

# RESPONSIBLE RESTART 2020 FAMILY GUIDE



**GROVEPORT  
MADISON**  
SCHOOLS

<b>OVERVIEW .....</b>	<b>4</b>
WHAT WE BELIEVE .....	5
GUIDING PRINCIPLES.....	5
<i>Caring for students and staff.....</i>	5
<i>Prioritize Student Learning.....</i>	5
<i>Ensure Effective Teaching.....</i>	5
<i>Commitment to Ongoing Communication.....</i>	5
<i>Operating Efficiently, Effectively and Responsibly.....</i>	5
REALITIES AND CONSTRAINTS .....	6
<b>OFFICIAL HEALTH AND SAFETY GUIDANCE .....</b>	<b>6</b>
OHIO'S PUBLIC HEALTH ADVISORY ALERT SYSTEM.....	6
<b>A SMOOTH, RESPONSIBLE RESTART OF SCHOOLS .....</b>	<b>8</b>
RE-OPENING PLANS.....	8
OPTION #1A – TRADITIONAL SCHOOL MODEL .....	9
OPTION #1B – BLENDED LEARNING MODEL .....	9
OPTION #1C – 100% ONLINE REMOTE LEARNING MODEL .....	9
OPTION #2 – CRUISER DIGITAL ACADEMY (CDA) .....	9
<b>LEARNING MODEL DETAILED EXPLANATIONS/EXPECTATIONS.....</b>	<b>10</b>
TRADITIONAL SCHOOL MODEL .....	10
BLENDED LEARNING MODEL.....	10
<i>Expectations for Students (in the Blended Learning Model) .....</i>	10
<i>Expectations for Parents/Guardians (whose students are in the Blended Learning Model) .....</i>	12
100% REMOTE ONLINE LEARNING MODEL.....	12
CRUISER DIGITAL ACADEMY (CDA) .....	12
<i>Expectations for Students (in the Cruiser Digital Academy and 100% Remote Online Learning) .....</i>	13
<i>Expectations for Parents/Guardians (whose student is in the Cruiser Digital Academy and 100% Remote Online Learning) .....</i>	14
GRADING .....	14
SAMPLE DAILY EXPECTATIONS.....	14
<b>SELECTING YOUR PREFERRED LEARNING MODEL FOR THE 2020-2021 SCHOOL YEAR.....</b>	<b>16</b>
SELECTING CRUISER DIGITAL ACADEMY .....	16
SELECTION OF LEARNING MODELS FOR NEWLY-ENROLLED STUDENTS .....	16
<b>RISK MODELING .....</b>	<b>17</b>
<b>SUPPORTING STUDENTS' OVERALL PROGRESS &amp; SUCCESS .....</b>	<b>17</b>
SOCIAL AND EMOTIONAL LEARNING (SEL) SUPPORT.....	17
EXCEPTIONAL CHILDREN .....	18
<i>Special Education/504 Related Meetings .....</i>	19
SPECIAL NEEDS PRESCHOOL (PRE-K) .....	19
GIFTED AND ENGLISH LANGUAGE LEARNERS .....	20
USE OF DISTRICT TECHNOLOGY FOR TEACHING AND LEARNING .....	20
<i>Assistance with Internet Access .....</i>	20
EXTENDED DAY PROGRAM (EDP) .....	21

<b>COVID-RELATED PROTOCOLS.....</b>	<b>21</b>
COVID-19 TESTING .....	21
MONITORING AND ACCOUNTABILITY .....	21
MOST-COMMON SYMPTOMS OF COVID-19 .....	21
REPORTING SYSTEM AND RESPONSE PROTOCOL .....	21
WHEN AND WHAT ACTIONS TO TAKE REGARDING POSSIBLE COVID-19 EXPOSURE.....	22
WHEN A STUDENT IS REPORTED AS HAVING COVID-LIKE SYMPTOMS .....	22
<i>Contact Tracing</i> .....	22
CLOSING A SCHOOL(S) DUE TO CONFIRMED COVID-19 OUTBREAK .....	23
STUDENTS RETURNING TO SCHOOL AFTER CONFIRMED DIAGNOSIS .....	23
<b>PROMOTING HEALTH AND SAFETY .....</b>	<b>23</b>
PROMOTING HEALTHY HABITS .....	23
PERSONAL PROTECTIVE EQUIPMENT (PPE) .....	24
UPDATING IMMUNIZATIONS.....	24
<i>Additional Immunization Requirements for Incoming Seventh and Twelfth Graders:</i> .....	24
COMMUNAL SPACES .....	24
USE OF WATER FOUNTAINS .....	24
SHARED SUPPLIES AND EQUIPMENT.....	24
<b>FACILITIES AND OPERATIONS .....</b>	<b>25</b>
REVISED ARRIVAL AND DISMISSAL PROCEDURES .....	25
CLEANING OF SCHOOLS .....	25
PLAYGROUNDS & RECESS .....	25
FOOD SERVICES.....	25
TRANSPORTATION SERVICES .....	26
<i>Expectations for Students at the Bus Stop</i> .....	26
<i>Bus Delays</i> .....	26
<b>STUDENT GROUPS &amp; ACTIVITIES .....</b>	<b>26</b>
FIELD TRIPS.....	26
EXTRACURRICULAR ACTIVITIES AND ATHLETICS .....	26
<b>OTHER CONSIDERATIONS.....</b>	<b>26</b>
COMMUNITY USE OF SCHOOL BUILDINGS.....	26
PARENTS, VOLUNTEERS, CONTRACTOR SERVICE PROVIDERS, AND ESSENTIAL SERVICES .....	26
FUNDRAISERS .....	27

## OVERVIEW

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Like other public schools across Ohio, Groveport Madison Schools was closed by order of Governor DeWine on March 17, 2020. This unprecedented closure was a direct result of the spread of the COVID-19 virus that was quickly taking hold of our nation. In the weeks preceding the governor's order, the District had been developing contingency plans in the event we had to move to a 100% online (virtual) teaching and learning model.

Groveport Madison Schools was uniquely prepared for the transition to 100% virtual learning due to all of our students already having a Chromebook computer assigned to them – and the fact that a large percentage of class instruction used online tools, apps, and other software.

The virtual learning model remained in place through the end of the 2019-2020 school year.

Over the course of the past twelve-to-fourteen weeks, the District has been working on contingency plans to consider if schools were to open for the 2020-2021 school year. Numerous staff members from all grade levels and academic content areas contributed to developing these plans. One of the primary challenges faced throughout the planning process was the absence of specific guidance from the governor and the Ohio Department of Education. The final guidance was released on June 27, 2020, allowing the District to determine the next steps to be taken in order to finalize our plans. A copy of the "COVID-19 Health and Prevention Guidance for Ohio's K-12 Schools" can be found on our website, at [GoCruisers.org](https://www.go-cruisers.org).

We want nothing more than to have our students in school every day. We miss them, and we want to have them join us in school each day. However, we have to keep student and staff health and safety at the forefront of our decision-making by considering the current environment when making operation decisions throughout the school year.

We understand that there are many mixed opinions and feelings regarding reopening schools to our nation's children. While some pediatric and mental health experts are adamant that students should return to school for their academic and social development, as well as for meeting needs, including food and support for mental and emotional well-being; many parents, school staff members, and other health officials call for a continued delay in reopening schools (or return to a virtual learning model) until the virus is under control. Ultimately, whether we can reopen to in-person instruction will be determined by the governor or the Franklin County Public Health Commissioner as determined by the Public Health Alert System, in conjunction with the District.

The following plan is the culmination of months of research, study, and hard work, and yet, due to the uncertain progress in gaining control over the COVID-19 virus, plans may very well change. What we do know is that regardless of how or where we teach our students, we are committed to doing our absolute best to ensure they receive the high-quality education they deserve.

The District will continue to keep a close watch on the development of public health recommendations, state and local guidance, and we will keep you informed of any updates.

## What We Believe

*"All Cruisers are valuable. We will unconditionally **SERVE, SUPPORT, and INSPIRE**. Therefore, every Cruiser will maximize their unique **PURPOSE, POTENTIAL, and POWER** to produce the results they want."*

## Guiding Principles

Decisions about reopening are guided by the latest recommendations provided by the U.S. Centers for Disease Control (CDC), the State of Ohio, and the Franklin County Public Health Department.

### Caring for students and staff

- Protect the health and safety of students, staff, parents, caregivers, and the greater Groveport Madison community.
- Support the social, emotional, physical and behavioral health of students and staff.
- Prioritize the needs of the most vulnerable students and staff, including those with disabilities, those with underlying health issues or other risk factors, low-income students, English learners, students experiencing homelessness, students in foster care and justice-involved youth, and ensure equitable academic and social-emotional supports.

### Prioritize Student Learning

- Continue to value and use Ohio's Learning Standards as the basis for guiding instruction and student acquisition of knowledge and skills. Ensure opportunities for students to master core subject areas and pursue well-rounded learning (such as music, arts, other electives, career-technical education, industry credentials).
- Assess students to determine progress toward mastery of state standards, and identify the best approach for each student.
- Prioritize literacy, content literacy and numeracy, especially in early grades, by providing focused and effective intervention and enrichment opportunities.

### Ensure Effective Teaching

- Ensure all educators have access to support and training to facilitate the implementation of the plan and educator success in meeting the needs of children and families.
- Use a Multi-Tiered System of Supports (MTSS) to meet the individual needs of each child, focusing not only on academics but the social-emotional needs of students as well.

### Commitment to Ongoing Communication

- Engage staff, parents, students, and the community in authentic, informative, and timely communications. Ensure staff and parents are informed of changes in procedures, practices, expectations and supports.

### Operating Efficiently, Effectively and Responsibly

- Closely monitor our operations to ensure we continue to follow best practices in the management of our schools and other resources.
- Continue to seek out means by which we are able to purchase needed supplies and materials in an economical fashion – without sacrificing the quality we expect.



## Realities and Constraints

Our current situation may seem unpredictable; however, we believe that there are some likely realities that our staff, students, and families can anticipate. Some of those realities help with our plans to reopen, while others may make it more challenging and constrain our efforts. It is important, as we plan, for everyone to be on the same page about what is to be expected so we can focus most of our effort on the most likely circumstances, while still ensuring that we plan for the various “what if” scenarios.

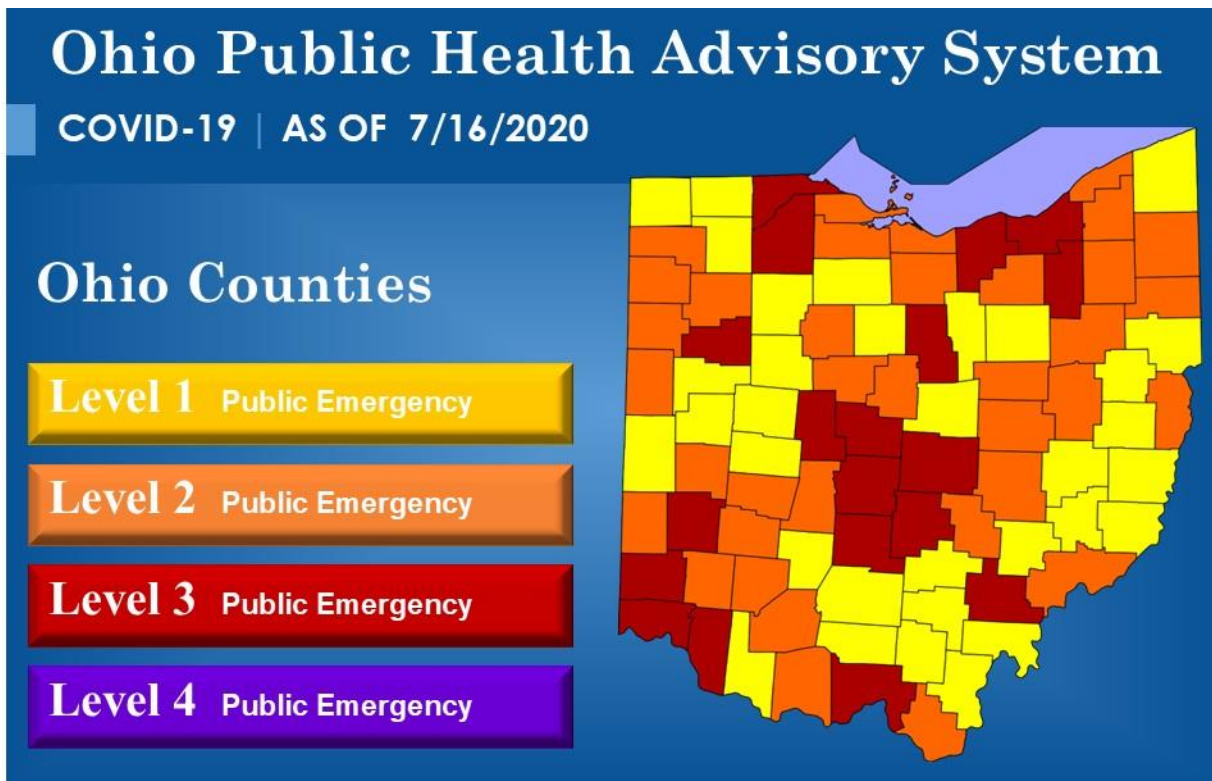
1. We are in this together – and we must work together.
2. The virus will not disappear by September, but its level of spread may change. COVID-19 will be present throughout the summer and fall. Knowing that the number of cases is not a fixed amount, the District will remain committed to adjusting its approach based on the reality of the virus' spread in the county.
3. The uncertainty of what will happen over the next six months presents significant challenges for us all. Parents, students, staff, and the community will need to be extremely flexible and patient.
4. Online (virtual) instruction will expand. While we had anticipated schools re-opening in August for in-person instruction, July 28, 2020 guidance from Franklin County Public Health strongly recommends that area school districts reopen using a remote online learning model due to the number of COVID-19 cases in the county at this time. Nevertheless, GMLS will continue to offer a 100% online school (Cruiser Digital Academy) to all interested families, including expanded live instruction. All students will have access to the use of a Chromebook computer and the District will assist families with getting access to internet connectivity.
5. Due to the expense reductions the District implemented last year, GMLS expected to be more than \$988,000 under budget by the end of FY20. The District made \$2.7 million in budget reductions after \$1.1 million in state funding cuts (and anticipated state funding cuts in FY21). These proactive steps have been made to ensure the District maintains a positive operating balance and is on target with our five-year forecast.
6. Funding is limited. Revenue projections for the state show that there are likely short-term to medium-term budget cuts necessary for public education over at least the next year. With the reopening of schools, the purchase of PPE and other cleaning and sanitization supplies is expected to cost hundreds of thousands of dollars. \$1.1 million in state budget cuts in FY20 – potential for more in FY21

## OFFICIAL HEALTH AND SAFETY GUIDANCE

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### Ohio's Public Health Advisory Alert System

As is the case throughout the country, decisions about reentry and reopening are highly dependent upon state and local policies, orders, and guidance. In June, 2020, the Ohio Department of Health created a new Public Health Advisory Alert System. The alert system has four levels to provide Ohioans with guidance on the severity of the problem in counties in which they live. The levels are determined by seven data indicators that identify the risk level for each county and a corresponding color code to represent each risk level.



In June 2020, the Ohio Department of Health introduced a new system for tracking the severity of the COVID-19 virus' spread. This system also is being used at the county level to guide decisions relating to protecting the public in a more localized manner.

The District is working closely with the Franklin County Public Health Department and we will closely track the status of Public Health Advisory Alert System to determine whether it's safe for schools to open/remain open. Ultimately, the determination as to whether the District will be opened or closed will be decided by the Franklin County Public Health Commissioner and the school district's administration. The use of any in-person instructional plans is predicated on the Franklin County Alert System threat level indicator, as illustrated, below.

OHIO COVID-19 RISK LEVEL GUIDELINES FOR PUBLIC SCHOOLS Franklin County Public Health Department			
LEVEL 1	LEVEL 2	LEVEL 3	LEVEL 4
0-1 Indicators Triggered	2-3 Indicators Triggered	4-5 Indicators Triggered	6-7 Indicators Triggered
<b>Public Emergency</b>	<b>Public Emergency</b>	<b>Public Emergency</b>	<b>Public Emergency</b>
Active exposure and spread. Follow up with current health orders	Increased exposure and spread. Exercise a high degree of caution. Follow all current health orders.	Very high exposure and spread. Limit activities as much as possible. Follow all current health orders.	Severe exposure and spread. Only leave home for supplies and services. Follow all current health orders
Levels 1 - 4 Require Compliance with All Health Orders			

## A SMOOTH, RESPONSIBLE RESTART OF SCHOOLS

### Re-Opening Plans

Planning the District's reopening will continue to take ongoing coordination and collaboration across all District departments, schools, and employee associations. The District's teaching staff will begin on Monday, August 17 with the following two weeks including professional development (health and safety practices, best practices in distance learning, transitioning between in-person and online teaching, etc.).

The District's classes are scheduled to begin on Monday, August 31 in a staggered-start fashion. This time will be used to review online learning systems and signing out the students' Chromebook computers. We will be holding parent/student orientations in a virtual format. Academic instruction will commence the week of September 8. Details to follow.

This year, the District will operate on two plans. Each plan is designed to adhere to our guiding principles for reopening and maximize the amount of in-person instruction for students, while also keeping our community safe and following the guidance of public health officials and applicable laws and regulations. Based on the July 28, 2020 guidance from Franklin County Public Health, the District will begin the school year using Option 1C and Option 2.

#### Option #1

- A. **Traditional School Model (in person, five days per week schedule)**
- B. **Blended Learning Model (two days in-person instruction / three days online instruction)**
- C. **100% Remote Online Learning Model (all students taking classes remotely)**

#### Option #2 **Cruiser Digital Academy (100% online instruction – an option for all students) (Must remain in the Digital Academy for the entire year)**

**Determination of which learning model the District utilizes at any given time will be guided by the Franklin County Public Health's COVID-19 Risk Alert System, in conjunction with sustained downward trends in COVID-19 reported cases over a four-week period. Direction will come from Franklin County Public Health, in consultation with the Superintendent.**

The use of any in-person instructional plans is predicated on the Franklin County Alert System, in conjunction with conversations between FCPH and the superintendent. Should the threat level be raised or lowered, or if it's otherwise determined that we will need to move to a different model as determined by the Ohio Department of Health, Franklin County Public Health, or the Superintendent, the District will notify students, parents, and staff when any change in our schedule or instructional models will occur. Do not automatically think the model will change immediately, as the state and county are monitoring trends in the reporting data.



## **Option #1A – Traditional School Model**

In this traditional schedule, students report to school following our customary schedule. Social distancing and preventative health measures will be in place. Masks must be worn by all K-12 students (Pre-K preferred) and staff members when in a school building or on buses. This model may only be implemented when FCPH indicates it is safe to do so. – *(See page 10 for details on this model)*

## **Option #1B – Blended Learning Model**

### **In-person two days per week/Online three days per week**

The District will implement its Blended Learning Model for students attending in-person when approved to do so by FCPH. Determination will be based on the FCPH COVID-19 Risk Alert System, in conjunction with sustained downward trends in COVID-19 reported cases over a four-week period.

To meet social distancing and other requirements, students would attend school in one of two groups (A or B). One-half of the child's class (approximately 15 students per classroom) would attend school in-person two days per week, and receive online instruction at home the other three days of the week. This model may only be implemented when Franklin County Public Health remains in Alert Level 1 or 2 (yellow or orange). – *(see page 10 for details on this model)*

## **Option #1C – 100% Online Remote Learning Model**

### **All students receiving 100% of their instruction/lessons at home**

Based on current guidance from Franklin County Public Health, the District will begin the school year in this model. All students will take all of their classes remotely (from home) in an online learning model.

Students will attend school 100 percent of the time in an online classroom environment. As much as possible, students will be taught in a format where the teacher is present online at the same time as the students, taking place through the use of video conferencing, live chat, or instant messaging. – *(see page 12 regarding details for this model)*

## **Option #2 – Cruiser Digital Academy (CDA)**

In this model, students are attending school 100% of the time in an online classroom environment. All students enrolled in Groveport Madison Schools have the option to take their classes through the Cruiser Digital Academy. Once the parent has selected the CDA, the student must remain in the program all year – following the District's calendar.

As much as possible, students are taught in a format where the teacher is present online at the same time as the students. Synchronous teaching may take place through the use of video conferencing, live chat, or email. – *(See page 12 for details regarding this model)*

## LEARNING MODEL DETAILED EXPLANATIONS/EXPECTATIONS

### Traditional School Model

Students will report to school on their regular schedule:

Groveport Madison H.S.	7:30 a.m. – 2:10 p.m.
Middle Schools	8:10 a.m. – 2:50 p.m.
Elementary Schools	9:00 a.m. – 3:40 p.m.

All students and staff are required to wear masks while in the buildings (or when on school buses). We will always adhere to six-feet social distancing. There will be enhanced cleaning of classrooms, restrooms, offices, and common spaces. Traffic patterns will be adjusted, and there will be no use of lockers. Breakfast and lunch service will be determined by building based on existing conditions.

### Blended Learning Model

In this model, approximately half the students (approximately 15 students per classroom) will attend school in person two days per week, and receive online instruction at home the other three days of the week. Social distancing in schools will be increased to a minimum of six feet.

Students would be grouped in an “A” or a “B” group, with the expectation of keeping families on the same schedule, as much as possible.

### BLENDED LEARNING MODEL

	Mon	Tues	Wed	Thur	Fri
GROUP A (GREEN)	In-School Instruction	In-School Instruction	Online Lessons At Home	Online Lessons At Home	Online Lessons At Home
GROUP B (BLUE)	Online Lessons At Home	Online Lessons At Home	Online Lessons At Home	In-School Instruction	In-School Instruction

#### Expectations for Students (in the Blended Learning Model)

- All students will practice all safety and health protocols during in-person instruction. Students will practice social distancing, hand-washing, wearing of a face covering (K-12), and any additional health and safety mitigation practices, as directed by school staff. Students can be exempted from wearing a mask when providing a medical excuse.

- Parents/guardians are expected to conduct a health assessment of their child each day before sending them to school. Any child with COVID-like symptoms (fever of 100°F or higher, cough, or shortness of breath) **must be kept home and contact your child's school**. – (see page 21 for detailed expectations regarding self-assessments)
- During online learning days, students should log into Google Classroom daily:
  - Grades K – 5: Login by 9:00 a.m.
  - Grades 6 – 8: Login by 8:10 a.m.
  - High School: Login by 7:30 a.m., or when their first course starts for the day.
- Students will follow the daily/weekly schedule provided by their teachers.
- If the student/student's family has unusual circumstances that requires flexibility with respect to signing in to participate in class or complete assignments, please contact the student's teacher to discuss potential options.
- During designated online learning days, students will engage in learning for the minimum amount of time by their age-range daily:
  - Grades K - 2: At least 120 minutes, including at least 20 minutes of reading plus additional services, as identified
  - Grades 3 - 5: At least 150 minutes, including at least 30 minutes of reading plus additional services, as identified
  - Grades 6 – 12: At least 200 minutes, including all independent practice plus additional services, as identified
- Students will follow teacher's expectations, school rules, and dress code during all "live," synchronous teaching sessions.
- Students will demonstrate ethical practices (honesty, and in compliance with Student Handbook requirements) when completing assignments, assessments, and other independent activities.
- Students are expected to attend (virtually) all small group and/or class meetings scheduled by teachers or administrators.
- Students are expected to keep pace on assignments and/or projects as directed by their teachers.
- Students will need to work in assigned digital platforms for a minimum number of minutes each day, as assigned by their teachers. (For example, use of "Exact Path Reading" for 30 minutes per day, or use of "Aleks" for 30 minutes per day). Attendance will be taken daily (both during in-person and online classes), and the student must fulfill their teachers' work product expectations.
- Students will have the opportunity for mastery learning, with some opportunity to retake or redo assignments until the student has demonstrated mastery of identified standards or goals as determined by the teacher.
- Learning is to occur five days-a-week, either through in-person instruction or online instruction. Communication with teachers and support team is essential. Please ask questions and reach out to your school team.
- High School students will need to connect with counselors to ensure their graduation plans are up-to-date and progress is being made towards graduation and seal attainment for grades 9-12. Counselors will be scheduling appointments with each student.

## **Expectations for Parents/Guardians (whose students are in the Blended Learning Model)**

- Parents/guardians are expected to conduct morning health assessment of their child before sending the child to school. Any child with COVID-like symptoms (such as fever of 100°F, cough, or shortness of breath) must not be sent to school. Immediately notify your child's school if they will be absent for the day (for either in-person and online classes). (see page 23 for details on self-assessments).
- Ensure your student has daily access to Wi-Fi and the student's District-assigned Chromebook computer. Families will ensure their students are logging into their accounts daily for attendance, class participation, and online assignments. Please contact your child's principal for Wi-Fi support.
- Provide students with a quiet work environment, free from distraction, for learning to take place. Families will work with student to follow the teachers' assigned daily and weekly schedules.
- Communicate with the school team about the student's academic and social emotional well-being as much as needed.
- Ensure their FinalForms account is activated, maintain up-to-date contact information, and complete online forms, as requested.

*NOTE: Students can transfer from the Blended Learning Model to Cruiser Digital Academy under special circumstances, with the approval of the Superintendent.*

## **100% Remote Online Learning Model**

This model is used when the state or Franklin County Public Health determines that conditions are not safe for students to return to school. This model also may be used on a building-by-building basis if there were to be an outbreak of COVID-19 in one or more of our schools.

Students will attend school 100 percent of the time in an online classroom environment, five days per week. As much as possible, students will be taught in a format where the teacher is present online at the same time as the students, taking place through the use of video conferencing, live chat, or email.  
– (See sample student expectations on pages 13 & 14)

## **Cruiser Digital Academy (CDA)**

In this model, students are attending school 100 percent of the time in an online classroom environment, five days per week following the District's school calendar. All students enrolled in Groveport Madison Schools have the option to take their classes through the Cruiser Digital Academy. **Once the parent has selected the CDA, the student must remain in the program for the duration of the school year.**

Students are taught in a synchronous format where the teacher is present (online) at the same time as the students. Instruction may take place through the use of video conferencing, live chat, or email. Students will experience a variety of assignments, with work also being done independently.

Due to completion expectations, access to equipment, and the nature of the course, Cruiser Digital Academy will have limited availability of elective courses.

## **Expectations for Students (in the Cruiser Digital Academy and 100% Remote Online Learning)**

- Students will log into Google Classroom daily. Grades K-5 should login by 9:00 a.m., 6 - 8 students by 8:10, and high school students should login by 7:30 a.m. (or when their first course starts for the day).
- Students will follow the daily/weekly schedule provided by their teachers.
- Students will engage in learning for the minimum amount of time by their age range daily:
  - Grades K - 2: At least 120 minutes, including at least 20 minutes of reading plus additional services as identified
  - Grades 3 - 5: At least 150 minutes, including at least 30 minutes of reading plus additional services as identified
  - Grades 6 - 12: At least 200 minutes, including all independent practice plus additional services as identified
- Students will follow teacher's expectations, school rules, and dress code during all "live," synchronous teaching sessions.
- If the student/student's family has unusual circumstances that requires flexibility with respect to signing in to participate in class or complete assignments, please contact the student's teacher to discuss potential options.
- Students will demonstrate ethical practices (honesty, and in compliance with Student Handbook requirements) when completing assignments, assessments, and other independent activities.
- Students are expected to attend (virtually) all small group and/or class meetings scheduled by teachers or administrators.
- Students are expected to keep pace on assignments and/or projects as directed by their teachers.
- Students will need to work in assigned digital platforms for a minimum number of minutes each day, as assigned by their teachers. (For example, use of "Exact Path Reading" for 30 minutes per day, or use of "Aleks" for 30 minutes per day.
- Students will have the opportunity for mastery learning, with some opportunity to retake or redo assignments until the student has demonstrated mastery of identified standards or goals.
- Students are expected to login and work daily, following the District's published calendar. Communication with teachers and support team is essential. Students should ask questions and reach out to their school team for assistance.
- Students are permitted to participate in band, choir, and other extra-curricular activities, however, transportation to after school practices and events will be the responsibility of the student/student's family.
- Students will have the opportunity to take Advanced Placement (AP) classes, as well as College Credit Plus courses.
- High school counselors will schedule a time with students to review their graduation plans and to ensure progress is being made towards graduation and seal attainment for grades 9-12.



## **Expectations for Parents/Guardians (whose student is in the Cruiser Digital Academy and 100% Remote Online Learning)**

- Ensure their students have daily access to Wi-Fi and the student's district-assigned Chromebook computer. Families will ensure their students are logging into their accounts daily for attendance, class participation, and online assignments.
- Provide students with a quiet work environment, free from distraction, for learning to take place. Families will work with their child to follow the teachers' assigned daily and weekly schedules.
- Notify the school of any instance where their child is sick or cannot attend virtual classes for the day.
- Communicate with the school team about the student's academic and social emotional well-being as much as needed.
- Ensure their FinalForms account is activated and they will maintain up-to-date information and complete online forms, as requested.

## **Grading**

Grading practices will follow the Board of Education-approved policies and guidelines. Students must be actively working on their assignments on a daily basis to be marked as "present" for attendance purposes and to earn grades/credits.

Parents/guardians can monitor their child's attendance, assignments, grades and other achievement data through their [ProgressBook account](#) on our [GoCruisers](#) website.

## **Sample Daily Expectations**

Below are sample expectations for both the Blended Learning Model and the Cruiser Digital Academy. These examples are intended to illustrate the approximate time allocated to the various subject areas. Your child's teacher will communicate their planned schedule at a later date.

### **Blended Learning and Cruiser Digital Academy Daily Expectations**

<b>Grades K - 2 Daily Expectations</b>	
English Language Arts (Reading, writing, speaking and listening)	60 minutes
Math	30 minutes
Science / Social Studies	15 minutes
Specials (Art, Music, PE)	15 minutes
<b>Additional Services and activities <a href="#">for identified students</a></b>	
Gifted Education Services	20 minutes
Title Services	20 minutes
Special Education Services	IEP-driven
English as a Second Language Services	20 minutes

## Grades 3 - 5 Daily Expectations

English Language Arts (Reading, writing, speaking and listening)	90 minutes
Math	30 minutes
Science / Social Studies	20 minutes
Specials (Art, Music, PE)	15 minutes
Additional Services and activities for identified students	
Gifted Education Services	20 minutes
Title Services	20 minutes
Special Education Services	IEP-driven
English as a Second Language Services	20 minutes

11

## Grades 6 - 8 Daily Expectations

English Language Arts (Reading, writing, speaking and listening)	40 minutes
Math	40 minutes
Science	40 minutes
Social Studies	40 minutes
Specials (Art, Music, PE)	40 minutes
Additional Services and activities for identified students	
Gifted Education Services	20 minutes
Title Services	20 minutes
Special Education Services	IEP-driven
English as a Second Language Services	20 minutes

## Grades 9 - 12 Daily Expectations

English Language Arts (Reading, writing, speaking and listening)	40 minutes
Math	40 minutes
Science	40 minutes
Social Studies	40 minutes
Specials (Art, Music, PE)	40 minutes
Electives (per)	40 minutes
Additional Services and activities for identified students	
Special Education Services	IEP-driven
English as a Second Language Services	20 minutes

## SELECTING YOUR PREFERRED LEARNING MODEL FOR THE 2020-2021 SCHOOL YEAR

### Selecting Cruiser Digital Academy

All Groveport Madison parents/guardians were sent an email from their [FinalForms](#) account to determine if they preferred for their child to take their courses through Cruiser Digital Academy, or if they preferred for their child to attend school in-person (as permitted by the Franklin County Public Health).

Due to staffing requirements, selection of Cruiser Digital Academy is a **one-year commitment**.

### Selection of Learning Models for Newly-Enrolled Students

Families enrolling their child in GMLS will be required to indicate whether their child will attend in-person or remotely. Students will not be permitted to switch from the Cruiser Digital Academy to in-person until the **end of the 2020-2021 school year**. If selecting Cruiser Digital Academy, the student must remain in this model for the entirety of the school year.

***Note: The implementation/continuation of the Traditional Learning Model and the Blended Learning Model is predicated on the understanding that the District is permitted to have on-site classes following guidance from Franklin County Public Health.***

## RISK MODELING

The District looked at the various aspects of each of the options and plans, assessing the academic, social-emotional, COVID-19 safety, and the financial risks. The evaluation of these risks is modeled, below.

RISK ASSESSMENT MODEL														
	Academic Risks			Social/Emotional Risks			COVID-19 Safety Risks			Financial Risks				
MODELS	LOW	MEDIUM	HIGH	LOW	MEDIUM	HIGH	LOW	MEDIUM	HIGH	LOW	MEDIUM	HIGH	Comments	
TRADITIONAL LEARNING MODEL Five days per week in-person instruction for all students													Capacity constraints with full enrollment. Health Risk Assessment over Level 3 won't permit this option	
BLENDED LEARNING MODEL 50% In-Person 50% Online													Concerns with SEL being in school only two days per week, as well as academic impacts due to limited face-to-face instruction	
CRUISER DIGITAL ACADEMY (100% online instruction)													Concerns about ELL students, Special Ed. Students, and academic achievement	

## SUPPORTING STUDENTS' OVERALL PROGRESS & SUCCESS

Regardless of the instructional/learning model you've chosen for your child, Groveport Madison Local Schools is committed to providing our students with the high-quality education they deserve.

### Social and Emotional Learning (SEL) Support

The social-emotional learning (SEL) and mental health support to our students is of the utmost importance. All of our students, whether they are learning online or in the classroom, will have access to all District SEL supports. All of our schools have full time guidance counselors who conduct small group and individual supports. Our guidance counselors will provide students with support on various needs including trauma and anxiety.



<b>SEL Support</b>	<b>Blended Learning</b>	<b>Cruiser Digital Academy &amp; 100% Remote Online</b>
<b>PBIS Strategies</b>	Daily lessons in first two weeks, then as needed	Review online learning guidelines
<b>Morning Meetings</b>	Daily in classrooms and through Google Meet	Daily, via Google Meet
<b>Focus/Advisory Periods</b>	Daily in classrooms and through Google Meet	Daily, via Google meet
<b>Second Step Lessons</b>	1-2 times weekly in classroom or Google Meet	1-2 times weekly in classroom or Google Meet
<b>Mentoring/ Small Groups</b>	In schools, following social distancing guidelines	Virtually, via Google Meet
<b>Sensory Rooms/ Safe Spots</b>	In buildings as needed	NA
<b>Student Check Ins</b>	In buildings, following social distancing guidelines	Virtually, via Google Meet
<b>Individual Counseling</b>	In buildings, following social distancing guidelines	Virtually, via Google or Telehealth
<b>Behavior Plans/RtI</b>	In buildings, following social distancing guidelines	Virtual, via Google Meet
<b>Freshman Seminar</b>	In buildings or virtual	Virtual, via Google Meet
<b>Staff Support</b>	In buildings or virtual	Virtual, via Google Meet

In addition to having a guidance counselor at each building, our district also has a full-time social worker who will work with families to support students and remove barriers to success. This includes issues with mental health, and referrals to outside counseling agencies and will serve as our homeless liaison.

## Exceptional Children

Students with Individualized Education Plans (IEPs) and 504 Plans, along with the staff who work closely with them, will have those individual circumstances taken into consideration when developing additional guidance around reopening. Special attention will be paid to issues around transportation, instructional model, medical needs, learning environment and ensuring appropriate advocacy. We know, for example, that wearing masks may be challenging for students and staff who read lips, or that we may need to improve adherence to universal precautions when aides are assisting medically fragile students. Our Office of Exceptional Children will work directly with students, families, and staff to problem solve these needs.



Special Education students, Pre-K–3, and students grades 4-10 who are in a self-contained special education classroom for the majority of the day (classroom with 10 or less students, one intervention specialist and classroom aide) will report four days per week (Wednesdays online), when we are permitted to hold classes in-person. The IEPs for all other Special Education students will be reviewed to determine appropriate services for success.

Students participating in Cruiser Digital Academy who have therapy goals (speech, occupational, or physical therapy services) identified in the IEP will participate in teletherapy services or can choose to receive therapy in-person in their assigned school building per frequency designated in the IEP. In-person therapy services will be determined on an individual basis taking into consideration schedules of each therapist and availability of designated therapy space within the building.

The Groveport Madison Local School District recognizes that certain groups of our student population require special accommodations to successfully address their instructional needs. When the district is unable to provide in-person instruction and must move to a digital learning format, students identified through a multifactorial evaluation as having a disability supported with an Individualized Education Plan (IEP) will be offered in-person special services by appointment only to supplement online instruction. These services, whether it be therapy and/or academic support, will be provided in a small group or one-on-one setting while following the most current safety guidelines for both students and staff.

### **Special Education/504 Related Meetings**

All Special Education and 504 meetings (IEP/ETR/504 Plan meetings) will be held virtually to the greatest extent possible. When an in-person meeting is necessary, we ask that participants are limited to one parent/guardian. Additional team members may participate virtually.

Evaluations for an Individualized Education Plan will be completed in an in-person manner to the greatest extent possible. When operating in an Online Learning Model, evaluations will be addressed on an individual basis.

### **Special Needs Preschool (Pre-K)**

Groveport Madison Schools Preschool Program serves children ages 3 through 5 who have been identified as having special needs. Eligibility for services as a Preschooler with a Disability is based on global developmental delays as well as specific categorical criteria. Unfortunately, Peer Models (non-disabled students) cannot be enrolled in the program at this time.

The Groveport Madison Local School District recognizes that certain groups of our student population require special accommodations to successfully address their instructional needs. When the district is unable to provide in-person instruction and must move to a digital learning format for K-12 students, preschool students identified through a multifactorial evaluation as having a disability supported with an Individualized Education Plan (IEP) will be offered in-person services with their assigned classroom teacher for one half day (2.5 hours) per week with instruction further enhanced through distance learning packets.

These services, whether it be therapy and/or academic support, will be provided in a small group or one-on-one setting while following the most current safety guidelines for both students and staff. In an in-person learning model (Traditional Day or Blended), students will meet in four half-day sessions, on Mondays, Tuesdays, Thursdays, and Fridays, where permitted to hold classes in-person.

## **Gifted and English Language Learners**

Our goal is to meet the needs of our students who have been identified as benefitting from specialized, focused services. Plans will be developed to meet students' needs both in-person and when working with them online.

## **Use of District Technology for Teaching and Learning**

The District is fortunate to have been provided with the resources to loan each of our K-12 students a Chromebook computer for their personal educational use.

Nearly 80 percent of the District's curriculum and textbooks is available in an electronic format and can be accessed at home or in school, 24-hours a day. In addition, many of the applications can be used "offline," when the student doesn't have Internet access at home or elsewhere.

With Groveport Madison Local Schools being a "G-Suite" member district, students can use free educational apps from Google, including Google Sheets, Google Drive, Google Calendar, and Google Sites, as well as YouTube to enhance their learning. Students also have access to educational software already available in our schools.

Students use their Chromebook computer to complete homework and other assignments, conduct research, and take school and state assessments.

To help keep track of the computers, they have been etched with the school district's logo and a serial number on the outside case. Tracking and Internet filtering software have also been installed on the Chromebooks. In addition, all of the computers have been thoroughly sanitized.

Chromebook computers will be distributed to students the week of August 31. A schedule will be developed for families to check out their child's Chromebook computer. Your school will notify you of the process by which your child will receive their computer. Parents and students will need to sign the Chromebook Agreement Form, which can be found in your [FinalForms](#) account.

The Technology Department also will service any Chromebooks that have become broken or are otherwise having problems. Should your child's Chromebook computer experience any problem or it has been broken, please notify your child's principal.

## **Assistance with Internet Access**

The District will assist families who may not have access to the Internet, including loaning Wi-Fi hotspots to families who demonstrate a need.

## Extended Day Program (EDP)

Due to the District opening in a 100% Remote Online Learning Model, we do not anticipate offering the EDP program for the 2020-2021 school year.

## COVID-RELATED PROTOCOLS

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### COVID-19 Testing

The District will collaborate with state and local health entities to share information about available COVID-19 testing to all staff and students.

### Monitoring and Accountability

The District has established safety guidelines for practices such as COVID-19 testing, temperature checks, social distancing, mask wearing, regular disinfecting, and limiting group gatherings. We will create ways for students, staff, and families to share feedback and report issues that may be unsafe. A dedicated email address and phone line will be made available where people can report issues.

The District has systems in place to monitor conditions in our schools and offices, and we will closely keep watch for any trends or hot spots that might indicate a concern.

In addition, teachers will monitor conditions in their classroom and report any students to the school nurse or health aide who exhibits COVID-like symptoms.

### Most-Common Symptoms of COVID-19

**Parents are required to self-assess their child's condition every morning before sending them to school. The most common symptoms of COVID-19 are:**

- Fever of 100°F or higher
- Cough
- Shortness of breath or difficulty breathing
- New loss of taste or smell
- Sore throat

See a full list of symptoms and when to see emergency medical attention at the [CDC's website](#). If your child has **any** of the above-listed symptoms **DO NOT SEND THEM TO SCHOOL!**

### Reporting System and Response Protocol

All staff will be trained on the reporting procedures with respect to having direct contact and/or a confirmed case of COVID-19 within their immediate contacts.

Reports should be directed to the school's principal. In accordance with state and local laws and regulations, the District will notify Franklin County Public Health, staff, and families immediately of any case of COVID-19 while maintaining confidentiality in accordance with HIPAA privacy laws.

## When and What Actions to Take Regarding Possible COVID-19 Exposure

### Anyone who has been in close contact with someone who has COVID-19:

What counts as close contact?

- You were within six feet of someone who has COVID-19 for at least 15 minutes.
- You have provided care at home to someone who is sick with COVID-19.
- You had direct physical contact with the person (touched, hugged, or kissed them).
- You shared eating or drinking utensils.
- They sneezed, coughed, or somehow got respiratory droplets on you.

### If you know you've been exposed to a person who has been diagnosed with COVID-19:

You can be with others after:

- At least 14 days since possible exposure, and
- Self-monitor – (see page 21 for common COVID-19 symptoms).
- If you experience no symptoms after 14 days, you can return to school/work.

### If you had COVID-19 (or tested positive) AND you have no symptoms, you can go to school or work after:

- 10 days without any further symptoms, and
- Having gone 24 hours fever-free (without the use of fever-reducing medications)

**NOTE:** Students who are not showing symptoms but were quarantined to home as a precaution may continue to do their schoolwork online and they will not be counted as absent. If the student is too sick to do their schoolwork at all, their parent/guardian should contact the school's principal to make them aware of the concern.

## When A Student is Reported as Having COVID-like Symptoms

- The student will be immediately taken to the school's COVID-19 isolation area.
- The parent/guardian will be notified of the situation and directed to immediately come to the school to pick up their child.
- Police or other authorities may be notified if a parent fails to pick up their child in a timely manner.
- Because not all symptoms are COVID-related, the student may return to school 72 hours after being symptom-free (without the use of fever-reducing medications).

### Contact Tracing

The District has a system in place to conduct contact tracing. Nurses and principals will consistently monitor students or staff – classroom or bus. The District will notify families of students or staff members who have been exposed to someone with a confirmed case of COVID-19 (or who has been confirmed as having COVID-19, themselves) so that contact tracing can begin.

If the student is in class or was on the bus, notify families. If the student is sent home, they can complete their assignments online, if they feel well enough to do so. If the student completes their work, the student will be counted as "Present." If, not, the student will be counted as "Absent."

## Closing a School(s) Due to Confirmed COVID-19 Outbreak

In situations in which we are aware, the District will notify parents/guardians of any situation where we know their child may have been exposed to someone exhibiting COVID-like symptoms (or has been confirmed as having COVID-19). The District will work closely with Franklin County Public Health to determine if/when a school should be closed due to a threat to the public's health.

## Students Returning to School After Confirmed Diagnosis

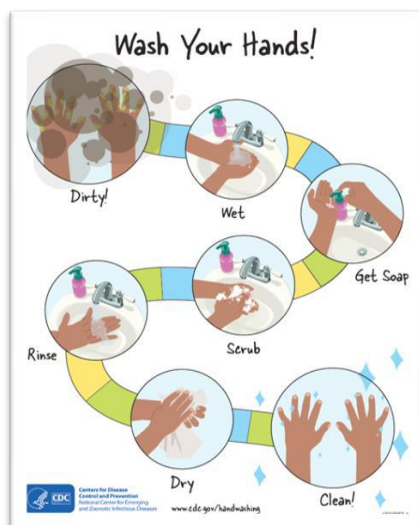
**If you had COVID-19 (or tested positive) AND you have no symptoms, you can go to school or work after:**

- 10 days without any further symptoms, and
- Having gone 24 hours fever-free (without the use of fever-reducing medications)

## PROMOTING HEALTH AND SAFETY

### Promoting Healthy Habits

The District is in the process of placing appropriate signage and markings throughout offices and buildings to remind employees, students, and visitors (when allowable) to maintain social distancing and the requirement to wear masks when in our schools and offices. We also will be promoting the importance of frequently and thoroughly washing of hands, using hand sanitizing stations, and other healthful practices. The Centers for Disease Control and other public health outlets have made several signs available and the community should expect to see signs like the ones below throughout GMLS spaces.





## Personal Protective Equipment (PPE)

All students (K-12) and staff are required to wear a mask while on school property (and while on a school bus). Though not required, we also encourage Pre-K students to wear masks as well. While the District will maintain a supply of PPE, it is expected that students and staff will provide their own PPE for daily use. Guidance will be provided to staff regarding the specific PPE that is expected for them based on their role and responsibilities.

In addition to PPE, the District will provide each instructional staff member with a supply of disinfectant wipes, make portable hand sanitizer dispensers available and is working to install plexiglass barriers at frequently visited spaces to at least create one point of contact with protection.

## Updating Immunizations

It's never been more important to remain healthy by keeping students' immunizations up-to-date.

### **Additional Immunization Requirements for Incoming Seventh and Twelfth Graders:**

**Seventh Graders:** The State of Ohio requires a booster dose of the Tdap (tetanus, diphtheria, and acellular pertussis) and the MCV4 (Meningococcal) vaccine. The Meningococcal vaccine is a new requirement for entry into the seventh-grade.

**Twelfth Graders:** The State of Ohio requires a second dose of the MCV4 (Meningococcal) vaccine for entry into the twelfth grade.

Once your child has received the required vaccinations, please provide a copy of the shot record to your school's nurse. Feel free to contact the school nurse with any questions or concerns.

## Communal Spaces

In an effort to improve the flow of traffic and reduce congestion in hallways, student lockers will not be used for the time being. Students will take their belongings directly to their classrooms and they will be kept with them throughout the day.

## Use of Water Fountains

With great potential for the transfer and sharing of germs, the CDC recommends that water fountains be turned off and students should instead provide their own water for use throughout the day. Students may bring their own water bottles into their classrooms.

## Shared Supplies and Equipment

To the greatest extent possible, schools will refrain from using shared supplies and/or equipment. In situations where this practice can't be avoided, precautions will be taken to disinfect items between uses.

## **FACILITIES AND OPERATIONS**

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### **Revised Arrival and Dismissal Procedures**

The District's schools will develop arrival and dismissal procedures that promote social distancing, require the wearing of masks, and decrease the opportunity for large-group settings.

### **Cleaning of Schools**

Daytime custodial crews will clean general-population areas on a regular schedule throughout the day, focusing on high-touch areas. Classrooms will be disinfected after each class change. Classrooms and office areas will be thoroughly cleaned nightly, focusing on disinfecting high-touch surfaces. A disinfectant spray mist will be used throughout the school building.

Classrooms will be stocked with disinfectant supplies so that student desks can be cleaned as is appropriate. Teachers will coordinate how this will occur in their classrooms.

Custodial staff will conduct regular walk-throughs with their principal to identify areas that require additional cleaning. Custodians also are required to sign a posted checklist in each room affirming the room has been cleaned and disinfected according to the documented standards.

### **Playgrounds & Recess**

We believe that it is important for our elementary students to receive outdoor recess whenever possible. Schedules will be developed to minimize the number of students on playground equipment at a given time with intermittent cleaning throughout the day.

### **Food Services**

Ensuring students receive a nutritious and good-tasting breakfast and lunch every day is vital to them developing healthy bodies – and healthy brains. Children who are hungry or not getting access to proper nutrition very often do not perform as well as children who are well-nourished. Students present in school will be provided with customary breakfast and lunch selections. Students who are taking classes remotely from home will be provided with Grab & Go-style meals.

The District is working with its contract food services vendor, Chartwells, LLC to develop and refine protocols to ensure the safety of our staff and students. Among the practices employed throughout the District are:

- All students will follow social distancing guidelines at all times.
- All students will wear masks at all times, except when eating.
- Touchpad payment kiosks will be discontinued, and students will be issued bar code stickers to be added to the students' ID cards.
- Areas will be thoroughly cleaned and sanitized after each service.

More details on how student meal service will be managed will be addressed on a school-by-school basis. Additional information will be shared as it becomes available.

## **Transportation Services**

Per CDC guidelines, students may be seated two-per-seat when wearing masks. In addition, buses will be loaded from back to front, with all students have assigned seats. At dismissal, students will exit the bus from the front to the back. Buses will be sanitized after each route has been completed, and they will be stocked with hand sanitizer for use by the students, driver, and aides.

### **Expectations for Students at the Bus Stop**

Students are expected to practice social distancing and strongly encouraged to wear their protective mask while awaiting arrival of their bus.

### **Bus Delays**

As we get accustomed to new routes and determining who should and shouldn't be on the buses, we expect routes to run late for the first few weeks of school. We appreciate your patience.

## **STUDENT GROUPS & ACTIVITIES**

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### **Field Trips**

Until further notice, the District will not permit any field trips.

### **Extracurricular Activities and Athletics**

As of July 29, 2020, Franklin County Public Health has recommended the suspension of all extra-curricular activities until the District receives guidance indicating it's safe for them to resume.

## **OTHER CONSIDERATIONS**

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### **Community Use of School Buildings**

To maintain safe and controlled access to buildings, as well as to prioritize cleaning and disinfecting for learning sites, community use of school buildings has been temporarily suspended.

### **Parents, Volunteers, Contractor Service Providers, and Essential Services**

As necessary, parents will be permitted to enter the school (only when wearing a mask) and may only go to the main office. No volunteers will be permitted in the buildings at this time.

Contract service providers, and essential service personnel will be permitted entry into the schools when wearing a mask and following all other health-related precautions.

## Fundraisers

Fundraisers will be approved at the discretion of the principal.

### NOTICE

With the unknown spread of COVID-19 and the rapidly changing guidance from state and local officials, information contained within this packet is subject to change. The District will maintain the most current information, including a list of Frequently-asked questions, on our website, located at [www.gocruisers.org](http://www.gocruisers.org).

Questions can also be directed to our Communications and Community Relations Office, at [gm.communications@gocruisers.org](mailto:gm.communications@gocruisers.org), or by calling 614-492-2520.