

<b>SCHOOL NAME</b>	Perrysburg Exempted Village Schools
<b>SCHOOL ADDRESS</b>	140 E. Indiana Ave., Perrysburg, OH 43551
<b>CONTACT PERSON</b>	Thomas Hosler, Superintendent

**REMOTE LEARNING PLAN**

In response to the disruptive nature of COVID-19, Ohio’s Legislators and Governor Dewine enacted HB164 in June, 2020. Part of HB164 reads: “Each qualifying public school governing body may adopt a plan to provide instruction using a remote learning model for the 2020-2021 school year... Not later than August 21, 2020, the qualifying public school shall submit the adopted plan to the Department of Education.”



\* Please see Appendix A for a detailed description of the *Welcome Back Guide for Families 2020-2021* for Perrysburg Exempted Village Schools.

**SECTION ONE: INSTRUCTIONAL NEEDS**

<b>Resource Link(s):</b>	<ul style="list-style-type: none"> <li>- <a href="#">ODE Model Curriculum</a></li> <li>- <a href="#">Remote-Blended Instructional Delivery Resources</a></li> <li>- <a href="#">Exceptional and At-Risk Youth</a></li> <li>- <a href="#">Ohio Support Guide for Teachers of English Learners</a></li> <li>- <a href="#">Considerations for Students with Disabilities During School Closure</a></li> </ul>
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**a. HOW STUDENT INSTRUCTIONAL NEEDS WILL BE DETERMINED?**

<b>Possible/Optional item(s) to consider:</b>	<ul style="list-style-type: none"> <li>- Instructional Sequencing</li> <li>- Aligned Instruction to Learning Standards</li> <li>- Gap Analysis for ELA, Math, Science, and Social Studies</li> <li>- Created a plan for IEP and students with disabilities</li> <li>- Created a plan for students identified as gifted served with a Written Education Plan (WEP)</li> </ul>
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**Address determining instructional needs here:**

Perrysburg Schools uses beginning of the year standardized assessments for every student. Specifically, we will use the mCLASS assessments for math and reading in grades K-2 and STAR assessments in grades 3-8 three times throughout the 2020-2021 school year to check student understanding. For grades 9-12 as well as social studies and science courses, we will use locally developed assessments to measure progress with our students.

This allows for teachers to identify areas of strength and areas of growth in determining the instructional needs of all students. Teachers will meet continuously throughout the year to work within and across grade levels to determine needs for their students.

SchoolsPLP (platform purchased through the Northwest Ohio Virtual Academy), for the self-directed courses, uses pre-assessments to identify students' understanding. The teacher facilitator of the self-directed courses will be able to customize the learning progressions based on the pre-assessment. For teacher led courses, the teacher will collaborate with intervention specialists and gifted coordinators to accommodate the needs of all students.

**b. HOW STUDENT INSTRUCTIONAL NEEDS WILL BE DOCUMENTED?****Possible/Optional item(s) to consider:**

- Clear instructional plans have been created
- Clear instructional plans have been communicated with staff, parents, and other stakeholders

**Address determining instructional needs here:**

Teachers will work collaboratively during planned grade level/department time on instructional pacing taking into consideration any standard that may have gaps due to the spring COVID-19 shutdown, as well as the level of proficiency demonstrated by their students. Instructional plans will be adjusted as needed depending on the learning platform that is being utilized. Instructional plans will be communicated with parents and caregivers, along with student progress, through multiple formats and communication techniques.

Perrysburg Schools teachers utilize databases and our LMS (Schoology and/or SchoolsPLP) maintain all students' assessment scores. In addition, these tools house student progress toward meeting goals.

For the self-directed courses, SchoolsPLP administers pre-assessments and the lessons are adjusted to meet the needs of the student. Students' progress towards completion and mastery is held within the SchoolsPLP system. A teacher monitoring students' progress can modify each lesson to support students who need enrichment or provide additional support in identified areas for each student. Teachers use assessment results from the standardized assessments and the online platform assessments to guide instruction and to address learning gaps that may be identified.

**SECTION TWO: DETERMINE COMPETENCY, GRANTING CREDIT AND PROMOTING STUDENTS TO A HIGHER GRADE LEVEL****Resource Link(s):**

- [District and Building Level Educational Considerations and Planning](#)
- [Teacher Level Educational Considerations and Planning](#)
- [Non-Building-Based Learning Opportunities](#)
- [Policy 5410, 5420, 5421](#)

**a. WHAT METHOD(S) WILL BE USED TO DETERMINE COMPETENCY FOR REMOTE LEARNING?****Possible/Optional item(s) to consider:**

- Developed and communicated a plan for determining competency (grading and assessments)

**Address determining competency here:**

Teachers will continue to meet in grade level/department teams to review data that is collected. Teachers will determine who is above, at and below mastery and plan for interventions and enrichment lessons based on this data. Summative and formative assessments will be used to gather this data and will be gathered from several sources.

Ohio's Learning Standards identify what students should know and be able to do. Teachers will continue to monitor students' progress and will assess students' competencies based on the learning standards set by Ohio.

**b. WHAT METHOD(S) WILL BE USED FOR GRANTING CREDIT FOR REMOTE LEARNING?****Possible/Optional item(s) to consider:**

- Developed and communicated a plan for granting credit (grading and assessments)

**Address determining credit here:**

Teachers will communicate content, grade level standards and success measures to students and parents. Teachers will provide feedback to students and families through various resources, including but not limited to: rubrics, feedback on formative assessments, online gradebook and summative assessment results.

All courses and assessments have been aligned to Ohio's Learning Standards. Students will earn credit for a course if they have earned a passing grade as defined by Board Policy 5421.

**c. WHAT METHOD(S) WILL BE USED FOR PROMOTING STUDENTS TO A HIGHER GRADE LEVEL WITH REMOTE LEARNING?**

**Possible/Optional item(s) to consider:**

- Developed and communicated a plan for promoting students to higher grade level (grading and assessments)

**Address promoting students to a higher grade level here:**

Staff will develop the expectations and requirements for successful course completion and promotion to a higher grade level/course. Information such as expectations, grading scale, mastery learning, course progress and successful completion of the course will be communicated to students and parents through multiple formats. The district's online grade book will be used as the primary mode of communication for class grades and final determination of promotion or retention.

All courses are aligned to Ohio's Learning Standards. A student will be promoted to the succeeding grade level when they have completed the course/State requirements, the student has achieved instructional objectives, demonstrated proficiency, and demonstrated the degree of social, emotional, and physical maturation for successful learning experience in the next grade.

**SECTION THREE: ATTENDANCE AND PARTICIPATION**

**Resource Link(s):**

- [Communications Planning](#)
- [ODE Remote Learning Resource Guide](#)
- [Policy 5200](#)

**a. WHAT ARE YOUR SCHOOL DISTRICT'S ATTENDANCE REQUIREMENTS FOR REMOTE LEARNING?**

**Possible/Optional item(s) to consider:**

- Created a communication and attendance plan for staff and students

**Address attendance requirements here:**

A team of Perrysburg Schools professionals met repeatedly throughout the summer to discuss attendance across the several learning platforms offered by the school district. Regular attendance is critical for student success. There is a direct correlation between attendance and student achievement. This applies to remote learning opportunities as well as in-person attendance.

Specifics for attendance will be communicated to students, staff and parents/guardians. Follow up methods will be implemented for students not engaging in the remote learning platform.

Active participation is imperative for a student's academic success. While there is flexibility with the time and space of remote learning, Perrysburg Schools sets an expectation that a student is actively engaging with the curriculum each school day.

SchoolsPLP provides time stamps for each login and activity completed within the platform. In addition, students are required to access their courses regularly. To ensure regular access, SchoolsPLP will monitor the "Disengaged" status for each student. "Partly Disengaged" means the student did not access at least one course within the designated period of time, and "Fully Disengaged" means the student did not access all of their assigned courses within that period.

Attendance hours are calculated based on time students spend on:

- Preparation, review or practice of daily lessons
- Non-computer activities assigned by the instructor

- Computer activities/modules assigned by the instructor
- Additional hours as approved by the school district

**b. HOW WILL YOUR SCHOOL DISTRICT DOCUMENT STUDENT PARTICIPATION IN REMOTE LEARNING OPPORTUNITIES?**

**Possible/Optional item(s) to consider:**

- Created a communication and attendance plan for staff and students

**Address student participation requirements here:**

Student participation will be evaluated by the following: engagement at online meetings and classes, completion of assignments and formative assessments, completion of summative assessments, amount of collaboration with peers and teachers and accessing of provided resources through the remote learning platform.

Teachers are required to track daily participation with the curriculum and this is tracked within the learning management system and the student information system. Parents will need to track offline attendance hours on a remote learning attendance log and email to the attendance administrator. Teachers and administrators run weekly attendance reports and make phone calls home to parents and students. If a student's participation does not improve, administration will make calls/visits to the home of the student.

**SECTION FOUR: PROGRESS MONITORING**

**Resource Link(s):**

- [Exceptional and At-Risk Youth](#)
- [Policy 5420](#)

**a. HOW WILL YOUR SCHOOL DISTRICT PROGRESS MONITOR STUDENT PROGRESS WITH REMOTE LEARNING?**

**Possible/Optional item(s) to consider:**

- Developed a Plan to monitor student progress with remote learning

**Address monitoring student progress here:**

Teachers and administrators will analyze data from a variety of assessment sources including formative, summative, rubrics, etc. Regular communication with students and families will be implemented throughout the remote learning platform. Student progress will be communicated to all stakeholders through various formats.

SchoolsPLP provides real-time data that allows students to track their progress making it easier to meet daily instructional goals and stay on track to complete their course. This real time data available helps students take accountability for the individualized coursework. In addition to the teacher feedback, mCLASS assessments for math and reading in grades K-2 and STAR assessments in grades 3-8 administered three times during the school year will help us to track student understanding towards academic goals.

**SECTION FIVE: EQUITABLE ACCESS**

**Resource Link(s):**

- [Technology Needs](#)
- [Data Use: Gathering Stakeholder Input](#)

**a. WHAT IS YOUR SCHOOL DISTRICT'S PLAN TO ENSURE EQUITABLE ACCESS TO QUALITY INSTRUCTION THROUGH REMOTE LEARNING?**

**Possible/Optional**

- Parent/Student surveys have been reviewed

<b>item(s) to consider:</b>	- <b>Technology Plan has been created to ensure equitable access</b>
<p><b>Address equitable access to quality instruction here:</b></p> <p>Our district has been a 1:1 district for eight years with five of those years spanning grades 5-12. With the closures to end the 2020-2021, we made a concerted effort in surveying our community regarding tech device needs and help with Internet connection. School devices were handed out for families to borrow and hot spots were inserted into high need areas. These items have been in place throughout the summer and will be in place as the school year begins. We will continue this practice, as well as continue our support into the 2020-2021 academic year.</p>	

**SECTION SIX: PROFESSIONAL LEARNING**

<b>Resource Link(s):</b>	- <a href="#">Professional Learning Needs</a>
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**a. WHAT PROFESSIONAL DEVELOPMENT ACTIVITIES WILL BE OFFERED TO YOUR SCHOOL DISTRICT’S TEACHERS TO ENSURE REMOTE LEARNING IS SUCCESSFUL?**

<b>Possible/Optional item(s) to consider:</b>	- <b>Created and communicated a Professional Learning plan that includes professional development to help teachers enhance remote learning.</b>
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**Address professional learning/development here:**

Throughout the summer several teachers participated in the Blended Learning modules and virtual sessions geared to address how to meet the needs of students in the remote learning environment. Additional opportunities were offered to staff members through a collaborative grant with Bowling Green State University. Furthermore, building leadership teams and departments have been meeting throughout the summer and will meet during the first professional development days to map curricular plans and identify their priority standards in light of the school disruptions they have endured. Multiple opportunities are being provided to staff for the 2020-2021 school year. To address the social emotional side of all of this, teachers will have professional development (PD) on the importance of meeting social emotional needs built into their schedule throughout the school year. The school has assigned two staff members as “Teachers on Special Assignment” or TOSAs. These individuals will help the Teaching & Learning Department work with groups and individuals to provide opportunities for growth for the staff which will benefit our students. Finally, we will continue to work with outside organizations such as our local ESCs, consultants and partnerships with local higher education institutions to provide curriculum support throughout the year.



Perrysburg  
Schools

# Welcome Back!

**2020-2021**

## **Back-to-School Guide for Families**

Perrysburg Schools  
Board of Education Offices  
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Perrysburg, Ohio 43551  
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## **A Message from the Leadership Team**

Dear Families,

Our goal is to have students back in the classroom every day. The emotional, academic and social repercussions of not being in school are harmful to our students. The community has been charged with fighting COVID-19. From places of worship, universities and businesses, to entertainment and recreational areas – all have had to change how they operate. The schools are an important link in the community's fight to stop the spread. How schools reopen will play an important role in how well the entire community fares in its fight against the spread of the virus. Reopening schools with little or no precautions would certainly undermine what others in our community are doing to prevent the spread of this terrible illness.

All credible publications calling for schools to return include following recommendations that encourage social distancing, good hygiene and masks. Recommendations from the Centers for Disease Control and Prevention, Ohio Department of Health, Wood County Health Department and American Academy of Pediatrics, among others, advise school leaders to incorporate social distancing in any back to school plan. The Perrysburg Schools plan prioritizes providing face-to-face learning environments for younger students and has established a plan at the secondary level to best transition between the necessary modes of instruction.

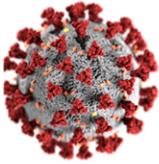
Our back-to-school plan is designed to reduce the potential for disruption when there is more virus present in our community. Each day, the school district will evaluate student, employee and community health data. School district leaders will continue to work closely with the Wood County Health Department. This plan is a starting place. The design includes flexibility to allow us to reasonably respond to information from the health department and to support students who may need to suddenly transition from face-to-face to remote instruction due to being quarantined and/or testing positive for COVID-19.

It is our hope that we can return to typical, in-person classes as soon as possible – we know this hybrid learning plan is not the desired destination for our school district. We absolutely understand the burden that these plans place on families, and we do not take that lightly. If there were any other way to protect public health in this crisis – the likes of which our country has not seen in over 100 years – we would not choose this plan. We have spent a great deal of time reviewing plans from other school districts, locally to internationally, as well as recommendations from local, state and federal agencies. This is simply the best we can do. We understand that, although you are your child's first teacher, you send your child to our schools for good reason. We are in awe of all that our teachers and staff members have done and continue to do to support our students and families. We are here to listen and will continue to make adjustments whenever possible to do the best job we can for all of our students.

Please continue to stay vigilant – wear masks, practice social distancing, wash your hands and stay home when sick. Always feel free to reach out to us if you have any questions or concerns. We are here to help you and your family.

Sincerely,  
Thomas L. Hosler, Superintendent  
Brook Price, Assistant Superintendent

## What you should know about COVID-19 to protect yourself and others



### Know about COVID-19

- Coronavirus (COVID-19) is an illness caused by a virus that can spread from person to person.
- The virus that causes COVID-19 is a new coronavirus that has spread throughout the world.
- COVID-19 symptoms can range from mild (or no symptoms) to severe illness.



### Know how COVID-19 is spread

- You can become infected by coming into close contact (about 6 feet or two arm lengths) with a person who has COVID-19. COVID-19 is primarily spread from person to person.
- You can become infected from respiratory droplets when an infected person coughs, sneezes, or talks.
- You may also be able to get it by touching a surface or object that has the virus on it, and then by touching your mouth, nose, or eyes.



### Protect yourself and others from COVID-19

- There is currently no vaccine to protect against COVID-19. The best way to protect yourself is to avoid being exposed to the virus that causes COVID-19.
- Stay home as much as possible and avoid close contact with others.
- Wear a cloth face covering that covers your nose and mouth in public settings.
- Clean and disinfect frequently touched surfaces.
- Wash your hands often with soap and water for at least 20 seconds, or use an alcohol-based hand sanitizer that contains at least 60% alcohol.



### Practice social distancing

- Buy groceries and medicine, go to the doctor, and complete banking activities online when possible.
- If you must go in person, stay at least 6 feet away from others and disinfect items you must touch.
- Get deliveries and takeout, and limit in-person contact as much as possible.



### Prevent the spread of COVID-19 if you are sick

- Stay home if you are sick, except to get medical care.
- Avoid public transportation, ride-sharing, or taxis.
- Separate yourself from other people and pets in your home.
- There is no specific treatment for COVID-19, but you can seek medical care to help relieve your symptoms.
- If you need medical attention, call ahead.



### Know your risk for severe illness

- Everyone is at risk of getting COVID-19.
- Older adults and people of any age who have serious underlying medical conditions may be at higher risk for more severe illness.

Source: <http://cdc.gov/coronavirus>

## Face Coverings

The Board of Education is committed to providing students and employees with the safest and healthiest environment possible.

In order to do so, the Board will follow the mandates and requirements set forth by the federal government, Center for Disease Control, Ohio Governor, Ohio State Health Department, Wood County Health Department, Ohio Department of Education and other entities (“Directing Entities”) as it relates to protecting the health of students. If any of these Directing Entities or District Administration requires employees, students and/or visitors to wear cloth face coverings / masks while attending school, reporting to work at a school or visiting a school, the District’s Administration will follow and enforce such directives.

Cloth Face coverings / masks should:

- Fully cover the mouth, nose and chin;
- Fit snugly against the side of the face so there are no gaps;
- Not create difficulty breathing while worn;
- Be held secure through either a tie, elastic, etc. to prevent slipping; and
- Be laundered using hot water and a high heat dryer between uses.

Face coverings / masks shall not include surgical masks or respirators (as those should be reserved for healthcare works), masks designed to be worn for costume purposes, etc. All face coverings / masks shall meet the requirements of the appropriate dress code policies and/or codes of conduct.

Exceptions to this face coverings policy may be made for the following:

- Children younger than 2 years old;
- Anyone who is unconscious, incapacitated or otherwise unable to remove the cloth face covering without assistance;
- Instances where facial coverings will significantly interfere with the learning process (as **documented** by a physical, mental or developmental health condition);
- Instances where facial coverings are in violation of documented safety policies or documented industry standards;
- Individuals who have received approval from District administration after discussing their request not to wear a face covering / mask due to a **documented** physical, mental or developmental health condition, if wearing a mask would lead to a medical emergency or would introduce significant safety concerns. In this exception, the District administration may also discuss other possible accommodations for the student or employee. Such discussion shall follow District policies and procedures under Section 504 and the Americans with Disabilities Act.

## **Student Mask Requirements**

- All students will need to have a cloth mask with them every day.
- Cloth masks will be required for all riders using bus transportation.
- Cloth masks will be required in high traffic common areas for all students K-12, including arrival/dismissal, hallways, office, cafeteria line, etc.
- Cloth masks will be required throughout the day, including in the classroom, for students in 3rd-12th grade.
- Cloth masks will be required in common areas with high student traffic, on the bus, when in hallways and during arrival/dismissal for students in kindergarten-2nd grade. Face shields (or a cloth mask if preferred by student) will be required for classroom use in kindergarten-2nd grade. Please note: Face shields will be provided in grades kindergarten-2 and will remain at school. To prevent cross-contamination, face shields will remain on students' desks and will be labeled with students' names. Face shields will also be sanitized regularly.
- There are currently no mask requirements for preschool students.
- The school district will provide face shields for the purpose of layering with a cloth mask for students who are medically fragile if they will be attending on-campus classes.

If face masks / coverings are required, and no exception has been applied, students and/or employees who violate this policy shall be subject to disciplinary action in accordance with the applicable Student Code of Conduct/Student Discipline Code, Employee Code of Conduct and in accordance with policies of the Board of Education. Further information regarding discipline for non-compliance and procedures for students who forget their mask will be communicated by the school administrator.

## **Employee Mask Requirements**

As of July 2020, pursuant to COVID-19 Health and Prevention Guidance for Ohio K-12 Schools issued by the Ohio Department of Health and the Ohio Department of Education, all school district employees must wear face coverings. Any school nurse or staff who care for individuals with COVID-19 symptoms must use appropriate personal protective equipment (PPE) in accordance with OSHA standards.

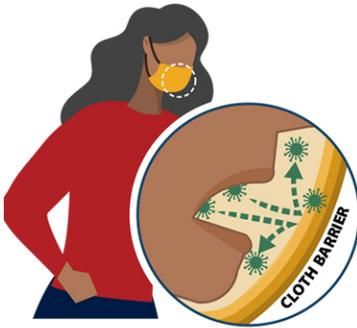
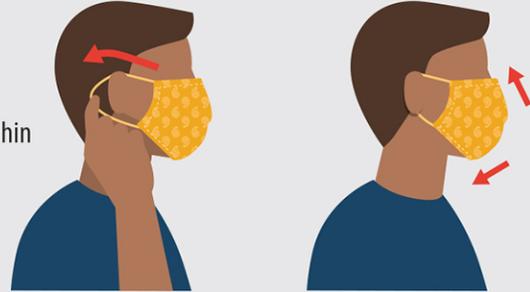
- All employees will be provided with PPE (cloth mask and face shield and/or PPE in accordance with OSHA standards as applicable).
- Doubling up with both a cloth mask and face shield is recommended. Doubling up is not required.
- A cloth mask is required throughout the day unless in a room or office by yourself (door should be closed).
- Employees may be permitted to use a face shield without a cloth mask for instructional activities that occur within the classroom when that activity poses a significant challenge with a mask (phonics instruction, safety in the science lab, speech therapy, etc.). Wearing a cloth mask should resume as soon as possible following the activity.

Perrysburg School District is required to provide written justification to the local health officials upon request explaining why an employee is not required to wear a facial covering in the school. Therefore, if any of the above exceptions are made, the request for such exception must be submitted in writing to the individual's supervisor, and a decision on the request will be provided in writing. An individual may be required to wear a face shield or other face covering as appropriate for an accommodation of this face covering requirement.

## How to Safely Wear & Take Off a Cloth Face Covering

### WEAR YOUR FACE COVERING CORRECTLY

- Wash your hands before putting on your face covering
- Put it over your nose and mouth and secure it under your chin
- Try to fit it snugly against the sides of your face
- Make sure you can breathe easily
- Do not place a mask on a child younger than 2



### USE THE FACE COVERING TO HELP PROTECT OTHERS

- Wear a face covering to help protect others in case you're infected but don't have symptoms
- Keep the covering on your face the entire time you're in public
- Don't put the covering around your neck or up on your forehead
- Don't touch the face covering, and, if you do, clean your hands

### FOLLOW EVERYDAY HEALTH HABITS

- Stay at least 6 feet away from others
- Avoid contact with people who are sick
- Wash your hands often, with soap and water, for at least 20 seconds each time
- Use hand sanitizer if soap and water are not available



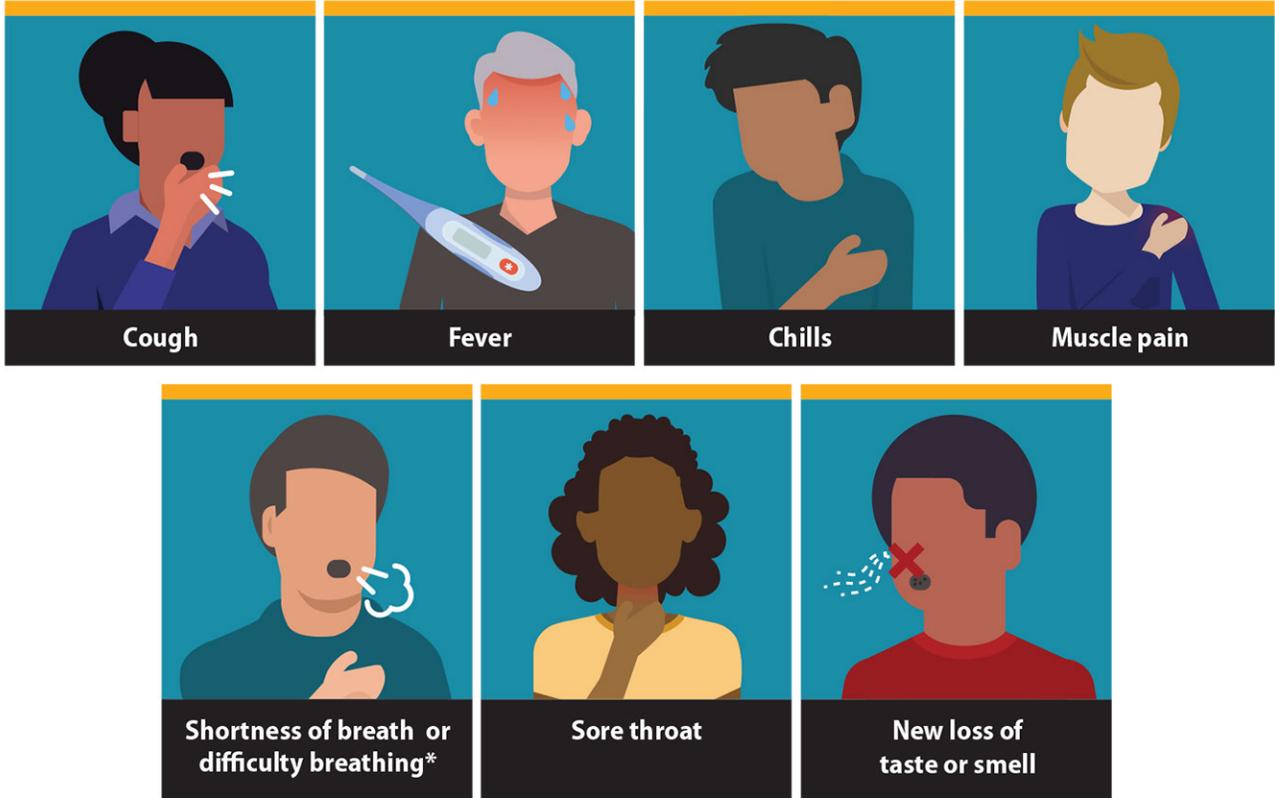
### TAKE OFF YOUR CLOTH FACE COVERING CAREFULLY, WHEN YOU'RE HOME

- Untie the strings behind your head or stretch the ear loops
- Handle only by the ear loops or ties
- Fold outside corners together
- Place covering in the washing machine
- Wash your hands with soap and water

Cloth face coverings are not surgical masks or N-95 respirators. We have purchased some N-95 masks to distribute to bus drivers, employees at high risk, intervention specialists and teachers that will travel between schools.

Source: <http://cdc.gov/coronavirus>

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



**Symptoms can range from mild to severe illness, and appear 2-14 days after you are exposed to the virus that causes COVID-19.**



**Please keep your child home from school if they are feeling sick.**

Adapted from: <http://cdc.gov/coronavirus>

## Checklist for Parents and Guardians

You can help protect your family from COVID-19 by practicing and promoting everyday healthy habits. If an outbreak occurs in our community, the school district may again need to completely close school facilities to prevent further spread of the virus. Please use this checklist to plan and take action if a COVID-19 outbreak occurs in our community.

### Plan and Prepare

- Practice and reinforce good prevention habits with your family.
- Avoid close contact with people who are sick.
- Cover your cough or sneeze with a tissue, then throw the tissue in the trash.
- Wash hands often with soap and water for at least 20 seconds, especially after going to the bathroom; before eating; and after blowing your nose, coughing or sneezing. If soap and water are not readily available, use a hand sanitizer that contains at least 60% alcohol.
- Keep your child at home if sick with any illness. If your child is sick, keep them at home and contact your healthcare provider. Talk with teachers about classroom assignments and activities they can do from home to keep up with their schoolwork.
- Be prepared if the school district facilities are again temporarily closed.
- Talk with your employer about sick leave and telework options in case you need to stay home with your child. Consider planning for alternate childcare arrangements.

### If School Facilities Close

- Please help your student keep track of school district updates and digital and distance learning plans.
- Discourage children and teens from gathering in other public places while school facilities are closed to help slow the spread of COVID-19 in the community.

Duration of any school facility closures will be made in consultation with local health authorities on a case-by-case basis based on the most up-to-date information about COVID-19 and the specific situation in our community.

Adapted from: <http://cdc.gov/coronavirus>

## **Help Teach Children to Follow These Five Steps to Wash Their Hands**

Washing your hands is easy, and it's one of the most effective ways to prevent the spread of germs. Clean hands can stop germs from spreading from one person to another and throughout an entire community—from your home and workplace to schools and hospitals.

### **Help teach children to follow these five steps every time:**

1. Wet your hands with clean, running water (warm or cold), turn off the tap and apply soap.
2. Lather your hands by rubbing them together with the soap. Lather the backs of your hands, between your fingers and under your nails.
3. Scrub your hands for at least 20 seconds. Need a timer? Hum the “Happy Birthday” song from beginning to end twice.
4. Rinse your hands well under clean, running water.
5. Dry your hands using a clean towel or air dry them.

### **Use Hand Sanitizer When You Can't Use Soap and Water**

Washing hands with soap and water is the best way to get rid of germs in most situations. If soap and water are not readily available, you can use an alcohol-based hand sanitizer that contains at least 60% alcohol. Read the product label to ensure that it contains at least 60% alcohol.



**Clean your  
hands often**

Adapted from: <http://cdc.gov/coronavirus>

## **Safety Measures in Place at All School Facilities**

- Development of procedures for contact tracing (please see page 19).
- Assigned seating will be required on buses, the cafeteria (when in use) and in classrooms.
- Development of procedures for students that exhibit symptoms at school (please see page 22).
- Frequent hand-washing routines.
- Masks required throughout the day for all employees and students in 3rd-12th grade. \*Cloth masks will be required in common areas with high student traffic, on the bus, when in hallways and during arrival/dismissal for students in kindergarten-2nd grade. Face shields (or a cloth mask if preferred by student) will be required for classroom use in kindergarten-2nd grade. Please note: Face shields will be provided in grades KG-2 and will remain at school.
- Social distancing in common areas, when in the hallways and during arrival and dismissal.
- Furniture arranged/removed to allow for as much social distancing as possible within classrooms.
- Sensory room use is scheduled when possible and limited to one student at a time during any necessary unscheduled use with a thorough cleaning between students.
- Meetings held virtually when possible.
- Frequent cleaning of surfaces throughout the day (modified custodial schedules to allow for additional support when students are present).
- Staggered transitions between classes as necessary.
- No large school assemblies.
- Modified arrival/dismissal procedures (staggered, assigned entrances/ exits, etc.).
- Limit sharing of materials between students with cleaning between use if sharing is necessary.
- Modified and/or blended service delivery for students with disabilities, students requiring intervention and students identified as gifted, as necessary. (Teachers deliver services in homerooms, thorough cleaning between students pulled for small group instruction with social distancing, remote opportunities as necessary.)
- No visitors/volunteers.
- Modified sign in/out procedures for parents/guardians needing to drop off or pick up students.
- Staggered use of lockers.
- Purchasing PPE .
- Plexiglas dividers.
- Water bottle refilling stations versus drinking fountains.
- Electrostatic spray machines for each building to allow disinfecting and sanitizing solutions to reach surfaces that conventional trigger sprayers may miss, including the sides, underside and back-side of surfaces.
- Sanitizer/hand-washing stations.
- COVID-19 safety training for employees and students (Jacket Way).
- Full-time health aides in each school.



Perrysburg  
Schools

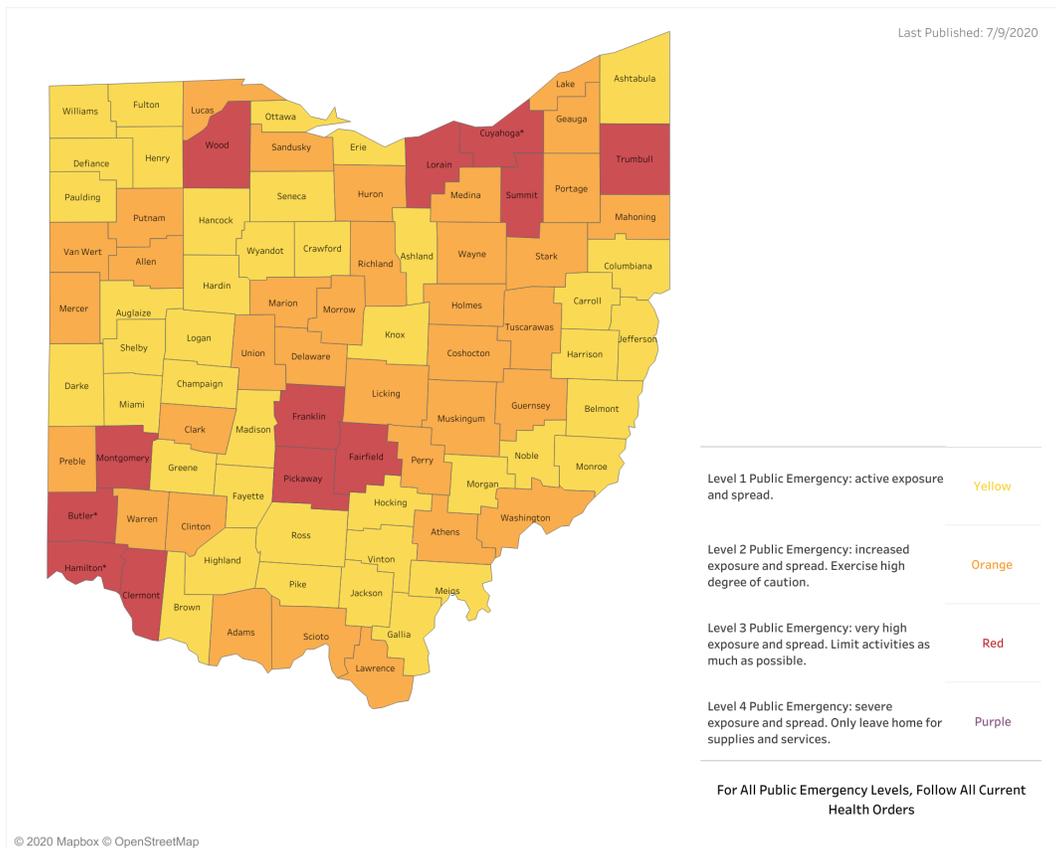
# Hybrid Learning Model

## 2020-2021 School Year

### **Considerations:**

- Student and employee safety - How can we realistically mitigate risk as we work to return to in-person learning?
- Child development - We know younger learners are less independent.
- Flexibility regarding instructional delivery models - We need to be prepared to instruct students who are unable to attend any in-person learning due to health risks, needing to quarantine, etc. We also need to be prepared to implement remote learning for all students in the event of another mandated closure.
- Maintain excellent academic options and programming - Given the budget reductions, the school district will strive to retain as many programs and positions as possible.
- Time and resources to deliver online and face-to-face options - How do we provide time for the planning and effort this will take while facing significant financial cuts?
- Transportation - In the Ohio Revised Code, school districts must transport students in grades K-8. School districts can ask students to walk to school who live within 2 miles of their school building.

## Ohio Public Health Advisory System



Source: <https://coronavirus.ohio.gov/wps/portal/gov/covid-19/public-health-advisory-system>

### How these levels impact Perrysburg Schools

Perrysburg School District will plan to follow the county risk level alerts with the following actions unless the leadership team, in consultation with the Wood County Health Department, determines the situation in Perrysburg School District warrants a level of caution that differs from what the county-wide situation warrants.

- **Level 1 – All K-12 students 4 days a week with remote learning on Mondays**
- **Levels 2 & Level 3 – K-6 students 4 days a week, remote learning on Mondays; 7-12 students 40% in person (two days/week) and 60% remote**
- **Level 4 – All Remote Learning K-12**

As the school district moves between these levels, we would make adjustments as soon as possible while allowing families and teachers time to transition accordingly. Note: There will be a full remote option available under all emergency levels for students who are medically fragile or unable to return to the classroom for any reason (please see page 20).

## Preschool

- 8 children in a classroom to maintain 50/50 ratio of students with disabilities and students without disabilities.
- 8 children attend Tuesday/Thursday and 8 children attend Wednesday/Friday.
- Implement virtual and/or home activities to support further learning and/or IEP goals and objectives on Mondays.
- Unlike grades K-12, preschool is under the guidance of the Ohio Department of Job and Family Services and that agency will determine any changes to these plans throughout the school year.
- Mondays shall be divided between providing virtual services and implementing play-based assessments for children who are referred or are exiting early intervention due to age.
- Children stay with their class and engage in gross motor activities exclusively with their class.
- Currently, there is no licensing requirement from the state for wearing masks for preschool students.
- Follow hand washing requirements as outlined by the state.
- Sanitize between sessions.
- Preschool will pay half the typical rate (\$80.00 per month).

Preschool hours:

- AM Session: 9:15-11:45
- PM Session: 12:45-3:15
- All students are expected to arrive 5 minutes before school begins.
- Two days a week, groups of 8 students will attend in-person preschool sessions Tuesday through Friday with some follow-up activities for at home.

## Sample Schedule

	<b>Tuesday</b>	<b>Wednesday</b>	<b>Thursday</b>	<b>Friday</b>
<b>AM</b>	<i>Group A</i> 8 students in each of the 8 classrooms	<i>Group B</i> 8 students in each of the 8 classrooms	<i>Group A</i> 8 students in each of the 8 classrooms	<i>Group B</i> 8 students in each of the 8 classrooms
<b>PM</b>	<i>Group C</i> 8 students in each of the 7 classrooms	<i>Group D</i> 8 students in each of the 7 classrooms	<i>Group C</i> 8 students in each of the 7 classrooms	<i>Group D</i> 8 students in each of the 7 classrooms

## Elementary

- In-person learning full days Tuesday-Friday 9:05 a.m. - 3:35 p.m.
- Monday is a remote learning day. No students physically attend unless requested (i.e. medically fragile students for a brief period).
- Students will remain with their homeroom class throughout the day.
- Fourth grade teachers who departmentalize move between classrooms. Students stay in their homeroom.
- Art, music, library and STEM teachers deliver instruction in homerooms.
- Physical education (PE) could be outside when weather permits. We will disinfect the gym and equipment between classes when the gym is in use. It is logistically challenging to disinfect all the special area rooms thoroughly between classes.
- Students eat lunch in their homeroom, outside or on certain occasions in the cafeteria and gymnasium only with their homeroom. Students report to the cafeteria in a staggered fashion so that one homeroom is in the cafeteria at a time to pick up their lunch to take to the classroom as necessary OR lunch is delivered to classrooms for students who purchase a lunch.
- Outdoor areas will be designated for recess and students will play with students from their own homeroom only. This may result in outdoor recess being two days a week and indoor recess being two days a week for children depending on supervision/space.
- We are offering half-day and all-day kindergarten. ADK will be prorated.

## Sample Schedule

- Elementary school hours are 9:05 a.m. – 3:35 p.m. \*Monday is a remote learning day
- All students are expected to arrive at school between 8:50 a.m. – 9:05 a.m.
- Students would receive instruction in their homeroom during the school day.
- Students would have a 45 minute ENCORE (STEM, Art, Music, PE or Library) period daily. All ENCORE classes with the exception of PE would take place in their classroom.
- Students would have a 30 minute lunch in their classroom.
- Students would have a 30 minute recess (possible alternating outdoor/indoor) with their homeroom daily.

## **Hull Prairie Intermediate School**

- In-person learning full days Tuesday-Friday 7:50 a.m. - 2:45 p.m.
- Monday is a remote learning day. No students physically attend.
- Students will remain with their team throughout the day.
- Number of overall transitions within the school day will be reduced by 30% and grade level transitions will be reduced by 60%. Transitions will be staggered.
- Suspension of Exploratory Classes (\*Performing arts and “extra” electives) for the 20-21 school year - Reduces cross-teaming.
- Lunch - Students will eat with the same group throughout the entire school year rather than switching every quarter. Adjustments will be made to student seating to allow for additional spacing.
- Creative Arts Classes - Classes will be composed of students from the same team rather than two teams.
- Recess will be eliminated for the 20-21 school year. By eliminating recess for the school year, we can reassign an additional 4 monitors to the Commons to help with supervision and cleaning, provide students with 30 minutes to eat, change the traffic patterns to prevent teams from crossing into each other during the transition to and from the Commons and eliminate the entire building transitioning at one time in the middle of the day.

## **Sample Schedule**

- HPI school hours are 7:50 a.m.-2:45 p.m. \*Monday is a remote learning day
- All students are expected to arrive between 7:00-7:50 a.m.
- Extended homeroom 7:50-8:10 a.m.
- Four 60 minute core classes within team.
- One 50 minute creative arts class within team.
- Lunch/Jacket Period 65 minute block (30 minute lunch/30 Jacket period/5 minute transition).
- Staggered dismissal.
- Transition times increased to 5 minutes.
- Students travel within their team/tables wiped down between groups.

## Perrysburg Junior High School

### Level 1

- In-person learning full days Tuesday-Friday. Mondays remain a remote learning day.

### Level 2 or 3

- Blended model 40% in-person and 60% remote learning
- Students will be divided into two cohorts. Each group attending in-person two days/week (Example: one group Tues/Thurs and one group Wed/Fri). Remote learning occurs on all days. Students are expected to access remote learning on days they do not physically attend.
- Monday is a remote learning day for all students. No students attend.

Note: Siblings will be scheduled to attend in-person instruction on the same days of the week.

### Sample Flipped Class Schedule for PJHS Student Level 2 or 3

Monday	Tuesday - Gold Team	Wednesday - Black Team	Thursday - Gold Team	Friday - Black Team
Remote Learning	½ of Grade 7 & 8 1st, 2nd, 3rd, 4th, 5/6th, 7/8th, 9, 10, JT	½ of Grade 7 & 8 1st, 2nd, 3rd, 4th, 5/6th, 7/8th, 9, 10, JT	½ of Grade 7 & 8 1st, 2nd, 3rd, 4th, 5/6th, 7/8th, 9, 10, JT	½ of Grade 7 & 8 1st, 2nd, 3rd, 4th, 5/6th, 7/8th, 9, 10, JT

\*Each grade level divided ½

\*Regular school day schedule

\*Three days a week, including Mondays, are virtual

\*Monday online - medically fragile students, students in need of remediation, mental health support

\*Busing provided / walk area extended

## Perrysburg High School

### Level 1

- In-person learning full days Tuesday-Friday. Mondays remain a remote learning day.

### Level 2 or 3

- Blended model 40% in-person and 60% remote learning.
- Students will be divided into two cohorts. Each group attending in-person two days/week (Example: one group Tues/Thurs and one group Wed/Fri). Remote learning occurs on all days. Students are expected to access remote learning on days they do not physically attend.
- Monday is a remote learning day for all students. No students attend.

Note: Siblings will be scheduled to attend in-person instruction on the same days of the week.

### Sample Flipped Class Schedule for PHS Student Level 2 or 3

Monday	Tuesday-Gold Team	Wednesday-Black Team	Thursday-Gold Team	Friday-Black Team
Remote Learning	Students with ID numbers ending in Odd numbers attend full schedule	Students with ID numbers ending in Even numbers attend full schedule	Students with ID numbers ending in Odd numbers attend full schedule	Students with ID numbers ending in Even numbers attend full schedule

\*Approximately half the number of students will attend two days a week

\*Regular school day schedule

\*Three days a week, including Mondays are virtual

\*Monday online - medically fragile students, students in need of remediation, mental health support

\*No busing

## **COVID-19 Contact Tracing and Communication**

- Families and employees should report diagnosis of COVID-19 to the school district and local health department immediately.
- Local health department will collaborate with the school district when students/employees test positive for COVID-19.
- If a student or employee has a confirmed positive test for COVID-19 and has been on school grounds or at a school function:
  - The school district will notify students and employees in direct contact (<6 feet, greater than 15 minutes with or without a mask) with that individual via an email from the superintendent.
  - The school district will collaborate with the local health department to share information for contact tracing and communicate about necessary quarantine/isolation.
  - The school district will be in communication with the family or employee regarding return to school/work.
- If a student or employee is having symptoms of COVID-19 and had direct contact with someone who tested positive on school grounds or at a school function, that student or employee is suspected positive.
  - The school district will notify families and employees in direct contact with that individual via an email from the superintendent.
  - Upon a confirmed positive test result, the school district will follow the aforementioned steps.
- The school district will only communicate with employees and families for suspected and confirmed cases. The school district will not communicate when individuals are quarantined as a precautionary measure and are not exhibiting symptoms.

## **Extracurricular Activities**

Skills and conditioning practices are permitted at this time. OHSAA has recently announced that school districts will need to determine if and how to implement extracurricular activities. This is in process.

## **Use of Facilities After Hours and on Weekends**

This will likely be restricted due to the need to arrange existing custodial schedules to provide support when students are present as well as to limit exposure from outside groups once the building has been sanitized for the day.

## **Guidelines for In-Person Meetings**

Remote meetings are the default. If the subject of the meeting warrants a face-to-face meeting, it should be in a small group (no more than 10) with at least six feet social distancing and masks required. Student groups: efforts should be made to social distance and masks are required. If pulling small groups, no more than 10 students with at least 3-6 feet social distancing and masks required. Efforts should be made to pull students from the same homeroom or cohort at the same time if possible. Cleaning surfaces is required between different groups.

## **Full Remote Learning**

Some students may present health issues that could make the physical return to school facilities impossible at this time. Also, families may not feel comfortable returning to the face-to-face format. A full remote learning instructional plan will be provided to these students by Perrysburg School District.

Perrysburg students would be enrolled in courses that address the four core content areas (English Language Arts, Mathematics, Social Studies and Science), and consideration of the scheduling of electives will be given for students in grades 7-12. These students will be presented asynchronous learning activities. Asynchronous learning occurs when students work alone, or with the help of a family member, on learning resources curated by a teacher or a program. Asynchronous learning can happen on the learner's own schedule. Enrollment will be offered for one semester at a time. An application and eligibility process will be required.

Content will be administered by the Northwest Ohio Virtual Academy (NOVA). Each student will be assigned a member of the Perrysburg faculty to serve as liaison and support learning. All students enrolled as a full remote student will continue to be registered as a Perrysburg Schools student, be supported by Perrysburg personnel and receive grades through the process already established in the school district. Families may choose to enroll for the entire school year or just the first semester to start. More information about this full-remote learning option will be emailed to all families on Friday, July 24. The deadline to enroll in this program will be August 3, 2020.

## **Intermittent Remote Learning**

It is possible that once school reopens, there will be cause to close classrooms, schools or all school district facilities with a fast shift to remote learning. Additionally, even with school physically in-session, there may be reasons that a student will not be able to attend for the short term or intermittently require absences. In these situations, Perrysburg grade-level or department teams will identify the process for continuing the education for the students involved. Depending on the circumstances, this plan may include consideration for synchronous learning or asynchronous learning.

## **Attendance**

Regular attendance is critical for student success. There is a direct correlation between attendance and student achievement. This applies to remote learning opportunities as well as in-person attendance. Students on full remote learning plans through Perrysburg Schools (due to parental choice or physical or mental health needs) are required to engage in learning activities as directed below:

- 910 annual hours for students in full-day KG through grade 6 (approximately 25 hours weekly)
- 1,001 hours for students in grades 7-12 (27 hours weekly)
- Weekly hours are calculated Monday through Sunday of each week

Attendance hours are calculated based on time students spend on:

- Preparation, review or practice of daily lessons
- Non-computer activities assigned by the instructor
- Computer activities/modules assigned by the instructor
- Additional hours as approved by the school district

Hours will be monitored and school district policies on attendance, truancy and absence intervention plans will be followed.

## **Transportation**

In the Ohio Revised Code, school districts must transport students in grades K-8. Districts may ask students to walk to school who live within 2 miles of their school building.

We will limit occupancy on the bus to no more than two students to a seat. Masks and assigned seats will be required for all riders. As a result of the two per seat ratio, we will need as many buses as possible to transport K-8 students. We will need to eliminate 9-12 transportation for PHS students and 9-12 private school students. We may also need to increase the walk radius up to 2 miles in some instances.

These buses would be reassigned to transport elementary, HPI and PJHS students at the two student per seat ratio.

### **Safety Measures**

- Assigned seating; if possible, assign seats by cohort (students from the same homeroom/cohort sit together each day). Students from the same family will be seated together.
- Tape marks showing students where to sit.
- Masks will be required.
- Drivers should be a minimum of 6 feet from students; driver must wear face covering (all drivers will be provided N95 masks).
- Minimize the number of people on the bus at one time within reason (2 per seat).
- Adults who do not need to be on the bus should not be on the bus.
- Have windows open if weather allows.
- Registration regarding use of transportation will be required for planning purposes.

## **Expectations**

- Families are to conduct a wellness check, including temperature check, prior to sending students to school each day.
- Employees should self-assess for symptoms before entering buildings, including temperature check at home.
- Students or employees with body temperature of 100.0 or more should stay home until fever free for 24 hours, without the use of fever reducing medication.
- Families need to ensure contact information is up-to-date in the event you need to be reached for any health-related concerns.
- Families need to ensure there are multiple prearranged methods for picking up their student from school as quickly as possible should they become ill or exhibit symptoms.
- Families should refrain from dropping students off early to avoid congregation before the start of school day.

## Symptom Screening

Any student or employee who exhibits symptoms during the school day will be screened by the nurse. For any student with COVID-19-like symptoms, the nurse would call the student's emergency contact to verify if there had been any known exposure to COVID-19. The nurse will then proceed with the appropriate protocol:

### With no known exposure to COVID-19:

- If student/employee has a fever of 100.0 or more, they will be sent home.
- Students will need to be picked up within 30 minutes of notification.
- The nurse will recommend the student be picked up and encourage the parent/guardian to contact the child's primary care physician.
- If an employee is exhibiting other symptoms of COVID-19, the nurse will recommend they go home and contact their primary care physician.
- Employees and students who are exhibiting symptoms may be isolated to avoid exposing others.
- If students/employees are isolated, it will be under supervision in an area separate from the clinic.
- Reference the return to work/school section on the next page for additional information.

### With a known exposure to COVID-19:

- If a student/employee is exhibiting symptoms of COVID-19 with a known exposure, the individual will be isolated to avoid exposing others.
- When students/employees are isolated, it will be under supervision in an area separate from the clinic.
- Students will need to be picked up within 30 minutes of notification.
- The student/employee will be excluded from school per state and local health department guidelines and may be out for 10 days or more.
- The school district will monitor ill students/employees to determine when they may return to work or school.
- The school district will work with the local health department regarding procedures for reporting COVID-19 exposures.
- Reference the return to work/school section on the next page for additional information.

## Why Maintain a Remote Learning Day?

While the scope of need is challenging to predict, we recognize that there will be a continued need (students needing to quarantine, possible mandated closures) for an online platform to deliver instruction during the 2020-2021 school year.

Maintaining a day of remote instruction for students allows for continued improvement in remote learning and will limit the disruptive nature of required quarantine and isolation of students due to COVID-19.

A four day in-person week provides the time for teachers to collaborate and plan to improve our remote instruction methods while also providing in-person instruction.

It allows us to plan for better sanitation while addressing the financial impact of COVID-19.

## Returning to Work or School

- The school district must track all suspected and confirmed positive COVID-19 cases and communicate with families and employees. This will ensure families/employees follow guidance on returning to school with the support of the school district and the local health department.
- If a person has a positive COVID-19 test and has symptoms, they may return to school or work when they can answer YES to ALL three questions:
  1. Has it been at least 10 days since the individual first had symptoms?
  2. Has it been at least 3 days since the individual had a fever (without using fever reducing medicine)?
  3. Has it been at least 3 days since the individual's symptoms have improved, including cough and shortness of breath?
- If a person has a positive COVID-19 test but does not have symptoms, they will remain out of school until 10 days have passed since the date of their positive test, assuming they have not subsequently developed symptoms since their positive test.
- If a person has been determined to have been in direct contact (<6 feet, for more than 15 minutes with or without a mask) with someone diagnosed with COVID-19, they should remain out of school for 14 days since the last known contact. They must complete the full 14 days of quarantine even if they test negative. If they later test positive, criteria above would apply.
- If a person has had a negative COVID-19 test and has had NO DIRECT CONTACT with a positive person, they may return to school once there is no fever for 24 hours without the use of fever-reducing medicines and they have felt well for 24 hours.
- If a person is ill and was sent home with COVID-19 like symptoms, a test may not always be possible. The person may return to school or work with a physician's note indicating an alternative diagnosis that would explain the COVID-19-like symptom(s). The person must feel well and have no fever without the use of fever-reducing medications for 24 hours.

## What is the Financial Impact of COVID-19?

In a time of uncertainty and need to increase safety surrounding the return to school, the reduction of state and local funding is a reality. With limited resources, we will continue to do our best to find ways to make safety a priority.

For fiscal year 2021 - planning for the unknown:

- Projected reduction of 7% in income tax collection = \$541,105.00
- Projected reduction of 10% in state funding = \$1,242,212.00
- Projected 5% increase in the delinquency rate for property tax payments = \$1,835,182.00
- Projected 40% reduction in casino revenue = \$175,107.00
- The Board of Education has placed a renewal (not a new tax) Permanent Improvement (PI) levy on the November 3, 2020 ballot. The existing levy is set to expire on December 31, 2020. Without this levy, the school district would lose nearly \$1.6 million annually, which is used exclusively on maintaining aging school district facilities. Without these designated funds, funding to cover necessary repairs would compete with classroom needs in the general fund. Total loss projection possibility = \$3,793,606.00 Not including the \$1.6 million of the levy. If the PI levy were not renewed, the total loss projection = \$5,393,606.00. In 2010, when over \$3 million in funding reductions were required, 52 positions were eliminated and programming was also reduced.

## Isolation v. Quarantine

**Isolation** - You may return to regular activities when you meet all of the following conditions:

- People with symptoms who have not been tested (or are waiting for test results) should stay home until at least three full days (72 hours) have passed since recovery (no fever without use of fever-reducing medications and improvement in respiratory symptoms) AND at least 10 days have passed since the onset of symptoms.

OR

- Employees with symptoms who have lab-confirmed COVID-19 should stay home until: at least three full days (72 hours) have passed since recovery (no fever without use of fever-reducing medications and improvement in respiratory symptoms) AND at least 10 days have passed since the onset of symptoms.

**Quarantine** - required 14 days, all symptom-free.

14 days is the length of time that anyone who has been in direct contact with someone who tests positive for the virus must quarantine as symptoms can start anywhere from 2 -14 days after exposure. Therefore, someone who has been exposed may be out longer than the one who was confirmed positive. The quarantine period would start on the last day the person was known to have had contact with a person who tests positive.

## Welcome Back!

Our thoughts turn gratefully to our families and employees for putting the well-being of our students first throughout these sad and unprecedented times. In spite of the circumstances, we are looking forward to welcoming your child back to school. We value our partnership with you and pledge to continue to do all we can to ensure all students achieve their greatest potential. GO JACKETS!!!

