

Dear Geneva Families,

Attached is the current "Return to School" Guide for Geneva Area City Schools. I have received comments, ideas, thoughts and opinions from many of you. I appreciated your comments but a final decision for the school year needed to be made. I made the decision for a Hybrid Model to start the year for numerous reasons. I have provided some of my rationale on page 11 of the document. I believe this plan provides the safest way to get some limited in-person time for our students and teachers. This is not a perfect plan and I know for many of you, it will once again cause a disruption in your normal routine. The Hybrid plan will be reevaluated at the end of September and hopefully the District can modify its plan for more in-person days if everything goes well.

I understand that you may be frustrated and angry with the plan that was selected. Families are divided in how they feel about our current situation and restrictions. As adults, please discuss this privately and try to share the information with your child or children in a positive manner. Children, like many adults, are anxious, concerned and worried. It will be a different start and year for all of us. As parents, please do all that you can to share the information about school and the start of the school year with enthusiasm. As in most years, parents will set the tone as we kick off the school year. Children can often sense how adults feel so please help your child, especially our younger student, to stay positive and do their best as the school year begins.

Thank you for all that you have done to assist through a very difficult time. There are still many questions as we begin the 2020-21 school year. We will post more information and updates on the website at genevaschools.org.

Stay Safe! Stay Healthy! ...and Stay Positive!
Best wishes,
Eric M. Kujala, Superintendent

Geneva Area City Schools

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Geneva Area City Schools

2020 -2021

Return to School Guide



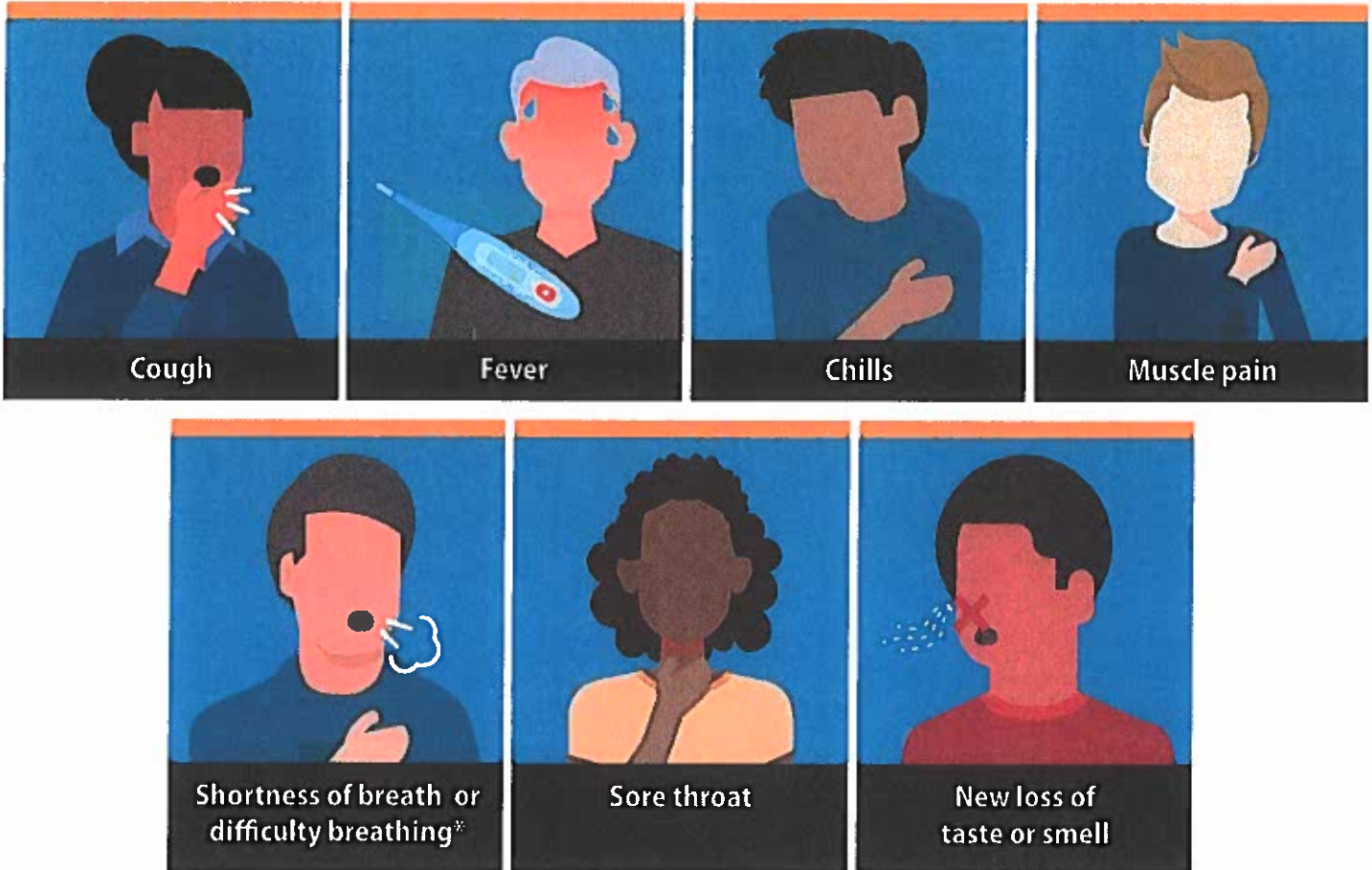
This guide provides information for a Safe and Responsible opening for our school district.

Please note: Changes may occur based on current guidance and recommendations from the State of Ohio, Ohio Department of Health and the Ashtabula County Health District. Check the website at www.genevaschools.org for updated information.

Symptoms of Coronavirus (COVID-19)

[cdc.gov/coronavirus](https://www.cdc.gov/coronavirus)

Know the symptoms of COVID-19, which can include the following:



VIGILANTLY ASSESS for SYMPTOMS

Since COVID-19 spreads so rapidly, it is essential that students (and their caregivers), staff and volunteers conduct daily health checks prior to going to school which should include taking their temperature and assessing their symptoms. Anyone with symptoms or a temperature above 100 degrees or above must stay home.

How to stop it spreading



Wash your hands regularly



Cover your coughs and sneezes



Stay home if you're unwell

Families will have two options when students return to school:

Option 1: Attend school in person (hybrid model or traditional model)

- **Parents / Guardians will be responsible to check student temperatures daily** when they are attending school (see page 4 for more details).
- Ride a bus to school (**all riders wear a mask**) or dropped off at school
- Safety protocols in place
- Face coverings must be worn in grades K -12
- Masks / face coverings / shields will be worn
- Social distancing when possible
- ***SEE ATTACHED HYBRID SCHEDULE for details and other information (page 9/10)**

Option 2: Learn from home (online option)

- Students enroll for a 9-week or semester period of time
- Online classes taught by Geneva School staff
- Students engage in online learning and independent assignments
- Curriculum follows the Ohio Department of Education guidelines
- If a child returns to in-person learning, after being in an online setting for a nine week period or a semester, they are not guaranteed to have all of the same teacher(s) that they had while online.
- A child enrolled in online classes will be eligible to participate in extracurricular activities (if offered).
- Students enrolled in ATECH programs are able to take their high school classes and vocational classes at ATECH and should carefully review all expectations with their program supervisor before enrolling.
- Any Geneva Schools online students will have the ability to receive or purchase break-

At this time, students in grades K-12 are able to register to remain at home while receiving their education online.

The online school option will be provided by the Geneva Area City School District teaching staff who will continue to follow state standards, utilizing district curriculum resources. Students will be required to participate in both virtual learning, and working independently on assignments.

Students will be expected to participate in all local and state testing as required by the Ohio Department of Education and attendance requirements will apply. For students with an IEP or 504 plan, specific services and accommodations will be reviewed by the team prior to the start of classes. All students will receive instruction in core courses and be provided access to the courses that will enable them to earn the appropriate credits toward promotion and graduation. Based on enrollment and staffing, some elective options may not be available as live courses and will be completed independently with teacher monitoring. Families will commit to a minimum of one nine-week grading period or one semester of instruction when choosing the online school option.

Please notify your child's school if your child will only participate through online instruction.

The following guidelines will be used for our AM / PM bus routes:

- Parents / Guardians must monitor symptoms prior to school.
- Anyone experiencing symptoms must stay at home. For the safety of others, please communicate any symptoms to the specific school office.
- **Students must wear a mask / face covering when riding a school bus in the morning or afternoon.**
- Drivers and aides are required to wear a face covering or shield when in direct contact with students.
- Based on the bus route, students will be LOADED back to front and UNLOADED front to back. Students will be provided an assigned seat.

Bus Stop Procedures in the Morning:

- Students must wash hands thoroughly prior to arriving at the bus stop.
- Students should maintain social distance while waiting at the bus stop. Parent supervision is recommended to assist students.
- Students should wear a face covering / mask at the bus stop. If not, all students should have their face covering / mask on when their bus arrives. If an alternate covering is needed due to special circumstances, (medical, ...) the district and transportation needs to be advised. The face covering / mask must cover the student's nose and mouth.
- The student must proceed to their seat and keep their hands to themselves. Face coverings and masks must remain on for the entire bus route to school unless the driver gives specific instructions.

Unloading at the School Location:

- Students will be directed which door to enter at school.
- Students will be dismissed in an orderly fashion one bus at a time in the unloading area at school.
- Students will keep their face covering / mask on exiting the bus as they walk into school.
- Students are not to pass each other in the bus aisle or unloading area as they enter the school.

Afternoon Bus Loading at School:

- Students should line up in the order of their bus stops. The last students to get off the bus should be the first students to load the bus.
- Students must wear a mask / face covering while entering and on the bus.
- Students must move directly to their assigned seat.
- Hand sanitizer should be used when entering the bus.

Bus Stop Procedures in the Afternoon

- Students must ride the bus they were assigned to and exit at their stop.
- Student transfers between buses and/or stops will be limited to prevent cross exposure and contact tracing.
- The driver should remind students to socially distance as they exit the bus at their designated stops.
- Students must keep their face covering / mask on as they leave the bus and bus stop area.
- Parents should supervise at the bus stops to receive their children and help with social distancing.

Multiple Pick-up and Drop-offs for Students

- Students will be limited to a single stop, including shared parenting situations. The transportation department will look at each situation and make a determination.
- If parents have transportation concerns, please contact the Transportation Department or your building principal.
- All transportation procedures must be followed for the safety of all of our students and staff.

The most effective tool used in all schools is social distancing. The district will make every effort to distance students and staff at all times.

In order to keep the students and staff safe, the following measures will be taken inside of all buildings:

- All policies, practices and procedures used by the Geneva Schools will follow mandates and guidelines created by the Ohio Department of Health, the Ohio Department of Education, the Ashtabula County Health Department and the Office of Governor DeWine. These are subject to change based on the recommendations of these agencies.
- Class schedules and building start and end times will not be changed.
- **Parents will monitor student's temperature before they get on the bus or attend school. The school may conduct random or daily temperature checks at the buildings. If a student has a temperature, they will be isolated and a call will be made to have the student picked up from school.**
- Specific guidelines have been developed for students visiting school clinics.
- When possible, classroom furniture will be spaced appropriately and will face in the same direction.
- There will be no large group gatherings (assemblies, field trips, etc.).
- In order to minimize the potential for the spread of germs on common surfaces, doors will remain open.
- Students will eat in the cafeteria or classrooms and will be distanced to the greatest extent possible. Lunch times will be altered to decrease the number of students in the cafeteria at one time.
- If lockers are available, use will be limited. It may be necessary for students to keep all materials with them during the day.
- There will be no shared materials (glue sticks, crayons, pens, etc.).
- Any item that must be used by more than one person (i.e. computers) will be sanitized following each use.
- Students will have assigned seats whenever possible: lunch, in-class, on buses,....
- School bus disinfecting protocols, established by state and local health department, will be followed daily and between bus runs.

PRACTICE **SOCIAL DISTANCING**

Keeping a distance of 6 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.



FIGHT GERMS BY WASHING YOUR HANDS!

- 1** Wet your hands
- 2** Soap
- 3** Lather and scrub - 20 sec
- 4** Rinse - 10 sec
- 5** Turn off tap
- 6** Dry your hands

DON'T FORGET TO WASH:

- between your fingers
- under your nails
- the tops of your hands

WASH and SANITIZE HANDS to PREVENT SPREAD

FACT: Handwashing and other common prevention methods are some of the most effective ways to reduce the spread of infectious disease.

Hand washing and sanitizing is an important tool in preventing the spread of COVID-19 by killing the virus.

In order to keep Geneva Schools students and staff safe, the following measures will be taken inside of all buildings:

- Students will not be permitted to bring snacks/treats to schools to share with fellow classmates. This includes birthday treats at the elementary level.
- All meetings of parent sponsored organizations will be held in a virtual format (Ex: Boosters, PTO, PTA). unless special permission is provided by the district.
- Additional cleaning/disinfecting will be performed before, during and after school.
- Except in the case of an emergency, there will be no visitors permitted in buildings. This includes classroom parties or other class / building events.
- Elementary School students will be going outside for recess. Plans are still being completed and may vary by building.
- When social distancing in physical education classes, students will be instructed by their physical education teachers as to when they are able to remove masks / face coverings.
- To the greatest extent possible, traveling in hallways will be limited. Instructions will be provided to students and directional symbols will designate any one way patterns.
- Restrooms will be used by a limited number of persons at any given time.
- Information specific to each building will be sent out by building principals.
- Additional hand sanitizer stations will be placed throughout the building in high traffic areas and classrooms.
- Additional cleaning materials will be in classrooms and available for use throughout the day.
- Increased opportunities will be given throughout the school day for additional handwashing.
- Schools must monitor daily absences of students and staff for trends (per health department recommendations).
- Students may provide their own hand sanitizer to be used in addition to the hand sanitizer supplied by the district.

As stated in Governor DeWine's health and prevention guidelines, "Use of cloth face coverings can reduce the spread of respiratory droplets that, infected people, carry and spread." Because of this, Geneva Area City Schools will require the use of face coverings, masks or shields to reduce the spread of germs. When possible, the district will always use social distancing as the first line of defense.

- **All students in grades K-12 will be required to wear a mask or face covering on school property or in school, it is imperative when socially distancing is not possible (students are in a group or less than 6 feet from other persons). Students that are working independently, and are socially distant, will be permitted to work without a mask as determined by staff.**
- Student masks will be provided by parents/family. The district will have extra masks available but we will be limited in the styles and quantity that are available.
- Students will not be required to wear a mask while eating.
- Visitors will only be allowed at school for a specific purpose or need. Information should be communicated with the school office prior to visiting.
- All visitors on campus will be required to wear a mask/ face covering at all times.
- Persons unable to wear a mask must provide written documentation.
- Elementary students may wear a face shield to meet CDC guidelines or provide a level of protection. Individual school buildings will look for ways to provide breaks during the day for students so masks / face coverings can be removed temporarily.

Persons will be required to wear masks, unless they are unable to do so due to medical reasons. Persons unable to wear a mask will be required to present written documentation provided by a physician as to why they are unable to wear a facial covering.

All Geneva School employees will be required to wear a mask when on school property. Face coverings may be removed when an employee is working alone in an assigned area and while eating.

All students, regardless of age, are required to wear a mask when traveling on a school bus and will sit in an assigned seat.



In order to ensure the health and well being of our families, students and staff, it is imperative that the district follow all mandates set by Governor DeWine's office and the state and local health departments.

If a person in a school building were to become ill or exhibit signs and symptoms of COVID-19:

- Any person showing signs of illness will be immediately quarantined in a designated location in their school building. Once quarantined:
 - Temperature will be taken by designated school personnel wearing appropriate PPE.
 - Any person exhibiting symptoms will be sent home and will be referred to appropriate health care professionals or a COVID-19 testing site.
 - COVID-19 symptomatic person cannot return to school until they meet current CDC criteria for return to work/school.
- Areas of the building occupied by a person with symptoms will be thoroughly sanitized.
- Local health department protocol will be followed with regard to reporting of persons in the building exhibiting symptoms.
- Local health departments will inform persons of potential exposure and those persons should follow quarantine and other recommendations from local health departments and their healthcare provider. Contact tracing will be conducted and recommendations made through the local health department.

*****All procedures are subject to change based on recommendations**

If a person in a school building were to test positive for COVID-19 or is in the presence of another person testing positive for COVID-19:

- Any person testing positive for COVID-19 must refrain from entering a Geneva School District building for a minimum of 14 days unless otherwise instructed by their healthcare professional.
- Any person testing positive for COVID-19 must present the school with a note from their healthcare professional stating that it is safe for them to return to one of the buildings in the Geneva School District.
- Individuals who test positive for or are suspected to have COVID-19 must experience an improvement in symptoms and isolate for a period of time (as recommended by the local health department) before returning to school.
- Individuals who are in the presence of someone that has tested positive for COVID-19 must follow all recommendations set by the local health department and must contact their home school.

FOR UPDATED PUBLIC HEALTH INFORMATION AND RESOURCES
SPECIFIC TO COVID-19, VISIT WWW.CORONAVIRUS.OHIO.GOV.

The Geneva Area City School District will work in cooperation with the Local Health Departments of Ashtabula County. If recommendations are made for changes in procedures, closure of particular areas, buildings or the district; the recommendations will be followed.

**IF THE DISTRICT RECEIVES NOTIFICATION OF AN EXPOSURE, AN AUTOMATED CALL WILL BE MADE TO NOTIFY DISTRICT PARENTS OR A LETTER WILL BE SENT.
FOR THE PRIVACY OF THE INDIVIDUALS, ONLY THE DATE(S) OF THE POTENTIAL EXPOSURE AND THE LOCATION (SPECIFIC BUILDING AND ADDRESS WILL BE SHARED).
FOLLOW-UP FOR POSSIBLE AFFECTED PEOPLE WILL BE HANDLED BY THE LOCAL HEALTH DEPARTMENT.**

Here is a sample letter that will be sent or an automated call will be made to notify families. Please check the website for updated information during the school year.

Dear _____,

The Geneva Area City School District wishes to inform you that the Local Health Department is investigating a case of COVID-19 in _____ *building name* _____. During the time that the case was infectious, _____ *dates* _____, the case reported to have visited _____ *school name and address* _____.

COVID-19 is a contagious respiratory disease that is thought to spread mainly from person-to-person from people who are in close contact. Generally, close contact is defined as being within 6 feet for 15 minutes or more. Symptoms of COVID-19 typically appear 2-14 days after exposure and may include fever/chills, cough, shortness of breath or difficult breathing, fatigue, muscle or body aches, headache, new loss of taste or smell, sore throat, congestion or runny nose, nausea or vomiting, and diarrhea. For more information visit: www.coronavirus.ohio.gov.

The Local Health Department will be calling all close contacts in this matter. It is highly important that all contacts answer or return health department calls in this very important matter.

If you have concerns, the Local Health Departments can be reached between 8:00 a.m. to 4:30 p.m. weekdays at:

Ashtabula County Health Department, Jefferson, OH (440) 576-6010

Ashtabula City Health Department, Ashtabula, OH (440) 992-7123

Conneaut City Health Department, Conneaut, OH (440) 593-3087

The best way to prevent COVID-19 is to practice social distancing; wash your hands often; avoid touching your eyes, nose, and mouth; wear a facemask; cover cough and sneezes; don't leave your home when you are sick, clean and disinfect high-touch surfaces often, and monitor your health daily.

Sincerely,

Eric M. Kujala
Superintendent

Geneva Area City Schools ~ 2020 - 2021

Hybrid School Schedule - *See Schedule for Hybrid Model (9/1/20) through (10/9/20)

Decision would be made on 9/28/20 for continuation of hybrid or change as of 10/9/20.

***PLEASE NOTE: This information may change per new orders, guidance or plans provided by the State of Ohio, Ohio Department of Health, Ohio Department of Education and the Ashtabula County Health District.**

HEALTH AND SAFETY

- School would open on ***SEE SCHEDULE (Pending BOE Approval)**
- Transportation would be provided (with safety precautions and limits set by the health department)

Health and Safety Procedures would be in place for precautionary measures including:

ATTENDANCE: Currently, the Ashtabula County Health Department shared that a confirmed case of COVID-19 (for students or staff) would result in a closure of up to 14 days. This would be building specific and other closures would depend on the contact that the exposed person had with others in the district.

The following guidance was provided by the Health and Safety Guidance for Ohio K-12 Schools. For each area, specific pertaining to the District's plan are provided.

1. Vigilantly Assess for Symptoms

- We are requesting that students and staff self-check their temperatures before leaving for school. If their temperature is above 100.4 F, they should notify the school that they will not be reporting as a result of a fever or other symptoms.
- When leaving home to receive transportation, parents must assure students do not have any of the following symptoms:
 - *A fever of 100.4 F or greater
 - *Cough
 - *Shortness of breath or difficulty breathing
 - *Chills
 - *Repeated shaking with chills
 - *Muscle aches and pains
 - *Headache
 - *Sore throat
 - *New loss of smell or taste

2. Wash and Sanitize Hands to Prevent the Spread

- All staff and students will be required to wash / sanitize their hands after entering the building.
- Staff will provide instruction to students and procedures will be posted as a reminder.
- The District will make sanitizer available in classrooms and common areas throughout the school environment.
- Procedures for the use of hand sanitizer will be posted at each location and instructions will be provided.
- Students will wash / sanitize their hands after entering, during classroom breaks, before eating, after eating, and before exiting the building at the end of the student day.

3. Thoroughly Clean and Sanitize School Environments to Limit the Spread of Shared Surface

In addition to routine cleaning and sanitizing that is completed by the district staff, the District will:

- Frequently sanitize surfaces throughout the day
- Frequently sanitize high contact surfaces
- Provide teachers and classrooms with disinfectant solution / wipes to use.
- Sanitize high contact surfaces on the school buses prior to and after routes.
- Provide various PPE (Personal Protective Equipment) to staff when needed (gloves, masks, shields, ...) to provide a safe environment.

4. Practice Social Distancing

- Social distancing of 6 feet or more will be required, when possible.
- There will be situations that will limit social distancing, for those instances, students and staff will need to wear a face covering or shield to provide a protective barrier.
*(see face covering recommendation)

5. Implement Face Covering Policy / Alternatives

- At this time, face covering are mandated for all staff.
- Face masks / coverings will be mandatory for all students using school transportation.
- In school and on property, face masks / coverings will be required for all students in grades K-12.
- Per CDC guidelines, face shields may be an alternative although it does not provide the same protection for others as a face mask / covering.

Training for staff and students for policies and procedures will be provided.

EDUCATION

Rationale for the Hybrid Start for the 2020-21 school year:

After reviewing our options and working with numerous local departments and other personnel, with a focus on student, teacher and staff safety - the district plans to begin in a Hybrid model for the 2020-21 school year. I have attached a schedule that runs from September 1st through October 9th. It will require approval by the Board as we will alter the district calendar. The plan would be to reevaluate our status during the last week in September and determine if we could move forward with more in-person days for students. There are numerous reasons for the change in planning but I wanted to share a few of those with our families. Here are some other reasons why the district made the decision to begin with the hybrid schedule:

- 1. One of the guidelines that we were having a difficult time meeting was the six feet social distancing guideline - inside and outside of the classrooms. We felt this was key and important to our plan. With the hybrid model, this will be possible as we limit students in the building on any given day. We know this will not be a perfect plan for everyone but our fear was that if we came back in a five-day a week schedule, we would be closed early on due to an exposure in our schools. A closure is still possible but I believe the hybrid model gives us the best level of success to see and impact our students.**
- 2. It provides in-person contact with teachers for a few days a week. For many students, they do not know who their new teachers are for this year. Hopefully with some limited time, they can begin to build some relationships and rapport that will be beneficial as the year progresses. We hope with the hybrid model, we can provide a better level of safety for all (students and staff) and students will have some in-person time with their Geneva teachers.**
- 3. Our teachers and staff can provide some level of social-emotional support for students. The longer we can keep students in school and with our teachers and staff, the more we can help students that are struggling with issues from the pandemic or in other situations that are impacting them.**
- 4. We know some regression has occurred due to the closure at the end of the year and limitations throughout the summer. With even limited days, our teachers can provide some diagnostic assessments and assist students with individual instructional needs if there are some gaps that have been created. This instructional support would be difficult if we were fully closed and we were fully online so even a few days a week will be critical.**
- 5. With the hybrid schedule, we will have in-person contact time with our students. Clear expectations, procedures and details can be shared with students and families in the event there is a closure. Many feel it will be just a matter of time before we have exposures in the schools and the Ashtabula County Health Department will recommend a closure of a building or district. Since we have not seen any of our students this year, it is imperative that we share what school will look like in any scenario. The limited days at the start of the year (using the hybrid model) provides the best opportunity to make that happen.**
- 6. The custom restrictions and docking delay for our additional Chromebook purchase (1,110 total) changed some of the district's thoughts and our ability to go 1-to-1 with our students. We are**

limited at this time if we have to provide Chromebooks to our students. We will focus on providing Chromebooks to those students that do not have devices so they are ready for any potential online instruction. If we begin in a hybrid model, we have the ability to provide lessons and instructional materials in various forms. They do not have to all be online if we will see our students on a regular basis even if it is only a few days a week at the start.

7. We will work closely with the Ashtabula County Health Department. In our plan, if the community goes to a red or purple color in the coding system, we will go to a full online model. Getting our students in with a hybrid model, allows us to hopefully get the most time, in-person, before there is any potential closure due to exposures in our school setting or an increase in our community.

Educational Considerations:

For the hybrid start, students will meet according to the schedule provided. If a student does not attend, lessons should be recorded or presented via Zoom or Google Classroom to provide lessons for online students. The expectation is that online students are either joining the classroom on their scheduled days / or times or watching the prerecorded lessons and completing the assigned work. For the first few weeks (through Sept. 11th), the same lessons will be presented to the two different groups (group A / group B). Teachers will have time to prepare alternate lessons on the preparation days as we move forward. For the first few weeks, additional materials and resources can be provided to students for days they do not attend in person (Ex: written assignments, ...).

IN session at schools with the hybrid model:

For all schools:

***See attached schedule for details**

Monday / Tuesday - Group A

Thursday / Friday - Group B

Wednesday - Transition / Cleaning Day + PD/PLAN/ONLINE/SUPPORT

Example of a Student Schedule:

Group A Student:

1. Student would attend in-person on Monday and Tuesday each week (please refer to the schedule). Lessons would be provided by the teacher and information about any future assignments.
2. Assignments (either copied materials, work from a textbook or online assignments) would be posted on Wednesday (or before) for students to complete on Wednesday through Friday.

Group B Student:

1. Student would attend in-person on Thursday and Friday each week (please refer to the schedule). Lessons would be provided by the teacher and information about any future assignments.
2. Assignments (either copied materials, work from a textbook or online assignments) would be posted on Monday (or before) for students to complete on Monday through Wednesday.

Online Students:

1. **These students would follow the schedule of the Group A students. Some teachers may provide live lessons or online students will be instructed to follow prerecorded**

lessons for that week. Students would complete any online lessons or supplemental materials that are provided. Online students would be responsible to submit work to their assigned teacher(s). Teachers will announce specific times that they will be available to answer questions or support our online learners.

School Schedule for: Elementary Buildings (K - 5) * PS at Austinburg Elem.

Specific details will be shared by the building for each of the elementary buildings. Each grade level classroom roster will be evenly divided to create the two groups. If adjustments are needed based on students / families that choose an online option only, students may be changed (assigned group). Each building administrator is currently working on groups since the decision was just finalized to begin with a hybrid model.

School Schedule for: GMS (6 - 8)

Students will be divided into two groups (A / B) by alphabet. Currently the two groups will be A-K and L-Z. We will make some special consideration for family groups so they will be attending on the same day. Specific details will be shared by each building.

Schools Schedule for: GHS (9 -12)

Students will be divided into two groups (A / B) by alphabet. Currently the two groups will be A-K and L-Z. We will make some special consideration for family groups so they will be attending on the same day. Specific details will be shared by each building.

During potential short term / extended closure: Full online sessions will be provided Teachers will share specifics with students when they meet with them in person at the start of the year.

If the county goes to a Level RED: With notification from the district (this may not be immediate but we will work closely with the Ashtabula County Health Department), students will go to online education only. Teachers and staff will still report to their buildings with safety precautions observed.

If the county goes to a Level PURPLE: With notification from the district (this may not be immediate but we will work closely with the Ashtabula County Health Department), students will stay online education only. Teachers and staff will be instructed but may not report to their buildings after consultation with the Ashtabula County Health Department.

OTHER AREAS (Transportation, Recess, Food Service...)

Transportation - Limited number of students on the bus - masks / face coverings would be required. The district may need to change the bus schedules to accommodate students that need transportation to / from school. Bus routes would need to have a MONDAY / TUESDAY list and a THURSDAY / FRIDAY list for routes.

Food Service - Bagged breakfast and lunch for students (in session on assigned day) and at home. Students would eat in larger areas with special procedures and accommodations OR use of classrooms / alternate areas to accommodate the numbers.

Geneva Area City Schools ~ 2020 - 2021

Hybrid Start

*Note: Final "Return to School" Plan will need BOE Approval on 8/19/20

Thurs., 8/27- Waiver Day

Fri., 8/28 - Training / PD Day

Mon., 8/31 - Opening / Teacher Day *Pending BOE Approval

Tues., Sept. 1st - Group A (Grades 1-12) *Pending BOE Approval

Wed., Sept. 2nd - Cleaning, PD / Planning and Online

Thurs., Sept. 3rd - Group B (Grades 1-12)

Fri., Sept. 4th - Cleaning, PD / Planning and Online

Mon., Sept. 7th - Labor Day - NO SCHOOL

Tues., Sept. 8th - Group A (Grades 1-12) + Group A (Kdg. Start) *Pending BOE Approval

Wed. Sept. 9th - Cleaning, PD / Planning and Online

Thurs., Sept. 10th - Group B (Grades 1-12)+ Group B (Kdg. Start)

Fri., Sept. 11th - Group B (Grades K-12)

Mon., Sept. 14th - Group A (Grades K-12)

Tues., Sept. 15th - Group A (Grades K-12)

Wed. Sept. 16th - Cleaning, PD / Planning and Online

Thurs., Sept. 17th - Group B (Grades K-12)

Fri., Sept. 18th - Group B (Grades K-12)

Mon., Sept. 21st - Group A (Grades K-12)

Tues., Sept. 22nd - Group A (Grades K-12)

Wed. Sept. 23rd - Cleaning, PD / Planning and Online

Thurs., Sept. 24th - Group B (Grades K-12)

Fri., Sept. 25th - Group B (Grades K-12)

Mon., Sept. 28th - Group A (Grades K-12)

*** Determination made for full week school return starting Oct. 12th**

Tues., Sept. 29th - Group A (Grades K-12)

Wed. Sept. 30th - Cleaning, PD / Planning and Online

Thurs., Oct. 1st - Group B (Grades K-12)

Fri., Oct. 2nd - Group B (Grades K-12)

Mon., Oct. 5th - Group A (Grades K-12)

Tues., Oct. 6th - Group A (Grades K-12)

Wed. Oct. 7th - Cleaning, PD / Planning and Online

Thurs., Oct 8th - Group B (Grades K-12) ***Full day - No Early Release**

Fri., Oct. 9th - **NO SCHOOL for Students** (NEOEA Day)

Geneva Area City Schools ~ 2020 - 2021

Online School (1-to-1 Device with potential additional resources)

***Note:** This plan is designed to meet the needs of families that request the online only option OR due to a short term or long term closure due to a recommendation / exposure in the district. In addition, due to the chromebook delay (Chromebooks can't clear customs to the U.S. due to sanctions on certain Chinese companies), we will need to prioritize students that receive a device until the others arrive.

Note: This plan may change with new guidance and recommendations from the Governor's office, Ohio Department of Health, Ohio Department of Education and the Ashtabula County Health Department.

INCLUDES INFORMATION FOR: Geneva Area City Schools' Elementary Buildings (Austinburg, Cork and Geneva Platt R. Spencer, Geneva Middle School and Geneva High School)

HEALTH AND SAFETY

- **NOTE: DISTRICT CALENDAR CHANGE:** Proposal has been presented to the BOE to change the current district calendar. See the attached hybrid model calendar for proposed changes.
- For full online, staff would report to their respective buildings.

Breakfast / Lunch for students due to closure or online option being selected: Provide breakfast / lunch in a similar fashion to the previous closure. Multiple locations will be used to distribute bagged breakfast / lunch.

***NOTE:** For online students, breakfast and lunch may only be an option for students receiving a free/reduced lunch (* more guidance to follow).

EDUCATION

The following items along with other resources / instructional materials will be used for students choosing an **ONLINE OPTION ONLY** or for the potential of a closure.

***Students choosing an ONLINE OPTION will commit for a minimum of a nine-week grading period (and/or up to the first semester).**

Educational Considerations:

Geneva teachers would provide lessons via Google Classroom or Zoom for students. Online students will be instructed on which lessons or days to follow. After the start of the year, most lessons will be pre recorded.

Alternate option: There may be an alternate option for some students that may have difficulty following course content through the Geneva model. In addition, if specific courses are not offered (that normally are offered), an opportunity may exist for the classes through an outside vendor.

Online Plan / Extended Closure

- Chromebooks have been purchased to provide 1-to-1 distribution for all students K-12
This was a change to our Strategic Plan and included purchasing enough to provide a Chromebook for all students (K-12) based on our current enrollment. Promethean interactive boards were also purchased for all K-2 classrooms since the K-2 teachers and students do not use the chromebooks in the same daily capacity.
*Please note: There is a delay in receiving the 1,110 Chromebooks due to custom restrictions. We were scheduled to receive our supply at the end of July, then the end of August and now have been notified that it may be later October or November. We will do our best to supply devices to the families / students most in need to begin the year.
- **If school does not resume: Distribution of Chromebooks**
Information concerning distribution of Chromebooks will be shared through the website, robo-calls and personal telephone calls. District staff will be asked to coordinate communication with families to arrange a pick-up time (date and location to be announced).
- **If school does not resume: Distribution of packets (grade levels included)**
Elementary school administration and teachers will need to decide if other resources: books, paper copies, other instructional materials will be sent home to begin the year if schools do not resume on time. This may include: an immediate closure or delayed opening due to new guidance or recommendations. If materials will be sent home, distribution details will need to be provided to families through the website, robo-call and personal phone calls.
- If packets are used: Packets will be coordinated for the grade levels for easy distribution and collection.
- **Academic schedule for all grade levels**
* If the district is forced into a closure for a short-term period or a long-term period, we want to provide instruction on a subject or period based schedule. For many, it was difficult to stay up-to-date and allow students to maintain pace. The schedule below will provide some relief and focus on certain subjects being covered each day. In addition, off days when a subject is not being taught or a period schedule is on an off day - additional support or help will be provided.

NOTE: Adjusted schedule below is based on school being closed and district students being online K-5

Online day is based on subject areas: Mon. / Wed. - Math and Science (+ additional non-core)
Tues./ Thurs. - Lang. Arts / Social St. (+ additional non-core)

Fri. - Intervention / Enrichment (or special activity day)

6-8

Online day is scheduled based on periods and days. Periods 1,3,5,7 - Mon. / Wed.

Periods 2,4,6,8- Tues. / Thurs.

*Each day would include four blocks

Friday - intervention, enrichment or support

Blocks times per day for each period. Includes instruction, transition, ...

Four per day:

8 am - 9:30 am - #1

9:30 am -11 am -#2

11am - 12:30 pm -#3

12:30 pm - 1:00 pm - Break

1:00 pm - 2:30 pm -#4

9-12

Online day is scheduled based on periods and days. Periods 1,3,5,7 - Mon. / Wed.

Periods 2,4,6,8- Tues. / Thurs.

*Each day would include four blocks

Friday - intervention, enrichment or support

Provide blocks of time per day for each period. Includes instruction, transition, ...

Four per day:

8 am - 9:30 am - #1

9:30 am -11 am -#2

11am - 12:30 pm -#3

12:30 pm - 1:00 pm - Break

1:00 pm - 2:30 pm -#4

Please note: The times listed above for online instruction are approximate times and may change slightly. Instruction may not occur for the full time listed. The block of time includes: transitions, instructional time, questions and other information.