



COLUMBIANA COUNTY SCHOOLS COMMON REOPENING AGREEMENT

Preface: Beginning on March 16, 2020, all Ohio schools closed for the remainder of the school calendar as ordered by the Governor and State Director of Health. Weekly Superintendent meetings provided opportunity for collaborating as districts formulated learning plans, extended nutrition options and social-emotional support for their students, staff and communities. School district superintendents from each public school district in Columbiana County, along with Columbiana County Educational Service Center and Columbiana County Career and Technical Center in consultation with the Columbiana County Health Department, have identified common practices for school reopening in Columbiana County. These guidelines are subject to change based on the mandates established by the Ohio Department of Health and/or the Ohio Governor's executive orders.

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

- **School Districts will consult with the Columbiana County Department of Health and the Salem City and East Liverpool City Health Departments to establish health and safety protocols to reopen schools based on local data.**
- **School districts will communicate with all stakeholders throughout the reopening process. The goal of these procedures and protocols is to reduce the risk that may be present when children and school district employees occupy school district facilities.**
- **Each school district will strive to provide the appropriate face covering and physical distancing requirements based on classroom sizes, school facilities, and building operations, while following the local Health Department recommendations.**
- **School districts are planning to maintain their approved school calendars with additional employee professional development and requirements.**
- **Although these guidelines are common to all districts in Columbiana County, specific guidance may be necessary to address the unique needs of each school district.**

The state of Ohio considers several factors when establishing the Risk Level Guidelines for each county. The following tiers represent guidelines established by Ohio Department of Health. Columbiana County Schools will work with the local Health Departments to align services based on Columbiana County's current emergency tier.

Level 1	Level 2	Level 3	Level 4
<p>ODH Guidelines: Public Emergency Active exposure and spread. Follow all current health orders.</p>	<p>ODH Guidelines: Public Emergency Increased exposure and spread. Exercise high degree of caution. Follow all health orders.</p>	<p>ODH Guidelines: Public Emergency Very high exposure and spread. Limit activities as much as possible. Follow all current health orders.</p>	<p>ODH Guidelines: Public Emergency Severe exposure and spread. Only leave home for supplies and services. Follow all current health orders.</p>
<p>Columbiana County Schools Guidelines: - Traditional Learning (face to face 5 days a week) option - Remote Learning option - Online Learning option</p>	<p>Columbiana County Schools Guidelines: - Traditional Learning (face to face 5 days a week) option - Remote Learning option - Online Learning option</p>	<p>Columbiana County Schools Guidelines: - Traditional learning with flexible status which may include: - Hybrid learning - Remote Learning - Online Learning</p>	<p>Columbiana County Schools Guidelines: - Remote Learning - Online Learning</p>
<p>- Schools will follow the Governor's state mandate in terms of face coverings. These mandates supersede district plans. - Face coverings are required for all staff and students in grades 3 and above. - Students in grades 3 and above who ride the bus will be required to wear a face covering. - Flexibility on face covering requirements may be updated based on ODH recommendations.</p>	<p>- Schools will follow the Governor's state mandate in terms of face coverings. These mandates supersede district plans. - Face coverings are required for all staff and students in grades 3 and above. - Students in grades 3 and above who ride the bus will be required to wear a face covering. - Flexibility on face covering requirements may be updated based on ODH recommendations.</p>	<p>- Schools will follow the Governor's state mandate in terms of face coverings. These mandates supersede district plans. - Face coverings are required for all staff and students in grades 3 and above. - Districts will issue their individual education plans based on community exposure and in consultation with local health officials utilizing zip code data. - Staff will report to school.</p>	<p>- Staff and students will be working remotely from home.</p>
<p>Districts will follow the Columbiana County Schools Common Reopening Agreement.</p>	<p>Districts will follow the Columbiana County Schools Common Reopening Agreement.</p>	<p>Districts will follow their individual education plan which may include their School District Remote Learning Plan.</p>	<p>Districts will follow their individual School District Remote Learning Plan.</p>

The following plan will be implemented when Columbiana County and the Columbiana County school districts are in a **Yellow**, **Orange**, or possible **Red** Risk Level.

Health and Safety Protocols

Daily Precautions to Practice:

The “Daily Precautions to Practice” below include physical and social distancing, daily health checks, use of personal protective equipment (face coverings), daily hygiene habits, cleaning and sanitizing throughout the day and at the end of the day, and attendance policy related to coronavirus symptoms.

- **Daily Health Assessments:** School personnel shall monitor their own temperatures before reporting to school and to stay home (if above 100.0) or if experiencing other symptoms. Schools should encourage students to monitor their own temperatures before reporting to school and to stay home (if above 100.0) or if experiencing other symptoms. Schools should consider the reality that not all students will be able to self- monitor temperature or symptoms. If a student does not have access to a thermometer but is experiencing symptoms, students may report to a designated area determined by the school for a temperature check.
- Personnel and students who are experiencing COVID-19 symptoms must stay home from school and must be sent home if they become ill at school. While waiting to go home, ill persons should continue to wear a face covering and be placed in a separate room monitored by school personnel maintaining physical distancing and utilizing appropriate PPE. The area occupied by the ill person will be thoroughly cleaned and disinfected after the person leaves.
- **Physical/Social Distancing:** Recommend physical distancing (at least 3-6 feet apart based on the American Academy of Pediatrics Guidelines) among all persons on school grounds. Utilize visual cues (i.e. floor markings) and other strategies to reinforce spacing. Create transition schedules that minimize the number of students and staff in common spaces including hallways, cafeteria, etc. Schools should consider students and staff who cannot maintain physical distancing and provide alternate, equitable means for work and education.
- **Face Coverings:**
 * **Districts will follow the state mandate in terms of face coverings.**
These mandates supersede district plans.

- **All staff on school grounds and utilizing school transportation will be required to wear face coverings.**
- **Based on the risk level charts, students in grades 3 and above will be required to wear face coverings. Flexibility on face covering requirements may be updated based on ODH recommendations.**
- School nurses or personnel who care for sick persons should utilize appropriate PPE.
- School visitors are required to wear face coverings.
- Any student riding the bus will be required to wear a face covering.

Staff and students shall have a choice to provide their own face coverings or utilize face coverings provided by the school. A face covering is defined as a mask or face shield. There may be a number of reasons that students and staff cannot wear a face covering, including but not limited to sensory processing issues and physical and behavioral health concerns. Students and staff that cannot wear face coverings should be provided with alternative, equitable means for work and education.

- **Good Hygiene Practices:** Schools and districts should continue to reinforce good habits to stop the spread of germs, including covering sneezes and coughs and handwashing. Hands should be washed with soap and water for at least 20 seconds, before eating and after using the restroom. Schools and districts should ensure soap is readily available in all restrooms and wash stations throughout the building. Schools and district should make hand sanitizer (60-95% alcohol based) and sanitizing products available for personnel and students, especially in high traffic areas, including at each school entrance and in every classroom.
- **Clean and Sanitize:** Frequently clean surfaces paying particular attention to high-touch areas (stair handrails, door handles, counters, desks, tables, chairs, lavatories, computers, books, etc.). Cleaning and disinfection should be done after each cohort of students leaves a facility or classroom, including between class changes (if applicable), between groups in the cafeteria (when utilized), and after each school day. Limit sharing of supplies and equipment and sanitize between student use. Minimize the amount of materials in the classroom to items that are essential to meet student academic and social-emotional needs. Schools and districts need to consider the appropriate level of staffing to accommodate the cleaning/sanitizing schedule.

Student and Employee Learning About COVID-19 Health Practices

- **Student Learning:** It is important to note that expected health practices will require new learned behaviors. Implement age-appropriate learning about COVID-19 control strategies for students. This should be on-going to reinforce the importance of handwashing, physical distancing, appropriate use of face coverings, cough and sneeze etiquette, and the importance of staying home when sick or displaying symptoms. All schools and offices should display environmental print promoting infection control strategies (i.e. cough/sneeze etiquette, proper handwashing, appropriate use of face coverings, physical distancing, importance of staying home when sick, etc.). Incorporate behavior expectations into Positive Behavioral Intervention and Supports Tier I instruction and teach behaviors often and consistently.
- **Employee Training:** Education and training for all employees must be provided on how to properly put on, use, take off, and dispose of PPE. Adequate education must be provided for all school personnel to know and recognize the most likely symptoms of COVID-19 and how to protect employees and students from transmissions. Staff must notify their supervisor if they have been exposed to COVID-19 and are quarantined.

Visitors and Community Partners

- Limit visitors in schools, or minimize to emergency situations and enrollment. Require temperature checks and a symptoms check for all visitors. Schools and districts may have partnerships with volunteers, community organizations, health care providers and local government agencies, among others, to provide additional educational and wraparound services to students. Schools and districts should continue to work with these partners, allowing their staff into the building following the same precautions as school and district personnel.
- It is recommended that families and caregivers notify the school if they have been exposed to COVID-19 and are quarantined, or if a member of the family or household has been diagnosed with or presumed to have COVID-19 and/or is being isolated.

Student Health Issues

Schools, working closely with the local Health Department, have an important role in slowing the spread of diseases to help ensure students have safe and healthy learning environments. Schools serve students, staff, and visitors from throughout the community. All of these stakeholders may have close contact in the school setting, often sharing spaces, equipment, and supplies.

- The duration of home stay for the child sent home with a fever is fever free (less than 100.0 and without medication) for 24 hours (1 full day) AND improvement of all other symptoms for 24 hours AND at least 10 (ten) days have passed since symptoms started.
- Temperatures will be taken upon return to school. If a student tests positive for COVID-19, the local Health Department will implement isolation and quarantine and will perform all disease contact tracing assisted by school personnel.
- To return to school, the child must be transported to school by the parent or caregiver and must be checked by the school nurse.
- More precautions may be warranted for students with underlying health issues and concerns.

(Refinement of this protocol for non-COVID diagnoses is forthcoming based on state guidelines and medical methodologies.)

Symptoms of COVID-19 illness has been defined by the CDC as follows:

People with COVID-19 have had a wide range of reported symptoms – ranging from mild symptoms to severe illness. Symptoms can include:

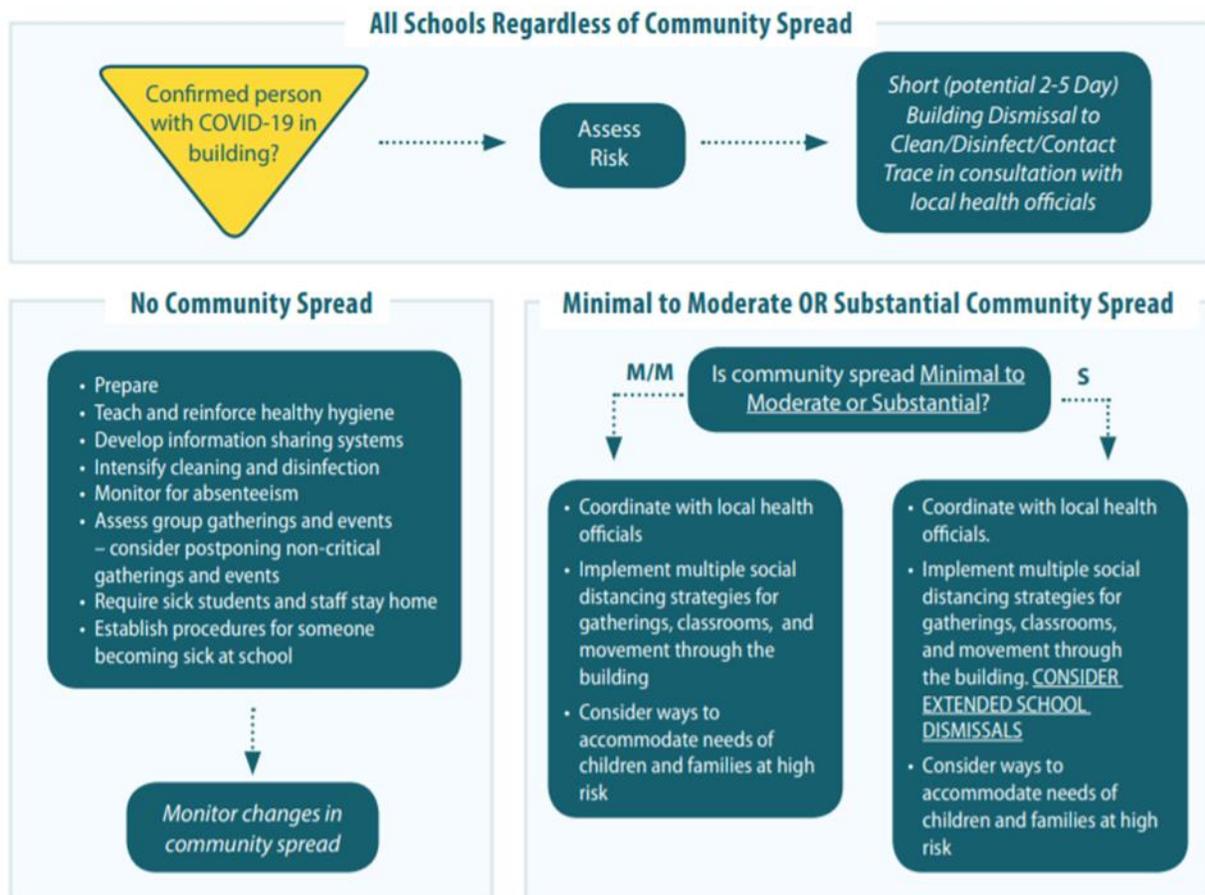
- Fever or chills
- Cough
- Shortness of breath or difficulty breathing
- Fatigue
- Muscle or body aches
- Headache
- New loss of taste or smell
- Sore throat
- Congestion or runny nose
- Nausea or vomiting
- Diarrhea

This list does not include all possible symptoms and children and youth with SARS-CoV-2 infection may experience any, all, or none of these symptoms.

<https://www.cdc.gov/coronavirus/2019-ncov/community/schools-childcare/symptom-screening.html>

Once learning of a COVID-19 case in someone who has been in the school, immediately notify local health officials. These officials will help administrators determine a course of action for their child care programs or schools. The following decision tree can be used to help schools determine which set of mitigation strategies may be most appropriate for their current situation.

School Decision Tree



Any school in any community might need to implement short-term closure procedures regardless of community spread if an infected person has been in a school building. If this happens, the school district will follow what the local Health Department recommendations regardless of the level of community spread. Localized impact of a facility outbreak may warrant containment activities independent of the broader community.

Release students and most staff for a short term dismissal

This initial short-term dismissal allows time for the local Health Department to gain a better understanding of the COVID-19 situation impacting the school. This allows the local Health Department officials to help the school determine appropriate next steps, including whether an extended dismissal duration is needed to stop or slow further spread of COVID-19.

- The local Health Department will provide recommendations for the scope (e.g., a single school, multiple schools, the full district).
- During school dismissals, also cancel extracurricular group activities, school-based afterschool programs, and large events (e.g., assemblies, spirit nights, field trips, and sporting events).
- Discourage staff, students, and their families from gathering or socializing anywhere. This includes group child care arrangements, as well as gathering at places like a friend's house, a favorite restaurant, or the local shopping mall.

Communicate with staff, parents, and students. Coordinate with the local Health Department to communicate dismissal decisions and the possible COVID-19 exposure.

- This communication to the school community should align with the communication plan in the school's emergency operations plan.
- Plan to include messages to counter potential stigma and discrimination.
- In such a circumstance, it is critical to maintain confidentiality of the student or staff member as required by the Americans with Disabilities Act and the Family Education Rights and Privacy Act.

Clean and disinfect thoroughly.

- Close off areas used by the individuals with COVID-19 and wait as long as practical before beginning cleaning and disinfection to minimize potential for exposure to respiratory droplets. Open outside doors and windows to increase air circulation in the area. If possible, wait up to 24 hours before beginning cleaning and disinfection. Monitor, change, and clean ventilation system filters on a routine basis.
- Cleaning staff should clean and disinfect all areas (e.g., offices, bathrooms, and common areas) used by the ill persons, focusing especially on frequently touched surfaces.
- If surfaces are dirty, they should be cleaned using a detergent or soap and water prior to disinfection. • For disinfection most common EPA-registered household disinfectants should be effective.

Make decisions about extending the school dismissal.

Temporarily dismissing child care and after school programs and K-12 schools is a strategy to stop or slow the further spread of COVID-19 in communities.

- During school dismissals (after cleaning and disinfection), child care and after school programs and schools may stay open for staff members (unless ill) while students stay home. Keeping facilities open: a) allows teachers to develop and deliver lessons and materials remotely, thus maintaining continuity of teaching and learning; and b) allows other staff members to continue to provide services and help with additional response efforts. Decisions on which, if any, staff should be allowed in the school should be made in collaboration with the local Health Department.
- Child care, after school programs, and school administrators should work in close collaboration and coordination with the local Health Department to make dismissal and large event cancellation decisions. Schools are not expected to make decisions about dismissal or canceling events on their own. School dismissals and event cancellations may be extended if advised by the local Health Department. The nature of these actions (e.g., geographic scope, duration) may change as the local outbreak situation evolves.
- Administrators should seek guidance from the local Health Department to determine when students and staff should return to schools and what additional steps are needed for the school community. In addition, students and staff who are well but are taking care of or share a home with someone with a case of COVID-19 should follow instructions from local health officials to determine when to return to school.

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

- Communication will be developed in partnership with the local Health Department and the school district.
 - Specify to parents which classroom the confirmed case was in (ex. Mr. Smith). The district will communicate with appropriate staff members directly involved with the confirmed case.
 - The school district will cooperate with the local Health Department's work in contact tracing.
 - A quarantine will be required of any student who tests positive with COVID-19 and anyone who is in close contact to have exposure as determined by the local Health Department.
 - The local Health Department will work in partnership with the school district to provide a communication template for the school district to use and the letter will explain/define what is considered "exposure" to COVID-19 that will result in quarantine.

Educational Considerations

Columbiana County schools will be providing a full range of educational opportunities in the 2020-2021 school year. Flexibility is critical in the current environment. Choices of educational settings for a return to school buildings may include traditional learning, online learning, and blended learning (a combination of in person and online). **School will look different.**

Schools will need to differentiate instructional strategies to meet students where they are. This means addressing schedules and instructional time, diagnostics, curriculum, and accountability. Schools should prepare for the various scenarios including possible intermittent closures next year and plan for continuity of learning. Districts must ensure that there is equality in the access to curriculum and instruction and that there is continuity and alignment of curriculum and instruction when using face-to-face, remote, and/or blended learning. School districts must ensure that children are provided with in-home technologies to bring the gap that disproportionately affects low-income and disadvantaged learners.

Districts should create plans to provide supplemental learning for the following:

- Intervention
- Enrichment
- Career Tech
- Advanced Placement
- College Credit Plus
- Work experience programs and internships

There is no one-size-fits-all approach to this work. Plans will need to differentiate strategies based on school levels and student needs. Schools should collaborate with parents and caregivers to choose the best educational choice(s) for their child.

Recess

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

If the wave of COVID-19 continues to sweep through a community or if there is another spike, schools may once again be closed and need to return to remote learning or even choose to offer remote learning to meet the needs of all students and families.

Teacher Professional Development

Many educators have learned a great deal very quickly during the school-building closure. Additional formal professional development should be provided based on district reopening plans. This training might relate to chosen curriculum options, instructional delivery methods, school culture issues, multi-tiered systems of supports, and identifying and meeting student needs.

If districts intend to continue blended learning or remote opportunities or if there is anticipation of future school building closures, educators will need ongoing professional development in those practices. There will be an increased need for professional development to build and enhance educators' capacity to address the complex issues resulting from the pandemic.

The professional development may need to be customized to meet the needs of students and educators within each building. Districts need to devise strategies to dramatically improve the quantity and quality of online teaching if it proves necessary, either as part of a hybrid delivery model or during rolling closures next fall.

Topics could include:

- Virtual field trips
- Genius Hour
- Project Based Learning
- Delivering blended and online learning
- Training on educational platforms
- Lesson design
- Student-centered learning design
- What does quality blended learning look like?
- Content area websites and resources

Food Service

Schools will collaborate with the local Health Department and Food Service directors to develop guidelines for offering food service to all students. For students attending the traditional school setting, the district will strive to provide for physical distancing and enhanced cleaning of surfaces between service times.

This consideration will provide alternate approaches to breakfast/lunch service.

- No self-service
- Individual condiments and disposable utensils
- Optional grab and go lunch and breakfast

Other Considerations

Custodial and Maintenance:

- Face coverings and gloves must be worn and proper training for COVID-19 should be provided.
- Each classroom needs to be properly disinfected after use by students. If schools are using a rotating schedule for students, then this may result in each classroom needing to be cleaned multiple times a day.
- Like classrooms, all bathrooms and other common spaces will need to be properly disinfected on a frequent and regular basis.
- School districts will determine sanitizing schedules, protocols for cleaning surfaces in all areas of the building, checklists for before and after-school.
- In addition, collective bargaining agreements will need to be reviewed and a memorandum of understanding will likely need to be put in place.

Secretarial/Clerical:

- The secretarial and clerical employees are often the most visible and most interactive with students, parents and community members. As a result, they should be provided with training and protocols and be prepared to answer many questions. Prior to re-occupancy, provide appropriate PPE and perform a detailed review of the configuration of your office workspaces.
- Consider eliminating reception seating areas and require that visitors phone ahead.
- Install a plastic partition at the reception area.
- Review floorplans and remove or reconfigure seats, furniture and workstations as needed to preserve recommended physical distancing in accordance with ODH and local health guidelines. Reconfigure workstations so that employees do not face each other or establish partitions if facing each other cannot be avoided.

Transportation

Health Concerns

The transportation of students in a manner which is safe for students and employees is of highest importance. **If possible, parents should be encouraged to transport students to and from school each day.** Implementing daily health routines for bus routines will require new practices and protocols. Each bus will need to be analyzed for adherence to guidelines, keeping safety of students and drivers foremost. This will result in difficult decisions as to who is transported and how this works.

Exposure Management

- Face Coverings – **School bus drivers and adult staff on the bus are required to wear face coverings. It is required that students wear a face covering while riding the bus.** Consider providing a mask dispenser on the bus.
- Limit riders based on the Risk Level Guidelines:

○ Yellow and Orange (Low Exposure)	2 students per seat
○ Red (High Exposure)	1 student per seat
○ Purple (High Exposure)	No transportation
- Seating – To the extent possible, seating arrangement is designed in a way that prevents close contact between riders when loading/unloading.
 - Load the bus back-to-front (first student picked up sits in back, seats are filled in order back-to-front, last student sits in front seats); upon arrival at school: offload one seat at a time front-to-back to maintain distancing between students.
Departing School: students load the bus in the order they will arrive at destination (students with longest route sit in the back, those with shortest route sit in front, etc.).
- Hand sanitizer – Recommended that every driver/rider apply hand sanitizer when boarding the bus.
- Practice maximizing ventilation. Travel with windows open at least 2 inches and front and rear roof vents open.

Training

- Provide extensive training and professional development to drivers and aides on the new procedures:
 - Self-Health screenings and temperature checks
 - New transportation expectations (exposure management guidelines will be a part of driver orientation)
 - Consider creating a parent video on the new transportation expectations and post on district website.

Bus Stop Procedures

- Students must ride assigned bus only.
- Encourage students to wear face coverings and practice physical distancing at group bus stops. Once students load the bus, face coverings will be required. Consider having a parent volunteer to monitor the stop.
- Schools should practice different entries for bus riders and students being dropped off by cars to avoid congestion.
- Provide increased ventilation for areas of congregation after bus unloading.

Routing Recommendations

- The front row of seats must remain empty to maintain distance between the driver and students.
- Students are limited to a single identified stop (regardless of parenting situations). Any permanent changes to the identified stop due to change of address or other circumstances must be approved in advance.
- All students are required to wear a face covering on the bus.
- Limit/Eliminate extra-curricular and field trip transportation.

Bus Cleaning and Sanitation

- Each bus will be equipped with a lock box containing approved sanitation equipment, disposable gloves, and disposable masks.
- Buses will be sanitized after each route starting at the rear and working toward the front.
- All trash and paper will be removed from the bus at the conclusion of each route.

Bus Equipment

- Must meet and follow all Ohio Highway Patrol guidelines.
- Hand sanitizer must be available as per OHP guidelines.
- Driver protective barrier has been approved but must be installed as per OHP guidelines (consider prohibitive due to cost and time to install).
- No outside signage is permitted on school buses.
- Inside signage permitted within OHP guidelines.
- Air purification systems are approved if mounted per OHP guidelines.

Logistical Concerns

Beyond the health concerns raised with transporting students, there are logistical concerns that should be discussed prior and during implementation. The number of buses required to provide transportation following the health concerns listed above must be considered (this includes students receiving transportation to community schools, nonpublic schools and joint vocational schools). Districts should consider how they will collect information for any school that is part of the district's transportation plan and discuss how the needs of students can be met.

Columbiana County Superintendents and the Columbiana County Health Department

Anna Marie Vaughn	Columbiana County ESC
Eric Lowe	Beaver Local Schools
Donald Mook	Columbiana Exempted Village Schools
Matthew Manley	Crestview Local Schools
Jonathan Ludwig	East Liverpool City Schools
Chris Neifer	East Palestine City Schools
Dennis Dunham	Leetonia Exempted Village School District
Joe Siefke	Lisbon Exempted Village School District
Sean Kirkland	Salem City Schools
Tom Cunningham	Southern Local Schools
Lance Hostetler	United Local Schools
Richard Bereschik	Wellsville Local Schools
Chuck Adkins	Columbiana County Career and Technical Center
Bill Devon	Columbiana County Board of Developmental Disabilities
Wes Vins	Columbiana County Health Department