

**PLAN FOR SAFE RETURN TO IN-PERSON INSTRUCTION  
AND CONTINUITY OF SERVICES PLAN  
BROOKLYN CITY SCHOOLS – IRN 043653**

**REQUIRED ELEMENTS OF A LOCAL PLAN**

1. **Policies for Mitigation Strategies:** Plan for incorporating eight different mitigation strategies included in current CDC guidance.
2. **Continuity of Services:** Plan to address academic and non-academic services for students and staff.
3. **Periodic Review:** Review at least every 6 months through September 30, 2023 and revise plan as appropriate.
4. **Public Input:** Seek public input and incorporate revisions as necessary.

DEADLINE: June 24, 2021

DIRECTIONS: Post the plan to the school or district website and then email that link (URL) to: [continuityplan@education.ohio.gov](mailto:continuityplan@education.ohio.gov)

RESOURCES:

[ODE American Rescue Plan: Safe Return to In-person Instruction and Continuity of Services Plans](#)

[CDC Operational Strategy for K-12 Schools through Phased Prevention](#)

**School District: BROOKLYN CITY SCHOOLS**

**District Contact: Dr. Theodore Caleris, Superintendent**

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## Policies for Mitigation Strategies

1. Describe to what extent the following policies have been adopted to incorporate the following [CDC Mitigation Strategies](#) and provide a description of any policies being implemented:

- **Universal and Correct Wearing of Masks**

Utilizing guidance from the Ohio Department of Education, the Ohio Department of Health, and the Cuyahoga County Board of Health, Brooklyn City School District released its Initial Back to School Plan during the summer of 2020, detailing expectations for universal and correct wearing of masks for all stakeholders. Further, the Brooklyn City School District Board of Education adopted Policy 8450.01 – Protective Facial Coverings During Pandemic/Epidemic Events as a new policy. Throughout the school year and into summer extended learning, modifications to district guidelines consistent with official recommendation and district policy were implemented.

- **Physical Distancing**

Utilizing guidance from the Ohio Department of Education, the Ohio Department of Health, and the Cuyahoga County Board of Health, Brooklyn City School District released its Initial Back to School Plan during the summer of 2020, detailing expectations for physical distancing for all stakeholders in all settings within the school. Markings were strategically placed on flooring and signage posted throughout the district which provided specific guidance on proper distancing. During hybrid and in-person learning in the fall and winter, students were 3-6 feet spaced with desk shields and dividers available for all classrooms. In addition, desk shields and barriers were provided throughout the district to provide additional barriers for students during classroom instruction.

- **Handwashing and Respiratory Etiquette**

Signage from the Center for Disease Control, Ohio Department of Education/Ohio Department of Health were posted throughout the district in strategic locations. Sign has illustrations and written directions for proper handwashing and respiratory etiquette. Further, our staff was trained by our school nurses on proper techniques, which in turn were modeled by staff to our students.

- **Cleaning and Maintaining Health Facilities, including Improving Ventilation**

Brooklyn City Schools took several measures to improving cleaning and ventilation practices. Cleaning staff were hired and the hours of existing adjusted so that high contact areas were cleaned throughout the day. Deep cleaning was performed each day and night. Misting devices were purchased for cafeteria and school bus sanitizing and disinfecting. Using grant funding and donation from local companies through the Educational Service Center of Northeast Ohio, we stocked hand sanitizer, masks and gloves for further protecting.

- **Contact Tracing in Combination with Isolation and Quarantine, in Collaboration with the State and Local Health Departments**

Contact tracing was conducted in accordance with the guidance of the Cuyahoga County Board of Health. The template provided by the Cuyahoga County Board of Health was used to provide accurate data to them. Daily results were recorded internally, as well, and parents were notified of

positive tests that required contact tracing and quarantining. Weekly results were updated on our district website and communicated to parents via the superintendent’s weekly newsletter. A quarantine room was established in the district with school nurses playing a significant role in diagnosis, recording of information, and follow-up during quarantine periods.

- **Diagnostic and Screening Testing**

Both staff members and families of students were expected to self-check for symptoms established by the Cuyahoga County Board of Health, Ohio Department of Health and/or Center for Disease Control on a daily basis and to self-report to the district any symptoms and/or diagnosis. Once rapid tests were made available, families could request a test by contacting designated school personnel.

- **Efforts to Provide Vaccinations to Educators, Other Staff and Eligible Students**

In cooperation with the Educational Service Center of Northeast Ohio, vaccines were made available to any school employee who consented on the dates of February 17 and March 10. Eligible students who opted into receiving the vaccine were provided opportunities through private businesses.

- **Appropriate Accommodations for Children with Disabilities with Respect to the Health and Safety Policies**

The district provided accommodations for children with disabilities per recommendation of the Individualized Education Program team, which included family input. Measures included full remote learning all school year, wearing of face shields, additional protective barriers, and small group settings for additional physical distancing.

### OPTION 1- STUDENTS IN-PERSON AND IN-BUILDINGS AS PERMITTED WITH SAFETY PROTOCOLS (ALL-IN & BDLA)

#### General Expectations

Student and Parent/Caregiver Expectations	Staff Expectations
<p>Parents/Caregivers</p> <ul style="list-style-type: none"> <li>• Conduct a student wellness check including temperature prior to sending a student to school. Students with temperatures over 100°F should stay home.</li> <li>• Ensure you have caregivers available to pick up children who fall ill at school.</li> <li>• Ensure your children wash their hands often with soap and</li> </ul>	<p>All Employees:</p> <ul style="list-style-type: none"> <li>• Wearing a mask/face shield is <b>optional</b> when entering the building for all visitor unless required by State Law or Board of Health Mandates; absent of any mandates both staff and students will have the option to wear masks if they choose to do so.</li> <li>• Conduct a wellness check including temperature prior to</li> </ul>

water for at least 20 seconds.

#### Students

- Wash your hands often with soap and water for at least 20 seconds.
- Use hand sanitizer often.
- Wearing a mask/face shield is **optional** when entering the building for all visitor unless required by State Law or Board of Health Mandates; absent of any mandates both staff and students will have the option to wear masks if they choose to do so.
- Cover coughs and sneezes (with the sleeve or elbow, not the hand).
- Do not touch any other person.

coming to work. Employees with temperatures over 100°F should stay home.

- Wash your hands often with soap and water for at least 20 seconds.
- Use hand sanitizer often.
- Cover coughs and sneezes (with the sleeve or elbow, not the hand).
- Do not touch any other person except in the case of an emergency in which student safety is at risk

#### Teachers/Assistants

- Ensure classroom setup of desks provides physical distancing for students – minimum of 3 feet where possible.
- Ensure students maintain physical distance whenever possible.
- Provide reminders, issue warnings, contact parents/caregivers, and report repeated expectation violators to the office.

#### Custodians/Cleaners

- Make sure teachers are provided with all supplies needed daily including disinfectant and paper towels.
- Disinfect classrooms daily.

#### Administration

- Ensure procedures are in place to maximize social distancing whenever possible.
- Ensure supplies are readily available for staff.

**OPTION 1- STUDENTS IN-PERSON AND IN-BUILDINGS AS PERMITTED WITH SAFETY PROTOCOLS (ALL-IN & BDLA)**

**Classrooms**

Student and Parent/Caregiver Expectations	Staff Expectations
<p>Parents/Caregivers</p> <ul style="list-style-type: none"><li>● Conduct a student wellness check including temperature prior to sending a student to school. Students with temperatures over 100°F should stay home.</li></ul> <p>Students</p> <ul style="list-style-type: none"><li>● Wearing a mask/face shield is <b>optional</b> when entering the building for all visitor unless required by State Law or Board of Health Mandates; absent of any mandates both staff and students will have the option to wear masks if they choose to do so.</li><li>● Maintain maximum physical distance from peers whenever possible.</li><li>● Use hand sanitizer upon entering the classroom and when leaving the classroom.</li></ul>	<p>Teachers/Assistants</p> <ul style="list-style-type: none"><li>● Ensure classroom setup of desks provides physical distancing for students.</li><li>● Wearing a mask/face shield is <b>optional</b> when entering the building for all visitor unless required by State Law or Board of Health Mandates; absent of any mandates both staff and students will have the option to wear masks if they choose to do so.</li><li>● Ensure students maintain physical distance whenever possible.</li><li>● Provide reminders, issue warnings, contact parents/caregivers, and report repeated expectation violators to the office.</li><li>● Eliminate shared classroom materials.</li><li>● Keep the classroom door open to reduce the number of touches to door handles.</li><li>● Use supplies provided to spray desks, chairs, and any common materials needed before new students' transition into the room.</li></ul> <p>Custodians/Cleaners</p> <ul style="list-style-type: none"><li>● Make sure teachers/staff are provided with all supplies needed daily including disinfectant and paper towels.</li><li>● Disinfect classrooms daily.</li></ul>

	<p>Administration</p> <ul style="list-style-type: none"> <li>• Ensure classrooms are physically distanced.</li> <li>• Ensure classrooms are disinfected between classes, during plan time, lunch, and after school.</li> <li>• Ensure supplies are readily available for staff.</li> </ul>
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**OPTION 1- STUDENTS IN-PERSON AND IN-BUILDINGS AS PERMITTED WITH SAFETY PROTOCOLS (ALL-IN & BDLA)**

**Hallways and Common Areas**

Student and Parent/Caregiver Expectations	Staff Expectations
<p>Parents/Caregivers</p> <ul style="list-style-type: none"> <li>• Provide your student with a water bottle daily as water fountains will not be available for use.</li> </ul> <p>Students</p> <ul style="list-style-type: none"> <li>• Wearing a mask/face shield is <b>optional</b> when entering the building for all visitor unless required by State Law or Board of Health Mandates; absent of any mandates both staff and students will have the option to wear masks if they choose to do so.</li> <li>• Report immediately to your classroom upon arrival to school.</li> <li>• Carry a water bottle as water fountains will not be available for use.</li> <li>• Follow all signage in the hallways and common areas.</li> <li>• When possible, stay to the right when traveling down hallways and using stairs.</li> </ul>	<p>Teachers/Assistants</p> <ul style="list-style-type: none"> <li>• Supervise hallways and common areas to ensure students are reporting immediately to class and not congregating in hallways or common areas.</li> <li>• Provide reminders, issue warnings, contact parents/caregivers, and report repeated expectation violators to the office.</li> </ul> <p>Custodians/Cleaners</p> <ul style="list-style-type: none"> <li>• Disinfect common areas based on a schedule provided by school administration. This includes but is not limited to door handles, handrails, toilets, stalls, and sinks.</li> </ul> <p>Administration</p> <ul style="list-style-type: none"> <li>• Ensure proper signage is installed in hallways and common areas.</li> </ul>

- Ensure supplies are readily available for custodians.
- Provide reminders, issue warnings, contact parents/caregivers, and issue consequences to repeated expectation violators.
- Implement staggered dismissal times if necessary to maximize physical distancing and student safety.

**OPTION 1- STUDENTS IN-PERSON AND IN-BUILDINGS AS PERMITTED WITH SAFETY PROTOCOLS (ALL-IN & BDLA)**

**Drop-off, Pick Up, and Visitors**

Student and Parent/Caregiver Expectations	Staff Expectations
<p>Parents/Caregivers</p> <ul style="list-style-type: none"> <li>● Conduct a student wellness check including temperature prior to sending a student to school. Students with temperatures over 100°F should stay home.</li> <li>● Limit visits to school as much as possible; parents will be required to have their temperature taken prior to entering the main building.</li> <li>● Conduct a personal health screening prior to coming to a school building and do not come if you are running a fever higher than 100 degrees or showing other symptoms.</li> <li>● Follow posted guidelines and read all signage whenever entering the building.</li> <li>● Wearing a mask/face shield is <b>optional</b> when entering the building for all visitor unless required by State Law or Board of Health Mandates; absent of any mandates both staff and students will have the option to wear masks if they choose to do so.</li> </ul>	<p>Teachers/Assistants</p> <ul style="list-style-type: none"> <li>● Supervise hallways and common areas to ensure students are reporting immediately to assigned class and not congregating in hallways or common areas.</li> <li>● Provide reminders, issue warnings, contact parents/caregivers, and report repeated expectation violators to the office.</li> </ul> <p>Custodians/Cleaners</p> <ul style="list-style-type: none"> <li>● Disinfect common areas based on a schedule provided by school administration. This includes but is not limited to door handles, handrails, toilets, stalls, counters, and sinks.</li> <li>● Ensure designated doors are propped open at arrival and dismissal.</li> <li>● Ensure designated doors are closed after arrival and dismissal.</li> </ul>

<p>Students</p> <ul style="list-style-type: none"> <li>● Wearing a mask/face shield is <b>optional</b> when entering the building for all visitor unless required by State Law or Board of Health Mandates; absent of any mandates both staff and students will have the option to wear masks if they choose to do so.</li> <li>● Report directly to your assigned classroom/area upon arrival to school.</li> <li>● Maintain maximum physical distance from peers whenever possible.</li> <li>● Use hand sanitizer or wash your hands with soap and hot water for at least 20 seconds (say the alphabet twice) after arriving at school.</li> </ul>	<p>Administration</p> <ul style="list-style-type: none"> <li>● Ensure adequate supervision is available on bus lots, in parking lots, and in common areas of the building.</li> <li>● Ensure proper signage is installed in hallways and common areas.</li> <li>● Ensure supplies are readily available for custodians.</li> <li>● Provide reminders, issue warnings, contact parents/caregivers, and issue consequences to repeated expectation violators.</li> <li>● Ensure designated doors are propped open at arrival and dismissal.</li> <li>● Ensure designated doors are closed after arrival and dismissal.</li> <li>● Eliminate parent and community volunteers to ensure safety and health of students and staff.</li> <li>● Implement staggered dismissal times if necessary to maximize physical distancing and student safety.</li> </ul>
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**OPTION 1- STUDENTS IN-PERSON AND IN-BUILDINGS AS PERMITTED WITH SAFETY PROTOCOLS (ALL-IN & BDLA)**

**Transportation**

Student and Parent/Caregiver Expectations	Staff Expectations
<p>Parents/Caregivers</p> <ul style="list-style-type: none"> <li>● Conduct a student wellness check including temperature prior to sending a student to school. Students with temperatures over 100°F should stay home.</li> </ul> <p>Students</p>	<p>Drivers</p> <ul style="list-style-type: none"> <li>● Wearing a mask/face shield is <b>required</b> when operating a vehicle; absent of any additional mandates not requiring masking while operating a vehicle</li> <li>● Provide reminders, issue warnings, contact parents/caregivers, and report repeated expectation violators to the office.</li> <li>● Ensure the bus is disinfected following outlined safety</li> </ul>

- Upon entering the bus, move to the rear and take the open seat closest to the back.
- Maintain appropriate physical distances while at the bus stop, on bus lots, and while entering the building.
- If riding a bus or a van, sit one (1) per seat on the bus and sit in your assigned seat (Parma City Schools Policy)
- Remain seated, facing forward while riding the bus.

protocols.

School/District Administration

- Reduce the number of transfers and overall time on buses for students.
- Monitor drop off and dismissal to ensure students do not congregate in groups.
- Provide consequences, including loss of privilege to ride the bus to those who violate rules.

**OPTION 1- STUDENTS IN-PERSON AND IN-BUILDINGS AS PERMITTED WITH SAFETY PROTOCOLS (ALL-IN & BDLA)**

**Meetings and Conferences**

Student and Parent/Caregiver Expectations	Staff Expectations
<p>Parents/Caregivers</p> <ul style="list-style-type: none"> <li>● Notify the school of your preference to attend meetings in person, via phone, or using a virtual platform.</li> <li>● In person meetings should follow appropriate physical distancing protocols and it is recommended masks/face shields be worn when entering, exiting, and moving around the building.</li> <li>● Conduct a personal health screening prior to coming to a school building and do not come if you are running a fever higher than 100 degrees or showing other symptoms.</li> <li>● Wearing a mask/face shield is <b>optional</b> when entering the building for all visitor unless required by State Law or Board of Health Mandates; absent of any mandates both staff and</li> </ul>	<p>Teachers/Assistants</p> <ul style="list-style-type: none"> <li>● When possible, attend meetings from the classroom using video technology.</li> <li>● Wearing a mask/face shield is <b>optional</b> when entering the building for all visitor unless required by State Law or Board of Health Mandates; absent of any mandates both staff and students will have the option to wear masks if they choose to do so.</li> </ul> <p>Custodians/Cleaners</p> <ul style="list-style-type: none"> <li>● Clean and disinfect conference rooms after meetings or provide materials for cleaning and disinfecting to take place.</li> </ul>

<p>students will have the option to wear masks if they choose to do so.</p> <p>Students</p> <ul style="list-style-type: none"> <li>● Participate in meetings as requested by parents/caregivers or school staff.</li> <li>● Follow physical distancing protocols.</li> </ul>	<p>Administration</p> <ul style="list-style-type: none"> <li>● Provide parents/caregivers with options for in-person, phone, or video conferencing.</li> <li>● Ensure physical distancing guidelines are followed as much as possible when in-person meetings are held.</li> <li>● Ensure physical space used for meetings allows for distancing guidelines</li> </ul>
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**OPTION 1- STUDENTS IN-PERSON AND IN-BUILDINGS AS PERMITTED WITH SAFETY PROTOCOLS (ALL-IN & BDLA)**

**Health Services**

Student and Parent/Caregiver Expectations	Staff Expectations
<p>Parents/Caregivers</p> <ul style="list-style-type: none"> <li>● Conduct a student wellness check including temperature prior to sending a student to school. Students with temperatures over 100°F should stay home.</li> <li>● Wearing a mask/face shield is <b>optional</b> when entering the building for all visitor unless required by State Law or Board of Health Mandates; absent of any mandates both staff and students will have the option to wear masks if they choose to do so.</li> <li>● Ensure contact information is up to date in the event the nurse needs to contact home.</li> <li>● Ensure there are multiple, pre-arranged methods of getting a student home from school should they become ill or exhibit symptoms.</li> </ul>	<p>Nurse</p> <ul style="list-style-type: none"> <li>● Wearing a mask/face shield is <b>optional</b> when entering the building for all visitor unless required by State Law or Board of Health Mandates; absent of any mandates both staff and students will have the option to wear masks if they choose to do so.</li> <li>● Ensure the workspace is kept clean and sanitized.</li> <li>● Ensure physical distancing protocols are followed whenever possible.</li> <li>● Isolate students who are showing symptoms to a separate area away from other students already in the clinic.</li> <li>● Ensure the clinic is disinfected immediately following a student entering who is exhibiting symptoms.</li> <li>● Ensure doors to the clinic are open to minimize use of door</li> </ul>

Students

- Use designated entrances and exits to the office.
- Follow physical distancing protocols as much as possible when in office.
- Wearing a mask/face shield is **optional** when entering the building for all visitor unless required by State Law or Board of Health Mandates; absent of any mandates both staff and students will have the option to wear masks if they choose to do so.

handles and to ensure maximum air flow to the area.

- Provide resources to screening and vaccine availability resources to students and families.

Custodians/Cleaners

- Disinfect clinic based on schedule provided by school administration. This includes but is not limited to door handles, countertops, seating areas, restrooms, etc.
- Disinfect the isolation area after students who utilize the area have left the building.

Administration

- Ensure proper signage is installed.
- Ensure regular cleaning and disinfecting takes place in the office area.
- Ensure seating areas are properly physically distanced.
- Ensure the student isolation area is properly supervised.
- Ensure staff have been given the opportunity to receive the COVID-19 vaccine.

**OPTION 1- STUDENTS IN-PERSON AND IN-BUILDINGS AS PERMITTED WITH SAFETY PROTOCOLS (ALL-IN & BDLA)**

**Restrooms**

Student and Parent/Caregiver Expectations	Staff Expectations
<p>Parents/Caregivers</p> <ul style="list-style-type: none"> <li>● Provide a mask/face shield for your student to wear when in hallways and in restrooms.</li> </ul>	<p>Teachers/Assistants</p> <ul style="list-style-type: none"> <li>● Assist in supervision of restrooms, hallways, and common areas between classes.</li> </ul>

Students

- Wearing a mask/face shield is **optional** when entering the building for all visitor unless required by State Law or Board of Health Mandates; absent of any mandates both staff and students will have the option to wear masks if they choose to do so.
- Follow all signage in the hallways, common areas and restrooms.
- When possible, stay to the right when traveling down hallways to get to restrooms.
- Wash your hands with soap and hot water for at least 20 seconds (say the alphabet twice) after using the restroom.

- Provide reminders, issue warnings, contact parents/caregivers, and report repeated expectation violators to the office.

Custodians/Cleaners

- Disinfect restrooms based on schedule provided by school administration. This includes but is not limited to door handles, toilets, stalls, and sinks.

Administration

- Ensure proper signage is installed in hallways, common areas and restrooms.
- Ensure supplies are readily available for custodians.
- Provide reminders, issue warnings, contact parents/caregivers, and issue consequences to repeated expectation violators.
- Provide supervision of restrooms between classes to ensure limited numbers of students are in restrooms at the same time.
- Implement measures such as closing sinks or urinals when necessary to allow for appropriate physical distancing.

**OPTION 1- STUDENTS IN-PERSON AND IN-BUILDINGS AS PERMITTED WITH SAFETY PROTOCOLS (ALL-IN & BDLA)**

**Lunches and Cafeteria**

Student and Parent/Caregiver Expectations	Staff Expectations
<p>Parents/Caregivers</p> <ul style="list-style-type: none"> <li>• The option to provide a mask/face shield for your student to wear while at school when needed.</li> </ul>	<p>Teachers/Assistants</p> <ul style="list-style-type: none"> <li>• Supervise designated eating areas to ensure students are properly physically distanced.</li> </ul>

- Limit visits to school as much as possible including visits to drop off forgotten items.

#### Students

- When possible, stay to the right when traveling down hallways.
- Wearing a mask/face shield is **optional** when entering the building for all visitor unless required by State Law or Board of Health Mandates; absent of any mandates both staff and students will have the option to wear masks if they choose to do so.
- Sit in designated seats.
- Use hand sanitizer or wash your hands with soap and hot water for at least 20 seconds (say the alphabet twice) prior to eating lunch and after eating lunch.
- Follow guidelines for restroom use during lunch periods.
- If bringing a packed lunch, report immediately to your designated seating area.
- Follow physical distancing guidelines as much as possible when in line and in the serving areas.

- Provide reminders, issue warnings, contact parents/caregivers, and report repeated expectation violators to the office.
- Wear a mask or face shield when circulating around designated eating areas.
- Use staggered dismissal to ensure physical distancing at the end of lunch.

#### Custodians/Cleaners

- Disinfect all table tops and seats before and after each lunch.
- Disinfect restrooms and common spaces between lunches. This includes but is not limited to door handles, handrails, toilets, stalls, and sinks.

#### Cafeteria Staff

- Clean and disinfect serving areas and tables between lunches.
- Serve all food to students.

#### Administration

- Ensure proper signage is installed in designated eating areas.
- Ensure enough seating is provided to ensure proper physical distancing and be practiced.
- Add additional seating areas as needed.
- Ensure supplies are readily available for custodians.
- Provide reminders, issue warnings, contact parents/caregivers, and issue consequences to repeated expectation violators.
- Implement staggered dismissal times if necessary to maximize physical distancing and student safety.

**OPTION 1- STUDENTS IN-PERSON AND IN-BUILDINGS AS PERMITTED WITH SAFETY PROTOCOLS (ALL-IN & BDLA)**

**Office**

Student and Parent/Caregiver Expectations	Staff Expectations
<p>Parents/Caregivers</p> <ul style="list-style-type: none"> <li>● Conduct a personal health screening prior to coming to a school building and do not come if you are running a fever higher than 100 degree or showing other symptoms.</li> <li>● Wearing a mask/face shield is <b>optional</b> when entering the building for all visitor unless required by State Law or Board of Health Mandates; absent of any mandates both staff and students will have the option to wear masks if they choose to do so.</li> <li>● In-person office visits should follow appropriate physical distancing protocols.</li> </ul> <p>Students</p> <ul style="list-style-type: none"> <li>● Use designated entrances and exits to the office.</li> <li>● Following physical distancing protocols as much as possible when in office.</li> <li>● Use hand sanitizer or wash your hands with soap and hot water for at least 20 seconds (say the alphabet twice) prior to entering the office.</li> </ul>	<p>Teachers/Assistants</p> <ul style="list-style-type: none"> <li>● Follow physical distancing protocols.</li> </ul> <p>Office Staff</p> <ul style="list-style-type: none"> <li>● Monitor and control the number of people in the office at any one time.</li> <li>● Ensure physical distancing guidelines are followed as much as possible when in-person meetings are held.</li> </ul> <p>Custodians</p> <ul style="list-style-type: none"> <li>● Disinfect office based on schedule provided by school administration. This includes but is not limited to door handles, countertops, seating areas, restrooms, etc.</li> </ul> <p>Administration</p> <ul style="list-style-type: none"> <li>● Ensure proper signage is installed in the office and leading into the office.</li> <li>● Ensure regular cleaning and disinfecting takes place in the office area.</li> <li>● Ensure seating areas are properly physically distanced.</li> </ul>

**REMOTE LEARNING: ALL STUDENTS SHOULD THE DISTRICT BE REQUIRED TO CLOSE DUE TO SPECIFIC MANDATED HEALTH REASONS**

Student and Parent/Caregiver Expectations	Staff Expectations
<p>Parents/Caregivers</p> <ul style="list-style-type: none"> <li>● Monitor student progress on coursework.</li> <li>● Developing a routine/schedule for students while working from home.</li> <li>● Communicate questions and concerns immediately to staff.</li> </ul> <p>Students</p> <ul style="list-style-type: none"> <li>● Follow the routine/schedule set in collaboration with your caregiver while working from home.</li> <li>● Communicate questions and concerns immediately to teachers.</li> <li>● Participate in virtual sessions with teachers as scheduled.</li> <li>● Watch lessons provided by teachers and complete assignments according to timelines.</li> </ul>	<p>Teachers/Assistants</p> <ul style="list-style-type: none"> <li>● Create lessons that are engaging for students using a variety of strategies.</li> <li>● Be available for office hours as determined by the district schedule.</li> <li>● Use Google Classroom as the platform for all assignments, links to resources, etc.</li> <li>● Grade work in a timely manner and provide feedback to students on assignments.</li> <li>● Communicate with students, parents and administration as needed.</li> </ul> <p>Technology Department</p> <ul style="list-style-type: none"> <li>● Provide help desk assistance when technology issues occur.</li> </ul> <p>Administration</p> <ul style="list-style-type: none"> <li>● Ensure each student has a device at home.</li> <li>● Monitor and assist teachers in the delivery of content for students.</li> <li>● Implement appropriate grading procedures and work from home guidelines for teachers.</li> </ul>

**OPTION 2: STUDENTS IN GRADES K-8 AT HOME DAILY STUDENTS IN GRADES K-8: REMOTE LEARNING WITH SUPPORT VIA THE OHIO ONLINE LEARNING PROGRAM**

Student and Parent/Caregiver Expectations	Staff Expectations
<p>Parents/Caregivers</p> <ul style="list-style-type: none"> <li>● Monitor student progress on coursework.</li> <li>● Developing a regular routine/schedule is recommended to keep students motivated while working from home.</li> <li>● Communicate questions and concerns immediately to staff.</li> <li>● Monitor and support student progress through an online curriculum with parent/caregiver access to the online platform and progress information.</li> </ul> <p>Students</p> <ul style="list-style-type: none"> <li>● This option is different from what students experienced during remote learning last school year.</li> <li>● Students participating in this option will be participating in virtual learning asynchronously, supported by certified staff through the OOLP.</li> <li>● Students will not come to a school building for any activities.</li> <li>● It is recommended students follow a routine/schedule to complete online learning, assignments, and assessments.</li> <li>● The online curriculum will meet the same standards as our Brooklyn City Schools curriculum, but it will not necessarily match the same pacing or activities that are delivered in school buildings.</li> <li>● Students will have access to courses in all core areas (English language arts, mathematics, sciences, and social studies)</li> <li>● Students will also have limited access to special area courses as</li> </ul>	<p>Teachers</p> <ul style="list-style-type: none"> <li>● Teachers will support students by assisting with use of the online platform, pacing, and providing feedback on assignments and assessments.</li> <li>● Students and teachers will participate in virtual check-in meetings designed to support student course progress and provide opportunities for students to connect with each other.</li> <li>● Teachers will be available for office hours; sessions will be determined by the daily schedule on a weekly basis.</li> <li>● Teachers will grade work in a timely manner and provide feedback.</li> </ul> <p>Technology Department</p> <ul style="list-style-type: none"> <li>● The district will provide a Chromebook for each student to use at home; students will not be asked to share devices.</li> <li>● The district will support families without Wi-Fi access.</li> <li>● The district will provide help desk assistance when technology issues occur.</li> </ul> <p>Administration</p> <ul style="list-style-type: none"> <li>● Ensure each student has a device at home.</li> <li>● Monitor and assist teachers in the delivery of content for students.</li> </ul>

determined by the daily student schedule. Students in grades K-12 may have limited access to their full schedule as planned this past spring.

- Communicate questions and concerns immediately to teachers.
- Students and teachers will participate in virtual check-in meetings designed to support student course progress and provide opportunities for students to connect with each other.
- Students will earn grades for their work.
- If state or local regulations require a school closure, students participating in this option will continue as scheduled, and will continue to use the online curriculum and platform.
- Students may continue to participate in after-school activities at their school building, including extra-curricular activities; students wishing to continue to participate in activities will need the principal's permission prior to any such participation.

- Implement appropriate grading procedures and work from home guidelines for teachers.

### **Quarantining Close Contacts:**

A close contact is defined as someone who was within 6 feet of an infected person for a cumulative total of 15 minutes or more over a 24-hour period starting from 2 days before illness onset, or for asymptomatic patients, 2 days prior to test specimen collection.

Recent studies have identified that the risk of COVID-19 transmission in schools may be limited with strict adherence to appropriate prevention measures in this type of supervised environment. As a result, fully vaccinated students and staff possibly exposed to COVID-19 do not have to quarantine and can continue to attend in-person class and participate in sports and extra-curricular activities, unless symptoms develop.

Unvaccinated students and staff who were possibly exposed to COVID-19 while in a K-12 school may continue to attend in-person school if the following conditions are met:

- ✚ The school has documented COVID-19 prevention policies, including mask wearing, social distancing, etc.
- ✚ The exposure occurred within a classroom environment or while on a school bus
- ✚ The person with COVID-19 and any contacts were properly wearing face masks
- ✚ Social distancing was maximized in classroom and other settings
- ✚ They remain symptom-free

The CDC's gold standard for acceptable social distancing is 6 feet, but a minimum of 3 feet is acceptable based on building and classroom limitations to allow for in-person classes. Remember that this 3-foot distance allowance is for spacing and distancing in the school only and is not a determining factor when identifying a close contact in a classroom (within 6 feet of the case for at least 15 minutes).

It is important to remember that these guidelines for unvaccinated students and staff apply only when potential exposures occurred in classroom settings. Unvaccinated students should not attend in-person school or participate in organized sports or extra-curricular activities if their COVID-19 exposure occurred somewhere other than in the classroom. Anyone, whether vaccinated or unvaccinated, who is a close contact possibly exposed in the classroom should self-monitor for symptoms for 14 days following the exposure. Close contacts who continue to attend in-person K-12 school and/or participate in activities should continue to follow normal quarantine protocols when they are not in the classroom or participating in school-related activities. They should attend classes virtually during the quarantine period.

The Ohio Department of Health has three recommended options for quarantine following possible COVID-19 exposure:

- ✚ Initiate a home quarantine for 14 days following the exposure. This quarantine period provides the lowest risk for transmission. It is preferred for people living in, working at, or routinely visiting congregate living facilities, high density workplaces, or other settings where contact with people at increased risk for severe illness from COVID-19 is possible.
- ✚ A reduced quarantine duration allows for a quarantine of 10 days from the exposure
- ✚ A reduced quarantine duration of 7 days from the exposure when the person obtains a negative viral test on day 5 or later after the last exposure. A PCR test is preferred, but a rapid antigen test is also approved for ending the quarantine after 7 days.

In all cases, the student (and their parents) should monitor for symptoms for 14 days as many students become symptomatic later in the incubation period. The school should have a quarantine policy and be consistent in its response to COVID-19 cases. There should be no preferential treatment for athletes or those participating in other extra-curricular activities.

### **Sanitation Practices:**

High-touch surfaces have the potential for disease transmission, although probably far less frequently than originally assumed. Every effort should be made to eliminate as many of these as possible (i.e. prop doors open safely) and routine (between classes, daily, weekly, etc.) disinfection should take place depending on the frequency of use and contact. Restroom fixtures, tables and desks should be disinfected often, whereas equipment, classroom items and surfaces less frequently touched or those not contacted by others can be disinfected less often. The disinfectant should be approved to kill COVID-19 and Norovirus. If labeled "keep away from children," it should not be handled by kids in the classroom. Routine

handwashing with soap and water should be promoted for all students and staff. Hand sanitizing products should be used between handwashing or when in an isolated location where running water is not available.

**Indoor Air Quality:**

Although COVID-19 is primarily spread through close contact from person-to-person, evidence now confirms that the virus can remain airborne for longer times and further distances than originally thought. Along with wearing masks, social distancing and cleaning/disinfection, the use of engineering controls including ventilation and filtration, can help reduce the risk of airborne transmission in a building or space. These include: •

- ✚ Increasing outside-air ventilation. Fresh air helps combat the spread of COVID-19. Opening windows in classrooms and on the bus can help with air exchanges and reducing the concentration of airborne contaminants, including viruses.
- ✚ Increasing air filtration by filtering the air that is re-circulated through the building to remove as many aerosol particles as possible. The district will keep the HVAC equipment running optimally and routinely serviced by a professional are keys to success.
- ✚ The district will adjust and/or reconfiguring air flows, such as exhausting restrooms and kitchens directly to the outside and redirecting airflows so that they do not blow directly from person to person if possible. Fans should not be blowing directly onto and across students.

## PLAN TO ADDRESS CONTINUITY OF ACADEMIC AND NON-ACADEMIC SERVICES

Describe how you will address continuity of services for students and staff, where needed, in the following areas:

### 1. Academic Services

- Extended Learning Summer School – Utilizing data from NWEA MAP, Kindergarten Readiness Assessment, and past Ohio State Tests, students in grades K and 9-12 were offered 6 weeks of summer programming targeting identified gaps in mathematics and English language arts. High School students who were either credit deficient or at-risk of not meeting competency scores for graduation were provided three weeks of online credit recovery or new course programming and/or in-person testing intervention.
- Additional Staff – Beginning with the 2021-2022 school year, two additional intermediate school teachers were hired to reduce class size and provide more targeted instruction in mathematics, English language arts, and social emotional learning in order to address gaps resulting from COVID-19. Further, a Coordinator of Family Outreach and Mental Health Services was hired for the district to facilitate services provided to students in academics, social and emotional competencies, graduation planning, at-risk identification and required tiers of support, and post-secondary transitions.
- Resources – In 2020-2021, we fully implemented a 1:1 Chromebook program for our students. All students received a device and those who require hotspots for home will be provided with one.
- Potential Funding Sources – ESSER II, ESSER III, General Fund

### 2. Social-Emotional

- Social and emotional needs will be assessed by school counselors, the school social worker, and classroom staff through the lenses of Ohio's Social and Emotional Learning Standards and district purchased screening tools. Additional feedback, input and/or referrals will be provided by staff, families, and student self-reporting. Additionally, the district hired a Coordinator of Family Outreach and Mental Health Services to specifically address the mental health and social-emotional needs of our students and staff as we return to a pre-pandemic schedule.
- Potential Funding Sources – ESSER III, Title II, Title IV, General Fund

### 3. Mental Health

- Our Coordinator of Family Outreach and Mental Health Services will be active in our Positive Behavioral Interventions and Supports (PBIS) team, Response to Intervention (RtI), and Multi-Tiered Systems of Support (MTSS) processes that facilitate the identification of, and services related to, the mental well-being of students, staff and families. Outside

partnerships are utilized as necessary to enhance our programming. Our crisis management team also meets regularly to evaluate processes and procedures related to mental health awareness. Staff will be continuing training on mental health and social and emotional considerations.

- Potential Funding Sources – ESSER III, Title II, Title IV, General Fund

#### **4. Health**

- For the 2020-2021 school year, the district increased the hours of school nursing staff to provide full services daily. This model will continue on a regular basis moving forward. We will continue to enforce recommendations from the Cuyahoga County Board of Health/Ohio Department of Health and/or Center for Disease Control in all school settings. We will make available, if offered, vaccination opportunities for students and staff.
- Potential Funding Sources – ESSER III, Title II, Title IV, General Fund

#### **5. Food**

- During 2020-2021, we provided free lunches to all students while in-person. While fully remote or hybrid, we provided the opportunities for lunches to students that qualified for free/reduced lunch to their home daily. Brooklyn City Schools will continue to offer free lunch to all students attending schools on the national school lunch program through the entire 2021-2022 school year. This opportunity continues as a result of the U.S. Department of Agriculture and Ohio Department of Education's dedication to meeting the needs of the whole child during the COVID-19 pandemic.
- Potential Funding Sources – N/A

## PERIODIC REVIEW

1. Describe how you will conduct a review of your plan at least every 6 months.
  - The plan will be reviewed monthly at Instructional Leadership and Administrative Team Meetings and District Leadership Team Meetings.
  - Input and feedback from Team Leader, Department and Team Leader Meetings, Staff Meetings will be used to evaluate the plan.
  - Input and feedback from students, families and community members may come from surveys, public comments at board meetings, orientations, and other meeting opportunities and used to evaluate the plan.
  
2. Describe how you will revise the plan as appropriate.
  - Input and feedback from Team Leader, Department Coordinator and Staff Meetings will be used to revise the plan.
  - Input and feedback from students, families and community members may come from surveys, public comments at board meetings, orientations, and other meeting opportunities and used to revise the plan.
  - The Instructional Leadership and Administrative Teams will revise the plan based on the feedback from stakeholders and changes to Center for Disease Control, Ohio Department of Education, Ohio Department of Health and/or Cuyahoga County Board of Health guidelines.
  - Revised plans will be communicated at Board meetings, at least once every 6 months, upon its completion and will be reposted on the district website.

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## PUBLIC INPUT

1. Describe how you will seek public input.
  - Input and feedback from the public may come from surveys, public comments at board meetings, orientations, and other meeting opportunities.
  - We may continue offering bi-monthly community forums to seek input for the public, specifically families of students.
2. Describe how you will take public input into account when making revisions.
  - Feedback and input from the public will be assessed by the Instructional Leadership and Administrative Teams against recommendations/requirements by the Cuyahoga County Board of Health, Ohio Department of Health, Ohio Department of Education and/or Center for Disease Control in order to make decisions that ensure the academic success, social and emotional well-being, and safety of all of our students. Revisions will be made accordingly.
  - Revised plans will be communicated at Board meetings, at least once every 6 months, upon its completion and will be reposted on the district website.
3. *Review Period:* What revisions were made and why?
  - To be determined at a later date.