



**Talawanda School District  
School Reopening Plan with  
Continuity of Services  
Safe Return to In Person Learning  
2021-22 School Year**

*\*Guidelines are subject to change by order of the Butler County Health Department, the office of the Governor, Mike DeWine, the Talawanda Board of Education or other legal entities such as the Ohio Legislature.*

# Message from Dr. Theroux

*Talawanda Parents & Families:*

*We hope you and your family have stayed well during COVID-19, we are living in unprecedented times!*

*We are near the end of this COVID19 Pandemic. We are required to have a reopening plan for the 2021-22 school year. We must include procedures for the best case scenario to the worst case scenario. We believe that the COVID19 infection rates will continue to go down while the vaccination rates will continue to rise. With that, this plan will cover the best case scenarios to the worst case scenarios.*

*We will begin in person learning on August 18, 2021 for students in grades 2-12. All students in K-12 will return to school 5 days a week while PreK students will attend 4 days a week (M-TH). Students in grades PreK-1 will be provided with appointment times. This time is used by the staff to assess, build relationships, prepare and learn COVID19 protocols, and help prepare instruction and mitigate learning loss for these PreK through Grade 1 students. More details to follow in future correspondences.*

*Many of the Marshall Elementary families are asking if Marshall will open on time on August 18, 2021 due to the new construction. We continue to push for an on time opening of this building. However, we recognize that the schedule is not on track. We will be sending a survey to Marshall families and staff to gain input into possible options if we cannot open on time. We will then make a plan b. The plan b will be shared with the Marshall staff and families. We will continue to monitor the Marshall Elementary construction project and let our families know if anything changes.*

*We are not offering a remote learning option for the 2021-22 school year. Our survey had less than 1 percent of the families requesting a remote learning option. However, as I stated earlier, we must plan for the worst case scenario too. If the Governor, ODH, BCDH, Board of Education, or other legal entity declared an emergency or the closing of schools, our staff and administration would develop and communicate similar plans to the 2020-21 school year for a fully remote schedule or a combination of remote and in person learning. OUR GOAL is to open with in person learning for ALL students in August 2021.*

*We are working to take every precaution we can to keep students and staff as safe as possible. Please understand that the COVID-19 pandemic continues to evolve within our community, Butler County, and our state. Decisions will be made based upon data and science.*

*Currently, we will not require staff or students to wear masks during the summer activities. However, if families, staff, or students decide to wear masks, they may wear masks. There is still the question about students who are under 12 years of age and are NOT allowed to be vaccinated. As we get closer to August and the opening of the school year, we may need to require students under 12 to wear masks and follow similar protocols put in place during the 2020-21 school year. Our Board of Education will make more decisions as we get closer to the start of school. We will communicate with families when we know more.*

*It is imperative that families have a back up plan in the event that their child becomes ill, is quarantined, or school must shut down. While we believe the COVID19 pandemic is moving in the right direction, it is imperative that families have a plan B ready. We will need to evaluate students, staff, and visitors for COVID19. We will work with BCDH to make determinations of isolation quarantine, or no decrees based upon what we know. Families may need to show proof of COVID19 vaccinations, alternative diagnosis, negative diagnosis or other approved medical documentation. We will continue to review data, disease progression, and evaluate our school plans throughout this pandemic. We will also continue to network with the experts on this subject.*

*Each school will continue to share building specific information to help everyone better understand how the school day will go regarding social distancing, hallways, meal times, recess, etc. Our goal is to open schools with increased cleaning, reminders of social distancing, proper hand washing and cleaning, and optional mask wearing. We know and believe our plans could change if COVID-19 numbers rise.*

*As always, we appreciate the partnership we have with our families and community and know that families will continue to work with us to ensure that students are participating and are engaged in learning. The district curriculum team continues to monitor our educational options as well as each school. There are Student Assistant Programs (SAP) that will monitor individual students who need additional interventions and support. We want each student to be engaged in a learning program that is the best fit for them. We will have mechanisms in place so that TSD and parents can monitor student progress and we are always available to connect students with intervention if needed. We all want our students to continue learning and to be engaged in their own learning process. Please contact your teacher first if you have any questions or concerns and then the principal if needed.*

*We have been allocated approximately 1.7 million dollars in COVID19, ESSER or American Recovery Funds. Part of the requirement of these funds is to solicit community input into the plan. We provided a SurveyMonkey and public comment at the June 21, 2021 Board of Education meeting to garner information, ideas, suggestions, and priorities in the spending of these funds. This input is included in the plan that follows. As allowed, if this plan needs to be updated due to other circumstances and data, we will update the plan, post it, and notify our constituents.*

*Announcements have been made at our Board of Education meetings which are taped and links to the meetings can be found [here](#). Information may be found on our website, Board of Education Videotaped meetings, Talawanda emails, social media and all calls. Schedules will be sent to our students and families prior to the school year starting. Each building has also provided individual details regarding the in person learning and COVID19 protocols still required. Please contact the building or central office, if you have additional questions.*

*Please know that our team stays in regular communication with Governor DeWine's office, the Ohio Department of Education, Butler County Health Department, City of Oxford, Talawanda Townships, and the legislators. We will continue to monitor changes with COVID-19, and will adjust school plans as necessary to keep everyone as safe as possible.*

*We also need our families to check our websites, watch our school board meetings online, and use Talawanda's official communication channels as the source of information for the district. It is critical that our families have accurate information during this time and the best way to receive it is from the district directly. We will be utilizing our parent emails and the district blog on our website heavily at this time.*

*We need your assistance as well as our community's assistance. We want to keep our students and staff as safe as we possibly can, while also providing quality instruction. It will take all of us together to make this happen, ensure that our schools can open in-person (face-to-face), and that families, students, and staff are as safe as possible during this pandemic.*

*We know these are uncertain times, but we are all in this together. Hang in there! We will get through these unprecedented times with proper planning, patience, and care for one another. Our goal is to open in August with in-person learning.*

*Thank you.*

***Dr. Edward Theroux**  
Superintendent*

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## TSD Calendar

### 2021-2022 Talawanda School Calendar

August 2021							September 2021							October 2021							November 2021						
S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S
1	2	3	4	5	6	7	5	6	7	8	9	10	11	3	4	5	6	7	8	9	7	8	9	10	11	12	13
8	9	10	11	12	13	14	12	13	14	15	16	17	18	10	11	12	13	14	15	16	14	15	16	17	18	19	20
15	16	17	18	19	20	21	19	20	21	22	23	24	25	17	18	19	20	21	22	23	21	22	23	24	25	26	27
22	23	24	25	26	27	28	26	27	28	29	30			24	25	26	27	28	29	30	28	29	30				
29	30	31												31													
10 School Days      2 Teachers							20 School Days      1 Teachers							20 School Days      0 Teachers							18 School Days      1 Teachers						
16 No School - Teacher Work Day							3 No School - Professional Dev. Day							15 End of 1st Quarter - TMS/THS							2 No School - Professional Dev. Day						
17 No School - Teacher Work Day (Dist./Bldg. Mtg.)							6 No School - Labor Day							18 No School - Fall Break							12 End of 1st Trimester - Elementary						
18 Gr. 2 - 12 Students First Day																					24 No School - Conference Exchange Day						
23 Kindergarten - Gr. 1 Students First Day																					25-26 No School - Thanksgiving Break						
December 2021							January 2022							February 2022							March 2022						
S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S
			1	2	3	4					1					1	2	3	4	5			1	2	3	4	5
5	6	7	8	9	10	11	2	3	4	5	6	7	8	6	7	8	9	10	11	12	6	7	8	9	10	11	12
12	13	14	15	16	17	18	9	10	11	12	13	14	15	13	14	15	16	17	18	19	13	14	15	16	17	18	19
19	20	21	22	23	24	25	16	17	18	19	20	21	22	20	21	22	23	24	25	26	20	21	22	23	24	25	26
26	27	28	29	30	31		23	24	25	26	27	28	29	27	28						27	28	29	30	31		
13 School Days      0 Teachers							19 School Days      1 Teachers							18 School Days      1 Teachers							18 School Days      0 Teachers						
17 End of 2nd Qtr./Semester - TMS/THS							3 No School - Teacher Work Day							18 No School - Professional Dev. Day							11 End of 3rd Quarter - TMS/THS						
20 Winter Break Begins							17 No School - M.L.K. Day							21 No School - President's Day							21-25 No School - Spring Break						
26 End of 2nd Trimester - Elementary														26 End of 2nd Trimester - Elementary													
April 2022							May 2022							June 2022							July 2022						
S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S
					1	2	1	2	3	4	5	6	7				1	2	3	4						1	2
3	4	5	6	7	8	9	8	9	10	11	12	13	14	5	6	7	8	9	10	11	3	4	5	6	7	8	9
10	11	12	13	14	15	16	15	16	17	18	19	20	21	12	13	14	15	16	17	18	10	11	12	13	14	15	16
17	18	19	20	21	22	23	22	23	24	25	26	27	28	19	20	21	22	23	24	25	17	18	19	20	21	22	23
24	25	26	27	28	29	30	29	30	31					26	27	28	29	30			24	25	26	27	28	29	30
19 School Days      1 Teachers							19 School Days      1 Teachers							0 School Days      0 Teachers							0 School Days      0 Teachers						
15 No School - Conference Exchange Day							26 Last Day of School																				
18 No School - Teacher Work Day							27 Teacher Work Day																				

  

School Days	174		School Days
Teacher Work Days	5		Holiday Break - No School
Conference Exchange Days	2		Grading Periods
Professional Development	3		Teacher Work Day - No School
Total Days	184		No School in lieu of Conferences

For BOE approval: 5/17/21

\*Subject to change due to COVID-19, mandates by Governor, legislators, ODH, BCDH, ODE, Board of Education or other entity

\*\*Marshall Construction Delays could also affect Marshall start. Our goal is to start Marshall on time in August.

\*\*\*PreK-Grade 1 students will be contacted regarding official start date/times. Students will be assessed and be prepared to return to in person learning during the first few days of school.

# Pandemic/Continuity of Services/Return to In Person Learning Plan



## Talawanda School District

131 W. Chestnut St. Oxford, Ohio 45056  
(513) 273-3100 ~ [www.talawanda.org](http://www.talawanda.org)

**TALAWANDA EMPOWERS!**

### **Talawanda School District 2021-22 SY Plan**

The following information will provide you with some of the procedures and requirements that we will put in place to open our schools for the 2021-22 school year. We will follow any changes made by the Governor, Ohio Department of Education, Butler County Health Department, Ohio Department of Education, legislators, or any other entity that makes changes to our opening..

We will open our schools for all students PreK-12 according to our calendar. All students will attend in-person. There will be NO remote learning option for the 2021-22 school year.

**OUR GOAL: To provide parents and families with the best learning options during this COVID-19 pandemic as possible while maintaining compliance with all mandates.**

The Talawanda School District needs to partner with our families, students, and community during this unprecedented time. There will be a risk to have students and staff come back to our buildings for In-Person Learning. Some students and staff will not be vaccinated. Even being vaccinated does not guarantee that a vaccinated person will not catch COVID19. We still will be required to work with BCDH in determining if people need to be quarantined, isolated, or other determination.

Keeping our buildings open will require all of us to work together. We need to do all we can to ensure COVID-19 does not spread. The increased handwashing/hygiene/cleaning, social distancing, keeping students and staff at home when ill, and our partnership with TSD families will help us achieve this goal. The Board of Education will make a final decision about the wearing of masks. Students who are younger than 12 may not have the ability to be vaccinated and may need to wear masks. We will make future decisions based upon mandates and what is happening with COVID19. Again, we will plan for the best and worst case scenario.



**PREFACE:** All Ohio schools were closed for the remainder of the school calendar beginning on March 10, 2020, by order of the Governor and State Health Commissioner in response to the COVID-19 pandemic. In early June, little guidance was available from the Ohio Department of Education regarding guidelines for school re-opening for the 2020-21 school year. Butler County superintendents continue to meet and plan together as well as meet the unique differences between each district. The Health Department has also been involved in our planning. Like all other districts, the Talawanda School District has submitted our plan to the Health Department and Ohio Department of Education.

We opened schools in October 2020. We kept the elementary schools open for the rest of the school year. We were not able to keep middle and high school open. Those buildings closed after 3 weeks due to staff shortages, safety issues, and COVID-19 spread. The middle and high schools were opened in January 2021 and remained open until the end of the school year.

Families were provided with a choice of in-person learning or remote learning (October, January, and March). Families were also surveyed to determine if there was a desire for a remote learning option for the 2021-22 school year. Less than 1% of the families indicated a desire for a remote learning option for the 2021-22 school year. No remote learning options will be offered during the 2021-22 school year PENDING no other mandates or changes in the COVID-19 infection rate.

This plan for the 2021-22 school year must be developed and submitted to both the state and federal government. The plan must include the best case scenarios and worst case scenarios. We hope that we will be open to in-person learning to all students in August 2021.

**These general principles will guide each school district as they move forward with reopening schools throughout Butler County:**

1. Each school district will implement recommended safety protocols to the highest degree possible and be prepared for the best and worst case scenarios.
2. Each school district will work closely with the Butler County Health Department to promote safety in each school building.
3. Each school district will be transparent with all stakeholders that some level of risk will always be present when children and school district employees occupy school district facilities.
4. School districts recognize the need for consistency in areas of operations while recognizing that individual differences in classroom sizes, school facilities, and building operations may lead to some inconsistencies.

Six Health Department principles for People who are NOT Vaccinated common to all Butler County Public School Districts:

**Guiding Principles for Schools During the COVID-19 Pandemic**

- **Distance:** As much social distancing as possible (6 Feet when possible).
- **Time:** Spend as little time close together as possible. Minimize visitors and contact.
- **Hygiene:** Keep hands clean with frequent washing and hand sanitizer.
- **Cleaning:** Clean surfaces often, between people.
- **Optional Face Coverings:** Keep nose and mouth secretions to yourself by wearing face coverings.
- **Screen:** Check daily temperatures, and do symptom (wellness) checks for those working/entering school buildings.

*We will continue to work with BCDH to contact trace and make decisions based upon COVID-19 infections and symptoms.*

**1. Face-to-Face School or In-Person**

- a. As much social distancing as possible on the bus and at school. Please recognize that buses and classrooms are small and prohibit 6-feet of social distancing.
- b. Increased cleaning of schools and buses.
- c. Masks will be optional if all students have the ability to be vaccinated. The Board of Education will work with BCDH to make decisions requiring the mandated wearing of masks.. If students cannot be vaccinated due to the COVID-19 vaccinations not being permitted for a particular age group like children under the age of 12, mandated wearing of masks may be required.
- d. If masks are mandated or made optional, masks must be appropriate and follow all policies and Code of Conduct.
- e. Plan approved by Governor, legislators ODE, Federal/State, Butler Health Department, and meets ODE, City, Townships, and Governor's requirements.
- f. Professional Development for staff on COVID-19, expectations, and cleaning.
- g. Limitation of visitors. Must have administration approval.
- h. Daily wellness checks of students and staff at home before coming to school.
- i. Staff and students who are sick, quarantined, or living with a sick or quarantine member are not to

come to school.

j. Sanitizer provided at school with increased emphasis on hand-washing and not touching face.

k. Individual building procedures to maximize safety, health, and welfare of both students and staff while providing outstanding education.

l. School Administrators will continue to monitor athletics and extracurriculars. Based upon conditions, decisions will be made for the rest of the school year.

m. Not allowing facility rentals or usage unless administrator approval is gained.

n. Field trips and other excursions may be limited or prohibited. Administration to make final decisions.

o. School meals in the cafeteria will maximize social distancing as much as possible. School meal times may look different in each building. Each building will develop its own process based upon space and needs.

p. HVAC systems and filters are monitored consistently to ensure adequate air flow.

q. We will continue to monitor the situation and make changes as needed or required.

r. Students who refuse to comply with procedures, wearing of masks, and other requirements may be subject to disciplinary action.

s. Students will need to bring their own water bottle filled with water each day.

t. Optional Masks or Mandated masks: Students SHOULD have at least 2 masks per day. Students can then change out masks if there is a nose bleed, masks get wet or dirty, etc. Talawanda will NOT provide masks for the bus, school, or other school related activities. Families would need to purchase masks.

## **2. Worst Case Scenario: Remote Online Learning**

**\*If Talawanda Schools are mandated to offer a Remote Online Learning program, are closed due to the pandemic, or required to follow new protocols due to an increase of COVID-19 infections, this worst case scenario would be implemented. It would look similar to the 2020-21 school year. We would communicate this Worst Case Scenario: Remote Online Learning to our families and students.**

a. A decision questionnaire may be sent to families if Talawanda is allowed to offer both in-person learning and remote learning options. However, this would also be in effect if Talawanda School District was closed down.

b. Students will work at home.

- c. Talawanda will continue to provide the Chromebook or IPAD (or other devices) for online learning (hot spot if needed).
- d. Each teacher and building will provide additional details for this remote online learning program.
- e. Talawanda teachers will provide as much of the teaching as possible.
- f. If families have questions, contact the teacher first then the principal.

*\*Special Education and 504 Services will be provided as outlined in each student's individual plans for both of these plans. If you have questions, please contact your child(ren)'s special education teacher or case manager.*

### **Calamity Days and Delays:**

**Please have a back up plan in case Talawanda School District would need to close classroom(s), building(s), or the district including possible calamity days such as snow days.** We will use up to 5 calamity days. On days 6 or more of a calamity day, remote learning will be provided and expected for all students. Teachers will provide links and directions for those calamity days beyond day 5.

**Please also have a plan b ready for delays especially high school drivers.** If the weather is bad or not safe for high school drivers, students should have a plan b to get to school and home safely.

### **Worst and Best Case Plan with Future Board Decisions:**

Our plan will need our families, students, and staff to work together to stop the spread of COVID-19 and keep our buildings open and operational. We need your support.

**The Board has not made a decision about requiring the wearing of masks at the point of the development of this plan. The Board will make a decision at the July Board meeting. The Board may also make additional changes and decisions based upon mandates and COVID19 infection rates.**

Administration will also review and make decisions based upon mandates, orders, and other factors to keep our students and staff safe.

### **Summer School:**

Summer school activities and choices have been provided to families/students to mitigate learning loss as well as enrich social learning experiences. Refer to the elementary learning activities menu and secondary summer school options.

## **Transportation (Buses):**

*Open enrolled students will **NOT** be provided transportation.*

*Students will only be allowed to have one bus stop in the AM and one in the PM. We need to limit exposures and contacts on the buses so that we can keep our students and staff safe and our buildings open. Students may be dropped off and picked up at each building.*

## **Communications when a student/staff member has been diagnosed with a COVID-19 positive case:**

*Talawanda staff is required to report diagnosis of COVID19 in the home and with each student or staff member. We will maintain confidentiality as required by law. Personal information including names of students/staff will not be shared with the parents and community if the person tested positive for COVID-19.*

Communication will be developed with the Health Department's involvement. A common template will be communicated to include the following:

- Specify to parents which classroom the confirmed case was in (ex. Mr. Smith).
- Symptoms to watch for.
- Direction to contact your doctor immediately if symptoms develop or take your child to the nearest care center.
- You will also be notified directly if your child will need to be quarantined for 7-10-14 or more days by the health department or Talawanda School District (with direction from the BCDH).
- Alternative diagnosis, negative COVID19 results, COVID19 Vaccination Proof, or other information may be asked and required in order to make final decisions.
- Other Information as needed.

More generalized statements to the building staff will be made.

- The school district is cooperating with the Health Department's work in contact tracing.
- A 7-10-14-day quarantine or more will be required of any student who tests positive with COVID-19 and as determined required by the Butler County Health Department.
- The Butler County Health Department will provide information and support for the school district. Talawanda designated staff (usually the nurse) will explain/define the decisions made due to exposure, living with a person who is positive, tested positive themselves, or other requirements.
- Other information as needed.
- ***Our nurses will provide support, guidance, and information if you have any questions or concerns.***

**Parents/Family Members:** If at any time during the school year, your child or family member or people you live with or have direct contact, live with someone in the home that is quarantined, or has someone in the home that tests positive for COVID-19 or has symptom(s), *we need you to notify your building administrator, nurse, or secretary as soon as possible. All students and siblings **NEED to stay home** until a decision is rendered.* This will allow us the ability to plan and ensure a safe building and classroom.

### **Temperature and Wellness Checks:**

#### **We need your partnership in this area.**

Families will **still** need to check their child(ren) daily. Students must be well. Any student with an illness, not feeling well, a fever (100 degrees or higher), or possessing COVID-19 symptoms or other health issues need to stay home. We are using the 100 degree mark or higher. Please keep ALL siblings home if there are COVID-19 symptoms in any of the family members, fever of 100 degrees or higher, a quarantined individual, or a positive COVID-19 test in any family member.

We want to keep our buildings open. We want to ensure that we stop the COVID-19 virus from getting into our buildings and causing us to shut down our schools. We know this is an inconvenience to our families by having students stay home. Families and parents have to work. ***Please have a back up plan so your child(ren) may stay home when ill.*** This should be a standard practice even when we are not in the COVID-19 pandemic. The alternative, such as having the COVID-19 virus or other contagious disease spread within our schools, would end up being more of an inconvenience to our families/parents if we had to shut down for extended periods or to close for the year. Please help us keep our buildings open. We know face to face or in person instruction is the best method.

**Student Health Issues that are NOT COVID-19 Related:** *It is imperative that families and Talawanda staff jointly work together to reduce and eliminate the chance for COVID-19 to enter and spread within our buildings. **If your child is ill, please keep your child home.** Treat all illnesses that have at least 1 major COVID-19 symptom or 2 or more minor COVID-19 symptoms as COVID-19. We know this is an inconvenience to families. However, if the illness is COVID-19, we all may be more inconvenienced by having a classroom, building, and/or district closed for 7, 10, 14 days, or more. We may not know the difference between the flu or other contagious illness so we must take precautions and keep students home who are ill. We want to keep our schools operational. Thank you for your cooperation.*

#### Possible Student COVID-19:

- Students are not to return to school until they are fever free for 24 hours (1 Full Day) without any medication to lower the fever, **AND** showing no signs of other symptoms (1 or more major or 2 or more minor symptoms) for 24 hours (1 Full Day), **OR** at least ten days have passed since the original symptoms started if COVID-19 related or possibly COVID-19 related.

\*If an alternative medical diagnosis is provided by a physician or a negative COVID-19 test result establishes the illness is not COVID-19 related, students may return when there is no fever for 24 hours (1 Full Day) and the student must be symptom free (1 or more major COVID-19 or 2 or more minor

COVID-19 symptoms). ***Our nurses with consultation and direction from the health department will make the final decision.***

- Temperatures must be checked prior to returning to school.
- If a student tests positive for COVID-19, they and their families will be quarantined for 7-10-14 days or longer. The Butler County Health Department (with help from TSD) will perform all contact tracing. BCHD will determine when or if a quarantine or isolation is needed.
- If it is COVID-19, the Health Department will determine when students and staff may return to school.
- To return to school the child must be transported to school by the parent and must be checked by the school nurse.

*Student Illness at School During the School Day:*

- Talawanda nurses will treat all students. Parents/Family Members will be contacted pending illness, treatment, and decision.
- Students with symptoms and/or fever will be isolated in a monitored care room.
- Students with fevers or other symptoms will be required to wear a mask (provided by the nurse) until the student is picked up from school by the parent/guardian.

***Parents/Family Members will be required to pick up their child immediately.***

\*Please have a plan b ready so that if the parents are working, can't take time off, or work more than 30 minutes away to have an emergency contact person who can come and transport the student.

*Procedures for a possible COVID-19 case*

- If a student presents at school with possible symptoms, the student will be sent to a monitored care room for isolation and have limited contact.
- District/School nurse or staff will conduct a health screening.
- The Nurse/Designated Staff may provide and require the student to wear a mask.
- Parents/Guardians will be notified to pick up their child immediately.
- Parents/Guardians should notify their pediatrician office immediately and follow their instructions.
- Districts/Schools will notify the Health Department .
- If the student tests positive for COVID-19, the parent must notify the District/School and school and health department will assist in any unmet needs.
  - Districts/Schools will work with the Health Department to determine how/when students may return to school.
- If the student tests negative for COVID-19:
  - Students must be fever free (without medication) for 24 hours.
  - Students must be free of any symptom of an illness that can be spread to others.
  - Students must not have any of their family members that they live with test positive, be quarantined, or have COVID-19 symptoms.

- Alternative diagnosis, negative COVID-19 result, or other documentation needs to be communicated with the school nurse or designated staff member to help make the final decision or a change to the original decision.
- The Health Department in conjunction with TSD will conduct contact tracing for ALL positive COVID-19 cases.
- The Health Department will determine when staff or students may return to school.

*If a student or staff member has a family member (living in the same house) that has tested positive for COVID-19 or has been advised by a physician or Butler Co. Health Dept. official to self-quarantine due to COVID-19:*

- Students and staff may not enter the school building.
  - Students who do not have symptoms may work at home or make up the work when they are well. Same procedure for when students are absent for short or long term.
- Staff members will notify the principal or immediate supervisor. Parents must contact the school.
- The District/School will work with the Health Department to support students and staff members with any unmet needs.
- Alternative diagnosis, negative COVID-19 result, or other documentation needs to be communicated with the school nurse or designated staff member to help make the final decision or a change to the original decision.
- The Health Department will provide guidance as to when the student or staff may return to work.

*Possible Symptoms of COVID-19:*

Symptoms may appear 2-14 days after exposure to the virus. People with these symptoms may have COVID-19:

Major Symptoms:

- Fever or chills
- Cough
- Shortness of breath or difficulty breathing
- Fatigue
- Muscle or body aches
- Headache
- New loss of taste or smell
- Congestion or runny nose
- Nausea or vomiting
- Diarrhea

Minor Symptoms:

- Sore Throat
- Fatigue
- Cold like symptoms

***Look for emergency warning signs for COVID-19. If someone is showing any of these signs, seek emergency medical care immediately:***

- Trouble breathing
- Persistent pain or pressure in the chest
- New confusion



- Inability to wake or stay awake
- Bluish lips or face

*Call your medical provider for any other symptoms that are severe or concerning to you.*

**Staff Health Issues that are NOT COVID-19 Related:**

- Staff should do a wellness check each day before school.
- Staff will go home/not come to school if there are any COVID-19 symptoms or a fever.

*Possible Staff COVID-19:*

Staff are not to return to school with temperatures greater than 100 degrees for 24 hours (1 Full Day) without any medication to lower the fever, **AND** improvement of all other symptoms for 24 hours (1 Full Day), **OR** at least ten days have passed since the original symptoms started if COVID-19 related or possibly COVID-19 related.

*\*If an alternative medical diagnosis is provided by a physician or a negative COVID19 test result establishes the illness is not COVID-19 related, students may return when there is no fever for 24 hours (1 Full Day) and the student must be symptom free (1 or more major COVID19 or 2 or more minor COVID19 symptoms).. **Our nurses with consultation and direction from the health department will make the final decision.***

- Temperatures and wellness checks should be conducted prior to coming to school..
- \*If a staff tests positive for COVID-19, they and their families will be quarantined for 7-10-14 days or more. The Health Department (with help from TSD) will perform all contact tracing.*
- Masks are optional for staff UNLESS the Governor, legislator, Ohio Health Department, Butler County Health Department, Board of Education or other local entity makes a different decision/requirement.

***\*Our nurses with consultation and direction from the health department will make the final decision for staff too.***

If a staff member presents with possible symptoms BEFORE school:

- The staff member will notify the principal or immediate supervisor of illness.
- The staff member will stay home and not come to school.
- The staff member will notify their primary physician office and follow their instructions.
- The District/School will notify the Health Department.
- If it is COVID-19, the Health Department will determine when students and staff may return.

If a staff member presents with possible symptoms DURING school:

- The staff member will notify the principal or immediate supervisor.
- The staff member will leave the school.
- The staff member will notify their primary physician office and follow their instructions.
- The District/School will notify the Health Department.

- The Health Department will determine when students and staff may return.
- Administrators will arrange coverage of students, classrooms, or other areas/duties.

If the staff member tests positive for COVID-19, the Health Department will notify the District/School and assist in any unmet needs.

- Districts/Schools will work with the Health Department to determine how/when staff members may return to school.
- The Health Department will (with help from TSD) conduct contact tracing for ALL positive COVID-19 cases.
- The Health Department will determine when students and staff may return.

If a student or staff member has a family member (living in the same house) that has tested positive for COVID-19, has someone in the household with COVID-19 symptoms, or has been advised or ordered by a physician or Health Department official to self-quarantine due to COVID-19:

- Students and staff may not enter the school building.
  - Students may work from home or make up work as usual with an absence.
- Staff members will notify the principal or immediate supervisor.
- The District/School will work with the Health Department to support students and staff members with any unmet needs.
- If an alternative medical diagnosis is provided by a physician or a negative COVID-19 test result establishes the illness is not COVID-19 related, staff may return when there is no fever for 24 hours (1 Full Day) and the staff must be symptom free (1 or more major COVID-19 or 2 or more minor COVID-19 symptoms).. ***Our nurses with consultation and direction from the health department will make the final decision.***
- The Health Department will determine when students and staff may return.

#### **Food Service:**

- Talawanda will offer food service. Logistics will be determined by each building in compliance with Health Department based on:
  - Limiting capacity as much as possible while providing as much social distance as possible.
  - Having less student contact with food items as much as possible.
- Encourage students to social distance within the cafeteria.
- Tables will be wiped down between school meal groups.
- Parties will not be allowed.
- Qualified meals will be free through the end of the 2021-22 school year for ALL students..
- There will no longer be meals provided to families at home UNLESS COVID19 infection rates and mandates occur. If Talawanda is closed, we will communicate our ideas for food service.

#### **Classroom Occupancy and Information:**

- Students will sit as far apart as possible. 6 feet of social distancing between desks ***will not*** occur due to the limited sizes of the classrooms. Most students will be spread apart 2 to 3 feet within a classroom. This will be based upon the size of the classroom and also instruction needed. Some

students will require 1:1 or small group instruction.

- Classroom occupancy will be determined based on each individual circumstance with the maximum amount of safety considerations possible.
- Face coverings are **Optional** for all students. However, a final decision has not been made. This plan will be updated in July (after it is submitted) based upon COVID19 and the ability for students under age 12 to be vaccinated.
- School employees will be **Optional** to use a face covering when they are within six feet of students.
- Families will need to provide their own optional masks. *We highly encourage all students to have at least 2 masks per day if these students wish to wear masks. If students are required to wear masks, families will be required to supply those masks..*
- Individual buildings have developed, implemented, and shared their safety procedures and protocols. Please contact the building or teachers for more information.
- Students will be encouraged to maintain social distancing at all times.
- *Due to having students and staff return, it is not possible to guarantee that COVID-19 won't spread. We need everyone to partner with us to make our schools as safe as possible.* The Board has mandated masks for all 3 elementary buildings, and left masks as optional for secondary school. In-person learning during this pandemic does come with risks.
- Talawanda will have the classrooms cleaned every evening..
- Spacing is an issue due to the building designs, number of students, and number of classrooms. We will do our best to space students and staff apart as much as possible.

#### **Building and Space Issues during COVID-19:**

- Lounges and workrooms may have limited occupancy to being closed.
- Staff who are not vaccinated need to social distance as much as possible at all times.
- Staff will attempt to minimize the amount of people upon request in meetings and gatherings (i.e. can utilize Google Hangout or Zoom meetings)

#### **Remote Online Learning or In Person Learning DURING WORST CASE SCENARIO:**

- Talawanda will NOT offer Remote Online Learning for the 2021-22 School Year unless there is a change in the COVID-19 mandates and infection rates.
- If there is a worst case scenario where Talawanda is closed and/or COVID-19 cases spike, Talawanda may offer remote learning for parents who do not wish to or can't send their child to school. The administration would send additional information to families and students if this worst case scenario occurred.
- Families will need to make a choice and stick to the choice if options are made available due to a worst case scenario..

Note: Students will not be permitted to come in and out of remote learning or other options during a worst case scenario. Students will stay in the program as per the decision made by the parent of each child during the Worst Case Scenario.

### **Visitors/Volunteers/Lunches/Parties with Students:**

- Talawanda School District will limit visitors, volunteers, lunches with students, and parties. Principals and administration will make all final decisions.
  - Safety protocols such as wellness checks will be implemented for all visitors.
- A visitor health screening checklist (Sample Appendix A & Appendix B) will be done for any visitor.
- Substitute teachers will be trained on District/School Safety procedures and will be expected to follow all current safety procedures implemented by the District/School.
- Parties will not be allowed.

**\*Masks will be optional at the submission of this plan. However, the Board of Education will review COVID-19 information and make additional decisions based upon information COVID-19 infection rates, and mandates.**

### **Transportation**

- Talawanda will allow two students per seat and in some instances three students if the children are younger and therefore smaller.
- We will attempt to seat siblings together.
- Seating charts are recommended to assist with contact tracing if that is needed.
- In the event state policies require school districts to use alternative schedules, Talawanda may adopt minimum requirements for transportation to reduce the number of students who are eligible for school district transportation.
- Buses will be cleaned at least two times a day (during break and at the end of the day to prepare the bus for the next day's trips).
- If the worst case scenario occurs, students and drivers may be required to wear masks and to socially distance as much as possible.
- Students will **not** be allowed to change buses. Parents/Families will need to establish one pick up and one drop off location. We need to lower the number of students coming into contact with each other as much as possible. We also need to know students on each bus in case contact tracing is needed. We need and want to keep all of our students safe.
- ***Open Enrolled students will NOT be provided bus transportation.***

### **Typical School Day (DRAFT EXAMPLE):**

- Keeping students and staff safe is the highest priority. Keeping the COVID-19 virus out of the classroom, bus, and building will keep our classrooms, buildings, and district open. This is a partnership between families, students, and staff. Any illness brought into our district could result in the district/building/classroom closing that results in online instruction. We believe and know FACE to FACE or In-Person instruction is the best. Help us keep our buildings and district open.

- Students will limit movement in their classroom during the day and avoid moving around as much as possible. Note: students will still work in groups and not have 6 feet or more distance between each other.
- Staff will limit movement within the building as much as possible.
- Procedures to move within the building will be established and shared with students.
- Frequently clean high touch areas throughout the school day:
  - Stair handrails
  - Door handles
  - Counters (especially in labs)
  - Desks
  - Tables
  - Chairs
  - Bathrooms
  - Computers (if shared)
  - Books (if shared)
- Cleaning classroom desks and chairs when a new group of students or teacher will be using the room:
  - Students, teachers, staff, and custodians will be asked to clean their own areas before leaving the classroom, work station, or area.
- Extra cleaning after the school day will be done by our custodians to prepare the environment for the next school day.
- Staff will limit community supplies and equipment (library books, lab equipment) as much as possible.
- Consistent use of current cleaning products approved by our district that meet COVID-19 recommendations.

**Recess:**

- Talawanda School District will make every effort to maintain consistency with other safety procedures.
- This may mean that districts will limit student access to certain pieces of playground equipment and restrict activities that are “high touch” and difficult to clean or maintain social distancing.
- We will work toward “structured” recess activities such as nature walks that limit students’ physical contact with others as needed.
- Students must sanitize their hands after recess.

**Field Trips:**

Talawanda may have field trips but has to be approved by the Superintendent or designee. Field trips could result in an exposure or direct contact to COVID19.

### **Athletics and Extracurricular Activities:**

OHSAA, the Governor, Health Department, and district will provide guidance and recommendations. TSD will follow all required recommendations. Decisions may change throughout the school year. The plan will be to allow activities that meet the criteria established. Social distancing and sanitation will be emphasized. *The administration, nurses, health department, and Athletic Director will make the final decisions.*

Student Athletes and Coaches will be required to complete their own wellness check prior to participation. Student Athletes and Coaches will not participate if the student athlete or coach is ill or not well.

Student Athletes and Coaches will need to report COVID-19 symptoms or a COVID-19 diagnosis to both the Talawanda School District and the Butler County Health Department.

- Contact will be permitted.
- Athletes will try to maintain as much social distancing as much as possible
- Every athlete and coach will be encouraged to use hand sanitizer/wash hands/not touch their own face as well as follow all hygiene protocols at all times..
- Athletes must bring their own water bottle with their name clearly marked. The water fountains may possibly be turned off or not accessible.
- Locker rooms may not be available. A small bag is permitted to carry items needed for training. All personal items must be taken home and cleaned daily. Athletes must disinfect the equipment after every use.
- No spitting, eating seeds or chewing gum during practices and workouts.
- Vulnerable individuals should not participate in any practices or workouts.
- Students who wish to wear an optional mask are encouraged to bring extra masks.

In addition, we will continue to enforce these general guidelines related to our facilities:

- General cleaning and disinfecting will take place daily and in between practices.
- Weight Room equipment will continue to be sanitized after every use. Wipes will be available.
- Sanitation stations will be available at the entry to each facility or practice space. Stations will include hand sanitizer, masks on an ‘as need’ basis, and disinfecting wipes.
- Wherever possible, traffic patterns for entry, exit, and during training sessions will be established to help maximize social distancing.
- Alumni are not permitted to participate in practices or use school facilities at this time.
- Spectators may be limited based upon OHSAA guidance. Administration will determine the plan.

Thank you for your time. We want to keep all students safe. We know face to face classroom education is the best and most important. While there will be no guarantee to stop COVID-19 from entering our buildings and possibly infecting our students and staff, we will do our best to ensure a safe environment as recommended by our Health Department.

**Maintenance:**

1. Maintenance Department will check and maintain HVAC/Air Handler systems and filter changes to include infra-red air filters and modified handling devices for HVAC/Air Handler systems to ensure increased air circulation and cleaner bacteria-free air flows throughout the school buildings
2. Custodian and Maintenance staff will be trained on COVID-19 procedures and cleaning schedules.

**Facilities Use:**

Due to the need to keep Talawanda safe and clean, our facilities may limit or prohibit all extra curricular activities and rentals. Any use of or facilities including rentals by outside agencies need to be approved by administration with the guarantee that COVID-19 procedures and protocols will be adhered to during the usage. We will review the use of the facilities and will adjust this based upon the Governor, OHSAA, Butler Health Department, City of Oxford, Board of Education, ODE, OHSAA, and other agencies. While an initial acceptance to rent or use our facilities, Talawanda School District may alter, change, or end the facility usage at any time. Spectators will be limited. Talawanda Administration will determine.

**Public Participation/Community Involvement in Use of American Recovery, ESSER, COVID19 Funds**

A SurveyMonkey was sent out to our families and community via social media (Facebook and Twitter), posted on our website, and stated at our Board of Education meeting in June 2021. There were 331 comments, ideas, suggestions, and priorities that were provided in the SurveyMonkey. We also offered time at our June 2021 Board of Education meeting for additional comments that could be made in person or remotely. This plan was developed using the family/community input into the spending of these funds. The funds will be used to pay for facilities, cleaning protocols, staff salaries, mental health supports, academic and social emotional mitigation of learning loss, spacing, HVAC/Air Handler/Air Quality, technology, and supports to open the Talawanda School District to full in person learning for the 2021-22 school year.

**Plans Are Subject to Change by TSD:**

All of these terms *may change* pending what occurs with the COVID-19 pandemic. We will notify you of any changes. We will do our best to keep your child safe. There are no guarantees that COVID-19 will not spread. We need your partnership to limit the possibility of the COVID-19 spread.

## Visitor and Employee Health Screening Checklist

This health screening will be conducted each time employees, students, or visitors enter the building.

\*Students and Staff may conduct self screenings at home

\*\*Visitors may be asked these screening questions or asked to complete a checklist on a hard copy

Have you had any of the following symptoms since your last day at work or the last time you were here that you cannot attribute to another health condition?

**Please check off if you have any of the following symptoms:**

### Do you have:

\*Symptoms may appear 2-14 days after exposure to the virus. People with these symptoms may have COVID-19:

- Fever or chills
- Cough
- Shortness of breath or difficulty breathing
- Fatigue
- Muscle or body aches
- Headache
- New loss of taste or smell
- Sore throat
- Congestion or runny nose
- Nausea or vomiting
- Diarrhea

***Look for emergency warning signs for COVID-19. If someone is showing any of these signs, seek emergency medical care immediately:***

- Trouble breathing
- Persistent pain or pressure in the chest
- New confusion
- Inability to wake or stay awake
- Bluish lips or face

*Call your medical provider for any other symptoms that are severe or concerning to you.*

***If you checked off any of the following symptoms, please leave immediately and contact us through phone or email.***

\_\_\_\_\_  
Name

\_\_\_\_\_  
Date

APPENDIX B Sample



