



July 20, 2020

2020-2021 Return to School Protocols

Anyone who exhibits symptoms related to COVID-19 should not report to work nor be present at any MCBOE facility until cleared by a medical professional.

Anyone seen on MCBOE property exhibiting such symptoms will be asked to leave and consult with a physician immediately. Anyone who has returned from international travel or domestic travel to an area with known community transmission of the COVID-19 virus should self-quarantine for 14 days per U.S. Centers for Disease Control guidelines.

Anyone entering an indoor MCBOE facility or congregating at an outdoor MCBOE facility must wear and maintain a face covering at all times with only the following exceptions:

- a. when alone in one's office/workspace
- b. when eating or drinking
- c. when using the handset of one's own office or personal telephone
- d. when pre-existing health conditions warrant

School Schedule

- All schools will open for students on September 8th, 2020 with a 4-day per week schedule unless a stay-at-home order is issued for Monroe County or West Virginia. The 4-day per week would have all students attending Monday, Tuesday, Thursday, and Friday. The first week of school will be different in that each Wednesday will be a virtual learning day for all students, AFTER the first week of school. Week 1 will be Tuesday-Friday.
- The first 3 days of school will be a phased re-entry with a select group of students attending in person on Tuesday, September 8, 2020 with remaining students engaged at home and vice versa on Wednesday, September 9, 2020 and Thursday, September 10, 2020. The phase-in schedule will be as follows:
 - September 8, 2020 Grades K, 5, 9, and 12 ONLY will attend
 - September 9, 2020 Grades 1, 3, 6, 8, and 11 ONLY will attend
 - September 10, 2020 Grades PK, 2, 4, 7, and 10 ONLY will attendAll students K-12 will attend in person Friday, September 11, 2020 and going forward unless a stay-at-home order is issued for Monroe County or West Virginia.

Transportation

- All occupants, including the bus operator, will wear a face covering at all times while on the bus.
- Windows will be kept at first opening to encourage fresh air flow while occupied, weather permitting.
- Hand sanitizer will be made available and mandatory for all occupants of upon loading and unloading.
- Students will sit one-to-a-seat if capacity allows or two-to-a-seat if necessary. Three-to-a-seat may be allowed if capacity absolutely requires. Siblings and students who load/unload at the same bus stop will sit together to minimize cross family contamination.
- Students will remain seated with hands to self at all times between loading and unloading.
- Students will unload one at a time in an orderly fashion based on seating order from front to back.
- Bus operator will sanitize seats and any surfaces touched by occupants on loading/unloading after every run. Sanitization may be accomplished by approved disinfectant wipes, liquid, or mist.

School Buildings

- All occupants, including students, staff, and visitors (if any), will wear a face covering/mask at all times while in congregate areas in the school building. The only exceptions may be made while eating at breakfast, lunch, snack, and or supper, during strenuous physical activity, or due to medical reasons.
- Visitors will be limited throughout the school day to decrease contamination possibilities.
- All students should be screened at home, prior to entering school. Screening questions will be asked of all students each day. Any individual found to have any symptoms will be further screened by school nurse or Wellness Center nurse to verify. If confirmed, individual will not be permitted to proceed in school. If a student, individual will be quarantined in supervised isolation until parent/guardian retrieval. If a staff member, individual will be relieved of duties immediately and dismissed from the property. Information on testing will be provided courtesy of local health care partner(s). Individual will not be permitted back to school unless and until released by a physician to do so.
- All students, staff, and visitors will enter/exit only through a designated entry and a designated exit.
- Students will proceed directly to assigned classrooms upon entry. Staff will proceed directly to assigned work location upon entry.
- All hallway traffic will be distanced, with lanes marked and directions indicated. Touching of walls, lockers, etc., will be discouraged.
- Students will remain in core groups to the greatest extent possible throughout the day to limit contact.
 - Students will be issued and/or bring from home all supplies and will not share any supplies with other students. Any equipment required to be used by multiple students will be used by one student at a time and sanitized after each use.
 - Restroom breaks will be given to individual students as needed. Restrooms will be marked for appropriate social distancing.
 - Water fountains will be covered and/or turned off. Students will be provided a single, reusable water bottle and will be permitted to use bottle filler stations to refill.
 - Recess and physical activity periods will be granted on a schedule, keeping students within a particular classroom in a group during these times (i.e., no mixing of classroom groups grades PK-8). Activities will be designed to maximize distance and eliminate contact.
- Cooks will prepare meals in the kitchen for delivery to classrooms directly (grades PK-8).

High school meals will be prepared and served by cooks. Students will eat in designated social distancing locations.

-Day shift custodian will sanitize each restroom facility every two hours and common surfaces (door knobs, railings, etc.).

-Night shift custodians will sanitize hard surfaces in classrooms, computer labs, lockers, etc., every night.

-Visitors in the building will be limited and restricted to front office areas only. In schools with vestibule areas, visitors will be restricted to only these areas unless necessary to enter a conference room nearby. Hand sanitizer will be provided at entrance and face covering/mask will be required. No visitors will be permitted in common areas, cafeterias, classrooms, etc. Visitors may be asked to return to vehicle if wait time is required to get their child. Deliveries will be held to designated loading areas, which are outside the reach of student traffic.

Substitutes

-Substitute shall report to assignments and comply with the same check-in procedures as regular staff.

-Substitutes will be required to keep a log of classrooms, buses, kitchens, etc. for all areas they have been in.

Social and Emotional Wellness

-Social/emotional needs will be met through a combination of services including the school psychologist, behavior analyst, social worker, and mental health counselor services offered through Monroe Health School Wellness Centers.

Extracurricular Activities

-TBD per WVSSAC Guidance

Monroe County Schools will grant equal opportunities to all persons, regardless of age, race, sex, or national origin, and no discrimination based upon these factors will be made in the salary, promotion, demotion, transfer or termination of any employee.