

# Columbia Local Schools Back to School Plan 2021-2022



Columbia Local Schools developed this plan using guidance from: the Ohio Department of Education, the Ohio Department of Health, the Centers for Disease Control and Prevention, the American Academy of Pediatrics and we have been working closely with Lorain County Public Health (LCPH) and in conjunction with their recommendations. COVID is constantly evolving and will cause changes to public health alerts, the health of schools, school plans and logistics. As a result, this plan is subject to change based on public health conditions and therefore we ask for patience and flexibility.

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## **PURPOSE**

Columbia Local Schools is committed to providing a safe environment for all students, staff and the community. The purpose of this document is to aid the Columbia Local School District in navigating the reestablishment of our school system where employees, students and families feel safe and to reduce the impact of COVID-19 conditions. Regular updates will be made to this plan based on information provided by federal, state and local agencies. As we move forward, keep the following items in mind:

- As health alerts and the health of schools change, school plans and logistics will change. Flexibility is a key component in any of these plans.
- There is no such thing as zero risk for any disease.
- The more people a student or staff member interacts with, and the longer that interaction, the higher the risk of COVID-19 spread.
- Personal prevention behaviors (such as handwashing, staying home when sick) and environmental cleaning and disinfection are important ways to help lower the risk of COVID-19 exposure and spread during school sessions and activities.

## **GUIDING PRINCIPLES**

In order to promote the continued well-being of our employees and students the following guiding principles have been put in place:

1. **Protect the health and safety of students, parents, caregivers, educators and the community.**
  - Follow the guidance set by the Ohio Department of Education, the Governor's office, Lorain County Public Health, CDC and the American Association of Pediatrics.
  - Vigilantly assess for symptoms.
  - Wash and sanitize hands to prevent spread.
  - Thoroughly clean and sanitize the school environment to limit spread on shared surfaces.
  - Practice social distancing.
  - All staff and students are strongly encouraged to wear face coverings regardless of vaccinated or unvaccinated.
  - Children and adults 12 and over consider being vaccinated.

## **EXPECTATIONS**

Each of the following stakeholders must do their part to keep Columbia Local Schools safe.

**Parents/Guardians** must perform daily temperature checks and symptom assessments prior to school day. Keep the child(ren) at home when experiencing symptoms or temperature over 100 degrees. If preferred, provide children with a face covering to wear while at school.

Parents/Guardians are required to pick up their sick child within an hour of being called by the school, if possible. If not, please include a local contact on the emergency medical form who will be immediately available.

**Students** must maintain 3 feet social distancing from peers and staff members, whenever possible. Sanitize/wash hands upon entering the building each day and upon entering classrooms. Utilize sanitation stations in each building.

**Staff Members** must ensure and maintain classroom setup that provides social distancing of a minimum of three feet for students. Provide specific directions and expectations for seating on buses, in the cafeteria and in the classrooms. Provide consistent reminders to students and stakeholders regarding safety measures.

**Custodians and Cleaners** must ensure staff are provided with all necessary supplies daily. Disinfect classroom nightly. Sanitize restrooms and common areas often during the school day and continue as needed after hours.

**Administrators** must establish and implement health monitoring protocols. Ensure classrooms are properly socially distanced. Ensure classrooms are disinfected. Ensure supplies are readily available for custodians and teaching staff. Provide social distancing parameters in classrooms. Design hallway traffic flow in each building with social distancing in mind.

**Bus drivers** must wear a face covering at all times. Face coverings are required by law for anyone on a bus. Make sure that students are wearing face coverings when they enter the bus and for the entirety of the ride home. Make seating charts for each bus. Provide reminders to students of bus expectations and guidelines. Ensure the bus is disinfected following outlined safety protocols.

## **COVID-19 INFORMATION**

### **EMPLOYEE/STUDENT SCREENING AND PROTOCOLS:**

To help prevent the spread of COVID-19 and to reduce the potential risk of exposure to our employees and students, CLSD is requiring all employees and students to complete a self-screening prior to coming to work/school/extracurricular activities. Families need to complete a self-screening with each of their children PRIOR to going to school. This includes a temperature reading and answering a set of questions related to COVID-19 symptoms including looking for one or more of these:

- 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

### **PREVENTATIVE PRACTICES:**

- Practice and promote healthy behaviors which can reduce the spread of COVID-19.
- Wash your hands with soap and water or use hand sanitizer with at least 60% alcohol if you do not have soap and water.
- Sanitize frequently touched surfaces.
- Follow physical distancing guidelines around others.
- It is always recommended to wear a face covering to keep from spreading the virus to others.
- Stay home if you are sick.
- Screen health for symptoms
- Remember, COVID-19 spreads easily and quickly between people.
- It's essential that students (and their caregivers), staff and volunteers conduct daily health checks prior to going to school which should include taking their temperature and assessing their symptoms.
- For students and staff older than 11 years old it is recommended to get vaccinated.

## **CLSD PREVENTATIVE PRACTICES**

### **SAFETY AND CLEANING OF FACILITIES:**

Safety and daily thorough cleaning protocols (per CDC guidelines) will be followed. Every classroom, general area, restroom and bus will be thoroughly cleaned by district custodians, cleaners and maintenance. Hand sanitizer will be available at the entrance of each building. Electrostatic Misting Sprays will be used nightly throughout each building and bus. This is the same process as the 2020-2021 school year.

### **FACE COVERINGS:**

*It is highly recommended and suggested to wear face coverings to prevent the spread of COVID-19.*

- **Face coverings will be mandatory for students in grades preK – 12<sup>th</sup> grade. However, parents are able to opt their child out of this mandatory rule. If you choose to opt out of the face covering rule, please click here the following link: <https://forms.gle/ZWCzGLkXsMrw39866>**

**This policy may change if the virus poses a threat to our staff and students or mandates are made from the Legislature, Governor, Lorain County Health Department, etc.**

Face coverings are required on school buses for all staff and students.

The district will have plastic barriers available for any student in grades preschool through 8th grade that request one. Barriers will be cleaned thoroughly each day. All barriers are transparent in color so students can maintain a line of sight to their instructors and peers. Barriers can be fastened to desks in a secure manner but can be removed as needed.

## **CONFIRMED CASES OF COVID-19**

Public Consulting Group (PCG) will be performing all contact tracing and quarantines on cases of COVID-19 during the 2021-2022 school year.

PCG guidelines when a student or staff member is diagnosed with COVID-19:

1. They will communicate with individuals who are confirmed COVID-19 cases, school leaders and any close contacts who are identified. Close contacts of a COVID-19 case, typically, are persons who spent more than 15 minutes in close proximity, within 3-6 feet of the positive case. PCG team will determine who is considered a close contact of the positive case.
2. Communication will come from PCG and the school district. A letter template will be developed and include the following:
  - Email and updates with confirmed cases only.
  - Information that defines close contact.
  - Specific information regarding which building the confirmed case was in
3. Anyone testing positive for COVID-19 will be isolated, monitored daily and released by PCG.
4. A 7-10 day quarantine will be required of any student or staff member considered a close contact as determined by PCG. A seven-day return is possible with a negative test in days 3-5 with no symptoms.
5. The district will provide communication to notify families and staff of the following:
  - Positive case in a classroom or building.
  - Local testing options
  - While under COVID-19 quarantine, students should continue to participate in school as much as possible, to keep up with their learning in coordination with the classroom teacher.

For more information on quarantines, please click links below and see next page.

<https://coronavirus.ohio.gov/static/responsible/covid-19-fact-sheet-k-12-exposure-and-quarantine.pdf>

<https://coronavirus.ohio.gov/static/responsible/covid-19-fact-sheet-k-12-exposure-and-quarantine-flow-chart.pdf>

**COLUMBIA COVID-19 PROTOCOLS**

|              | Close Contact<br>(3 feet or less 15+ minutes<br>WITHOUT a mask)  | Close Contact<br>(3 feet or less 15+ minutes<br>WITH a mask)   | Household or Family<br>Contact<br>(Closer than 3 feet for 15+<br>minutes regardless of<br>masks)  | Positive COVID Test  |
|--------------|--|--|---|--|
| UNVACCINATED | <ul style="list-style-type: none"> <li>• Recommendation to LCPH and PCG which may result in Quarantine for 10 days. Student may return with no symptoms on day 11.</li> <li>• Modified quarantine of 7 days with a negative test between 3-5 days after exposure. Student may return with no symptoms on day 8.</li> </ul> | <ul style="list-style-type: none"> <li>• No limitation to school or social activities provided there are no symptoms.</li> <li>• Monitor for symptoms for 10 days.</li> <li>• Test negative in 3-5 days after exposure to reduce the 10-day masking requirement.</li> <li>• If symptomatic, follow full or modified quarantine.</li> </ul> | <ul style="list-style-type: none"> <li>• Quarantine for 10 days. Student may return with no symptoms on day 11.</li> <li>• Modified quarantine of 7 days with a negative test 3-5 days after exposure. Student may return with no symptoms on day 8.</li> </ul> | <ul style="list-style-type: none"> <li>• Isolate for 10 days from the date of the test or onset of symptoms. Student may return with no symptoms on day 11.</li> <li>• Must be fever-free for at least 24-hours with no medication.</li> <li>• All symptoms must be gone (except for loss of taste and/or smell).</li> </ul> |
| VACCINATED   | <ul style="list-style-type: none"> <li>• No limitation to school or social activities provided there are no symptoms.</li> <li>• Monitor for symptoms for 10 days.</li> <li>• If symptomatic, follow full or modified quarantine.</li> </ul>   | <ul style="list-style-type: none"> <li>• No limitation to school or social activities provided there are no symptoms.</li> <li>• Monitor for symptoms for 10 days.</li> <li>• If symptomatic, follow full or modified quarantine</li> </ul>  | <ul style="list-style-type: none"> <li>• No limitation to school or social activities provided there are no symptoms.</li> <li>• Monitor for symptoms for 10 days.</li> <li>• If symptomatic, follow full or modified quarantine</li> </ul>                     | <ul style="list-style-type: none"> <li>• Isolate for 10 days from the date of the test or onset of symptoms. Student may return with no symptoms on day 11.</li> <li>• Must be fever-free for at least 24-hours with no medication.</li> <li>• All symptoms must be gone (except for loss of taste and/or smell).</li> </ul> |

- All day counts are after the last day of contact with a COVID-positive individual. Note that for household contact these reset with any new COVID-positive individual in the household.
- Major symptoms (student/staff should not report to school): Fever (100.4+) and/or Loss of Taste/Smell.
- Minor symptoms (student/staff should not report if they are experiencing 2 or more): Cough, shortness of breath, sore throat, muscle pain
- A Physician's note of LCPH order will supersede all information provided in this document.

### **SYMPTOMS/ILLNESS AT SCHOOL**

The following guidelines will be followed per the Lorain County Public Health Department and will continue to be modified based on LCPH/PCG guidance. These guidelines could change and will be updated if they do.

1. If a student or staff member begins to show symptoms or has a temperature above 100°F while at school, they will be immediately separated from other students and staff members, given a face covering, monitored by a staff member wearing appropriate personal protective equipment (PPE) while maintaining physical distance when possible and then sent home.
2. The space where an individual will wait before he or she goes home should be separate from the nurse's office and other areas students are likely to visit.
3. The individual should contact their physician who will then determine if they need a COVID test, flu test, strep test or any other medical care. If sickness is not COVID-19, this person may not return to school until they are fever free for 48 hours without the use of fever-reducing medication. Lorain County Public Health (LCPH) will provide a list of local COVID Test Centers.
4. If sick persons have contact with someone confirmed, are confirmed or are probable to have COVID-19, they must complete isolation or quarantine procedures in coordination with PCG prior to returning to school.
5. Parents/Guardians are required to pick up their sick child within an hour of being called by the school, if possible. If not, please include a local contact on the emergency medical form who will be immediately available.
6. Sick students will not be able to ride district transportation.

### **STUDENT LEARNING OPTIONS**

Students will learn in a traditional classroom setting five days per week with safety measures in place.

- Teachers will post all lessons daily via Google Classroom in case of an absence.
- In order to maximize social distancing, teachers will present lessons from the front of the classroom. CLSD will also limit the number of classroom changes as well as the use of large spaces such as cafeterias, media centers, and gyms.

**This plan may change based on district planning and preparation or guidelines set by the Governor's office, ODE, ODH or LCPH.**

# Back to School Plan 2021 - 2022

## DISTRICT INFORMATION

### School Calendar and Start Date:

First day of school for students in grades 1-12 will be Tuesday, August 31, 2021

First day of school for Little Raiders Preschool and Kindergarten is Wednesday, September 8, 2021.



## 2021-22 School Calendar Columbia Local School District

Adopted – May 15, 2019  
Updated – August 1, 2021

### AUGUST

- 24 Professional Development Day – NO SCHOOL
- 25 Teacher Inservice – NO SCHOOL  
CMS/CHS open house – Times TBA
- 26 Teacher Inservice – NO SCHOOL  
LRPS/CES open house – Times TBA
- 31 First Day of School – Grades 1-12

### SEPTEMBER

- 6 Labor Day
- 8 First Day of School – Kindergarten/Preschool
- 24 Professional Development Day – NO SCHOOL
- 30 Interim – 21 days

### OCTOBER

- 8 NEOEA Day – NO SCHOOL

### NOVEMBER

- 1 Professional Development Day – NO SCHOOL
- 2 End of First Grading Period, 42 days
- 10 Conferences (PK-4 4:00-7:45, CMS/CHS 3:15-7:00)
- 11 Early Release CES at 12:00, CMS at 11:05, CHS at 11:15; No p.m. preschool  
Conferences (PK-4 1:00-5:00, CMS/CHS 12:00-4:00)
- 24 Conference Comp Day – NO SCHOOL
- 25-26 Thanksgiving Recess

### DECEMBER

- 6 Interim – 21 days
- 22 Winter Recess Begins

### JANUARY

- 3 School Resumes
- 13 End of 2<sup>nd</sup> Grading Period, 41 days
- 14 Teacher Inservice – NO SCHOOL
- 17 Martin Luther King, Jr. Holiday – NO SCHOOL

### FEBRUARY

- 11 Professional Development Day – NO SCHOOL
- 16 Interim – 21 days
- 21 President's Day Holiday – NO SCHOOL

### MARCH

- 2 Conferences (PK-4 4:00-7:45, CMS/CHS 3:15-7:00)
- 3 Early Release CES at 12:00, CMS at 11:05, CHS at 11:15; No p.m. preschool  
Conferences (PK-4 1:00-5:00, CMS/CHS 12:00-4:00)
- 4 Conference Comp Day – NO SCHOOL
- 21 End of 3<sup>rd</sup> Grading Period, 42 days

### APRIL

- 15 Good Friday Holiday – NO SCHOOL
- 18-22 Spring Recess
- 25 School Resumes
- 27 Interim – 21 days

### MAY

- 27 End of 4<sup>th</sup> Grading Period, 43 days
- 27 Last Day for Students
- TBA Commencement (date and time to be announced)
- 30 Memorial Day Holiday – NO SCHOOL
- 31 Teacher Inservice

Instruction Days – 188  
Professional Development Days – 4  
Conference Days – 2  
Inservice/Workdays – 4

| AUGUST |      |     |      |     |
|--------|------|-----|------|-----|
| MON    | TUES | WED | THRS | FRI |
| 2      | 3    | 4   | 5    | 6   |
| 9      | 10   | 11  | 12   | 13  |
| 16     | 17   | 18  | 19   | 20  |
| 23     | 24   | 25  | 26   | 27  |
| 30     | 31   |     |      |     |

| SEPTEMBER |      |     |      |     |
|-----------|------|-----|------|-----|
| MON       | TUES | WED | THRS | FRI |
|           |      | 1   | 2    | 3   |
| 6         | 7    | 8   | 9    | 10  |
| 13        | 14   | 15  | 16   | 17  |
| 20        | 21   | 22  | 23   | 24  |
| 27        | 28   | 29  | 30   |     |

| OCTOBER |      |     |      |     |
|---------|------|-----|------|-----|
| MON     | TUES | WED | THRS | FRI |
|         |      |     |      | 1   |
| 4       | 5    | 6   | 7    | 8   |
| 11      | 12   | 13  | 14   | 15  |
| 18      | 19   | 20  | 21   | 22  |
| 25      | 26   | 27  | 28   | 29  |

| NOVEMBER |      |     |      |     |
|----------|------|-----|------|-----|
| MON      | TUES | WED | THRS | FRI |
| 1        | 2    | 3   | 4    | 5   |
| 8        | 9    | 10  | 11   | 12  |
| 15       | 16   | 17  | 18   | 19  |
| 22       | 23   | 24  | 25   | 26  |
| 29       | 30   |     |      |     |

| DECEMBER |      |     |      |     |
|----------|------|-----|------|-----|
| MON      | TUES | WED | THRS | FRI |
|          |      | 1   | 2    | 3   |
| 6        | 7    | 8   | 9    | 10  |
| 13       | 14   | 15  | 16   | 17  |
| 20       | 21   | 22  | 23   | 24  |
| 27       | 28   | 29  | 30   | 31  |

| JANUARY |      |     |      |     |
|---------|------|-----|------|-----|
| MON     | TUES | WED | THRS | FRI |
| 3       | 4    | 5   | 6    | 7   |
| 10      | 11   | 12  | 13   | 14  |
| 17      | 18   | 19  | 20   | 21  |
| 24      | 25   | 26  | 27   | 28  |
| 31      |      |     |      |     |

| FEBRUARY |      |     |      |     |
|----------|------|-----|------|-----|
| MON      | TUES | WED | THRS | FRI |
|          | 1    | 2   | 3    | 4   |
| 7        | 8    | 9   | 10   | 11  |
| 14       | 15   | 16  | 17   | 18  |
| 21       | 22   | 23  | 24   | 25  |
| 28       |      |     |      |     |

| MARCH |      |     |      |     |
|-------|------|-----|------|-----|
| MON   | TUES | WED | THRS | FRI |
|       | 1    | 2   | 3    | 4   |
| 7     | 8    | 9   | 10   | 11  |
| 14    | 15   | 16  | 17   | 18  |
| 21    | 22   | 23  | 24   | 25  |
| 28    | 29   | 30  | 31   |     |

| APRIL |      |     |      |     |
|-------|------|-----|------|-----|
| MON   | TUES | WED | THRS | FRI |
|       |      |     |      | 1   |
| 4     | 5    | 6   | 7    | 8   |
| 11    | 12   | 13  | 14   | 15  |
| 18    | 19   | 20  | 21   | 22  |
| 25    | 26   | 27  | 28   | 29  |

| MAY |      |     |      |     |
|-----|------|-----|------|-----|
| MON | TUES | WED | THRS | FRI |
| 2   | 3    | 4   | 5    | 6   |
| 9   | 10   | 11  | 12   | 13  |
| 16  | 17   | 18  | 19   | 20  |
| 23  | 24   | 25  | 26   | 27  |
| 30  | 31   |     |      |     |

| JUNE |      |     |      |     |
|------|------|-----|------|-----|
| MON  | TUES | WED | THRS | FRI |
|      |      | 1   | 2    | 3   |
| 6    | 7    | 8   | 9    | 10  |
| 13   | 14   | 15  | 16   | 17  |
| 20   | 21   | 22  | 23   | 24  |
| 27   | 28   | 29  | 30   |     |

| JULY |      |     |      |     |
|------|------|-----|------|-----|
| MON  | TUES | WED | THRS | FRI |
|      |      |     |      | 1   |
| 4    | 5    | 6   | 7    | 8   |
| 11   | 12   | 13  | 14   | 15  |
| 18   | 19   | 20  | 21   | 22  |
| 25   | 26   | 27  | 28   | 29  |

NO SCHOOL    
  INSTRUCTION DAY    
  STAFF ONLY/NO STUDENTS

**School Start/End Times:**

In order to facilitate student supervision, efficient use of buses, and logistical considerations, the following schedule will be used for the 2021-2022 school year:

| School                        | Drop Off | School Begins | School Ends | Teacher Day |
|-------------------------------|----------|---------------|-------------|-------------|
| Little Raiders Preschool (am) | 7:40 am  | 7:45 am       | 10:30 am    | 7:20-3:06   |
| Little Raiders Preschool (pm) | 11:40 am | 11:45 am      | 2:30 pm     | 7:20-3:06   |
| Copopa Elementary             | 8:10 am  | 8:30 am       | 3:30 pm     | 7:47-3:35   |
| Columbia Middle School        | 7:20 am  | 7:35 am       | 2:35 pm     | 7:00-2:46   |
| Columbia High School          | 7:00 am  | 7:30 am       | 2:48 pm     | 7:15-3:01   |

**\* Car riders will be dismissed at CMS at 2:30 pm**

**\* Car riders will be dismissed at Copopa at 3:20 pm**

**\* Parents are not allowed to congregate outside of the buildings or vehicles, nor are you allowed to park and walk/pickup your child at the school. You must remain in the car and follow the pickup line.**

**Calamity Days (weather conditions):**

The potential exists for school closures due to the weather. In the event a “closure” is announced, the Superintendent will inform all families as soon as possible via the district app, all-call phone system and website so arrangements can be made.

**Illness/Contracting COVID-19/Vacation:**

Students will be excused from attending school and encouraged to keep up with work, if possible, in his/her Google Classroom. If students are out for extended periods of time, guidance counselors will work with teachers and families individually to meet your needs.

**Transportation/Busing:**

Busing will be available. Students will be assigned seats on buses. Staff/Students will be **required** to wear face coverings on the bus. This is required by federal law. If your son or daughter will not be using district transportation, please contact Transportation Supervisor, Al Cantrell, at [cantrella@columbia.k12.oh.us](mailto:cantrella@columbia.k12.oh.us) or 236- 8222 to let us know. Please visit our website at [www.columbia.k12.oh.us](http://www.columbia.k12.oh.us) for a list of bus routes. Click on Our District, scroll down to the left side and click transportation and click on the routes for the 21-22 school year on the left side.

Students will adhere to social distancing at bus stops and while exiting/entering the buildings. Students must sit in his/her assigned seat and wait to be called before exiting the bus. All students should wash their hands and take temperatures before leaving his/her house. Transportation will be provided in the morning and afternoon for K-8 students, in the morning and afternoon to and from JVS and afternoon only for CHS/JVS students.

**Cafeteria/Nutrition Services:**

Breakfast and Lunch for all students is FREE!!!

Students will eat in the cafeteria to maintain appropriate distancing. Each building will establish their own breakfast and lunch procedures. Students will sit in designated, assigned seats to better monitor possible exposure in the event of an infection. As always, students are welcome to bring their lunch to school. For additional purchases outside of the regular lunch, parents will be required to set up an account on PayForIt at [www.payforit.net](http://www.payforit.net) We prefer to not accept any cash or checks at the schools. This account will allow parents to monitor the purchases made by your child. Menus will be posted online of daily offerings. Each morning students will select his/her choice and receive his/her lunch in the cafeteria at their designated time. No lunches from restaurants or fast food places or visits are permitted.

**Champions After-School Care:**

Please visit the website [www.discoverchampions.com](http://www.discoverchampions.com), click on find your site (it is in red on the left hand side at the top), fill in our zip code 44028, find Copopa Elementary School, click on more details and click on enroll now. After school care will run until 6:30 pm each day school is in session. If you have any further questions, please contact Jennifer at 330.212.8580.

**Chromebooks:**

Students in grades 3-12 will be assigned a Chromebook for use at school and at home during the school year. Students in grades K-2 will have their own technology to use each day in the classroom. Chromebooks will only be distributed to students that complete the agreement. Chromebook agreement and insurance policy can be found on One View at <https://cls.esvportal.com/>

**Office and Visitors:**

We are asking that visitors and visits be kept to emergencies only. Visitors during the school day will complete a personal health screening, temperature check and are **required to wear a face covering** before entering the office. Visitors to school should report directly to the school office. Each office may have a plexi glass barrier at the front counter. Each building will determine a maximum safe capacity in the office at any point in time. All office spaces will be disinfected on a regular basis. Only pre-arranged appointments with teachers or school personnel will be approved, except in extenuating circumstances. Visitors will not be permitted in hallways, classrooms or cafeteria while students are present. Parents needing to drop off items during the day should contact the school by phone and follow instructions.

**Concerts/School Events/Meetings/Conferences:**

Parents are encouraged to schedule meetings virtually or by phone, rather than in person. Parents should conduct a personal health screening before entering the building. Follow three feet social distancing protocols to the extent possible. Concerts, performances and any large gatherings on a single date and time will be permitted with social distancing guidelines in effect. Band and choir members will have access to face coverings and bell covers, if requested. Any special events and activities sponsored by the schools, community organizations, school organizations must be approved by the building principal and superintendent and must provide specific details regarding physical distancing and participant health and safety. Building utilization by outside groups will not be considered until further notice. Field trips that require bus transportation will be approved on a case by case basis by the building administration. Overnight trips such as Washington D.C. and Outdoor Education will be evaluated near the time of the event.

**Athletics:**

Athletic practices and competitions will be governed by the rules in place at the time by the Ohio High School Athletic Association. Additional information will be provided by the Columbia Athletic Department for sport specific information. Procedures for attendance at athletic competitions will be communicated on the district website. Any questions, please contact Mr. Jump at (440) 236-5001.

## **BUILDING INFORMATION**

### **Little Raiders Preschool:**

Hand washing prior to leaving the classroom; appropriate sanitizing measures between morning and afternoon sessions and at the conclusion of the afternoon session; curbside pickup and drop off; removal of items that cannot be sanitized; limited parent and visitor entry; no field trips and appropriate social distancing measures within the classroom.

### **Electives/Specials:**

All class electives and specials will be held at our schools with safety precautions, if needed. Marching band/Vocal Music will continue as long as safety precautions are followed.

### **Building Entrances/Exits:**

Each building will be designating doors for entrance and exit. This is being done to reduce cross traffic and to maintain physical distancing as much as possible. Signs will indicate which doors are available for entrance/exit. Students and parents are asked not to congregate at the building entrances/exits. When possible, all hallways in school will be one-way traffic only. For hallways where one-way traffic is not possible, all persons must stay to the right.

### **Hallways, Restrooms other Common Areas:**

Hall passes will continue to be significantly limited, as determined by each building principal/teacher. Times between classes will be adjusted by building principals prior to the start of the school year. Staff and students will practice as much social distancing as possible in all common areas. Common area access will be limited to ensure student safety.

**Student Lockers:** Locker use will be permitted in grades K-8 only, with safety precautions and social distancing. There will be no locker use at CHS. It is recommended that students purchase and utilize a backpack for use at school, especially at CHS.

### **Use of Water Fountains:**

All fountains will be off limits in the buildings. Hands free water bottle stations will be available. Students and staff may bring their own water, juice, pop to school.

### **Recess:**

CLSD will have outdoor recess as often as possible. Students are required to wash or sanitize hands before and after recess. We will encourage brain breaks during the day to help students learn to manage stress. Indoor recess will be limited to specific individual activities.

## **DISTRICT CONTACTS**

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| <i>General Plan Information</i>                                      | <b>Graig Bansek</b><br>Superintendent                               | <a href="mailto:bansekg@columbia.k12.oh.us">bansekg@columbia.k12.oh.us</a>     |
| <i>Information about Curriculum,<br/>and Instruction, Technology</i> | <b>Carrie Atkinson</b><br>Director of Curriculum &<br>Technology    | <a href="mailto:atkinsonc@columbia.k12.oh.us">atkinsonc@columbia.k12.oh.us</a> |
| <i>Information about District<br/>Finances</i>                       | <b>Patricia Eddy</b><br>Treasurer                                   | <a href="mailto:eddyp@columbia.k12.oh.us">eddyp@columbia.k12.oh.us</a>         |
| <i>Information about Special<br/>Education or Preschool</i>          | <b>Judy Skoczen</b><br>Director of Special Education &<br>Preschool | <a href="mailto:skoczenj@columbia.k12.oh.us">skoczenj@columbia.k12.oh.us</a>   |
| <i>Information about<br/>Transportation</i>                          | <b>Al Cantrell</b><br>Transportation Supervisor                     | <a href="mailto:cantrella@columbia.k12.oh.us">cantrella@columbia.k12.oh.us</a> |
| <i>Information about Custodial<br/>and Maintenance Operations</i>    | <b>Ladd Gault</b><br>Supervisor of Buildings and<br>Grounds         | <a href="mailto:gaultb@columbia.k12.oh.us">gaultb@columbia.k12.oh.us</a>       |
| <i>Information about Food Service</i>                                | <b>Elaine Webber</b><br>Nutrition Services Supervisor               | <a href="mailto:webbere@columbia.k12.oh.us">webbere@columbia.k12.oh.us</a>     |
| <i>Information about Social<br/>Emotional Health</i>                 | <b>Lori McCarthy</b><br>Social Worker                               | <a href="mailto:mccarthy1@columbia.k12.oh.us">mccarthy1@columbia.k12.oh.us</a> |

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## SCHOOL BUILDING CONTACTS

### **Columbia High School**

|           |            |  |
|-----------|------------|--|
| Principal | Sean Lynch | <a href="mailto:lynchs@columbia.k12.oh.us">lynchs@columbia.k12.oh.us</a> |
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|  |           |  |
|--|-----------|--|
| Assistant Principal<br>Athletic Director | Jeff Jump | <a href="mailto:jumpj@columbia.k12.oh.us">jumpj@columbia.k12.oh.us</a> |
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|                    |            |  |
|--------------------|------------|--|
| Guidance Counselor | Suzie Neff | <a href="mailto:neffs@columbia.k12.oh.us">neffs@columbia.k12.oh.us</a> |
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### **Columbia Middle School**

|           |            |  |
|-----------|------------|--|
| Principal | Toni Filut | <a href="mailto:filutt@columbia.k12.oh.us">filutt@columbia.k12.oh.us</a> |
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|--------------------|----------------|--|
| Guidance Counselor | Emily Figliano | <a href="mailto:figlianoe@columbia.k12.oh.us">figlianoe@columbia.k12.oh.us</a> |
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### **Copopa Elementary School**

|           |             |  |
|-----------|-------------|--|
| Principal | Troy Bunner | <a href="mailto:bunnert@columbia.k12.oh.us">bunnert@columbia.k12.oh.us</a> |
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|                    |            |  |
|--------------------|------------|--|
| Guidance Counselor | Susie Dunn | <a href="mailto:dunns@columbia.k12.oh.us">dunns@columbia.k12.oh.us</a> |
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