

Adrian Public Schools Student Handbook Supplement Coronavirus (COVID-19) 2020-2021 School Year



This Student Handbook Supplement (“Supplement”) is intended to be part of the Student Handbook for all Adrian Public Schools(APS) educational programs and services during the 2020-2021 school year. This Supplement addresses the expectations of students and families (parents/guardians) related to the Coronavirus (COVID-19) global pandemic.

COVID-19 is an illness caused by a virus that can spread from person to person. In some instances, carriers of the virus are asymptomatic, meaning they exhibit no symptoms. In other instances, carriers may only have mild symptoms. However, in some cases, individuals may exhibit severe symptoms requiring medical treatment. The symptoms of COVID-19 include, but are not necessarily limited to, 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, and/or diarrhea.

Through [Executive Order 2020-142](#), the Governor of Michigan required all Michigan school districts to develop and adopt a COVID-19 Preparedness and Response Plan (Preparedness Plan) that is informed by the [Michigan Return to School Roadmap](#) from the COVID-19 Task Force on Education and Return to School Advisory Council (Return to School Roadmap). A copy of APS’s Preparedness Plan is available at <https://www.adrianmaples.org/back-to-school/>.

The purpose of the Preparedness Plan and the requirements outlined in this Supplement is to help keep APS students and staff healthy and well by preventing the spread of COVID-19. The APS will make adjustments to this Supplement as is necessary and appropriate based upon the phase of the [Michigan Safe Start Plan](#) that Lenawee County is in.

Face Coverings

All APS students are required to wear a facemask that covers their mouth and nose at all times while on a school bus, in another APS vehicle, within all common areas of APS school buildings, and within non-APS buildings while participating in an APS-sponsored educational program or activity. Common areas include, but are not necessarily limited to, all hallways, restrooms, school offices, and libraries.

Students in grades Young 5’s/Kindergarten – 12th (including adult education students) must also wear a facemask while in the classroom, laboratory, and/or other instructional areas. Students for whom a facemask is not developmentally appropriate based upon the student’s disability are not required to wear a facemask while in the classroom

and/or laboratory, but may, provided that the student is comfortable wearing the mask and is capable of putting on and taking off the mask themselves.

Students are not required to wear facemasks when outside, provided that the students can remain at least six feet apart from one another. If students are unable to maintain safe distancing of at least six feet while outside, facemasks must be worn.

Facemasks should be provided by the student. Facemasks may be cloth, reusable facemasks, which must be washed at home daily. Students may also utilize disposable, surgical style facemasks, which are intended for one-time, daily use. In the event that a student does not have a facemask, then APS will provide one to the student.

No individual is required to wear a facemask while eating a meal.

APS understands that some students may be medically unable to wear a facemask that covers his or her mouth and nose. To receive a medical exception to the requirement to wear a facemask, students must provide the school with written documentation from a healthcare provider (whose scope of practice allows them to make that determination) describing why the student is medically unable to wear a facemask.

Students who fail to wear a facemask in accordance with these requirements will be subject to disciplinary action under the APS Student Code of Conduct for Inappropriate Dress (failure to follow the school's dress code) and/or Insubordination (failure to comply with a directive given by a school official). If there are repeated violations to this area of student behavior, the building principal and family will have a conversation about a virtual placement.

Physical/Social Distancing

To the extent practical under the circumstances, students must engage in physical/social distancing from other persons, which is generally defined as maintaining at least six feet of physical distance between persons. Student work areas will be spaced in a way that provides for as much physical/social distancing as the classroom/laboratory will allow.

Students who fail to engage in proper physical/social distancing, when such is allowable under the circumstances, will be subject to disciplinary action under the APS Student Code of Conduct for Insubordination (failure to comply with a directive given by a school official).

Sharing of Supplies, Materials, and Equipment

To the extent practical under the circumstances, students should not share their supplies and materials with other students. Equipment should be disinfected prior to use by multiple students using an APS-provided cleaning/disinfecting agent.

Personal Hygiene

APS has placed hand sanitizing and hand washing stations at all school buildings. Students must apply hand sanitizer upon entering the school. Hand sanitizer has also been placed in each classroom/laboratory and on each school bus. Students should also apply hand sanitizer upon entering the classroom/laboratory and upon entering the school bus. APS staff will assist in the application of hand sanitizer to those students' hands who are unable to apply such for themselves.

Students will also be encouraged to engage in frequent handwashing. Handwashing should occur for at least 20 seconds and should be done using soap and warm water. Signage demonstrating proper handwashing techniques will be posted within all school restroom facilities.

The APS will provide cleaning wipes and or spray and paper towels for use by students. Students may use a wipe to clean their desk, table, chair, and/or any equipment that the student may be using.

Students must cough and sneeze into their elbows and/or cover their nose and mouth with a tissue. They must then promptly dispose of the tissue, and wash their hands immediately thereafter using the CDC's recommended handwashing techniques.

Symptoms of Illness

APS students and parents/guardians are expected to self-monitor for signs of illness. Students must be kept home from school if they are exhibiting any symptoms of COVID-19. These include, but are not necessarily limited to, 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, and/or diarrhea.

Parents/guardians and/or students (depending on age and appropriateness) must ask their children how they are feeling and also take their temperature prior to sending them to school each day. Any child who has a temperature of 100.4 degrees or higher or reports any other symptom(s) of COVID-19 must be kept home from school and health care attention must be sought. Parents/guardians must report to the school that the student will not be attending school due to the presence of symptoms of illness and should share the symptoms with the school.

APS staff will take the temperature of all students at the start of the school day, or when entering the building if they are signing in after the school day starts.

Pursuant to CDC guidelines, students who show symptoms of COVID-19 while at school will be immediately separated from other individuals (quarantined), required to wear a facemask, and sent home (or an ambulance will be called if the individual is clinically

unstable). The APS has identified locations in each of its buildings/schools where a student can be quarantined temporarily until they are able to leave the campus if they are demonstrating any symptoms of COVID-19. The District has also identified individuals in each building/school who can care for a COVID-19 symptomatic student until that individual is able to leave the campus.

Students who develop a fever or become ill with any other COVID-19 symptoms will be required to get tested for COVID-19 and will not be permitted to return to school until they have tested negative for COVID-19 or have been released from isolation by their healthcare provider and/or the Lenawee County Health Department. APS will require proof of a negative test and written documentation authorizing the student to return to school from a qualified healthcare provider.

COVID-19 Symptom Checker: <https://misymptomapp.state.mi.us>

Close Contact with a COVID-19 Positive Person

Students who have been in close contact (defined as being within six feet of the COVID-19 positive individual for a period of 15 minutes or more) with someone who has tested positive for COVID-19 must be kept home from school and self-quarantine for 14 days. Parents/guardians should contact the school to inform them that their child was in close contact with someone who tested positive for COVID-19 (providing as much detail about the encounter as possible to allow the school to determine if the student was in close contact with others students, staff members, and/or others at school after his/her contact with the COVID-19 positive individual).

COVID-19 Positive Test

If a student tests positive for COVID-19, APS will work with the COVID-19 positive student and the Lenawee County Health Department to perform contact tracing to determine whom within APS the COVID-19 positive individual may have been in close contact with (closer than six feet of separation) for 15 minutes or more. All persons who were in close contact with the COVID-19 positive individual will be required to quarantine for 14 days at home. Those individuals who develop symptoms of COVID-19 must be tested.

Any student who tests positive for COVID-19 must self-quarantine at home, consistent with any applicable Executive Order or other guidance from proper authorities, including, but not limited to the Lenawee County Health Department. Students who test positive for COVID-19 may return to school when all of the following are met: 1) at least 72 hours (three (3) full days) have passed since recovery (completely symptom free); 2) at least seven (7) days have passed since symptoms first appeared; and 3) when authorization to return to school is provided by the Lenawee County Health Department.

School closure resulting in shift from Face-to-Face to Remote Learning

Under certain circumstances, student instruction, learning, and engagement in an APS educational program and/or service may occur remotely. This would take place in Phase 1-3 of the Governor's Return to School Roadmap or as local conditions warrant a change. This means that the student is not participating in face-to-face, in-person instruction while physically present at an APS school.

Each APS course will develop a remote program learning plan, which will help to guide program activities throughout the remote learning period. The remote learning plan will include information about learning objectives, program curriculum, instructional modes and methods, assessment modes and methods, student engagement strategies, and equipment/supplies/materials that students will need.

Students will be expected to actively participate in the remote learning program. Active participation will vary by the individual teacher, but may include participation in live video conferencing with the teacher and/or other students; watching pre-recorded instructional videos, and completing assigned tasks and work. Students will be assessed based on their competency of the learning objectives in a similar manner to as if they were participating in face-to-face, in-person instruction and learning although different assessment methods may be used in some circumstances. Failure to actively participate and engage in remote learning activities will result in students being marked absent from the remote learning program and may result in disciplinary action under the APS's attendance policies. Students who are unable to participate in a live video conference due to a conflict with another educational or other obligation or due to illness or another reason should report such to their teacher as soon as possible. Students may be expected to watch a video recording of the video conference at a different time or the conference may be rescheduled to accommodate the student's schedule at the discretion of the teacher.

In most cases, remote learning will include an online or digital component that will require the student to have access to an electronic device that is capable of accessing the internet and internet service. Students who do not have access to an electronic device and/or reliable internet service should contact their teacher as soon as possible. APS will make every effort possible and feasible under the circumstances to loan the student an electronic device and internet service hotspot that will allow the student to actively participate in the digital components of the course. APS will be a 1:1 Chromebook program for all students for the 2020-21 school year for grades 6-12. Grades 4-5 will be 1:1 as soon as back-ordered Chromebooks arrive.

If APS is unable to provide an internet capable electronic device, internet hotspot, and/or if the student is still unable to obtain reliable internet service, the APS will provide an educational program that does not require participation in the online or digital component of the program.

Students who participate in APS courses/programs provided through remote means are expected to abide by the same rules as students who attend in-person programs. This

includes abiding by the requirements described in any APS program handbook, the APS Student Code of Conduct, and APS Board Policies.

Virtual Learning

APS will provide a virtual learning program. This will include the delivery of individual classes or a full offering of courses for student that would not attend face-to-face classes. A teacher of record and mentor will be assigned to the student. Instruction will vary based on which course the student is enrolled in and curriculum could be delivered via an online program such as Odysseyware® or a teacher lead course within Google Classroom.

Students are expected to participate in two-way communication with their virtual teacher and/or mentor at least weekly.

Should a student not fully participate in the virtual learning program, and face-to-face instruction would be a better educational option for the student, the principal, teacher, and family will discuss a possible change of placement for the student.

In most cases, virtual learning will include an online or digital component that will require the student to have access to an electronic device that is capable of accessing the internet and internet service. Students who do not have access to an electronic device and/or reliable internet service should contact their teacher as soon as possible. APS will make every effort possible and feasible under the circumstances to loan the student an electronic device and internet service hotspot that will allow the student to actively participate in the digital components of the course. APS will be a 1:1 Chromebook program for all students for the 2020-21 school year for grades 6-12. Grades 4-5 will be 1:1 as soon as back-ordered Chromebooks arrive. Students in a virtual program will get priority based on special education, free lunch, and reduced lunch first should there be a lack of supply of Chromebooks or Hotspots.

If APS is unable to provide an internet capable electronic device, internet hotspot, and/or if the student is still unable to obtain reliable internet service, the APS will provide an educational program that does not require participation in the online or digital component of the program.

Students who participate in APS courses/programs provided through remote means are expected to abide by the same rules as students who attend in-person programs. This includes abiding by the requirements described in any APS program handbook, the APS Student Code of Conduct, and APS Board Policies.

Special Education Programs and Services

The APS will provide special education programs and services in accordance with the student's Individualized Education Program (IEP) to the extent feasible under the circumstances. When students are participating in face-to-face, in-person school, the

student's IEP will be followed in accordance with the COVID-19 precautions described in this COVID-19 supplement. Parents or guardians with specific concerns related to COVID-19 should contact their student's teacher or another APS staff member as soon as possible to determine what steps should be taken to accommodate the concern(s).

During periods of remote learning, the APS will make a good faith effort to provide educational programs and services in accordance with the student's IEP. This may include the provision of services through online and/or other means. The APS will work with the student's IEP team to determine what educational programs and services can be provided to the student and how those programs and services will be provided under the circumstances.

Social Emotional Support

The APS understands that the continued uncertainty and ever-changing conditions surrounding COVID-19 are unsettling and may result in feelings of anxiety and/or depression. Students who are feeling anxious or depressed may reach out to their teacher, building principal and/or another APS staff person at any time. The APS will work with the individual student, and, when appropriate, student's parents/guardians to provide appropriate tools, resources, and supports necessary to promote student wellness with APS staff and Parkside Family Counseling.

Communication and Other Information

The APS will continue to use the BlackBoard Connect instant messaging/alert system to communicate important information with students and parents/guardians. Information from school administrators and/or program instructors may be emailed or posted to program websites/online classrooms. Information will also be posted to the APS website. COVID-19 specific information is available at <https://www.adrianmaples.org/back-to-school/>.

Additional Information

For additional information about the APS's plan for and response to COVID-19, please visit: <https://www.adrianmaples.org/back-to-school/>.

For additional information about COVID-19, please visit:

Lenawee County Health Department: <https://www.lenawee.mi.us/917/2019-Novel-Coronavirus>

State of Michigan: <https://www.michigan.gov/coronavirus>

United States Centers for Disease Control and Prevention: <https://www.cdc.gov/coronavirus/2019-ncov/index.html>