



MADISON LOCAL SCHOOLS 2020-2021 REOPENING PLANS

OPTION 1	STUDENTS ARE IN PERSON AT SCHOOL DAILY WITH APPROPRIATE SAFETY PROTOCOLS
OPTION 2	STUDENTS ARE AT HOME DAILY LEARNING ONLINE WITH THE SUPPORT OF A MADISON TEACHER

Our district has been planning with other districts (both locally and across the state), the Lake County Health Department (LCHD), our staff and community (through our survey and informal discussions) to develop a plan for returning to school that meets both the health and safety needs, as well as the educational needs of our students and families. As such, we are looking to provide our students and their families with two options to choose from in order to finalize logistics for the August 19, 2020 start to the 2020-2021 school year.

Below we will outline the current framework and protocols to help families make the best decision. *Please understand these plans are fluid and may change based on new recommendations, requirements and trends during the COVID-19 pandemic which may include school closure at any time.*

Option 1 - Students are in person daily with appropriate safety protocols (these same protocols are expected of ALL staff as well):

- **Symptom/Health Assessments REQUIRED prior to coming to school:**
 - Parents will be expected to do the following prior to a student leaving the home to go to school daily:
 - Conduct a student wellness check. Any student who has a fever of 100°F or higher or any of the symptoms related to COVID-19 should stay home.
 - Any student that has the following symptoms of COVID-19 should stay home from school and should see their primary care provider to be assessed for COVID-19:
 - Fever or chills
 - Cough

- Shortness of breath or difficulty breathing
 - Fatigue
 - Muscle or body aches
 - Headache
 - Loss of taste or smell
 - Sore throat
 - Congestion or runny nose
 - Nausea or vomiting
 - Diarrhea
 - If any student has been tested positive for COVID-19, the student should stay home for at least 14 days and until their symptoms are done. The local health department will receive this information from the student's health provider, will notify the school of appropriate next steps, and work with the school to determine if other staff or students are considered to have been in close-contact and at high-risk. Depending upon the outcome of the situation, this may elevate a building or district to make additional decisions including, but not limited to closure for a period of time.
 - If any student has been in close contact (as defined by the CDC) with someone who has tested positive for COVID-19, the student should stay home for 14 days from their last exposure. The local health department will receive this information from the staff or student's health provider, will notify the school of appropriate next steps, and work with the school to determine if other staff or students are considered to have been in close-contact and at high-risk. Depending upon the outcome of the situation, this may elevate a building or district to make additional decisions including, but not limited to closure for a period of time.
 - Students that only have a fever and no other symptoms and have not had any contact with an individual that has COVID-19 may return to school after they are fever free for 48 hours without using any fever reducing medications.
 - Any other illnesses should be handled in the routine manner according to district policies.
- **Clinics**
 - The district will have a full-time nurse available every day in each building daily while school is in session. At the Pre-K, the North Elementary nurse will assist students.
 - Clinics will be regularly cleaned and sanitized throughout the day and each night.
 - The nurse will ensure physical distancing protocols are followed as much as possible.
 - The nurse will isolate students showing symptoms to a separate area away from other students already in the clinic.
 - Students who exhibit symptoms or have a fever above 100°F will be quarantined in a separate area with a mask to reduce the transmission of any potential illness. Parents will be expected to pick up their ill child within 30 minutes of notification from the clinic.

- The nurse will ensure the clinic (and isolation area) is disinfected immediately following a student entering who is exhibiting symptoms.
- **Face Coverings & Increased Cleaning**
 - Families are expected to provide a face covering (i.e. mask or shield) for your student(s) to wear to ride the bus and at school.
 - Face coverings will be required in the following situations:
 - On the bus
 - Students will be removed from the bus upon refusal to wear a face covering.
 - When moving throughout the classroom and building
 - When working in small groups, one on one, and/or when social distancing cannot be maintained.
 - Face coverings should be worn as much as possible in the classroom at all other times.
 - The district will have face coverings available for students on buses and at each building for those students who forget their mask.
 - Per Ohio guidelines, all staff members are required to wear face coverings.
 - Students will be given the opportunity, with proper distancing, to remove the facial covering periodically and/or as needed.
 - The district will implement increased and intensified cleaning and sanitizing protocols for all areas of the buildings.
- **Classroom Guidelines**
 - There will be no large group gatherings or assemblies of students.
 - There will be no school field trips.
 - (Middle/High School) There will be NO 'Late Arrival Tuesdays' during the 1st Semester.
 - The following classroom protocols will be followed:
 - Elementary Classrooms:
 - Students are required to wear face coverings as outlined above.
 - Staff will educate students on the proper use of face coverings (covering nose and mouth), and how to maintain hand hygiene when removing for meals and physical activities, etc.
 - Hand sanitizer and/or sinks for handwashing will be made available in every classroom
 - Common areas (entrances, hallways, lunchrooms, etc.) will also have hand sanitizer available.
 - Student desks will be spread out as far as possible (3-6 feet) with all facing the same direction to maximize social distancing. In situations where we have tables, students will be separated as far as possible apart with divider partitions in between students.
 - Students will remain with their class as a cohort to minimize crossover as much as possible.
 - Teachers may travel between cohorts for instruction.

- Intervention Specialists, Title I teachers, and Related Services providers (OT, PT, Speech) will schedule to minimize crossover.
- Classroom materials or supplies will not be shared communally.
- Technology (computers, tablets, Chromebooks) will be sanitized between users.
- Rooms and high touch areas will be regularly cleaned throughout the day.
 - Cleaning supplies will be available in the classroom.
 - Rooms will be disinfected on a schedule throughout the day and every night.
 - The district has purchased electrostatic disinfectant sprayers to assist with this process and insure thoroughness of disinfection.
- Classroom doors will be left open to reduce touching of door handles, and to allow for proper air circulation.
- Teachers are encouraged to use outdoor space for instruction as feasible.
- Middle and High School Classrooms:
 - Each grade level will have an orientation session during the 1st of school. At this time, the following INFO will be reviewed with all students:
 - Staff will educate students on the proper use of face coverings (covering nose and mouth), and how to maintain hand hygiene when removing for meals and physical activities, etc.;
 - Students are required to wear face coverings when social distancing cannot be maintained in the classroom;
 - Students are required to wear face coverings during class changes in the hallways, arrival times to school and dismissal;
 - Hand sanitizer will be made available in every classroom and common area (entrances, hallways, lunchrooms, gym, lecture hall, choir, band room, etc.);
 - Classroom doors will be left open to reduce touching of door handles, and to allow for proper air circulation;
 - Arrival to school procedures:
 - When students arrive, they report directly to their 1st block/period class;
 - Students who receive/purchase breakfast should stop by the cafeteria after arriving and pickup their items to take with them to their 1st block/period class;
 - During their 1st block/period class, students will be issued their chromebook for the school day.
 - Dismissal procedures:

- Students will report back to their 1st period/block classes at ten minutes prior to the end of the day. All chromebooks will be returned to their teacher.
 - Students will be dismissed on a staggered schedule.
 - Student desks will be spread out as far as possible (3-6 feet) with all facing the same direction to maximize social distancing.
 - No shared classroom materials or supplies will be utilized.
 - Locker usage will be limited (if allowed at all) during the day to avoid students congregating in the hallways. Further information will be made available as we approach the start of school.
 - Class sizes have been reduced to accommodate social distancing guidelines. Larger class sizes will be relocated into bigger areas that will permit proper social distancing.
 - Rooms and high touch areas will be regularly cleaned throughout the day.
 - Cleaning supplies will be available in the classroom to disinfect door handles, desk tops, etc.;
 - Rooms will be disinfected on a schedule throughout the day and every night by the custodial staff;
 - The district has purchased electrostatic disinfectant sprayers to assist with this process and insure thoroughness of disinfection.
- **Transportation**
 - Families should complete a wellness check prior to sending their student(s) to the bus each day.
 - Elementary students will be escorted by a staff member off the bus each morning and to the bus each afternoon to ensure physical distancing.
 - Students will be required to wear a face covering while riding the bus.
 - Students will sit two per seat as assigned by the driver. Household members will be seated together.
 - All bus safety rules will remain in effect, including staying seated and facing forward.
 - Buses will be disinfected in between all routes.
 - There will be no bus passes for any reason for all students.
- **Hallways. Lockers and Water Fountains**
 - Where appropriate, hallways will be designated “one-way.”
 - Students are required to wear their face covering in the hallways.
 - Students will stay to the far right when walking in the hallways and stairwells.
 - Lockers will have limited use during the day (or no use - see above).
 - Students will report directly to their classroom upon arrival to school.
 - There will be no loitering in the hallways or common areas.
 - Families must provide their child(ren) with a water bottle daily.
 - Water fountains will not be available, but students will have access to water bottle filling stations & sinks.

- **Cafeteria/Meals and Playgrounds**

- Breakfast service will be grab-and-go and eaten in classrooms in all buildings.
- Lunch:
 - Elementary
 - Students will eat in their classrooms and be supervised by a lunch monitor.
 - Students will be required to wash their hands before and after lunch/recess.
 - Each class/cohort will have a daily recess, but it will not necessarily be connected to lunchtime in order to limit the number of students on the playground.
 - Students will be required to maintain appropriate social distancing and playground equipment will be routinely sanitized.
 - Middle School
 - Lunches will be socially distant in the cafeteria and multipurpose room spread out over three class periods. Students will wash their hands before and after lunch.
 - High School
 - At the high school, lunch periods will be held in individual classrooms. Students will be told to wash their hands before and after lunch. Students who purchase a lunch, will be escorted down to the cafeteria to obtain their lunch.
- Lunch spaces will be disinfected between each lunch.
- All meals will be prepackaged and served grab-and-go style.

- **Drop-off/Pick-up and Visitors**

- Drop-off
 - Elementary students may not exit cars until instructed to do so by a staff member. Drop-off will begin at 7:30 am. No parents/additional family members may enter the building at drop-off.
- Pick-up
 - Elementary pick-up will begin at after the buses have departed. Times to be share prior to the start of school. Details will be communicated from each building.
- Early Dismissals and/or tardies: Students will enter and exit the building without parents. Details will be communicated from each building.
- Parents should limit visits to school as much as possible. Parents who have to come to school should conduct personal health screenings prior to coming to the campus. Parents (and all other visitors) will be required to wear a face covering and comply with the health requirements to enter the buildings.
- Meetings will be held virtually. If an in-person meeting is necessary, it must be scheduled in advance by calling the appropriate office or staff member. Face coverings will be required in any in-person meeting.

- Any materials that need to be delivered to school should be done so after a personal self-assessment, contacting the appropriate office in advance, and leaving the supplies in the secured entrances for pickup.
- There will be no volunteers in the buildings.

Option 2 - Students are home daily learning online.

At this time, students in grades K-12 are able to register to remain at home while receiving their education online. The online school option will be provided by the Madison Local School District teaching staff who will continue to follow state standards utilizing district curriculum resources. Students will be required to participate in both synchronous (live) virtual learning, and asynchronous (working independently on assignments) virtual learning. Students will be expected to participate in all local and state testing as required by the Ohio Department of Education and attendance requirements will apply. For students with an IEP or 504 plan, specific services and accommodations will be reviewed as a team prior to the start of classes. All students will receive instruction in core courses and be provided access to the courses that will enable them to earn the appropriate credits toward promotion and graduation. For middle and high school students, their school day will mirror the school day of those in the buildings. Elementary students will have required attendance and a fixed schedule for teacher-led instruction. Based on enrollment and staffing at the middle and high school, some elective options may not be available as synchronous (live) courses and will be completed independently as an asynchronous option with teacher monitoring and support. Families will commit to a minimum of one semester of instruction when choosing the online school option.

• **Parent/Caregiver/ Student Expectations:**

- Monitor student progress on coursework.
- Communicate questions and concerns immediately with the appropriate teacher.
- Enrollment is for an ENTIRE semester. A student cannot decide to switch back to traditional school during the semester.
- Students at all levels will have a fixed schedule.
- If state or local regulations require a school closure, students participating in this option will continue as scheduled and will continue to use their online curriculum and classroom.

• **Teacher Expectations:**

- Teachers will support students by assisting with use of the online platform, pacing, and providing feedback on assignments and assessments.
- Teachers will create lessons that are both live and recorded. These lessons will be aligned to the standards for students participating in option 1, but may look different.
- Students and teachers will participate in live online lessons and virtual check-in meetings designed to support student course progress and provide opportunities for students to connect with each other.
- Teachers will grade work in a timely manner. Grades will be posted in Infinite Campus for students and parent(s)/caregiver(s) to track.

- **Administration and IT**

- The district will work to provide a device for each student to use at home; students will not be asked to share devices.
- The district will provide help desk assistance when technology issues occur.
- The district will monitor and assist teachers in the delivery of curriculum for students.
- The district will implement appropriate grading procedures and work from home guidelines for teachers.
- The district will monitor student progress and attendance of students to support the successful completion of the appropriate courses.