

**Fowlerville Community Schools
Board of Education
SPECIAL Meeting
Agenda**

Electronic Meeting via Zoom, 7:00 p.m.

August 11, 2020

District Mission Statement-Fowlerville Community Schools are committed to providing a quality educational experience for all students in a safe, orderly, healthy, and nurturing environment. The district's guiding principles are educational excellence, effective leadership, personal integrity, mutual respect and continuous improvement through staff, student, and community involvement.

- I. **Executive Order 2020-151 prohibits all public gatherings of any number of people until after August 11, 2020. This requires the Fowlerville Community School District Board of Education to meet electronically.**
- II. Call to Order
- III. Pledge of Allegiance
- IV. Consent Agenda
 - A. Roll Call
 - B. Approval of Minutes from August 4, 2020
- V. Call to the Public
- VI. New Business/Discussion
 - A. Recommendation to Approve the 'Fowlerville Community Schools COVID-19 Preparedness and Response Plan'
- VII. Information
 - A. Next Regular Meeting, August 18, 2020 at 7:00 p.m. via Zoom
- VIII. Adjournment

CALL TO THE PUBLIC GUIDELINES:

- Any audience member may address the Board about topics on the agenda or not on the agenda.
- Each person shall be allowed to speak for a maximum of 3 minutes.
- Individuals addressing the Board should take into consideration the rules of common courtesy.
- Comments cannot be used to make personal attacks against Board members, District employees, or students.
- Call to the Public is not a question and answer period.
- Board members may ask questions of the speaker, but are not obligated to answer questions or make statements or commitments in response to issues raised by the public.
- The Board President may refer questions/issues to the Superintendent for investigation, study, or recommendation. He may ask the Superintendent to address questions directly during the Superintendent's report.

- IV. Consent Agenda
 - A. Roll Call
 - B. Approval of Minutes August 4, 2020
- V. Call to the Public
- VI. New Business/Presentation
 - A. Recommendation to Approve the 'Fowlerville Community Schools COVID-19 Preparedness and Response Plan – Governor Whitmer's Executive Order 2020-142 “provides a structure to support all schools in Michigan as they plan for a return of pre-K-12 education in the fall. Under the order, school districts must adopt a COVID-19 Preparedness and Response Plan laying out how they will cope with the disease across the various phases of the Michigan Safe Start Plan. In turn, the accompanying Michigan Return to School Roadmap offers a guide to the types of safety protocols appropriate during each phase. There's no one-size-fits-all solution: What works in Lansing may not work in Sault Sainte Marie. Districts will retain the flexibility to tailor their instruction to their particular needs and to the disease conditions present in their regions.” (EO-2020-142)

Each district (public, public school academy (PSA), nonpublic, and intermediate school district (ISD) that educates pre-K-12 students) shall submit a single completed Assurance Document and Preparedness Plan to its Board in time for approval by August 15 or seven days before the first day of school, whichever comes first. This template, when completed, serves as a single Assurance Document and Preparedness Plan.

Recommendation: Administration recommends approval of the Fowlerville Community Schools COVID-19 Preparedness and Response Plan as presented. Roll Call Vote Needed.

- VII. Information – See Agenda
- VIII. Adjournment

FOWLerville COMMUNITY SCHOOLS
Board of Education Minutes
Regular Meeting
August 4, 2020

The meeting was called to order by School Board President Mr. Mike Brown at 7:13 p.m. via Zoom.

The Pledge of Allegiance was recited.

Members Present: Mr. John Belcher, Mr. Mike Brown, Mrs. Sheila Burkhardt, Mr. Steve Frederick, Ms. Trisha Reed, Miss Mary Vielbig and Dr. Chris Wanczyk

Members Absent: None

Motion by Miss Vielbig, supported by Ms. Reed recommending approval of the consent agenda including Board minutes from July 21, 2020.

Ayes: Mr. Belcher, Mr. Brown, Mrs. Burkhardt, Mr. Frederick, Ms. Reed, Miss Vielbig and Dr. Wanczyk

Nays: None

The motion carried.

During the Call to the Public Ms. Katie Bowling, Ms. Kristy Placido, Mr. Jason Donoghue, Ms. Meg Koenemann, Ms. Nicole Olszowy read a statement from Ms. Colleen Hanson, Ms. Andrea Hart, Ms. Carla Smith, Ms. Mariam Mangan, Ms. Shelly Cook Duckett, Mr. Roger Smith, Ms. Amy Coselman, Ms. Chantal Fox, Ms. Kirstin Atlee-Hoshal, Ms. Doris Fitchpatrick, Ms. Shannon Gilroy, Mr. Rob Mangan, Mr. Nick De Leeuw, Ms. Jennifer Connor read a note from Ms. Karen Pawloski, Mr. Scott LaDuke, Ms. Billie Bergin, Ms. Kami Kargel, Mr. Jason Simmons, Mr. Kevin Scherer, Ms. Jennifer Arledge-Teran, Ms. Kim Battjes, Ms. Michelle Spisz, Ms. Erin Krolczyk, Ms. Gabriell Rester, Mr. Tim Dowker read a statement from Ms. Michelle Blair, Ms. Whitney Bishop, Ms. Christine Czerwinski, Ms. Betsy Ording, Ms. Emily Van Engen and Ms. Sarah Salisbury addressed the Board.

A Board Committee Report was given for the 7/23/2020 Personnel Committee meeting.

No Board Comments were offered.

Assistant Superintendent, Mr. Tim Dowker, did not give a report.

Mr. Wayne Roedel, Superintendent, reminded everyone that the Board will not act on the Draft Plan being presented tonight.

Superintendent Roedel presented the 'Fowlerville Community Schools COVID-19 Preparedness and Response Plan [DRAFT]'.

Board discussion took place.

Motion by Mr. Frederick, supported by Mr. Belcher recommending the following administrative contracts be reduced 1.5% for the 2020-2021 school year.

Bobbiesue Adams, KES Intervention Specialist/Assistant Principal
Lauri Coe, Financial Director
Dana Coon, SES Intervention Specialist/Assistant Principal
Eric Diroff, FHS Assistant Principal
Tim Dowker, Assistant Superintendent/Curriculum Director
Jeff Finney, FHS Dean of Students
James Fitzgerald, FJHS Assistant Principal
Kathy Gibson, SES Principal
Myriah Lillie, FJHS Principal
Bradford Lusk, FHS Principal
Jason Miller, KES Principal
Brian Osborn, FHS Athletic Director
Wayne Roedel, Superintendent

Ayes: Mr. Belcher, Mr. Brown, Mrs. Burkhardt, Mr. Frederick, Ms. Reed, Miss Vielbig and Dr. Wanczyk

Nays: None

The motion carried.

Motion by Mrs. Burkhardt, supported by Ms. Reed to adjourn the meeting at 10:21 p.m.

Ayes: Mr. Belcher, Mr. Brown, Mrs. Burkhardt, Mr. Frederick, Ms. Reed, Miss Vielbig and Dr. Wanczyk

Nays: None

The motion carried.

Fowlerville Community Schools

COVID-19 Preparedness and Response Plan

Revised 04:00 PM
08/10/2020

Name of District: Fowlerville Community Schools

Address of District: 7677 Sharpe Road, Suite A

District Code Number: 47030

Web Address of the District: fowlervilleschools.org

Name of Intermediate School District: Livingston Educational Service Agency

Fowlerville Community Schools

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Preparedness Plan Introduction

Governor Whitmer's [Executive Order 2020-142](#) "provides a structure to support all schools in Michigan as they plan for a return of pre-K-12 education in the fall. Under the order, school districts must adopt a COVID-19 Preparedness and Response Plan laying out how they will cope with the disease across the various phases of the [Michigan Safe Start Plan](#). In turn, the accompanying Michigan Return to School Roadmap offers a guide to the types of safety protocols appropriate during each phase. There's no one-size-fits-all solution: What works in Lansing may not work in Sault Sainte Marie. Districts will retain the flexibility to tailor their instruction to their particular needs and to the disease conditions present in their regions." (EO-2020-142)

Each district (public, public school academy (PSA), nonpublic, and intermediate school district (ISD) that educates pre-K-12 students) shall submit a single completed Assurance Document and Preparedness Plan to its Board in time for approval by August 15 or seven days before the first day of school, whichever comes first. This template, when completed, serves as a single Assurance Document and Preparedness Plan.

The Preparedness Plan will be collected by the Intermediate School District for public school districts, the authorizing body for public school academies, or the chief/designated school administrator for nonpublic schools for transmission to the State Superintendent of Public Instruction and State Treasurer by August 17, 2020. Additionally, this Preparedness Plan must be posted on the district's/PSA's, or nonpublic school's public website home page no later than August 17, 2020. A single application should be filed by the district rather than multiple applications for individual schools within a district.

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Preparedness Plan Assurances

The Fowlerville Community Schools (FCS) agrees to meet all of the following requirements of Executive Order 2020-142

- ✓ The District assures that when it provides in-person instruction to its students without disabilities, the district must also provide in-person instruction to its students with disabilities, consistent with their individualized education programs (IEPs).
- ✓ The District assures that when schools are closed to in-person instruction, districts must 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 assurance includes the provision of auxiliary services under section 1296 of the Revised School Code, MCL 380.1296.
- ✓ The District assures that while any state of emergency or disaster related to the COVID-19 pandemic continues, it shall 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 District assures that it shall, to the extent practicable and necessary, make individualized determinations whether and to what extent compensatory services may be needed for students with disabilities in light of the school closures during the 2019–2020 school year.
- ✓ The District assures that during **Phase 1, 2, or 3** of the *Michigan Safe Start Plan* 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 employers 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 child-care providers and the families that they serve, if providers follow all emergency protocols identified by the state.
- ✓ The District assures that during **Phase 1, 2, or 3** of the *Michigan Safe Start Plan* it will suspend athletics, after-school activities, inter-school activities, and busing.
- ✓ The District assures that during **Phase 1, 2, or 3** of the *Michigan Safe Start Plan* 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.
- ✓ The District assures that in **Phases 1, 2, or 3** of the *Michigan Safe Start Plan* it will provide for the continuation of food distribution to eligible students.

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- ✓ The District assures that during **Phase 4** of the *Michigan Safe Start Plan* it will prohibit indoor assemblies that bring together students from more than one classroom.
- ✓ The District assures cooperation with the local public health department if a confirmed case of COVID-19 is identified, and agrees to collect the contact information for any close contacts of the affected individual from two days before he or she showed symptoms to the time when he or she was last present in school.

Development of the Preparedness Plan

In June of 2020 the District initiated a District Steering Committee to begin planning for the upcoming 2020-2021 school year. The committee was composed of a wide variety of teaching staff and administrators representing all grade levels and teachers identified as teacher leaders throughout the District. This team worked from the following guiding concepts as it developed a back to school plan.

- That throughout the coming school year, one or more buildings may need to close for several days or weeks at a time because of discovery of a COVID-positive student or staff member.
- That some parents will not be willing to send their child(ren) to campus in the fall and will be seeking online options - either from us or from other agencies.
- That 2020-2021 will be a year with serious financial limitations based on per-pupil state funding projections

...and that given these likelihoods - the committee needed to design a nimble, adaptive education plan that will allow us to:

- Teach both the students who are physically present in our classroom and those who are not
- Transition both students and staff to and from remote learning/teaching in the event of quarantine and closures
- Improve the quality of remote instruction to better engage students and keep from creating or extending learning gaps

These parameters led to the creation of two pathways for our students:

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PATHWAY 1: MODIFIED TRADITIONAL PATHWAY

If it is determined that it is safe to hold traditional, face-to-face instruction, we will have “regular” classes beginning on Wednesday, September 2, 2020. However, there would be some changes enacted to allow our system to be more adaptive in case of closures and limitations:

- Every teacher would have an “online classroom” platform based on quality standards set by a county-wide committee.
- Students would be taught to use the online platform through relevant, blended instruction that would supplement traditional, face-to-face instruction.
- Students would meet in person four days per week on Monday, Tuesday, Thursday and Friday. Students would receive remote instruction on Wednesday.
- Students can transition to pathway 2 (online learning only) at any time when the District is in phase 4 or 5.

PATHWAY 2: REMOTE LEARNING PATHWAY

The remote learning pathway is for quarantined students, those whose parents choose not to send them back to campus for all or some of the 2020-2021 school year, and for all students during periods of closure. Components of this pathway include:

- Every teacher would have an “online classroom” platform.
- Teachers would post “mini-lessons”, supplemental materials, and formative assessments to assist students in accessing the same learning concepts taught in the traditional class. Summative assessments would also be given.
- Office hours would be available for students to get content-area and lesson-specific support for learning.
- Students would access their Google Classroom daily.
- Assignments and assessments would be graded and final grades posted to transcripts.
- Students could transition back to Pathway 1 at 9 week intervals that correspond to the end of each marking period. In other words, once a student chooses pathway 2, they are committed to that mode of learning for at least 9 weeks.

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The District Steering Committee has invested a tremendous amount of time looking at online best practices around Instruction and Assessment, Online classroom Resources and Training, Social Emotional needs/Student Engagement and Motivation and Logistics. These plans are a culmination of their efforts.

Thank you to the following educators who participated on the District Steering Committee and invested countless number of hours this summer to the development of the plan:

Gordon Anderson	Dana Coon	Andrea Hart	Caitlyn Liston
Christine Lucas	Bradford Lusk	Nicole Olszowy	Lisa Parke
Josh Roltsch	Jennifer Smith	Rhonda Dowker	Bobbiesue Adams
Heidi Bowers	Nancy Collins	Alyssa Day	Matt Copeland
Christy Freeman	Kathy Gibson	Kim Wooster	Tim Dowker
Molly Moulton	Barb Piper	James Stauble	Emily VanEngen
Lori Chaperone	Tanya Dillingham	James Fitzgerald	Corrie Gouliding
Mike Hanna	Emily LaPlante	Jason Miller	Tanya Phillips
Shelby Wallace	David Collins	Carrie Deluca	Eric Diroff
Erin Estrada	Sandra Gill	Myriah Lillie	Holli Sweet
Amanda Tomassi	Bill Vliek	Jamey Hardenbrook	

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Preparedness Plan

Every district must develop and adopt a COVID-19 Preparedness and Response Plan ("Preparedness Plan") that is informed by Michigan's 2020-21 Return to School Roadmap ("Return to School Roadmap") from the COVID-19 Task Force on Education and Return to School Advisory Council.

Plan for Phases 1-3

Safety Protocols

- Fowlerville Community School employees and contractors are permitted to be physically present in school buildings for the purposes of conducting basic school operations, including remote instruction via Google Classroom and other tools.
- Bond projects may continue provided all contractors follow the safety protocols implemented by GW Auch Construction.
- The Little Glad Early Childhood Center will continue to be used as a licensed childcare provider, following all safety protocols identified by LARA.
- All Fowlerville Community School activities, including clubs, athletics and extracurricular activities are suspended.
- All transportation services are suspended, except for the delivery of meals.
- All employees will need to complete the self-screening form daily prior to entering a District facility.
- All indoor District facilities will be closed to visitors.

Mental and Social Emotional Health

- Staff will refer students to building SEL Teams who will be responsible for addressing the acute needs of students related to their social emotional health and mental well-being.
- Building staff will utilize existing Livingston County resources to support students.
- Buildings will continue to utilize existing crisis management protocols when addressing the needs of families.
- The District subcommittee on social emotional learning, student engagement, and motivation will provide resources to promote both student and staff wellness.
- The District subcommittee on social emotional learning, student engagement and motivation will use existing lessons from 7-mindsets to promote positive student behaviors.
- Building staff, including school counselors and social workers, will be available by phone and email to address the needs of students and families.

Instructional Services

- All K-12 students will be engaged with Fowlerville Community School teachers in online learning through Google Classroom.
- A District Steering Committee will continue to collaborate and develop staff training around the best practices in effective online instruction and assessment. This training will be implemented during August for all teachers. This training will be differentiated to meet the needs of novice, intermediate and advanced teacher learners and be focused on Google Classroom, appropriate apps and extensions. Specific focus will be given to creating interpersonal connections to foster community and social emotional well-being in an online

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format.

- The special education department will facilitate a plan to review and revise (as needed) students' IEPs and begin remote intervention and support services.
- The District will provide remote and face to face opportunities for families to learn to use Google Classroom so they can best support their child's learning at home.
- The Technology Department will communicate procedures to families to ensure that all families have the necessary devices at home so that remote learning can take place. It should be noted that the District has purchased new chromebook devices for each student in the District. Due to the current pandemic, the supply chain was disrupted and these devices will not be onsite until December. In the interim, the District will use existing devices to supplement what families may already have so that all families have access to a device.
- The Technology Department will work with families to address connectivity issues and will communicate locations in the District where WiFi accessibility can be found and utilized.
- The Technology Department will disseminate revised and updated student acceptable use policies.
- To satisfy the requirements of section 5-0-D of the Pupil Accounting Manual, the district is following the ISD auditor's guidance for monitoring and tracking students' online attendance. The district will use features of Google Classroom to document two-way interaction between students and teachers, provide feedback to students and families, and facilitate student self-assessment.

Operations

- Fowlerville Community School custodial and maintenance staff will continue to clean and disinfect spaces being used by staff during this phase.
- Custodial and Maintenance staff will maintain buildings in student ready mode for the eventual return to face to face instruction.
- The Little Glad Early Childhood Center will coordinate with Livingston Educational Service Agency to provide childcare services for essential employees.

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Plan for Phase 4

Safety Protocols

Fowlerville Community Schools will work closely with the Livingston County Health Department regarding protocols for screening students and staff and responding to confirmed cases of COVID-19.

Personal Protective Equipment

- All staff are required to wear facial coverings except for during meals.
- All Kindergarten - 12th grade students must wear facial coverings in hallways, common areas, and areas in which cohorting is not possible except for during meals.
- All K-5 students must wear facial coverings when working in small group instruction with staff.
- All 6th - 12th grade students must wear facial coverings in classrooms.
- All school age students attending before and after school care at LGC must wear facial coverings.
- All K - 12th grade students, staff, and bus drivers must wear facial coverings during school transportation.
- Additional requirements for facial coverings:
 - Any staff member or students who cannot medically tolerate a facial covering will not be required to wear one. Medical documentation must be provided.
 - Facial coverings may be homemade, non-disposable, or disposable level-one (basic) grade surgical masks.
 - Homemade or non-disposable facial coverings must be washed daily.
 - Disposable facial coverings must be disposed of at the end of each day.
 - Students with significant disabilities that may prevent the use of facial coverings will follow guidance from MDE.
 - Any student refusing to wear a facial covering will be subject to exclusion from school and disciplinary action pursuant to the FCS Student/Parent Handbook.
 - Any staff member refusing to wear a facial covering will be subject to disciplinary action pursuant to board policy.
- The District will procure level-1 facial coverings for students and staff who may need one upon arrival to the bus or school. Supplies will be provided to each school and transportation department. The building principal or transportation director is responsible for contacting the Director of Maintenance for additional facial coverings.

Personal Hygiene

- Each building and classroom will be provided adequate supplies to support healthy hygiene behaviors (including soap, hand sanitizer with at least 60% alcohol for safe use by staff and students, paper towels, tissues, and signs reinforcing proper handwashing techniques). Supplies will be assessed and restocked each day by the building's custodial staff.
- All students will be instructed on handwashing with soap and water for at least 20 seconds and/or the safe use of hand sanitizer that contains at least 60% alcohol, they will be taught how to cough and sneeze into their elbows, or to cover with a tissue.
- As instructed, all students will use hand sanitizer or wash their hands each time they enter or leave a classroom or school bus.

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- Within reason, sharing of personal items and supplies will be limited.
- Students' personal items will be kept separate and in individually labeled cubbies, containers, or lockers to the greatest extent possible.
- Common signage will be posted in all buildings to support proper hand washing and sanitizing.
- Indoor assemblies that bring together students from more than one classroom or cohort are prohibited.

Social Distancing, Movement, Access

- In all Fowlerville Community elementary schools, students will remain with their class throughout the school day. A cohort will be defined at the elementary level as two teacher's classrooms. All grade level teachers are paired with a partner to increase efficiency in addressing the learning needs of their students in small group instruction.
- As feasible, desks will be arranged facing the same direction, toward the front of the classroom.
- Where possible, desks and students will be spaced six feet apart in classrooms.
- Efforts will be made to keep six feet of distance between people in the hallways. Staggered movements at incremental intervals will be used if feasible to minimize the number of persons in the hallways. Floor markings will be used in appropriate areas (i.e. reception areas, cafeteria, line formation areas) of the buildings to designate proper social distancing.
- When elementary classes move to "specials" (like music, library and PE) students will wear face coverings and be escorted through the halls in a manner that prevents the class from interacting with students from other classes.
- Staff will monitor arrival and dismissal to discourage congregating and to encourage students to go straight from a vehicle to their classrooms and vice-versa.
- Where possible, physical education and other courses will be held outside and social distancing of six feet will be practiced.
- Family members and other guests are not allowed in the school building except under extenuating circumstances determined by district and school officials. If guests are allowed to enter the building (beyond the reception area) under extenuating circumstances, they must be screened for symptoms, wear a facial covering, and wash/sanitize hands prior to entering. Strict records, including date and time, of non-school employees entering and exiting the building will be kept.
- Common signage will be posted in all buildings indicating proper social distancing.

Screening Protocols for Students and Staff

- Every school will identify and designate a quarantine area for students who become ill at school with symptoms of COVID-19. These students will be placed in the identified quarantine area with facial covering in place until they can be picked up. Identified school staff monitoring these children should wear a face covering, face shield and gloves.
- Symptomatic students sent home from school should be kept home until they have tested negative or have completely recovered according to CDC guidelines or local health officials.
- Staff must complete the daily self screening form, including a temperature check, prior to coming to work. If a staff member exhibits any respiratory or gastrointestinal symptoms, or has a temperature of 100.4 or greater, they should stay home.
- Parents and guardians should check their child's temperature at home every morning using oral, tympanic (ear), or temporal scanners; students with a temperature of 100.4 or greater must stay home.

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- Parents and guardians should monitor for symptoms of COVID-19. The presence of any unexplained symptoms, including cough or shortness of breath, should prompt the parent or guardian to keep the student home from school and to follow up with their primary care provider.

Testing Protocols for Students and Staff

- Students who develop a fever or become ill with COVID-19 symptoms at school should wear a mask and be transported by their parent or guardian, emergency contact, or ambulance if clinically unstable, for off-site testing.
- Staff who develop a fever or become ill with COVID-19 symptoms at school should wear a mask and be transported for off-site testing.
- Symptomatic students and staff sent home from school should be kept home until they have tested negative for COVID-19 or have been released from isolation according to CDC guidelines.
- Families 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 for any symptoms at home.
- In the event of a lab or clinically diagnosed case of COVID-19, immediate efforts will be made to contact anyone likely exposed (less than 6 feet apart for more than 15 minutes) so that they can follow CDC and local health official guidance. Students and staff should be closely monitored for any symptoms of COVID-19.

Responding to Positive Cases

- Fowlerville Community School staff will notify local health officials, staff, and students immediately of any possible case of COVID-19 while maintaining confidentiality consistent with the Americans with Disabilities Act (ADA) and other applicable federal and state privacy laws.
 - The local health department will initiate contact tracing, following regular public health practice. Anyone who was within close contact of the case (less than six feet apart for more than 15 minutes) will be asked to follow CDC and local health official guidance. Local health officials, depending on the situation, may identify other contacts who require quarantine. Schools will support the local health department by collecting data and contact information for those potentially exposed.
 - Employees with a confirmed case of COVID-19 should only return to the workplace after they are no longer infectious. Local health officials will provide instruction about returning to work using the most current guidelines from the CDC for this determination.
- Custodial staff should wear a surgical mask, gloves, and a face shield when performing cleaning of these areas.

Food Service and Gatherings

- The Food Service Department will limit the number of main courses available to reduce the number of students in line. Condiments will be provided by a food service employee. Frequently touched surfaces will be disinfected between lunches.
- Students will eat in the cafeteria while maintaining social distancing to the greatest extent practicable. Elementary students will be seated with their cohorts.
- Students, teachers, and staff should wash or use hand sanitizer on their hands before and after every meal.
- Indoor assemblies that bring together students from more than one classroom are prohibited.

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- Off-site field trips that require bus transportation to an indoor location are suspended.
- Recess will be conducted outside whenever possible with appropriate social distancing and cohorting of students. If more than one class or cohort is outside, students should wear facial coverings if the classes or cohorts are going to interact with each other.

Extracurricular Activities and Athletics

- The Fowlerville Community Schools Athletics Department will comply with all guidance published by the Michigan High School Athletic Association (MHSAA) and the National Federation of State High School Associations (NFHS).
- All equipment must be disinfected before and after use.
- Each participant must use a clearly marked water bottle for individual use. There should be no sharing of this equipment.
- Indoor weight lifting and physical conditioning activities that require shared equipment are suspended. Outdoor physical conditioning activities are allowed while maintaining social distancing.
- Indoor spectator events are suspended. Outdoor spectator or stadium events are limited to 100 people, and people not part of the same household must maintain six feet of distance from one another.
- After school indoor clubs and activities are suspended. After school clubs may meet outside or virtually. When school clubs meet outside, they must comply with guidance published by the MHSAA.

Cleaning

- Frequently touched surfaces, including light switches, doors, benches, and bathrooms, will undergo cleaning at the conclusion of every day with an EPA-approved disinfectant. Custodial service employees will maintain a record of locations and times the areas are cleaned.
- Libraries, computer labs, arts, and other hands-on classrooms must undergo cleaning after every class period with an EPA-approved disinfectant solution.
- Student desks must be wiped down with an EPA-approved disinfecting solution after every class period. Teachers will be provided a bottle of disinfecting solution. Teachers will mist the desks at the conclusion of each hour, and after five minutes have elapsed, students will take a paper towel that is provided and dry the disinfected surface.
- Playground structures will continue to undergo normal routine cleaning as necessary.
- The Maintenance Department will ensure safe and correct use and storage of cleaning and disinfection products, including storing products securely away from children.
- Staff must wear gloves and face covering when misting the student desks with disinfecting solution.

Transportation Services

- Students are required to use hand sanitizer before entering the bus and when they exit the bus. Hand sanitizer will be supplied on the bus.
- All K - 12th grade students, staff, and bus drivers must wear facial coverings during school transportation.
- Bus drivers will clean and disinfect buses and any equipment before and after every route.
- Weather permitting, doors and windows can be kept open when cleaning the vehicle and

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between trips to let the vehicles thoroughly air out.

- Weather permitting and if appropriate and safe, bus drivers may permit keeping windows open while the vehicle is in motion.
- If a student becomes sick during the day, the student must not use group transportation to return home. If a driver becomes sick during the day, s/he must follow protocols for sick staff members and must not return to drive students.

Medically Vulnerable Students and Staff

- All student plans (IEPs, 504s, etc.) will be reviewed to accommodate special healthcare needs to decrease their risk for exposure to COVID-19.

Mental and Social Emotional Health

- Staff will refer students to building SEL Teams who will be responsible for addressing the acute needs of students related to their social emotional health and mental well-being.
- Building staff will utilize existing Livingston County resources to support students.
- Buildings will continue to utilize existing crisis management protocols when addressing the needs of families.
- The District subcommittee on social emotional learning, student engagement, and motivation will provide resources to promote both student and staff wellness.
- The District subcommittee on social emotional learning, student engagement and motivation will use existing lessons from 7-Mindsets to promote positive student behaviors.
- Building staff, including school counselors and social workers, will be available by phone and email to address the needs of students and families.

Instructional Services Prior to Returning

- All K-12 students will be engaged with Fowlerville Community School teachers in face to face instruction **OR** students will be engaged in online learning through Google Classroom.
- Online learning will take place from home Monday through Friday
- Face to face or in person instruction will take place four (4) days per week on Monday, Tuesday, Thursday and Friday. Wednesday will be a remote learning day where students will receive remote instruction via their teacher's Google Classroom.
- Families that choose online learning may choose to return to face to face instruction at the end of every 9 week period: October 30th, January 22nd, March 26th. In the event the school district is in phase 5 of the return to school roadmap at the beginning of the 2021-2022 school year, ALL students will participate in face to face instruction unless enrolled in the Fowlerville Online Learning Academy.
- A District Steering Committee will continue to collaborate and develop staff training around the best practices in effective online learning and assessment. This training will be implemented during August for all teachers and will be differentiated to address novice, intermediate and advanced teacher learners and be focused on Google Classroom, appropriate apps and extensions, community and specific focus will be given to creating interpersonal connections to foster social emotional well-being in an online format.
- The special education department will facilitate a plan to review and revise (as needed) students' IEPs and begin remote intervention and support services for those students who choose online learning. Those students who choose in person learning will receive services in the same manner

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as they have in the past.

- The District will provide remote and face to face opportunities for families to learn about Google Classroom in order to best support their child's learning while at home.
- The Technology Department will communicate procedures to families to ensure that all families have the necessary devices at home so remote learning can take place. It should be noted that the District has purchased new chromebook devices for each student in the District. Due to the current pandemic, the supply chain was disrupted and these devices will not be onsite until December. In the interim, the District will use existing devices to supplement what families may already have so all families have access to a device.
- The Technology Department will work with families to address connectivity issues and will communicate locations in the District where WiFi accessibility can be found and utilized.
- The Technology Department will disseminate revised and updated student acceptable use policies.
- To satisfy the requirements of section 5-0-D of the Pupil Accounting Manual, the district is following the ISD auditor's guidance for monitoring and tracking students' online attendance. The district will use features of Google Classroom to document two-way interaction between students and teachers for pupil accounting, provide feedback to students and families, and facilitate student self-assessment.
- Fowlerville Community Schools will share the Preparedness and Response Plan with district stakeholders through the first week of August and provide question and answer sessions to prepare families to make the best learning mode choice for their child(ren) and situation.
- The school leaders, in collaboration with the district steering committee have made expectations clear around remote instruction that include:
 - best practices for remote learning;
 - collaborative structures to define common grade-level content standards;
 - best practices for student assessment and feedback;
 - integration of social-emotional learning based on the 7-Mindsets; and
 - guidance around daily instructional time and workload by different grade-levels to ensure consistency for students.

Custodial/Maintenance and Facilities

- Fowlerville Community Schools has a system in place to audit all necessary cleaning and disinfecting supplies and a single point of contact will maintain this inventory throughout the school year.
- The maintenance and custodial department will prepare and maintain facilities for in-person school operations.
- Custodial staff will conduct a deep cleaning of each district facility.
- The maintenance department will check air handling systems at each building to ensure that they are running efficiently. Air filters will be changed per the regular PM schedule.

- Custodial services will activate cleaning and disinfection protocols if in-person instruction is suspended and maintain facilities for resumption of school operations.
- The high school principal will ensure that the school resource officer is updated on expectations related to interactions with the general public.

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Excluded Protocols

After considering all the protocols that are strongly recommended in the Return to School Roadmap, the following will not be included in the Phase 4 Plan.

- Facial coverings should be considered for K-5 students and students with special needs in classrooms.
- Facial coverings should be considered for preK students.
- Space desks six feet apart in classrooms.
- Class sizes should be kept to the level afforded by necessary spacing requirements.
- If possible, smaller areas such as individual classrooms should be closed for 24 hours before cleaning to minimize the risk of any airborne particles.
- Encourage schools to implement a mental health screening for all students by a trained professional, if possible. Any screening should be compliant with HIPAA and FERPA policies. Screening instructions (offered verbally to younger students) should provide age-appropriate and transparent disclosure of protocols in place to protect confidentiality while adhering to mandated reporting guidelines.
- Encourage the identification of a point person or establish an access navigator to centralize mental health referrals, communications to families/ students, and public-facing wellness materials.
- Designate a mental health liaison (school-based) who will work across the school, local public health agencies, and community partners.
- Activate hybrid learning programs at scale to deliver standards-aligned curricula and high-quality instructional materials. Integrate synchronous and asynchronous learning and best practices that promote student engagement, consistency, and differentiation. Consult MDE for high-quality digital resources.
- Students will self assess the quality of work, reflect on teacher feedback, and learning progress.
- Offer restorative support for teachers and learning around equity and implicit bias, social-emotional learning, and culturally responsive education.
- Audit any additional facilities that the district may have access to that could be used for learning.
- Encourage schools to convene custodial and facilities staff to review and make actionable district guidance regarding cleaning and disinfection.
- Coordinate with Local Emergency Management Programs (LEMP) for support with procurement of cleaning and disinfection supplies. ○ Advocate for ISDs to coordinate with LEMPs.
- Where practical, given demands on parents or guardians, consider identifying family technology liaisons to support communication regarding the use of technology. (For example, the existing parent organization may be able to fulfill this role.)
- Identify a vendor to assist with processing, returning, and maintaining devices, if needed.
- Provide guidance to school leaders for recruiting, interviewing, and hiring staff remotely.
- Coordinate services with related service providers, in the school and community, to identify and address new student and adult needs.

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Plan for Phase 5

Safety Protocols

Fowlerville Community Schools will work closely with the Livingston County Health Department regarding protocols for screening students and staff and responding to confirmed cases of COVID-19.

Personal Protective Equipment

- All staff are strongly recommended to wear facial coverings except for during meals.
- All Kindergarten - 12th grade students are strongly recommended to wear facial coverings in hallways, common areas, and areas in which cohorting is not possible except for during meals.
- All K-5 students are strongly encouraged to wear facial coverings when working in small group instruction with staff.
- All 6th - 12th grade students are strongly recommended to wear facial coverings in classrooms.
- All students and staff attending before and after school care at LGC are encouraged to wear facial coverings.
- All K - 12th grade students, staff, and bus drivers are strongly recommended to wear facial coverings during school transportation.
- Additional requirements for facial coverings:
 - Any staff member or students who cannot medically tolerate a facial covering will not be required to wear one.
 - Facial coverings may be homemade, non-disposable, or disposable level-one (basic) grade surgical masks.
 - Homemade or non-disposable facial coverings must be washed daily.
 - Disposable facial coverings must be disposed of at the end of each day.
 - Students with significant disabilities that may prevent the use of facial coverings will follow guidance from MDE.
- The District will procure level-1 facial coverings for students and staff who may need one upon arrival to the bus or school. Supplies will be provided to each school and transportation department. The building principal or transportation director is responsible for contacting the Director of Maintenance for additional facial coverings.

Personal Hygiene

- Each building and classroom will be provided adequate supplies to support healthy hygiene behaviors (including soap, hand sanitizer with at least 60% alcohol for safe use by staff and students, paper towels, tissues, and signs reinforcing proper handwashing techniques). Supplies will be assessed and restocked each day by the building's custodial staff.
- All students will be instructed on handwashing with soap and water for at least 20 seconds and/or the safe use of hand sanitizer that contains at least 60% alcohol. They will be taught how to cough and sneeze into their elbows, or to cover with a tissue.
- As instructed, all students should use hand sanitizer or wash their hands each time they enter or leave a classroom or school bus.
- Within reason, sharing of personal items and supplies will be limited.
- Students' personal items will be kept separate and in individually labeled cubbies, containers, or lockers to the greatest extent possible.

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- Common signage will be posted in all buildings to support proper hand washing and sanitizing.
- Indoor assemblies that bring together students from more than one cohort are prohibited.

Social Distancing, Movement, Access

- At Smith and Kreeger elementary schools, students will remain with their class throughout the school day. A cohort will be defined at the elementary level as two teaming teacher's classroom. All grade level teachers are teamed with a partner to increase efficiency in addressing the learning needs of their students during small group instruction.
- As feasible, desks will be arranged facing the same direction toward the front of the classroom.
- Where possible, desks and students will be spaced six feet apart in classrooms.
- Efforts will be made to keep six feet of distance between people in the hallways. Staggered movements at incremental intervals will be used if feasible to minimize the number of persons in the hallways. Floor markings will be used in appropriate areas (i.e. reception areas, cafeteria, line formation areas) of the buildings to designate proper social distancing.
- When elementary classes move to "specials" (like music, library and PE) students will be encouraged to wear masks and be escorted through the halls in a manner that prevents the class from interacting with students from other classes.
- Staff will monitor arrival and dismissal to discourage congregating and encourage students to go straight from a vehicle to their classrooms and vice-versa.
- Where possible, physical education and other courses will be held outside and social distancing of six feet will be practiced.
- Family members and other guests are not allowed in the school building except under extenuating circumstances determined by district and school officials. If guests are allowed to enter the building (beyond the reception area) under extenuating circumstances they must be screened for symptoms, wear a facial covering, and wash/sanitize hands prior to entering. Strict records, including date and time of non-school employees entering and exiting the building, will be maintained.
- Common signage will be posted in all buildings indicating proper social distancing.

Screening Protocols for Students and Staff

- Every school will identify and designate a quarantine area for students who become ill at school with symptoms of COVID-19. These students will be placed in the identified quarantine area with facial covering in place until they can be picked up. Identified school staff caring for these children should wear a mask, face shield and gloves.
- Symptomatic students sent home from school should be kept home until they have tested negative or have completely recovered according to CDC guidelines.
- Staff should conduct daily self-examinations, including a temperature check, prior to coming to work. If staff exhibit any respiratory or gastrointestinal symptoms, or have a temperature of 100.4 or greater, they should stay home.
- Parents and guardians should check their child's temperature at home every morning using oral, tympanic (ear), or temporal scanners; students with a temperature of 100.4 or greater must stay home.
- Parents and guardians should monitor for symptoms of COVID-19. The presence of any unexplained symptoms, including cough or shortness of breath, should prompt the parent or guardian to keep the student home from school and to follow up with their primary care provider.

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Testing Protocols for Students and Staff

- Students who develop a fever or become ill with COVID-19 symptoms at school should wear a mask and be transported by their parent or guardian, emergency contact, or ambulance if clinically unstable, for off-site testing.
- Staff who develop a fever or become ill with COVID-19 symptoms at school should wear a mask and be transported for off-site testing.
- Symptomatic students and staff sent home from school should be kept home until they have tested negative for COVID-19 or have been released from isolation according to CDC guidelines.
- Families 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 for any symptoms at home.
- In the event of a lab or clinically diagnosed case of COVID-19, immediate efforts will be made to contact anyone likely exposed (less than 6 feet apart for more than 15 minutes) so that they can be quarantined for 14 days at home. Students and staff should be closely monitored for any symptoms of COVID-19.

Responding to Positive Cases

- Fowlerville Community School staff will notify local health officials, staff, and students immediately of any possible case of COVID-19 while maintaining confidentiality consistent with the Americans with Disabilities Act (ADA) and other applicable federal and state privacy laws.
 - The Local Health Department will initiate contact tracing, following regular public health practice. Anyone who was within close contact of the case (less than six feet apart for more than 15 minutes) will be asked to follow CDC or local health officials guidance after exposure. Local health officials, depending on the situation, may identify other contacts who require quarantine. Schools will support the local health department by collecting data and contact information for those potentially exposed.
 - Employees with a confirmed case of COVID-19 should only return to the workplace after they are no longer infectious. Local health officials will provide instruction about returning to work using the most current guidelines from the CDC for this determination.
- Custodial staff should wear a surgical mask, gloves, and a face shield when performing cleaning of these areas.

Food Service and Gatherings

- The Food Service Department will limit the number of main courses available to reduce the number of students in line. Condiments will be provided by a food service employee. Frequently touched surfaces will be disinfected between lunches.
- Students will eat in the cafeteria while maintaining social distancing to the greatest extent practicable. Elementary students will be seated with their cohorts.
- Students, teachers, and staff should wash or use hand sanitizer on their hands before and after every meal.
- Indoor assemblies that bring together students from more than one cohort are prohibited.
- Off-site field trips that require bus transportation to an indoor location are suspended.
- Recess will be conducted outside whenever possible with appropriate social distancing and cohorting of students. If more than one class is outside, students will be encouraged to wear facial

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coverings.

Extracurricular Activities and Athletics

- The Fowlerville Community Schools Athletics Department will comply with all guidance published by the Michigan High School Athletic Association (MHSAA) and the National Federation of State High School Associations (NFHS).
- All equipment must be disinfected before and after use.
- Each participant must use a clearly marked water bottle for individual use. There should be no sharing of this equipment.
- Indoor weight lifting and physical conditioning activities that require shared equipment are suspended. Outdoor physical conditioning activities are allowed while maintaining social distancing.
- Spectators are allowed at events under certain conditions. Facial coverings must be worn and six feet of social distancing should be maintained at all times.
- Indoor spectator events are limited to 50 people and outdoor spectator or stadium events are limited to 250 people. Spectators are encouraged to wear face coverings and people not part of the same household should maintain six feet of distance from one another.
- After school indoor clubs and activities are permissible provided they are limited to 50 people. After school clubs may continue to meet outside or virtually. When school clubs meet, they must continue to comply with guidance published by the MHSAA relative to team/group gatherings.

Cleaning

- Frequently touched surfaces, including light switches, doors, benches, and bathrooms, will undergo cleaning at the conclusion of every day with an EPA-approved disinfectant. Custodial service employees will maintain a record of locations and times the areas are cleaned.
- Libraries, computer labs, arts, and other hands-on classrooms must undergo cleaning after every class period with an EPA-approved disinfectant solution.
- Student desks must be wiped down with an EPA-approved disinfecting solution after every class period. Teachers will be provided a bottle of disinfecting solution. Teachers will mist the desks at the conclusion of each hour and after five minutes has elapsed, students will take a paper towel that is provided and dry the disinfected surface.
- Playground structures will continue to undergo normal routine cleaning as necessary.
- The Maintenance Department will ensure safe and correct use and storage of cleaning and disinfection products, including storing products securely away from children.
- Staff must wear gloves and face covering when misting the student desks with disinfecting solution.

Transportation Services

- Students are required to use hand sanitizer before entering the bus and when they exit the bus. Hand sanitizer will be supplied on the bus.
- All K - 12th grade students, staff, and bus drivers are strongly recommended to wear facial coverings during school transportation.
- Bus drivers will clean and disinfect buses and any equipment before and after every route.
- Weather permitting, doors and windows can be kept open when cleaning the vehicle and between trips to let the vehicles thoroughly air out.
- Weather permitting, and if appropriate and safe, bus drivers may permit keeping windows open

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while the vehicle is in motion.

- If a student becomes sick during the day, the student must not use group transportation to return home. If a driver becomes sick during the day, s/he must follow protocols for sick staff members and must not return to drive students.

Medically Vulnerable Students and Staff

- All student plans (IEPs, 504s, etc.) will be reviewed to accommodate special healthcare needs to decrease their risk for exposure to COVID-19.

Mental and Social Emotional Health

- Staff will refer students to building SEL Teams who will be responsible for addressing the acute needs of students related to their social emotional health and mental well-being.
- Building staff will utilize existing Livingston County resources to support students.
- Buildings will continue to utilize existing crisis management protocols when addressing the needs of families.
- The District subcommittee on social emotional learning, student engagement, and motivation will provide resources to promote both student and staff wellness.
- The District subcommittee on social emotional learning, student engagement and motivation will use existing lessons from 7-Mindsets to promote positive student behaviors.
- Building staff, including school counselors and social workers, will be available by phone and email to address the needs of students and families.

Instructional Services Prior to Returning

- All K-12 students will be engaged with Fowlerville Community School teachers in face to face instruction **OR** students will be engaged in online learning through the use of Google Classroom.
- Online learning will take place from home Monday through Friday
- Face to face or in person instruction will take place four (4) days per week on Monday, Tuesday, Thursday and Friday. Wednesday will be a remote learning day where students will receive remote instruction via their teacher's Google Classroom.
- Families that choose online learning may choose to return to face to face instruction at the end of 9 week periods: October 30th, January 22nd, March 26th. In the event the school district is in phase 5 of the return to school roadmap at the beginning of the 2021-2022 school year, ALL students will participate in face to face instruction unless enrolled in the Fowlerville Online Learning Academy.
- A District Steering Committee will continue to collaborate and develop staff training around the best practices in effective online learning and assessment. This training will be implemented during August for all teachers. It will be differentiated to address novice, intermediate and advanced teacher learners and be focused on Google Classroom, appropriate apps and extensions, specific focus will be given to creating interpersonal connections to foster community or social emotional well-being in an online format.
- The special education department will facilitate a plan to review and revise (as needed) students' IEPs and begin remote intervention and support services for those students who choose online learning. Those students who choose in person learning will receive services as they have in the past.
- The District will provide remote and face to face opportunities for families to learn about Google Classroom so that they can best support their student while at home.

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- The Technology Department will communicate procedures to families to ensure that all families have the necessary devices at home so remote learning can take place. It should be noted that the District has purchased new chromebook devices for each student in the District. Due to the current pandemic, the supply chain was disrupted and these devices will not be onsite until December. In the interim, the District will use existing devices to supplement what families may already have so all families have access to a device.
- The Technology Department will work with families to address connectivity issues and will communicate locations in the District where WiFi accessibility can be found and utilized.
- The Technology Department will disseminate revised and updated student acceptable use policies.
- To satisfy the requirements of section 5-0-D of the Pupil Accounting Manual, the district is following the ISD auditor's guidance for monitoring and tracking students' online attendance. The district will use features of Google Classroom to document two-way interaction between students and teachers, provide feedback to students and families, and facilitate student self-assessment.
- Fowlerville Community Schools will share the Preparedness and Response Plan with district stakeholders through the first week of August and provide question and answer sessions to prepare families to make the best learning mode choice for their child(ren) and situation.
- The school leaders, in collaboration with the district steering committee, have made expectations clear around remote instruction that include:
 - best practices for remote learning;
 - collaborative structures to define common grade-level content standards;
 - best practices for student assessment and feedback;
 - integration of social-emotional learning based on the 7-Mindsets; and
 - guidance around daily instructional time and workload by different grade-levels to ensure consistency for students.

Custodial/Maintenance and Facilities

- Fowlerville Community Schools has a system in place to audit all necessary cleaning and disinfecting supplies and a single point of contact will maintain this inventory throughout the school year.
- The maintenance and custodial department will prepare and maintain facilities for in-person school operations.
- Custodial staff will conduct a deep cleaning of each district facility.
- The maintenance department will check air handling systems at each building to ensure that they are running efficiently. Air filters will be changed per the regular PM schedule.
- Custodial services will activate cleaning and disinfection protocols if in-person instruction is suspended and maintain facilities for resumption of school operations.
- The high school principal will ensure that the school resource officer is updated on expectations related to interactions with the general public.

Excluded Protocols

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After considering all the protocols that are strongly recommended in the Return to School Roadmap, the following will not be included in the Phase 5 Plan.

- Facial coverings should be considered for K-5 students and students with special needs in classrooms.
- Facial coverings should be considered for preK students.
- Space desks six feet apart in classrooms.
- Class sizes should be kept to the level afforded by necessary spacing requirements.
- If possible, smaller areas such as individual classrooms should be closed for 24 hours before cleaning to minimize the risk of any airborne particles.
- Encourage schools to implement a mental health screening for all students by a trained professional, if possible. Any screening should be compliant with HIPAA and FERPA policies. Screening instructions (offered verbally to younger students) should provide age-appropriate and transparent disclosure of protocols in place to protect confidentiality while adhering to mandated reporting guidelines.
- Encourage the identification of a point person or establish an access navigator to centralize mental health referrals, communications to families/ students, and public-facing wellness materials.
- Designate a mental health liaison (school-based) who will work across the school, local public health agencies, and community partners.
- Activate hybrid learning programs at scale to deliver standards-aligned curricula and high-quality instructional materials. Integrate synchronous and asynchronous learning and best practices that promote student engagement, consistency, and differentiation. Consult MDE for high-quality digital resources.
- Students will self assess the quality of work, reflect on teacher feedback, and learning progress.
- Offer restorative support for teachers and learning around equity and implicit bias, social-emotional learning, and culturally responsive education.
- Audit any additional facilities that the district may have access to that could be used for learning.
- Encourage schools to convene custodial and facilities staff to review and make actionable district guidance regarding cleaning and disinfection.
- Coordinate with Local Emergency Management Programs (LEMP) for support with procurement of cleaning and disinfection supplies. ○ Advocate for ISDs to coordinate with LEMPs.
- Where practical, given demands on parents or guardians, consider identifying family technology liaisons to support communication regarding the use of technology. (For example, the existing parent organization may be able to fulfill this role.)
- Identify a vendor to assist with processing, returning, and maintaining devices, if needed.
- Provide guidance to school leaders for recruiting, interviewing, and hiring staff remotely.
- Coordinate services with related service providers, in the school and community, to identify and address new student and adult needs.

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Final Steps for Submission

Date of Approval by the District Board of Education, PSA Board of Directors, or nonpublic school chief/designated school administrator: _____

Link to the Board Meeting Minutes or Signature of Board President, or signature of nonpublic school chief/designated school administrator: _____

Link to the approved Plan posted on the District/PSA/nonpublic school website:

Name of District/PSA/Nonpublic Leader Submitting Plan:

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Date Received by the ISD/Authorizing Body/Chief or designated School Administrator: _____

Date Submitted to State Superintendent and State Treasurer: _____