



Dr. Ticheal Jones <tjones@charterschoolpartners.com>

COVID-19 Reporting - Website Notice - From the Desk of Lorraine Cook

Lauri McCollum <lmccollum@charterschoolpartners.com>

Tue, Oct 13, 2020 at 3:00 PM

To: Alexis Salisbury <lexi@lightoftheworldacademy.org>, "Cupidore, Cherise" <CCupidore@charterschoolpartners.com>, Farrah Adams <fadams@westondetroit.com>, "James, Lacey" <ljames@mmlalions.org>, Kathy Moorehouse <kathy@lightoftheworldacademy.org>, "Kearney, Oronde" <okearney@academyofwarren.net>, Linda Brown <lbrown@mmlalions.org>, "Martin, Grace" <gmartin@academyofwarren.net>, Matthew Stewart <mstewart@csaschool.org>, "McMinn, Dan" <dmcminn@gr.nexttechhigh.org>, Mike Ventura <mventura@vistameadowpsa.com>, "Moceri, Jessica" <jwojtowicz@charterschoolpartners.com>, "Ms. Yolanda Nesbitt" <yonesbitt@cbfacademy.com>, Nate Beyer <nbeyer@lansing.nexttechhigh.org>, "Olson, Kimberly" <kolson@oaklandflextech.org>, Pamela Ford <pford@crescentacademycharterschool.com>, Phil Janis <pjanis@fts.flextechschools.org>, "Rakowski, Casey" <rakowski@mtclemensmontessori.com>, Renee Arnot <rarnot@teach.americanmontessori.net>, Ross Mead <meadsr@ccabr.org>, "Talbot, Mark" <talbotm@huronacademy.org>, "Tomlinson, Ryan" <RTomlinson@pansophia.us>, "Wasmer, Nick" <nwasmer@ftb.flextechschools.org>, "Williams, Septembra" <swilliams@atappontiac.com>, "Wood, Patty" <pwood@grandblancacademy.org>, Yvonne McClean <y-mclean@cbfacademy.com>

Cc: Chris Matheson <cmatheson@charterschoolpartners.com>, Iris Law-Hicks <ilaw-hicks@charterschoolpartners.com>, "Jones, Ticheal" <tjones@charterschoolpartners.com>, "Pazur, Sarah" <spazur@oaklandflextech.org>, "Perry, Jim" <jperry@charterschoolpartners.com>, Sara Fields <sfields@charterschoolpartners.com>, "Tenneriello, Tim" <ttenneriello@charterschoolpartners.com>, Lorraine Cook <LCook@charterschoolpartners.com>, Andrea Pecuch <APecuch@charterschoolpartners.com>, Cindy Metz <cMetz@charterschoolpartners.com>, Cathy Murlick <cmurlick@charterschoolpartners.com>, Holly Kilburn <HKilburn@charterschoolpartners.com>

School Leaders,

The Michigan Department of Health and Human Services (MDHHS) issued an emergency order requiring schools to report confirmed and probable cases of COVID-19 at schools. Within 24 hours of notification from the local health department of a school associated case, the school must provide a public notice to the school community in a highly visible location on the school's website. The full text of the emergency order can be found [here](#).

Please note the following definitions as found in the emergency order:

A school associated case is defined as a case of probable or confirmed COVID-19 amongst students, staff, coaches, volunteers, or any person who was present on school property or at a school function under circumstances that may result in the transmission or contraction of COVID-19 during the infectious period.

A public notice means providing the new and cumulative counts of school associated cases, including the date on which the school was notified of the new school associated case(s).

School community is defined as the set of persons who are affiliated with the school. This set may include, but is not limited to, parents, guardians, students, teachers, staff members, coaches, and volunteers.

The MDHHS did not prescribe a specific format for the public notice. In order to assist in the required reporting, we are recommending that your school use the attached format. This template can be customized to any specifications that your local health department may require. There are two tabs in the template- one for single building districts and

one for multiple building districts.

To meet the highly visible requirement of the order, we recommend that you create on your school website a **COVID-19 Reporting** link that when clicked will end in the report. If you have a specific section in your website where all COVID-19 related resources are found, the reporting link can be put there.

If you have any questions, please do not hesitate to contact me.

Thank you for your time.

Lorraine Cook

School Operations Support Manager

Direct Dial: (810) 206-3229 ****Preferred****

Phone: (810) 229-5145, extension #110

Fax: (810) 229-5402

Work Schedule: Monday-Friday 8:00 to 4:00

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via

Lauri McCollum



Where School Leaders Find Support

869 S. Old US 23, Suite 500

Brighton, MI 48114

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2 attachments



Website Reporting Template.xlsx
14K



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