

2020-2021

Southeast Local Schools Responsible Restart Plan

Updated August 13

Dear Southeast Local Schools Families and Staff,

I hope this letter finds you safe in these unprecedented times. This spring and summer have proven to be one of the most difficult times that many of us have experienced in our lifetimes. I would be remiss not to express a sincere thank you to our students, staff, parents, and administrators for helping us navigate these uncharted waters. The anticipation of determining what a return to school will look like has stressed and concerned all of us. Schools across the country have been charged with weighing a balance between considering educational options and ensuring we abide by health and safety priorities. At Southeast, we strongly believe in the research provided by the American Academy of Pediatrics (AAP) which emphasizes the importance of students returning to in-person learning as much as possible. We recognize that anything but a traditional return to school is disappointing for many, but at the same time we must follow the guidance from our health professionals. In summary, we are committed to keeping our students and staff safe while having them on site as much as possible.

Our plan was developed in conjunction with guidance from the American Academy of Pediatrics, Ohio Department of Health, Ohio Department of Education, Portage County Health Department, and input from talented staff members and administrators. Additionally, our parent survey with over 600 responses helped us consider a number of different options and hurdles. One of these hurdles will be transportation. To help us plan, Parents will be asked to complete a **transportation survey** which can be found at the end of this document. It would be particularly helpful if parents/guardians would be willing to transport their child to and from school this year. This would give us the ability to ensure transportation to every student who needs it and increase social distancing on the buses. Our transportation guidelines can be found toward the end of this document.

On July 3, we received guidance from Governor DeWine regarding various alert levels created by the state as well as additional direction for school districts to work with their local health departments to devise specific details of reopening plans. He provided the following chart that indicates the risk level that will guide actions by local county health departments. In our case, that is the Portage County Health Department. As of now, Portage County is in Orange—Level 2 which indicates increased exposure and spread of COVID-19. We will continue to monitor these alert levels as they will help guide our decisions on what learning model we will use.

INDICATES A COUNTY ALERT LEVEL			
LEVEL 1 0-1 Indicators Triggered	LEVEL 2 2-3 Indicators Triggered	LEVEL 3 4-5 Indicators Triggered	LEVEL 4 6-7 Indicators Triggered
Public Emergency Active exposure and spread. Follow all current health orders.	Public Emergency Increased exposure and spread. Exercise high degree of caution. Follow all current health orders.	Public Emergency Very high exposure and spread. Limit activities as much as possible. Follow all current health orders.	Public Emergency Severe exposure and spread. Only leave home for supplies and services. Follow all current health orders.

GUIDING PRINCIPLES

These are the general principles that will guide Southeast Local Schools as we move forward with the reopening of our schools:

1. We will work closely with the Portage County Health Department to promote safety in each school building. In the event we have a confirmed case of COVID-19, we will work with our local health officials to implement the appropriate steps.
2. We understand that some level of risk will always be inherently present when children and school district employees occupy school district facilities.
3. We appreciate the need for consistency in areas of operations while also recognizing that individual differences in classroom sizes, school facilities, and building operations may lead to some differences in practices.
4. We will follow the local Health, AAP, and CDC recommendations of social distancing with a minimum of 3 feet and be transparent that 6 feet is not possible in all areas including classrooms.
5. We will require face masks for staff and students.
 - Southeast Local Schools defines a face mask as a covering of the mouth and nose area for all students and staff.
 - All Teachers and Staff will wear face masks. Face shields will only be used where appropriate and must be approved by the school nurse and/or building administrator.
 - K-2 Students will wear face masks on buses, in hallways, and in classrooms with specific mask breaks in the classroom, during lunch, and outside per teacher discretion.
 - 3-5 Students will wear face masks on buses, in hallways, and in classrooms with mask breaks scheduled throughout the day when practical.
 - 6-12 Students will wear face masks on buses, in hallways, and in classrooms. Mask breaks will be encouraged when possible.
 - If you cannot wear a mask for medical reasons, there will be a Health Appeal Process for face coverings with our District nurse, Debbie Wyszynski, and the building administrator.

6. School staff will be doing a daily self-assessment for COVID-19 symptoms. We expect parents/guardians to self-assess their child's health conditions prior to sending them to school. This partnership with the parents is an important factor in a successful return to school. A list of the most common COVID-19 symptoms can be found on our school website. Student temperatures will be taken upon arriving at school.

7. We will move the start of school from September 3 to **September 9**. This will give our staff an extra day in order to prepare for all digital/hybrid/in-person instruction. Staff will still return to school on Monday, August 31. The first day of class for students in grades K-12 would be Wednesday, September 9.

Southeast Back to School Modified Schedule

After great deliberation, health guidance, instructional guidance, and input from our stakeholders, it has been decided that Southeast Local Schools will start the year on a "Modified AB Alternate Day Schedule". This schedule will start on **Wednesday, September 9 and end on Friday, October 2. Our current plan is to move to our Every Student Every Day schedule on Monday, October 5.** The Modified AB schedule will have students with last names A-L in group A and M-Z in group B. Students A-L will physically attend school on Mondays, Wednesdays, and every other Friday. Students with last names M-Z will physically attend school Tuesdays, Thursdays, and every other Friday. We will accommodate families to ensure same day grouping of all children in a household as needed . To help with planning we kept this as consistent as possible and a calendar is included at the end of this section. This plan gives us the opportunity to provide more individualized instruction, follow the Governor's orders to assess students to determine any instructional gaps, increase social distancing on the buses and in the classrooms, and reacclimate our students to a more traditional schooling experience. Please note once again that our new start date will be on **Wednesday, September 9 for Group A students and Thursday, September 10 for Group B students.**

*Note that students are still expected to continue work on days where they are not physically present in the building.

SEPTEMBER 2020

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
30	31 First Day Back for Teachers Staff Development	1 Staff Development	2 Staff Development	3 Staff Development	4 Staff Development	5
6	7 No School	8 Staff Development	9 First Day for Students Group A (A-L)	10 First Day for Students Group B (M-Z)	11 Group A	12
13	14 Group A	15 Group B	16 Group A	17 Group B	18 Group B	19
20	21 Group A	22 Group B	23 Group A	24 Group B	25 Group A	26
27	28 Group A	29 Group B	30 Group A	1 Group B	2 Group B	3

Group A = students with last names starting with A-L

Group B = students with last names starting with M-Z

As you continue to read this letter, you will find information about three learning models that we will need to consider depending on local, state, and national health recommendations.

LEARNING MODELS

Every Student, Every Day Model: Southeast Learning Model for when our county is in Level 1 or 2 (Yellow or Orange) after October 2.

The American Academy of Pediatrics has said that in-person instruction is the most beneficial. In the event that the Portage County Health Department deems Portage County a Level 1 or 2 according to [The Ohio Public Health Advisory System](#), Southeast will follow a “typical” everyday schedule with increased safety strategies. All staff and students will attend school during normal school hours with increased social distancing measures, enhanced hygiene practices and other public health precautions. The “every student, every day” schedule is followed when it is deemed safe for all students and staff to be in daily attendance at the school at the same time with safety practices in place in accordance with Public Health Department guidance.

During the “Every Student, Every Day” Schedule:

- All staff and students report to school daily for instruction.
- All staff and students follow enhanced hygiene protocols including: face covering protocols; frequent hand washing/sanitizing; six feet of social distancing when possible; covering mouth and nose when sneezing and coughing; staying home when ill for any reason including having a temperature at or above 100 degrees or experiencing any symptoms of the COVID-19 virus.
- Handwashing and hand sanitizing stations will be available throughout the buildings as well as every classroom having hand sanitizer
- One way or split hallways will be utilized wherever possible
- Increased and more detailed cleaning methods will be employed in every building
- Thermometer Scanner Kiosks will be in place to efficiently check student temperatures daily
- Some school practices such as student meals, recess, related arts/electives, etc., may be altered to promote student health and safety.
- Additional lunch periods and lunch areas are being added to ensure greater social distancing while students are eating with their masks removed.
- Middle and High School athletics will proceed in accordance with OHSAA and Public Health guidance.

“Modified” Learning Model (AB Alternate Day Schedule) for Level 3

If the state declares Portage County a Level 3 (Red) as described in [The Ohio Public Health Advisory System](#), Southeast will consider implementing a “**Modified**” schedule. If the decision is made to go to a modified schedule it will start at the beginning of the following school week.

This is a rotation of at-school and at-home learning days for students. Teachers will be utilizing blended learning and guided instruction models so that students are still learning during the entire week. Students will attend school for face-to-face instruction for at least two days of each school week and receive practice, independent work, and project tasks to complete AT HOME using Google Classroom and teacher created resources.

Attendance at school is counted for both in-person and virtual attendance, which follows State and Health Department guidelines for operation. While there is no formal attendance taken on virtual days, there is an expectation for students to complete assignments during the at-home, practice days.

During the “Modified” Schedule:

- All staff report to school to facilitate learning for assigned student groups.
- All staff and students follow enhanced hygiene protocols including: face covering protocols; frequent hand washing/sanitizing; six feet of social distancing when possible; covering mouth and nose when sneezing and coughing; staying home when ill for any reason including having a temperature at or above 100 degrees or experiencing any symptoms of the COVID-19 virus.
- Handwashing and hand sanitizing stations will be available throughout the buildings as well as every classroom having hand sanitizer
- One way or split hallways will be utilized wherever possible
- Increased and more detailed cleaning methods will be employed in every building
- Thermometer Scanner Kiosks will be in place to efficiently check student temperatures daily
- Half of the school’s student population will be in attendance every school day. The most likely scenario at this point would be similar to our Modified Restart Plan in September which is to have students operate on an A and B schedule where they will attend two days a week and every other Friday.
- All schools will work to facilitate the totality of District programming on a reduced schedule and modified learning plan when appropriate including elementary specials, academic interventions, gifted programming, and instrumental music.
- Teachers will engage with students for face-to-face learning on assigned “at school” days, facilitating new learning experiences based on academic standards, and prepare for independent work, practice, and project tasks on students’ assigned “at home” days. Students will work to complete assignments with access to Google Classroom. In this platform, students can access a variety of programs, videos, lessons, templates, assignments, virtual tutorials, and other tools to support their “at home” work.
- Teachers will maintain productive communication with families and students using common communication practices established by the building.
- Additional lunch periods and lunch areas are being added to ensure greater social distancing while students are eating with their masks removed.

- Middle and High School sports will proceed in accordance with OHSAA and public health guidance.

Remote Learning Model for Level 4 (Purple)

If the Portage County Health Department deems Portage County a Level 4 according to [The Ohio Public Health Advisory System](#), Southeast will consider moving to a “100 percent online” schedule, which we will call our Remote Learning plan. The move to the Remote Learning Plan will occur when State or National Levels of COVID-19 necessitate a closure of school(s) in the best interest of the health and well-being of both staff and students.

During the Remote Learning Plan Schedule:

- Parents, staff, and students will be given a guidance document before school starts that outlines specific information related to academics and instruction in this model.
- All staff will continue to report to work if permitted by the Portage County Health Department and Governor’s orders. All students are assigned to work/learn from home using our common learning management system, Google Classroom. The instructional content will be created by classroom teachers, and in this platform, students can access a variety of programs, videos, lessons, templates, assignments, virtual tutorials, and other tools to support their “at home” work.
- Students will be expected to virtually “attend” class daily and to complete/turn in assigned work. Hours for instruction per day are between 9:00 AM-2 PM (specific times to be determined by building).
- New instruction, completed assignments, and student feedback will be delivered to students virtually using the Google learning management system.
- Elementary Teachers will conduct synchronous (teacher present at the same time as the learners) lessons via the learning management system and video conferencing tools. In addition, teachers will connect with students for feedback and tutorials each week, as determined by individual learning needs.
- Middle and High School Teachers will conduct synchronous lessons and provide daily learning and assignments to students per the student’s regular schedule. Grading will be based on the traditional, percentage and letter grade format.
- Chromebooks will be made available to every student who needs one.
- In accordance with OHSAA and county health orders, all co-curricular and extra-curricular activities may be suspended during the Remote schedule.

If The Ohio Public Health Advisory Level for Portage County changes, Southeast schools would only change their format beginning the following Monday in order to provide time for families and staff to plan for the change. If we do change learning models, then we will remain in that learning model for a minimum of two weeks.

We will continue to monitor information shared by the Portage County Health Department, the Governor, and the Ohio Department of Education and make needed adjustments as appropriate. It is important to understand that transitioning to an all-digital learning model Districtwide may be necessary at some point in the school year should additional guidance and mandates require it.

Pirate Virtual Academy

We recognize, for a variety of reasons, it may be possible that a family decides for their child(ren) not to be present in the school building, regardless of whether we return to school with our modified schedule or switch in October to an Every Student Every Day schedule or even if we are on a rotating basis over the course of the 2020-2021 school year. Students staying home to receive full-time instruction will be set up with an online program called the Pirate Academy. We are still planning this format and depending on the number of students that sign up it will be online instruction delivered by our teachers, an online service partner in conjunction with our teachers, or an online service partner (Ohio Online Learning). The online program we select will be paid for by the District and you must have a reliable internet connection and an electronic device in order to participate. The Pirate Virtual Academy will only be available for the 2020-2021 school year and will not be an option in future years. More information will be forthcoming.

If a student opts for the Pirate Virtual Academy option, they will need to commit to that model for at least the first semester (ends on Friday, January 22, 2021). If a student is in a model that includes face-to-face learning and wishes to switch to the Virtual Academy at a time other than the semester break, a doctor's note will be required prior to the student changing his/her learning model. If Southeast Schools switch to Remote Learning within the first 30 days of the start of the year, we reserve the right to remove your child and place them in our Remote Learning Platform.

The Pirate Virtual Academy is an all online model of instruction. The curriculum is accredited and will be aligned to Ohio's Learning Standards. The student should expect to spend an average of 5 hours online per day. For those students who choose this option, it will be reviewed at a parent informational meeting the week of August 17.

Southeast students will remain enrolled in the Southeast Local School District and the students' scheduled courses will be designated as "online learning." Students will also be able to participate in district athletics, extra-curricular activities, and after-school functions. Students in grades 7-12 will be enrolled in 5 semester classes and must pass all 5 and finish with a GPA of 1.5 or higher for athletic eligibility during the preceding grading period of the sport in which they wish to participate. For all high school accredited courses, the course grades will be a part of the GPA and final transcript. Students in grades K-6 will be enrolled in 4 core courses.

To accommodate family requests, help us plan, as well as provide advanced notice to our schools and ensure we have the resources to support our students, families need to complete a

form to sign up for the Pirate Virtual Academy by **Friday, August 7, 2020** to provide the necessary information and planning to assist each student. **The required link for the form to officially sign up for Pirate Virtual Academy is available at the end of this section.** If you do not complete the form by August 7, we will assume you are choosing to start the year in our Modified Restart Plan described at the beginning of this document.

https://docs.google.com/forms/d/e/1FAIpQLSeZymcxBgHhaKzqe9KzIIBCQ2A6K3p_A0PPesxunAeciyazZ9w/viewform

DISTRICT START DATE REMINDER

We also want to let families know that our school calendar will be adjusted by moving the start date from Wednesday, September 2 to **Thursday, September 3**. Students will also be off on **Tuesday, September 8** for a professional development day

We understand that the options we have provided may be very difficult for many of you, but please know we have tried to be diligent and thoughtful to create the best possible plan for our students, teachers, and staff, given the options available by local and state mandates due to the COVID-19 Pandemic.

We also understand that the 2020-21 school year will be very different from anything we have ever experienced in education. We know that the decisions we make will be impactful to our stakeholders and I can assure you that each one will be made with student and staff safety and well-being in mind. We are fully committed to doing what is necessary to support our students, staff, and families in this incredibly difficult time. If you have questions please email your child's principal or me. I plan on putting together a FAQ document as questions begin to come in regarding our plan.

We greatly appreciate your support, patience, and grace as we endure and overcome this time. We will get through this together.

Sincerely,

Bob Dunn

***As mandated by the Governor, our plan must remain fluid and flexible and may need to be altered or revised at any time based on guidance and mandates outside of our control.**

General Transportation guidelines:

Students and staff will be required to wear face coverings for the duration of their time on the bus

- Social distancing will be practiced as much as feasible and no more than two students will be permitted in a seat.
- Assigned seats will be required and family members will be seated together where applicable
- Students will be loaded and unloaded back to front and it will be staggered.
- Hand sanitizer will be available on every bus and additional cleaning protocols are being added between and after bus runs.
- No late bus passes will be permitted for at least the first semester.

Please fill out the following transportation survey. Please complete by no later than Friday, August 7th 2020

<https://docs.google.com/forms/d/e/1FAIpQLSdcWQHQzuvcwuQHxvETjzHG9xV0qafvmz9bzd7N5YU8y4Ahgg/viewform>