

**Bishop Baraga Catholic School**  
**406 West B Street**  
**Iron Mountain, MI 49801**  
**Dickinson County, MERC Region 8 – Upper Peninsula**

## **Phase 5 Requirements**

### **Personal Protective Equipment**

- Face coverings are highly recommended but not required for students and staff when in classrooms. If a staff member or student has been identified to be at increased risk of illness by their physician, face coverings should be worn.
  - When social distancing is not possible in the classroom face masks will be required by staff and students in kindergarten and up.
  - Students will remain in their cohort throughout the day. There will be no mixing of classes, including during lunch and recess.
- All staff and all students in grades preschool and up will wear facial coverings when in indoor hallways and common areas, except (1) during meals and (2) unless face coverings cannot be medically tolerated as documented through written and signed verification by a physician, with parental consent for students.
- BBCS will not conduct indoor assemblies that bring together more students than the most recent Executive Order allows.
- School Masses may be allowed provided that all Diocese of Marquette Mass guidelines are followed which requires social distancing and face masks. (Preschool and pre-kindergarten will not attend Mass.)

### **Hygiene**

- Provide adequate supplies to support healthy hygiene behaviors (including soap, hand sanitizer with at least 60% alcohol for safe use by staff and students, paper towels, tissues, and signs reinforcing proper handwashing techniques).
- Systematically and frequently check and refill soap and hand sanitizers.
- Daily, provide opportunities for handwashing with soap and water by students and teachers.
- Limit sharing of personal items and supplies such as writing utensils.

### **Spacing, Movement and Access**

- Space students as far apart as feasible in classrooms, whether desks or tables are utilized.

- Post signage to indicate proper social distancing.
- Place markers at six-foot intervals where line formation is anticipated.
- Provide social distancing markers in waiting and reception areas.
- Post signs on the doors of restrooms to indicate proper social distancing and hand hygiene techniques.
- Restrict entrance to the school to students and staff only, with the following allowances: Family members or other non-staff adults are not allowed in the school building except under extenuating circumstances determined by school officials. All non-staff adults entering the building must be screened for symptoms using a monitoring form, wear a facial covering, and wash/sanitize hands prior to entering. Strict records, including date and time, should be kept of all non-staff adults entering and exiting the building.

### **Screening Students and Staff**

- Cooperate with the local public health department regarding ongoing protocols for screening students and staff.
- Maintain a quarantine area and a staff person to care for students and staff who develop signs or symptoms of COVID-19 at school.
- Students and staff who become ill with signs or symptoms of COVID-19 will be placed in an identified quarantine area with a facial covering in place, if able, until they can be picked up. Identified person caring for these children/staff will wear a facial covering.
- Symptomatic students and staff sent home from school will stay home until they have tested negative or have completely recovered according to CDC guidelines.
- Staff will conduct daily self-examinations, including a temperature check, prior to coming to work. If they exhibit any new or unusual symptoms as reported on the COVID-19 school monitoring form, they will stay home. Staff member will contact the school administrator.

### **Testing Protocols for Students and Staff and Responding to Positive Cases**

- Cooperate with the local public health department regarding ongoing protocols for screening students and staff.
- Symptomatic students and staff will be kept home until they have tested negative for COVID-19 or have been released from isolation according to CDC guidelines.

- Families will be notified of the presence of any laboratory positive or clinically diagnosed cases of COVID-19 in the classroom and/or school to encourage closer observation for any symptoms at home.

### **Responding to Positive Tests Among Staff and Students**

- Cooperate with the local public health department if a confirmed case of COVID-19 is identified, and in particular, 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 at the school. The Local Health Department will initiate contact tracing, following regular public health practice.
- Notify local health officials, staff, and students immediately of any possible case of COVID-19 while maintaining confidentiality consistent with the Americans with Disabilities Act (ADA) and other applicable federal and state privacy laws.

### **Food Service, Gathering, and Extracurricular Activities**

- We will not conduct indoor assemblies that bring together more students than the latest Executive Order allows.
- School Masses may be allowed provided that all Diocese of Marquette Mass guidelines are followed. (Preschool and pre-kindergarten students will not attend Mass. Social distancing and face masks will be required for those classes that attend Mass.)
- If the hallways are used for lunchtime and six feet of distance between students is not possible, mealtimes will be staggered. Serving and cafeteria staff will use barrier protection including gloves, face shields, and surgical masks.
  - Students will also eat in their classrooms or outside, weather permitting.

### **Busing**

BBCS uses public school district busing and will defer all safety guidelines to those providers.

### **Cleaning**

- Frequently touched surfaces including desks, light switches, doors, benches, bathrooms, and hands on classrooms will undergo frequent cleaning with either an EPA-approved disinfectant or diluted bleach solution.

## **Mental & Social-Emotional Health**

- Schools are to maintain a point person or establish an access navigator to facilitate mental health referrals, communications to families/ students, and public-facing wellness materials.
- Provide all staff with timely, responsive, and ongoing training/professional development.

## **Phase 4 Requirements – Bishop Baraga Catholic School Dickinson Country, MERC Region 8 – Upper Peninsula**

### **Personal Protective Equipment**

- All staff will wear facial coverings when in **classrooms**, except (1) during meals and (2) unless face coverings cannot be medically tolerated as documented through written and signed verification by a physician.
- All staff and all students in grades preschool through eighth grade will wear facial coverings when in **indoor hallways and common areas**, except (1) during meals and (2) unless face coverings cannot be medically tolerated as documented through written and signed verification by a physician, with parental consent for students.
- Facial coverings are not required in the preschool/pre-kindergarten classroom by children ages 3 and 4.
- All students in grades kindergarten - 4 are highly encouraged to wear facial coverings, but will not be required to wear them in their **classrooms**, unless (1) students do not remain with their cohort class throughout the school day and (2) come into close contact with students in another class (3) or are not able to social distance.
  - Students at will remain with their cohort throughout the school day.
  - Indoor specials classes (art, technology, music, physical education) will remain specific to their cohort.
- All staff and students in grades 5-8 will wear facial coverings in the classroom, except (1) during meals and (2) unless face coverings cannot be medically tolerated as documented through written and signed verification by a physician, with parental consent.
- Indoor assemblies that bring together students from more than one classroom will not be conducted.

- School Masses may be allowed provided that all Diocese of Marquette Mass guidelines are followed including social distancing and facial coverings. (Preschool and pre-kindergarten will not attend Mass.)
- *Facial coverings may be homemade or disposable level one/basic-grade surgical masks, and/or face shields.*

## **Hygiene**

- Provide adequate supplies to support healthy hygiene behaviors (including soap, hand sanitizer with at least 60% alcohol for safe use by staff and students, paper towels, tissues, and signs reinforcing proper handwashing techniques).
- Teach and reinforce handwashing with soap and water for at least 20 seconds and/or the safe use of hand sanitizer that contains at least 60% alcohol.
- Educate staff and students on how to cough and sneeze into their elbows, or to cover with a tissue. Used tissues should be thrown in the trash and hands washed immediately using proper hand hygiene techniques.
- Systematically and frequently check and refill soap and hand sanitizers.
- Daily, provide opportunities for handwashing with soap and water by students and teachers.
- Limit sharing of personal items and supplies such as writing utensils.

## **Spacing, Movement, and Access**

- Space students as far apart as feasible in classrooms, whether desks or tables are utilized.
- Post signage to indicate proper social distancing.
- Place markers at six-foot intervals where line formation is anticipated.
- Provide social distancing markers in waiting and reception areas.
- Post signs on the doors of restrooms to indicate proper social distancing and hand hygiene techniques.
- Restrict entrance to the school to students and staff only, with the following allowances: Family members or other non-staff adults are not allowed in the school building except under extenuating circumstances determined by school officials. All non-staff adults entering the building must be screened for

symptoms using a monitoring form, wear a facial covering, and wash/sanitize hands prior to entering. Strict records, including date and time, should be kept of all non-staff adults entering and exiting the building.

### **Screening Students and Staff**

- Cooperate with the local public health department regarding implementing protocols for screening students and staff.
- Identify and designate a quarantine area and a staff person to care for students and staff who develop signs or symptoms of COVID-19 at school.
- Students and staff who become ill with signs or symptoms of COVID-19 will be placed in an identified quarantine area with a facial covering in place until they can be picked up. Identified person caring for these children/staff will wear a facial covering.
- Symptomatic students and staff sent home from school will stay home until they have tested negative or have completely recovered according to CDC guidelines.
- Staff will conduct daily self-examinations, including a temperature check, prior to coming to work. If they exhibit any new or unusual symptoms as reported on the COVID-19 school monitoring form, they will stay home. Staff member will contact the school administrator.

### **Testing Protocols for Students and Staff and Responding to Positive Cases**

- Cooperate with the local public health department regarding implementing protocols for screening students and staff.
- Symptomatic students and staff will be kept home until they have tested negative for COVID-19 or have been released from isolation according to CDC guidelines.
- Families will be notified of the presence of any laboratory positive or clinically diagnosed cases of COVID-19 in the classroom and/or school to encourage closer observation for any symptoms at home.

### **Responding to Positive Tests Among Staff and Students**

- Cooperate with the local public health department if a confirmed case of COVID-19 is identified, and in particular, 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 at the school.

The Local Health Department will initiate contact tracing, following regular public health practice.

- Notify local health officials, staff, and students immediately of any possible case of COVID-19 while maintaining confidentiality consistent with the Americans with Disabilities Act (ADA) and other applicable federal and state privacy laws.

### **Food Service, Gathering, and Extracurricular Activities**

- Prohibit indoor assemblies that bring together students from more than one classroom.
  - School Masses may be allowed provided that all Diocese of Marquette Mass guidelines are followed.
- If hallways are used for lunch and six feet of distance between students is not possible, meal times will be staggered or physical barriers will be used. Serving and cafeteria staff will use barrier protection including gloves, face shields, and surgical masks.
- Classrooms or outdoor areas will be used for students to eat meals at school.

### **Cleaning**

- Frequently touched surfaces including light switches, doors, benches, bathrooms, will undergo cleaning at least every four hours with either an EPA-approved disinfectant or diluted bleach solution.
- Libraries, computer labs, arts, and other hands-on classrooms will undergo cleaning after every class period or when cohorts change classrooms, with either an EPA-approved disinfectant or diluted bleach solution.
- Student desks will be wiped down with either an EPA-approved disinfectant or diluted bleach solution after every class period, or when cohorts change classrooms.
- Playground structures will continue to undergo normal routine cleaning, but using an EPA-approved disinfectant is unnecessary.
- Ensure safe and correct use and storage of cleaning and disinfection products, including storing products securely away from children, and with adequate ventilation when staff use products.

- Staff must wear gloves, surgical masks, and face shields when performing all cleaning activities.

### **Busing and Student Transportation (including extra-curricular activities and athletics)**

BBCS uses public school district busing and will defer all safety guidelines to those providers.

### **Mental & Social-Emotional Health**

- Schools are to identify a point person or establish an access navigator to facilitate mental health referrals, communications to families/ students, and public-facing wellness materials.
- Provide all staff with timely, responsive, and ongoing training/professional development.

### **Phase 1-3 Requirements - Bishop Baraga Catholic School Dickinson Country, MERC Region 8 – Upper Peninsula**

#### **Personal Protective Equipment and Hygiene**

- Schools are closed for in-person instruction. See link for preschool and pre-kindergarten guidelines. [Click Here](#)

#### **Spacing and Movement**

- Schools are closed for in-person instruction.
- School buildings may continue to be used by licensed child care providers, if providers follow all emergency protocols identified by the state. See the link for preschool and pre-kindergarten guidelines. [Click Here](#)
- School employees and contractors are permitted to be physically present in school buildings for the purposes of conducting basic school operations, including remote live instruction, as determined by school administrators.

#### **Screening Students**

- Schools are closed for in-person instruction.

#### **Responding to Positive Tests Among Staff and Students**

- Schools are closed for in-person instruction. See link for preschool and pre-kindergarten readiness guidelines. [Click Here](#)



## **Food Service, Gathering and Extracurricular Activities**

- Local districts enact food distribution programs.
- All inter-school activities are discontinued.
- After-school activities are suspended.

## **Cleaning**

- Schools are closed for in-person instruction, and cleaning practices are adjusted to maintain school building functional order. See the link for preschool and pre-kindergarten guidelines. [Click Here](#)

## **Busing and Student Transportation**

- All busing operations are suspended.

## **Mental & Social-Emotional Health**

- Maintain a point person or establish an access navigator to facilitate mental health referrals, communications to families/ students, and public-facing wellness materials.
- Provide all staff with timely, responsive, and ongoing training/professional development.

## **Remote Instruction Accommodations**

- Distribute remote learning plans.
  - Activate remote learning programs at scale to deliver curricula and high-quality instructional materials.
  - Students in kindergarten and up will be provided course resources. Virtual access via computer or tablet will be granted to each student through Google Classroom (Meet) and other streaming platforms to participate in class lessons, lecture, demonstrations, and discussions. Additional online and/or physical materials (packets) may be used as appropriate to facilitate remote learning.
  - The schedule for live online learning and recorded learning will be set in each class cohort following best practices that promote student engagement, consistency, and differentiation. This schedule will be shared with parents and students.
  - Participation in virtual class sessions and assigned work will be mandatory for all grade school students. Accommodations can be made in cases of verified student illness.

- Course grades will be assigned quarterly.
- Students needing a Chromebook computer for individual home access to class content will be accommodated.
- Assess every student in grades K-8 during the first few weeks of school, using a screener, diagnostic, or formative assessments to understand where students are academically and inform instructional decisions for teachers, students, and families.
  - Review students' IEPs, IFSPs, and 504 plans in coordination with general and special education teachers to reflect the child's needs based on assessment data and parent feedback, and design accommodations and match services accordingly.
  - Commence online intervention and support services. Plans must include all programs and learning environments, especially special education.
  - Establish structures for teachers to collaborate on delivery methods for assessments and instruction as outlined in IEPs. Consider students' needs around accessibility and provide assistive technologies, where possible.
- Conduct weekly scheduled meetings with teachers around curriculum and instruction and ongoing monitoring of student progress, specifically honing in on the progress of students in need of additional support.
  - Work with the local ISD to develop a continuation of services plan for students needing occupational, physical, and/or speech and language therapy, including evaluations by school psychologists and social workers
  - Work with IMPS to ensure Title I services are provided for qualifying students.