



MONROE COUNTY INTERMEDIATE SCHOOL DISTRICT
COVID-19 PREPAREDNESS AND RESPONSE PLAN
Revised March 17, 2022

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), the Michigan Occupational Safety and Health Administration's (MIOSHA) COVID-19 Workplace Safety Guidance, the Michigan Department of Health and Human Services (MDHHS) MI Safer Schools Guidance for K-12 School Settings in a COVID-19 Recovery Phase, and any other related orders or public health advisories. It is subject to change based on further information provided by federal, state, or local officials. The Monroe County Intermediate School District (MCISD) may also amend this Plan based on operational needs.

Responsibilities of the MCISD

The MCISD has put in place the following practices and measures as a part of this Plan to protect students and employees from the spread of COVID-19 during the COVID-19 post-surge, recovery period:

- The MCISD will provide notice regarding this Plan to each employee through MCISD ALLMAIL and has posted it on the MCISD web page under the COVID-19 tab.
- The MCISD has increased general standards of facility cleaning and disinfection to limit exposure to COVID-19 and has adopted protocols to clean and disinfect in the event of a positive COVID-19 case in the workplace.
- The MCISD has protocols to prevent students and employees who tests positive for COVID-19 and/or displays COVID-19 symptoms (without an alternate diagnosis or negative COVID-19 test) regardless of vaccination status.
- The Superintendent has designated administrative and supervisory staff to be responsible and has informed them to immediately isolate any person who shows symptoms of COVID-19 while at work. Supervisory staff should then notify Human Resources.

Responsibilities of Employees

For the duration of the COVID-19 post-surge, recovery period, employees are expected to:

- Follow basic infection prevention measures, included but not limited to:
 - Frequent and thorough hand washing for at least 20 seconds. Do not touch face.
 - Follow appropriate respiratory etiquette (e.g., covering sneezes and coughs with crook of arm).
 - Stay at home if sick.
 - Notify Human Resources (HR) staff if you display COVID-19 symptoms.
 - Notify HR if you test positive for COVID-19 to determine isolation.
 - Notify HR if you have close contact with an individual with COVID-19.

- If a particular employee needs Americans with Disabilities Act (ADA) accommodations to adjust any of these Employee Responsibilities, please provide immediate notice to the Assistant Superintendent for Human Resources and Legal Services at eric.feldman@monroeisd.us.

Identification for Quarantine and Isolation

The MCISD has implemented the following procedures for the prompt identification and determination of quarantine or isolation of employees and/or students:

- Employees are to self-monitor for signs and symptoms of COVID-19.
- Symptoms may appear 2 to 14 days after exposure to the virus and can range from mild symptoms to severe illness.
- The CDC lists the following has common COVID-19 symptoms:¹
 - Fever or chills
 - Cough
 - Shortness of breath or difficulty breathing
 - Fatigue
 - Muscle or body aches
 - Headache
 - New loss of taste or smell
 - Sore throat
 - Congestion or runny nose
 - Nausea or vomiting
 - Diarrhea
- If you have any of the above symptoms or if you test positive for COVID-19, the employee must report that to HR, who will then determine the proper course of action, in consultation with supervisory staff.
- The CDC further provides a Coronavirus Self-Checker, which is helpful tool to make decisions on when to seek testing or medical attention. Available at: [Coronavirus Self-Checker](#)

Quarantine versus Isolation












- In the event an employee and/or student has been exposed to COVID-19 or is sick/tested positive for COVID-19, the MCISD will adhere to MDHHS's MI Safer Schools Guidance for K-12 School Settings in a COVID-19 Recovery Phase,² in conjunction with CDC's quarantine and isolation guidelines.³
- Below is MDHHS's current recommendations for isolation and quarantine:

¹ Available at [Symptoms of COVID-19 | CDC](#).


² Available at

https://www.michigan.gov/documents/coronavirus/MI_Safer_Schools_Guidance_for_Managing_Students_Exposed_to_COVID-19_734750_7.pdf.

³ Available at [CDC's Quarantine and Isolation Guidelines](#).

| | Who is Impacted | Public Health Recommendations |
|--|--|---|
|  <h2>Isolation</h2> <p>Has COVID-19</p> | <p>Any individual who tests positive for COVID-19 and/or displays COVID-19 symptoms (without an alternate diagnosis or negative COVID-19 test) regardless of vaccination status.</p> |  Isolate at home for 5 days; and  If symptoms have improved or no symptoms developed, may leave isolation after day 5 and wear a well-fitted mask, for 5 more days (ending after day 10).* <i>If positive with no symptoms, monitor for symptoms for 10 days as well.</i>  |
| | <p>Personal or household contact, regardless of vaccination status, exposed to someone with COVID-19 (see definition below).</p> |  Monitor symptoms for 10 days.  Test 3-7 days after exposure or if symptoms develop.  Wear a mask around others for 10 days after exposure.**  Avoid unmasked activities or activities with higher risk of exposing vulnerable individuals.*** |
| | <p>Other exposure (from community, social, work setting).</p> |  Monitor symptoms for 10 days.  Consider wearing a mask around others for 10 days after exposure; at a minimum, mask in settings with higher risk of exposing vulnerable individuals.***  Test if symptoms develop. |

* If a mask cannot be worn, recommend 10 days of home isolation.
** If a mask cannot be worn, individual should home quarantine for 10 days. A Test to Stay protocol may also be developed in partnership between school and local health department.
*** Activities with immunocompromised or other high-risk individuals, social/recreational activities in congregate settings.
Personal/household contacts include individuals who share living spaces, including bedrooms, bathrooms, living room and kitchens. It also includes those who live together, sleep over, carpool or have direct exposure to respiratory secretions from a positive individual. This would include exposure in childcare settings for those under 2 years of age.



Important reminders:

- Upon request, the employee must provide HR a copy of their positive or negative COVID-19 test.
- Upon request, the employee must inform HR of their vaccination status. If the employee is vaccinated, the employee is expected to provide a copy of their vaccination card to HR.
- The MCISD may require employees to provide medical documentation clearing them to return to work.
- Employees who test positive for COVID-19 are prohibited from entering any MCISD building or local district sites, and will be directed to self-quarantine at home, consistent with any guidance from proper medical or governmental authorities.
- For MCISD staff assigned to a local district and/or location, we will also adhere to that local district's/location's guidance.
- Each individual case is unique, and some timelines may differ based on circumstances.

COVID-19 Symptoms During the Workday

- Employees who show symptoms of COVID-19 while at work will be separated from other staff and visitors and sent home.
- Contact HR/Supervisory staff and report all areas you worked in or visited that day.
- Based on availability of testing kits, the MCISD may provide the employee a COVID-19 test kit. If none are available, the employee must contact a health provider and pursue COVID-19 testing, unless the health care provider advises otherwise.
- The HR/Supervisory staff will notify custodial staff to commence disinfecting procedures of areas where employee reported working/visiting.
- If you test positive for COVID-19, notify HR immediately.

- HR/Supervisory staff will follow Health Department instructions to conduct an investigation to determine the identities of co-workers who may have had close contact with the confirmed-positive employee and who will then determine the proper course of action for those other individuals. If applicable, HR will also follow Health Department protocol to notify any subcontractors, vendors or visitors who may have had closed contact with the positive employee.

Workplace Flexibilities and Protections

PA 238 of 2020 (MCL 419.401, et seq) provides COVID-19 Employee Rights. Available at [COVID-19 Employee Rights](#).

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 at work. To the extent such standards do apply to this Plan and MCISD work sites, they shall be implemented to help minimize the spread of COVID-19. If a confirmed case of COVID-19 is reported by an employee, the MCISD will determine if it meets the criteria for recording and reporting under OSHA's rules. The MCISD will follow federal, state, and local government recommendations regarding contingency plans for situations that may arise as a result of outbreaks.

Confidentiality/Privacy

The confidentiality of all medical conditions will be maintained in accordance with applicable law and to the extent practical under individual circumstances. When disclosure is required, the number of persons who will be informed of an affected individual's identity will be limited to those necessary to comply with reporting requirements, administration of benefits, and to limit the potential transmission to others. Notwithstanding the foregoing, the MCISD reserves the right to inform other employees and stakeholders than an unnamed MCISD employee might have been exposed to COVID-19, so those individuals may take measures to protect their own health. Except as detailed above, staff who believe they may have been exposed to COVID-19 at work by a fellow employee may only share the details of the exposure with their personal healthcare provider, the Monroe County Health Department, and Human Resources.

Effective Date

This revised plan is effective on March 17, 2022.

Contact Information

Should any MCISD employee have questions regarding this COVID-19 Preparedness and Response Plan, please reach out to either:

Eric Feldman
Assistant Superintendent for Human Resources
and Legal Services
eric.feldman@monroeisd.us
734-322-2640

Janel Faber
Administrative Assistant
janel.faber@monroeisd.us
734-322-2641