



**Grandville Calvin
Christian Schools**

Loving . Learning . Serving

COVID-19 Preparedness and Response Plan

(Executive Order 2020-142 District Preparedness Plan Template)

Name of District: Grandville Calvin Christian Schools

Address of District: 3750 Ivanrest Ave., SW, Grandville, MI 49418

District Code Number: 41130 (Grandville Public Schools is our public school district)

Web Address of the District: <https://www.gosquires.org/>

Name of Intermediate School District: Kent Intermediate School District

Name of Authorizing Body (if applicable): Christian Schools International / MANS



Table of Contents

I.	Preparedness Plan Introduction	3 - 4
II.	GCCS's Five Guidelines for Decision-Making	5
III.	Preparedness Plan Assurances	6
IV.	Preparedness Plan	7 - 14
V.	Final Steps for Submission	15

GCCS would like to thank the following staff members for serving on the Re-Opening Task Force and, also, would like to thank all GCCS staff who have contributed to preparing for coming back to school in August. Their time, energy, engagement, wisdom, and--most important--passion for serving God and kids has been invaluable to creating these plans.

GCCS School Re-Opening Task Force Members: Steph Sytsema, Janey Hoekwater, Rachele Rylaarsdam, Mark Buteyn, Kristyn Kamps, John Timmer, Jason Folkert, Derek Braman, Kristi Baker, Greg Graham, Rebekah Karel, Nate Vander Wal, Eric Burgess

Preparedness Plan Introduction

From Grandville Calvin Christian Schools (GCCS): We are living in unprecedented times, but we also trust and serve a loving and sovereign God. Our desire at GCCS is to be on campus and in-person for instruction as the school year begins because we believe that this is best for students and their learning. The risks of infection and transmission of COVID-19 in students or staff need to be balanced with the harms of school closure which impact learning and students' physical and mental health. We want to protect our GCCS staff, families, and our broader community. We continually pray for wisdom and guidance as we balance all of these factors.

The Grandville Calvin Christian Schools' Plan for re-opening school has been developed to be consistent with state guidelines for schools shared by the Governor's Office as laid out in both [Executive Order No. 2020-142](#) and in the [Return to School Roadmap](#) released on June 30, 2020. We have been closely monitoring Kent County Health Department (KCHD) guidelines and working with KCHD on questions that continue to arise. By following these guidelines, we maximize our opportunities not only for starting the school year on campus but also for continuing with face-to-face instruction throughout the year. We also understand, however, that circumstances may arise throughout the school year—and sometimes potentially with very short notice—where GCCS will need to go to our Phase 3, off campus plan.

As the situation with COVID-19 continues to evolve, please be assured that our GCCS administrative team and the staff will continue to prayerfully make decisions with the most accurate information known at the time and will communicate efficiently and effectively with our families and staff to keep everyone up-to-date on new developments. As we continue to plan for the return to school in August amidst continued uncertainty, we do so with trust in God and with many prayers for wisdom and His leading. In consultation with state and local health and government officials--as well as with other area Christian and public schools--GCCS looks forward to a return to school in August that will be on-campus and consistent with our mission and core values at GCCS.

From the State of Michigan: "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.”

GCCS's Five Guidelines for Decision-Making

When GCCS initially communicated about back-to-school planning in early June, we shared five basic principles that are considered to be non-negotiables in planning for school. We want to reiterate them here to remind our families of the principles we have used to guide our decisions:

- 1. We will be a Christian community of faith and learning.** Whether we are on campus or off-campus, we will partner together with your family to ensure that faith is central to who we are and what your children are learning. We want to keep our community strong and will care for the individual needs of our students and families. We will also provide regular opportunities for joining together in worship and fellowship as the GCCS community.
- 2. We will protect the health and safety of students and staff.** We will continue to comply with and closely monitor the guidelines and recommendations given to our area schools by the Kent County Health Department; the CDC; and local, state, and federal authorities. We will continue to practice health and safety protocols like regular hand washing and disinfection of surfaces and, as we review the various scenarios, we will take into account current guidelines regarding physical distancing. With emotional and relational health and safety in mind, also, we will encourage intentional schedules and rhythms for students and staff that keep life as “normal” and predictable as possible.
- 3. We will continue to meet the individual needs of our students.** We will meet students where they are at and will be flexible to meet their unique needs: spiritual, educational, social-emotional, and physical. We will provide time for recess and socialization as an important part of their days. And we will continue to hold weekly student support meetings to discuss how we can collaboratively meet student needs and will partner with families to serve all students well.
- 4. We will provide a rigorous and appropriate education for children.** As we have always done, we will have high expectations for learning and will utilize the most appropriate pedagogical (*i.e.*, teaching) strategies to engage students--whether we are in person or using a device.
- 5. We will continue to offer extra-curricular and other opportunities for students.** We value the importance of fine arts, athletics, theatre, and other opportunities for kids to use and develop their God-given gifts. We will make sure that we are offering these opportunities to the extent that we are allowed.

Preparedness Plan Assurances

Grandville Calvin Christian Schools (GCCS) agrees to meet all of the following requirements of Executive Order 2020-142:

- ✓ GCCS 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) or nonpublic service plan.
- ✓ GCCS assures that when schools are closed to in-person instruction, GCCS 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.
- ✓ GCCS 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.
- ✓ GCCS 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.
- ✓ GCCS 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.
- ✓ GCCS 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.
- ✓ GCCS 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.
- ✓ GCCS 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 in coordination with Grandville Public Schools.
- ✓ GCCS 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.

- ✓ GCCS 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.

If Michigan has a regression in the progress that has been made in COVID-19 cases, it is possible that Michigan will go back to Phase 3. In the event we are in Phase 3 (or Phases 1 or 2 again), Michigan schools will be required to offer virtual learning options. These off campus options would also be utilized by GCCS if we were to have an outbreak in one of our buildings that might require a time of temporary school closing. (Any decision regarding something like a temporary school closing specific to GCCS would be made in concert with local health officials.)

Because we understand that this is a possibility in the 2020-2021 school year, we will take opportunities during the beginning of the school year to familiarize students and families with platforms (e.g., Seesaw or Google Classroom) that we may use for off-campus instruction. This will be necessary both to be prepared and because we anticipate that some of our students may be off-campus at various times during the school year due to health concerns for the students themselves and/or for a family member.

Materials each student and the student’s parents or guardians will need to meaningfully access Phase 3, off-campus learning include internet access, a device to connect to the internet (e.g., laptop, tablet, smart phone), and (as necessary) hard copies of materials to-be-provided by GCCS. If GCCS were to go off-campus at any

point in the school year, GCCS would be able to provide devices for all students in grades 6 - 12 and, as requested, for students in grades K - 5.

Our Phase 3 plans include both synchronous and asynchronous teaching online and daily and weekly schedules clearly delineated by teachers for students and families so that off-campus patterns would be predictable. GCCS staff will work directly with families to ensure that appropriate accommodations are made for individual student needs if we are in Phases 1 - 3.

The Phase 3 plans (as well as Phase 4 plans) for the elementary school, middle school, and high school can be found by clicking on the following link: [GCCS Re-Opening At-a-Glance Chart](#).

In our continued discussions and planning for going back-to-school, we are thinking about and planning for not only being off-campus but how we can prepare students for possible intermittent times off-campus so that we can be nimble as circumstances may change and Michigan regions could move between Phases 3, 4, and 5 throughout the school year.

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 JK -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 preschool 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.

Facial coverings are *required* in schools in Michigan in Phase 4 (see page 22 of [Roadmap](#)). *Each GCCS student should have a facial covering at school each day.* (Each campus will have extra masks available should a student forget her/his mask or to replace a mask that gets dirty.)

GCCS staff will receive training on proper use and maintenance of facial coverings for themselves and students prior to the start of the school year. This will allow for proper use and storage of facial coverings to seek to minimize contamination of facial coverings.

The following is a quick reference list regarding when facial coverings will or will not be worn at GCCS during Phase 4:

- Facial coverings will be worn on busses at all times.
- Facial coverings will be required in large group indoor settings (e.g., transitions between classes in hallways) for all PK - 12th grade students.
- Facial coverings will not be required at all times for all students age 3 through 5th grade *during classroom instruction with the student's homeroom*. Depending on the level of risk factors and the activity the student/class is engaged in, there will be times where elementary-age students will be required to wear facial coverings in the classroom (e.g., when physical distancing is not possible or at the discretion of school staff).
- Facial coverings are required for 6th - 12th grade students throughout the day.
- Facial coverings will not be required during meal times.
- Specific to GCCS Childcare: If, at any time, multi-age/multi-grade children are being cared for in our childcare program's BSC (Before School Care) or ASC (After School Care) and we are not able to keep kids in their "bubbles or cohorts," the children will need to wear facial coverings according to the health department and other applicable agency's guidelines.

It is important to remember that the primary reason for wearing face coverings is *not* for personal protection from the virus but for the protection of others; this is one way that we can be mindful of the most vulnerable around us. "Cloth face coverings are meant to protect other people in case the wearer is unknowingly infected but does not have symptoms" ("[Considerations for Schools](#)" from the CDC).

It is recommended that face masks are washed each day; families may want to have multiple masks per child to allow for students to have a clean mask each day without daily washing. For recommended guidelines on washing cloth face masks, you can check out these recommendations from the Centers for Disease Control and Prevention: [CDC - How to Wash Cloth Face Coverings](#).

2. Hygiene

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

Handwashing / Hand Sanitizer

- Handwashing in sinks or with hand sanitizer will be done with frequency for all students and staff members throughout the day.
- Preschool and elementary classes will build handwashing into the routines of the day, and ample hand sanitizer will be available in each classroom.
- Students at all grade levels will be taught the importance of and techniques for [proper handwashing](#).

Physical Distancing

- All JK - 12th classrooms within GCCS will be set up for feasible physical distancing while also creating an effective learning environment for students. The general guideline being used is 4- to 6-feet between each student. GCCS also plans to seat students facing in the same direction, per recommendations.
- In the hallways, GCCS has established traffic flow patterns on each campus that allow for students and staff to move easily between classrooms and that minimize large-scale congestion in the hallways.
- For recess times, GCCS has developed staggered recess schedules in order to allow for more space on the playground for kids to maintain physical distance.

Ventilation

- In order to ensure adequate air circulation in classrooms, interior classroom doors and windows will be opened as much as possible to allow for fresh air to circulate.

Note: GCCS has found this guidance from the [American Academy of Pediatrics](#) to be helpful in planning for the return to school.

Health and Safety Protocols for Staff

Health and Safety Protocols for GCCS Faculty and Staff can be found here: [GCCS Health and Safety Protocols](#).

3. Cleaning

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

Throughout the summer cleaning and into the start of the school year, GCCS has been installing additional hand sanitizer stations throughout hallways and in each classroom. In addition, we are using approved cleaning products, per recommendations, to clean and disinfect surfaces. Two key cleaning and disinfecting protocols that will be done daily are as follows:

- **High-touch surfaces** (e.g., door knobs or desktops) will be routinely sanitized throughout each day and after school.
- Regular disinfecting will occur each day and, where necessary, **each time that a new group of students enters a classroom.**

One can see more details of protocols in our [Cleaning and Disinfecting Protocols](#).

4. Athletics

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

See the [CCHS Athletics Guidelines](#) for our requirements for high school and middle school athletics.

5. Screening

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

GCCS will provide a [Morning Health Checklist](#) for families as part of going back to school that will outline a daily checklist of symptom checks for parents or guardians to review each morning with their child(ren). This checklist will include checking for fever and other possible symptoms of COVID-19.

Students must remain home if exhibiting COVID-19 or other illness symptoms. As is always the case--but particularly in the current health situation--it is important that parents not send sick children to school. We are asking parents to partner with us in reviewing their children's health at home before sending them to school. In this way, we hope that children are being reviewed for symptoms by those they feel most comfortable with and that arrival at school will not have to include symptom checks each morning. (Any student attending preschool or before- or after-school childcare must be screened by a GCCS staff member, per our state childcare licensing regulations.)

If a student is referred to the office (by self or a GCCS staff member), she/he will be treated as any other student complaining of not feeling well. On-site temperature checks will be done for any student coming into the office for health-related concerns. In addition, if a student or staff member has any cough or cold symptoms, without a fever, a cloth face covering may be required to be worn. If the student (or a staff member) is identified to have a temperature of 100.4°F or higher, appropriate steps will be taken to isolate that person in a designated sick room, to arrange for pick up of the student from school, and to perform proper cleaning and disinfecting.

6. Testing

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

We understand that we must be prepared to respond should a GCCS student or staff member test positive for COVID-19. We require that if a student tests positive, the family will report this to the school; similarly, if a staff member tests positive, she or he will also inform the school. We will work together with the family and/or staff person, as well as with local health officials, to ensure that the individual and her or his family is taken care of. (Note: Any GCCS

student or staff member awaiting the results of a COVID-19 test should remain home until the results of the test are communicated to the individual.)

Circumstances for a Student or Staff Member Displaying Symptoms at School

- Students who develop a fever or become ill with COVID-19 symptoms at school should wear a mask and be transported by their parent or guardian, emergency contact, or ambulance if clinically unstable, for off-site testing.
- GCCS staff who develop a fever or become ill with COVID-19 symptoms at school should wear a mask and be transported for off-site testing.
- Symptomatic students and staff sent home from school should be kept home until they have tested negative for COVID-19, or have been released from isolation according to CDC guidelines.
- Families should 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.

Circumstances for a GCCS Student or Staff Member Who Tests Positive for COVID-19

Any individual (and the immediate family members living with that individual) in the GCCS community testing positive for COVID-19 will be expected to quarantine for a period of 14 days. In addition to quarantining for 14 days, before a child can return to school or a staff member can return to work, she/he must stay at home until the individual has been fever-free for at least 72 hours without the use of medicine that reduces fevers, other symptoms have improved, and at least 10 days have passed since their symptoms first appeared. (After the threat of COVID-19 has passed due to a vaccine, we can go back to the 24-hour rule for fevers.)

During a period of quarantine, the school will be in regular communication with the family to check on the health and well-being of the student or staff member and to help the student keep up with schoolwork (if the student feels well enough to do so). We know that these situations will be fluid and case-by-case, and our response will require on-going communication in order to meet the needs of the student and her or his family.

In addition, GCCS would work with the local health department to determine what would need to happen with the other students in the affected classroom with regards to appropriate next steps. For further information on the steps that school will take if there are questions about COVID-19 contact and how we will make decisions about who will need to quarantine or not, please see pages 8 - 19 of the KCHD's [School Teachers and Administrators COVID-19 Toolkit](#).

Any classroom(s) that the student or staff person is known to have been in will be vacated for a minimum of 24 hours in order to thoroughly sanitize the room(s). For this purpose, each campus will have rooms designated as "overflow" should we need to vacate a room for a period of time so that instruction can continue.

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).

Busses will still be run by both Grandville Calvin Christian and Grandville Public Schools (GPS) for GCCS families. We have been communicating with GPS officials regarding routes and pick-up and drop-off points. It is probable that both GCCS and GPS busses will have to pick up at designated pick-up points as opposed to door-to-door service. More information will be communicated about this as routes and stops are confirmed.

GCCS bus drivers will assign seats and have siblings sit together on our GCCS busses and will skip a seat where they are able to. As was stated earlier, in Phase 4, facial coverings will be required of riders and drivers on the busses.

Hand sanitizer will be installed on the busses, and busses will be cleaned and disinfected before and after every route. In addition, busses will keep sanitizing wipes readily available to regularly clean high-touch surfaces (e.g., handrails).

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.

Most of the elements of Phase 4 would still apply with regards to safety and cleaning protocols and the schedules that will be put into place on each campus.

The biggest difference in Phase 5 is that facial coverings will not be required per state guidelines; however, they will be strongly recommended to continue to be worn. We will review carefully the circumstances in each school day where we may continue to require facial coverings in Phase 5 as we believe that it is important to continue to do everything we can to protect our entire community.

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*.

GCCS plans to implement each of the *highly recommended* protocols from the *Roadmap* if our region moves from Phase 4 to Phase 5. The daily school schedule and daily routines at each campus (elementary, middle, and high) will remain the same in Phase 5 as they are in Phase 4.

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*.

If we find ourselves in Phase 5 of the Michigan Safe Start Plan in Kent County, we *may* relax the requirements for facial coverings being worn in classrooms--provided students are physically-distanced--for 6th – 12th grade students. However, we anticipate certain facial covering requirements will remain in place, depending on circumstances; therefore, we will ask all PK - 12th grade students to continue to have a personal facial covering with them at school each day in Phase 5.

We are still determining the exact circumstances in Phase 5 that we would still require facial coverings in a school day and will develop these in consultation with recommendations from the Kent County Health Department.

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**.

None

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: August 7, 2020

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



Jon Meengs, President of GCCS Board

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

https://www.gosquires.org/wp-content/uploads/2020/08/GCCS-_-2020-2021-School-Year-_-Preparedness-and-Response-Plan-FINAL.pdf

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: Eric Burgess, GCCS Head of School

Date Received by the ISD/Authorizing Body/Chief or designated School Administrator: August 10, 2020

Date Submitted to State Superintendent and State Treasurer: August 10, 2020