

HOWLAND LOCAL SCHOOLS

2020-2021

RESTART

PLAN

TABLE OF CONTENTS

INTRODUCTION..... 4

MITIGATING SPREAD..... 4

Face Coverings

Screening Procedures

COVID Response Protocols

Enhanced Cleaning

COVID Training

School Volunteers and Guests

FACILITY MODIFICATIONS..... 16

Classroom Seating

Signage

Water Bottle Filling Stations

Hand Sanitizer Stations

COVID Isolation Rooms

Building Ventilation

STUDENT TRANSPORTATION..... 18

Seating on the Bus

Bus Drop-Off

Bus Sanitization

Car Drop-off/Pick-Up

FOOD SERVICE..... 21

Breakfast and Lunch

ON-CAMPUS LEARNING..... 22

Large Group Gatherings

Recess

Specials/Fine and Performing Arts

Social and Emotional Supports

Teacher Training

REMOTE LEARNING EXPECTATIONS.. 23

Parents

Students

EXCEPTIONAL LEARNERS..... 24

IAT Meetings/IEP Meetings/504 Meetings

Related Services

Community Based Outings and Work Study

Transition Students/Jobs

Extended School Year Services

THE ROLE OF FAMILIES..... 26

BUILDING ROLES AND LOGISTICS..... 27

UPDATES..... 28



IMPLEMENT FACE COVERINGS POLICY



PRACTICE SOCIAL DISTANCING



VIGILANTLY ASSESS FOR SYMPTOMS



THOROUGHLY CLEAN AND SANITIZE SCHOOL ENVIRONMENT TO LIMIT SPREAD ON SHARED SURFACES



WASH AND SANITIZE HANDS TO PREVENT SPREAD

Source: Ohio Department of Health

Introduction

Looking back to March 2020 with the onset of COVID-19 and its impacts on our community and country, we recognize the adversity and anxieties that have been felt by Howland School's students, staff, and families. Howland, along with every other community and school district across the country had to endure closures of traditional on-campus learning to ensure the health and safety of students and staff. The following is a plan proposed for a reopening of Howland Schools beginning on Tuesday, September 8, 2020. Currently, there is no change to the adopted school calendar.

Mitigation

The Howland Local School District continues to monitor the spread of COVID-19. With more than 2,800 students and employees, it is vital that we all share the responsibility for minimizing the risk of exposure and the impact to each other and the operations of our transportation, facilities, and learning. Priority is the health and safety of our students, staff, and families. As a result, Howland Local Schools will be implementing a number of recommended mitigation measures to keep everyone as safe as possible while attending school and the extra-curricular activities (activities mitigation measures will continue to be shared via the activities office).

Every adaptation to COVID-19 has been challenging. This is no different. There will be changes to how children will be transported to and from school and what the typical school day will look like. These adaptations are critically important to ensuring that children are able to return to school safely. What does this mean for schools? This document provides a framework for districts and school leaders to reopen school buildings while also helping their students and staff reduce the risk of exposure and prevent the spread of COVID-19 in their communities.

Included are guidance and best practices for:

- Mitigation and risk assessment
- Face coverings
- Assessing symptoms
- Increased sanitation
- Social distancing

FACE COVERINGS

All staff and other adults entering buildings are required to wear a face covering (this precludes those individuals meeting the criteria for exemption). Current orders from the Governor's Office require all K-12 students to wear face coverings. Howland Schools expects that all children entering buildings will wear face coverings as an added measure of caution for all students and staff. Families should provide their own child with his/her own face covering each day of school. Limited numbers of paper masks will be available in instances when a student does not have a mask upon entering a bus or building. Face coverings should cover the nose and mouth and are expected to be in place:

- Entering, riding and exiting buses / Exiting vehicles
- Entering and exiting school buildings
- During class changes in the halls
- In restrooms
- In classrooms, except when given permission by teacher to remove
- Class is being held outside and physical distance is not maintained
- Students are not able to maintain being physically distant from each other
- Required for appropriate learning activities when physical distancing is not maintained
- In small groups where physical distancing cannot be maintained
- Eating breakfast or lunch (in designated areas where physical distancing cannot be maintained)
- Students are required to wear a face covering while in hallways and between classes.
- Class transition times will be evaluated to allow for increased hygiene practices.
- Mitigation measures will be implemented to reduce congestion in the hallways to assist with social distancing. This includes one-way or split halls and the limitation of, or elimination of, student locker access



DIRECTOR'S ORDER

Re: **Director's Order Requiring the Use of Facial Coverings in Child Education Settings**

I, Lance D. Himes, Interim Director of the Ohio Department of Health (ODH), pursuant to the authority granted to me in R.C. 3701.13 to “make special orders...for preventing the spread of contagious or infectious diseases” **Order** the following to prevent the spread of COVID-19 into the State of Ohio:

1. **Facial Coverings (Masks).** Except as provided herein, all students, faculty, and staff in any child care setting, school building, or other location that provides care or education to any child in kindergarten through grade twelve in the State of Ohio shall wear facial coverings at all times when:
 - a. In any indoor location including, but not limited to, classrooms, gymnasiums, offices, locker rooms, hallways, cafeteria, and/or locker bays;
 - b. Outdoors on school property and unable to consistently maintain a distance of six feet or more from individuals who are not members of their household;
 - c. Waiting for a school bus outdoors and unable to maintain a distance of six feet or more from individuals who are not members of their household; or
 - d. Riding a school bus.

For purposes of this Order, a facial covering (mask) is any material that covers an individual's nose, mouth and chin.

2. **Exemptions.** The requirement to wear a facial covering does not apply when:
 - a. The individual has a medical condition including respiratory conditions that restricts breathing, mental health conditions, or a disability that contraindicates the wearing of a facial covering; or
 - b. The individual is communicating or seeking to communicate with someone who is hearing impaired or has another disability, where an accommodation is appropriate or necessary;
 - c. The individual is actively participating in outdoor recess and/or physical activity where students are able to maintain a distance of six feet or more or athletic practice, scrimmage, or competition that is permitted under a separate Department of Health Order;
 - d. The individual is seated and actively consuming food or beverage;
 - e. Where students and staff can maintain distancing of at least six feet and removal of the facial covering is necessary for instructional purposes, including instruction in foreign language, English language for non-native speakers, and other subjects where wearing a

facial covering would prohibit participation in normal classroom activities, such as playing an instrument;

- f. Students are able to maintain a distance of six feet or more and a mask break is deemed necessary by the educator supervising the educational setting;
 - g. The individual is alone in an enclosed space, such as an office; or
 - h. When an established sincerely held religious requirement exists that does not permit a facial covering.
3. **Duration:** This Order shall be effective at 12:01 a.m. on August 14, 2020 and remains in full force and effect until the State of Emergency declared by the Governor no longer exists or the Director of the Ohio Department of Health rescinds or modifies this Order, whichever occurs sooner.
4. **Conflicting Orders:** The requirements of this Order are controlling and effective over any conflicting provisions of the “Director’s Order for Facial Coverings throughout the State of Ohio”, issued on July 23, 2020.

Accordingly, I hereby **ORDER** that all persons wear facial coverings subject to the circumstances and requirements of this Order. This Director’s Order shall remain in full force and effect until the State of Emergency declared by the Governor no longer exists, or the Director of the Ohio Department of Health rescinds or modifies this Order. To the extent any public official enforcing this Director’s Order has questions regarding the effect of this Order, the Director of Health hereby delegates to local health departments the authority to answer questions in writing and consistent with this Order.



Lance D. Himes
Interim Director of Health

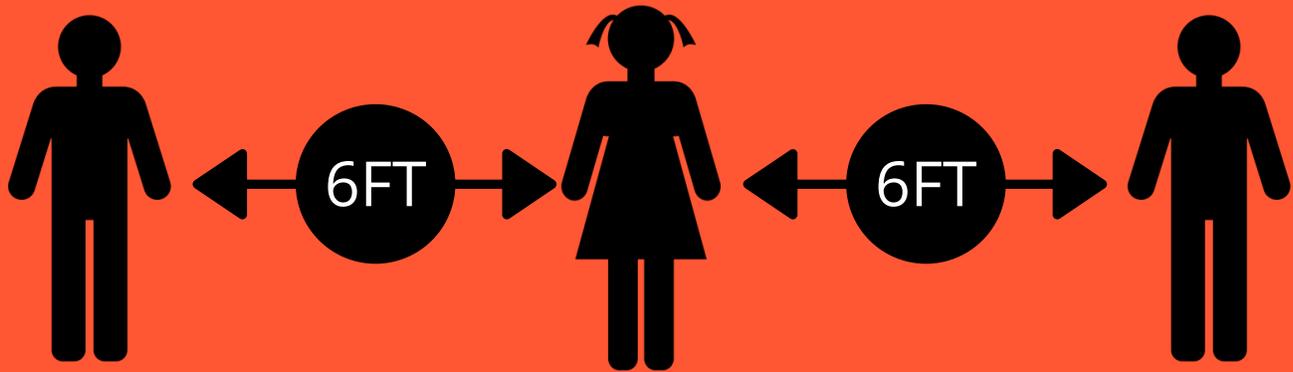
August 13, 2020

SOCIAL DISTANCING

Keeping a distance of six feet or more between people adds another layer of prevention against the spread of COVID-19 by minimizing the chance of coming into contact with the virus through respiratory droplets.

SOCIAL DISTANCING

IS TRYING TO KEEP YOURSELF AWAY FROM OTHER PEOPLE DURING INFECTIOUS DISEASE OUTBREAKS.



YOU SHOULD MAINTAIN A DISTANCE OF SIX FEET FROM OTHERS AND TAKE EVERY EFFORT TO DISTANCE YOURSELF WHENEVER POSSIBLE.

SCREENING PROCEDURES

STUDENTS

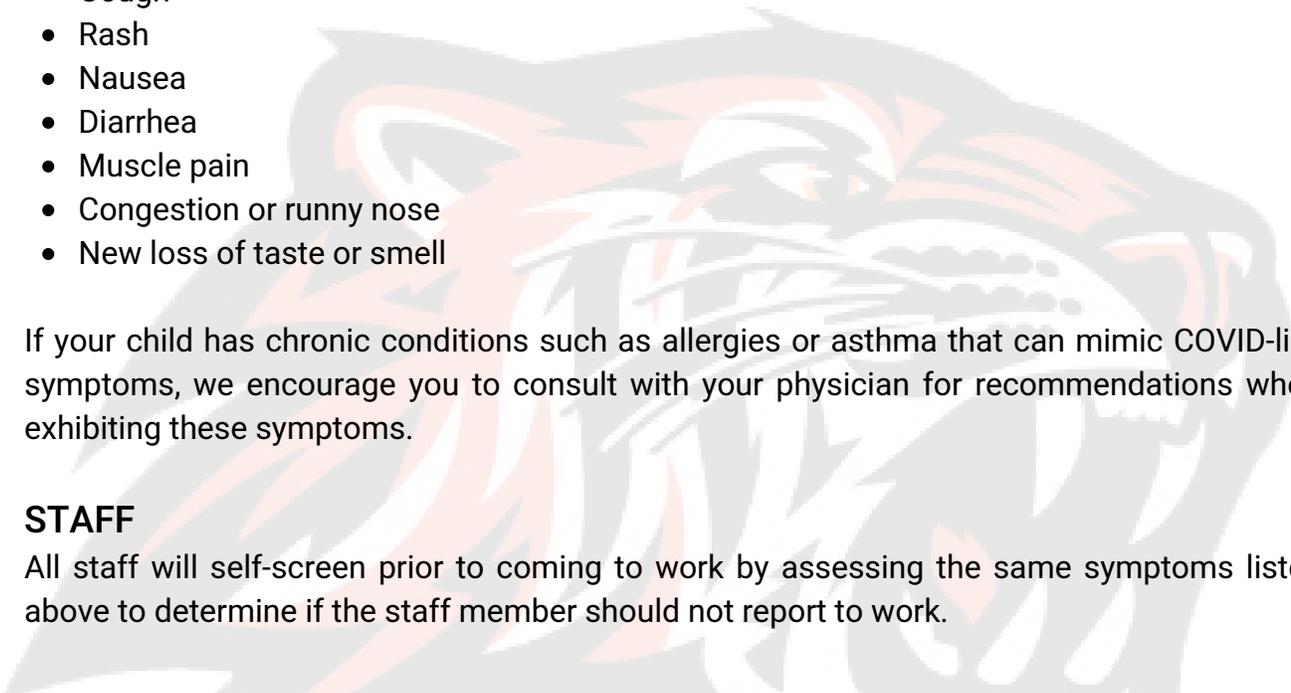
It is important for parents to understand the need to assess their child daily for COVID-19 symptoms. Families are asked to NOT send their child to school throughout the year, if they exhibit any of the following symptoms:

- Temperature of 100 F or greater to be taken prior to leaving home
- Shortness of breath or difficulty breathing
- Repeated shaking with chills
- Sore throat
- New loss of taste or smell
- Cough
- Rash
- Nausea
- Diarrhea
- Muscle pain
- Congestion or runny nose
- New loss of taste or smell

If your child has chronic conditions such as allergies or asthma that can mimic COVID-like symptoms, we encourage you to consult with your physician for recommendations when exhibiting these symptoms.

STAFF

All staff will self-screen prior to coming to work by assessing the same symptoms listed above to determine if the staff member should not report to work.



COVID-19 Symptoms
Help prevent the spread of COVID-19

You may have COVID-19 if you experience one or more of the following:

- Fever or chills.
- Cough.
- Shortness of breath or difficulty breathing.
- Fatigue.
- Muscle or body aches.
- Headache.
- Loss of taste or smell.
- Sore throat.
- Congestion or runny nose.
- Nausea or vomiting.
- Diarrhea.
- Repeated shaking with chills.

Symptoms range from mild to severe and may appear two to 14 days after exposure to the virus.

DAILY HOME SCREENING CHECKLIST FOR STUDENTS

SECTION 1: Symptoms

If your child has any of the following symptoms, that indicates a possible illness that may decrease the student's ability to learn and also put them at risk for spreading illness. Please check your child for these symptoms:

Temperature of 100.0 degrees Fahrenheit or higher when taken by mouth

Sore throat

Diarrhea, vomiting, or abdominal pain

New onset of severe headache, especially with a fever

New uncontrolled cough that causes difficulty breathing (for students with chronic allergic/ asthmatic cough, a change in their cough from baseline)

SECTION 2: Close Contact/Potential Exposure

Had close contact (within 6 feet of an infected person for at least 15 minutes) with a person with confirmed COVID-19

Traveled to or lived in an area where local, Tribal, or state health department is reporting large numbers of COVID-19 cases

Lived in areas of high community transmission while school remains open

COVID RESPONSE PROTOCOLS

Protocols for assessing, reporting, and tracing COVID-19 positives have been developed in collaboration with the Trumbull County Health Department, Ohio Department of Health and the Ohio Department of Education. We anticipate a number of modifications to these protocols during the school year as COVID conditions and information becomes available.

EXHIBITING COVID SYMPTOMS/RETURNING TO SCHOOL AFTER AN ILLNESS

We understand that symptoms of COVID-19 are also symptoms of other common illnesses. Students who display symptoms at school or at home that are similar to COVID-19, such as fever, will not be permitted to return to school until they are symptom free for 24 hours without the use of fever reducing medications.

CONTACT TRACING

Protocols provide for immediate contact with the Trumbull County Health Department when a COVID case is confirmed for any student or staff member. The Trumbull County Health Department will also notify the school system of any confirmed COVID cases as well as appropriate contact tracing measures that need to be conducted. The Ohio Department of Health will initiate contact tracing and case investigation in consultation with the Trumbull County Health Department.

SCHOOL/BUILDING CLOSURE

Decisions regarding building or school district closures will be made in consultation with the Trumbull County Health Department as part of the contact tracing and case investigation protocols. Decisions are based on student/staff grouping and movements during a school day. According to the Center for Disease Control and Prevention (CDC), schools MAY need to close for two to five days, but the case investigation results will determine the decisions the school district must follow.

FACT

COVID-19 is mainly spread through contact with an infected person's respiratory droplets (such as saliva or mucus from coughing, sneezing, yelling, or talking). A person can have COVID-19 and pass it even though they show no symptoms.

Sources: Johns Hopkins University, Furukawa NW, Brooks JT, Sobel J.

COVID-19: Quarantine vs. Isolation

QUARANTINE keeps someone who was in close contact with someone who has COVID-19 away from others.



If you had close contact with a person who has COVID-19



- Stay home until 14 days after your last contact.



- Check your temperature twice a day and watch for symptoms of COVID-19.



- If possible, stay away from people who are at higher-risk for getting very sick from COVID-19.

ISOLATION keeps someone who is sick or tested positive for COVID-19 without symptoms away from others, even in their own home.



If you are sick and think or know you have COVID-19



- Stay home until after
 - At least 10 days since symptoms first appeared **and**
 - At least 24 hours with no fever without fever-reducing medication **and**
 - Symptoms have improved



If you tested positive for COVID-19 but do not have symptoms



- Stay home until after
 - 10 days have passed since your positive test



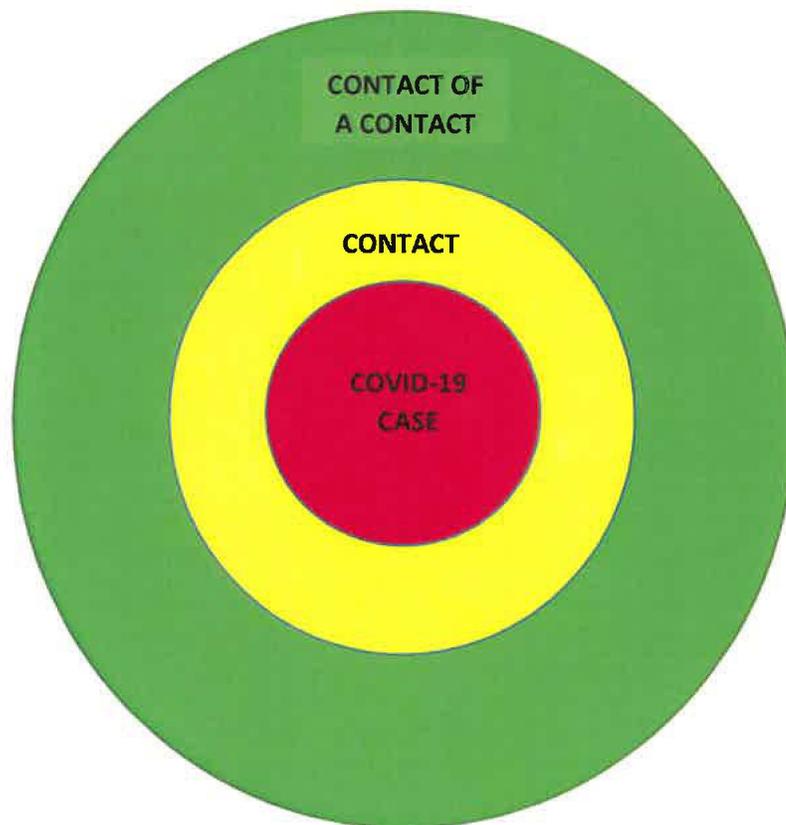
If you live with others, stay in a specific “sick room” or area and away from other people or animals, including pets. Use a separate bathroom, if available.



Red Circle = Case – Someone that has tested positive or has been diagnosed with COVID-19. These people are put in Isolation for the 10/3-day rule.

Yellow Circle = Contact – Someone that had contact within 6 foot without a mask for 15 minutes or longer with a positive case of COVID-19, e.g. coworkers, family members, etc. These people are placed in quarantine for 14 days to determine if they will get ill and become positive for COVID-19 from their exposure with the positive COVID case.

Green Circle = Those people that are family members, coworkers, etc. of the contacts. When these people are only around a “contact” they are not considered at risk unless the “contact” that they are around becomes ill and tests Positive for COVID-19. These people have no restrictions until they are in contact with a Positive COVID-19 case.



Screening, Isolating and Excluding Students & Staff During a Pandemic

Screening & Mitigation

- District should consider providing written instructions to staff and families about when individuals should stay home and what information should be reported to school officials
- District should consider whether and if so, how it will conduct temperature checks²
 - Rely on staff/parent to assess at home?
 - Take temperature at school?
- If, under the District's face covering policy, an individual who is required to wear a face covering arrives without one, one should be provided

Exposure¹ to COVID+ or presumed COVID+ individual?

- Individual must stay home until 14 days after last exposure
- Individual should self-monitor for symptoms:
 - Check temperature twice a day
 - Watch for fever over 100°F, cough, or shortness of breath, or other symptoms of COVID³
- If no symptoms after 14 days, individual may return to school

When an individual exhibits symptoms at school

- Student must be immediately separated from others; Staff must be immediately relieved of duties and sent home
- Student must be given a face covering
- District should designate an isolation room/area for students who exhibit symptoms to wait for parent/guardian transport:
 - Area should be separate from clinic/other areas students are likely to visit⁴
 - Area should be supervised by school personnel maintaining social distance and wearing PPE
 - If symptoms intensify before parent/guardian transport, District may arrange for emergency medical transport
- District should consider establishing a transportation protocol for situations where parent/guardian has no transportation
- Close off and thoroughly sanitize any areas of the building occupied by individual exhibiting symptoms

When can an individual return after COVID illness?

- Individual may return to school after all of the following has occurred:
 - They are free of fever (without the use of medication) for at least 72 hours
 - Symptoms have improved
 - At least 10 days have passed since symptoms first appeared⁵

OR

- If testing is readily available, individual with a COVID+ test but no symptoms may return to school after all of the following has occurred:
 - They continue to have no symptoms
 - 10 days have passed since positive test
 - They have 2 negative tests, at least 24 hours apart⁶
- ** District should contact the local health department in all COVID+ or suspected COVID+ cases
- ** School Officials should inform staff and families of students who have had close contact with a diagnosed COVID+ individual (while maintaining confidentiality consistent with applicable state and federal law) to stay home and self-monitor symptoms

¹The CDC defines "exposure" as close contact with an individual (less than 6 feet) for more than 15 minutes. <https://www.cdc.gov/coronavirus/2019-ncov/php/public-health-recommendations.html>

²See, ODH/ODE's COVID-19 Health and Prevention Guidance for Ohio K-12 School, p. 6, which provides: "Schools should take temperatures of student and staff as they enter the building."

³See, <https://www.cdc.gov/coronavirus/2019-ncov/php/publichealth-recommendations.html>

⁴See, ODH/ODE's COVID-19 Health and Prevention Guidance for Ohio K-12 School, p. 7.

⁵See, <https://coronavirus.ohio.gov/static/publicorders/Ext-Exp-2nd-Amended-Order-Contact-Sport-Practices-reader.pdf>

⁶See, https://www.cdc.gov/coronavirus/2019-ncov/if-you-are-sick/end-home-isolation.html#CDC_AA_refVal=https%3A%2Fwww.cdc.gov%2Fcoronavirus%2F2019-ncov%2Fprevent-getting-sick%2Fwhen-its-safe.html

ENHANCED CLEANING

In collaboration with the Trumbull County Health Department guidelines, Howland Local Schools purchased approved sanitizing devices and safe cleaning formulas. Electrostatic devices and disinfectants will be used for increased post-school cleaning of all building areas where students and staff have been located. Protocols for cleaning and disinfecting practices on campus and inside facilities are being instituted, notably in high traffic areas with frequently touched surfaces that include but are not limited to:

- Classrooms, office areas, clinic, desks, chairs, tables
- Hand-rails and walls
- Door surfaces, door knobs, push, pull handles
- Restrooms/Locker rooms(if used),
- Restrooms
- Lockers (if used)
- School building technology

COVID TRAINING

Plans for additional staff training in health and safety protocols related to the prevention and transmission of COVID-19 will occur in the coming weeks, during convocation and professional development days prior to the start of school.

SCHOOL BUILDING VOLUNTEERS AND GUESTS

We regret that the following school building visitor/volunteer programs are suspended until COVID conditions improve or arrangements can be made to ensure safety protocols can be successfully implemented and managed. Some listed events may be conducted virtually at the building or classroom-level via live stream, video-conferencing, and/or digital recording as determined by the building principal.

- PTO visits (Planning for activities/events will need to be conducted via phone or online meetings)
- Classroom volunteers / guest readers
- Guest speakers that require students and staff to assemble (online options will be investigated)
- Any non-school personnel that are not required to be in the buildings for the instructional day
- Student-led groups or activities conducted in other buildings, such as peer tutoring

- Meet the Teacher/Open House
- Parent-teacher conferences
- Field trips
- Fundraisers
- Grade-level student orientation
- Building fundraisers
- Literacy nights

In most instances, parents/guardians dropping off student books and belongings or picking up their child (ill or not) are not permitted in buildings beyond security vestibules at the main entrance of each building.

FACILITY MODIFICATIONS

CLASSROOM SEATING

Every effort will be made to socially distance students in the classroom according to health department recommendations. Desks/chairs will face the same direction and be spaced 6 feet apart. Furniture and personal items taking up space within the classrooms will be evaluated and removed, in most instances, to allow for social distancing.

SIGNAGE

The Centers for Disease Control and Prevention created infographics on the symptoms of COVID-19, social distancing and how to properly wash your hands. Signage for each building will be posted on floors and walls to assist students and staff with these measures. The signage will appear at entrances, hallways, cafeterias, restrooms, and other areas deemed appropriate by the CDC and ODH.

Staff should understand their role in influencing students and instructing them on proper prevention strategies. Incorporate signs, posters, and other methods to reinforce the important practice of frequent handwashing and sanitizing.



SITE LINKS

for more information

The CDC provides education resources and lesson plans related to handwashing and infection control [here](https://www.cdc.gov/handwashing/training-education.html) <https://www.cdc.gov/handwashing/training-education.html>

WATER BOTTLE FILLING STATIONS

Drinking fountains will be turned off or replaced with water bottle filling stations to provide students and staff with access to water in a contactless manner. Filling stations will be sanitized throughout the day at appropriate intervals.

TEMPERATURE SCANNING STATIONS

All staff/students will have their body temperature scanned with an automatic contactless temperature system. These will be located at different entrances to each building to reduce the amount of time to check temperatures and limit the number of students gathering in one entrance. These systems will be monitored by staff. Any student who has a temperature at or above 100 F will be immediately sent to an isolation room to be evaluated by nursing personnel. Per protocol, if a student's temperature does not decrease WITHOUT the use of fever reducing medication, the student's family will be contacted to pick up the child.

CLEAR PLEXIGLASS BARRIERS

Protection barriers have been purchased and are being installed in all classrooms on teacher desks, office desks, and other high traffic communication areas. Individual student desk shields are not being installed at this time, but will continue to be evaluated. The district is following strict physical distancing and disinfecting protocols for student desks, and shields can potentially pose virus exposure concerns as they are additional, high-touch surface areas that require disinfecting. The district will continue to evaluate desk shields for elementary self-contained classrooms and make adjustments as deemed appropriate.

HAND SANITIZER

Hand sanitizer will be available to students and staff in all classrooms. Additionally, all buildings are being equipped with hand sanitizer stations at entrances, halls, and other areas where deemed appropriate. Students are permitted to bring up to 12 oz of personal hand sanitizer on the bus and to school with them.

COVID ISOLATION ROOMS

There will be a separate, designated area created in all buildings for anyone who presents signs or symptoms of COVID-19. PPE must be worn by all individuals in this area.

BUILDING VENTILATION

At the recommendation of ODH, all buildings will operate with as much circulation as possible. In collaboration with our air-conditioning contractors, we are currently assessing the mechanics in all buildings regarding air turnover and fresh air supply. All exhaust fans are operating and air quality will be continuously monitored. With some students choosing the remote online learning option, on-campus learning will have fewer students in the buildings and reducing the risk of transmission by increasing social distancing and air quality issues.

STUDENT TRANSPORTATION

BUS RIDERS

- Students are expected to wear a face covering upon school bus pickup. Students not wearing a face covering will not be picked up by the bus, unless prior arrangements have been made with building administration.
- Drivers will monitor students (as safely as possible) to ensure all students are wearing a face covering while riding the bus.
- Students must apply hand sanitizer upon entering the bus. Students are permitted to bring up to 12 oz of personal hand sanitizer on the bus and to school with them.



SEATING ON THE BUS

- Students will have assigned seats according to a student's/family's AM bus stop. Siblings will be seated together.
- Students will load the bus in the morning from back to front to reduce close proximity.
- Students will be required to go directly to their assigned seat when leaving school and entering the bus.

BUS DROP-OFF

- Building administrators may use multiple entry points into the building from the bus drop-off area to reduce time and limit contact exposure. Students will be monitored to ensure physical distancing is being practiced.

BUS SANITIZATION

- Protocols are in place to clean and disinfect buses with electrostatic disinfectants prior to the start of the school year, and continued disinfecting measures will occur after AM and PM routes to ensure buses are clean.
- High-touch areas in the bus will be cleaned throughout the day
- All roof vents in buses will be open at all times to increase ventilation. Windows will be open (weather permitting).

CAR DROP-OFF/PICK-UP

- We anticipate an increase in traffic for drop-off/pick-up. Traffic patterns are the same as previous years for each building; however, any changes will be shared by building principals.
- Administration and monitors will be supervising, but we ask for patience and courtesy to other drivers and children as this will inevitably be a hectic part of the school day
- School resource officers will continue to monitor and assist in any traffic flow changes needed.
- Students are expected to wear a face covering when exiting vehicles and entering and exiting the building.

Bus Temperature Scanner Procedures

Students will enter the bus and place their forehead within 4" of the scanner for one second and then back away to wait for a green light indicator (no temperature) or a red light indicator (temperature indicated). The temperature is also registered on the screen.

GREEN LIGHT PROTOCOL - Students will then use the hand sanitizer located below the temperature scanner and enter the bus to the appropriate seat.

RED LIGHT PROTOCOL - Students will be required to exit the bus and walk back to residence or the car that transferred the student to the bus stop (if open enrolled). If a student's guardians are not home and the student is too young to go back into the home without a guardian, the student will use the hand sanitizer and sit in the front passenger seat to be transported to school (this should be a seldom occurrence). The driver will call ahead to the principal to share that a student with a temperature is on-board. The principal will arrange for the student to be assessed by the school nurse for confirmation of temperature and any potential symptoms. If confirmed, guardians will be called to pick up the student and follow protocol shared by the nurse. Nurses will share COVID protocol papers with the family regarding the recommendation to call their family doctor and any subsequent COVID follow-up testing deemed necessary, as well as return to school procedures.

If, at any point, there are questions regarding the protocols or specific situations that arise, drivers should make contact with immediate supervisor or principals.



Trumbull County Public School Districts *BACK IN SESSION!!!*

2020-2021 Bus Transportation Guidelines For Grades K-12

**ALL RIDERS
& BUS DRIVERS
MUST WEAR
FACE COVERINGS
ON THE BUS**



- Every student rider must put on a face covering as the bus is approaching the bus stop
- Every student rider must apply hand sanitizer upon entering the bus
- Every student rider will have an assigned seat
- Student riders will board buses back-to-front and exit buses front-to-back

BUS REQUIREMENTS

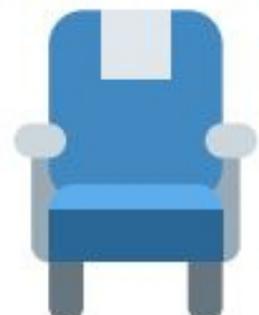
FACE COVERING



HAND SANITIZER



ASSIGNED SEATS



[Click here to watch the transportation guidelines video.](#)

FOOD SERVICE

BREAKFAST AND LUNCH

Regardless of the school-start scenario instituted, breakfast and lunch will be challenging and is being evaluated to determine the best solution to comply with the Governor's directive on mass gatherings, and the fact that face coverings will be removed to eat. The following options are being assessed:

- Students may be provided meals in the classroom in a grab-and-go bag for breakfast and lunch
- Students may eat in a combination of classrooms and large rooms to promote physical distancing.

Our food services supervisor and administrators will continue to work through problems to find the best solutions in maintaining a safe eating environment for kids and staff.

Under the hybrid plan, the district plans to offer students grab and go breakfasts and lunches.

- Students who attend school on campus on Monday and Thursday will receive their breakfast and lunch for Tuesday, Wednesday and Friday prior to leaving school on Monday.
- Students who attend school on campus on Tuesday and Friday will receive their meals for Wednesday, Thursday and Monday prior to leaving school on Tuesday.
- Full-time online remote students will be able to pick up their five breakfasts and five lunches on Wednesdays from 10 a.m. to 1 p.m. at the high school "U". You will need the students name or ID number.

In order for this to operate efficiently, we ask that you fill out this form and return it to your building's main office or the Food Service Department.

ON-CAMPUS LEARNING K-12

LARGE GROUP GATHERINGS

- School dances, clubs, academic competitions, school productions and exhibitions occurring in the fall will either have some virtual platform or reviewed to determine if these can be rescheduled for spring. This is not only in Howland, but across the county and state.

ELEMENTARY RECESS

- Classroom groups will likely be permitted to play in identified playground areas with face coverings if social distancing cannot be maintained.
- Students would be heavily monitored to ensure compliance.

SPECIALS/ FINE AND PERFORMING ARTS

- Currently, it is planned that students will attend specials and performing courses.
- Each building will create a schedule to allow for cleaning of arts facilities between classes.
- Building principals are responsible for doing everything possible to create safe learning environment in these classes. This will include adhering to pod teaching, social distancing, wearing face coverings, and following recommendations made by ODE and fine and performing arts organizations.
- Physical education class will be administered outdoors whenever possible. Pod teaching, social distancing, wearing face coverings, and following recommendations made by ODE and OHSAA guidelines and mandates.

SOCIAL/EMOTIONAL SUPPORTS

- Teachers will offer continued opportunities for students to learn appropriate lessons to ensure an understanding of COVID safety protocols and social and emotional well-being is monitored during the pandemic.
- Additional guidance and emotional support measures will be implemented for students as needed.
- Counselors, nurses, and principals can be contacted in your child's respective building

TEACHER TRAINING

- Professional development was offered to teachers in Google Classroom during the summer and will be offered again during August convocation and professional development days virtually or in person using appropriate protocols.

Note: Although we do not anticipate changes to individual school start and end times, we will continue to evaluate and determine if minor adjustments need to be made in order to accommodate bus and car traffic changes related to operating under pandemic protocols. Some minor changes could occur once school is in session and scenarios and issues are noted.

REMOTE LEARNING EXPECTATIONS

Parents/Caregivers

- Monitor student progress on coursework.
- Provide an optimal learning environment that is free from distractions (noise, pets, etc.)
- Ensure that your child is following their assigned instructional schedule.
- Communicate questions and concerns to staff during scheduled office hours.

Students

- This option is different from what students experienced during remote learning last spring.
- Students participating in this option will be utilizing Calvert learning in grades K-5 and Courseware through Edmentum in grades 6-12.
- Students will not have the same teachers as students participating in “in-person” instruction.
- It is recommended students follow a schedule to complete online learning, assignments, and assessments.
- The online curriculum will be aligned with state standards but it will not necessarily match the same pacing or activities that are delivered in the traditional setting.
- Students will have access to courses in all core areas (English language arts, mathematics, sciences, and social studies)
- Students may have limited access to “specials” (K-6) and elective courses (7-12).
- Communicate questions and concerns to staff during scheduled office hours.
- 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.
- 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 until the semester mark.
- Students may continue to participate in after-school activities and extra-curricular activities at their school building while enrolled in this remote online option.
- Participation in inter-school athletics is subject to OHSAA eligibility requirements.

EXCEPTIONAL LEARNERS

Howland Local Schools Restart Plan will be followed by all students and staff. As noted in language for students with exceptional needs, there are certain additional precautions that may be put into place for students with Individual Education Programs or Section 504 Plans to ensure the safety of the student and others.

In the event that student may not be able to wear a mask in accordance with the guidelines set forth by Howland Local School face covering policy, parents will need to consult with their healthcare provider to determine if their child is able to attend school on campus safely. Otherwise, remote learning should be an option to consider.

- If the student is able to attend school, but sometimes may not be able to wear a face covering, please consider:
 - Consulting with your healthcare provider and share their recommendations with school staff to assist the student in wearing a face covering
 - If an alternative can be used, such as face shield
- If the student is not able to wear a face covering or shield due to their disability and/or health condition, the building team will need to hold an IEP or 504 meeting to determine what accommodations or strategies need to be written in the student's IEP or 504 plan. If it is already known that the student will be unable to wear a face covering or shield, an IEP or 504 revision will need to occur prior to the student's start in school on campus.
- If a student does not have a medical reason and is not able to be compliant with wearing a face covering, the IEP or 504 Team will determine if the student is in need of desensitizing strategies or other accommodations or behavior intervention planning to assist them with wearing a face covering.
- If still unsuccessful, building administrators will work with the special education supervisor, school guidance and ODE Office For Exceptional Children to determine next steps to assist the student.

IAT MEETINGS/IEP MEETINGS/504 MEETINGS

- Except in extenuating circumstances, all meetings will be held virtually with paperwork signed electronically.
- In the event a meeting must be conducted in person, all participants will be required to wear face coverings and follow mitigation practices when entering and visiting the building
- Refusal of any family member to comply with Howland Schools operating safety protocols will be addressed cordially, but without any exceptions.

COMMUNITY BASED OUTINGS AND WORK STUDY

- Students will continue to engage in community-based (CBI) or work-study trips, when health and safety protocols can be followed.
- If parents are uncomfortable with community-based outings or work study trips, the student's IEP will need to be amended to reflect this change to ensure compliance with the IEP occurs.
- Alternative lesson for students will need to be provided for students not attending these work-study trips.

TRANSITION STUDENTS/JOBS

- Students will continue to participate in transition activities, internships and jobs, as long as health and safety protocols can be followed.
- The high school will make contact with the student's place of employment to be aware of COVID procedures and what protocols for safety and health are required of employees.
- Students may continue participation in employment program if employer permits. If parents do not agree with continued participation, the student's IEP will need to be revised to reflect the change in services for compliance.
- Bus cleaning protocols will be followed as specified by the ODH and the local health department

EXTENDED SCHOOL YEAR SERVICES (ESY)

- Students currently participating in Extended School Year (ESY) services virtually will continue services.
- Transition ESY services and any ESY in-person services may begin as determined. Families should work with their current intervention specialist for questions.
- Teachers and staff must wear face coverings and practice safety protocols when working with students.
- Students are expected to wear a face covering in the hallways, restrooms, and common areas while entering and exiting the building.
- All surfaces and materials will be cleaned per aforementioned protocols
- Students will not share classroom materials as this is a point of contact exposure.
- Social Distancing and health practices will be followed for students attending ESY in groups.

THE ROLE OF FAMILIES

As we plan for a return to school, we understand that students and families may feel anxieties or fear for a number of reasons. Teachers, administration and support staff want your child to feel comfortable and confident in the school's work to create health and safety protocols to help prevent the spread of COVID-19. Listed below are some resources to review. We are planning to continue putting out video tutorials to assist students and families with understanding what the school day will look like with the changes when in classrooms, navigating halls, restrooms, entering/exiting buildings.

- Begin talking with your child now about what some of the changes might be when they return to school. Here is a resource that can assist you in recognizing some tips to cope with the pandemic: [click here](#)
- Talk with your child about the different strategies they can practice that will help keep them safe. Explain social distancing and wearing a face covering and hand washing.
- Resources
 - [Hand Washing](#)
 - [Social Distancing](#)
 - [How To Make A No-Sew Mask](#)
 - [Face Mask Etiquette](#)
 - [Cross Contamination and Gloves](#)
 - [Hand Sanitizer Tips](#)
 - [Learning at Home](#)
 - [Talking to Your Child About Coronavirus](#)
 - [Ohio Schools Reset, Restart Guide](#)
 - [Centers for Disease Control Safe Return Guide](#)

Help your child increase their comfort level around wearing a face covering by having them practice at home. Start out by having them wear the mask for short periods of time and gradually increase.

Due to the unpredictable nature of this pandemic and the changes and orders that could come from the state at any moment, we are working to build flexibility into the restart plan. We want students attending school under the on-campus option to be able to transition quickly to full-time remote learning under the school umbrella if an order comes from the state or local health department to close schools. Students originally enrolled in the full-time remote online learning option would simply continue in the same program.

BUILDING ROLES AND LOGISTICS

Roles and logistics are currently being addressed at the building level respective to specific building characteristics and our student and staff numbers at each of our schools.



RESTART PLAN - UPDATES

This plan continues to be a live document and will change according to the most recent local/state updates. Any change to this document will be noted here, at the end of the plan, indicating the date of change, page number and a brief description of the change.

Date	Page #	Change
8/9/2020	16	Added "school dances" to list of activities that will not occur unless conditions improve.
8/13/2020	10	Quarantine vs. Isolation
8/13/2020	11	COVID Case Contact Diagram
8/13/2020	12	Screening, Isolating and Excluding Students and Staff During a Pandemic
8/17/2020	5	Removed "General Face Covering Considerations"
8/17/2020	6-7	Added Ohio Department of Health's order "Requiring the Use of Facial Coverings in Child Education Settings"
8/19/2020	19	Updated food services procedures and added request form.
8/19/2020	10	Added daily home screening assessment
9/9/2020	19	Bus Temperature Scanner Procedures
9/15/2020	11	Updated Return to School After an Illness Policy
10/12/2020	12	Replaced CDC Quarantine vs. Isolation document with most current version