Middle school fall practices may begin no earlier than Aug 24th and athletes should have a completed athletic card prior to practices.
- We will follow all conference and MHSAA guidelines.

Music

[Instrument Aerosol Research](#)