

# COVID-19 Preparedness and Response Plan

(Executive Order 2020-142 District Preparedness Plan Template)

Revised 7:00AM  
07/10/20

**Name of District: Rudyard Area Schools**

**Address of District: 11183 W 2nd Street**

**District Code Number: 17110**

**Web Address of the District:**

**Name of Intermediate School District: Eastern Upper Peninsula Intermediate  
School District**

**Name of Authorizing Body (if applicable):**

## 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.

## Preparedness Plan Assurances

The District 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.
- ✓ 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.

# 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.

In accordance with Executive Order 2020-142 a plan must include all the following parts:

- A. The policies and procedures that the District will follow when the region in which the district is located is in **Phase 1, 2, or 3** of the *Michigan Safe Start Plan*.
  1. Describe how the district will offer alternative modes of instruction other than in-person instruction and a summary of materials each student and the student’s parents or guardians will need to meaningfully access the alternative modes of instruction included in the Preparedness Plan. If the Preparedness Plan relies on electronic instruction, the Preparedness Plan must consider how the district will aid students who lack access to computers or to the internet. This is also in the Continuity of Learning and COVID-19 Response Plan submitted in April. You may want to update and link to this plan in your response below.

Rudyard Area School plans to use a hybrid model of instruction using online learning platforms as the primary mode of instruction (i.e., Moodle, Schoology, Google Classroom, Seesaw, Edgenuity, Michigan Virtual). The school will be shut down to in-person instruction and all students will be given Chromebook/touchscreen devices, textbooks, and have access to already placed Hot Spot locations. Each family of a 3-12 student will have a Chromebook assigned to them, we will provide these devices. Touch Screen devices will be provided for students in grades K-2 that do not have access to them at home, to the extent feasible. Teachers will provide feedback to students on assignments through the instructional platform as they are completed. Teachers will differentiate instruction within the platform to meet each student's needs.

-Students without devices or internet access will have access to instructional materials through a weekly instructional packet. Instructional materials (i.e. paper, pencils, etc) will be made available to families that do not have them. This will be supplemented with phone conferencing to support instruction. All students will have access to grade-level/course textbooks/resources as needed to complete their work. Students will not be penalized for inability to fully participate provided families stay engaged with school personnel in developing personalized and realistic education plans for their child. The district will do everything it can to meet student/family needs and allow for full participation. The instructional packets will be provided during meal distribution. Packets will be mailed or delivered to the student if they do not participate in meal distribution

-Online instructions will occur in Google Classroom and utilize Google Hangouts/Meet as a way to video conference with the students. At least one class a week will utilize video conferencing. Teachers/Staff will be expected to make weekly contact with students and have two-way communication. This may be done through the use of technology (i.e. virtual meeting, email,) or through weekly phone calls.

For students with technology access teachers will also communicate multiple times each week through the instructional platform (i.e. Google Classroom, SeeSaw, Schoology), with an emphasis on continuing to build relationships and maintain connections. If students do not have access to technology, teachers will provide instructional packets that focus on essential content, building relationships, and maintaining connections. We will encourage relationships between students through technology (virtual meetings, email), by phone or text, or by having students write letters to classmates.

- All special education students will be met receive programs and services as described in their current IEP for phases 1-5. In addition to programs and services provided, case managers will regularly (in most cases at least weekly) connect with students on their caseload to ensure implementation of the plan. Concerns regarding the IEP Implementation including lack of student progress will be referred to the special education supervisor who will determine the need to reconvene the IEP team.

- Students will be delivered meals weekly in a manner consisting of three drop off locations: Kinross New Hope Church, Rudyard Community Center and Trout Lake Community Center. Meals will be given to all students in the following manner: 1 breakfast and 1 lunch per day of the week per student (5 breakfast and 5 lunches per week to each student)

- The staff will be allowed to enter the building to prepare lessons and make copies of materials but they will have to follow strict guidelines of checking in, temperature recording, noting the time that they are in the building and the time that they leave the building, sanitizing all common areas that they are in, and making sure all procedures are followed and recorded.

-The plan will be communicated through our School Messenger, Social Media and Email Parents will receive an email with the plan attached, and a phone message directing them to our district website where they can access. The plan will be posted in a prominent location on our district website, and a link will also be posted on our district Facebook pages.

For our students in dual enrollment courses we will be working with the provider to determine next steps. We will ensure that the students have the appropriate materials and support to complete these courses. The students will be given credit or no-credit. For students enrolled in CTE programs we will work with the CTC Principal/Director to ensure our students have the ability to complete these courses. When needed, the district will ensure the student has the necessary resources.

-If a student has access to technology, teachers will use the instructional platform to monitor student wellness, engagement, and completion of assignments. They will also keep a log of communication with students and families. If a student does not have access to technology, teachers will keep track of which students are completing the weekly instructional packets. They will also need to keep a log of all communication with students and families. Inconsistent completion and/or communication with a parent or student will be raised to the principal or counselor level to develop a plan to connect with the student and family. Additional support agencies may be sought to make these connections (31N Coordinator, DHHS, ISD supports etc.)

The district will survey all parents to determine current mental health needs and provide an online form for parents/students to request support. Based on the survey results or form requests, counselors (school counselor, 31N Coordinator, ISD supports) will reach out to individual students and families to determine what they may need. The counselors will help connect the family to outside agencies, if needed, to help meet their needs. Teachers will monitor and assess the needs of students and families through their weekly communications. If a need is identified, the teacher will elevate that need to the principal or counselor to make the necessary follow-up. The principal will hold weekly virtual meetings with teachers and other key staff to identify any additional students or families in need.

B. The policies and procedures that the District will follow when the region in which the District is located is in **Phase 4** of the Michigan Safe Start Plan. Those policies and procedures must, at a minimum, include:

1. **Face coverings** (p. 22)

- a. Please describe how the district will implement **requirements** for facial coverings that at a minimum require the wearing of face coverings, except during meals and unless face coverings cannot be medically tolerated, for:
- i) All staff and all students in grades preK-12 when on a school bus.
  - ii) All staff and all students in grades preK-12 when in indoor hallways and common areas.
  - iii) All staff when in classrooms.
  - iv) All students in grades 6 and up when in classrooms.
  - v) All students in grades kindergarten through grade 5 unless students remain with their classes throughout the school day and do not come into close contact with students in another class.

Rudyard Area Schools will implement the following policies and procedures in regard to face coverings, when region 8 is in Phase 4 of the Michigan Safe Start Plan:

-The expectations for the wearing of face coverings and how to obtain clean face coverings will be included in our district to parent communications, social media, all handbooks, all student orientations, and all staff orientations

-Building, grounds, and transportation signage will be prominent throughout all school facilities and clearly identify who is required to wear face coverings in each designated area of the building, grounds, or bus.

-All students and staff will be provided a disposable mask daily: these masks will be purchased by the school and will be given out to the students accordingly. These masks will be placed on busses and in the classrooms every evening by the custodial and transportation staff.

-Clear face coverings will be provided to preK-5 teachers with the requirement to wear the clear mask during instruction. Any other teacher at any grade level may also request a clear face covering if they so choose

- All students and staff will be provided a mask after their temperature is recorded and before entering the school buses. The masks will be required to cover their nose and mouth for the duration of the ride.

- Once at school, after temperatures are recorded, all students will proceed to immediately to their first hour classrooms where their breakfast will be waiting.

- All K-12 students and all staff are required to wear a mask that covers their mouth and nose for the duration of the school day. The only exception to this is when they are eating breakfast or lunch.

-Individuals (staff or students) who claim medical exemption will need to meet with the district Health Safety Team/Principal/School Nurse to provide rationale and documentation. Exempted individuals will be recorded in a master database and issued a sticker to display on their student or staff ID indicating this exemption.

Students who are capable of wearing a face covering and refuse to do so in an area where a face covering is required will be issued a face covering by a school official

- Individuals (staff or students) who claim medical exemption will need to meet with the

district Health Safety Team/Principal/School Nurse to provide rationale and documentation.

- Exempted individuals will be recorded in a master database
- The wearing of face coverings will be added to the District/Building PBIS matrix. School staff will define, teach and prompt the wearing of face coverings within their predictable school routine. Re-teaching will occur daily until predictable school routines are established.
- School staff will acknowledge those wearing face coverings using the positive reinforcement designated in the District/Building PBIS plan.
- Students requiring special considerations (example: 504 Plans, IEPs, health care plans) regarding failure to wear a face covering will be referred to their specific case manager for the development of additional interventions.

-Staff who are capable of wearing a face covering and refuse to do so will be addressed by the school administrator and could face progressive disciplinary measures up to and including termination.

-Guests to the school building (presenters, substitute teachers, etc) will be issued a disposable face covering upon signing in at the main office and will be instructed to wear the face covering at all times. Instances of non-compliance will result in the guest being escorted from the building by the school safety officer or building administrator.

-In instances of uncertainty about individuals not wearing face coverings, these matters will be relayed to the building administration for review and decisive action.

## 2. Hygiene

Please describe how you will implement the **requirements** for hygiene protocols from the *Return to School Roadmap* (p. 22-23).

Rudyard Area Schools will follow the policies and procedures listed below for hygiene requirements:

- All students and staff will wash their hands or use hand sanitizer upon entering the school building. Hand sanitizer is over 60% alcohol content and is located in all of the classrooms and common areas.

- All students and staff will use hand sanitizer or wash their hands prior to leaving one classroom and going into another.

- All students and staff will use hand sanitizer or wash their hands upon entering a new classroom.

- Doors, desks, and commonly touched surfaces will be wiped down at the end of each class period before the next class comes in by the teachers. Staff must wear gloves, surgical mask and face shield when performing all cleaning activities

- The school will be sanitized nightly and all the surfaces that are commonly used will be sanitized

-Each classroom will be supplied with a fixed touchless handsantizing station.

-Supplies (paper towels, soap, hand sanitizer, tissues, trash receptacles) will be checked daily and restocked in the classroom.

-Teachers will contact the office immediately if supplies run out during the school day.

-Each classroom will have a hygiene protocol with timelines that are posted and communicated via newsletters, web pages, bulletin boards, and the like. It will include

- Hand-washing schedule
- Room and materials cleaning schedule

-Teacher or school nurse will teach students the following to students on the first day of school and reinforce weekly or more often as needed (this may be done via video)

- proper handwashing on the first day of school and reinforce weekly or more often if needed
- how to cough and sneeze into their elbows, or to cover with a tissue and dispose of it in the trash

-Proper mitigation strategies including hand washing and sneezing will be communicated to families via newsletters, web pages, bulletin boards, and the like. Parents and caregivers will be asked to review and reinforce with their students.

Custodial staff will

- Procure adequate soap, hand sanitizer, paper towels, tissues by
- Post signage related to cleaning and hygiene strategies in each room, restroom, throughout the hallways
- Monitor hygiene supplies and refill as needed three times daily
- Procure hand sanitizing stations as deemed necessary during walk-through with building leader

-Sharing school supplies will be limited, and each student will have their own supply box for materials.

-A list of these supplies will be generated as appropriate for each grade level and or specific middle school or high school course and posted to the school website and FaceBook Page.

### 3. Cleaning

Please describe how you will implement the cleaning **requirements** for cleaning protocols from the *Return to School Roadmap* (p. 27).

Rudyard Area Schools will clean and sanitize the school nightly.

- District Level Administrators and Building Operations will meet to review all guidance related to cleaning and disinfecting of buildings and to review the Building Operations the MI Safe Schools: Michigan's 2020-21 Return to School Roadmap.

-An inventory related to all cleaning supplies that are in compliance with the EPA-approved

related to COVID will be taken and orders will be made to address increased cleaning protocols.

-All classrooms will be provided spray bottles with EPA-approved disinfectant, paper towels, face shield and gloves in order to address new cleaning protocols. Staff must wear gloves, a mask and face shield when cleaning.

-Each building custodial team and administrator will tour their building and identify areas of frequent usage throughout the building. A map will be created and kept secure in the head custodian room and office to ensure compliance when custodial substitutes are in the building.

-Custodial staff will walk the building wiping all high frequency usage areas at 7:00 a.m., 10:00 a.m. 1:00 p.m, 4:00 p.m and following any evening activities in the building. Staff will note the time and date and initials on a chart that is kept daily.

-The teacher of record for the area will wipe down all frequently used materials after each class has exited with EPA-approved disinfectant. This will occur prior to the entrance of the next class.

-Classroom teachers will wipe down the students desks everytime students exit the room at the elementary or after every period at the secondary level with EPA-approved disinfectant. Elementary Students will be arranged into cohort for traveling from class to class and kept with generally the same group of students.

-Playground equipment will be cleaned twice a week.

-A training on cleaning materials and protocols will be provided to the staff through a virtual meeting the first week of school. This training will show the use of PPE when cleaning, protocols for the classroom and storage of cleaning materia

#### 4. Athletics

Please describe how you will implement the **requirements** for athletics protocols from the *Return to School Roadmap* (p. 27).

All athletics at Rudyard Area Schools will follow MHSAA guidelines and the following procedures put forth by our Board of Education.

1. All coaches will record temperatures of student athletes before practice
2. All coaches will disinfect all of the commonly used materials.
3. If the sport involves a ball, all players will be assigned their own ball.
4. All players will be assigned their own water bottle.
5. Before traveling to and from a game, all temperatures will be recorded, and symptom checklists will be used.
6. All indoor athletics will be postponed during phase 4 and team activities will need to follow strict cleaning and sanitizing guidelines.
7. Any outdoor activities will require any spectator to wear a mask
8. All fist bumps and handshakes will not occur.
9. Crowds will be limited to 100 people maximum for outdoor activities

All athletic programming will be suspended until the region has maintained Phase V status for at least 28 consecutive days. At that point, consideration for resuming athletics for the next available sports season (fall, winter, spring) will be made.

## 5. Screening

Please describe how you will implement the **requirements** for screening protocols from the *Return to School Roadmap* (p. 24).

Rudyard Area Schools will follow the guidelines below as approved by our Board of Education:

-We will cooperate with the local health department (Chippewa County Health Department) in implementing protocols for screening students and staff.

-We will establish a quarantine area no smaller than 100square feet and a staff person to care for students who become ill at school. This room will be outfitted with appropriate PPE including gowns, face shields, N95 Masks, gloves, sanitizing wipes, portable two-way radios, an internet-connected computer, log sheets, and video surveillance.

Each building will have an identified and trained staff person to serve as the “quarantine officer”. These duties will take precedence over any other responsibilities and therefore this individual must have the flexibility to leave their regular assignment at a moment’s notice.

- From the time of identification of potential infection, the student will not be left unattended by the quarantine officer and a log sheet of activity will be maintained at 5-minute intervals until the student or staff member is safely removed from the building.

-All school staff will be required to conduct a health safety self assessment prior to coming to work and verifying through a Google form that they are safe to work.

-Staff will have their temperatures taken and recorded everyday upon entering the school building. Documentation of temperature will be daily on a Google form.

- Students will have their temperature checked upon entering the building. Staff will be using a touchless thermometer to scan each child. If temperature is 100.4 or greater, students will be brought to the Wellness center for a recheck.

-Students with COVID-19 symptoms will be placed in this quarantined area with a mask to be picked up by a family member. They will not be able to return to school until a negative test returns to the school. Parent communication will be made immediately with clear and concise directions on where and how to pick up the student and where to report for testing.

-The health department will be contacted after parents have been contacted to assist in contact tracing and notification of vulnerable individuals.

-Office staff will contact the student/family each day after removal until test results are provided and verified before the student can return to school.

Students or staff with a temperature greater than 100.4 degrees will be asked to stay home from school for the day and connect virtually

-Staff who are unable to work due to displaying COVID-19 systems will be required to report this to the school.

-Positive tests for staff members will result in a required quarantine away from school for 14 days. Days of quarantine for COVID-19 positive results will NOT count against employee sick time allocations.

## 6. Testing

Please describe how you will implement the **requirements** for testing protocols from the *Return to School Roadmap* (p. 25).

Rudyard Area Schools will follow the guidelines below as approved by our Board of Education:

1. We will cooperate with the local health department (Chippewa County Health Department) in implementing protocols for testing our students and staff.
2. Students that become ill at school will be placed in our quarantined room and parents will be contacted to pick them up in a timely manner.
3. All students and staff will be required to wear a mask at all times.
4. Staff that become ill at school will be relieved of their duties and transported to have a test performed.
5. The school will be sanitized each night and in between each class cohort change.
6. When a negative test is returned to the school about a staff or student, this will be shared with our stakeholders.
7. When a positive test is returned to the school, we will work with our Local Health Department to begin contact tracing and notifying parents and guardians of students that may have been exposed.
8. We will keep those students connected virtually to school for 14 days and we will deep clean the school at the earliest possible chance.

## 7. Busing and Student Transportation

Please describe how you will implement the **requirements** for busing and student transportation protocols from the *Return to School Roadmap* (p. 28).

Rudyard Area Schools will follow the steps below as developed by our staff and Board of Education:

-Contact will be made to all bus drivers to ensure that they have received a copy of the criteria in the MI Safe Schools: Michigan's 2020 Return to School RoadMap.

-A weekly meeting will be held with bus drivers and transportation director to review the criteria required for level IV and discuss concerns or issues arising.

-Signage will be added to each bus to address the use of face masking of all students and drivers, use of hand sanitizers and cleaning protocols.

-A touchless Hand sanitizer will be provided to each student and staff member before entering the bus.

- An ordering plan and schedule to obtain cleaning supplies in compliance with the CDC that can be utilized in the cleaning of the bus between routes and the wiping down of frequent areas of contact has been developed.

-All students and staff will be required to wear a mask that covers their mouth and nose at all times, sit in their assigned seat with their family members and maintain appropriate posture in those seats (on their bottom, facing forward)

Face masks will be available at the entrance of the bus in the event that a student does not

come to the bus equipped with the necessary item.

-Busses will be properly cleaned after the departure of the last child from each run once the bus has returned to the transportation garage.

-Communication will be sent out to families related to the mandatory nature of wearing a face mask on the bus and that all staff and students, if medically feasible, must wear it in order to be transported, unless "It is determined on a case by case basis that it is not safe for the bus driver to wear a facial covering."

-Communication documents will be developed to enable the drivers of the buses to know what the safety plans are for any specific students and who for medical reasons will not be wearing a face mask.

-Professional development will be required for all bus drivers related to the changes including the appropriate usage of face masks and policies regarding the requirement of their usage on the bus, hand sanitizing, and cleaning protocols to address the cleaning and disinfecting of the bus before and after every route. A check sheet with time and date of each cleaning will be provided to staff to complete each time the bus is cleaned.

-If a student or staff member get sick during the school day, they will be transported by a parent or family member and not with the rest of the population of students on the buses.

**C. Describe the policies and procedures that the district will follow when the region in which the district is located is in Phase 5 of the Michigan Safe Start Plan.**

Rudyard Area Schools will follow the guidelines below as set forth by our Board of Education and in consultation with our legal counsel when region 8 is in phase 5 of the MI Safe Start Plan:

1. All of the protocols that have been established for phase 4 will be carried over to phase 5
2. Facial coverings will be required by all students and staff at all times
3. Hygiene practices will continue to be taught and implemented.
4. Cleaning and sanitizing will continue at the same rate as we had in phase 4.
5. Screening and Testing procedures will continue as they did in phase 4.
6. Athletics will be allowed to have indoor practices and games barring everyone inside that is a coach or spectator wears a face covering and it will be limited to 50 people maximum.
7. All students and staff will have their temperature recorded upon entering school and will be given hand sanitizer and be required to wear a face mask that covers their mouth and nose.

1. Indicate which highly recommended protocols from the *Return to School Roadmap* the district will include in its Preparedness Plan when the region in which the district is located is in **Phase 5** of the *Michigan Safe Start Plan*.

Rudyard Area Schools will follow the guidelines below as set forth by our Board of Education when region 8 is in phase 5 of the MI Safe Start Plan:

1. All of the protocols that have been established for phase 4 will be carried over to phase 5
2. Facial coverings will be required by all students and staff at all times.
3. Hygiene practices will continue to be taught and implemented.
4. Cleaning and sanitizing will continue at the same rate as we had in phase 4.
5. Screening and Testing procedures will continue as they did in phase 4.

6. Athletics will be allowed to have indoor practices and games barring everyone inside that is a coach or spectator wears a face covering and it will be limited to 50 people maximum.  
7. All students and staff will have their temperature recorded upon entering school and will be given hand sanitizer and be required to wear a face mask that covers their mouth and nose and sit in assigned seats

2. Indicate which highly recommended protocols from the *Return to School Roadmap* the district will not include in its Preparedness Plan when the region in which the district is located is in **Phase 5** of the *Michigan Safe Start Plan*.

The only changes would be allowing indoor athletics to take place with a small crowd as long as all members of the crowd and coaches have face coverings

D. After considering all the protocols that are highly recommended in the *Return to School Roadmap*, please indicate if a school plans to exclude protocols that are highly recommended for any of the categories above in **Phase 4**.

No, Rudyard Area Schools, will follow all of the recommended and strongly recommended ideas set forth by the MI Safe Start Return to School Roadmap.

## Final Steps for Submission

*Each district shall submit a single completed Assurance Document and Preparedness Plan to its Board of Education (in the case of a PSA, the Academy Board of Directors; in the case of a nonpublic school, the chief or designated school administrator ) in time for approval by August 15 or seven days before the first day of school, whichever comes first.*

**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:**

*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.*

**Name of District/PSA/Nonpublic Leader Submitting Plan:**

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

**Date Submitted to State Superintendent and State Treasurer:**