

Buckeye Central Schools COVID-19 Reopening Plan 2020-2021

Included in this Plan are the specific guidelines and daily procedures for a successful reopening for the 2020-2021 school year within Buckeye Central Schools. It is a framework that allows us to reopen schools by implementing measures to reduce the risk of exposure and prevent the spread of COVID-19 in our schools and community. **Students will be returning to school on Thursday, August 20, 2020.**

The Plan was developed by Buckeye Central teachers, staff members, and administration through the months of May, June, and July 2020. Three committees (HS, MS, and Elementary) considered a consensus of information from **Crawford County Schools COVID-19 Reopening Guidance, Fall 2020** and the **COVID-19 Health and Prevention Guidance for Ohio K-12 Schools**, released through the Governor's Office. The committee members also conferred with parents and community representatives, as well as, public education colleagues within the county and region.

The unanimity of information and deep knowledge of our schools enabled the committee members to develop this comprehensive Plan. We are confident that the Plan specifics will enable our schools to experience a successful school year with the SAFETY of the students, their families, and our school community being paramount.

Reopening PREFACE

These general principles will guide our schools and district as we move forward with reopening this school year.

The Buckeye Central Local School District will:

- Implement recommended safety protocols to the highest degree possible;
- Work in close partnership with the Crawford County Department of Health officials to promote safety in our school buildings;
- Be transparent with all stakeholders that some level of risk will always be present when children and school district employees occupy school district facilities. We will decrease the likelihood of infection with excellent hygiene practices, regular cleaning and sanitizing procedures, and safety practices focused on the individual student and groups. However, we acknowledge that being in a public place has a certain level of risk that cannot be eliminated;
- Recognize the need for consistency in areas of operation while accepting that individual differences in classroom sizes, specialized spaces, e.g. CAFÉ, multipurpose room, library may require various approaches.

The structure of the Plan is based upon the **Ohio COVID-19 Risk Level Guidelines for the Public**.

Level 1 – Yellow - Active exposure and spread

Level 2 – Orange - Increased exposure and spread

Level 3 – Red - Very high exposure and spread

Level 4 – Purple - Severe exposure and spread, stay-at-home

Under Level 1 – Yellow

- All students will attend school every day as per the board approved 2020-2021 school year calendar (**note the revised August 20 opening date**). This level incorporates the following guidelines and procedures to maximize the safety of our students and staff:

Busing



- **Students will be assigned to one bus/route only.** As possible, students will be assigned on the same route in the a.m. and p.m. Alternate routing or stops cannot be scheduled long-term or daily. This is paramount due to transportation viability and contact tracing, if required.
- **Students must wear a mask (or face shield)** or will not be allowed to board the bus. District cannot transport a student who refuses to wear a mask
 - Exceptions due to a **documented** health reason(s) must be cleared through the respective school office (building principal)
- **Parents should conduct a daily self-assessment** of their student's health before they leave for school or step onto the bus
- If students have any of the following symptoms, they should be kept at home:
 - Fever of 100 degrees or higher
 - Cough, shortness of breath or difficulty breathing, fever, chills, muscle pain, sore throat, and new loss of taste or smell
- No student will be seated in the seat behind the driver
- Students must sit in assigned seats
- Two (2) students per seat – Exception: Three (3) students per seat allowable if the children are from the same family or are riding for a short distance.
 - Districts will attempt to seat siblings together
- Seating charts will be utilized to assist with contact tracing if needed

- Seats and hand rails will be sanitized before each route
- It is recommended that students wash their hands just prior to bus arrival and utilize hand sanitizer
- Allow for fresh air (crack windows) during routes when weather permits
- Bus driver will wear a mask or face shield

Daily Entry - School Buildings



- Four (4) entrances/entry doors will be available for entering and exiting the building:
 - Elementary front doors/entrance Bus Riders ***
 - MS/HS front doors/entrance Bus Riders ***
 - Activities doors/entrance Parent Drop-Off
 - Auxiliary Gym doors/entrance Student Drivers
- *** Bus riders must use the front entrance CLOSEST to their bus drop-off and pick-up.
Entry
- All doors will be opened and stay open beginning at 7:35 a.m. for student arrival to minimize the contact between hands and door handles (This practice may be modified due to weather and/or security, at times)
- Curriculum decisions are being discussed to significantly mitigate the use of lockers.
 - Students needing to place coats and other items in their lockers need to do so immediately after entering the building and then report directly to their 1st period class/homeroom.
- Upon student's arrival in 1st period classroom either use the classroom sink to wash their hands or use sanitizer (sanitizer units are available in every classroom).
 - In the case where a student's 1st period/homeroom classroom does not have a sink; the student may stop by the restroom on their way to 1st period class to wash their hands. Students should not congregate in the restroom area.
- First period/homeroom teachers will take the temperature of each student as they enter the classroom.
 - Any student registering a fever of 100 degrees or higher will be taken to the clinic. A parent or caregiver will be called to pick up the student.
- Students who ride the bus must wash or sanitize their hands in the classroom on the way out.



Wearing of Face Masks (Shields)

- Masks (or face shield) are required for staff members when working with students. If a staff member is working alone in their classroom, masks are encouraged but not required.
- Masks (or face shield) are required for students (grades 4-12) while in the halls and common areas. Students must wear masks (or face shield) in the classroom if 6' social distancing cannot be maintained.
- Masks (or face shield) for students (grades K-3) in the school are encouraged but not required. Elementary classrooms are being set-up to allow for 6' social distancing.
- PK students are not required to wear masks. State guidelines require no more than 9 students in a PK classroom setting. Social distancing standards will be taught and encouraged.
 - Exception: Facial covering is not advisable for health or other medical or social-emotional reasons
 - ✓ Parents must provide **written documentation** from a physician or other licensed health professional to the school in this situation
- Students in will be provided with face shields when appropriate for group work, e.g. reading circles, tables, science labs, art room, etc.

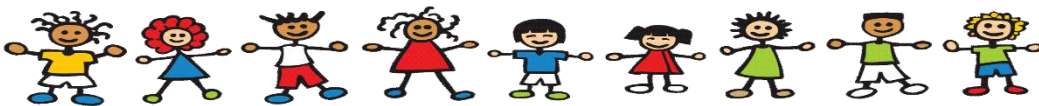


Social Distancing

- In the classroom desks or tables have been arranged in order to provide for the 6' social distancing guidelines. Nine feet in choir or program including singing.
- Desks will face in the same direction (rather than facing each other), or students will sit on only one side of tables, spaced apart.
- The doors will be kept open to maximize airflow and to reduce the need to touch door handles.
- Large gatherings outside of the classroom (i.e. assemblies, meetings) will be limited to the maximum gathering number as identified by the Ohio Department of Health at any given time. Any gatherings will be required to follow the 6-foot radius rule, unless the ODH updates the social distancing guidelines.
- **Families need to provide a cloth or disposable mask(s) for their student(s). Please consider purchasing masks as one component of the required school supplies list.**
 - Please keep masks clean and talk to your student about not sharing masks.

- Since masks will be worn daily, please consider comfort and appropriate fit to minimize student distraction.
- The school has ordered a quantity of disposable masks for students if masks become torn, lost, or forgotten. With over 600 students this quantity cannot sustain daily distribution and is intended for occasional, emergency situations.
- Face shields will be made available when students work in groups.
- Restroom usage will be limited based on the number that can be accommodated while maintaining the social distancing guidelines. No more than three (3) students in the restroom at a time.
- Hallways, common areas, and the cafeteria will have signage to visibly mark spacing to meet the social distancing guidelines.
- Transitioning to class: 50% of the MS and HS student populations will leave their class when the bell rings. Once the first group of students arrive to the next class the second group will be dismissed. Teachers will work with the students to perfect class transitions.
- Curriculum steps are being taken to mitigate the need to stop at lockers multiple times throughout the day.
- We ask that groups of students do not congregate in close proximity to one another.
- Regular hand washing will be encouraged and hand sanitizer will be available for use in every classroom, other instructional areas, and cafeteria
- Food should not be shared at lunch or anytime throughout the day (i.e. no classroom parties where food is shared, no food rewards, etc.)
- Desks and high touch areas will be cleaned between classes (groups of students)
 - Sanitizer sheets will be available in each classroom to wipe desks and other work surfaces

Social Distancing in the CAFÉ



- **All water fountains that dispense water directly into the mouth have been disabled.**
 - In their place we have installed fountains that fill water bottles. Students are encouraged to use a water bottle throughout the day.
- Students will be dismissed for lunch one grade level (staggered) at a time.
 - Spaces will be marked to provide the appropriate social distancing guidelines while waiting in line.
- Tables have been set up and spaced to provide the best accommodations regarding the social distancing guidelines.
 - Students will be seated in either the cafeteria or multi-purpose room for lunch. Using both areas allows for proper social distancing.

- School lunch items are individually packaged or wrapped. If we have a buffet item, we will have an employee serve it.
- We will provide individual condiments and individual plastic tableware or wrapped tableware.
- The pay station in the cafeteria will have a clear shield between the employee and the students.
- All lunchroom employees will wear masks and gloves.
- Food service staff will clean and disinfect (sanitize) serving areas and tables between lunches
- Nut free or allergy table(s) will be designated as required
 - These tables will be cleaned separately in accordance with proper allergy guidelines
- **Microwaves will not be available.** Packed lunches should contain pre-packaged, stable food items that do not require heating.
- No guests will be allowed in the lunchroom.



Specialty Classrooms, e.g. Science

Labs, Band, Industrial Arts, Vo-Ag

- Students and staff must wash their hands or use hand sanitizer upon entering the room and then again before exiting the room. Since these rooms may have students sharing materials/equipment on a limited basis, clean hands will be very important in these rooms
- Maintain maximum physical distance from one another whenever possible
 - Students may work in sectional groups (band, choir) to allow for proper spacing
- Cleaning supplies and hand sanitizer will be available in these classrooms/areas
- As appropriate doors will be kept propped open to maximize airflow and to reduce the need to touch door handles
- The classrooms will be stocked with tissues, hand sanitizer, and disinfectant wipes
- Classrooms will be cleaned between classes (different groups of students)
 - Disinfectant wipes will be available in each of these classrooms
- When “closer” interactions are needed between staff and students in these specialized settings, wearing a facial covering and face shield may be mandated (working jointly on a project, etc.)
- If students will be singing, ensuring an expanded physical distancing and attempt to allow 9 feet apart in all directions (This may require relocating choir/music class to a larger area)

Recess (It is highly encouraged that all students get fresh air daily)



- **The district will make every effort to maintain consistency with other safety procedures during recess**
 - This may mean that student access is limited to certain pieces of playground equipment. Activities that are “high touch” and/or equipment that is difficult to clean or maintain social distancing may be restricted
- The school (elementary & middle school) will work toward “structured” recess activities such as nature walks that limit students’ physical contact with others
- Students will be asked to use hand sanitizer or wash their hands before exiting the building for recess or outdoor activities.
- The exit door will be propped open (door stop) or a person designated to hold the door open for the rest of the class.
 - For apparent safety reasons the door must be closed and locked after leaving the building. Teachers and staff members will carry their keys for reentry into the building.
- Large groups of students congregating in close proximity to each other on the playground will be not be allowed.
- Dismissal times for recess or outdoor activities will be staggered to ensure that physical distancing can be maintained.
- Students must wash and sanitize their hands after returning from recess
- **Parents may “opt out” of recess for their student(s)**
 - A written note should be sent to the school office in this situation

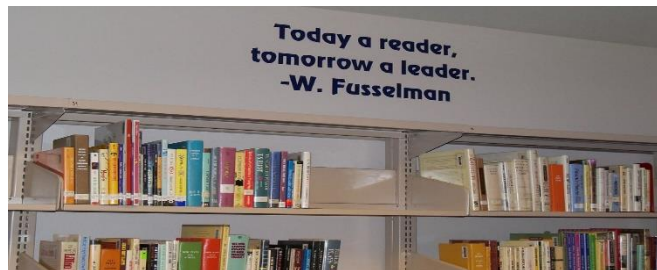
Social Distancing in non-classroom areas inside & outside of the school

- **Teach, remind, and encourage social distancing in all areas and situations**
 - We will do this regularly at school and encourage parents to support these efforts through regular conversations at home
- **Field trips** are canceled for the 1st semester or until the district and local health agencies deems field trips safe.
 - When outside activities are permitted:

- ✓ Perform health (temperature) and wellness checks of students before leaving the school. Students with temperatures of 100 F or higher will be sent home until fever free for 24 hours (without use of any medication to control fever).
 - ✓ Staff members will pack tissues, hand sanitizer, hand wipes, and cleaning wipes for use while on trip.
 - Students will be reminded of the importance of good hand hygiene, covering their coughs & sneezing, and physical distancing as much as possible while on the trip.
 - Students will be expected to follow the bus transportation guidance previously noted in this Plan.
- **Assemblies** will be planned for a group size that allows for physical distancing, doors will be kept opened before, during, and after the assembly for airflow.

Library

- Books may be distributed to students, but upon returning books to the library they will be physically quarantined for 3 days (72 hours) before being re-shelved and placed back into distribution.



- A traffic flow pattern will be designated to ensure physical distancing can be maintained.



Nurse/Clinic Area

- The workspace, door handles, countertops, seating areas, restrooms will be kept clean and disinfected (sanitized) between students
- Physical distancing will be followed when more than one student is in the clinic.
- Students with temperatures of 100 F or higher should stay home or will be sent home through the clinic immediately upon diagnosis.

- Students who are ill and possibly exhibiting COVID-19 symptoms will be isolated until they can be picked up by a parent or designated caregiver.
- Students who are ill and exhibiting possible COVID-19 symptoms will be required to wear a facial covering or a face shield until they are picked up by a parent or designated caregiver
- The nurse will wear a facial covering and proper PPE when caring for students

Daily Cleaning of Classrooms and Common Areas

- Deep cleaning of facility spaces will be done daily and when students are not present.
- The custodial team will clean and sanitize high-contact areas daily (i.e. door knobs, bathroom faucets, etc.)
- Staff (as designated) will clean and sanitize desks, tables and chairs, bus seats, throughout the day.
- Staff and students will be required to wash their hands (following CDC handwashing procedures) or use sanitizer at the following times: when leaving home, arriving at and leaving school, after playing or being outside, after having close contact with others, after using shared surfaces or tools, after using restroom, after blowing nose, coughing or sneezing, and before and after eating.
- The schools/district will provide sanitizer units for each classroom, at each entry door, and in high traffic/common areas.
- We have taken steps to ensure students have, keep, and use individual school/art supplies.
- Staff and students are encouraged to void sharing of items that are difficult to disinfect.



Access to hand sanitizer and washing of hands

- We will teach, remind, and encourage your student to wash their hands frequently
 - We encourage you to support these important efforts at home
- Hand sanitizer is available in each classroom

Guests and Visitors to the School

- All visitors (including parents/guardians) must call the school office prior to visiting.
 - No drop-in visitors will be allowed to enter.

- School phone numbers are:
 - Dr. Michael Martin, Principal – H.S. (419) 492-2266
 - Deb Daniel, Principal – M.S. (419) 492-1035
 - Matt Millinger, Principal – Elementary (419) 492-1022
 - Phil Loy – Athletic Director (419) 492-2551
- Registered visitors (via phone call) will be asked to complete a health survey upon entry, will have their temperature taken, and will be required to wear a mask.
- If a parent/guardian has arrived to pick up a sick child, the parent should contact the office upon arrival. Arrangements will be made for proper pick up.
- Our present standard is to reduce visitors and volunteers as much as possible to help ensure the health and safety of the staff, students, and our BC families.
 - There will be no classroom volunteers for the 1st semester or until the district and local health agencies deem it is safe.

Students with COVID-19 – Procedures

- **The schools and district will work in close partnership with the Crawford County Department of Health in these cases. Decisions will be made in consultation with the Department of Health and following their current guidelines.** The student is required to be isolated (14 days) and the Department of Health will contact anyone that meets the definition of a close contact. Any siblings that live with this student will also be required to be sent home to be quarantined. This may or may not require an entire classroom and teacher to be sent home to be quarantined - this will be determined by the Health Department. The Crawford County Health Department nurses will conduct a contact tracing investigation to determine who may need to be quarantined. The student that tested positive may return to school once the County nurse has deemed the student recovered. If the others that were quarantined never develop symptoms, they may return after 14 days have passed. The room(s) affected and clinic will be cleaned and disinfected (sanitized).
- Required COVID-19 communication documents/templates will be developed by the Crawford County Department of Health. The District will work closely with the Department of Health and County nurse to disseminate the required and proper information and communication(s). Please see Medical Inquires; Communications on pages 5-9 in the Crawford County Schools COVID-19 Reopening Guidance, Fall 2020.

Teacher or Staff Member who shows COVID-19 symptoms or has been diagnosed with COVID-19 Procedures

- The teacher or staff member is required to be isolated for 14 days. The Crawford County Department of Health will contact anyone that meets the definition of a close contact.

This situation may or may not require an entire classroom/grade be sent home for two weeks (14 days) to be quarantined – the health department will determine this. The County nurses will do the contact tracing investigation to determine who needs to be quarantined. The teacher that tested positive may return to school once the County nurse(s) or a medical professional have deemed them recovered. The room should be cleaned and disinfected (sanitized).

Student Health Issues that are NOT diagnosed as COVID-19

- A student with a fever must be fever free (without fever reducing medication) for 24 hours (one day) before returning to school
- Upon returning to school, the student must report to the school nurse for a temperature check.

Parent/Teacher Conferences and Meetings

- Whenever possible, we will conduct parent meetings virtually or via phone, at least through the 1st semester
- In person meetings (if required) will be conducted in an area large enough to allow for physical distancing. Facial masks will be required for all participants. These meetings must be scheduled in advance.
- Meeting areas will have tissues, hand sanitizer, and disinfectant wipes available. Whenever possible, a sink should be available nearby for hand washing prior to the meeting.

Under Level 2 – Orange

- Students will continue to attend school every day as per the board approved 2020-2021 school year calendar. **This level incorporates all of the guidelines and procedures as Level 1 with the following changes:**

Wearing of Face Masks (Shields)

- Masks (or face shields) are highly encouraged for students (grades 4-12) while in **any** setting on the school premises. They are also highly encouraged for students (grades K-3) under Level 2.

Under Level 3 – Red

- Students will continue to attend school every day as per the board approved 2020-2021 school year calendar. This level incorporates all of the guidelines and procedures as Levels 1 and 2 with the following changes:
 - Masks are **required** for grades K-12 in all school settings

***NOTE: Under Level 3 an option of utilizing a Blended Learning environment could be considered. While current plans do **NOT** prescribe blended learning at **Level 3 – Red**, any such decision would be made in close consultation with the Crawford County Department of Health. Blended learning would only be implemented if in the undisputed opinion of the district administration and health department it's in the best interest for the safety of the students, staff, and community.

- Blended Learning - Classroom (Physical Building) & Remote Learning (At Home)
- Under this model 50% of students will attend school on Monday and Thursday. The other 50% will attend on Tuesday and Friday. The district would be split by last name according to the alphabet. Monday and Thursday students with last names beginning with A through K would attend. Tuesday and Friday students with last names beginning with L through Z would attend. No students, unless specially arranged, would attend physical school on Wednesday. Wednesday would still be a school/academic day with individual remote learning, course/class expectations for that day. On the days that students are not in the physical building; they would have assignments that are to be completed remotely that day (unless otherwise specified).
- This procedure would reduce our building capacities by 50% allowing for high levels of social distancing and detailed attention to all critical guidelines and practices. Other special instructions would be communicated if the district would ever move to this highly restrictive level.
 - Under this scenario buses would be held to a capacity of one (1) student per seat or two (2) if from the same family. This indicates no more than 25 students per bus.

Under Level 4 – Purple

- Remote Learning **ONLY (At Home)**
- Under this level [which would be implemented due to an extremely high (Severe) COVID-19 Risk Level – Public Emergency] **ALL students will be online** from home the entire time (100%) during the period of closure. Students will be expected (unless otherwise specified) to log on to a live Google Meet at specified times. Attendance will be taken. If a student is missing, he or she will be marked absent. The building secretary will make phone calls home for those students who are absent. These students must have an approved note/phone call or professional document to not be considered unexcused. If a student is absent, he or she will have 24 hours to view the recorded instruction.
- **Elementary**
 - **Monday** through **Friday** - Students will be given daily instruction in math and reading along with assignments to complete. Science and social studies will be delivered on alternating days (e.g., Monday - Science; Tuesday - Social Studies and so on). The expectation is for three (3) assignments per day. Teachers will provide instruction synchronously as well as through recorded video which will be placed on Google Classroom or Schoology.
- **Middle School**
 - Content will be delivered synchronously and the expectation is for three (3) assignments per day. Students will log onto Google Meet live at the assigned times; specific details are currently being drafted and will be released shortly. If a student is unable to log on at the scheduled time, they will have 24 hours to access a recording of the instruction.
 - Wednesday will be for student projects/student catch-up/office hours/planning and a weekly teacher meeting; there will be work for students to do on Wednesdays.
- **High School**
 - Content will be delivered synchronously. All students will log onto a live Google Meet for the given period and time provided below:
 - Monday & Thursday - Students will attend:

1st Period @ 8:30 AM

3rd Period @ 9:30 AM

5th Period @ 10:30 AM

7th Period @ 11:30 AM

- Students will be provided an assignment based on the content they received during the live Google Meet in the morning. Students will be expected to use the time in the afternoon to complete these assignments.
- Tuesday & Friday - Students will attend:

2nd Period @ 8:30 AM

4th Period @ 9:30 AM

8th Period @ 10:30 AM

9th Period @ 11:30 AM

- Students will be provided an assignment based on the content they received during the live Google Meet in the morning. Students will be expected to use the time in the afternoon to complete these assignments.
- Wednesday - This will be time to work on projects or a catch-up day for students who need time to complete assignments. Teachers will also use this time for Office Hours to meet with individual students to provide further clarification and guidance.

Grading Policy

- If Buckeye Central Schools are moved into **Level 4 – Purple**, it is expected that it would be for a minimum of two weeks, enough time to quarantine and significantly reduce the virus spread. In this case the grading policy will be an extension of each class in which your child is enrolled. In other words, the expectations for grading assignments during a short remote learning period would be no different than the expectations if students were seated in class every day.

Students who choose to Self-Quarantine

- Students may choose to self-quarantine during the pandemic. However, the district asks that these students commit to the decision for a minimum of one (1) academic quarter. **Families wishing to consider this option must contact the building principal during the week of August 3, 2020.** Parents will be required to meet with the building principal and/or guidance counselor and sign a remote learning contract. Students will be expected (among other things) to log online at the normal scheduled class times and participate with each class live from his or her home. Students will also be expected to complete all assignments in the same time and manner as the students seated in the physical classroom/building. Students will be allowed to move out of the quarantine and participate in the physical building at the end of the academic quarter.