A Guide to Reopening the Madeira City School District for the 2020-2021 School Year

Important information including parent surveys, health and safety protocols, schedules, transportation, athletics and extracurriculars, FAQs, and resources.
To Our Madeira Students, Families, Staff, and Community Members;

Over five months ago now, we said goodbye to our students and colleagues, thought we were pressing the pause button for two weeks, and quickly began an unprecedented journey into remote education plans. I am thankful for the work of our teachers and staff who in a blink worked tirelessly to provide lessons remotely while defeating distance in so many ways to connect with our students and families. I’m also thankful for our students who never gave up and our parents who partnered alongside us to finish out our school year. The COVID-19 pandemic has been hard on everyone, and while we needed to take precautions and safety measures back in March to “flatten the curve,” we always clung to the rainbows of hope that were popping up all over Madeira last spring as a sign of hope that went along with our parting message .... “Take heart, Madeira. We will rise and be together again.”

With the start of the 2020-2021 school year just around the corner, safely returning to RESTART Madeira will be as challenging and tricky as ever, as we work to implement safety procedures while trying our best to keep everyone healthy. Thanks to our Madeira Planning Commission team of parents, teachers, and administrators, we are happy to finally share our plans and intentions to RESTART Madeira. These plans are always subject to change based on state and local health official guidance and the prevalence of the spread of COVID-19.

For the 2020-2021 school year, you will see a number of adjustments necessary in order for us to stay healthy and “rise and be together again.” These are a few of the key highlights with much more detail within our RESTART Madeira plans.

• A continuum of educational options that include in-person instruction that includes both hybrid and remote learning, and an all online option for students choosing to learn at home.
• Social distancing to the greatest extent possible in classrooms as required and approved by the local county health department.
• Required use of face masks by staff and students K-12 with frequent breaks outside where social distancing may be achieved.
• Increased handwashing and safety protocols.
• Contact tracing in cooperation with Hamilton County Department of Health.
• Phase-in days K-12 at the start of the year
• Staggered start times / dismissals
• “My Madeira Promise” statement of commitment in our goal of being together again

Thanks for your patience and willingness to partner with us to continue to make Madeira a great place for kids.

Kenji Matsudo
Superintendent, Madeira City Schools
Madeira City Schools’ leadership team has continued to plan for the start of the 2020-21 school year, exploring different ways to keep students and staff safe while maintaining the academic excellence we are known for. Among engaging with local colleagues, health officials, and state leaders, we’ve had the opportunity to listen and learn from headmasters from schools across Europe and Australia who have already restarted their schools and are currently in session. We know going back to school in the fall will be more different than ever before. The health, safety and emotional well-being of our Madeira students, staff, families and our community will remain our top priority.

An expanded Planning Commission team of nearly 45 parents, teachers, and administrators has met virtually on Tuesday evenings throughout this summer as a part of our process for discerning the most successful restart to our school year. Surveys from this group were sent to parents and staff June 1 to help understand thoughts and concerns about restarting in the fall. A brief snapshot summary of that survey can be found by clicking RESTART Madeira Family & Staff Survey. While each of us are coming to the reopening of our state and our schools from different perspectives, we should be reminded that we are better together as a school community when we respect those differences and the personal preferences of our friends, neighbors, and colleagues as we come together toward solutions that will move us forward.

Our plans have needed to be informed by Governor Mike Dewine’s office as well as our state and local health officials. We waited nearly ten weeks to receive this guidance that was shared on July 2, 2020 and now school districts across Ohio are working to incorporate this guidance and continued updates.

**RESTART Madeira Guiding Principles**
- Care and well-being of students and staff is of utmost importance
- Prioritizing student learning and social-emotional health
- Ensuring effective teaching and learning
- Operating efficiently, effectively, and responsibly

**RESTART Madeira Fundamental Assumptions**
- Madeira City Schools must create flexible and responsive plans to ensure the health and safety of all students and staff.
- The traditional school experience as it was known prior to the onset of the pandemic will be different, as will many of the day-to-day practices.
- Students, parents, and staff will need to be ready to operate both in-person and fully remote learning mode sometimes with minimum advance notice.
- School health & safety guidelines must be followed as set forth in guidance from the Ohio Department of Health and our local health departments.
- Guidance and guidelines will be adjusted throughout the school year.
- We are better together when we respect differences of opinions, show empathy for those who may become ill, and promise to do our best amid difficult circumstances.
Safety Measures considered most important to Madeira City Schools Families and Faculty

- Increased cleaning and sanitation: 94% Families 95.4% Faculty
- Requiring frequent hand washing: 87.6% Families 83.5% Faculty
- Requiring temperatures taken: 68.2% Families 65.1% Faculty
- No shared supplies or equipment: 58.6% Families 64.2% Faculty
- Reduced numbers in classrooms: 54.1% Families 52.3% Faculty
- Limited school assemblies or gatherings: 51.5% Families 62.4% Faculty

Link to a Closer Look at Parent / Staff Data collected from June 1, 2020

Parent Survey Data *June 1, 2020*

- Expect buildings to open normally or with necessary social distancing measures: 83.2% Families 78.7% Faculty
- Feel comfortable sending kids back to school/returning to work with appropriate social distancing measures: 92.2% Families 92.6% Faculty
RESTART Madeira Learning Continuum of Options

For our school year to be as successful as possible, we will need to understand that our learning must be planned for on a continuum of options given our need to remain flexible. Our first and foremost goal is to return students to our classrooms as safely as possible while recognizing that not every student and family will be ready or able to return due to concerns or health issues.

Each student/family will need to choose between two learning approaches:

**OPTION 1: IN-PERSON LEARNING AT SCHOOL**
All students attend school five days a week following safety guidelines and requirements. Classroom lesson design and structures will be tailored to regularly include practice using remote learning tools and live-streaming as a means of seamlessly moving to remote learning plans should that become necessary. Choosing this option will also include the possibility of needing to move to a hybrid learning model or enhanced remote learning model sometimes with very little notice depending on the prevalence of COVID-19 or contact tracing and quarantining requirements.

- **Hybrid Learning:** Approximately 50% of students would attend in person with their scheduled group while 50% would follow their school schedule and remote into their classroom instruction from home. A 3-2/2-3 schedule with two groups (K-12) based on last name. Group 1: A-K and Group 2: L-Z.

- **Enhanced Remote Learning:** Both students and staff engage remotely through online instruction with structured Zooms and school schedules maintained during necessary times of quarantine or further school closures due to health and safety concerns within the county or community.

**OPTION 2: ENHANCED ONLINE LEARNING AT HOME**
Families choosing this option must commit to this program for a semester at a time in order to maintain continuity of instruction and scheduling.

**High School and Middle School:** Students in Grades 5-12 will receive all classroom lessons and learning at home with aligned curriculum supported by Madeira teachers and staff. Students will attend and will be required to follow a typical school day remotely through live-streaming Zoom classroom lessons and on-demand lessons provided by Madeira staff.

**Elementary School:** Students in Grades K-4 will have a consistent daily schedule that meets the needs of young learners and is different than 5-12 bell schedule. Once we understand who might need to choose this option, grade levels will be communicating this schedule. Students choosing an online option may require significant parent support, particularly the younger the student, in order to ensure the student is online at the right times and ready to learn.
Building Operations & Classrooms
• Maximize physical distancing in classrooms and common spaces and use of designated outdoor learning spaces
• Appropriate face coverings will be required for students and staff K-12 with breaks when distancing can be achieved. Protective shields may be considered and waivers will be provided for those who may not be able to safely wear a mask/shield
• Modified classroom layouts to include plexi-shields on tables / workstations
• Frequent handwashing and hand sanitizer use in every classroom (before entering, exiting, lunch)
• Increased signage and reminders
• Lunch in classrooms and physical distancing in cafeteria areas with assigned cohort seating
• Drinking fountains will be available for bottle filler operation
• Locker use and cubbies will be determined at the building level
• Specials classes will continue with modifications to allow for increased social distancing & reduced student movement within the building
• To start the year, field trips & classroom visitors will not occur

Health & Wellness Expectations
• Temperature and symptom well checks by parents/guardians will be required prior to sending your student to school.
• Students must be kept home if they have a temperature of over 100 degrees, or are displaying symptoms that may include: 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, and/or diarrhea. Students must not return to school until they are symptom free for 72 hours.
• Touchless random temperature checks of students / staff will be conducted throughout the school day.
• A separate isolated area will be created in each building for students or staff who become ill or symptomatic during the school day.
• If a student is displaying symptoms families should consult with their pediatrician to determine if a COVID-19 test is appropriate. If a positive COVID-19 diagnosis results, families must alert the school immediately as well as the Hamilton County Public Health Department
• In the event of a confirmed case of COVID-19, we will follow the guidelines set forth by the Hamilton County Public Health Department. Current guidance can be found here. We may need to shut down a class, grade level, building, or the district in response to confirmed case(s).

Cleaning Protocols
• Frequent sanitation of classrooms, bathrooms, and common spaces
• Each classroom will be disinfected after use by students
• Specific sanitizing schedules for cleaning surfaces in all areas of the building including use of electrostatic sprayer
• Increase ventilation to classrooms and HVAC filtration systems

Food Service & Recess
• Menu will include prepackaged hot and cold options
• Free and reduced lunch support will continue for both in-person and online at home students
• In order to limit exposure, students will play at recess with their classroom groups, rotating through identified play zones

Social & Emotional Health
• We recognize the need to continue our focus on the social and emotional health of our students and staff. We will continue to provide the resources and support to students and staff as we navigate this challenging time.
• Our school counselors and community based mental health providers from Children’s Hospital will continue to support students and families regardless of the learning option selected.
Transportation
To start the school year, we are asking parents who are able to provide transportation for their students to do so. This will allow us to minimize student exposure. Transportation will be provided for those who need it.

- Students must sign up for transportation in order to ride the bus so that we can plan appropriately.
- Masks will be required on the school bus and at bus stops if students are closer than six feet.
- Seats will be assigned, and siblings will be assigned a seat together. A max of two students will be in each seat.
- Buses will load back to front.
- Buses will be sanitized between routes and deep cleaned daily

Student Schedules
Student programming and schedules may look different than in years past in order to ensure student safety and maximize our opportunity to reopen our schools.

- Changes to school calendar - Additional PD Day for staff August 14, 2020
- Transition Days to start the school year - students will report by alpha to transition back into school
  - August 19, 2020 - students with last names A-G
  - August 20, 2020 - students with last names H-O
  - August 21, 2020 - students with last names P-Z
- Staggered school start times by alpha for car riders at MES & MMS (TBA)
- Late arrival / Early dismissal opportunities for select study hall periods at MHS
- New school schedule formats to reduce the need to change classes

Equity & Access
Devices: All students in grades 5-12 will receive a Chromebook or laptop device as part of the Madeira City Schools one-to-one technology structure in these grades. Students in grades K-4 (participating all-online learning) will be able to request a device.

Individualized Needs: Special education services and supports will be delivered as written on the IEP when we return to in-person learning so long as safety protocols can be maintained. In the event that an IEP needs to be amended, teams will convene a virtual meeting to discuss the proposed changes. If the district hybrid learning or remote learning, teams will individually discuss how to provide special education services and supports with a good faith effort. If a family chooses the online learning at home option, supports and service will be provided remotely with a good faith effort. Teams will individually discuss how to provide special education services and supports with a good faith effort. As a school district, we recognize how important it will be for school personnel and parents to work together collaboratively to find ways to continue to serve and educate all students.

Internet Connectivity: Our goal is 100% connectivity for every Madeira City Schools student. Any student/family without internet service is asked to contact their principal or counselor.

Student Nutrition: We will be working to continue filling all student nutrition services requests for all students, in-school or online.
Athletics/Extracurriculars
More updates will be shared in regards to Athletics and Extracurriculars. As of July 20, our coaches are working with our student athletes engaging in conditioning and skills training under modified safety guidelines. The Marching Mustangs are also following similar safety protocols in preparation for the marching band season.

More information and updates will be provided as we receive notification from OHSAA and other state and local health officials.

FAQ
A Frequently Asked Question list is being developed. Please see page 8 to submit a general question.

Just the Facts:
1. Parents must choose In Person Learning at School or Online Learning at Home by July 29
2. Student Early Release Transition Days - August 19, 20, 21
3. First Full Day of School - August 24
4. All students & staff are required to wear masks
5. Parents must do wellness check/temperature check prior to school
6. Following social distancing guideines will be required at all schools

Resource Considerations and Updated State News
Center for Disease Control (CDC)
Ohio Department of Health
Ohio Department of Education
State of Ohio Governor's Office
Hamilton County Public Health
American Academy of Pediatrics (AAP)
Ohio High School Athletic Association (OHSAA)
Local Superintendent Task Force
COVID-19 Checklist for Parents of Teens and Young Adults
Coronavirus Disease 2019 (COVID-19): Updated Guidance for Duration of Isolation
State of Ohio EOC SITUATION REPORT
Hamilton County Testing Sites
**My Madeira Promise**
Please carefully review the [My Madeira Promise](#) that all students, parents and staff will be asked to sign and support that outlines clear expectations that we all must follow as we **RESTART** Madeira.

**Ways to Help as a Parent**

**Helping Students to Be Successful:** We encourage parents to talk with, reassure and support their children about these changes, and the importance of social distancing and wearing face coverings.

**Practice Mask Wearing & Routines:** Help students get back into a normal schedule at least a week before school begins, such as reinstituting bedtime and wake up routines. Practice wearing a mask, and try different types of masks to find the best and most comfortable solution for your student. Following recommended guidelines regarding face coverings and social distancing this summer may help prevent a future surge in cases that might impact the start of school.

**Communication is Key:** If a student is absent, it is imperative that families communicate the reason for that absence as early as possible. It is also important that we have the most up to date contact information so that we can reach parents or guardians quickly in the event of an emergency.

Plans for back-to-school events are still being evaluated. More information on these events will be coming at a later date, as will additional details of the pla

**What We Need From You**
Please complete your [Back to School 2020 Student Choice form](#) for EACH student in your family by Tuesday, July 28th to indicate your preference for OPTION #1 In-Person Learning at School or OPTION #2 Enhanced Online Learning at Home

A FAQ is being created, please use [RESTART Madeira - Ask a Question](#) to submit general questions.