



THE SCHOOL DISTRICT OF THE CITY OF HARPER WOODS
COLLEGE AND CAREER INSTITUTE
19851 Anita St., HARPER WOODS, MI 48225-1395
586-209-2400 Tel. ~ 586-859-0950 Fax

Steven McGhee
Superintendent

Dear ALL Harper Woods Stakeholders,

This message is to provide you an **UPDATE** regarding the School District of the City of Harper Woods Return to Learning (RTL) plan. Due to the alarming rate in which positive COVID-19 cases have spiked across Michigan, making our state number one in COVID cases across the nation, the district has decided to **push back the start date for hybrid learning** in an effort to keep the safety of our students and staff at the forefront of **OUR** planning.

The following will go into effect on **Monday, May 3rd, 2021:**

- The district will add an “additional” learning pathway, **hybrid**, for those students whose parents chose that pathway for learning during the survey.
- In the **hybrid learning pathway**, students will learn face-to-face at school **two (2) days per week**, and from **home virtually three (3) days per week** (*please see Cohorts A and B below*).
- Parents who elected to have their child continue learning in a **100% virtual learning environment** will continue to learn from home **five (5) days per week** remotely.
- The district will **BEGIN hybrid learning** at each school on the following start dates:
 - **Beacon Elementary**- May 3, 2021
 - **Tyrone Elementary**- May 17, 2021
 - **Harper Woods Middle School**- June 1, 2021
 - **Harper Woods High School**- June 14, 2021
- There will be **NO** change to each school’s bell schedule for **hybrid** or **100% virtual learning**.
- **ALL** students will attend school following their regular bell schedule at each building as follows:
 - **Beacon Elementary** (7:50 am-3:05 pm)
 - **Tyrone Elementary** (8:00 am-3:15 pm),
 - **Harper Woods Middle School** (7:45 am-3:18 pm)
 - **Harper Woods High School** (7:45-3:18 pm)
- Students learning in the **hybrid** pathway will be assigned to one (1) of two (2) cohorts, following an **A or B schedule**.
 - **Cohort A** will consist of students with last names beginning with **letters A-M** and those students will report to school on **Monday and Tuesday**, then learn *virtually* from home **Wednesday, Thursday, and Friday**.
 - **Cohort B** will consist of students with last names beginning with **letters N-Z** and those students will report to school **Thursday and Friday**, and learn *virtually* from home **Monday, Tuesday and Wednesday**.
 - **ALL instructional staff** will teach their classes from home, and **ALL students will learn virtually** from home on **WIN Wednesdays**, to accommodate deep cleaning of **ALL** schools.
- Students will eat lunch in the cafeteria at **50% capacity** while following **ALL** CDC social distancing guidelines.

Providing all learners the tools needed to succeed in an ever changing world.

It is the policy of the School District of the City of Harper Woods that no discriminatory practices based on gender, race, religion, color, age, national origin, disability, height, weight, or any other status covered by federal, state or local law be allowed in providing instructional opportunities, programs, services, job placement assistance, employment or in policies governing student conduct and attendance. Any person suspecting a discriminatory practice should contact the Assistant Superintendent at the School District of the City of Harper Woods, 19851 Anita St., Harper Woods, MI 48225-1395 or call (586) 209-2400.



**THE SCHOOL DISTRICT OF THE CITY OF HARPER WOODS
COLLEGE AND CAREER INSTITUTE
19851 Anita St., HARPER WOODS, MI 48225-1395
586-209-2400 Tel. ~ 586-859-0950 Fax**

*Steven McGhee
Superintendent*

- Lunch periods will be 20 minutes in length.
- A ten (10) minute transition time will be allotted for each lunch period and cleaning.

- **Staff COVID-19 Illness Procedures:**
 - In the event a **STAFF MEMBER** has been exposed to COVID-19, or tests positive for COVID-19, he or she will report this to the building leader immediately, be taken to the designated isolation room in the school and undergo a further documented health assessment by a designated staff member.
 - The staff member will then be required to exit the building while following CDC social distancing guidelines.
 - The staff member will be required to undergo at minimum, ten (10) days quarantine at home, and must be symptom/fever free without fever reducing medication before being permitted to return to school.
 - **ALL** areas of the school the employee had contact with will be evacuated, sealed off, and disinfected thoroughly.

- **Student COVID-19 Illness Procedures:**
 - In the event a **STUDENT** has been exposed to COVID-19, or tests positive for COVID-19, a teacher or designee will report this to the building leader immediately, the student will be taken to the designated isolation room in the school, and undergo a further documented health assessment by a designated staff member.
 - The parent will be informed by office staff that the student must undergo at minimum ten (10) days quarantine and must be symptom and fever free without the use of fever reducing medication before being permitted to return to school.
 - Following the 10-day quarantine process, the student must pass the health status assessment during the arrival procedure, prior to being allowed entry into the building.
 - The building leader will follow the school communication plan regarding notifying staff about potential exposure, as well as parents whose children may have been compromised while at school.
 - In the event a **student** presents with **symptoms of COVID-19 during school hours**, he or she will be escorted to designated isolation room in the school where he or she will undergo a documented health assessment by a designated staff member and the incident reported immediately to the building leader.
 - The parent/guardian of the child will be contacted to take the child home.
 - The parent will be informed by a designated staff member that the student must undergo at minimum ten (10) days quarantine and must be symptom/fever free without the use of fever reducing medication before being permitted to return to school.

Providing all learners the tools needed to succeed in an ever changing world.

It is the policy of the School District of the City of Harper Woods that no discriminatory practices based on gender, race, religion, color, age, national origin, disability, height, weight, or any other status covered by federal, state or local law be allowed in providing instructional opportunities, programs, services, job placement assistance, employment or in policies governing student conduct and attendance. Any person suspecting a discriminatory practice should contact the Assistant Superintendent at the School District of the City of Harper Woods, 19851 Anita St., Harper Woods, MI 48225-1395 or call (586) 209-2400.



**THE SCHOOL DISTRICT OF THE CITY OF HARPER WOODS
COLLEGE AND CAREER INSTITUTE
19851 Anita St., HARPER WOODS, MI 48225-1395
586-209-2400 Tel. ~ 586-859-0950 Fax**

*Steven McGhee
Superintendent*

- Following the 10-day quarantine process, the student must pass the health status assessment during the arrival procedure, prior to being allowed entry into the building.
- The building leader will follow the school communication plan regarding notifying staff about potential exposure, as well as parents whose children may have been compromised while at school.
- **ALL** areas of the school the student had contact with will be evacuated, sealed off, and disinfected thoroughly.
- The district has gone to great lengths to ensure the highest level of **SAFETY** measures are in place in preparation for the return of our students and staff. **The precautionary measures in place are as follows:**
 - Entryways to **ALL** district building are housed with temperature check kiosks to capture the body temperature of **EVERY** visitor, “hands-free”, to ensure anyone who enters the building is fever and symptom free of COVID-19 and/or any other illness
 - Prior to arriving at school each day, **ALL** students and staff are required to complete a health screening survey online, which will be emailed **EVERY** morning.
 - Upon arriving to school, **ALL** staff are required to complete a second health screening questionnaire as an *additional precautionary measure*.
 - In the event a student member presents with COVID-19 symptoms or other illness, they are instructed in the survey to contact the school front office or email their principal.
 - In the event a staff member presents with COVID-19 symptoms or other illness, they are instructed in the survey to contact their direct supervisor and the Human Resources Department.
 - Ample amounts of hand sanitizer stationed throughout hallways and in classrooms
 - Sanitizer wipes available for classrooms
 - Plexiglass partitions in offices and at security desks
 - Extra face masks available for students and staff
 - Sanitizer foggers in every classroom that are on a timer to sanitize daily
 - Restrooms cleaned **EVERY** hour, **ON** the hour
 - Clorox 360 machines housed in **ALL** schools
 - Regular maintenance and changing of HVAC filtration systems in **ALL** schools
 - Classrooms at 50% capacity and desks/tables staged six (6) feet apart

Please understand that the safety of **OUR** students and staff are always a priority, so **WE** will continue to closely monitor the health department and district COVID-19 data on a weekly basis and provide updates as necessary.

Stay Safe & Be Well!

Providing all learners the tools needed to succeed in an ever changing world.

It is the policy of the School District of the City of Harper Woods that no discriminatory practices based on gender, race, religion, color, age, national origin, disability, height, weight, or any other status covered by federal, state or local law be allowed in providing instructional opportunities, programs, services, job placement assistance, employment or in policies governing student conduct and attendance. Any person suspecting a discriminatory practice should contact the Assistant Superintendent at the School District of the City of Harper Woods, 19851 Anita St., Harper Woods, MI 48225-1395 or call (586) 209-2400.