

SCHOOL REOPENING PLAN



FALL 2020

Nelsonville-York CSD Reopening Plan -Public

The Nelsonville-York City School District holds that in-person instruction is best for student learning, while acknowledging that the threat of the Coronavirus has placed great difficulties and uncertainty on our ability to provide face to face instruction as our sole method for teaching children. We understand that anything less than a full-time, in-person school schedule strains many of our parents who are required to work and cannot be home with their children. We also recognize that because of medically fragile students, at-risk family members, or other issues, some families may not be comfortable returning to a traditional classroom until a vaccine for COVID-19 is widely available. This plan is designed to be flexible and responsive to new information as it becomes available. Strategies were developed based upon guidance from the Center for Disease Control, the Ohio Department of Public Health, the Athens City-County Health Department, the Ohio Department of Education, the Ohio Governor's Office Advisory Groups, and guidance from the American Academy of Pediatrics.

With that noted, the district seeks to offer our families two options for the start of the 2020-2021 School Year: traditional schooling, with guidelines based upon *Ohio's Department of Education* that protect the health and well-being of students and staff as much as possible, or learning from home with explicit expectations set forth in this document. Please note that all plans are fluid and subject to change, as the safety of our students and staff is our top priority.

NELSONVILLE-YORK CITY SCHOOL DISTRICT REOPENING PLAN - FALL 2020

SAFETY OF STUDENTS, STAFF, AND VISITORS EMPLOYEE SCREENING AND PROTOCOLS To help prevent the spread of COVID19 and reduce the potential risk of exposure to our employees, we will be requiring employees and students to complete a self-screening utilizing the Daily Home Screening Questionnaire located on the districts home page. The Daily Home Screening Questionnaire should be utilized prior to departure for school by all staff and students. The questionnaire includes a temperature reading and answering a set of questions related to COVID19 symptoms including:

- New uncontrolled cough that causes difficulty breathing
- Shortness of breath or difficulty breathing
- New onset of severe headache, especially with a fever
- Sore throat
- Diarrhea, vomiting, or abdominal pain
- Feeling feverish or a measured temperature greater than or equal to 100.0 degrees Fahrenheit
- Known close contact with a person who is lab confirmed to have COVID-19

Nelsonville-York CSD intends to take temperature measurements prior to the start of school each day.

HEALTH PROTOCOLS

- Nelsonville-York CSD will implement health protocols for the district as recommended by the Athens City-County Health Department (ACCHD) and the Center for Disease Control (CDC). The superintendent will work closely with ACCHD to monitor absenteeism due to COVID-19.
- If an employee or student becomes ill or is exhibiting symptoms of COVID19 at school, they may be asked to leave and go home. They will be referred to consult with their personal physician.
- Employees returning to work from an approved medical leave should contact their building administrator and the superintendent's office. You may be asked to submit a healthcare provider's note before returning to work.
- Staff and students with a fever of 100.0 degrees Fahrenheit or higher should stay home until they are fever-free without the use of fever reducing medication for 24 hours.

If an employee or student is diagnosed with COVID19, they may return to campus when all 3 criteria are met:

1. At least 24 hours have passed since recovery (no fever without the use of fever-reducing medications); **and**
2. You have improved in COVID19 screening symptoms (cough, shortness of breath, etc.); **and**
3. At least 10 days have passed since symptoms first occurred

This criteria is subject to change; the CDC's most up-to-date guidance must always be followed.

NURSES OFFICE

Staff and students who develop symptoms of COVID19 at school should be escorted to the nurses office. They will be isolated until they can be safely removed from the school environment.

Sick students whose families cannot be reached will remain in isolation until a parent or their designee arrives. The sick student will not be sent home on a bus.

SOCIAL DISTANCING

Social distancing is an effective way to prevent potential infection. Nelsonville-York CSD School employees, students, parents, and visitors should practice staying approximately 6 feet away from others and eliminating contact with others.

- Traffic Flow – One-way hallways may be established whenever possible.
- Transitions may be staggered to allow for fewer people in the hallways.
- Ad-hoc Interactions/Gatherings – Non-essential/informal meetings and visiting should be avoided.

PERSONAL PROTECTIVE EQUIPMENT (PPE)

In order to minimize exposure to COVID19, PPE is needed to prevent certain exposures. PPE can include:

Face coverings: In accordance with the Ohio Governor's order on face coverings in school, all staff members and students will be required to wear a face covering. A face covering is defined as a tightly woven cloth, fabric, or other material that fully covers the wearer's mouth, nose, and chin and is secured to remain in place and prevent slipping. Staff and students who need facial coverings, can contact their building administrator for assistance.

Face shields: Staff members will be issued a face shield as requested. The face shield may be worn when conducting classroom activities at a distance. These activities may include lecture or monitoring independent work from the front of the room. (Face shields do not replace the use of a mask when activities require less than 6 feet distance.)

In addition to using PPE, please remember to:

- Wash your hands often with soap and water for at least 20 seconds. Using hand sanitizer with at least 60% alcohol if soap and water are not available
- Avoid touching your eyes, nose, and mouth
- Cover your mouth and nose with a tissue when you cough or sneeze or use the inside of your elbow

PERSONAL WORKSPACE/CLASSROOM

Employees are encouraged to disinfect their own personal workspace (teacher desk, phone, etc.) throughout the day, giving special attention to commonly touched surfaces. Students may be asked to wipe down their workspaces at the beginning and end of each class session. Social distancing should be practiced at all times when possible.

SHARED WORKSPACE

Employees are encouraged to disinfect shared workspaces multiple times throughout the day, giving special attention to commonly touched surfaces. Nelsonville-York CSD Schools has CDC approved N-list hand sanitizers throughout the workplace and in common areas. CDC approved cleaning sprays and wipes are also available to clean and disinfect frequently touched objects and surfaces such as telephones and keyboards. The Nelsonville-York CSD Schools custodial team will increase the frequency of cleaning throughout the buildings daily.

There will be limited access to certain workspaces to reduce exposure to risks and ensure employee safety. Workspace usage is as follows:

- Capacity – Nelsonville-York CSD Schools will limit the number of employees in the offices.
- Copy Room – There will be limited access to the copy room. Machines should be wiped down after each use. Please allow a limit of 3 total people at one time in these spaces.

FACILITIES CLEANING

The safety of our employees and students are our first priority. Upon reopening, our schools will have been completely cleaned and disinfected, and we will continue to adhere to all necessary safety precautions. Our custodial staff will thoroughly clean and disinfect school buildings each night after in-person classes. As part of its typical cleaning procedures, we will use a CDC approved N-list disinfectant which is proven effective against the COVID-19 virus. Our custodial staff will focus cleaning efforts on common spaces, restrooms, and high touch points. High touch points are areas that are frequently touched by individuals' hands as they move through a facility, such as door handles. The custodial staff will add additional in-depth cleaning and disinfection on a daily basis. State and Local Health Department and CDC cleaning guidelines will be followed.

SIGNAGE

Signage will be placed throughout the buildings and campus indicating important reminders and information regarding COVID19.

PREVENTIVE MATERIAL INVENTORY

Nelsonville-York CSD Schools have an adequate supply of soap, hand sanitizer, paper towels, and tissues. There is also a supply of gloves, disposable masks, and other protective gear. Touchless thermometers are available for employee and student screening.

BUS DRIVERS/ BUS PROTOCOLS

Bus drivers must disinfect the buses at a minimum:

- Immediately before starting a route to pick up students
- Immediately following the morning and afternoon routes

Students will sit two per seat unless students are from the same family. All students will have their temperatures checked upon entering the bus. Any student exhibiting signs of COVID-19 will sit in the designated safety seats on the bus and be separated from all other students. All students will wear face

coverings while on the bus, and all students will have hand sanitizer administered by a staff member before taking a seat on the bus. Windows and vents will be open for ventilation when weather permits. Students exhibiting symptoms will be removed from the bus first and taken to the nurses office for further evaluation.

Bus drivers will wear appropriate PPE that has been approved by the local health department. Bus drivers will utilize the Daily Home Screening Questionnaire prior to coming to work. Bus drivers will not report to work if they are sick with COVID like symptoms.

Additional bus routes may be established based on driver and bus availability to lower occupancy rates.

ARRIVAL AND DISMISSAL

Students will stagger themselves upon entry and report directly to their classrooms. Additional points of entry may be considered by the building principal depending on congestion. Students may be released by classroom and staggered to provide for distancing. Following dismissal, all classrooms and surfaces will be sanitized thoroughly.

STUDENT DROP-OFF, DRIVERS, AND WALKERS

Students who do not ride the bus to school will have their temperature taken by a staff member prior to entering the building. Students with an elevated temperature will be sent to the Nurses office for further evaluation.

VISITOR RESTRICTIONS

Generally, parents and visitors will not be permitted on campus. Whenever possible, visits must be scheduled in advance.

Generally, the following procedures will be used:

- Parents and visitors will be asked to call the front office to discuss their needs with the secretaries
- Parents and visitors who ring the bell will be asked the nature of their business through the intercom
- Parents requesting the release of students will wait outside or in their car for the child to be brought to them
- Volunteers who are pre-approved may be permitted entry and screened just as employees
- Visitors who enter the building will be asked to self-assess their health and will have a temperature screening
- Visitors will be required to wear a mask while in the building

COVID19 NOTIFICATION

If an employee or student becomes ill on campus, he/she should be escorted to the district Nursing staff and the appropriate notifications will be made.

Once the employee or student arrives at the isolation room, they will immediately be provided with a mask and gloves. This is to help protect other employees and students and prevent the spread of the potential virus.

- The Nurse and others attending to the suspected infected person will wear the proper PPE while working with the suspected infected person.
- The Nurse or School Administrator will direct an ill employee to leave work or call the parent of the student to be picked up to go home.
- Should an employee or student test positive, the Nurse and school personnel will assist with contact tracing information with the local health department. And assist with re-entry to school guidance for the employee or student.
- The isolation area and suspected employee's or student's work area/classroom must be thoroughly cleaned and disinfected, in addition to all other common surfaces recently touched by the employee or student.

STAFF GUIDANCE IF EXPOSED

While we all hope to avoid exposure to illness from COVID19, we need to be prepared for that possibility. If you or someone you have been in contact with has been exposed to the virus, our first concern is for your health and safety and those around you.

Please do the following:

- Quarantine yourself in a specific room away from others in your home
- Contact the following (in order of priority), let them know you have been exposed to COVID19, and follow their instructions.
 - Your healthcare provider
 - Your supervisor
- Your supervisor will work with our administrative office and school nurse to determine appropriate next steps.

STUDENT GUIDANCE IF EXPOSED

While we all hope to avoid exposure to illness from COVID19, we need to be prepared for that possibility. If you or someone you have been in contact with has been exposed to the virus, our first concern is for your health and safety and those around you.

Please do the following:

- Notify your parent or guardian

- Quarantine yourself in a specific room away from others in your home
- Contact your healthcare provider to let them know you may have been exposed.

CLASSROOM INSTRUCTION AND LEARNING ACTIVITIES

The following guidelines will be in effect:

- Students and staff will wear face coverings at all times while on campus.
- Students will be asked to remain in their seats as much as possible.
- Elementary School students will stay in one room whenever possible.
- Middle School and High School students will transition from classroom to classroom with as few transitions as possible.
- Prior to any class, students will be asked to wipe down their desk and chair surfaces. Students entering the class will be given hand sanitizer and a disinfecting wipe for use.
- During class changes, students may be staggered by the classroom and required to walk one way down the halls.
- Students will not be permitted to congregate at lockers or in the halls.
- Shared supplies, such as crayons and pencils, will not be made available.

RESTROOM USAGE DURING THE WORK-DAY

The maximum capacity of each restroom will be posted outside the area. If capacity is reached, students must wait outside the restroom until someone exits. Hand washing signs will be posted. Restrooms will be sanitized throughout the day by custodial staff on an increased frequency. Hall monitors may be used to help enforce restroom occupancy.

LOCKER ROOMS

While in locker rooms, students are to stay 6 feet from others as a normal practice. Contact with others, such as handshakes, will be prohibited. Athletes will be advised to avoid touching common surfaces to the extent feasible.

BREAKFAST AND LUNCH

We know that many of our students and their families rely on the Districts free breakfast and lunch program. We will continue to provide these meals to all students. When students are in school, meals will be consumed in their classrooms while maintaining social distancing.

CLASSROOM ARRANGEMENTS

Classrooms will face students in one direction and space desks to maintain social distancing. Teachers should remove all material which is not used on a daily basis from their classrooms to allow for greater space for social distancing and easier sanitization. There are ten additional outdoor classrooms available for use on a rotating basis when weather permits.

RECESS

Recess should be moved outdoors whenever possible. There should be no sharing of equipment during recess. Recess may be staggered to allow classes to remain separated.

EXTRACURRICULAR ACTIVITIES & EVENTS

Extracurricular activities and events are under review.

MAIN OFFICE VISITS

Chairs may be removed from the office area to prevent students/parents/visitors/staff from congregating. Any meetings or conferences will be held by appointment only and scheduled virtually when possible. Meeting spaces will be wiped down before and after each use.

STAFF TRAINING

It is very important that all employees understand the safety requirements, protocols and expectations to ensure everyone and their communities stay safe and prevent the spread of the virus. We will structure the training plan to effectively disseminate information to all teams and audiences. Content which may be covered:

- School/District checklists
- Response Teams
- Disinfection Measures
- Transportation
- Isolation protocols
- On site health screening
- Daily self-screenings
- Visitors
- Cleaning Protocols

COMMUNICATION METHODS COVID 19

Information and any updates will be relayed through all-calls, email, and posted on our social media pages. Beginning of the year information, including new protocols and procedures, will be communicated to families prior to school starting. All-calls will be made to district families as is necessary to convey important information. To stay updated on the most up-to-date information:

- Staff, students, and parents need to check their email often.
- Visit our district website.
- Follow our social media platforms.

- Maintain consistent access to your Google Classroom.
- Provide the district with up-to-date and accurate phone, address, and email information.
- Meetings with parents and guardians will be held remotely or by phone whenever possible.

TRAVEL RESTRICTIONS

Nelsonville-York CSD Schools will discontinue staff travel to conferences and workshops until further notice unless pre-approved by the office of the Superintendent. Staff and students are encouraged to adhere to the Ohio Governors and CDCs recommendations for quarantining after personal travel.

No field trips will be permitted at this time.

Sports and athletic programs will follow the guidelines set forth by the Ohio Governor and OHSAA.

ACADEMICS AND HOME-BASED LEARNING GRADING POLICY

To receive credit for the courses for this school year, students are expected to complete the work assigned. Grades will not be pass/fail but will instead follow the district grading policy located on our district's web page and in the student handbook.

STUDENT WORK IF DISTRICT CLOSES

In the event the school must close during the 2020-2021 school year, we will follow these guidelines for receiving and returning student work: The district will utilize Google Classroom for grades K-12. Google Classroom will provide a means of communication for parents to be able to contact the classroom teachers as well as provide assignments and enrichment activities that can be completed at home. Zoom may also be utilized for group meetings and classroom enrichment and lectures. To support our students without internet access, we are offering a paper solution for families. This system will involve distributing paperwork packets for the students to complete while at home and includes phone access to teachers during certain days/times of the week.

HOMEWORK OR ASSIGNMENT PACKET PREPARATION

No school personnel who have symptoms consistent with COVID-19 will prepare packets. Each day that a staff member is involved in packet preparation, they should, at a minimum, check their symptoms before putting packets together. Staff members who are symptomatic should self-quarantine as recommended by the CDC. No school personnel will be involved in packet preparation if they know they have had close, direct contact with an individual who has COVID-19 or is otherwise symptomatic. Any location in our school used for packet preparation will be thoroughly cleaned, following appropriate cleaning protocols, before packet preparation begins.

PACKET DISTRIBUTION

Printed packet distributions may utilize the US Postal Service. The US postal service is already transmitting materials every day, and there have been no cases to date of infection caused by this process.

PACKET RETURN

Packet return instructions will be communicated at a later date if need be.

ONLINE INSTRUCTION FOR PARENTS WHO CHOOSE THIS OPTION

Google Classroom is our online component to help deliver weekly live and recorded instruction from the classroom teacher. Students will have the option to complete assignments via Google classroom instead of utilizing the paper/pencil option. Chromebooks will be provided to students K-12 for home use as needed. Instruction will be provided by Nelsonville-York CSD teachers, and those teachers will be available either by email or by phone to assist students and/or parents with any questions. Online enrollment is by quarter (end of grading period) and cannot be changed.

OPEN ENROLLMENT

The Open Enrollment cut-off deadline for new students will be effective upon the board's approval of the return to school plan. Students who were approved for open enrollment during the 2019-2020 school year will maintain their current enrollment. Refer to our District Web Page for more information.

PARENT RECOMMENDATIONS

To help students successfully adapt to the requirements by the school district for in-person learning. We ask parents to help by implementing the following practices at home:

- Encourage your students to begin wearing masks prior to school starting.
- Limit travel outside of the area and specifically designated hot spots at least two weeks prior to school resuming.
- Encourage frequent hand washing at home and hand sanitizing when hand washing is not available.
- Encourage students to cover their mouths with a tissue when they sneeze or cough and throw away the tissue immediately.
- Communicate with your student about the new rules or practices that will be put into place at school.
- When packing lunches include items students are able to open on their own.

STUDENT EXPECTATIONS

Students will be expected to follow the guidelines for the mode of learning (in-person or online) they are enrolled in.

Expectations will be outlined by the administration and The Buckeye Pledge.

TRANSITIONING SCHOOL LEARNING MODELS

Transitions from in-person learning to online learning will be evaluated in close collaboration with the local health department. The decision to move to an all online format may change quickly, families should be prepared with a plan should this happen during the school year. If total school closure

becomes necessary, the online learning model will be implemented immediately for all students. Information regarding this model will be provided at that time, with consideration for families without internet access. If the pandemic crisis ends during the school year, all students will return to the traditional school model.

IMPORTANT PHONE NUMBERS

Nelsonville-York Elementary School - 740-753-5145

Nelsonville-York Middle School - 740-753-1254

Nelsonville-York High School - 740-753-1964

Nelsonville-York District Office - 740-753-4441

Nelsonville-York Bus Garage- 740-753-2106

IMPORTANT EMAIL ADDRESSES

Final Forms - finalforms@nybucks.org

Online Education - online@nybucks.org

New enrollment & Registration - enrollment@nybucks.org

Device Assistance - device@nybucks.org

Daily Health Screening Questionnaire – (district website)



Ricky D. Edwards
Superintendent

Nelsonville-York City Schools

2 Buckeye Drive

Nelsonville, OH 45764

www.nelsonvilleyork.k12.oh.us

District Health and Safety Guidelines and

The Buckeye Pledge

Dear Families,

The Nelsonville-York City School District cares about the health and safety of our students and staff. Throughout the summer we have been working diligently with administration, staff, and public health officials to review and develop procedures and guidelines related to the Coronavirus (COVID-19).

As we transition back to school, we are asking for your help in keeping our buildings “COVID-19 Free” by following our district’s guidelines, pledging to report your child’s illness, and keeping students at home when necessary.

The Centers for Disease and Control and Prevention (“CDC”) indicates you may have COVID-19 if you have:

- Fever or chills
- Cough
- Shortness of breath or difficulty breathing
- Fatigue
- Muscle or body aches
- Headache
- New loss of taste or smell
- Sore throat
- Congestion or runny nose
- Nausea or vomiting
- Diarrhea

Our best defense against viruses is avoiding transmission. By following the recommendations of the CDC and the health department, we can reduce illness in our schools. We are asking for your commitment along with all parents and staff to:

● **Keep sick children home.** If your child has symptoms listed above or a fever of 100 degrees or higher, seek appropriate medical attention and keep students home until they are symptom-free and fever-free for 24 hours without fever-reducing medication. If your child has tested positive or is presumed positive for COVID-19, your child must be kept at home for a longer period of time per protocol established by health officials and the District. **By delivering your child to school or placing your child on the school bus, you are assuring the district and other parents that your child is not ill and is fever-free.**

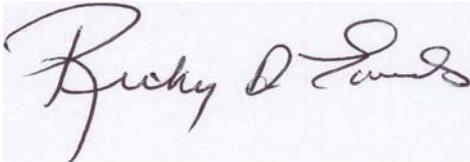
● **Report absences.** Report your child’s absence to their school office and share possible COVID-19 symptom information with the school nurse, so we can track possible case numbers.

● **Remind children of the following important health habits:**

- **Wash hands.** Practice good hand hygiene by washing your hands often with soap and water for at least 20 seconds.
- **Cover** your mouth and nose with a tissue when you cough or sneeze. Use an elbow if no tissue is available.
- **Do not share** personal items – pens, pencils, cell phones, electronic devices, laptops, water bottles, drinks, food, or unwashed utensils.
- **Avoid close contact** with people who are sick. If your child has had close contact with a person with COVID-19, keep your child at home.
- **Avoid touching** your eyes, nose, and mouth whenever possible.
- **Abide** by the district’s physical distancing procedures.

Without question, students returning to school buildings raises risks of contracting COVID-19. Those risks are very serious, particularly for persons at higher risk for severe illness from COVID-19. Even with everyone following district’s guidelines and all cleaning efforts, risks remain. We take our responsibilities to students very seriously, and we will continue to monitor COVID-19 with health officials, implement revised safety protocols as needed, and provide updates to our families.

Sincerely,

A handwritten signature in black ink on a light blue background. The signature is cursive and reads "Ricky D. Edwards".

Ricky D. Edwards
Superintendent



Ricky D. Edwards
Superintendent

Nelsonville-York City Schools

2 Buckeye Drive
Nelsonville, OH 45764
www.nelsonville-york.k12.oh.us

The Buckeye Pledge

Staff/Parent/Students

I have read and understand the importance of following the district's guidelines created in collaboration with our local health department and CDC guidance in reducing the known risks associated with students returning to school buildings.

I pledge to follow the district's guidelines and join other students, parents, staff, and community members in their efforts to keep our schools safe and students healthy.

As a student or staff member, I further pledge to stay home and call in my illness when I have a fever over 100 degrees, have symptoms included in the guidelines, had close contact with a person who has COVID-19, or tested positive for COVID-19.

As a parent/guardian, I further pledge to keep my child or children home if they have: a fever over 100 degrees, have symptoms included in the guidelines, had close contact with a person who has COVID-19, or tested positive for COVID-19; and, I will make arrangements in advance to prepare for this possibility.

Parent/Guardian _____

Date

Student _____

Date

Staff Member _____

Date

Parents/guardians who do not wish to send their child to school due to health concerns, may contact the child's building principal for information regarding other educational options.



Nelsonville-York City Schools

2020-2021 Reopening Calendar

M	T	W	Th	F
	9/1 Cohort A	2 Cohort A	3 Cohort B	4 Cohort B
7 Remote	8 Cohort A	9 Cohort A	10 Cohort B	11 Cohort B
14 Remote	15 In-Person	16 In-Person	17 In-Person	18 In-Person
21 Remote	22 In-Person	23 In-Person	24 In-Person	25 In-Person
28 Remote	29 In-Person	30 In-Person	10/1 In-Person	2 In-Person
5 Remote	6 In-Person	7 In-Person	8 In-person	9 In-person
12 In-Person	13 In-Person	14 In-Person	15 In-person	16 In-person

*** Calendar subject to change based upon various factors