COVID – 19 Preparedness and Response Plan

Center Line Public Schools (hereinafter “CLPS”) takes the health and safety of our workers very seriously. With the spread of the coronavirus or “COVID-19,” a respiratory disease caused by the SARS-CoV-2 virus, CLPS will remain vigilant in mitigating COVID-19’s impact. In order to promote safety and maintain operations, we have developed this COVID-19 Preparedness and Response Plan (“Plan”) to be implemented effective as of April 15, 2020 throughout CLSP. This Plan is based on information available from the U.S. Department of Health and Human Services, Centers for Disease Control and Prevention (“CDC”), the U.S. Department of Labor’s Occupational Safety and Health Administration ("OSHA"), Mich. Exec. Order No. 2020-36 (Apr. 3, 2020), Mich. Exec. Order No. 2020-42 (Apr. 9, 2020) and Mich. Exec. Order No. 2020-59. It subject to change based on further information provided by the CDC, OSHA, and other public officials. CLPS may also amend this Plan based on operational needs.

Responsibilities of CLPS

CLPS has put in place the following practices and measures as a part of this Plan to protect staff members and students from the spread of COVID-19:

- Provided notice regarding this plan to each employee by posting it on the CLPS website.
- Restricting the number of workers present on premises to no more than is strictly necessary to perform the in-person work necessary to maintain operations of CLPS.
- Promote remote work to the fullest extent possible, including meetings held pursuant to the Open Meetings Act, 1976 PA 267, as amended, MCL 15.261 to 15.272 ("OMA") through a telephonic conferencing or video conferencing manner in which both the general public and members of the public body are able to participate.
- Keeping those who are on premises at least six feet from one another to the extent reasonably possible.
- Increase standards of facility cleaning and disinfection to limit exposure to COVID-19, as well as adopting protocols to clean and disinfect in the event of a positive COVID-19 case in the workplace.
- Adopting protocols to prevent workers from entering the premises if they display respiratory symptoms or have had contact with a person with a confirmed diagnosis of COVID-19.
- Provide Personal Protective Equipment, soaps and cleaning supplies for staff.
- Designate and train staff as point person for how to immediately isolate a person who shows symptoms of COVID-19 while at work.

The mission of Center Line Public Schools is to provide all students relevant and challenging learning experiences to inspire success and empower them to be the leaders of tomorrow.
Responsibilities of Employees
Employees are expected to do the following:
- Follow basic infection prevention measures.
- Frequent and thorough hand washing for at least 20 seconds with warm water and soap.
- Follow appropriate respiratory etiquette (covering sneezes and coughs with crook of arm).
- Stay at home if sick.
- Refrain from using other worker’s phones, desks, offices, or other work tools when possible.
- Adhere to the social distancing guidelines established in this plan.
- Wear a cloth mask while in the facilities and working around others.
- Only request to enter buildings when it is necessary.

Identification and Isolation of Sick Individuals
CLPS has implemented the following procedures for the prompt identification and isolation of employees:
- Employees are to self-monitor for signs and symptoms of COVID-19, including
  - Cough, shortness of breath, fever, chills, repeated shaking with chills, new loss of taste or smell, headache, sore throat, muscle pain.
- Employees who experience cough and/or shortness of breath AND any TWO of the other noted symptoms must follow CDC guidelines and contact your health provider immediately (follow this link for more information: https://www.cdc.gov/coronavirus/2019-ncov/symptoms-testing/symptoms.html).
- Employees who exhibit signs and symptoms of COVID-19, suspecting exposure to COVID-19 (via close contact with an individual) or who are diagnosed with COVID-19 are prohibited from entering any CLSP buildings.
- Workers experiencing symptoms will notify their Central Administrators or Supervisor.
- Employees may only come into work after three (3) days have elapsed since their symptoms resolved and fourteen (14) days have passed since their symptoms first appeared or since they were tested and yielded a positive result.
- CLPS will designate and train certain staff as point persons for how to immediately isolate a person who shows symptoms of COVID-19 while at work.

Workplace Flexibilities and Protections
Provisions for paid leave time will be made according to the Families First Coronavirus Response Act (FFCRA), Paid Medical Leave Act (PMLA) and Family Medical Leave Act (FMLA).

Overall Workplace Safety and Contingency Plans
While there is no specific OSHA standard covering exposure to COVID-19, existing OSHA standards may apply to protect workers from such exposure. To the extent such standards do apply to this Plan and CLPS work sites, they shall be implemented to help minimize the spread of COVID-19. CLPS shall follow federal, state, and local recommendations regarding the development of contingency plans for situations that may arise as a result of outbreaks.
Confidentiality/Privacy
To the extent permissible and in accordance with applicable law, the confidentiality of all medical conditions will be maintained in accordance with applicable law and to the extent practical under the circumstances. When it is required, the number of persons who will be informed that an unnamed employee has tested positive will be kept to the minimum needed to comply with reporting requirements and to limit the potential for transmission to others. Notwithstanding the foregoing, CLPS reserves the right to inform other employees and stakeholders that an unnamed co-worker has been diagnosed with COVID-19 if the other employees might have been exposed to COVID-19 so the employees may take measures to protect their own health.

Effective Date
This plan is effective on April 28, 2020.

CLPS Contact Information
Should any employee of CLPS have questions regarding this COVID-19 Preparedness and Response Plan, please reach out to Human Resources:

    Shannon McBrady
    Assistant Superintendent for Human Resources
    mcbradys@clps.org
    586-510-2003