



Northwood Local Schools Fall 2020 Reopening Plan

Last updated: July 15, 2020

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This plan was developed in collaboration with the Wood County Health Department and other area school districts.

OPTION I- STUDENTS IN-PERSON AND IN-BUILDINGS DAILY WITH SAFETY PROTOCOLS

Classrooms

Student and Parent/Caregiver Expectations	Staff Expectations
<p>Parents/Caregivers</p> <ul style="list-style-type: none"> • Conduct a student wellness check including temperature prior to sending a student to school. Students with temperatures over 100°F should stay home. • Provide a mask for your student to wear when needed during the school day. <p>Students</p> <ul style="list-style-type: none"> • Wearing a mask is required for students in grades 3-12 unless meeting an exemption by CDC guidance, involved in PE class, recess, lunch or otherwise directed by staff. • Wearing a mask is recommended for grades K-2. • Temperature checks will occur upon building entry for all students to the extent possible. • Maintain maximum physical distance from peers whenever possible. • Wipe any residual cleaner before being seated (when age appropriate). • Students in grades 3-12 may be asked to clean desks and seats at the conclusion of each class. 	<p>Teachers/Staff</p> <ul style="list-style-type: none"> • Maintain setup of classroom that provides physical distancing for students. • Wear a mask or face shield when working one on one with students or when circulating around the room and proper physical distancing cannot be maintained. • Ensure students maintain physical distance whenever possible. • Provide reminders, issue warnings, contact parents/caregivers, and report repeated expectation violators to administration. • Eliminate shared classroom materials & group work assignments. • Keep the classroom door open to maximize airflow and reduce the number of touches to door handles. • Use supplies provided to spray desks, chairs, and any common materials needed before new students transition into the room, • Open classroom walls when applicable. <p>Custodians</p> <ul style="list-style-type: none"> • Make sure teachers are provided with all supplies needed daily including disinfectant and paper towels. • Disinfect classrooms during unoccupied times. <p>Administration</p> <ul style="list-style-type: none"> • Ensure classrooms are physically distanced. • Ensure classrooms are disinfected during unoccupied times. • Ensure supplies are readily available for custodians and teaching staff. • Ensure additional time is provided between class periods for staggered transitions.

OPTION I- STUDENTS IN-PERSON AND IN-BUILDINGS DAILY WITH SAFETY PROTOCOLS

Hallways, Lockers and Common Areas

Student and Parent/Caregiver Expectations	Staff Expectations
<p>Parents/Caregivers</p> <ul style="list-style-type: none"> • Provide a mask for your student to wear when in hallways or at lockers. • Provide your student with a water bottle daily as drinking fountains will not be available for use (non-touch bottle fillers will be usable) <p>Students</p> <ul style="list-style-type: none"> • Wearing a mask is required for students in grades 3-12 unless meeting an exemption by CDC guidance, involved in PE class, recess, lunch or otherwise directed by staff. • Wearing a mask is recommended for grades K-2. • Report immediately to your classroom limiting time in the halls. • Carry a water bottle for water • Follow all signage in the hallways and common areas. • When possible, stay to the right when traveling down hallways and using stairs. • Carry needed material with you in personal bags, no lockers will be used. • Follow all floor markings. 	<p>Teachers/Paras</p> <ul style="list-style-type: none"> • Supervise hallways and common areas to ensure students are reporting immediately to class and not congregating in hallways or common areas. • Provide reminders, issue warnings, contact parents/caregivers, and report repeated expectation violators to the office. <p>Custodians</p> <ul style="list-style-type: none"> • Disinfect common areas based on a schedule provided by school administration. This includes but is not limited to door handles, handrails, toilets, stalls, and sinks. <p>Administration</p> <ul style="list-style-type: none"> • Ensure proper signage is installed in hallways and common areas. • Ensure supplies are readily available for custodians. • Provide reminders, issue warnings, contact parents/caregivers, and issue consequences to repeated expectation violators. • Implement staggered arrival and dismissal times if necessary to maximize physical distancing and student safety. • Ensure floor markings are in place throughout the building common spaces. <p>Elementary</p> <ul style="list-style-type: none"> • When standing in the hallway or playground, ensure students are maintaining safe social distance by following floor markings.

OPTION I- STUDENTS IN-PERSON AND IN-BUILDINGS DAILY WITH SAFETY PROTOCOLS

Dropoff, Pick Up, and Visitors

Student and Parent/Caregiver Expectations	Staff Expectations
<p>Parents/Caregivers</p> <ul style="list-style-type: none"> Conduct a student wellness check including temperature prior to sending a student to school. Students with temperatures over 100°F should stay home. Provide a mask for your student to wear on the bus and while at school when needed. Limit visits to school as much as possible. No visitors to classrooms for any reason. Conduct a personal health screening prior to coming to a school building and do not come if you are running a fever higher than 100° or showing other symptoms Follow posted guidelines and read all signage whenever entering the building. Wearing a mask is required for adults when entering the building. Parents will remain in cars for drop off and pick up procedures. <p>Students</p> <ul style="list-style-type: none"> Wearing a mask is required for students in grades 3-12 unless meeting an exemption by CDC guidance, involved in PE class, recess, lunch or otherwise directed by staff. Wearing a mask is recommended for grades K-2. Report directly to your assigned classroom/area upon arrival to school. Maintain maximum physical distance from peers whenever possible in hallways, common areas, offices, etc. 	<p>Teachers/Assistants</p> <ul style="list-style-type: none"> Supervise hallways and common areas to ensure students are reporting immediately to assigned class and not congregating in hallways or common areas. Provide reminders, issue warnings, contact parents/caregivers, and report repeated expectation violators to the office. <p>Custodians</p> <ul style="list-style-type: none"> Disinfect common areas based on a schedule provided by school administration. This includes but is not limited to door handles, handrails, toilets, stalls, counters, and sinks. Ensure designated doors are propped open at arrival and dismissal. Ensure designated doors are closed after arrival and dismissal. <p>Administration</p> <ul style="list-style-type: none"> Ensure adequate supervision is available on bus lots, in parking lots, and in common areas of the building. Ensure proper signage is installed in hallways and common areas. Ensure supplies are readily available for custodians. Provide reminders, issue warnings, contact parents/caregivers, and issue consequences to repeated expectation violators. Ensure designated doors are propped open at arrival and dismissal. Ensure designated doors are closed after arrival and dismissal. Eliminate parent and community volunteers to ensure safety and health of students and staff. Implement staggered arrival and dismissal times if necessary to maximize physical distancing and student safety. <p>Staff</p> <ul style="list-style-type: none"> Assigned staff will check temperatures of students upon arrival to the extent possible.

OPTION I- STUDENTS IN-PERSON AND IN-BUILDINGS DAILY WITH SAFETY PROTOCOLS

Transportation

Student and Parent/Caregiver Expectations	Staff Expectations
<p>Parents/Caregivers</p> <ul style="list-style-type: none"> Conduct a student wellness check including temperature prior to sending a student to school. Students with temperatures over 100°F should stay home. Provide a mask for your student to wear on the bus and while at school when needed. Have ONE pick-up/drop-off location / No bus passes. <p>Students</p> <ul style="list-style-type: none"> Maintain appropriate physical distances while at the bus stop, on buses, and while entering the building. Wearing a mask is required for students in grades 3-12 unless meeting an exemption by CDC guidance, Wearing a mask is recommended for grades K-2. Remain in assigned seat, facing forward while riding the bus. 	<p>Drivers</p> <ul style="list-style-type: none"> Wear a mask or face shield while students are on the bus. Provide reminders to students of bus expectations- assigned seats, wearing masks, seated facing forward. Provide reminders, issue warnings, contact parents/caregivers, and report repeated expectation violators to the office. Ensure the bus is disinfected following outlined safety protocols. <p>School/District Administration</p> <ul style="list-style-type: none"> Eliminate alternate transportation for all students including bus passes. Monitor drop off and dismissal to ensure students do not congregate in groups. Provide consequences, including loss of privilege to ride the bus to those who violate rules.

Meetings and Conferences

Student and Parent/Caregiver Expectations	Staff Expectations
<p>Parents/Caregivers</p> <ul style="list-style-type: none"> Meetings will be held virtually when at all possible. In person meetings will be held in the AAA building and should follow appropriate physical distancing protocols and it is recommended masks be worn when entering, exiting, and moving around the building. Conduct a personal health screening prior to coming to a school building and do not come if you are running a fever higher than 100° or showing other symptoms. <p>Students</p> <ul style="list-style-type: none"> Participate in meetings as requested by parents or school staff. Follow physical distancing and mask protocols. 	<p>Teachers/Assistants</p> <ul style="list-style-type: none"> When possible, attend meetings from the classroom using video technology. <p>Custodians</p> <ul style="list-style-type: none"> Clean and disinfect conference rooms after meetings or provide materials for cleaning and disinfecting to take place. <p>Administration</p> <ul style="list-style-type: none"> Provide parents/caregivers with options for in-person, phone, or video conferencing. Ensure physical distancing guidelines are followed as much as possible when in-person meetings are held. Ensure space used for meetings allows for distancing guidelines

OPTION I- STUDENTS IN-PERSON AND IN-BUILDINGS DAILY WITH SAFETY PROTOCOLS

Health Services

Student and Parent/Caregiver Expectations	Staff Expectations
<p>Parents/Caregivers</p> <ul style="list-style-type: none"> • Conduct a student wellness check including temperature prior to sending a student to school. Students with temperatures over 100°F should stay home. • Provide a mask for your student to wear on the bus and while at school when needed. • Ensure contact information is up to date in the event the nurse needs to contact home. • Ensure there are multiple, pre-arranged methods of getting a student home from school should they become ill or exhibit symptoms. <p>Students</p> <ul style="list-style-type: none"> • Use designated entrances and exits to the office. • Following physical distancing protocols as much as possible when in office. • Wearing a mask is required if a student is determined to have a fever or other symptoms. 	<p>Nurse</p> <ul style="list-style-type: none"> • Wear a mask when working individually with students. • Ensure the workspace is kept clean and sanitized. • Ensure physical distancing protocols are followed whenever possible. • Isolate students who are showing symptoms to a separate area away from other students already in the clinic. • Ensure the clinic is disinfected immediately following a student entering who is exhibiting symptoms. • Ensure doors to the clinic are open to minimize use of door handles and to ensure maximum air flow to the area. • Wear other needed PPE as appropriate. <p>Custodians</p> <ul style="list-style-type: none"> • Disinfect clinic based on schedule provided by school administration. This includes but is not limited to door handles, countertops, seating areas, restrooms, etc. • Disinfect the isolation area after students who utilize the area have left the building. <p>Administration</p> <ul style="list-style-type: none"> • Install barriers as needed to protect employees working in the nurse's office. • Ensure proper signage is installed. • Ensure regular cleaning and disinfecting takes place in the office area. • Ensure seating areas are properly physically distanced. • Ensure the student isolation area is properly supervised when in use.

OPTION I- STUDENTS IN-PERSON AND IN-BUILDINGS DAILY WITH SAFETY PROTOCOLS

Restrooms

Student and Parent/Caregiver Expectations	Staff Expectations
<p>Parents/Caregivers</p> <ul style="list-style-type: none"> • Provide a mask for your student to wear when in hallways and traveling to restrooms. <p>Students</p> <ul style="list-style-type: none"> • Wearing a mask is required for students in grades 3-12 unless meeting an exemption by CDC guidance, involved in PE class, recess, lunch or otherwise directed by staff. • Wearing a mask is recommended for grades K-2. • Follow all signage in the hallways, common areas and restrooms. • When possible, stay to the right when traveling down hallways to get to restrooms. • Use hand sanitizer before leaving the classroom and upon return from the restroom. 	<p>Teachers/Assistants</p> <ul style="list-style-type: none"> • Assist in supervision of restrooms, hallways, and common areas between classes. • Provide reminders, issue warnings, contact parents/caregivers, and report repeated expectation violators to the office. <p>Custodians</p> <ul style="list-style-type: none"> • Disinfect restrooms based on schedule provided by school administration. This includes but is not limited to door handles, toilets, stalls, and sinks. <p>Administration</p> <ul style="list-style-type: none"> • Ensure proper signage is installed in hallways, common areas and restrooms. • Ensure supplies are readily available for custodians. • Provide reminders, issue warnings, contact parents/caregivers, and issue consequences to repeated expectation violators. • Provide supervision of restrooms between classes to ensure limited numbers of students are in restrooms at the same time. • Implement measures such as closing sinks or urinals when necessary to allow for appropriate physical distancing. • Implement measures such as limited students in specific restrooms and limited times to restroom use other than emergencies.

OPTION I- STUDENTS IN-PERSON AND IN-BUILDINGS DAILY WITH SAFETY PROTOCOLS

Lunches and Cafeteria Spaces

Student and Parent/Caregiver Expectations	Staff Expectations
<p>Parents/Caregivers</p> <ul style="list-style-type: none"> • Provide a mask for your student to wear while at school when needed. • Limit visits to school as much as possible including visits to drop off forgotten items. <p>Students</p> <ul style="list-style-type: none"> • When possible, stay to the right when traveling down hallways. • Wearing a mask is required for students in grades 3-12 unless meeting an exemption by CDC guidance, involved in PE class, recess, lunch or otherwise directed by staff. • Wearing a mask is recommended for grades K-2. • Sit in designated seats. • Follow guidelines for restroom use during lunch periods. • If bringing a packed lunch, report immediately to your designated seating area. • Follow physical distancing guidelines as much as possible when in line and in the serving areas. • Wash hands before and after lunch periods following restroom guidelines. 	<p>Teachers/Paras</p> <ul style="list-style-type: none"> • Supervise designated eating areas to ensure students are properly physically distanced. • Provide reminders, issue warnings, contact parents/caregivers, and report repeated expectation violators to the office. • Wear a mask or face shield when circulating around designated eating areas. • Monitor restroom use during lunch time. • Use staggered dismissal to ensure physical distancing at the end of lunch. <p>Custodians</p> <ul style="list-style-type: none"> • Disinfect all table tops and seats before and after each lunch. • Disinfect restrooms and common spaces between lunches. This includes but is not limited to door handles, handrails, toilets, stalls, and sinks. <p>Cafeteria Staff</p> <ul style="list-style-type: none"> • Wear masks while serving food. • Clean and disinfect serving areas and tables between lunches. • Serve all food to students. <p>Administration</p> <ul style="list-style-type: none"> • Ensure proper signage is installed in designated eating areas. • Ensure enough seating is provided to increase physical distancing practices. • Add additional seating areas (AAA if needed) to increase physical distancing. • Ensure supplies are readily available for custodians. • Provide reminders, issue warnings, contact parents/caregivers, and issue consequences to repeated expectation violators. • Implement staggered dismissal times if necessary to maximize physical distancing and student safety.

OPTION I- STUDENTS IN-PERSON AND IN-BUILDINGS DAILY WITH SAFETY PROTOCOLS

Office

Student and Parent/Caregiver Expectations	Staff Expectations
<p>Parents/Caregivers</p> <ul style="list-style-type: none"> • Conduct a personal health screening prior to coming to a school building and do not come if you are running a fever higher than 100⁰ or showing other symptoms. • Wearing a mask is required when entering, exiting, and moving around the office/building. <ul style="list-style-type: none"> ○ In-person office visits should follow appropriate physical distancing protocols. <p>Students</p> <ul style="list-style-type: none"> • Use designated entrances and exits to the office. • Following physical distancing protocols as much as possible when in office. • Wearing a mask is required for students in grades 3-12 unless meeting an exemption by CDC guidance, involved in PE class, recess, lunch or otherwise directed by staff. • Wearing a mask is recommended for grades K-2. 	<p>Teachers/Assistants</p> <ul style="list-style-type: none"> • Wearing a mask is required when moving around the office area. • Follow physical distancing protocols. <p>Office Staff</p> <ul style="list-style-type: none"> • Monitor and control the number of people in the office at any one time. • Ensure physical distancing guidelines are followed as much as possible when in-person meetings are held. <p>Custodians</p> <ul style="list-style-type: none"> • Disinfect office based on schedule provided by school administration. This includes but is not limited to door handles, countertops, seating areas, restrooms, etc. <p>Administration</p> <ul style="list-style-type: none"> • Install barriers to protect employees working in the main office. • Eliminate community and parent volunteers to ensure safety of all students. • Ensure proper signage is installed in the office and leading into the office. • Ensure regular cleaning and disinfecting takes place in the office area. • Ensure seating areas are properly physically distanced.

OPTION I- STUDENTS IN-PERSON AND IN-BUILDINGS DAILY WITH SAFETY PROTOCOLS

Office

Remote Learning (If state or local regulations require a school closure, we would shift into remote learning. If students are isolated or quarantined, they would individually shift in remote learning for a period of time.)

Student and Parent/Caregiver Expectations	Staff Expectations
<p>Parents/Caregivers</p> <ul style="list-style-type: none"> • Monitor student progress on coursework. • Developing a “school schedule” is recommended to keep routines in place for students while working from home. • Communicate questions and concerns immediately to staff. <p>Students</p> <ul style="list-style-type: none"> • Following a regular “school schedule” is recommended to help keep routines in place for students while working from home. • Communicate questions and concerns immediately to teachers. • Participate in virtual sessions with teachers as scheduled. • Watch lessons provided by teachers and complete assignments according to timelines. 	<p>Teachers/Assistants</p> <ul style="list-style-type: none"> • Create lessons that are engaging for students using a variety of strategies. • Be available for office hours as directed by Principals • Use Schoology (or other platform approved by the principal) as the platform for all assignments, links to resources, etc. • Grade work in a timely manner and provide feedback to students on assignments. <p>Technology Department</p> <ul style="list-style-type: none"> • Provide help desk assistance when technology issues occur. <p>Administration</p> <ul style="list-style-type: none"> • Ensure each student has a device at home. • Monitor and assist teachers in the delivery of content for students. • Implement appropriate grading procedures and work from home guidelines for teachers.

OPTION 2- STUDENTS AT HOME DAILY

INDIVIDUAL ONLINE LEARNING WITH SUPPORT (May use a remote platform or NLS staff depending on demand)

Student and Parent/Caregiver Expectations and Additional Information	Staff Expectations
<p>Parents/Caregivers</p> <ul style="list-style-type: none"> • Monitor student progress on coursework. • Developing a “school schedule” is recommended to keep routines in place for students while working from home. • Communicate questions and concerns immediately to staff. (May not be NLS staff) • Monitor and support student progress through an online curriculum with parent/caregiver access to the online platform and progress information. <p>Students</p> <ul style="list-style-type: none"> • This option is different from what students experienced during remote learning last spring. • Students participating in this option will be using a remote platform with support from NLS staff. • Students may not be taught directly by NLS teachers. • It is recommended students follow a schedule to complete online learning, assignments, and assessments. • The online curriculum will meet the same standards as our Northwood Local Schools curriculum, but it will not necessarily match the same pacing or activities that are delivered in school buildings. • Students will have access to courses in all core areas (English language arts, mathematics, sciences, and social studies) • Students will also have limited access to special area courses (K-6) and elective courses (7-12), Students in grades 7-12 will not have access to their full schedule as planned this past spring. • Communicate questions and concerns immediately to teachers. (May not be NLS staff) • Students and teachers will participate in virtual check-in meetings designed to support student course progress and provide opportunities for students to connect with each other. • Students will earn grades for their work. Work completion expectations will not be lowered as they were last spring. • If state or local regulations require a school closure, students participating in this option will continue as scheduled, and will continue to use the online curriculum and platform. • Students may continue to participate in after-school activities at their school building, including extra-curricular activities. 	<p>Teachers</p> <ul style="list-style-type: none"> • Teachers will support students by assisting with use of the online platform, pacing, and providing feedback on assignments and assessments. (May not be NLS staff) • Students and teachers will participate in virtual check-in meetings designed to support student course progress and provide opportunities for students to connect with each other. (May not be NLS staff) • Teachers will be available for office hours. • Teachers will grade work in a timely manner. <p>Technology Department</p> <ul style="list-style-type: none"> • The district will provide an iPad for each student to use at home; students will not be asked to share devices. • The district will attempt to support families without wi-fi access. • The district will provide help desk assistance when technology issues occur. <p>Administration</p> <ul style="list-style-type: none"> • Ensure each student has a device at home. • Monitor and assist teachers in the delivery of content for students. • Implement appropriate grading procedures and work from home guidelines for teachers.

PARENTS WHO WISH TO CHOOSE THE ONLINE ONLY OPTION FOR THEIR CHILD MUST SIGN UP BY AUGUST 1, 2020 AND COMMIT FOR A FULL SEMESTER. SIGN UP IN ON THE SCHOOL WEBSITE: www.northwoodschoools.org

Option 3 – A combination of items from option 1 with some days face to face learning and some days full remote learning

- Items from option 1 pages 1-8 will be in place on face to face learning days.
- Items from option 1 page 9 will be in place on remote learning days.
- Specific student schedules will be communicated by building principals for option 3

UPDATED HYBRID PLAN (8/4/2020)

The first day of school will now be Monday, August 24

	Group A	Group B
Monday/Tuesday	Face to Face	Remote
Wednesday	Remote	Remote
Thursday Friday	Remote	Face to Face
Group A will be all students last name A-L		
Group B will be all students last name M-Z		

- *Families, with siblings in the same household, that fall into different groups can make requests directly to principals to keep their household on the same schedule.
- *This also allows us to work individually with IEP teams to discuss the possible need for some students to attend face to face more than 2 days based on their special needs.
- *Self contained special education classrooms through the WCESC will follow the ESC schedule.
- *Penta Career Center/CBI will continue to follow Penta's schedule.
- *Preschool will follow the PK schedule.

If we are required to reduce numbers OR cases warrant reducing numbers we would want to maintain over 6' distance in all classrooms with no exceptions. This would require grouping our students in smaller cohorts.

ADDITIONAL INFORMATION

- Governor’s guidelines: <https://coronavirus.ohio.gov/static/responsible/schools/K-12-Schools-Guidance.pdf>
- Ohio Department of Education guidance <http://education.ohio.gov/Topics/Reset-and-Restart>
- Ohio Department of Health <https://odh.ohio.gov/wps/portal/gov/odh/home>
- Wood County Health Department <http://www.woodcountyhealth.org/>

UPDATES MADE TO THIS DOCUMENT

Date	Description of update
June 1, 2020	DRAFT STAGE STARTED
July 20, 2020	BOARD ADOPTED PLAN
Aug 3, 2020	HYBRID MODEL UPDATED - HYBRID MODEL SELECTED TO BEING 2020-2021 SCHOOL YEAR