



MAISA

MICHIGAN ASSOCIATION
OF INTERMEDIATE SCHOOL
ADMINISTRATORS

SUPPORTING REGIONAL EDUCATION SERVICE AGENCIES

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MEMORANDUM

To: ISD Superintendents
From: Dr. William Miller, Executive Director
Date: March 19, 2020
RE: Disaster Relief Child Care Services for Essential Workforce
(Executive Order 2020-16)

The Governor has reached out to Intermediate School Districts (ISDs) across the state to help expand the capacity for child care services for members of the essential workforce during the coronavirus (COVID-19) crisis.

Those in the essential workforce provide critical infrastructure to Michiganders including health care workers, home health workers, direct care workers, emergency medical service providers, first responders, law enforcement personnel, sanitation workers, child care workers, personnel providing correctional services, postal workers, public health employees, key government employees and court personnel.

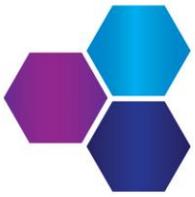
Through [Executive Order 2020-16](#), the Governor has asked ISDs to help mobilize and coordinate these efforts in partnership with the Early Childhood Investment Corporation, Michigan 2-1-1, local education agencies, employers, early childhood educators, private or community-based child care centers, and licensed in-home providers.

The Executive Order allows both public and nonpublic school facilities to be used for child care centers focused on serving essential workforce members.

Child care locations and offerings may be different depending on the needs in each community. In addition, child care programs must still follow health and safety guidelines. If child care sites stay open or reopen they must follow protocols that will protect public health. Public health protocols for these programs include, but are not limited to, small class sizes with the same participants and staff in each room – no cross mingling, sick rooms/containment spaces for students or personnel that become sick, and intensified, deep cleaning every day to minimize the risk of spreading COVID-19.

The Michigan Association of Intermediate School Administrators (MAISA) continues to work with the Governor's Office, Michigan Department of Health and Human Services, Licensing and Regulatory Affairs (LARA), Michigan Department of Education and other statewide partners on this effort. Collectively the following steps have been suggested for ISDs:

- Talk with your ISD early childhood education administrator or coordinator.
- Identify the contact person for this effort and establish a plan for communication.
- Communicate with your ISD board members and staff about this initiative.
 - Explain the need.
 - Ask for volunteers who may be able to help.
 - Develop FAQs to answer questions.
- Consider reaching out to your local districts.
 - Explain the need.
 - Learn about available space to accommodate child care needs.
 - Ask for volunteers who may be able to help.
 - Develop FAQs to answer questions.
- Consider contacting local hospitals and emergency departments to learn of estimated needs.
- Anticipate receiving contacts from individuals and/or community entities like the Early Childhood Investment Corporation (ECIC), United Way, Great Start Collaborative, Help Me Grow Michigan or 2-1-1 to share school-operated, private and in-home child care availability and needs.



- Based on the need, determine how to best coordinate and/or provide child care services to children under age 12. Be mindful of various shifts that may be worked during the day, including 12-hour shifts. (Suggested hours of operation: 6:15 a.m.- 8 p.m.)
- If ISDs choose to operate school-based facilities:
 - Work with Human Resource staff to identify employees who can support child care needs.
 - Track hours worked and consider additional pay options.
 - Work to ensure the safety of all employees, including those who may be more susceptible to COVID-19.
 - Alter cleaning schedule to follow recommended health and safety protocols for designated child care areas.
 - Make arrangements with food service, maintenance, and office staff to support operations (room set-up, supplies and intake form development, fingerprinting/ichat, among others).

ISDs are encouraged to coordinate finding child care support immediately. Ideally, services will be available early next week, or as soon as possible. It is expected that services will be needed through at least April 6 and will be revisited during the State of Emergency.

Talking points for ISDs to use with their staff and constituents:

- The Governor has asked ISDs to provide support by coordinating the finding of child care services for Michigan's essential workforce. ISDs stand ready to help support essential workers with overflow child care needs during this disaster relief effort.
- We are working with hospitals and healthcare experts at the local, state and national level as well as the Governor's Office, Michigan Department of Health and Human Services, Licensing and Regulatory Affairs (LARA), Michigan Department of Education, Early Childhood Investment Corporation (ECIC), United Way, Great Start Collaborative and 2-1-1 to determine how to best support essential workers in our communities.
- Please keep in mind, we are making the best decisions possible for Michigan families as we work through this unique situation together.
- Child care locations and offerings across the state may be different depending on the needs in each community. For our region, child care has been made available at _____.
- For child care resources, please visit this dedicated page at https://www.michigan.gov/coronavirus/0,9753,7-406-98178_98157---,00.html.
- Members of the essential workforce in need of child care can enter their information at: www.helpmegrow-mi.org/essential. That information will be routed to someone in their community who can help them find child care.
- Licensed child care providers who are willing to remain open or re-open during this emergency, can complete a short survey to provide information about their program's ability to serve the children of the essential workforce at: <https://www.surveymonkey.com/r/childcare-covid-response>.

Additional Resources:

- See [general safety guidelines](#) from the Centers for Disease Control and Prevention (CDC).
- Follow [LARA guidelines relative to child care centers](#).
- Access all COVID-19 MDE updates at www.michigan.gov/mde.
- Visit www.michigan.gov/coronavirus for more information.

As COVID-19 continues to spread across our state, Intermediate School Districts stand ready to take action and support the needs of our communities.

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