

Forest Area Community Schools COVID-19 Preparedness and Response Plan

(Executive Order 2020-142 District Preparedness Plan Template)

Revised 08/3/20

Name of District: Forest Area Community Schools
Address of District: 7741 Shippy Rd SW, Fife Lake, MI 49633
District Code Number: 40020
Web Address of the District: www.forestarea.org
Name of Intermediate School District: Traverse Bay Area

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*.

Remote Instruction

District and Building Implementation Plan:

The district plans to use a hybrid model of instruction using the online platform OTUS, a LMS (Learning Management System), for Pre-K-12 grade students. OTUS will be utilized for a common system of communication, assessment, and lessons for all stakeholders. as the primary mode of instruction. For those students that do not have a device, the district will provide devices in grades PreK-12. 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. All students will have access to grade-level/course textbooks/resources as needed to complete their work. Students are expected to fully participate provided families stay engaged with school personnel in developing personalized and realistic education plans for their child. Families struggling to participate must contact the building administrator. The district will do everything it can to meet student/family needs and allow for full participation.

Teachers/Staff will strive 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, Remind, Class Dojo) and through weekly phone calls. For students with technology access, teachers will also communicate multiple times each week through the OTUS 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 all students through technology (virtual meetings, email), or by phone or text.

For students with technology access, content will be delivered through the OTUS platform. Teachers will be accessible for synchronous instruction (virtual meetings/office hours) and asynchronous instruction through pre-made videos/lessons. For those students without technology, the main mode of delivery will be through hard copy instructional packets. This will be supplemented with phone conferencing to support instruction. 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. Students will have the option of pickup with meal distribution or drop off completed assignments at school.

For students with technology access, teachers will monitor student access and assignment completion on a regular basis within the OTUS platform. 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. For students without technology access, instructional packets will be collected each week during meal distribution. Teachers will review the instructional packet and provide feedback to the student during their weekly communication (phone call, virtual meeting, or email). Feedback from the teacher will include differentiated work as needed, along with examples to support student learning. A phone call would also be used as a follow-up if needed. If the student is not doing meal distribution or pick-up, completed packets may also be dropped off at school.

The plan will be communicated through our School Messenger communication platform, according to the preferences our parents/guardians have chosen in that system. Parents will receive an email with the plan attached, and/or a voice message and/or text message directing them to our district website where they can access. The plan will be posted in a prominent location on our district website.

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. Based on student choice to begin the class, the student will be given credit/no-credit or a letter grade. 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 OTUS 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.)

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 counselors will help connect the family to outside agencies, if needed, to help meet their needs. 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** and **Phase 5** of the Michigan Safe Start Plan. Those policies and procedures must, at a minimum, include:

Instruction

District and Building Implementation Plan:

Students and their families will be given the option of face-to-face instruction with the following safety protocols in place or enrollment in our Forest Area Virtual Academy (FAVA). Families must notify the Superintendent of their wish for alternate instruction (FAVA).

Face coverings

- 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 must wear in common areas/cafeterias only since students remain with their classes throughout the school day and do not come into close contact with students in another class.

District and Building Implementation Plan:

- The expectations for the wearing of face coverings and how to obtain clean face coverings will be included in all district to parent communications, all handbooks, all student orientations, and all staff orientations.
- Students and parents will be required to watch a safety video on the wearing of and expectations for maintenance of face coverings. Students and parents will sign-off on their awareness of these policies before the students are permitted to enter the classroom on the first day of school.
- 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.
- Families will be encouraged to provide masks for their students. Fabric face masks and/or disposable masks available to every student and staff member as needed. These will be placed on busses and in the classrooms every evening by the custodial and transportation staff.
- Fabric and clear face masks will be provided to PreK - 5 teachers, support staff, and special education staff with the requirement to wear the clear mask during instruction as needed. Any other teacher at any grade level may also request a clear face covering in addition to their mask.
- Individuals (staff or students) who claim medical exemption will need to meet with the district Health Safety Team/Principal/Teen Health to provide rationale and documentation.

- PreK-3 students will not be required to wear a face covering once they are situated in the classroom unless the classroom activity places them in close (2 feet or less) proximity to other students.
- 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 (teacher, paraprofessional, administrator, school safety staff, etc.) and asked to put the face covering on. The instance will be documented by the school official.
- Students showing patterns of non-compliance will be removed from the school building and placed into remote instruction until the student agrees to comply with this safety protocol. Parents will be notified of each instance of non-compliance by the administration or school safety officer. Continued removals from the school building will result in permanent placement into remote instruction with the student being banned from coming to the school site.
- Staff will be required to wear a face covering and those who refuse to do so will be addressed by the school administrator and could face progressive disciplinary measures up to and including termination.
- Substitute teachers 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.

Hygiene

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

District and Building Implementation Plan:

- Every classroom will have a handwashing station or hand sanitizer within the classroom
- Additional hand sanitizing stations will be placed throughout hallways and common areas.
- 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 to be followed by staff and students.
- At the beginning of the school year, the teacher or Health Professionals will teach students the following and reinforce periodically as needed (this may be done via video)
 - proper handwashing
 - how to cough and sneeze with masks on
- Proper mitigation strategies including hand washing and sneezing will be communicated to families via newsletters, web pages, bulletin boards, etc. Parents and caregivers will be asked to review and reinforce with their students.
- Custodial staff will:
 - Procure adequate soap, hand sanitizer, paper towels, tissues throughout the year.

- Monitor hygiene supplies and refill as needed three times daily
- Procure hand sanitizing stations as deemed necessary during walk-through with the 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.

Cleaning

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

District and Building Implementation Plan:

- 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.
- Cleaning stations will be identified around the building that hold materials for usage in different wings.
 - Elementary - Custodial room in main hallway
 - MS/HS - Custodial room near stage in commons, near counselor's office, and in boiler room.
- 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/secondary students must wear gloves, a mask 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 multiple times throughout the school day and following any evening activities in the building. Staff will note the time and date and initials on a chart that is kept daily.
- Classroom teachers/secondary students will wipe down the students desks everytime students exit the room at the elementary or after every period at the secondary level with approved disinfectant. All classrooms will have the appropriate approved disinfectant in their rooms.
- A training on cleaning materials and protocols will be provided to the staff through a meeting to begin the school year. This training will show the use of PPE when cleaning, protocols for the classroom and storage of cleaning materials.

Athletics

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

District and Building Implementation Plan:

- Athletic and extracurricular activities will follow the MI Safe Schools Return to School Roadmap and MHSAA guidelines.
- Students, teachers, and staff will use proper hand hygiene techniques before and after every practice, event, or other gathering. Every participant should confirm that they are healthy and without any symptoms prior to any event.
- All equipment must be disinfected before and after use.
- Inter-school competitions may be held provided that facial coverings are worn if school transportation is provided. Buses must be cleaned and disinfected before and after every use, as detailed in the "Busing and Student Transportation" section.
- Spectators are allowed provided that facial coverings are used by observers and six feet of social distancing can be maintained at all times. Attention must be given to entry and exit points to prevent crowding.
- Each participant will use a clearly marked water bottle for individual use. There should be no sharing of this equipment.
- Handshakes, fist bumps, and other unnecessary contact must not occur.
- In Phase 4, indoor weight rooms and physical conditioning activities that require shared equipment are suspended. Outdoor physical conditioning activities are allowed while maintaining social distancing. In Phase 5, indoor weight rooms and physical conditioning activities are allowed with safety protocols in place.
- In Phase 4, large scale indoor spectator events are suspended. Large scale outdoor spectator or stadium events are limited to 100 people, and people not part of the same household must maintain six feet of distance from one another. In Phase 5, large scale indoor spectator events are allowed with up to 50 spectators. Large scale outdoor spectator or stadium events are limited to 250 spectators.
- The district plan will comply with all guidance published by Michigan High School Athletic Association (MHSAA) and the National Federation of State High School Associations (NFHS). The July 29th update is as follows:
- *New competition limits in all fall sports were approved to limit the number of teams and individuals at any one competition site. The concept is fall competition will take place as locally as possible with no large-scale events, invitationals or tournaments. See the fall sport-specific guidance documents for these limits.*
- *Allowed all low-risk sports to begin practice and competition as scheduled on August 12. This includes golf, tennis, cross country and swimming. Swimming can begin indoor practice and competition once pools are opened with capacity limitations being followed.*
- *Allowed moderate-risk sports of soccer and volleyball (pending the opening of school gyms) to begin practice as scheduled on August 12 but to delay competition. Decisions on competition timelines (to start or to delay further) would be made on or by August 20.*
- *Delayed the start of football practice with full player pads and equipment until Monday, August 17. The week of August 10 shall only include practice sessions that consist of*

conditioning, physical training and skill work but without player equipment other than helmets. This week of acclimatization (August 10-16) is similar to the allowed summer activities with helmets, only, that have been ongoing since June. Decisions on competition timelines (to start or to delay further) would be made on or by August 20.

Screening

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

District and Building Implementation Plan:

- Schools will cooperate with the local public health department regarding implementing protocols for screening students and staff (TBD by Local or State Health Department).
- The COVID-19 School Health Screening Agreement will be distributed to parents to begin the school year with student screening protocols.
- Families are highly encouraged to check their child's temperature at home every morning before sending them to school or on the bus. Students with a temperature of 100.4 or greater should stay home and consider coronavirus testing if symptoms of COVID-19 are present.
- Families are highly encouraged to monitor their children for symptoms of COVID-19. The presence of any symptoms, including cough or shortness of breath, should prompt the family to keep the student home from school and to follow up with a primary care provider or Teen Health. Telehealth services are available for the uninsured.
- All school staff will be required to conduct a health safety self assessment at home prior to coming to work and verifying through a form that they are safe to work. This will include taking their temperature and reporting this daily on the form.
- Each school building will identify an isolation area. This area will be outfitted with appropriate PPE.
- Each building will have staff available to monitor potentially infected students.
- Parent communication will be made with directions on where and how to pick up the student
- A designated person (office staff) will contact the student/family periodically after removal until test results are provided and verified before the student can return to school.
- During the time of quarantine, the student will be asked to self identify the location and individuals they came into contact with for the past 48 hours to the best of their recollection. Priority will be placed on those individuals that they were in contact with for a sustained 15 minutes or more.
- The health department will be contacted after parents have been contacted to assist in contact tracing and notification of vulnerable individuals.
- Staff who are unable to work due to displaying COVID-19 symptoms will be required to report this to the school as well as through WillSub.

Testing

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

District and Building Implementation Plan:

- Schools will cooperate with the local public health department regarding implementing protocols for screening students and staff (TBD by Local or State Health Department).
- If a student has a confirmed case of COVID, all students within 6 feet for 15 minutes or more will self-quarantine for 14 days.
- Any student with flu-like symptoms will be sent home for 72 hours.
- If a staff member has flu-like symptoms, he/she will also be sent home for 72 hours. The room needs to be vacated and cleaned.
- All schools must cooperate with the local public health department if a confirmed case of COVID-19 is identified, and in particular, must 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.
- Positive tests for staff members will result in a required quarantine away from school for 14 days.

Food Service

District and Building Implementation Plan:

- All students will be served lunch in their rooms unless the cafeteria or other common areas can be utilized to support social distancing. Students may utilize the cafeteria on a rotational basis. Food Service staff will drop off bag/box lunches and disposable utensils, on a cart to the eating area prior to the designated lunch period.
- Breakfast will be provided in classrooms. Students not needing breakfast will arrive at the beginning of the school day to report directly to class.
- Kitchen staff and school employees will support the classrooms and eating areas through the meal time supervising students.
- Outdoor spaces will be utilized to allow for outdoor eating. Trash cans will be placed around the area to support disposal.
- Hand sanitizer will be available in these areas for students and staff.
- Food service staff will deliver bag/box lunches and disposable utensils.
- If necessary, staff will support meal time supervising students.
- All cafeteria workers will wear masks, face shields and gloves when handling food items. They will wash their hands before and after all food service according to CDC guidance. Visual guidance will be posted in the kitchen and by every sink to encourage the correct procedure for hand washing.

Gatherings and Extracurricular Activities

District and Building Implementation Plan:

- In Phase 4, no indoor assemblies will be held. All essential presentations will be done by remote monitors in the classrooms or by staff entering the room to share the needed information.
- All field trips are suspended, this will be reviewed as we move through phases.
- All extracurricular activities will require face coverings.
- In Phase 4, gatherings, extracurricular activities, and large scale indoor spectator events are suspended. Large scale outdoor spectator or stadium events are limited to 100 people, and people not part of the same household must maintain six feet of distance from one another. In Phase 5, indoor gatherings and extracurricular activities are allowed with safety protocols in place. Large scale indoor spectator events are allowed with up to 50 spectators. Large scale outdoor spectator or stadium events are limited to 250 spectators.
- All social distancing requirements will be in place, so events will be outside or in large ventilated areas.

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).

District and Building Implementation Plan:

- Drivers will require the use of hand sanitizers before entering the bus. Hand sanitizer will be supplied on the bus.
- Professional development may 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.
- The bus driver, staff, and all students in grades preK-12 must wear facial coverings while on the bus.
 - 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 must wear it in order to be transported.
 - Face coverings will be issued to students if necessary.
 - Students refusing to wear a mask will not be permitted to ride the bus.

- Note: there may be situations where it is not safe for the bus driver to wear a facial covering. Decisions about these situations should be made on a case-by-case basis with local public health officials.
- Transportation vehicles will be cleaned and disinfected before and after every transit route. Children must not be present when a vehicle is being cleaned.
- Frequently touched surfaces in the vehicle will be cleaned and disinfected (e.g., surfaces in the driver's cockpit, hard seats, arm rests, door handles, seat belt buckles, light and air controls, doors and windows, and grab handles) prior to morning routes and prior to afternoon routes.
- Equipment including items such as car seats, wheelchairs, walkers, and adaptive equipment being transported to schools will be cleaned, sanitized, and disinfected daily.
- If a student becomes sick during the day, they will not use group transportation to return home and must follow protocols outlined above. If a driver becomes sick during the day, they must follow protocols for sick staff outlined above and must not return to drive students.
- Weather permitting, doors and windows will be kept open when cleaning the vehicle and between trips to let the vehicles thoroughly air out.
- Weather permitting, windows will be kept open while the vehicle is in motion to increase air circulation, if appropriate and safe.
- A weekly meeting will be held with district transportation.
- 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.
- Busses will be properly cleaned after the departure of the last child from each run once the bus has returned to the transportation garage. Logs will be maintained.
- On those buses with specialized transportation and equipment needs, bus aides or drivers will wipe down the equipment upon entrance to the bus. This will be noted in the cleaning log.

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.

The District will follow the same policies and procedures in Phase 5 as Phase 4 with exceptions noted.

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*.

All highly recommended protocols will be followed to the extent possible.

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*.

All highly recommended protocols will be followed to the extent possible.

- 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

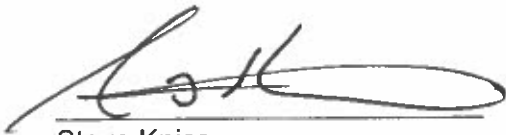
Final Steps for Submission

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 10, 2020

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



Steve Kniss
Forest Area Community Schools Board of Education President

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:

Joshua T. Rothwell

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

August 11, 2020

Date Submitted to State Superintendent and State Treasurer: