



Madison Local School District 2020-21 Reopening Plan



Madison Students and Families,

We are extremely excited to welcome our students and staff back to school for the 2020-21 school year and to be able to do so in a face-to-face manner. Thank you for your patience as the staff and administration has been working diligently to plan for the year ahead.

As our plan was constructed, we have taken into consideration guidelines from the Center for Disease Control, the Ohio Department of Health, the governor of Ohio, and the Richland County Health Department. It is our intent to provide a strong learning environment and options for our students while taking the necessary precautions to reopen safely and responsibly, taking into consideration the health and well-being of our students and our staff.

We need your help! A safe and responsible reopening will require a team effort from our staff and administration, our students and their families, and the entire Ram Community. We are asking every family to closely monitor their own health and to be supportive of the new procedures as we work through the inconveniences and difficulties that come along with the COVID pandemic. This reopening guide is designed to give you an overview of the plans that have been put in place as we begin the 2020-21 school year. Please keep in mind that we are in a very fluid situation and that this plan can be superseded by local and state mandates at any time. Thank you for your understanding of and assistance with the reopening plan. GO RAMS!

Robert S. Peterson, Superintendent





Madison Local Schools Promise



OUR PROMISES TO YOU

- Classroom desks will be spaced to the extent possible to allow for maximum social distancing.
- Social distancing reminders and traffic patterns will be placed throughout our schools.
- Hand sanitizing stations will be located in each classroom, all offices, and at entrances to the building.
- Students will have their temperatures taken as they enter their building each school day.
- Students and staff will wear face coverings to maximize protection.
- Our staff is encouraged to maintain physical distancing as much as possible while working.
- We have temporarily made changes to our daily procedures to mitigate the risk of COVID-19 for all of our students and their families and our staff.

YOUR PROMISES TO US

- If you have been exposed to COVID-19 recently or have symptoms of COVID-19 (including fever, cough, chills, muscle pains, loss of taste / smell, or shortness of breath), please help us keep everyone safe and contact your local medical professional.
- We request that you adhere to social distancing, face covering, and hand washing/sanitizing practices that have been put in place to protect you, our students, and our staff.
- We ask that you respect the request of any Madison staff member or administrator who is monitoring the COVID-19 procedures. Our staff is trained to enforce new protocols.



Ram Pride!!!

Madison Local Schools Fall 2020 Reopening Plans

Option 1:

Students in-person and in buildings daily with safety protocols (including remote learning if the district is required to close)

Option 2:

Students at home daily for individual online learning with support--Madison Online Academy (MOA). This will be a semester commitment through December.

Reopening Plan Correlation to the Ohio Public Health Advisory System:

Level 1, Yellow: We will follow our Reopening Plan

Level 2, Orange: We will follow our Reopening Plan

Level 3, Red: We will follow our Reopening Plan, but all students (K-12) will be required to wear a facial covering at all times.

Level 4, Purple: We will close school and Remote Learning will be implemented.

This plan was developed in collaboration with the Richland County Health Department and other Richland County School Districts.
This plan will be updated regularly in accordance with state and local guidance and is subject to change at any time.



Start Dates and Updated Calendar

August 26th: First Day of School (Grades 1-10)

August 27th: First Day of School (Grades 11-12)

September 8th: First Day of School (Kindergarten & Preschool)



Link for updated School Calendar:

[Madison Local School District 2020-2021 School Calendar](#)



Facial Covering Guidelines- Levels 1 and 2

In order to open safely and responsibly for all students, staff, families, and the community, we will be following the facial covering requirements and recommendations of the Ohio Department of Health and the Ohio Department of Education while in Risk Levels One (Yellow) and Two (Orange).

Students:

- **Bus:** Due to the inability to provide distancing, all students (PreK-12) who ride the school bus, will be required to wear a mask while on the bus.
- **Arrival, Dismissal, Class Changes and Transition Time:** Due to large numbers of students and staff in the hallways during arrival, dismissal, class changes and transition time, all students (PreK-12) will be required to wear a mask during these times.
- **Class Time:** Students in grades 3-12 will be required to wear a mask at all times, except during mask breaks, which will be provided during the school day. Students (PreK-2) are not required to wear a face covering while they are at their desk in the classroom although they are welcome and encouraged to do so. When working in close contact with the teacher or while participating in an activity where distancing is not possible, a mask will be required.
- **Medical Issues:** If your child has a documented medical issue that prohibits them from being able to comply with the face covering expectations, please contact the building principal, and accommodations will be made.
- **Parents are responsible for providing their child with a mask.** If it is impossible for you to provide a mask, please contact your child's school counselor.

Staff:

- All staff members will be required to wear a mask while at work. Staff members may remove their mask only when they are working in an isolated setting. If a mask is not medically appropriate for a staff member, or makes performing their contracted work impossible, a face shield may be substituted; examples of this would include staff in the primary grades, speech pathologists and foreign language instructors.



Option 1- Classrooms

Parents/Caregivers Expectations:

- Conduct a student wellness check including temperature prior to sending a student to school. Students with temperatures over 100°F or who do not feel well should stay home.
- Provide a mask for your student to wear when required.

Student Expectations:

- Wear a mask during all required times (see page 5, Facial Covering Guidelines).
- If you become ill at school, alert your teacher immediately.
- Maintain maximum physical distance from peers whenever possible.
- Wash hands or use of hand sanitizer upon entering all classrooms.

School Expectations:

- Provide mask breaks.
- Ensure classroom setup of desks provides physical distancing for students as much as possible.
- Ensure students maintain physical distancing whenever possible.
- Provide reminders, issue warnings, contact parents/caregivers, and report repeated violators of re-opening protocols to the office.
- Eliminate shared classroom materials as much as possible.
- Keep the classroom door open to maximize airflow and reduce the number of touches to door handles.
- Disinfect classrooms as frequently as possible.
- Disinfect Preschool Classrooms between AM and PM classes.
- Ensure Lunch Room is disinfected between lunch periods/grade levels.
- Provide hand sanitizer stations in all classrooms and common areas.



Option 1- Hallways, Lockers and Common Areas

Parents/Caregivers Expectations:

- Provide a mask for your student to wear when in hallways or at lockers.
- Provide your student with a water bottle daily as water fountains will not be available for use.

Student Expectations:

- Wearing a mask is required when in hallways or at lockers.
- Report immediately to your designated area upon arrival to school.
- Carry a water bottle as water fountains will not be available for use.
- Follow all signage in the hallways and common areas.
- When possible, stay to the right when traveling down hallways and using stairs.
- Follow locker use schedules as provided by staff.

School Expectations:

- 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 violators of re-opening protocols to the office.
- Supervise implementation of locker use schedule to minimize congestion in hallways.
- Ensure proper signage is installed in hallways and common areas.
- Ensure supplies are readily available for custodians.
- Implement staggered dismissal times if necessary to maximize physical distancing and student safety.
- 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.



Option 1- Drop-off, Pick-up, and Visitors

Parents/Caregivers Expectations:

- Conduct a student wellness check including temperature prior to sending a student to school. Students with temperatures over 100°F or who do not feel well should stay home.
- Provide a mask for your student to wear on the bus and while at school as required.
- Limit visits to school as much as possible.
- 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°F or showing other symptoms.
- Follow posted guidelines and read all signage whenever entering the building.
- Wearing a mask is required when entering the building.

Student Expectations:

- Wearing a mask is required when entering, exiting, or moving around the building.
- Report directly to your assigned classroom/area upon arrival to school.
- Maintain maximum physical distancing from peers whenever possible in hallways, common areas, offices, etc.

School Expectations:

- 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 violators of re-opening protocols to the office.
- Ensure adequate supervision is available upon arrival of students and in designated common areas.
- Ensure proper signage is installed in hallways and common areas.
- Ensure supplies are readily available for custodians.
- 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 dismissal times if necessary to maximize physical distancing and student safety.
- Ensure that all students and staff have their temperatures taken daily and communicate procedures to all stakeholders.
- 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.

Student's temperatures will be taken when they report to school using a touchless thermometer. Any student who has a temperature above 100°F will be sent to the office to be re-evaluated with an oral thermometer. Students that have a temperature of 100°F or above may not return to school for 10 days and until they have been fever-free for 48 hours.



Option 1- Transportation

Parents/Caregivers Expectations:

- Conduct a student wellness check including temperature prior to sending a student to school. Students with temperatures over 100°F must stay home.
- Provide a mask for your student to wear on the bus and while at school when required. If you cannot provide a mask, please contact your child's school counselor well in advance of the first day of school.
- Coordinate with the bus garage on one consistent pick-up and drop-off location. Due to issues with potential contact tracing we cannot allow students to have multiple pick-up and drop-off locations.

Student Expectations:

- Maintain appropriate physical distances while at the bus stop, upon arrival, and while entering the building.
- Sit two per seat on the bus and sit in your assigned seat. When applicable siblings/family groups will be required to sit together on the bus.
- Wear a mask while riding the bus.
- Remain seated, facing forward while riding the bus.
- Weather permitting, keep windows cracked for fresh air..
- Load the bus by filling the back seats first and moving forward, following driver's guidelines.

School Expectations:

- Drivers will wear a mask or face shield while students are on the bus.
- Provide reminders to students of bus expectations- 2 per seat, wearing masks, seated facing forward.
- Provide reminders, issue warnings, contact parents/caregivers, and report repeated violators of re-opening protocols to the building administrator and provide consequences, including loss of privilege to ride the bus to those who violate rules.
- Ensure the bus is disinfected following outlined safety protocols.
- Reduce the number of transfers and overall time on buses for students.
- Monitor drop off and dismissal to ensure students do not congregate in groups.



Option 1- Meetings and Conferences

Parents/Caregivers Expectations:

- All meetings will take place via phone or using a virtual platform unless in-person meeting is necessary.
- In person meetings should follow appropriate physical distancing protocols, and it is required 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°F or showing other symptoms.

Student Expectations:

- Participate in meetings as requested by parents/caregivers or school staff.
- Follow physical distancing protocols.
- Wearing a mask is required when entering the meeting, exiting the meeting, or when moving around the building to attend the meeting.

School Expectations:

- When possible, plan and attend meetings from the classroom using video technology.
- Provide parents/caregivers with options for phone or video conferencing or for in-person, when necessary.
- Ensure physical distancing guidelines are followed as much as possible when in-person meetings are held.
- Ensure physical space used for meetings allows for distancing guidelines.
- Clean and disinfect rooms after meetings or provide materials for cleaning and disinfecting to take place.



Option 1- Health Services



Parents/Caregivers Expectations:

- Conduct a student wellness check including temperature prior to sending a student to school. Students with temperatures over 100°F should stay home until fever free for 48 hours (without use of any medication to control fever), and no less than 10 days from symptom onset.
- Provide a mask for your student to wear when required.
- 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.
- Parents are asked to pay particularly close attention to symptoms and err on the side of caution when deciding about sending your child to school.
- Parents are asked to notify the school immediately if their child tests positive for COVID-19.

Student Expectations:

- Use designated entrances and exits to the office.
- Follow physical distancing protocols as much as possible when in the office.
- Wearing a mask is required when in or moving around the clinic.
- Wearing a mask is required if a student is determined to have a fever or other symptoms.

School Expectations:

- Wear a mask when working individually with students.
- Ensure physical distancing protocols are followed whenever possible.
- Isolate students who are showing symptoms to a separate area away from other students already in clinic.
- Ensure that the clinic is disinfected immediately following a student entering who is exhibiting symptoms and that the isolation area is disinfected once students have left the building.
- Ensure doors to the clinic are open to minimize use of door handles and to ensure maximum air flow to the area.
- 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 physically distanced.
- Ensure the student isolation area is properly supervised when in use.
- Work closely with the Richland County Health Department on appropriate steps to take should a staff member or student be confirmed in having COVID-19. **All contact tracing will be done through the Richland County Health Department.**
- Disinfect clinic based on schedule provided by school administration. This includes but is not limited to door handles, countertops, seating areas, restrooms, etc.

Option 1- Restrooms

Parents/Caregivers Expectations:

- Provide a mask for your student to wear when in hallways and in restrooms.

Student Expectations:

- Wearing a mask is required when in hallways and in restrooms.
- Follow all signage in the hallways, common areas and restrooms.
- Follow signage regarding number of students allowed in restroom at one time.
- When possible, stay to the right when traveling down hallways and using stairs to get to restrooms.
- Wash hands before leaving the restroom.

School Expectations:

- Provide reminders, issue warnings, contact parents/caregivers, and report repeated violators of re-opening protocols to the office.
- Ensure proper signage is installed in hallways, restrooms, and common areas.
- Ensure supplies are readily available for custodians.
- 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.
- Disinfect restrooms based on a schedule provided by school administration. This includes but is not limited to door handles, handrails, toilets, stalls, and sinks



Option 1- Lunches and Cafeteria

Parents/Caregivers Expectations:

- Provide a mask for your student to wear at school when required.
- Limit visits to school as much as possible including visits to drop off forgotten items.

Student Expectations:

- Wearing a mask is required when in line or moving around the cafeteria.
- Sit in designated seats.
- If bringing a packed lunch, report immediately to your designated seating area.
- When possible, stay to the right when traveling down hallways and using stairs.
- Follow physical distancing guidelines as much as possible when in line and in the serving areas.
- Wash hands or use hand sanitizer before and after lunch.
- Once finished with lunch, dispose of trash and proceed to recess (elementary), or designated area (secondary).

School Expectations:

- Supervise designated eating areas to ensure students are physically distanced as best as possible.
- Provide reminders, issue warnings, contact parents/caregivers, and report repeated violators of re-opening protocols to the office.
- Staff wear a mask or face shield when circulating around designated eating areas.
- Use staggered dismissal to ensure physical distancing at the end of lunch.
- Ensure proper signage is posted in designated eating areas.
- Add additional seating areas as needed to ensure proper physical distancing.
- Ensure supplies are readily available for custodians.
- Change table coverings before and after each lunch.
- Cafeteria staff will wear masks while serving food.
- Meals will be “grab-n-go” style, allowing students to quickly obtain meals and remain physically distanced to the extent possible.
- Cashiers will enter purchased lunches in computer system so students will not be using a pinpad.



Option 1- Office

Parents/Caregivers Expectations:

- 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 °F or showing other symptoms.
- Please contact office by phone before entering building.
- Wearing a mask is required when entering, exiting, and moving around the office/building.
- In-person office visits should follow appropriate physical distancing protocols.

Student Expectations:

- Use designated entrances and exits to the office.
- Follow physical distancing protocols as much as possible when in the office.
- Wearing a mask is required when in or moving around the office.

School Expectations:

- Wearing a mask is required when moving around the office area.
- Monitor and control the number of people in the office at any one time.
- Ensure physical distancing protocols are followed as much as possible when in-person meetings are held.
- 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.
- Disinfect office based on schedule provided by school administration. This includes but is not limited to door handles, countertops, seating areas, restrooms, etc.



Option 1- Remote Learning at Level 4

Parents/Caregivers Expectations:

- Monitor student progress on coursework.
- Develop a “school schedule” to keep routines in place for students while working from home.
- Communicate questions and concerns immediately to staff.

Student Expectations:

- Remote learning will be much more effective and regimented, and expectations will be much higher than they were during the spring closure.
- Follow a regular “school schedule” to keep routines in place while working from home.
- Communicate questions and concerns immediately to teachers.
- Participate in virtual sessions with teachers as scheduled.
- Complete lesson and assignments according to teacher timelines.

School Expectations:

- Will prepare students for remote learning during the first few weeks of schools to be much better prepared for a school closure.
- Create lessons that are engaging for students using a variety of strategies.
- Be available for office hours.
- Use google classroom as the platform for all assignments, links to resources, etc.
- Grade work in a timely manner and provide feedback to students on assignments.
- Ensure **each family** has a device and internet access at home. A plan to provide each student with a device is in process, but we are waiting for our Chromebook order to arrive.
- Monitor and assist teachers in the delivery of content for students.
- Implement appropriate grading procedures.
- Provide help desk assistance when technology issues occur.

Option 2- Madison Online Academy

Students participating in the Madison Online Academy option will be using an online curriculum and platform (NOVA and Edmentum). Students will work independently with the assistance and support of a Madison teacher. This option is different from what students experienced during remote learning last spring. Students will not come to a school building for instruction and will not be in the same classes or have the same teachers as students participating in Option 1. It is recommended students follow a schedule to complete online learning, assignments, and assessments. The online curriculum will meet the same standards as our Madison Local Schools' curriculum, but it will not necessarily match the same pacing or activities that are delivered in our school buildings. Students will have access to courses in all core areas (ELA, Math, Science, and Social Studies). Students will also have limited access to specials (K-5) and electives (6-12). Students in grades 6-12 will not have access to their full schedule as planned this past spring. **The Madison Online Academy is a one semester commitment through December.** If state or local regulations require a school closure, students participating in this option 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 as long as all eligibility requirements are met.

Parents/Caregivers Expectations:

- Monitor student progress/completion of coursework.
- Develop a "school schedule" to keep routines in place for students while working from home.
- Communicate questions and concerns immediately to staff.
- Monitor and support student progress via parent access to the online platform and progress information.

Student Expectations:

- Participate in virtual check-in meetings designed to support progress.
- Communicate questions and concerns immediately to teachers.
- Navigate online platform and complete coursework to capability. Grades will be assigned, and daily attendance will be taken.

School Expectations:

- Teacher will support students by assisting with use of the online platform, pacing, and providing feedback on assignments.
- Teacher will participate in virtual check-in meetings designed to support student course progress.
- Teacher will be available for office hours.
- Teacher will record grades in a timely manner.
- Technology Department will provide help desk assistance when technology issues occur.
- Ensure each student has a device and internet access at home.
- Monitor program and student progress.
- Implement appropriate grading procedures and attendance policies.

