



**Great Lakes Learning Academy
COVID-19 Preparedness and Response Plan**

Address of School District: 2875 Eyde Parkway, Suite 200, East Lansing, Michigan 48823

District Code Number: 33914

Building Code Number(s): MS/HS: 01878
HS: 03571

District Contact Person: Heather Ballien

District Contact Person Email Address: heather.ballien@glla.org

Local Public Health Department: Ingham County Health Department

Local Public Health Department Contact Person Email Address:
tjones@ingham.org

Name of Intermediate School District: Ingham County Intermediate School District

Name of Authorizing Body: Central Michigan University

Date of Adoption by Board of Directors: August 3, 2020



August 6, 2020 [via email]

Ms. Heather Ballien
Great Lakes Learning Academy
2875 Eyde Parkway, Suite 200
East Lansing, MI 48823

Re: Approval of COVID-19 Preparedness and Response Plan (“Plan”)

Dear Ms. Ballien:

I am pleased to inform you that the Plan for Great Lakes Learning Academy (“Academy”) has been approved by The Governor John Engler Center for Charter Schools at Central Michigan University and has been transmitted by our office to the State Superintendent of Public Instruction and the State Treasurer. The Plan is effective as of the date indicated in the Plan.

To fulfill one of the required assurances, immediately add a copy of the approved Plan to the Academy’s Home Page of its website. An approved copy of the Plan is attached and can be found in Epicenter. The approved Plan constitutes a Charter Contract amendment and remains in effect as long as the Plan remains in effect.

If the Academy requires an amendment to the Plan, please contact Amy Densmore, Director of Charter Accountability, at (989) 506-0355 or via email at avanatten@thecenterforcharters.org to initiate that process. Thank you for all your efforts to keep student learning moving forward in these trying times. If you have any further questions or need additional support, please do not hesitate to contact us.

Sincerely,

A handwritten signature in black ink that reads "Corey Northrop". The signature is written in a cursive style with a large, stylized initial "C".

Corey Northrop
Executive Director

cc: Shawn Smith, Board President

Attachment:

Approved COVID-19 Preparedness and Response Plan

Resolution of the Board of Directors
Great Lakes Cyber Academy
2875 Eyde Parkway, Suite 200
East Lansing, MI 48823

**Resolution Adopting the
Great Lakes Learning Academy COVID-19 Preparedness and Response Plan**

WHEREAS, pursuant to Executive Order 2020-142, Provision of preK-12 education for the 2020-21 school year; and

WHEREAS, schools are required to develop and adopt a COVID-19 Preparedness and Response Plan that is informed by the Michigan Return to School Roadmap; and

WHEREAS, by August 15, 2020, the local school district board must approve a district's Preparedness Plan;

THEREFORE, BE IT RESOLVED that the Academy Board declares that, pending approval of the Governor John Engler Center for Charters, the attached COVID-19 Preparedness and Response Plan is adopted.


Date: 08 / 11 / 2020



Board President/Vice President Signature

Secretary's Certification:

I certify that the foregoing resolution was duly adopted by the Academy Board of Directors at a properly noticed open meeting held on the 3rd day of August, 2020, at which a quorum was present.

By: 

Board Secretary

Date: 08 / 07 / 2020

TITLE	Preparedness Plan Resolution 8.3.20
FILE NAME	Preparedness Plan Resolution 8.3.20.docx
DOCUMENT ID	7b9263cf8c86dfa12a6a46dc90173892c7540ffa
AUDIT TRAIL DATE FORMAT	MM / DD / YYYY
STATUS	● Completed

Document History



SENT

08 / 07 / 2020

15:29:14 UTC-5

Sent for signature to Shawn Smith (shawn.smith@glla.org) and David McNeilly (dbmac24@gmail.com) from heather.ballien@glla.org
IP: 172.58.62.173



VIEWED

08 / 07 / 2020

19:02:15 UTC-5

Viewed by David McNeilly (dbmac24@gmail.com)
IP: 99.203.64.50



SIGNED

08 / 07 / 2020

19:02:29 UTC-5

Signed by David McNeilly (dbmac24@gmail.com)
IP: 99.203.64.50



VIEWED

08 / 11 / 2020

16:56:20 UTC-5

Viewed by Shawn Smith (shawn.smith@glla.org)
IP: 73.144.208.246



SIGNED

08 / 11 / 2020

16:56:41 UTC-5

Signed by Shawn Smith (shawn.smith@glla.org)
IP: 73.144.208.246



COMPLETED

08 / 11 / 2020

16:56:41 UTC-5

The document has been completed.



Assurances

- The Academy will cooperate with local public health authorities if a confirmed case of COVID-19 is identified and, in particular will collect the contact information for any close contacts of the affected individual from two days before he or she shows symptoms to the time when he or she was last present at the Academy.
- The Academy acknowledges that it is subject to the rules governing workplace safety established in section 1 of Executive Order 2020-114 or any successor order and has adopted a Workplace Preparedness Plan. [A copy of this plan is attached.](#)
- The Academy will be or is closed to in-person instruction when Region 5 (Lansing Region) is in Michigan Safe Start Plan Phases 1-3. As a school of excellence pursuant to Section 6(e) of the Revised School Code, the Academy does not provide in-person instruction.
- The Academy's sponsored inter-school, after school activities and athletics will be suspended when Region 5 (Lansing Region) in which it is located in is in Michigan Safe Start Plan Phases 1-3.
- The Academy will 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 Academy 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 if applicable.
- The Academy prohibits indoor assemblies and/or field trips that bring together students from more than one classroom during Michigan Safe Start Plan Phase 4.

A handwritten signature in black ink, appearing to be "A. J. [unclear]", is written over a horizontal line.

President of the Board of Directors

08 / 10 / 2020

Date

TITLE	Preparedness Plan Assurances
FILE NAME	GLLA Preparedness...surances Page.pdf
DOCUMENT ID	ae37df0b5de291f1037d4a70439265bc3c0584cc
AUDIT TRAIL DATE FORMAT	MM / DD / YYYY
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Document History



SENT

08 / 07 / 2020

13:20:04 UTC-5

Sent for signature to Shawn Smith (shawn.smith@glla.org)
 from heather.ballien@glla.org
 IP: 172.58.62.173



VIEWED

08 / 10 / 2020

15:37:59 UTC-5

Viewed by Shawn Smith (shawn.smith@glla.org)
 IP: 73.144.208.246



SIGNED

08 / 10 / 2020

15:38:35 UTC-5

Signed by Shawn Smith (shawn.smith@glla.org)
 IP: 73.144.208.246



COMPLETED

08 / 10 / 2020

15:38:35 UTC-5

The document has been completed.



Introduction and Overview

Great Lakes Learning Academy (“Academy”) is a school of excellence that is a cyber school, as defined by section 551 of the Revised School Code, 1976 PA 451, as amended, MCL 380.551. As such, it does not provide in-person instruction and operates pursuant to a Charter Contract¹. As a result, many of the requirements, protocols and recommendations contained within Michigan’s 2020-21 Return to School Roadmap (“Roadmap”) do not apply to the Academy.

The Academy has continued to operate as it normally does throughout the COVID-19 Pandemic, ensuring a seamless and high-quality educational experience for its students. As a school of excellence, Executive Order 2020-65, requiring a Continuity of Learning Plan following required school closures across the state, exempted schools of excellence from that requirement and permitted them to continue with their normal operations. Executive Order 2020-142 extends many provisions of Executive Order 2020-65 in this respect. As a result, the Academy and Central Michigan University, its authorizing body, believe that the Academy is not required to develop and submit a COVID-19 Response and Preparedness Plan (“Preparedness Plan”). However, Executive Order 2020-142 states that “A district or nonpublic school without an approved Preparedness Plan is not permitted to open or to continue in operation for in-person instruction for the 2020-21 school year.” Due to this inconsistency, and in the spirit of cooperation, the Academy has developed a Preparedness Plan to include provisions that are applicable to its unique operating structure as a school of excellence. The focus of this plan is to acknowledge that the Academy will continue to implement its normal operations as a cyber school when the state is in any Phase of its Smart Start Plan.

The Academy’s plans for operation remain the same during all Phases of the Michigan Smart Start Plan, with very minor exceptions noted in the narrative below.

¹ Available at <https://www.thecenterforcharters.org/cmu/PDFForWebsite/contracts/MI-33914.pdf>.



Plan for Operating during Phases 1-5 of the Michigan Safe Start Plan

Phase 1-5 Safety Protocols

As stated above, the Academy does not offer in-person instruction. Therefore, it will automatically remain in compliance with the requirements of Phases 1-3 of the Michigan Smart Start Plan. Specifically, during Phases 1-3 of the Michigan Safe Start Plan, the Academy will:

- Not require students to be in-person for any reason, including at testing centers for the purposes of participation in mandated assessments.
- School board members, employees and contractors will be permitted to be physically present in the school facility for the purposes of conducting basic operations, including remote live instruction, as determined by school administrators.
- The Academy will continue to implement its Workforce Preparedness Plan, required under Executive Order 2020-161 with respect to regarding rules related to workplace safety as well as any additional Executive Order's, laws and regulations that may apply.

During Phases 4-5 of the Michigan Smart Start Plan, the Academy may require students to attend in-person centers for the administration of mandated assessments to the extent they are required in 2020-21. In this event, the Academy will ensure compliance with all required safety protocols outlined in the Roadmap that apply.

Additionally, during Phase 4-5, the Academy may return to offering optional in-person gatherings for small groups or individuals for the purpose of instructional support and/or administrative meetings requiring parent and student participation such as IEP team meetings. In person gatherings will be held with regards to all applicable orders and guidelines for the region the meeting is being proposed.

Large gatherings such as field trips may be offered with strict adherence to the requirements of Phase 5.



Phase 1-5 Mental & Social-Emotional Health

The Academy will continue to implement the following protocols to continue to support the Mental & Social-Emotional Health of its students:

- Staff will participate in ongoing professional development to understand and identify students impacted by trauma. Further, staff will be encouraged to make trauma informed decisions when planning support lessons so that they are not unknowingly adding to the student stress levels
- Advisory teachers will be in regular contact with their advisory students to ensure that they have a single point of contact with the school should they have questions or need assistance in any way.
- The engagement team and counseling team maintains a directory by county of community services that will be offered to students and families that need additional assistance.
- Counselors will be available to assist students referred to them by parents, advisory teachers, administrators, or students themselves.
- Teachers will utilize our SEL support and instructional program Habitudes to help with student needs and discussions as needed.



Phase 1-5 Instruction

As noted above, the Academy’s normal operations have continued throughout the COVID-19 Pandemic. As a result, the Academy does not need a “Return to Instruction and Learning working group” and will continue to leverage its regular processes and procedures for school improvement activities. The Academy will continue to implement its Educational Program as outlined in its Charter Contract, including best-practices for delivering remote instruction, communication and family supports, professional learning and monitoring.



Phase 1-5 Operations

The Academy's facility will continue to be used for essential operations and for staff to deliver live remote instruction during Phases 1-5 of the Michigan Smart Start Plan. The Academy will continue to implement cleaning and disinfection protocols consistent with CDC guidelines.

As a cyber school, the Academy provides all students with the necessary technology to access remote instruction and will continue to do so.

Van Atten-Densmore, Amy Sue

From: COVID-19 Preparedness and Response Plan <MDE-GEMS@michigan.gov>
Sent: Wednesday, August 12, 2020 10:16 AM
To: Van Atten-Densmore, Amy Sue
Subject: [External] COVID-19 Preparedness and Response Plan Submission Complete



STATE OF MICHIGAN
DEPARTMENT OF EDUCATION
LANSING

GRETCHEN WHITMER
GOVERNOR

MICHAEL F. RICE, Ph.D.
STATE SUPERINTENDENT

Thank you for your recent submission of your COVID-19 Preparedness and Response Plan Submission.

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