

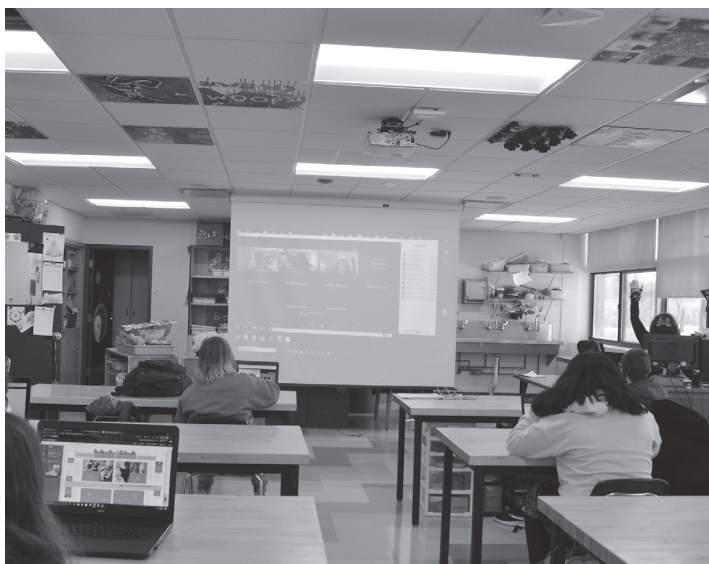


BERKLEY  
SCHOOLS

BERKLEY SCHOOL DISTRICT

# 2020-21 Extended COVID-19 Learning Plan Update - March 15, 2021

as Described in Public Act 149, Section 98a



Berkley School District

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District Code Number: 63050

[www.berkleyschools.org](http://www.berkleyschools.org)

Oakland Schools ISD

Dennis McDavid, Superintendent

Approved: March 15, 2021

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# Plan Summary - Learning Options

This guidebook will update the [Berkley Schools Extended Learning Plan Update](#), the [Berkley School District Extended COVID-19 Learning Plan](#) as well as the [Return to School Roadmap](#), outlining what learning will look like for both in-person students and virtual students. The Berkley School District recognizes the importance of returning students to classrooms for in-person instruction while protecting the health and safety of our students, school staff, and broader community from COVID-19. Just as with our plans presented in August and October of 2020, and January of 2021, this plan focuses on following guidelines and recommendations from public health experts while offering an opportunity for students to choose a full in-person instruction option or a virtual option.

The recommendation being made to the Board of Education includes the following:

## Elementary

- Elementary students will have the option to continue learning in a virtual environment
- Elementary students will have the option of returning to the classroom for full in-person instruction, five days a week

## Secondary

- Secondary students will have the option to continue learning in a virtual environment
- Secondary students will have the option of returning to the classroom five days a week or in a hybrid schedule

The 2020-21 school year is unique in many ways and every educational decision is weighed against COVID-19 conditions in the county. A change in the status of the virus could require us to change the mode in which we're learning to help prevent the spread of the virus.

**It is up to our community to help us remain in person for learning by observing CDC recommended safety**

**measures at home: keeping kids home when they are sick, washing hands often, not gathering in large groups, wearing masks while in public and notifying the school about possible exposure.** Though we will do our best to avoid unnecessary disruption of in-person instruction, parents, students and staff who choose in-person instruction should be prepared to return to 100% virtual instruction if needed at any time.

The recommendation to adopt learning modes to full in-person instruction, five days a week for all levels, is supported by a variety of factors.

- Since the last recommendation to return to hybrid schedules, vaccine deployment has significantly increased and all staff who would like to have the vaccine have had the opportunity to do so
- The CDC released guidance saying vaccinated individuals will no longer have to quarantine after being exposed to an individual who is diagnosed with COVID-19, as long as they remain asymptomatic
- The CDC continues to release guidance and recommendations for schools to follow emphasizing mask wearing, ventilation, considerations for full in-person instruction and distancing to the greatest extent possible
- Average cases per day and percent positivity are significantly lower than November 2020 through January 2021 numbers
- Many schools across Michigan and throughout the nation, both private and public, have successfully opened for full in-person instruction without disruption to teaching and learning as well as very little documented spread in schools

We are confident with requiring masks, frequent hand washing, regular cleaning cycles, and a robust ventilation system, it is safe to return to full in-person instruction.

# Learning Options for Students

## Elementary Virtual Learning Options: Grades TK-5

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### Overview

A virtual option will be available for students who choose to remain in remote learning.

- Two virtual options will be available to elementary students, depending on grade-level and classroom
  - Students in Grades TK-1 who remain in virtual learning will have a virtual teacher dedicated to them
  - Students in Grades 2-5 will either be in a virtual classroom with a dedicated virtual teacher, or will live-stream into the in-person classroom
- For live streaming, students will have the opportunity to Zoom into a classroom in the building and watch the lessons being taught with their classmates as well as interact with their teacher
- Students will use Schoology to access their live lessons as well as any asynchronous lessons
- The virtual schedule will adjust according to the method in which students are learning
- Students will connect with their classes throughout most of the day, taking breaks from the screen for independent work time, recess, lunch, and brain breaks
- Virtual learning will include live lessons for Math, English Language Arts, Science, Social Studies and class meetings
- Students will continue to have access to specials lessons while learning remotely. Specials schedules will be communicated from each school.

### Classroom Adjustments

Allowing students to choose whether they will continue in online or in-person learning may cause adjustments to the current elementary online classroom communities. We understand that this may be difficult for some children, but know we do not anticipate too much change, and the goal remains of having students stay with their current classroom communities as much as possible.

However, no matter which teacher a child continues with, know that all Berkley Schools teachers are outstanding, and will do their absolute best to make fast connections, relationships and vibrant classroom communities. We know, if in-person students change to virtual students, they have the capacity to adapt to their new online class community and will continue to thrive. Teachers are experts in forming classroom communities and their top priority will be making connections with all learners.

The percentage of students who may change teachers will likely vary by grade level and by building.

### Math Advancement

Students who advance for math in elementary will continue to do so in the online environment. Building principals will connect with families to communicate each child's schedule, if a change is necessary.

### Meals

Families may continue to pick up 7 days worth of free meals (7 breakfast and 7 lunch) per child from our Food Service Department weekly. Currently, meals are distributed at Berkley High School on Wednesdays. You can see the most recent schedule for meal distribution on our [Return to School website](#).

# Learning Options for Students

## Elementary In-Person Instruction: Grades TK-5

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### Overview

The Berkley School District will offer full in-person instruction to our TK-5 Grade students, beginning April 12.

Students will attend school for full in-person instruction, five (5) days a week and will return to a more complete schedule while in the building.

During their in-person time, students will complete their Math, English Language Arts, Science and Social Studies lessons, participate in group meetings and have recess when their building schedule allows.

Students may continue to use Schoology to access additional materials or resources to finish homework or other assignments.

Instructional methods will continue to follow social distancing guidelines highlighted in this plan and students will sit at desks or tables facing the front of the room, if at all possible.

### Daily Schedule

Students will attend school five days a week, 8:30 am - 3 pm.

### Classroom Size

Changing from a half day schedule to a full day schedule will likely increase class sizes across all schools and all grade levels. The goal is to keep students spread out as much as each classroom allows.

### Classroom Adjustments

We do not anticipate many teacher changes for in-person learners. However, current remote students may join an in-person class. No matter which teacher a child continues with, know that all Berkley Schools teachers are outstanding, and will do their absolute best to make fast connections, relationships and vibrant classroom communities. Teachers are experts in forming classroom communities and their top priority will be making connections with all learners.

### Lunch

Berkley School District's food service provider Aramark will be a partner in executing safe food preparation and distribution. For the rest of the school year, under Federal regulations, meals are free and available for all children 18 and under in the community.

- Cafeteria and food service staff will wear protective equipment while preparing and serving meals
- All students will wash hands before and after meals
- Students will be spaced as far apart as possible, with plastic shields around each child for additional safety measures
- Students will either eat in their classrooms or in the gym/cafeteria, depending on building space usage
- Students will have the opportunity to eat a free grab and go pre-packaged lunch
- Lunch times and outdoor recesses will be staggered to maintain social distancing
- Staff should continue to use social distancing while eating lunch in designated staff areas
- Students may be signed out by parents/guardians to eat lunch at home

### Specials

- Students will remain with their classroom cohort and travel to specials classes
- 5th grade music will be similar to K-4th grade instruction. There will be no 5th Grade music options this school year.

### Importance of Mask Wearing

Mask wearing, over the nose and mouth, is the number one important safety factor in continuing the success of in-person learning opportunities. We encourage families to continue practicing mask wearing with their children, increasing the length of wearing, to prepare for a full day of school.

### Math Advancement

Students who advance in math in elementary school will continue to do so. Building principals will connect with families to communicate each child's schedule, if there is a change.



# Learning Options for Students

## Secondary Virtual Learning Option: Grades 6-12

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### Overview

Berkley School District will continue to offer a virtual model of instruction to our middle school and high school students.

### Virtual Schedule

For students who choose to change to the virtual option, or for those who remain in virtual, students will attend all of their classes via live-streaming. Classes will continue to run on an A/B schedule, five days a week.

- Schoology will continue to be used to support students who choose the virtual option

### Daily Schedule

The schedule will vary slightly depending on the school the child attends. Here is a general outline for classes offered on each day. Asynchronous Wednesdays will not take place.

- A Day: Hours 1, 3, 5 and 7/Support
- B Day: Hours 2, 4, 6 and Support
- Students will attend Monday - Friday each week

### Meals

Families may continue to pick up 7 days worth of free meals (7 breakfast and 7 lunch) per child from our Food Service Department weekly. Currently, meals are distributed at Berkley High School on Wednesdays. You can see the most recent schedule for meal distribution on our [Return to School website](#).

## Secondary In-Person Instruction: Grades 6-12

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### Overview

Berkley School District will offer a five day a week schedule of in-person instruction to middle and high school students beginning April 12, with an option for hybrid.

### In-Person Schedule Options

Classes will run on an A/B schedule, five days a week. Students will have two options for attending in person:

- Attend Monday through Friday weekly, taking three or four classes per day
- Attend following a hybrid schedule - combination of attending in person and live streaming from home

Safety protocols will be enacted for those who are in person and they are detailed in the Safety Protocols section of this plan. Instructional practice will be adjusted to increase safety measures in the classrooms.

### Daily Schedule

The schedule will vary slightly depending on the school the child attends. Here is a general outline for classes offered on each day. Asynchronous Wednesdays will not take place.

- A Day: Hours 1, 3, 5 and 7/Support
- B Day: Hours 2, 4, 6 and Support

### Importance of Mask Wearing

Mask wearing, over the nose and mouth, is the number one important safety factor in continuing the success of in-person learning opportunities. We are proud of our students for their diligence with wearing their masks while in person, and encourage them to continue to stay committed to this safety practice.

### Lunch

For the rest of the school year, under Federal regulations, meals are free and available for all children 18 and under in the community.

- Secondary students will have an opportunity to pick up a free, grab and go lunch while they are at school and eat in their designated areas
- Students will have plastic shields around them when they are eating
- Cafeteria and food service staff will wear protective equipment while preparing and serving meals
- Staff should continue to use social distancing while eating lunch in designated staff areas

# Learning Options for Students

## Missed School Work Guidelines

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### Missed School Work Due to Illness

The District's current practice of allowing students to make up any school work missed while sick will continue. Teachers will have access to post resources for students inside of Schoology. Students who are in classrooms with a live-stream option will have the opportunity to follow along from home, if they are well enough to do so. With the Schoology technology, students may be provided videos to accompany lessons if deemed necessary.

### Missed School Work Due to Quarantine

The District understands there may be situations where students are exposed to COVID-19 and asked to quarantine. In this situation, where a child is not sick but cannot be in school, the District will work to provide each individual student with learning options that best meet their needs. Students who are in a classroom with a live-stream opportunity will have the option to follow along from home.

## Special Education

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Since the first week of school in August, special education staff have been actively reaching out to families of students with special needs to discuss any adjustments needed for remote learning. This collaboration between parents, guardians, and teachers has helped to ensure students are receiving what they need to learn.

Starting the week of September 21, 2020, through the December 8, 2020 pause, all students TK-12 and Adult Transition with IEPs were offered a schedule of in-person learning opportunities. A similar model began starting January 19, 2021 to help students transition to a regular in-person schedule. On March 15, students who are in a half day or two day a week in-person schedule may be offered additional time in buildings. On April 12, all students who select in-person learning will move to full, five day a week schedules.

For those who choose to continue to learn virtually, or select to change from in-person to virtual, we anticipate most IEP and 504 plans will be followed as written, including accommodations, programs and services, understanding that some IEPs and 504s may need to be adjusted based on the individual needs of the students.

Some special education classes may return to in-person classes on a schedule that is different than the rest of the building. These decisions will be made based on the individual needs of each child with an IEP by their IEP team.

## Social-Emotional Wellness

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Wellness initiatives are outlined in the [original Return to School Roadmap](#). Below is a summary of the wellness initiatives that are currently in place as well as what to expect moving forward.

During this school year, the District Wellness Coordinators have provided resources for families to access at home, surveys for staff to share their mental health concerns and needs, screeners for all students to assess their social-emotional needs, and wellness resources for staff via the weekly staffHUB eNewsletter. These resources will continue to be provided throughout the school year.

In addition, the social-emotional curriculum is being implemented at all buildings TK-8, to teach children how to manage their emotions and where to turn for support. These programs will be implemented for both in-person and virtual students.

# Learning Options for Students

## Family Choice Options

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Families will have the option of making a final choice for the learning path for their child. Families will receive an electronic form to complete the third week in March 2021. All families are required to complete this form to share their choice with their child's school. This will be the final opportunity to make a learning choice for the remainder of the school year.

### Virtual Learning

For the entire 2020-21 school year, families will always have the option to have their child remain in a virtual program.

### In-Person Learning

Starting April 12, the District plans to begin offering in-person instruction five days a week for all students, for families who make this choice, following the timeline presented below. An uptick in COVID-19 cases in Oakland County or other unforeseen circumstances could require the in-person learners to return to remote learning.

## Timeline

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**March 8 .....** Present Extended COVID-19 Learning Plan Update to the Board of Education at their Regular meeting

**March 15 .....** Board of Education considers plan for approval at a Special meeting

**March 16 & 17 ..** Survey is open for all families to make their final selection for learning (virtual or in-person)

**March 17 & 18 ..** Work on elementary student placement and classroom configurations

**March 18 & 19...** **Learn at Home Days for Elementary Students.** Students will have asynchronous learning days while schools prepare for the return of students full time.

**March 22 .....** **Elementary students begin full in-person instruction, five days a week.** Students who choose to remain virtual will continue to have an option to do so.

**Middle and High School students begin a five day a week schedule or attend following a hybrid schedule.** Students who choose to remain virtual will live-stream into classrooms.



# Learning Options for Students

## Responsibility Commitments for In-Person Learning

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**Recognizing that face-to-face instruction during a pandemic comes with the shared responsibility to protect the health and safety of all students and staff, strict adherence to certain guidelines are necessary. If parents choose to have their students continue or join in-person learning, parents must agree in writing to:**

- Conduct daily health screening of their children and report results to school using Clear To Go.
- Notify the school principal immediately if anyone in the household exhibits symptoms or tests positive for COVID-19.
- Adhere to guidance from the Oakland County Health Division regarding self-quarantine for exposure to

COVID-19, whether that exposure is in school or outside of the school environment.

- Abide by all protocols and procedures outlined by the Berkley School District, including requiring students to wear masks at all times, with the exception of documented medical exemptions.

These procedures are subject to change as best practices evolve. Parents and students will be notified of any changes.

Families and students who choose not to follow these requirements will exercise the option to learn in a virtual environment.

## Staffing

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### Substitutes

The Berkley School District knows that there could be a time when teachers may need to take time off for an illness. The District has hired additional full-time building substitutes in order to fill this gap. These substitutes are assigned to only Berkley Schools and will be available to step into an in-person classroom and a virtual classroom if needed. These substitutes are trained in Schoology so they will be able to join the virtual lessons and deliver the plans the teachers have prepared. If there is a need for additional substitute teachers outside of the designated building subs, the District will hire a substitute teacher through our current provider EDUStaff.

### Teacher Quarantine

- If an in-person teacher must quarantine, a substitute will take over the classroom for the required amount of time.
- If a virtual teacher must quarantine, and is sick, a substitute will take over the classroom for the required amount of time.
- If a virtual teacher must quarantine, but is not sick, they will continue to provide lessons.

## Kids' Zone Latchkey

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The District opened the Kids' Zone Before and After Care program for elementary students during half day learning. Kids' Zone will continue and expand for full days of instruction when staffing is available. Kids' Zone will reach out to all currently registered families to determine family needs.

This program relies heavily on the ability to recruit and secure staff. The District will publish job postings on social media and through employment channels to fill these slots.

# Health Data & Recommended Guidance

## Overview

In January, 2021, the State of Michigan issued [new guidance for students to return to school safely](#). In this guidance, it states, "Over the last nine months, medical experts and epidemiologists have closely followed the data and have learned that schools can establish a low risk of transmission by ensuring that everyone wears a mask and adopting careful infection prevention protocols. It is critical that we take a fact-based approach by doing things like wearing face masks, washing hands, and practicing social distancing."

Beginning in September, the Oakland County Health Division (OCHD) epidemiologists and health officials released weekly school reports reporting a weekly school risk level. Once the state released their new guidance in January, 2021, the county risk levels became obsolete.

In February, 2021, the Center for Disease Control and Prevention (CDC) released [Operational Strategy for K-12 Schools through Phased Mitigation](#) and [Operating Schools During COVID-19: CDC's Considerations](#).

Berkley Schools watches the Oakland County Health Division numbers for percent positivity and cases per million carefully **and unless we see significant change in them**, we would continue our learning as outlined in this plan.

In addition to the CDC guidelines, many school staff members have received or are scheduled to receive their COVID-19 vaccine, as part of the state's priority grouping for vaccine distribution.

The District also has a dedicated public health nurse to support in-person learning.

Oakland County Health Division has also provided very detailed protocols to follow for symptoms and cases of COVID-19 in schools.

The following links outline the flowcharts and resources available from Oakland County Health Division and the Center for Disease Control to schools and the community.

- [K-12 Schools Tool Kit for COVID-19](#)
- [OCHD Weekly COVID-19 Report for Schools](#)
- [Schools Screening Checklist](#)
- [School Health Screening Agreement](#)
- [Should I report to work/school flowchart](#)
- [What to do when COVID-19 symptoms occur at school flowchart](#)
- [Oakland County Health Close Contact Quarantine Guidelines](#)
- [Playground Guidance](#)
- [CDC Indicators for Dynamic School Decision Making](#)
- [CDC: What is the difference between Influenza \(Flu\) and COVID-19?](#)
- [Oakland County Health Division Contact Tracing Practices](#)
- [Operational Strategy for K-12 Schools through Phased Mitigation](#)
- [Operating Schools During COVID-19: CDC's Considerations](#)
- [Covid ActNow Guidance for Schools](#)

# Health Data & Recommended Guidance

## Summary

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There are many sources of information and guidance when it comes to opening schools safely, many more than when the 2020-21 school year began. The Berkley School District has leaned on Oakland County Health Division, the Center for Disease Control and Prevention (CDC) as well as sites like Covid ActNow. This, in addition to experiences from districts in the county, state and nation, has helped us

develop our plans to return students to the classroom.

The most recent recommendations from the CDC and Covid ActNow are listed below. You may notice similarities and differences among these recommendations. The District always does its best to use many sources of information as well as leading scientific data and studies to determine its plans.

## CDC Charts and Guidance - Operational Strategy for K-12 Schools through Phased Mitigation

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The CDC recently released new guidance for K-12 schools:

- [CDC's Operational Strategy for K-12 Schools through Phased Mitigation](#)
- [CDC's Indicators and Thresholds of Community Transmission](#)

These guidelines include a table outlining recommendations for K-12 schools to open for "full in-person instruction" sharing that schools in the low and moderate transmission rate levels should maintain physical distancing of 6 feet or more *to the greatest extent possible*. Returning additional students to classrooms will likely result in students remaining 3 feet apart while in our

classrooms, depending on how many students elect to return to a full in-person schedule. Students will be spaced apart as much as each classroom allows.

The average of the last few weeks places Oakland County in the CDC's lowest transmission rate for percent positivity (less than 5% positivity rate). Oakland County is in the low end of Substantial Transmission rate for cases. The CDC calculates their case number by adding all cases over the last seven days, rather than the Oakland County Health Division, which uses average cases of the last seven days.

## Covid ActNow Guidance for Schools

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Covid ActNow is a nonprofit working with Georgetown University Center for Global Health Science and Security, Stanford University Clinical Excellence Research Center, and Harvard Global Health Institute to help people make informed decisions by providing timely and accurate data about COVID-19 in every U.S. state, 380+ metros, 3,100+ counties, and two U.S. territories. On their website, they also have [guidance for schools](#).

This guidance lists measures of infection control to prevent school-based COVID-19 spread and includes:

- Universal masking (including while speaking)
- Hand and bathroom hygiene
- Achieving 4-6 air changes per hour of 'clean' air through any combination of ventilation and filtration (or outdoor classrooms)
- 3 ft social distancing for young learners at all levels of community spread
- 6 ft social distancing for high schools when levels of community spread rise above 100/100,000 daily new cases; 3 ft social distancing below that level
- Robust quarantine policies and contact tracing practices and, where feasible, surveillance/screening testing

# Health Data & Recommended Guidance

## Notifications of COVID-19 Cases in Schools

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All students and staff are required to share if they have received a positive test, either the rapid test or PCR (lab) test. Once the District is notified, it will send a report to the Oakland County Health Division (OCHD) and work with their contact tracing staff to begin notifying close contacts of the need to quarantine.

Per our [Return to School Roadmap](#), and new guidelines from the Michigan Department of Health and Human Services, families will be notified of any confirmed probable or positive cases in the classroom and/or school, maintaining confidentiality according to ADA and privacy laws. This means, schools will send notifications to the school building community if a staff or student has tested positive for COVID-19. If you are considered a close contact to someone who tests positive on either a rapid or PCR test, within 6 feet for more than a collective 15 minutes in a 24 hour period in the previous 48 hours with or without a mask, you will receive a separate contact from the OCHD. These notifications will be restricted to each building, unless a student who is diagnosed with COVID-19

has siblings in additional buildings and OCHD believes we should notify the greater community.

As a general reminder, you will hear from us if a case is reported in your child's building or program. In most instances, there will be no action items for your child, but we will communicate to maintain transparency and awareness in the community. A *probable positive* case notification means someone received a positive rapid test result, a *confirmed positive* case notification means someone received a positive PCR (lab) test.

In addition to email notifications, the District has displayed a [COVID-19 dashboard on its website](#) tracking the number of positive and probable cases of COVID-19 among staff and students.

Per Oakland County Health Division guidelines, all siblings of students with a positive COVID-19 test must also remain at home until the student who was diagnosed with COVID-19 returns.

## COVID-19 Symptoms & Guidelines for Quarantining

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### COVID-19 Symptoms

People with COVID-19 have had a wide range of symptoms reported – ranging from mild symptoms to severe illness. Symptoms may appear 2-14 days after exposure to the virus. People with these symptoms, that are new and not related to a pre-existing condition, may have COVID-19:

- Fever or chills
- Cough
- Shortness of breath or difficulty breathing
- Fatigue
- Muscle or body aches
- Headache
- New loss of taste or smell
- Sore throat
- Congestion or runny nose
- Nausea or vomiting
- Diarrhea

This list does not include all possible symptoms. CDC will continue to update this [symptom list](#).

### Quarantine & Isolation Guidelines

The following information is from the [Oakland County Health Division's website on Quarantine and Isolation](#). This is the guidance the District will use when determining if students or staff should move into quarantine or isolation.

### Who should Quarantine?

People without symptoms who recently had close contact (less than 6 feet for 15 minutes or more, with or without a mask) with someone with COVID-19 should quarantine. This [Oakland County Health Close Contact Quarantine Guidelines flowchart](#) shows how the District will determine, along with the Oakland County Health Division, which persons may need to go into quarantine.

# Health Data & Recommended Guidance

## COVID-19 Symptoms & Guidelines for Quarantining, continued

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### What does Quarantine mean?

- Stay home 24/7 for 14 days, watch for symptoms and maintain physical distance (at least 6 feet) from others at all times. Quarantine can end after day 10 if no symptoms or clinical evidence of COVID-19 develop. Always follow guidance from contact tracers.
- Check and record your temperature 2x a day.
- Continue mask wearing and physical distancing around family and roommates for 14 days.
- Call your Health Department if symptoms develop.

### Who should Isolate?

People diagnosed with COVID-19 (with or without symptoms) or who are awaiting test results for COVID-19.

### What does Isolation mean?

- Stay home.
- Stay in a separate room from other household members.

- Use a separate bathroom if possible. If you use the same bathroom, keep toothbrushes separate and disinfect all surfaces after each use.
- Avoid sharing personal items like dishes, drinking glasses, cups, eating utensils, towels, or bedding with household members.
- Household members should practice self-quarantine and monitoring.
- Wear a mask if you are around others and pets.
- Stop isolation when the following conditions are met:
  - People with symptoms: At least 10 days after symptoms began AND 24 hours after no fever without fever reducing medications and symptoms have improved.
  - People without symptoms: 10 days after first positive diagnostic/viral test if no symptoms develop. If symptoms develop after testing positive, follow the guidance in the bullet above.

## Guidance for Staff Who Have Received the COVID-19 Vaccine

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### What can I / can't I do after receiving two (2) doses of the vaccine?

The CDC released [Interim Public Health Recommendations for Fully Vaccinated People](#). The following excerpt is from the CDC website.

For the purposes of this guidance, people are considered fully vaccinated for COVID-19  $\geq 2$  weeks after they have received the second dose in a 2-dose series (Pfizer-BioNTech or Moderna), or  $\geq 2$  weeks after they have received a single-dose vaccine (Johnson and Johnson [J&J]/Janssen).

#### Fully vaccinated people can:

- Visit with other fully vaccinated people indoors without wearing masks or physical distancing
- Visit with unvaccinated people from a single household who are at low risk for severe COVID-19 disease indoors without wearing masks or physical distancing
- Refrain from quarantine and testing following a known exposure if asymptomatic

#### For now, fully vaccinated people should continue to:

- Take precautions in public like wearing a well-fitted mask and physical distancing
- Wear masks, practice physical distancing, and adhere to other prevention measures when visiting with unvaccinated people who are at increased risk for severe COVID-19 disease or who have an unvaccinated household member who is at increased risk for severe COVID-19 disease
- Wear masks, maintain physical distance, and practice other prevention measures when visiting with unvaccinated people from multiple households
- Avoid medium- and large-sized in-person gatherings
- Get tested if experiencing COVID-19 symptoms
- Follow guidance issued by individual employers
- Follow CDC and health department travel requirements and recommendations



# Safety Protocols

Safety protocols are outlined in the original [Return to School Roadmap](#). The details in this section are important highlights, have been modified and are requirements for families to review before sending their children back into school.

## Safety Requirements

### Masks

As a reminder, all students (Preschool-Grade 12 and Adult Transition Program) and all staff will be required to wear masks at all times, in all areas of the building, except at meals.

- Masks can be homemade/cloth or disposable level-one (basic) surgical.
- At this time the CDC does not recommend gaiter face coverings as an acceptable form of a face covering to prevent the spread of germs.
- Masks must be worn over both the nose and mouth, following CDC guidelines.
- Any student or staff member with a documented medical condition, who is unable to medically tolerate a mask, must not wear one.
- Any student or staff who is incapacitated or unable to remove the mask without assistance, must not wear one. Exempt individuals will be recorded in a master database.
- Masks must also be worn on the playground if 6 feet of social distance between students cannot be maintained.
- Students will also be allowed to drink from a bottle of water at their desk by pushing their mask up to drink and then immediately pushing the mask back down.
- Families are encouraged to have all students practice wearing masks prior to coming back into the school environment.
- Students who are capable of wearing a mask and refuse to do so will be issued a mask by a staff member and asked to put the mask on. Consequences for



insubordination may be followed as stated in the Student Code of Conduct.

- Students showing patterns of non-compliance may be removed from the school building and placed into virtual learning until the student agrees to comply with this safety protocol.

### Face Shields

Face shields are not an acceptable form of a face covering. Anyone may wear them in addition to their masks, but it may not be used by anyone as a substitute for a face mask covering the nose and mouth.



# Safety Protocols

## Safety Requirements, continued

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### Hygiene

Hand sanitizer and disinfecting wipes are available in every classroom and soap will be provided in all schools near water sources. Hand sanitizing stations are available throughout each school as well as at each entry point. Students will sanitize their hands frequently and will be reminded to use tissue and cough/sneeze into their elbow.

### Daily Health Screening

Oakland County Health Division (OCHD) requires all students and staff to complete a health screening daily. Berkley Schools staff and students will use the [Clear To Go](#) product and app to complete daily screenings.

Families will be asked to complete their health screening

daily at home for all children who will return for in-person learning. In order to show compliance with the OCHD mandate, families will be required to complete the [School Health Screening Agreement](#).

### Visitors

Visitors will not be allowed in the building, except for those who may volunteer to help with lunch duties and under extenuating circumstances. Strict visitor records will be kept. Visitors who enter the building will be screened following Oakland County Health Division protocol, must wear a mask, and must sanitize hands upon entering.

Routine meetings that include parents/guardians like IEPs will remain virtual until further notice.

## Ventilation System

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As a result of the 2015 Bond, the Berkley School District replaced all Heating Ventilation Air Condition (HVAC) systems in all buildings. This modernization of the system included new Vertical Unit Ventilators (VUVs) that greatly improves air quality by circulating fresh air into the classrooms. The District's system exceeds the [CDC recommendation for ventilation in schools](#), per the [ASHRAE recommended hourly air exchanges for viruses](#). The recommendation is 6-12 for hospitals and Berkley Schools VUVs have 12 exchanges. This new system also filters the air, using MERV 13 filters (the highest our system

can hold and highly recommended by the CDC). Filtered air systems remove particulates that can include viruses and bacteria. The VUVs condition the room at specific CO2 levels and humidity, which are two factors that can greatly reduce the spread of airborne viruses, by bringing in fresh outdoor air.

The District maintenance team checks our HVAC system daily to ensure all units are working properly. In addition, air filters are changed four times per year: the beginning of the school year and at the end of each marking period.

## Water Safety

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Berkley School District is committed to water safety. Our Maintenance and Operations Team has reviewed and has implemented the recommendations from the Michigan Department of Environment, Great Lakes and Energy (EGLE), as well as suggestions from the EPA regarding water best practices.

EGLE's website states, "Restoring and maintaining water quality after extended shutdowns and transitional periods of lower numbers in schools are critical steps for protecting educators and students from exposure to potential waterborne health risks such as microbial contamination, lead, and disinfection byproducts. The Michigan Department of Environment, Great Lakes, and Energy (EGLE) recommends the development of a drinking water quality maintenance plan to reduce detrimental health

risks associated with low to no use of water."

In addition to implementing the best practices, such as flushing the pipes at all of our schools, the District reached out to the municipalities serving the District regarding their efforts to ensure a safe water supply to our schools.

All of these efforts are meant to ensure safe drinking water for students and staff. The District recently addressed water quality concerns with the installation of Elkay filtered drinking stations in every school, in the maintenance annex and at the administration building as part of the 2015 Bond. Additionally, the drinking fountain at each water station has been disabled (though the touchless bottle filler remains operable) to prevent the transmission of bacteria.

# Safety Protocols

## Cleaning, Spacing & Signage

### Cleaning & Disinfecting

- High touch surfaces that include computer keyboards, sinks and sink fixtures, telephones, door knobs, and light switches will be disinfected every four hours. Bathrooms will be spray disinfected every four hours.
- Staff will note the time, date and initials on a cleaning chart that is kept daily. All buildings will be cleaned and disinfected nightly.
- Shared materials will be cleaned after every class period including computers, art materials, and books
- Classroom teachers, custodial staff, paraeducators, lunch aides and/or students will wipe down student desks and tables at the end of every period at the secondary level with disinfectant wipes and after lunch or snack time at the elementary level
- All classrooms will continue to be provided disinfecting wipes, hand sanitizer, and latex-free gloves
- All buildings will be cleaned and disinfected nightly
- The District will ensure safe and correct use and storage of cleaning and disinfection products
- The District will strive to maintain at least three months of personal protective equipment and supplies at all times

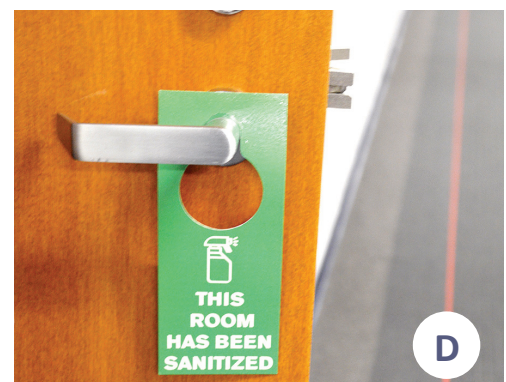
The photos to the right illustrate the following:

**A** - A member of the custodial team using an electrostatic sprayer to disinfect student desks. The disinfectant used is Bioesque, a natural product (made with Thyme oil) and is an EPA registered product that kills the COVID-19 virus. You can see details on Bioesque in the [Berkley School District safety data sheet website](#).

**B** - Hand sanitizer, gloves and a localized disinfectant spray

**C** - Localized disinfectant sprays and a bottle of the Bioesque disinfectant for the electrostatic sprayers

**D** - A notifier for staff to know a room is clean and ready





# Safety Protocols

## Cleaning, Spacing & Signage, continued

### Spacing, Movement and Access

- Students will not be asked to share materials
- Students will be seated spaced apart, as far apart as possible, and will sit in the same seat daily to help with contact tracing
- Students at tables will be spaced apart and tables will be equipped with shield separators



## Cleaning, Spacing & Signage, continued

### Safety Signage in the Building

- Every other bathroom stall and sink will be blocked off.
- Wall signs, floor signs, and door decals will be used in common areas to encourage and outline social distancing.
- These signs are already in place in our buildings. This page includes the graphics of the actual signage that will be present in all buildings.

