



Mayfield City Schools

EVERY STUDENT. EVERY DAY.

Dear Mayfield High School Students and Families,

I hope that you and your family are well and enjoying your summer, in spite of the challenging circumstances that this pandemic has imposed on our country. Although last school year ended abruptly, our team is prepared to address any challenges that may try to interrupt our rich traditions of academic excellence and our emphasis on the whole child. All updated information with regards to our response to COVID-19 are posted on our [webpage](#). I encourage you to check this site regularly to ensure the latest information.

Since the end of May, our High School Task Force has been working diligently to devise a plan that addresses the safety and academic concerns that need to be in place for opening day. Our team understands that any plan that we design must be flexible and must be able to adapt to circumstances beyond our control. Our goal is to create a continuous learning structure that allows us to adjust while maintaining as much on-campus instruction as possible, keeping the safety of both our students and staff a priority. Below is our current plan as of July 15th.

Safety Updates:

The following safety measures will be in place in the fall that correspond to the Ohio K-12 Schools Health and Safety Guidelines, the County Board of Health and the CDC.

Vigilantly Assess for Symptoms:

- Parents will be required to conduct daily health checks and have the student wash his or her hands prior to a student's entry on a school bus or into school. Daily health checks should include taking the student's temperature and assessing for symptoms. *Anyone with symptoms or a temperature above 100.4 degrees must stay home.*
- Any student or staff member displaying symptoms of COVID-19 while at school will be immediately separated from other students and staff and monitored by a staff member wearing appropriate personal protective equipment (PPE) while maintaining physical distance as much as possible. The individual will be sent home as soon as possible, areas of the building the person occupied will be thoroughly sanitized, and local health departments will be contacted and assist with proper notification and decisions regarding their return.

Wash and Sanitize Hands to Prevent Spread:

- Hand sanitizer will be supplied throughout the building including at each entrance, in each learning space, and in high traffic areas.
- Students will be directed to wash their hands frequently.

Thoroughly Clean and Sanitize School Environment to Limit Spread on Shared Surfaces:

- There will be a concentrated effort to disinfect high contact common areas throughout the school day.
- Disinfecting supplies will be available in each learning space and routines will be established for their use to clean desktops, workspaces, counters, etc. throughout the school day.
- All high school classrooms will have Ultraboard COVID-19 Barrier Shields for students to put up in their work space.
- Two Clorox Total 360 System Electrostatic Sprayers have been purchased for our school to sanitize large spaces efficiently.
- Drinking fountains are being retrofitted to water bottle filling stations where possible. All students will be permitted to have water bottles in school. We ask that water bottles are filled at home before the school day begins to minimize traffic at these fountains throughout the day.

Practice Social Distancing:

- Students will be taught procedures for social distancing during arrival, dismissal, instructional time, lunch, etc.
- Signage will be posted throughout the building to direct traffic flow and provide visual support for social distancing.
- Large gatherings for assemblies, grade level meetings, field trips, etc. will not take place in person. Virtual or remote options may be utilized whenever possible.
- Students and staff will be physically spread out throughout our building (3 feet - 6 feet) as much as possible for learning. All available spaces are currently being assessed and will be transformed to a learning space as necessary. Placement of furniture is also being assessed, and all student seating within each space will be spread out as much as possible.
- Movement of students and staff throughout the building during the school day will be minimized as much as possible.

Face Coverings Policy:

- Pre-K – Gr. 12 students will wear face coverings when they are in small group instruction, less than 6 feet from each other and transitioning in and out of the classroom.

- Teachers have the ability to require face coverings in their classroom if identified Individual health and safety concerns warrant.
- Face coverings will be required to be worn by all students while riding on the school bus.
- All staff members will be wearing face masks and/or face shields unless there is an exception as noted in the Ohio Department of Education K-12 Safety Guidelines.
- Visitors will be required to wear face coverings when entering MHS. Signs will be posted by visitor entrances with this requirement. A visitor's face covering does not need to be a mask, but can be anything that covers the nose and mouth, such as a bandana, scarf, t-shirt, etc.

Instructional Plan

- **Hybrid Block Schedule** - This school year, our students will follow a 90 minute hybrid block schedule with an 8 minute passing time. This will reduce the number of transitions in the hallway and allow our students the opportunity to dive deeper into their curriculum. Each day will be designated as either a Green Day or a White Day. Ideally, Green and White Days will alternate every other day. This may change from week to week because of scheduled non-school days. To help illustrate, one week, Monday, Wednesday, and Friday will be designated as Green Days while Tuesday and Thursday will be designated as White Days. In the subsequent week, Monday, Wednesday, and Friday will be designated as White Days while Tuesday and Thursday will be designated as Green Days. The days will be communicated weekly on our webpage, on my twitter account, on our daily announcements, and in my weekly newsletter.

Time	Green Day	White Day
8:10 - 9:40	Period 1	Period 2
9:48 - 11:18	Period 3	Period 4
11:18 - 11:43	Lunch	Lunch
11:51 - 1:21	Period 5	Period 6
1:29 - 2:59	Period 7	Period 8

In the event that our facilities close and our students have to learn remotely, we will follow this same schedule.

- **Schoology** - Schoology is our learning management system. All high school teachers will be using this platform to organize lessons, resources, and assessments. Additionally, this LMS will be used to consistently communicate with our students and parents.

- **Opening of school phase in plan** – During the first week of school, we will transition each grade level back into the high school. Since March 13th, our students last day in the building, they will have been absent from the school building for 5 months. Therefore, it is imperative that we spend this time building culture, learning about the necessary changes for this school year, and getting students re-acclimated with the building in order to have a successful school year. Grade levels assigned are the only students required to attend that particular school day. Our phase in dates and grade levels are listed below.

Phase in plan:

August 17th – Grade 9

August 18th – Grade 9

August 19th – Grade 10

August 20th – Grade 11

August 21st – Grade 12

August 24th – All grade levels report

Please Note: Normally we welcome our 9th grade students to the high school during Wildcat Focus Camp. This year, we will be cancelling the scheduled camp (July 30th and July 31st). In lieu of camp, we will be incorporating these activities on August 17th and August 18th. Additionally, we will be hosting our annual 9th grade parent orientation the week of August 17th. Further details on the day and time will be communicated soon.

- **Classrooms, offices, and open learning spaces** – We have evaluated learning spaces and we will finalize student placement based on the size of each classroom. Additionally, we are temporarily replacing many of our table-style student desks to safely distance students in the classroom while also utilizing Ultra Board barriers when appropriate. Furthermore, Plexiglass has been installed in many of our high traffic areas. Lastly, rooms and other areas are being repurposed to become instructional spaces (field house, wood gym, auditorium, cafeteria, senior commons, alumni commons, and the open learning space outside of room 105).
- **Remote Learning Option** - Parents may choose to have their child enroll in remote learning. This option is a semester-long commitment which ends December 18, 2020. The link to the Mayfield Schools Remote Learning Opt-In form is below.
- **Transportation** - Parents may choose to have their child opt out of transportation. This option is a semester-long commitment which ends December 18, 2020. The link to the Mayfield Schools Transportation Opt-Out form is below.

- **Locker Access** – Locker access will be restricted for the 2020-2021 school year. As a result, students will not be assigned a locker and will be permitted to carry a backpack to and from class.
- **Lunch** – All students will be provided a 25 minute lunch period. They will remain in either their 3rd period or 4th period classroom depending on the designated Green or White day. During this 25 minute lunch period, students will eat lunch in their classrooms while receiving important information on our morning announcements. We are working with food service to finalize the high school ordering and delivery plan.
- **Access and entry into the high school will be modified** - Students that are transported by bus will be able to gain access into the building during their assigned drop off time. Students that drive to school or get dropped off by a parent or other individual will not be permitted to enter the high school before **7:45 AM**.
- **Items from home/deliveries** - We understand that from time to time students forget an item from home. Unless it is considered essential (medication), our front office staff will not accept any items brought up to the school. Additionally, we will not accept any food deliveries (DoorDash, Uber Eats, pizza, etc) brought to the high school before, during, or after school hours.
- **Athletics** - All sports are scheduled to begin on August 1st. We are awaiting specific guidance from the Ohio High School Athletic Association. This information will be shared once it becomes available.
- **Student Schedules** - Student schedules will be released in the coming weeks. Our counseling staff will be available the week of August 10th to conduct schedule changes via Zoom.

As information seems to be changing by the minute, we will adjust as needed to provide the highest quality educational experience for our Wildcat students and families. I wish you all the best and I look forward to seeing you soon. You are all missed!

Always Proud to be a Wildcat,

Jeffrey M. Legan, Principal

*****Please scroll down to the next page for important information regarding district transportation and remote learning.***

Mayfield Schools Parent Information for 2020-2021 School Year

Transportation- Please fill out the information below if you wish to opt your student out of district transportation to school and/or from school for the 2020-2021 school year.

- There will be 2 students assigned per seat on district transportation.
- All students will be required to wear a face mask while on district transportation.
- The transportation choice will be in effect for the entire semester.
- Parents will be required to conduct daily health checks and have the student wash his or her hands prior to a student's entry on a school bus. Daily health checks should include taking the student's temperature and assessing for symptoms. Anyone with symptoms or a temperature above 100.4 degrees should stay home.

<https://forms.gle/QX1JMICYwo59W8bjq8>

Remote Learning Opt In- In order to accommodate all students, in addition to our in-person classes, Mayfield is pleased to offer an online option for the 2020-2021 school year.

If you plan to have your child/children attend remote classes, please complete a separate application form for each child that you wish to enroll. The deadline for submission is July 24, 2020 at 4 p.m.

The remote school option will be provided by the Mayfield City School District teaching staff who will continue to follow state academic standards utilizing district curriculum resources. All students participating in online courses are required, by the Ohio Department of Education, to participate in all local and state testing and the department's requirements for attendance will also be followed by the Mayfield City Schools. For students with an IEP or 504 plan (moving to an online option), specific services and accommodations will be reviewed as a team prior to the start of classes. All students will receive instruction in core courses and be provided access to the courses that will enable them to earn the appropriate credits toward promotion and graduation.

Participation in a remote school option will require access to the internet, use of a technology device (such as a desktop, laptop or Chromebook) with a web camera and a microphone.

Enrollment in the district's K-12 remote school option is strictly voluntary; however, once enrolled it will be necessary for your child to remain in that option until the end of the semester. At the end of that time it will be possible for you to reevaluate and modify your decision. Once applications are received and processed, specific details will be provided to families who choose this option.

Please complete this form if you wish to have your student participate in remote learning for the 1st semester of the 2020 - 2021 school year. If you select this option, instruction will be delivered 100% online for the entire semester. This form should be completed for each student who selects remote learning for the 1st semester of the 2020 - 2021 school year, ending December 18th.

<https://forms.gle/f3Fz6supcvHfYFPr8>