

Mayfield City Schools



RETURN TO LEARN 2020

Mayfield City Schools is committed and resolved to advance All-Access Learning while maintaining the health and safety of our students, teachers, staff and community.

Health • Safety • Relationships • Quality Instruction



TABLE OF CONTENTS

| | |
|--|-------------|
| BOARD OF EDUCATION /ADMINISTRATION | PAGE 1 |
| COVID-19 FACTS | PAGE 3 |
| LETTER FROM SUPERINTENDENT | PAGE 4 |
| SAFETY PROCEDURES & PROTOCOLS | PAGES 5-10 |
| 5 DAY PLAN / REMOTE LEARNING | PAGES 11-13 |
| MAYFIELD PRESCHOOL | PAGES 14-15 |
| ELEMENTARY SCHOOLS | PAGES 16-17 |
| MAYFIELD MIDDLE SCHOOL | PAGES 18-19 |
| MAYFIELD HIGH SCHOOL | PAGES 20-21 |
| EXCEL TECC | PAGES 22-23 |
| CEVEC | PAGES 24-25 |
| TRANSPORTATION | PAGE 26 |
| FOOD SERVICE | PAGE 27 |
| DISINFECTION & SAFETY MEASURES | PAGES 28-29 |
| HEALTH PROTOCOLS, REPORTING & CLOSURES | PAGE 30-32 |
| VISITORS, VOLUNTEERS & ACTIVITIES | PAGE 33 |
| FREQUENTLY ASKED QUESTIONS | PAGES 34-37 |
| RESOURCES & LINKS | PAGE 38 |



BOARD OF EDUCATION

President Ron Fornaro
Vice President Jimmy Teresi
Sue Groszek
Al Hess
George Hughes

ADMINISTRATION

Superintendent Dr. Keith Kelly
Assistant Superintendent Steve Nedlik
Director of Human Resources Andrew Fetchik
Treasurer Scott Snyder
Director of Curriculum Dr. Patrick Ward
Coordinator of Curriculum Victoria Loncar
Director of Pupil Services Denise Cirino
Coordinator of Special Education/Preschool Colleen Harrison
Coordinator of Special Education Matt Bradic
Director of Community Relations Laurie Uhlir
Supervisor of Buildings & Grounds Kent Taylor
Assistant Supervisor of Buildings & Grounds Kevin Schultz
Director of Food Service Robin Smeal
Director of Transportation Meg Kaiser
Assistant Director of Transportation Larry Lerch

Mayfield High School
Assistant Principals

Principal Jeffrey Legan
Jane Reilly Perry
Brian Linn
Jarrod Mulheman
Nate Bishko
Joe Rico

Excel TECC
Dean of Students

Mayfield Middle School
Assitant Principals

Principal Paul Destino
Jackie McLaughlin
Dan Sheppard

Center Elementary
Assistant Principal

Principal Kate Rateno
Jeff Schiller

Gates Mills Elementary

Principal Laurel Ravida

Lander Elementary
Assistant Principal

Principal Felecia Evans
Jalen Brown

Millridge Elementary
Assistant Principal

Principal Craig Caroff
Steffani Cicerchi

CEVEC

Principal Denise Cirino

Mayfield Preschool

Coord. Colleen Harrison



Mayfield City Schools will continue to adhere to mandates and guidelines enacted by the State of Ohio and Cuyahoga County Board of Health. The information contained in this document may evolve and require amendments as mandated by the Ohio Department of Education, the office of the Governor / State of Ohio, and the County Board of Health in response to COVID – 19.



Mayfield City Schools

RETURN TO LEARN / Fall 2020



The health and safety of our Mayfield students, teachers, staff and community is our top priority while maintaining quality instruction.

#MAYFIELD TOGETHER



Mayfield City Schools
EVERY STUDENT. EVERY DAY.



Mayfield City Schools

EVERY STUDENT. EVERY DAY.

Mayfield City Schools will continue to adhere to mandates and guidelines enacted by the State of Ohio and Cuyahoga County Board of Health. The information contained in this document may evolve and require amendments as mandated by the Ohio Department of Education, the office of the Governor / State of Ohio, and the County Board of Health in response to COVID – 19.



FACTS ABOUT COVID-19 from the World Health Organization

What is COVID-19?

COVID-19 is a disease caused by a new strain of coronavirus. 'CO' stands for corona, 'VI' for virus, and 'D' for disease. Formerly, this disease was referred to as '2019 novel coronavirus' or '2019-nCoV.' The COVID-19 virus is a new virus linked to the same family of viruses as Severe Acute Respiratory Syndrome (SARS) and some types of common cold.

What are the symptoms of COVID-19?

Symptoms can include fever, cough and shortness of breath. In more severe cases, infection can cause pneumonia or breathing difficulties. More rarely, the disease can be fatal. These symptoms are similar to the flu or the common cold, which are a lot more common than COVID-19. This is why testing is required to confirm if someone has COVID-19.

How does COVID-19 spread?

The virus is transmitted through direct contact with respiratory droplets of an infected person (generated through coughing and sneezing). Individuals can also be infected from and touching surfaces contaminated with the virus and touching their face (e.g., eyes, nose, mouth). The COVID-19 virus may survive on surfaces for several hours, but simple disinfectants can kill it.

Who is most at risk?

We are learning more about how COVID-19 affects people every day. Older people, and people with chronic medical conditions, such as diabetes and heart disease, appear to be more at risk of developing severe symptoms. As this is a new virus, we are still learning about how it affects children. We know it is possible for people of any age to be infected with the virus. The virus can be fatal in rare cases, so far mainly among older people with pre-existing medical conditions.

What is the treatment for COVID-19?

There is no currently available vaccine for COVID-19. However, many of the symptoms can be treated and getting early care from a health care provider can make the disease less dangerous. There are several clinical trials that are being conducted to evaluate potential therapeutics for COVID-19.

How can the spread of COVID-19 be slowed down or prevented?

As with other respiratory infections like the flu or the common cold, public health measures are critical to slow the spread of illnesses. Public health measures are everyday preventive actions that include:

- Staying home when sick
- Wearing a face covering
- Maintaining physical distance
- Covering mouth and nose with flexed elbow or tissue when coughing or sneezing. Dispose of used tissue immediately
- Washing hands often with soap and water
- Cleaning frequently touched surfaces and objects.

Mayfield City Schools will continue to adhere to mandates and guidelines enacted by the State of Ohio and Cuyahoga County Board of Health. The information contained in this document may evolve and require amendments as mandated by the Ohio Department of Education, the office of the Governor / State of Ohio, and the County Board of Health in response to COVID – 19.



Dear Mayfield Families, Students and Staff,

These are unique and challenging times, but together we will get through it as we again prepare for our return to school.

Our staff has worked tirelessly to provide the safest conditions possible. The adjustments and changes we have made to practices and protocols have been done with the utmost consideration for your students' intellectual, social and emotional growth. I can speak for the entire Mayfield staff when I say that we miss our students and look forward to seeing them soon.


You have received several communications from me and our principals during the past six months communicating the return to school plans and details. This **"RETURN TO LEARN 2020"** handbook is to provide you with the essential information needed to return to school under the safest conditions possible. All of the requirements, adjustments and mandates outlined in this handbook are in accordance with the recommendations and mandates provided by the Governor's health and safety orders, Center for Disease Control, Ohio Department of Education, Cuyahoga County Health Department and the American Academy of Pediatrics.

In this handbook you will find information regarding:

- Health and safety requirements and guidelines while in classrooms, hallways, learning spaces and cafeterias
- Health and safety requirements and guidelines while on a bus
- Health and safety requirements and guidelines for sending your child to school
- Practices for cleaning our facilities
- Guidelines and practices if your student or someone in your household tests positive for COVID-19
- Protocols if a student or staff member begin showing symptoms of COVID-19 while at school or work
- Elementary, Middle School and High School instructional schedule adjustments
- Food service and lunch time adjustments
- Details regarding remote learning from home
- Procedures for transportation
- COVID-19 Notification and Reporting Protocols
- Links to resources and best practices for supporting your child through a pandemic

I have said in previous communications that many routines, spaces, times and practices will be different. What will not change is what Mayfield is most known for – positive relationships, support systems and quality learning opportunities. I am confident that our students will adjust to the changes because of these foundational principles of the Mayfield tradition.

Respectfully, I know that there are many points of view on the COVID-19 virus and what the safety practices ought to be or not be. To make this work, we need your patience, care, understanding, trust and confidence. In a few short months we have had to make many changes and we will continue to adjust along the way. It will not be perfect, but with your support we can provide our students with the safest possible quality learning environment given the conditions. Proud to be a Wildcat.


Keith Kelly
Superintendent

Mayfield City Schools will continue to adhere to mandates and guidelines enacted by the State of Ohio and Cuyahoga County Board of Health. The information contained in this document may evolve and require amendments as mandated by the Ohio Department of Education, the office of the Governor / State of Ohio, and the County Board of Health in response to COVID – 19.



RETURN TO LEARN - SAFETY PROCEDURES & PROTOCOLS

ASSESSMENT AND PROTOCOL FOR SYMPTOMS

- **Daily health checks are required for all students and staff.** Parents will be required to conduct daily health checks and have the student wash his or her hands and assess the student's temperature prior to a student's entry on a school bus or into school. Daily health checks for students and staff should include taking temperatures and assessing for symptoms. Anyone with symptoms or a temperature 100.4 degrees or higher should 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 County Board of Health guidelines will be followed regarding their return.

WASH AND SANITIZE HANDS TO PREVENT SPREAD

- Hand sanitizer will be supplied throughout our buildings, including at the main entrance, in each learning space, and in high traffic areas.
- Students will be taught the proper technique for hand washing and they will be directed to do this frequently, especially when they enter the building, prior to dismissal, when hands are dirty, before/after eating, and after using the rest room.
- Hand washing stations will be available near playgrounds for use during recess.

CONTINUED >>>

Wash your hands under warm water.

Apply soap and lather for 20 seconds.

Rinse.

Turn off water with your elbow or a paper towel.

Hand sanitizer stations are installed throughout the buildings. Please use them frequently.

Mayfield City Schools
EVERY STUDENT. EVERY DAY.

Mayfield City Schools will continue to adhere to mandates and guidelines enacted by the State of Ohio and Cuyahoga County Board of Health. The information contained in this document may evolve and require amendments as mandated by the Ohio Department of Education, the office of the Governor / State of Ohio, and the County Board of Health in response to COVID – 19.



RETURN TO LEARN - SAFETY PROTOCOLS & PROCEDURES

THOROUGHLY CLEAN AND SANITIZE SCHOOL ENVIRONMENTS TO LIMIT SPREAD ON SHARED SURFACES

- There will be a concentrated effort to disinfect high-contact, common areas throughout the school day.
- Disinfecting supplies are available in each learning space and routines have been established for their use to clean classroom equipment, desktops, workspaces, counters, etc. throughout the school day.
- Clorox Total 360 System Electrostatic Sprayers have been purchased for our schools to sanitize large spaces efficiently.
- Students will have an Ultraboard COVID-19 Barrier Shield for their work space. The desk shields are coroplast tri-folds that allow for maximum visibility while creating an additional layer of protection.
- Drinking fountains have been retrofitted to water bottle filling stations where possible. All students will be required to have water bottles in school. We ask that they are filled at home before the school day begins to minimize traffic at these fountains throughout the instructional day.

CONTINUED >>>



Mayfield City Schools will continue to adhere to mandates and guidelines enacted by the State of Ohio and Cuyahoga County Board of Health. The information contained in this document may evolve and require amendments as mandated by the Ohio Department of Education, the office of the Governor / State of Ohio, and the County Board of Health in response to COVID – 19.



General Recommendations

The best ways for students, faculty and staff to protect themselves from COVID-19:



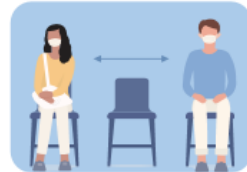
Wear a face mask:

Protect yourself and others in public with a face mask, covering, or shield in public, particularly where it's difficult to maintain a 6-foot distance from others. Try to avoid touching your face.



Cover your mouth and nose:

When you cough or sneeze, cover your mouth and nose with a tissue or your sleeve, rather than your hands. Properly dispose of your tissue in a trash can.



Practice physical distancing:

Maintain a 6-foot distance from others.



Follow social distancing guidelines:

Avoid group gatherings and crowded places.



Wash your hands:

Stop the spread of disease-causing germs by washing your hands often. Use hand sanitizer if soap and water are not available.



Stay home when sick:

Avoid leaving home if you are sick. If you want or need to connect with your healthcare providers, first do so by phone or through virtual visits.



Clean and disinfect:

Use a virus-killing disinfectant to clean frequently touched surfaces such as phones, keyboards, doorknobs, handles and faucets.



Avoid care facilities:

Do not visit nursing homes, long-term care facilities or retirement communities, unless you are providing critical assistance.



Maintain healthy habits:

Get enough sleep, eat healthy foods, drink plenty of water and exercise, if you are able, to help keep your immune system strong.



Mayfield City Schools will continue to adhere to mandates and guidelines enacted by the State of Ohio and Cuyahoga County Board of Health. The information contained in this document may evolve and require amendments as mandated by the Ohio Department of Education, the office of the Governor / State of Ohio, and the County Board of Health in response to COVID – 19.



RETURN TO LEARN - SAFETY PROTOCOLS & PROCEDURES

PRACTICE SOCIAL DISTANCING

- Students will be taught procedures for social distancing during arrival, dismissal, instructional time, etc.
- Large gatherings for classroom parties etc. will not take place in person. Virtual or remote options will be utilized whenever possible.
- Students and staff will be physically spread out throughout our buildings. All available spaces have been assessed and will continue to be assessed to adhere to safety and health protocols. Placement of furniture has been assessed and will continue to be assessed. All student seating within each space will be spread out as much as possible. Final plans for this will be made once enrollment for Mayfield's Remote Learning option is determined and homeroom placement is finalized.
- Assigned bathrooms and playground times will be instituted to ensure minimal interaction between students.

CONTINUED >>>

S → A → F → E

SIX AWAY FROM EVERYONE

**Keep 6 feet between you + others
to help prevent the spread.**

Mayfield City Schools will continue to adhere to mandates and guidelines enacted by the State of Ohio and Cuyahoga County Board of Health. The information contained in this document may evolve and require amendments as mandated by the Ohio Department of Education, the office of the Governor / State of Ohio, and the County Board of Health in response to COVID – 19.

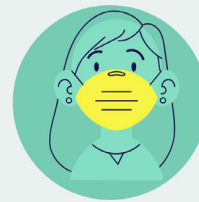
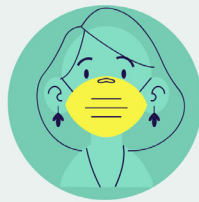
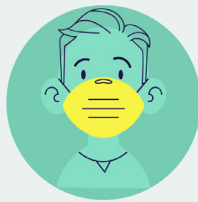


RETURN TO LEARN -SAFETY PROTOCOLS & PROCEDURES

FACE COVERINGS POLICY

- All staff members will wear a face mask or face shield with a face mask when they are within 6-feet of students and staff or unless there is an exception as noted in the Ohio Department of Education K-12 Safety Guidelines.
- Pre-K – Gr. 12 students will wear a face mask or face shield with a face mask when they are in small group instruction, less than 6 feet from each other and transitioning in and out of the classroom. Students should have their own personal face mask or face shield with mask daily. Face shields must be transparent / clear and cover the nose and mouth area.
- Pre-K – Gr. 12 students and staff will wear a face mask or face shield with a face mask while riding the school bus. Face shields must be transparent / clear and cover the nose and mouth area.
- All approved persons entering our school buildings are required to wear a face mask or face shield with a face mask while visiting any campus in the Mayfield City School District. Signs will be posted by visitor entrances with this requirement.

FACE MASKS / SHIELD



Students, teachers and staff will wear a face mask / shield during small group instruction and when we are less than 6 feet from each other.





Health and Safety

Make sure your school is safely and responsibly resuming operations for students, faculty and staff. Following these guidelines will help facilitate a safer environment as your school reopens.

Face masks

Cloth face coverings can be used for source control in schools and the workplace. They are recommended by the Centers for Disease Control and Prevention (CDC) to potentially help prevent transmission when used as a complement to social distancing. They are not a replacement for adequate distancing.

How to wear a mask or face cover

The CDC recommends keeping these criteria in mind when wearing a mask or face cover:

- › It should be snug but comfortable against the sides of the face.
- › It needs to be secured with ties or ear loops.
- › It should be made with multiple layers of material.
- › It must allow you to breathe without restriction.
- › It should be able to withstand machine washing and drying and not get damaged or change shape.

How to keep masks and face covers clean

The CDC recommends washing cloth face masks frequently, either by hand or in a washing machine. Individuals should take care not to touch their eyes, nose, mouth or face when removing a worn face covering, and to wash their hands immediately after removing them as they may carry infectious contaminants.



Correct



Mask Necklace



Mask Goatee



Mask Visor



Mayfield City Schools will continue to adhere to mandates and guidelines enacted by the State of Ohio and Cuyahoga County Board of Health. The information contained in this document may evolve and require amendments as mandated by the Ohio Department of Education, the office of the Governor / State of Ohio, and the County Board of Health in response to COVID – 19.



RETURN TO LEARN - 5 DAY PLAN OR REMOTE ONLINE LEARNING

Mayfield City Schools welcomes our students, teachers and staff to the 2020-21 school year using the 5 day plan or remote, online learning.

5 DAY PLAN

Mayfield City Schools will resume school in-person 5 days a week beginning with a three-week, phase-in plan by grade the weeks of September 21, September 28 and October 5, 2020.

Information for each school about the following can be found by building:

- New Start/Bell Schedules
- Social and Emotional Support for Students
- Learning Spaces
- Locker Access
- Instructional Updates
- Parent Orientation and Phase In
- Lunch

| | | |
|--------------------|-------|-------|
| Mayfield Preschool | Page | 14-15 |
| Elementary Schools | Pages | 16-17 |
| Middle School | Pages | 18-19 |
| High School | Pages | 20-21 |
| Excel TECC | Pages | 22-23 |
| CEVEC | Pages | 24-25 |

“The American Academy of Pediatrics strongly advocates that all policy considerations for the coming school year should start with a goal of having students physically present in school...Schools are fundamental to child and adolescent development and well-being and provide our children and adolescents with academic instruction, social and emotional skills, safety, reliable nutrition, physical/speech and mental health therapy, and opportunities for physical activity, among other benefits.”

~American Academy of Pediatrics “COVID-19 Planning Considerations: Guidance for School Re-Entry” June 2020

REMOTE ONLINE LEARNING

Mayfield City Schools will continue to provide a full-time Remote Learning Option. The Remote Learning Option is a semester-long commitment which ends December 18, 2020. More information about the second semester Online Remote Learning Option will be shared at a later time.

The spring was emergency learning, we were trying to transition remote learning in a short period of time. The fall will be Remote Learning 2.0 and will be different (we are better prepared and have learned a lot).

Mayfield City Schools will continue to adhere to mandates and guidelines enacted by the State of Ohio and Cuyahoga County Board of Health. The information contained in this document may evolve and require amendments as mandated by the Ohio Department of Education, the office of the Governor / State of Ohio, and the County Board of Health in response to COVID – 19.



CONTINUED >>>

REMOTE ONLINE LEARNING Continued

GRADES K-8:

- A Mayfield Teacher will be assigned and work with students daily
- A schedule for face-to-face instruction, small group work, individual conferencing and self-paced learning will be established
- Mayfield Curriculum will be used
- Mayfield technology and supporting platforms will be leveraged
- Connection to the school will be important as feasible
- We will remain responsive and flexible knowing this is a difficult decision
- Daily attendance will be taken and required
- Grading policies and practices will be the same as the traditional classroom

GRADES 9-12:

- A Mayfield teacher will be assigned to work with students daily
- A schedule of face-to-face instruction, small group, individual conferencing and self-paced learning will be established
- Students will have access to the core via virtual instruction (math, science, social studies and English)
- Mayfield Curriculum will be used
- Mayfield technology and supporting platforms will be leveraged
- Students can attend Excel TECC and complete core academic classes in person and remotely. See Pages 22-23.
- Elective classes and other courses will need to be determined based on the class, enrollment and situation (the High School will work with students on this)
- We will remain responsive and flexible knowing this is a difficult decision
- Daily attendance will be taken and required
- Grading policies and practices will be the same as the traditional classroom

We are all remaining as responsive and flexible during these times as we can. It is the Mayfield Way.

Mayfield City Schools will continue to adhere to mandates and guidelines enacted by the State of Ohio and Cuyahoga County Board of Health. The information contained in this document may evolve and require amendments as mandated by the Ohio Department of Education, the office of the Governor / State of Ohio, and the County Board of Health in response to COVID – 19.



RETURN TO LEARN - PHASE-IN PLAN

Mayfield City School Start/Bell Times 2020-21

>>>>Please Note: Students cannot be dropped off at their respective schools until the times listed below

| | | |
|---------------|-------------------|---|
| Elementary | 8:30 AM - 2:00 PM | (Drop off: 8:30-8:50 a.m.) |
| Middle School | 8:11 AM - 3:05 PM | (Drop off: 7:45 a.m.) |
| High School | 8:10 AM - 3:00 PM | (Drop off: 7:45 a.m. / Students on school buses may enter upon arrival) |

Preschool

| | | |
|-----------|------------------------|------------------------|
| AM Class: | 7:30 a.m. - 10 a.m. | (Drop off: 7:30 a.m.) |
| PM Class: | 10:50 a.m. - 1:20 p.m. | (Drop off: 10:50 a.m.) |
| Full Day: | 7:30 a.m. - 11:30 a.m. | |



Mayfield City Schools will continue to adhere to mandates and guidelines enacted by the State of Ohio and Cuyahoga County Board of Health. The information contained in this document may evolve and require amendments as mandated by the Ohio Department of Education, the office of the Governor / State of Ohio, and the County Board of Health in response to COVID – 19.



RETURN TO LEARN - MAYFIELD PRESCHOOL

Continue to advance the vision of All-Access Learning

NEW PRESCHOOL START/BELL TIMES

In order to provide a safe learning environment for our Mayfield Preschool students, the school day for session one, session two and full-day classes has been adjusted.

| | |
|------------|------------------------|
| Session 1: | 7:30 a.m. - 10 a.m. |
| Session 2: | 10:50 a.m. - 1:20 p.m. |
| Full Day: | 7:30 a.m. – 11:30 a.m. |

- Students may not be dropped off at school prior to 7:30 a.m. / 10:50 a.m. as supervision will not be available.
- Class sizes will be limited to 9 students per session. This will allow maximum separation of students during instructional activities.
- Lunch, recess, rest and snack time have been eliminated from our half day schedule to minimize the spread of germs during these times. Our full-day students will have a small snack in the middle of their instructional day.

INSTRUCTIONAL UPDATES

Classes will be structured to include no more than 9 students, as well as 2 adults in the classrooms. The low student-to-teacher ratio will allow students to learn in small groups while maintaining 6 feet of distance between them. Students will engage in traditional learning experiences mixed with virtual learning tasks. For the 2020-2021 school year, we will be implementing LEXIA CORE – 5 for all students. This learning approach will not only allow students to succeed academically, but also prepares them for kindergarten instruction.

SOCIAL AND EMOTIONAL SUPPORT FOR STUDENTS

With the many changes taking place in our school and our society right now, we understand that students will need support socially and emotionally as they transition into this new environment.

The following supports will be in place to help students adjust to our school year.

- A social story will be provided to each family that will outline the learning and safety procedures for each student. This should be read at home and will be utilized in the school building.
- As an instructional team, we will utilize multiple resources, including Zones of Regulation, green and red choices, and conscious discipline to help students identify their emotions, self-regulate, recognize others' emotions, and make choices to help promote a positive and empathetic culture.

CONTINUED >>>

Mayfield City Schools will continue to adhere to mandates and guidelines enacted by the State of Ohio and Cuyahoga County Board of Health. The information contained in this document may evolve and require amendments as mandated by the Ohio Department of Education, the office of the Governor / State of Ohio, and the County Board of Health in response to COVID – 19.



RETURN TO LEARN - MAYFIELD PRESCHOOL

Continue to advance the vision of All-Access Learning

SOCIAL AND EMOTIONAL SUPPORTS FOR STUDENTS Continued

- Systems will be in place to provide scheduled and unscheduled sensory breaks as these are needed by individual students or a group of students throughout each school day. Sensory breaks may include physical activity, calming activities, social time, or creative activities to help students reset and recharge as needed.

LUNCH /RECESS

- Mayfield Preschool will not be serving lunches for the 2020-2021 school year.
- Students will have access to the playground for gross motor development. Students will engage in playground time with their individual classroom based on a rotating schedule to allow all students access to the equipment. The playground equipment will be sanitized in between each use. Other outdoor activities will be planned by individual teachers to coincide with the preschool curriculum.



Mayfield City Schools will continue to adhere to mandates and guidelines enacted by the State of Ohio and Cuyahoga County Board of Health. The information contained in this document may evolve and require amendments as mandated by the Ohio Department of Education, the office of the Governor / State of Ohio, and the County Board of Health in response to COVID – 19.



RETURN TO LEARN - ELEMENTARY SCHOOLS

Center, Gates Mills, Lander and Millridge

Continue to advance the vision of All-Access Learning

NEW ELEMENTARY START/BELL TIMES

- To support our enhanced safety measures involving social distancing, cleaning, and supervision, the school day has been adjusted. Student arrival will be from 8:30 - 8:50 a.m.
 - The instructional day will begin at 8:50 a.m.
- Students may not be dropped off at school prior to 8:30 a.m.
- The dismissal process will be staggered between 1:30 - 2:00 p.m.
 - All students must be picked up by 2:00 p.m.
 - Champions aftercare is provided on site. Contact the school's main office for additional aftercare options.

INSTRUCTIONAL UPDATES

- Mayfield teachers will continue to provide personalized, All-Access teaching and learning opportunities for all students that promote and celebrate growth.
- Brain breaks will be built into the school day. Brain breaks may include physical activity, calming activities, social time, or creative activities to help students reset and recharge, as needed.
- We understand that there may be gaps in learning due to our unexpected 4th quarter of remote instruction during the 2019-2020 school year.
- Our staff will be utilizing the following tools to assess students during the first month of school, and instruction will be individualized to meet student needs.
 - STAR Assessment (Reading and Math)
 - Lexia (Reading) ○ Dreambox (Math)
 - Classroom Pre-Assessments (all instructional areas)
- A team approach will be used to collaborate about academic interventions that can be put into place to meet specific student needs. The student's parent/guardians, classroom teachers, building interventionists, and administrators will work together as needed to develop personalized plans for academic support.
- Because the possibility of remote learning is still present due to COVID-19 outbreaks, our teaching staff will be teaching students and parents early on how to utilize online platforms and technology that support the learning process. Virtual classrooms will be set up and utilized to house resources, assignments, and feedback. Routines will be established for using online tools such as Schoology, Zoom, Seesaw, etc. to communicate and interact throughout the learning process.
- All students in grades K-5 will have their own device to use within the classroom. If technology is needed due to an extended absence, or due to a move to remote learning, a device will be taken home for student use.

CONTINUED >>>

Mayfield City Schools will continue to adhere to mandates and guidelines enacted by the State of Ohio and Cuyahoga County Board of Health. The information contained in this document may evolve and require amendments as mandated by the Ohio Department of Education, the office of the Governor / State of Ohio, and the County Board of Health in response to COVID – 19.



RETURN TO LEARN - ELEMENTARY SCHOOLS

Center, Gates Mills, Lander and Millridge

Continue to advance the vision of All-Access Learning

SOCIAL AND EMOTIONAL SUPPORT FOR STUDENTS

With the many changes taking place in our school and our society right now, we understand that students will need support socially and emotionally as they transition into this new environment. The following supports will be in place to help students adjust to our school year.

- A Morning Meeting will be held in each learning space at the start of the day. These engaging, collaborative, interactive meetings will aim to establish a culture that is responsive to student needs, provide structure, and incorporate social/emotional needs with academics.
- We will continue to use a team approach as necessary to collaborate about social/emotional interventions that can be put into place to meet specific student needs that arise. The student's parent/guardians, classroom teachers, our School Counselor, and administrators will work together as needed to develop personalized plans for social/emotional support.

LUNCH

- Students will eat in their classrooms to assist with distancing.
- Students who purchase lunch will have their lunch delivered to their classroom/learning space in the morning or at a scheduled pick-up location, depending on the school.
- More information about school lunches, costs and ordering can be found in the Food Service section, Page 27.

RECESS

- Recess will be 30 minutes each school day either outside or inside, depending on the weather. Social distancing will be required. Per the Cuyahoga County Board of Health, masks are not required during physical activity. Hand washing stations will be used prior to students returning to the building. High touch areas on playgrounds will be disinfected daily.

STUDENT STORAGE

- Storage for student's coats and personal items will be spread out maximize social distancing.

SCHOOL SUPPLIES

- Students will have their own supplies within the classroom. These will be provided by the school this year. We are not asking families to purchase school supplies this year.

Mayfield City Schools will continue to adhere to mandates and guidelines enacted by the State of Ohio and Cuyahoga County Board of Health. The information contained in this document may evolve and require amendments as mandated by the Ohio Department of Education, the office of the Governor / State of Ohio, and the County Board of Health in response to COVID – 19.



RETURN TO LEARN- MAYFIELD MIDDLE SCHOOL

Continue to advance the vision of All-Access Learning

MIDDLE SCHOOL START/END TIMES

- **The start time and end time of the school day at MMS will remain the same.**

- The instructional day will start at 8:00 a.m. and end at 3:05 p.m.

- Arrival and departure times have been adjusted to keep our students and staff safe.

Arrival: 7:45 a.m. Students will not be permitted in the building prior to 7:45 a.m.

When students enter the building, they are to report directly to homeroom (lockers will not be used until further notice).

Dismissal: 3:05 - 3:15 p.m. Dismissal will be staggered to avoid students congregating.

Parents picking up their student will receive time, location and a map.

All students will need to exit the building by 3:15 p.m., unless they are under the direct supervision of a teacher/staff for an after school activity.

INSTRUCTIONAL UPDATES

- Mayfield teachers will continue to provide personalized, All-Access teaching and learning opportunities for students.

- When students are with their teams for core content, they will be split into two groups. One group will be in a large learning space working on self-directed content while being supported by two or three teachers/staff. The other group will be participating in small group instruction in classrooms (with two or three teachers).

- Explo/Elective classes will continue to be offered, but will be modified in order to reduce the number of students per classroom.

- Our teaming model and schedule at MMS will allow our teachers to continue to collaborate regarding academic and social emotional interventions that can be put into place to meet specific student needs.

- Since the possibility of remote learning is still present due to COVID-19 outbreaks, our staff will continue to utilize online platforms and technology that support the learning process. Virtual classrooms will be set up and utilized to house resources, assignments, and feedback. Routines will be established for using online tools such as Schoology, Zoom, etc. to communicate and interact throughout the learning process.

- The supply lists and summer reading assignments are posted on the summer central page of the Mayfield City Schools website. The supply lists and summer reading assignments are the same across grade levels, regardless of assignment.

- Students will be taught procedures for social distancing during arrival, dismissal, instructional time, lunch, etc.

CONTINUED >>>

Mayfield City Schools will continue to adhere to mandates and guidelines enacted by the State of Ohio and Cuyahoga County Board of Health. The information contained in this document may evolve and require amendments as mandated by the Ohio Department of Education, the office of the Governor / State of Ohio, and the County Board of Health in response to COVID – 19.



RETURN TO LEARN- MAYFIELD MIDDLE SCHOOL

Continue to advance the vision of All-Access Learning

INSTRUCTIONAL UPDATES Continued

- 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.

SOCIAL AND EMOTIONAL SUPPORT FOR STUDENTS

- We will continue to use a team approach as necessary to collaborate about social/emotional interventions that can be put into place to meet specific student needs that arise. The student's parent/guardians, classroom teachers, our School Counselor, and administrators will work together as needed to develop personalized plans for social/emotional support.

LUNCH

- Students will eat lunch in learning spaces rather than as a grade level in the cafeteria to assist with distancing.
- Students who purchase lunch will have their lunch delivered to their classroom/learning space in the morning or at a scheduled pick-up location, depending on the school.
- More information about school lunches, costs and ordering can be found in the Food Service section, Page 30.

LOCKERS

- Lockers will not be used until further notice. Students will be able to carry a book bag with their belongings.

Mayfield City Schools will continue to adhere to mandates and guidelines enacted by the State of Ohio and Cuyahoga County Board of Health. The information contained in this document may evolve and require amendments as mandated by the Ohio Department of Education, the office of the Governor / State of Ohio, and the County Board of Health in response to COVID – 19.



RETURN TO LEARN - MAYFIELD HIGH SCHOOL

Continue to advance the vision of All-Access Learning

MAYFIELD HIGH SCHOOL START/END TIMES

The instructional day will start at 8:10 a.m. and end at 3:00 p.m.

Arrival and departure times have been adjusted to keep our students and staff safe.

Arrival: Students arriving to school on school transportation will be permitted to enter the building upon their scheduled arrival.

Students not using school transportation will not be permitted to enter the building prior to 7:45 A.M.

Dismissal: 3:00 p.m.

Parents picking up their student will receive time, location and a map.

All students will need to exit the building by 3:15 p.m., unless they are under the direct supervision of a teacher/staff for an after school activity.

INSTRUCTIONAL UPDATE

HYBRID BLOCK SCHEDULE

- Students will follow a 90-minute hybrid block schedule with an 8 minute passing time.
- The schedule reduces number of transitions in the hallway
- The schedule allows students to engage in a deeper curriculum
- Each day will be designated as either a Green Day or a White Day and ideally will alternate every other day/week
- The Green/White schedule will be communicated weekly on the MHS webpage, daily announcements

Twitter: Mr.Legan@WildcatMHS, and the weekly MHS 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.

SCHOOLGY

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

CONTINUED >>>

Mayfield City Schools will continue to adhere to mandates and guidelines enacted by the State of Ohio and Cuyahoga County Board of Health. The information contained in this document may evolve and require amendments as mandated by the Ohio Department of Education, the office of the Governor / State of Ohio, and the County Board of Health in response to COVID – 19.



RETURN TO LEARN - MAYFIELD HIGH SCHOOL

Continue to advance the vision of All-Access Learning

CLASSROOMS, OFFICES, AND OPEN LEARNING SPACES

- Learning spaces are being evaluated to accommodate social distancing.
- Student placements will be finalized based on the size of each classroom.
- Table style student desks have been temporarily replaced to safely distance students.
- Ultra board barriers are available for all students in every classroom.
- Plexiglas has been installed in many of high traffic areas.
- Auxiliary areas are being repurposed for instructional space (field house, wood gym, auditorium, cafeteria, senior commons, alumni commons, and the open learning space outside of room 105).

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. Students 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 the morning announcements.
- More information about school lunches, costs and ordering can be found in the Food Service section, Page 30.

SOCIAL AND EMOTIONAL SUPPORT FOR STUDENTS

- We will continue to use a team approach as necessary to collaborate about social/emotional interventions that can be put into place to meet specific student needs that arise. The student's parent/guardians, classroom teachers, our School Counselor, and administrators will work together as needed to develop personalized plans for social/emotional support.

Mayfield City Schools will continue to adhere to mandates and guidelines enacted by the State of Ohio and Cuyahoga County Board of Health. The information contained in this document may evolve and require amendments as mandated by the Ohio Department of Education, the office of the Governor / State of Ohio, and the County Board of Health in response to COVID – 19.



RETURN TO LEARN - EXCEL TECC

Continue to advance the vision of All-Access Learning

INSTRUCTIONAL UPDATE:

- Excel TECC programs hosted by the Mayfield City School District will return on Oct. 5th with all students attending five days a week in person with the exception of Cosmetology which will begin Sept. 21st five days a week, in person.
- Due to the unique nature of Career Technical Education and the importance of hands-on learning, students in Mayfield programs will attend every day.
- All Department of Health and CDC guidelines will be followed (students and staff will be required to wear face coverings / face shields and protective barriers have been installed, as needed).
- For more guidance on Career Technical Education, please refer to this document from the Ohio Department of Education <http://education.ohio.gov/Topics/Career-Tech>
- While students enrolled in an Excel TECC program must attend in person, they may still exercise their option to take their academics online
- In the event of a mandated shut down, Excel TECC will use a variety of platforms (Google meet, Zoom, etc..) to continue to educate students.

OTHER COMPACT PROGRAMS HOUSED OUTSIDE OF MAYFIELD CITY SCHOOLS

Willoughby-Eastlake:

All programs will begin on August 24th.

- All students will attend in person, five days per week

Brush High School:

Beginning the week of Sept. 21st, Exercise Science will begin in-person two days a week. Please contact program instructor for specific details.

Orange High School:

Studio Art will begin on August 31st.

- All students will attend remotely

Aurora High School:

Digital Art will begin on August 26th.

- All students will attend in person, five days per week

Beachwood High School:

Programs will begin in-person the week of Sept. 21st

- Programs will begin meeting two days per week. A-L will meet on Monday and Thursday; M-Z will meet on Tuesday and Friday.

Chagrin Falls High School:

Performing Arts will attend remotely

Please note that the above information is subject to change. Program instructors will be in touch with students and families very soon, if not already.

CONTINUED >>>

Mayfield City Schools will continue to adhere to mandates and guidelines enacted by the State of Ohio and Cuyahoga County Board of Health. The information contained in this document may evolve and require amendments as mandated by the Ohio Department of Education, the office of the Governor / State of Ohio, and the County Board of Health in response to COVID – 19.



RETURN TO LEARN - EXCEL TECC

Continue to advance the vision of All-Access Learning

TRANSPORTATION

- All Excel TECC programs (with the exception of Marketing) will provide transportation from the home school building to the program school and back to the home school. For specific information, please contact your district's transportation department.
- Face coverings will be required to be worn by students at all times during transport.

CLASSROOMS, OFFICES, EQUIPMENT AND OPEN LEARNING SPACES

- Plexiglas will be installed in high traffic areas and also in classrooms where social distancing may be limited.
- Work stations and equipment will be sanitized between classes and at the end of the day.
- When at all possible, there will be no sharing of equipment, tools, computers, etc.

Mayfield City Schools will continue to adhere to mandates and guidelines enacted by the State of Ohio and Cuyahoga County Board of Health. The information contained in this document may evolve and require amendments as mandated by the Ohio Department of Education, the office of the Governor / State of Ohio, and the County Board of Health in response to COVID – 19.



RETURN TO LEARN - CEVEC

Continue to advance the vision of All-Access Learning

START TIMES

All students will be reporting to CEVEC on Monday, September 21, 2020 for their job training programs. The start and end times will remain the same as in the previous year.

Morning session: 8:00 AM - 10:20 AM

Afternoon session: 12:00 PM - 2:20 PM

INSTRUCTIONAL UPDATES

Job sites have begun to let us know their safety protocols. These protocols will be taught to all job seekers during the first two weeks of programming. All job sites are requiring facial coverings. Book bags/backpacks are not permitted.

SOCIAL EMOTIONAL SUPPORT FOR JOB SEEKERS

Our licensed social worker is available on-site daily to support the needs of all job seekers who attend CEVEC. A calendar of specific lessons will be given to each teaching team so that job seekers can access specific lessons. Individual and group lessons will also be a part of our CEVEC programming.

LUNCH

All lunches will be pre ordered through Infinite Campus. Lunches will be labeled with the job seeker's name and delivered to their classroom/area. Lunches will be eaten in the classroom/area or the at the assigned job site. Job seekers who do not want to preorder can pack a lunch.

CONTINUED >>>

Mayfield City Schools will continue to adhere to mandates and guidelines enacted by the State of Ohio and Cuyahoga County Board of Health. The information contained in this document may evolve and require amendments as mandated by the Ohio Department of Education, the office of the Governor / State of Ohio, and the County Board of Health in response to COVID – 19.



RETURN TO LEARN - CEVEC

Continue to advance the vision of All-Access Learning

TRANSPORTATION PROTOCOLS

- Work with your home district regarding transportation.
- CEVEC will also have a parent drop off if you choose to drop off your job seeker prior to your district transporting.
- New traffic patterns for pick up and drop off will be shared with parents.
 - Masks/Face coverings are required while riding transportation.

BUILDING SAFETY PROTOCOLS:

- Temperature checks at home are required daily prior to arrival.
- If your son/daughter has a temperature of 100.4 degrees or higher and/or does not feel well, he/she must remain at home.
- Mask/face covering are required when entering the building, in small group instruction, less than 6 feet from each other and transitioning in and out of their work area.
- All staff will be masked or wear a face covering during the instructional day and while in the building.
- 6-feet social distancing markings will be visible throughout the building as well as directional walking pattern signs. Students will be educated in these patterns.
- Sanitizing items will be available in each student area.
- Bathrooms will be sprayed after each student use and only one student per bathroom at a time.
- Students are allowed to bring a backpack with only the following items: their lunch, an extra mask, personal hand sanitizer, and a change of clothes if they need it.
- All lunches will be pre-ordered through Infinite Campus a week at a time. Free and Reduced Lunch are already pre-ordered through Infinite Campus.
- The building will be thoroughly cleaned after lunch and at the end of each work day with specialized disinfecting equipment.

Mayfield City Schools will continue to adhere to mandates and guidelines enacted by the State of Ohio and Cuyahoga County Board of Health. The information contained in this document may evolve and require amendments as mandated by the Ohio Department of Education, the office of the Governor / State of Ohio, and the County Board of Health in response to COVID – 19.



RETURN TO LEARN - TRANSPORTATION

BUS TRANSPORTATION PROTOCOLS

- 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.
- Face coverings / face shields will be required to be worn by all students while boarding, riding and departing the school bus.
- Students will sit two per seat on the bus. Seating charts will be required and siblings will be seated together. The seat behind the bus driver will remain unoccupied.
- Bus drivers and bus aides are required to wear a face covering / or face shield.
- All buses will be thoroughly cleaned and disinfected prior to the start each day and throughout the school day.
- If a student becomes ill during the school day, a parent/guardian must pick up their child from school.
- No bus related field trips will be scheduled for the first semester of the 2020-2021 School year.
- Parents are asked to opt-out of transportation if they plan to drive their student to and/or from school.

Mayfield City Schools will continue to adhere to mandates and guidelines enacted by the State of Ohio and Cuyahoga County Board of Health. The information contained in this document may evolve and require amendments as mandated by the Ohio Department of Education, the office of the Governor / State of Ohio, and the County Board of Health in response to COVID – 19.



RETURN TO LEARN - FOOD SERVICE

- Student lunches will be pre-ordered through the Infinite Campus school store available in the Parent or Student App.
- Student accounts will not be charged until the lunch is delivered.
- Lunch accounts can be managed through the Infinite Campus Parent or Student App in order to add funds and monitor charges.
- Students who are eligible for Free and Reduced services will follow the same process to pre-order their lunches through the Infinite Campus Parent or Student App.
- Breakfast and Lunch items will be packaged/covered and a simplified menu will be available that will focus on easy, grab-n-go items.
- Meals will be available for drive by pick-up if learning is remote and/or students are eligible for Free and Reduced services.
- Meals will be available at free or reduced cost for households that qualify.
- Students who purchase lunch will have their lunch delivered to their classroom/learning space in the morning or at a scheduled pick-up location, depending on the building.
- Students will eat in their classrooms to assist with distancing.
- All parents should expect some changes to current food policies in order to protect students who have food allergies. For example, no lunch, packed or purchased, can contain anything made with peanuts or other tree nuts. Since students are likely to be eating in their classrooms, no allergens can be present.
- Food service employees will follow all regulations and guidelines mandated by the Centers for Disease Control, Ohio Department of Health, and Cuyahoga County Board of Health.
- All employees will wear gloves, face shields or masks. There will be a minimum of food handling as much as possible.

| | |
|----------------------|--|
| Elementary Lunch: | \$2.85 |
| Middle School Lunch: | \$3.10 |
| High School Lunch: | \$3.25. |
| Breakfast Meals: | \$1.95 - Available at Lander Elementary, Middle and High schools for \$1.95. |

Please Note: A la carte snacks/beverages will not be available to students (this may change as the year progresses).

Mayfield City Schools will continue to adhere to mandates and guidelines enacted by the State of Ohio and Cuyahoga County Board of Health. The information contained in this document may evolve and require amendments as mandated by the Ohio Department of Education, the office of the Governor / State of Ohio, and the County Board of Health in response to COVID – 19.



RETURN TO LEARN - DISINFECTION & SAFETY MEASURES

Our custodial team has a high standard for cleanliness and safety and are committed to upholding those standards with an intensive cleaning process. Enhanced cleaning protocols have been put in place as a result of COVID-19 and are based on current local health and government guidelines.

Areas of enhanced focus and disinfection of high touch surfaces:

| | |
|---|-------------------------------|
| Door handles | Counter tops |
| Classroom fixtures, surfaces, equipment | Light fixtures |
| Rest room fixtures and surfaces | Handrails |
| Counter tops | Phones |
| Copiers | Main entrance and lobby areas |

We have secured adequate cleaning and sanitization supplies to continuously disinfect our school buildings in accordance with guidance from the Ohio Department of Health and the EPA. Our custodians are trained to follow industry best practices.

- Clorox 360 electrostatic disinfectant sprayers have been purchased district wide.
- Temporary (substitute) custodians have been employed to assist in nightly cleaning.
- Schools are cleaned and disinfected daily utilizing industry best practices with classroom sign-off documentation.
- High touch surfaces will be cleaned throughout the school day by the custodial staff.
- Disinfectant wipes and hand sanitizer are available in every classroom.
- Cleaning and sanitation supplies are available throughout buildings, offices, main entrances, classrooms and on buses.
- Portable hand washing stations are available at all elementary playgrounds and recess.
- Social distancing and safety signage is displayed across the district at all buildings, main entrances, hallways and playgrounds.
- Plexiglas dividers have been installed in high traffic areas.
- Face coverings / shields have been purchased and will be distributed to all staff.
- Drinking fountains have been replaced with bottle filling stations.

Mayfield City Schools will continue to adhere to mandates and guidelines enacted by the State of Ohio and Cuyahoga County Board of Health. The information contained in this document may evolve and require amendments as mandated by the Ohio Department of Education, the office of the Governor / State of Ohio, and the County Board of Health in response to COVID – 19.



KEEP IT CLEAN

- Disinfect desks, work stations and high contact surfaces often.
- Do not share phones, devices, desks, or classroom / office tools and supplies, when possible.
- Our custodial team will clean and disinfect high contact surfaces often throughout the day.
- Our bus drivers will disinfect buses at the end of each school day and after AM/PM runs.





RETURN TO LEARN - HEALTH PROTOCOL

We will follow these steps if a student or staff member begins having suspected COVID-19 symptoms or feels ill during the school day:

- If a student or employee displays COVID-19 symptoms at school or during work, he/she will immediately report to the building's isolation room where they will be assessed by a nurse.
- The student or employee will leave campus if COVID is suspected and seek medical attention.
- If a student becomes ill during the school day, a parent/guardian must pick up their child from school.
- The custodial team will begin disinfection procedures.
- If a person displays a symptom/s of COVID-19 they should be isolated at home and contact their physician to determine if testing is necessary.
- All positive cases are reported to the Cuyahoga County Board of Health (CCBH) by the physician or testing agency.
- Individuals who have tested positive will be contacted by the CCBH to begin contact tracing.
- If you have been diagnosed with COVID-19, you may return to school/work when you have submitted a return to school/work form from your health care provider.

FEELING SICK?

STAY HOME IF YOU HAVE ANY OF THESE SYMPTOMS

| | |
|------------------------|------------------------|
| FEVER ❄️ | MUSCLE PAIN |
| COUGH | HEADACHE ❄️ |
| ❄️ SHORTNESS OF BREATH | SORE THROAT |
| CHILLS | ❄️ LOSS OF TASTE/SMELL |

➡️ Follow up with your healthcare provider.
Inform your teacher or supervisor.

Mayfield City Schools
EVERY STUDENT. EVERY DAY.

Mayfield City Schools will continue to adhere to mandates and guidelines enacted by the State of Ohio and Cuyahoga County Board of Health. The information contained in this document may evolve and require amendments as mandated by the Ohio Department of Education, the office of the Governor / State of Ohio, and the County Board of Health in response to COVID – 19.



RETURN TO LEARN - COVID-19 REPORTING & NOTIFICATIONS

Per the Director's Order from the Ohio Department of Health, we have created a dashboard to report COVID-19 cases within our school district, as well as a hotline/email notification system, at: 440-995-6886 or email at: covidreporting@mayfieldschools.org.

Requirements of the Order Requiring Reporting and Notification Regarding COVID-19 Cases in Grades K-12 include:

- To facilitate timely contact tracing to prevent further transmission of COVID-19, any schools that provide any Kindergarten through Gr. 12 instruction shall maintain a reporting system for parents to report positive tests and/or cases of COVID-19
- Parents or guardians of students and school staff who have been diagnosed with COVID-19, whether by laboratory test or through clinical examination, are encouraged to notify their school no later than 24 hours after receiving a confirmed diagnosis
- Within 24 hours of becoming aware of a student, teachers, staff member or coach who has tested positive or been diagnosed with COVID-19, a school shall notify parents or guardians of students of the existence of the case in writing and share as much information as possible without disclosing protected health information
- School districts are encouraged to use website dashboards to inform the school community of the number of COVID-19 cases and number of students and staff isolated or quarantined, if known

To read the Order in its entirety, click the link [ODH Reporting_Notification COVID-19 K_GR12](#)

To see our number of COVID reported cases and number of staff and student quarantines, click this link <http://www.mayfieldschools.org/CoronaVirusInformation.aspx>

Mayfield City Schools will continue to adhere to mandates and guidelines enacted by the State of Ohio and Cuyahoga County Board of Health. The information contained in this document may evolve and require amendments as mandated by the Ohio Department of Education, the office of the Governor / State of Ohio, and the County Board of Health in response to COVID – 19.



RETURN TO LEARN - SCHOOL CLOSURES AND QUARANTINES

Each reported case of COVID-19 has unique patterns of exposure and levels of illness. Many have asked what the protocols and procedures are if a student and/or a staff member test positive or have direct exposure. Our experience tells us that there is no one-size-fits-all set of actions. We act on each case based on the unique set of circumstances and fact patterns presented. With each case, however, we do the following:

- Once notified, we immediately isolate any student or staff member in a designated room and make safe arrangements for she or he to go home, or in some cases to the hospital
- Once notified, we make sure that the employee, student or family member has contacted their physician and the Cuyahoga County Board of Health
- We also contact the CCBH, present what we know and receive guidance and recommendations as to next steps
- We work with the CCBH, employees and families in obtaining contact and exposure information
- The CCBH conducts contact tracing and keeps us informed
- We contact all staff members and students who may have been exposed in accordance with CCBH guidelines
- The CCBH will contact individuals who are not our students and employees
- We will contact school officials in other districts if our employees and students may have exposed students, families or employees from other schools
- We make quarantine and closure decisions based on the recommendations and guidance from the CCBH
- Quarantining can include isolating an individual, small and large groups of students, a classroom and grade levels, depending on the exposure patterns
- Closures can include a school, several schools, a program or the school district
- We observe all privacy rights

Mayfield City Schools will continue to adhere to mandates and guidelines enacted by the State of Ohio and Cuyahoga County Board of Health. The information contained in this document may evolve and require amendments as mandated by the Ohio Department of Education, the office of the Governor / State of Ohio, and the County Board of Health in response to COVID – 19.



RETURN TO LEARN - VISITORS, VOLUNTEERS & ACTIVITIES

VISITORS AND VOLUNTEERS

We recognize and appreciate all that our volunteers and visitors do to help our schools. To protect our students and staff and for the safety of all, we are, at this time, restricting all volunteers and visitors to our buildings. If a meeting with a visitor or volunteer is needed, we are asking that those meetings be held remotely online, via email or over the phone. In rare instances, and if necessary, in person appointments must be scheduled in advance, those visiting must complete a self-health assessment, and wear a face covering to enter the school. Anyone with COVID-19 symptoms or a temperature of 100.4 degrees or higher should remain at home.

AFTER SCHOOL ACTIVITIES

At this time, all after-school activities, clubs and athletics will resume as usual. All participants must adhere to safety guidelines, social distancing and face covering policies. Members of band/choir will be contacted by their directors with additional information.

COVID-19 HOTLINE

**OHIO DEPARTMENT
OF HEALTH
COVID-19 HOTLINE**

1-833-4-ASKODH
1-833-427-5634

Mayfield City Schools
EVERY STUDENT. EVERY DAY.

Mayfield City Schools will continue to adhere to mandates and guidelines enacted by the State of Ohio and Cuyahoga County Board of Health. The information contained in this document may evolve and require amendments as mandated by the Ohio Department of Education, the office of the Governor / State of Ohio, and the County Board of Health in response to COVID – 19.



RETURN TO LEARN - FREQUENTLY ASKED QUESTIONS

What can parents do now to ensure a smooth return to school?

- We encourage parents to talk with, reassure, and support their children about these changes, and the importance of social distancing and wearing masks.
- Allow your child to ask questions and answer them to the best of your ability.
- Explain the why behind wearing a mask and have your child practice wearing their mask.
- Read a story about returning to school such as *Going Back to School* or *Welcome Back to School*.
- Follow recommended guidelines regarding masks and social distancing this summer to help prevent a future surge in cases that might impact the start of school.
- Help students get back into a normal schedule at least a week before school begins, such as reinstating bedtime and wake up routines.
- Be sure that all your child's immunizations are up to date, including newly required immunizations for students entering kindergarten, 6th and 12th grades.
- Stay in close communication with your school should your health situation or return plans change.

What can I do to prepare my child for these changes?

- Preventing any spread and ensuring a safe, healthy environment is up to all of us.
- Please take the time to talk with your child about the importance of good hand washing practices.
- Remind him/her to cough into his/her elbow and avoid touching his/her face.
- Discuss how to stay a safe distance from each other and help them to see what that distance is in different settings.
- Practice wearing face coverings.

Are face masks/ coverings required?

State of Ohio, CDC and CCBH guidance provides that people will wear face masks over the nose and mouth in public settings to reduce the spread of COVID-19 where other social distancing measures are difficult to maintain. Everyone (visitors, vendors, parents, students, employees, etc.) approved to enter a District facility will be required to wear face masks in public areas and shared spaces.

What if I Don't Want My Child Wearing a Face Covering?

We know that there are strong opinions about the use of face coverings. The State of Ohio, CDC, CCBH strongly recommend masks for the increased safety of both students and the adults in the school. This is especially important since some carriers of COVID-19 may not have any symptoms. Children, despite being generally less affected by COVID-19, expose school staff and adults at home who may be more at risk.

CONTINUED >>>

Mayfield City Schools will continue to adhere to mandates and guidelines enacted by the State of Ohio and Cuyahoga County Board of Health. The information contained in this document may evolve and require amendments as mandated by the Ohio Department of Education, the office of the Governor / State of Ohio, and the County Board of Health in response to COVID – 19.



What if my child is behind from all of the changes last spring?

When we are back in the fall, students will be assessed to determine gaps in their learning. Teachers will work to meet each child where they are academically and move him/her forward.

How will my child’s IEP and/or 504 services and accommodations be met?

Your child’s Intervention Specialist/Counselor will communicate with you in reference to adjustments to schedules, services or delivery model that may be necessary to individually meet the needs of your child.

What social and emotional resources will be in place as students return?

We recognize the importance of providing students and staff with extra social and emotional support as they return to school this year. Our counselors and psychologists will be ready to assist students and staff in need of support. We will be sharing additional resources throughout the year.

If my child is home ill, how can he/she make up missed assignments?

If your child is ill, the same strategies to make up school work remain in place as before. Your child’s teacher will provide makeup work to be completed in a timely fashion once your child is no longer ill.

What will be different on school buses?

There will be two students per seat (siblings may sit together) and masks and/or face shields will be required on buses. Parents are asked to take their child/s temperature daily and have their child wash his/her hands before getting on the school bus. Parents are asked to opt-out of transportation if they plan to drive their student to and/or from school.

I drop my child off at school. Will anything change?

We anticipate an increase in parents dropping students off at school. Some schools may need to assign staggered drop off times and/or change drop off locations to accommodate this increase. Your school will provide more details.

What changes will students see for lunch?

Students who choose to buy their lunch may do so through Infinite Campus. Students who purchase lunch will have their lunch delivered to their classroom/learning space. Students will eat in their classrooms to assist with distancing.

CONTINUED >>>

Mayfield City Schools will continue to adhere to mandates and guidelines enacted by the State of Ohio and Cuyahoga County Board of Health. The information contained in this document may evolve and require amendments as mandated by the Ohio Department of Education, the office of the Governor / State of Ohio, and the County Board of Health in response to COVID – 19.



What changes will be implemented in school health clinics?

There will be separate areas created in our health clinics—one for regular care and an isolated area for anyone who presents signs or symptoms of illness.

Parents will no longer be allowed to bring medications into clinics. If you need to provide medication for your child, a paraprofessional will meet you in a designated area to receive the medication/s.

You can also expect to see changes in how we administer stocked medicines, the suspension of nebulizer treatments, and new criteria for staying home from school/returning to school, based on CDC guidelines.

Please reach out to your school nurse if you have specific concerns regarding your child's medical care.

What changes will be implemented on the playground?

Recess will be 30 minutes each school day either outside or inside, depending on the weather. Social distancing will be required. Per the Cuyahoga County Board of Health, masks are not required during physical activity. Hand washing stations will be used prior to students returning to the building. High touch areas on playgrounds will be disinfected daily.

Will students be screened for COVID-19 symptoms?

Parents need to be attentive to the daily health of their children to ensure their child is symptom free and safe to attend school each day. This includes being fever free for 72 hours without the use of fever-reducing medication.

No one should be in our buildings if they are experiencing any symptoms of illness.

What will happen if someone tests positive for COVID-19?

If we have a confirmed case of COVID-19, we will follow direction from the Cuyahoga County Board of Health. This may include closing a classroom, school, or schools for a period of time and shifting quickly to remote learning at home for those who are impacted. Students and/or staff who test positive must notify the buildings principal/supervisor immediately and will not return to school until a doctor's note has been submitted and they are no longer symptomatic. Targeted cleaning of the classroom, learning space and/or bus will be implemented.

What will happen if someone is exposed to someone who has tested positive for COVID-19?

The individual should immediately contact their health care provider and the Cuyahoga County Board of Health. We we will follow the direction from the Cuyahoga County Board of Health. A doctors note to return to school/work may be required.

CONTINUED >>>



Will schools be open all year? Will these procedures be in place all year?

The pandemic shifts rapidly, and we don't know what the rest of the school year may bring. If cases surge, schools may be ordered to close again, requiring all students to shift to remote learning. If the situation improves, we may be able to abandon some elements of this plan and return to more normal operating conditions. We will continue to follow the mandates and guidance set forth by the Governor's health and safety orders, Centers for Disease Control, Cuyahoga County Board of Health, Ohio Department of Education and the American Academy of Pediatrics.

What cleaning enhancements are being implemented in buildings?

We've stocked up on personal protective equipment, hand washing materials and cleaning supplies.

In addition to our regular cleaning, we will be disinfecting more often in common areas like hallways, cafeterias, bathrooms, playgrounds and buses, as well as high-touch surfaces like door handles and desks. We will also be using electrostatic disinfectants as needed in buildings and buses for intense after-hours cleaning.

What are desk shields?

The desk shields are coroplast tri-folds that allow for maximum visibility while creating an additional layer of protection while students interact in the classroom. They are designed to be easy to sanitize throughout the day and each evening. Plexiglas barriers have been installed in high traffic areas.

What about visitors in the building?

Unfortunately, we must restrict visitors to promote health, safety and social distancing.

What's Next?

The pandemic shifts rapidly and we don't know what the rest of the school year may bring. Other changes could certainly be implemented, and we will be in close communication with staff and families as future decisions are made.



RESOURCES & LINKS

As a result of the continued spread of the coronavirus (COVID-19), Mayfield City Schools top priority is to protect the health and safety of our students, staff and community while maintaining quality instruction.

We have gathered information on our website about COVID-19, from local, state, and national resources, as well as updates from Mayfield City Schools. Please visit www.mayfieldschools.org/CoronaVirusInformation for more information from the following resources.

[Mayfield Schools Coronavirus Information](#)

[State Guidance from the Ohio Department of Education](#)

[COVID-19 Health & Prevention Guidance for Ohio K-12 Schools](#)

[Guidance for School Re-entry from the American Academy of Pediatrics](#)

[Return to School Amid COVID-19: A Cleveland Clinic Guide for Educators](#)

[Cuyahoga County Board of Health](#)

[Ohio Department of Health](#)

[Centers for Disease Control](#)

[Start Smart Northeast Ohio](#)

[Resources for Families](#)

Mayfield City Schools will continue to adhere to mandates and guidelines enacted by the State of Ohio and Cuyahoga County Board of Health. The information contained in this document may evolve and require amendments as mandated by the Ohio Department of Education, the office of the Governor / State of Ohio, and the County Board of Health in response to COVID – 19.