



**2020-2021**  
**RESPONSIBLE RESTART GUIDE**  
**for**  
**OLMSTED FALLS HIGH SCHOOL**

Dear Bulldog Families,

As we plan for a beginning like no other we have seen in the past, our focus and mission has not changed. Olmsted Falls High School will strive to engage, inspire and empower our students on a daily basis. Within our mission, I most appreciate that OFHS (students, staff, and parents) retained what makes us a special high school these past six crazy months, a caring community that supports and uplifts each other and our students. I look forward to our school year as it unfolds and we establish a new normal one day at a time in a caring environment.

The unexpected nature of last school year resulted in a lack of daily, in-person access to teachers and peers and impacted students' development academically, emotionally and socially. One major focus at the outset of this school year will be on building healthy working relationships between educators and students, as individuals and within groups. Although classrooms will be organized differently, there is no substitute for building strong classroom communities and healthy learning environments where students feel safe to think creatively, take learning risks (Burn the Toast), encounter new ideas logically and tolerantly, and develop strong critical thinking skills.

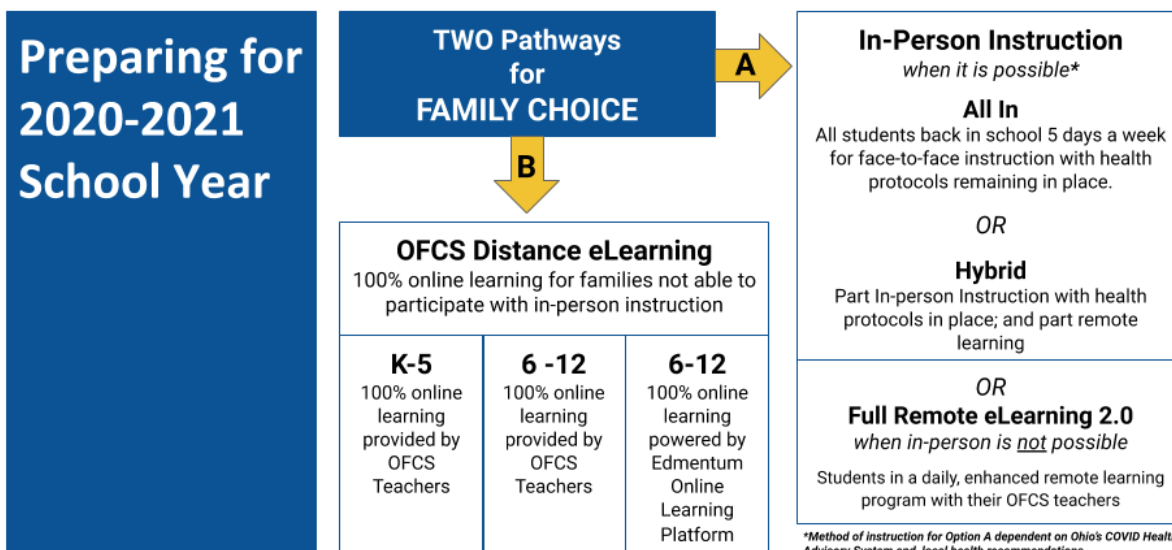
Success this year requires every member of the high school community—students, parents, educators, support staff, and administrators—to be flexible and willing to make adjustments to necessary shifts that may occur. Fortunately, those attributes have always been keys for success in Bulldog Country, as they are highly valued within our school culture and community.

This rather lengthy document is meant to inform and give you as much information as I could possibly think of to help families and students as you get ready for school to begin on September 8th. If you have any questions at any time please feel free to contact me, communication is the best way to achieve our goal of a successful school year.

Educationally,

Leo Spagnola

## Olmsted Falls City Schools Educational Pathways 2020 - 2021



### Olmsted Falls City Schools **RESPONSIBLE RESTART PLAN**

#### **Pathway A**

COVID 19 is a fluid situation that results in format and setting changes in how we deliver instruction to your child. In this option students will either report to school 5 days a week, report to school 2 days a week by Alpha last name, or be engaged fully online in our eLearning model. The Hybrid model and eLearning model will follow a structured day and students will be expected to attend classes remotely from home. Students with IEPs will have access to special education services (remote-services would be remote, hybrid-services would be a combination of remote/in-person, all-in - services would occur in person) while following the safety and health recommendations for the sake of our students.

Ohio COVID-19 Risk Level Guidelines for the Public			
CUYAHOGA COUNTY COVID RISK LEVEL 1	CUYAHOGA COUNTY COVID RISK LEVEL 2	CUYAHOGA COUNTY COVID RISK LEVEL 3	CUYAHOGA COUNTY COVID RISK LEVEL 4
<b>Public Emergency</b> Active exposure and spread. Follow all current health orders.	<b>Public Emergency</b> Increased exposure and spread. Exercise high degree of caution. Follow all current health orders.	<b>Public Emergency</b> Very high exposure and spread. Limit activities as much as possible. Follow all current health orders.	<b>Public Emergency</b> Severe exposure and spread. Only leave home for supplies and services. Follow all current health orders.
Corresponding Olmsted Falls City Schools School-Based Instruction Options			
Level 1	Level 2	Level 3	Level 4
<b>All In</b> (All Students Every Day)	<b>Hybrid</b> (Part In-Person and Part Remote)	<b>Hybrid</b> (Part In-Person and Part Remote)	<b>Remote Learning</b> (All Students Learn From Home)

\* **IMPORTANT NOTE:** Local Cuyahoga County Board of Health recommendations may result in Remote Learning regardless of state level rating under some circumstances. OFCS will communicate directly with families as to any change in method of instruction.

### **Pathway B Distance eLearning: Two Options**

**Option 1:** Families selecting Pathway B for their student are choosing to have their child participate in Distance eLearning 100% of the time. Students participating in Pathway B remain in distance learning mode full time, even when the district buildings reopen to Hybrid or All-In modalities. This is an option for families who know they do NOT want their child attending school in person until the COVID-19 risk is significantly reduced. Families are asked to commit to Pathway B through the first semester and can return to Pathway A in January 2021. Students with IEPs will have access to remote special education services. This includes support provided by an Intervention Specialist and related services (as applicable) per the IEP. Edmentum is an online platform selected for delivering instruction to students that select Pathway B for the secondary level (6th - 12th grade). OFHS teachers will be available for remote support / tutoring in Math, ELA, Science and Social Studies, Spanish,


Business, and Health/PE. Edmentum offers AP courses, Honors courses, and electives to allow students to progress towards completion of graduation requirements. Below indicates the total course offerings.

**Option 2:** Families selecting this option for their student are choosing to have their child participate in teaching and learning activities remotely 100% of the time but prefer that it is delivered directly by Olmsted Falls High School teachers. With this option students will follow their assigned schedule and be able to view live classroom instruction, via a camera, as it is occurring. Students and families will follow the All In, Hybrid, or eLearning schedules, provided in this document, but will not have to report to the building at any time. Attendance and full participation is expected including completion of assignments, taking quizzes, taking assessments, and following all classroom rules and instructions. Students with IEPs will have access to remote special education services. This includes support provided by an Intervention Specialist and related services (as applicable) per the IEP.

## **eLearning 2.0 - Pathway A**

eLearning is our “Distance Learning Model” of online instruction for all students at any time of the year. All students in “pathway A” will remain home and the building will be closed. Even though the students will be learning from home, their day is structured and students are expected to login into their classes each day for live instruction by class period as listed below. Students with IEPs will have access to remote special education services. This includes support provided by an Intervention Specialist and related services (as applicable) per the IEP.

### **eLearning 2.0 schedule for students and teachers**

<b>Time</b>	<b>Monday</b>	<b>Tuesday</b>	<b>Wednesday</b>	<b>Thursday</b>	<b>Friday A (Week 1)</b>	<b>Friday B (Week 2)</b>	<b>Friday C (Week 3)</b>
7:50 - 8:40	0 Period	0 Period	0 Period	0 Period	0 Period Asynchronous Learning	0 Period Asynchronous Learning	Period 0 8:25 - 8:40
8:45 - 10:00	Period 1	Period 3	Period 1	Period 3	Period 1	Period 3	Period 1 8:45 - 9:00
10:00 - 10:10	<b>Student / Staff Transition</b>						Period 2 9:05 - 9:20
10:10 - 11:25	Period 2	Period 4	Period 2	Period 4	Period 2	Period 4	Period 3 9:25 - 9:40
11:25 - 11:55	<b>Student / Staff Lunch</b>						Period 4 9:45 - 10:00
12:00 - 1:15	Period 5	Period 7	Period 5	Period 7	Period 5	Period 7	10:30 - 11:00 Asynchronous support 1-4
1:15 - 1:25	<b>Student / Staff Transition</b>						11:00 - 11:30 Student / Staff Lunch
1:25 - 2:40	Period 6	Period 8	Period 6	Period 8	Period 6	Period 8	Period 5 11:35 - 11:50
<b><u>Friday Rotation Schedule 1st Quarter</u></b> Friday A Days: 9/11, 10/2, 10/30 Friday B Days: 9/18, 10/16, 11/6 Friday C Days: 9/25, 10/23, 11/13 (first Friday qrt. 2) <i>Note: Oct 9 is NEOEA Day - No School</i>							Period 6 11:55 - 12:10
							Period 7 12:15 - 12:30
							Period 8 12:35 - 12:50
							12:55 - 1:25 Asynchronous support 5-8
							Bulldog Period 1:30 - 2:45

## **eLearning 2.0**

<p><b><u>Synchronous</u></b> – Teachers and students engaged in face-to-face instruction via Google Classroom / Google Meets. Live teaching, by assigned periods, typically the first 30 - 45 minutes of the block period within the eLearning schedule.</p> <p><u>Learning with Teacher</u></p>	<p><b><u>Asynchronous</u></b> – Students work independently to complete assignments, work on projects and prepare for assessments. Teachers are available online during your class periods or on “C” Friday’s, to provide clarifications, address questions, and provide content support. Typically this will occur in the second portion of your assigned class period in the eLearning schedule.</p> <p><u>Independent Learning</u></p>
<p><b><u>Student Expectations eLearning</u></b></p> <ul style="list-style-type: none"><li>● Attend all assigned classes when scheduled (Synchronous lessons via Google Classroom / Google Meets)</li><li>● Sign in, on time, at the start of each of your assigned class periods. You do not need to sign in during study hall or lunch periods.</li><li>● Remain in the class lesson until teacher dismisses the class</li><li>● If needing support remain in the class period for help or individual questions for needed clarity</li><li>● Work Independently and communicate to teachers during asynchronous times built into the block periods or schedule meetings on “C” Friday’s</li><li>● Check grades and assignment regularly</li><li>● Complete assignments on time and turn in completed work.</li><li>● Follow virtual classroom expectations and procedures establish for each classroom by your teachers</li><li>● Get involved during Bulldog Period</li><li>● LEARN LIKE A CHAMPION</li></ul>	<p><b><u>Teacher Role eLearning</u></b></p> <ul style="list-style-type: none"><li>● Start class on time</li><li>● Take attendance daily each class period. Report absences in PowerSchool.</li><li>● Daily classes of 75 mins.<ul style="list-style-type: none"><li>○ First 30 - 45 minutes is synchronous instruction</li><li>○ Second 30 - 45 minutes is asynchronous learning or student support via small group, individual meetings built within the block period</li><li>○ Schedule small group or individual support on “C” Friday’s. Teachers, students or parents can request support time when teachers are available within the schedule.</li></ul></li><li>● Provide homework and assessment for student to demonstrate mastery of learning concepts</li><li>● Provide Feedback individually to students and update grades / gradebook regularly.</li><li>● Establish clear expectations and virtual classroom procedures</li><li>● Communicate with students and parents / guardians.</li><li>● TEACH LIKE A CHAMPION</li></ul>

### **Hybrid Model - Pathway A**

Students engage in a combination of in-person classes, remote eLearning and asynchronous learning. This Blended learning will include two days in the building for class, one day of eLearning (Wednesday), and two days of asynchronous learning including specially designed instruction and related service (if applicable) for students with disabilities. Students will be assigned to one of two groups, Blue or Gold, and they report to the building on their “color” day. When not required to report to the school building, students will work on engaging assignments, inquiry based learning, SOLE ([Self Organized Learning Environment](#)) activities and projects that are provided by the teachers for asynchronously learning at home. Wednesday is eLearning and students are expected to report to class periods 1-8 for synchronous teaching. For students on IEPs, this may include work that is related to IEP goals and/or related services.

### **Hybrid Student/Teacher Schedule**

Students will attend in person two days a week by Alpha last name; A-K & L-Z. Adjustments will be made to ensure that all students within the same household attend school on the same days. In case of two last names that fall into different ends of the alphabet, all will attend the L-Z schedule (Gold Group).

### **Key Points**



Parents must assess students health at home	All students eligible for late arrival
Structured days with required attendance	All students eligible for early dismissal
½ student population at one time, allows for social distancing in each classroom	No water fountains, bottle filling stations only
Hand sanitizer will be in every classroom	No field trips
No visitors or volunteers will be permitted	Attendance taken for in person and on Wednesday eLearning day for all students

### **Hybrid Format 2-1-2 model**

- 2 days at school for in person learning
- 1 day of structured eLearning, entire class at the same time, with teacher
- 2 days of at home working on classroom related activities and materials

Group	Monday	Tuesday	Wednesday	Thursday	Friday
Blue Group (A-K)	Attends School In Person	Attends School In Person	eLearning From Home Whole Class	Inquiry Based Independent At Home	Inquiry Based Independent At Home
Gold Group (L-Z)	Inquiry Based Independent At Home	Inquiry Based Independent At Home	eLearning From Home Whole Class	Attends School In Person	Attends School In Person

**HYBRID Teacher / Student Daily Schedule**

Blue Group (A - K) Report To School		eLearning Whole Class	Gold Group (L-Z) Report To School	
Monday	Tuesday	Wednesday	Thursday	Friday
0 Period 7:20 - 8:06	0 Period 7:20 - 8:06	Period 0 8:10 - 8:40	0 Period 7:20 - 8:06	0 Period 7:20 - 8:06
1 8:10 - 8:56	1 8:10 - 8:56	Period 1 8:45 - 9:15	1 8:10 - 8:56	1 8:10 - 8:56
2 9:00 - 9:46	2 9:00 - 9:46	Period 2 9:20 - 9:50	2 9:00 - 9:46	2 9:00 - 9:46
3 9:50 - 10:36	3 9:50 - 10:36	Period 3 9:55 - 10:25	3 9:50 - 10:36	3 9:50 - 10:36
4 10:40 - 11:26	4 10:40 - 11:26	Period 4 10:30 - 11:00	4 10:40 - 11:26	4 10:40 - 11:26
5 11:30 - 12:16	5 11:30 - 12:16	1-4 Asynchronous Student Help & Support 11:05 - 11:45	5 11:30 - 12:16	5 11:30 - 12:16
6 12:20 - 1:06	6 12:20 - 1:06	Period 5 11:50 - 12:20	6 12:20 - 1:06	6 12:20 - 1:06
7 1:10 - 1:56	7 1:10 - 1:56	Period 6 12:25 - 12:55	7 1:10 - 1:56	7 1:10 - 1:56
8 2:00 - 2:46	8 2:00 - 2:46	Period 7 1:00 - 1:30	8 2:00 - 2:46	8 2:00 - 2:46
		Period 8 1:35 - 2:05		
		5-8 Asynchronous Student Help & Support 2:10 - 2:45		



### **All In Model - Pathway A**

- All students will attend school five days a week in the building. Normal bell schedule with an 8 period day.

<b>PERIOD</b>	<b>TIME</b>
0	7:20 - 8:06
1	8:10 – 8:56
2	9:00 – 9:46
3	9:50 – 10:36 (lunch)
4	10:40 – 11:26 (lunch)
5	11:30 – 12:16 (lunch)
6	12:20 – 1:06
7	1:10 – 1:56
8	2:00 – 2:46

# **WIN THE DAY**

## ***A "Few Things" for Parents and Students A - Z***

### **Administrative Team & Contacts**

Leo Spagnola Principal  440-427-6101  <a href="mailto:lspagnola@ofcs.net">lspagnola@ofcs.net</a>	Sean Baker Assistant Principal  440-427-6105  Grades 11 & 12  <a href="mailto:sbaker@ofcs.net">sbaker@ofcs.net</a>	Kennie Searight Assistant Principal  440-427-6106  Grades 9 & 10  <a href="mailto:ksearight@ofcs.net">ksearight@ofcs.net</a>	Robert Coxon Athletic Director  440-427-6102  <a href="mailto:rcoxon@ofcs.net">rcoxon@ofcs.net</a>
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## **Arrival & Dismissal Procedures (Hybrid & All In)**

- Entering the building before school has changed for social distancing and safety purposes
- Students must enter the building through the athletic wing doors or the main lobby doors only. Students will use hand sanitizer when entering the building
  - Hand sanitizer stations will be at both doors
- Students must report to their assigned area if they are a bus rider or being dropped off by a parent / guardian. Buses will unload in the front of the building. Parent / Guardian drop off will be at the athletic entrance on the west side of the building.
  - 9th & 10th graders will report to the cafeteria - you will be required to sit at a table, do not move seats, while waiting for first period class. Overflow will report to the auditorium and sit in the marked chairs as they are six feet apart
    - Students will not be permitted to stand or congregate in groups
  - 11th grade & 12th graders report to the Media Center and sit at designated seats
    - Upperclassmen that drive to school must stay in his or her vehicle until 7:55 AM
- At 8:00 AM a dismissal bell will dismiss students from their holding areas to their first period class. Please remain in your area at all times
- Parents who drive their children to the high school are encouraged to drop off their children as close to 8:00 am as possible.
- Exiting the building after school
  - At 2:46 PM Students will report to the same designated areas, same areas as arrival, after school while they wait for the bus to arrive
    - Bus duty personnel will announce the arrival of buses by number, you will leave your designated area and exit the building through the main lobby
  - Upperclassman that drive to school will exit the building immediately
  - Students that are picked up by parents / guardians will exit via the athletic doors located at the west side of the building and wait for parent arrival
  - Those involved in extracurricular activities will report to their areas and follow all instructions / protocols by your coach, advisor or director
- Students must leave the building in a timely manner and are not permitted to remain in the building unless it is for a sanctioned club, activity or extracurricular purposes

- Dropping students off after the start of school
  - A parent must call the attendance line at 440-427-6111 if their child is coming into the building late for any reason. Students must return with a medical note if at a doctor's appointment
- Picking up early during the school day:
  - If your student is needing to be picked up early for an appointment please complete the Google Doc **Olmsted Falls City School District Early Release Form** that is located on the OFCS Website under links.
    - If you are unable to complete this form you will need to call the Student Office at 440-427-6104 or 440-427-6109
    - A sign will be posted with the phone number near the drive in front of the building
    - We are asking that you wait in your car when picking up your student(s) due to limiting the number of people in the building

### **Asynchronous vs. Synchronous Learning: A Quick Overview**

- Its basic premise is that learning can occur in different times and spaces particular to each learner, as opposed to synchronous learning at a same time and place with groups of learners and their teacher, or one learner and their teacher. Asynchronous is the opposite of synchronous, which means happening at the same time. Think of "synchronous" as "in synch" and asynchronous as "out of synch." If we're chatting on the phone, our communication is "synchronous." We respond to each other immediately and when we hang up, the conversation's over.

#### **Synchronous Learning (All In, Hybrid M/T or Th/F, & eLearning)**

- Synchronous learning refers to all types of learning in which learner(s) and instructor(s) are in the same place, at the same time, in order for learning to take place. This includes in-person classes, live online meetings when the whole class or smaller groups get together. In synchronous learning, students usually go through the learning path together, accompanied by their instructor who is able to provide support while students are completing tasks and activities.

### Asynchronous Learning (All In, Hybrid, & eLearning)

- Asynchronous learning is a student-centered teaching method widely used in online learning. Its basic premise is that learning can occur in different times and spaces particular to each learner, as opposed to synchronous learning at a same time and place with groups of learners and their instructor, or one learner and their instructor. In asynchronous learning, instructors usually set up a learning path, which students engage with at their own pace.

### **Attendance (eLearning, Hybrid, All In)**

All student absences are unexcused in PowerSchool until changed to excused by the attendance office based upon parent contact. For HB410 medical exemption, a physician's note will be required : All attendance needs to be verified by 10:00 AM in eLearning and when reporting to school in the Hybrid Model. For full attendance information please review the student handbook.

<b><u>eLearning Model</u></b>	<b><u>Hybrid Model</u></b>
<ul style="list-style-type: none"><li>● A parent/guardian must call the Student Office Attendance Line (440) 427-6111 each and every day to report their student(s) will be absent from eLearning no later than 10:00am. Please provide the following information: Student name, reason for absence, and parent/guardian contact phone number.</li><li>● Students will be considered truant from eLearning if parent/guardian contact is not received and the student did not sign into assigned class periods.</li><li>● In the event a parent/guardian neglects to notify the Student Office @ 440-427-6111 of an absence, an <u>Unexcused Absence</u> notification will be sent to the parent/guardian via text and or email.</li><li>● We will maintain accurate attendance records and keep teachers updated on student attendance.</li><li>● Students who have appointments during the school day, including but not limited to court, dental, funeral, or medical, must provide written verification from a parent/guardian to the Student Office prior to the appointment. Upon return to eLearning from a court, dental, or medical appointment, students must provide written verification from the health care provider and/or proper court documentation. Scan and email verification to Tracey McGrain or Suzanne Maddocks.</li><li>● When returning to eLearning after being absent, responsibility rests with the student to</li></ul>	<ul style="list-style-type: none"><li>● Attendance will be taken on your inperson group day and every Wednesday. Parents do not need to report a student absent when it's their day assigned to home.</li><li>● A parent/guardian must call the Student Office Attendance Line (440) 427-6111 each and every day to report that their student(s) will be absent from school no later than 10:00am. Please provide the following information: Student name, reason for absence, and parent/guardian contact phone number.</li><li>● Students will be considered truant from school if parent/guardian contact is not received and the student did not attend in person classes.</li><li>● In the event a parent/guardian neglects to notify the Student Office @ 440-427-6111 of an absence, an <u>Unexcused Absence</u> notification will be sent to the parent/guardian via text and or email.</li><li>● We will maintain accurate attendance records and keep teachers updated on student attendance.</li><li>● Students who have appointments during the school day, including but not limited to court, dental, funeral, or medical, must provide written verification from a parent/guardian to the Student Office prior to leaving for the appointment. Upon return to school from a court, dental, or medical appointment, students must provide written verification from the health care provider and/or proper court documentation. Scan and email</li></ul>

<p>obtain and complete all make-up assignments from his/her teacher.</p>	<p>verification to Tracey McGrain or Suzanne Maddocks</p> <ul style="list-style-type: none"> <li>• When returning to school after being absent, responsibility rests with the student to obtain and complete all make-up assignments from his/her teacher.</li> </ul>
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## **Building Level Mitigations and Health Protocols:**

### **Mitigation/Health Protocols for Hybrid & All-In Models**

Olmsted Falls City Schools will implement a layered approach to safe reopening and return to in-person school. **Following are the mitigation strategies that will be in place for both ALL-IN and HYBRID models across all of our school buildings:**

- Face covering required
- Physical distancing
- Daily self-health assessments by families from home.
- Classroom space being maximized
- Students must bring a water bottle
- No field trips or visitors into the buildings.
- "Curbside" service to extent possible (early pickup, late drop off, deliveries)
- Development of well clinics and sick clinics at each building.
- Frequent cleaning and sanitizing will occur during the school day and after. High touch points will receive more frequent cleanings.



Olmsted Falls City Schools **RESPONSIBLE RESTART PLAN**

### **Cafeteria - Lunch Periods (Hybrid Model or All In)**

- Entering the cafeteria during lunch periods has a new process this year for social distancing purposes
  - Students will report directly to their seats in the cafeteria and wait for their seating section to be called to the service line or the Bulldog Snack Shop.
  - While in the service line or at the Bulldog Snack Shop areas please follow the signs and arrows on the floor for traffic patterns as well as spots to stand as you are checking out.
- Exiting the cafeteria at the conclusion of the lunch periods has also changed. To help with hallway traffic a new dismissal process is being implemented.
  - Students will exit the cafeteria using one of two hallway options:
    - The Main Gym Hallway
    - The Main Office Hallway

- Note: the courtyard hallway is being designated as an entrance hallway for entering the cafeteria during lunch periods.

### **Cafeteria Mitigation and Protocols**

- 6 feet social distancing enforced in the lunch line and eating spaces.
- Hand sanitizer station at the beginning of each line. Each line has 1 way flow only.
- Cafeteria staff will wear PPE at all times.
- Everything served to students will be individually wrapped. Meals will be served in a grab and go bag.
- Contactless Payment only. Students will not use pin pads at checkout.

### **Clinic (Hybrid Model & All In)**

Two separate locations - The well clinic will be for routine medical care, such as management of chronic diseases, medication administration, and first aid for injuries. The sick clinic will be for those exhibiting possible Covid-19 symptoms, where they will wait until being picked up.

Any MEDICINAL items to be dropped off for your student will need to be arranged by calling the HS Clinic @ 440-427-6112. We request you schedule an appointment instead of surprise or popin visits. Absolutely no medicine of any sort can be dropped off unless done so through the Clinic. If you have clinic questions please contact the building principal, school nurse or district nurse.

**WIN THE DAY**

### **Teach Like A Champion**

"Every child deserves a champion; an adult who will never give up on them, who understands the power of connection and insists that they become the best they can possibly be." Rita Person

## **Counselor Contact Information**

Mrs. Aimee Caldron School Counselor  College and Career Counseling  440.427.6152  <a href="mailto:acaldrone@ofcs.net">acaldrone@ofcs.net</a>	Mrs. Maridi Gurtsak School Counselor  Class of 2024 Class of 2021 (A-G)  440.427.6119  <a href="mailto:mgurtsak@ofcs.net">mgurtsak@ofcs.net</a>	Mrs. Lisa Palmison School Counselor  Class of 2023 Class of 2021 (H-M)  440.427.6118  <a href="mailto:lpalmison@ofcs.net">lpalmison@ofcs.net</a>
Mr. Alex Lintner School Counselor  Class of 2022 Class of 2021 (N-Z)  440.427.6120  <a href="mailto:alintner@ofcs.net">alintner@ofcs.net</a>	Mr. Carlos Rivera Special Programs Counselor, Fundamentals Counselor, Family Opt out Support  440-427-6172  <a href="mailto:crivera@ofcs.net">crivera@ofcs.net</a>	Mrs. Sandy Smith Administrative Assistant  440.427.6116  440.427.6117 (fax)  <a href="mailto:ssmith@ofcs.net">ssmith@ofcs.net</a>

## **Counselors' Corner**

The Counselors' Corner is a resource for parents and students that is updated regularly. Use the following links for general information or grade level specific information. You are welcome to call or email our counselors anytime for questions, support, and or general inquiries.

[Mainpage](#), [9th Grade](#), [10th Grade](#), [11th Grade](#), [12th Grade](#)

## **Drinking Fountains**

1. All water fountains in the building will be turned off
2. Students may bring water bottles and use the refill station located throughout the building. We have installed several new filling stations for our students
3. Refillable water bottles must have a wide mouth in order to use the refill station
4. [Example of recommended water bottle type](#)
5. [Example of water bottle type to avoid](#)

## **Dropping off Items During the Day (Hybrid or All In)**

Any parent / guardian needing to drop off personal items to their student during the school day must call the HS Student office @ 440-427-6109 or 440-427-6104 to do so, You will then be permitted to enter the Main HS entrance doors and be able to leave the item/s on the designated shelf in the lobby. Please note all items MUST be in an

enclosed/sealed bag, envelope, etc., with the child's last name & first name clearly printed on the bag, envelope, etc..

A sign with the phone number will be posted in front of the building near the main drive.

### **Extracurriculars**

Currently, extracurriculars, clubs and activities are being held following all health and safety protocols. However, this situation is fluid and subject to change based on health advisory levels and future orders and recommendations.

- The district recognizes the importance that extracurriculars play in the social-emotional health of all of our students.
- Buildings across the district will continue to look for opportunities to provide as many extracurriculars as possible.
- Students will have the opportunity to participate in available extracurriculars regardless of the pathway they choose.

### **Face Coverings & Masks**

- All teachers and staff members will wear a face covering
- All students grades K-12 will wear cloth masks in all buildings including classrooms, hallways, and common areas
- All students utilizing bus service will wear masks while riding the bus, and at the bus stop prior to boarding. This includes those riding a bus that attend Polaris

### **Fees**

**COURSE FEES FOR THE 2020-2021 SCHOOL YEAR WILL BE ASSESSED PER SEMESTER (for example: course fee of \$30.00 will be assessed \$15.00/per semester.**

We will post a current fee invoice into powerschool specific to your student(s) course selection. **First semester will be posted late September 2020.** To view the invoice, please sign on to your parent account and click on the swiftk12 link that appears at the top left of the screen. Then click on the posted invoice document to review the current fee details. **Second semester will be posted late January 2021** to reflect your student(s) second semester schedule.

For those owing back fees you can see those in your parent portal as well. If needed, we can work out a payment schedule to assist you in paying off school fees.



For your convenience fees may be paid by credit card via the district website [www.ofcs.net](http://www.ofcs.net) using the [ezpay link](#). You may also pay by check payable to the school and cash is always acceptable.

### **Freshman/New Student Orientation**

Olmsted Falls High School will offer opportunities for all students to walk the building during school supply pickup to get acquainted with their classrooms and overall building structure. Student ambassadors, counseling staff, and administration will be on hand to assist all students. Incoming 9th graders will be able to speak directly with senior members of the Olmsted Falls High School ambassadors club to build an instant connection to the building as well as learn the locations of their classes. A virtual introduction video has been provided to help introduce all students and families to important members of the Olmsted Falls High School staff. Please view the following link and schedule for orientation/pick up days:

### **Freshman Orientation Video**

#### **Scheduled Times to Walk OFHS**

- September 1 | 3:00pm-6:00pm | Last names A-G
- September 2 | 3:00pm-6:00pm | Last names H-O
- September 3 | 3:00pm-6:00pm | Last names P-Z

#### Additional Information and Links for Freshman Students and Families

- Building Map [here](#)
- OFHS Activities & Clubs [here](#)
- Athletic Department Coaches Directory [here](#)
- Student Resource Sheet -“Where to go for help” [here](#)
- Technology resource sheet [here](#)
- Get to know one of your classmates - [click here to show the students the seeing eye dog video](#)

### **Google Classroom / Google Meet**

Google Classroom is a collaboration tool for teachers and students. Teachers can create an online classroom, invite students to the class then create and distribute assignments. Within the Google Classroom students and teachers can have conversations about the assignments and teachers can track the student's progress. Schools must register for a free Google Apps for Education account to use Classroom.

A summary of Google Classroom features includes the following:

- Connects instructors with students.
- Makes it easy to create a class and invite learners.
- Helps instructors to distribute assignments.
- Facilitates communications between teachers and students.
- Allows teachers to create, review and mark assignments.
- Allows students to see assignments on assignments, documents and class materials in one place.

Google Meet, is built to let dozens of people join the same virtual meeting, and speak or share video with each other from anywhere with internet access. A teacher can share whatever is on their screen with everyone in the virtual classroom, and any participant can also present their screen when appropriate.

### **Grading (eLearning, Hybrid, or All In)**

- We are returning to our normal classroom grading practices, teachers will outline their grading procedures for success in the course.
- Grades shall be calculated according to the following scale:
  - A 90% - 100%
  - B 80% - 89%
  - C 70% - 79%
  - D 60% - 69%
  - F 59% and below
- Teacher's policy relative to retakes/redo's, late work, and homework, will be communicated to parents at the beginning of the school year.
- Students will be given clear due dates for completion of homework, projects and other forms of assessments. Students will complete school work in ordnance to the classroom expectations and in the timeframe set by their teacher.
- Students will be given the opportunity to make up work missed due to absences and/or special circumstances that require more time.
- A student wishing to make-up work, while still absent, should contact his/her classroom teacher to obtain assignments. We are here to help, If support is needed please contact your School Counselor or administrator.

### **Hallways**

- All hallways will be two-way traffic hallways, the hallways will have a center stripe much like a two lane road

- Students are to walk on the right side of the hallway in the direction of which they are traveling. Signs are posted, please follow the directions. No locker usage
- No walking in groups or shoulder to shoulder with other students, space yourself according to social distancing protocols
- Mask must be worn in the hallways at all times

### **Late Arrival or Early Dismissal Options (Hybrid or All In)**

- All students who have a study hall during 1st period are eligible for late arrival and are not required to attend school until the start of the second period. You may not enter the building prior to 8:55 a.m. and must be in your assigned classroom by the start of the second period. Students will use the front entrance for their arrival to school as the side doors are locked during the school day for safety purposes. Students will remain in the lobby area until the 1st period ending bell rings. Transportation to school for late arrivals will be the responsibility of students / parents. Excess tardies to 2nd period will result in loss of this privilege.
- All students who have study hall during 8th period are eligible for early dismissal. You must leave the building in accordance with our dismissal procedures following your 7th period class and are not permitted to stay in the building. Early dismissal students must leave the building by 2:00 p.m. unless arrangements are made in advance for a specific purpose related to educational classroom work or school activities. Transportation from school for early dismissal will be the responsibility of students / parents.
- Parents must email their child's grade level administrator to inform them you have selected this option for your child
  - 9th & 10th grade - Mr. Searight @ [ksearight@ofcs.net](mailto:ksearight@ofcs.net)
  - 11th & 12th grade - Mr. Baker @ [sbaker@ofcs.net](mailto:sbaker@ofcs.net)
  - Note: If you have a study hall first or eighth period you are welcome to report to the assigned classroom for a study hall.

### **Lockers**

- As recommended by our local health experts, locker usage is not permitted at this time to prevent congestion in the hallways.
- Students may use book bags and backpacks.
- Students will need to carry their school belonging from class-to-class during the day.
- Students who bring their lunch will need to carry their lunch in their bookbag/backpack.
- Students will need to bring their book bag/backpack to lunch.
- Students will be assigned lockers at some point before the weather changes.

- **Material / Supplies / Textbook Pick up**

- Students will be permitted into the building in small groups, by Alpha, to maintain proper social distancing
- Masks will be required and all COVID-19 safety protocols will be in effect
- Students will report to the Main Entrance doors to pick up all needed school materials
- Students may walk through the building to see where their classes are located
- Administrators will be on hand to assist students
- Students and parents/guardians will need to conduct COVID-19 symptom checks before arriving at OFHS

Note: Material pickup will be cancelled if the high school starts in the hybrid model. Freshman and all new students will still have the ability to take a tour of the building on September 1-3 (see Freshman Orientation section above).

#### Pick-Up Schedule

- **September 1 | 3:00pm-6:00pm | Last names A-G**
- **September 2 | 3:00pm-6:00pm | Last names H-O**
- **September 3 | 3:00pm-6:00pm | Last names P-Z**

#### Entrance and Exits during Pick-Up

- Entrance: Students will enter through the Main Entrance Lobby doors
- Exit: Students may leave the building through the athletic doors, main entrance doors or the Counselor department doors

Note: We will have Chromebooks pickbook that will coincide with the student /parent textbook pickup. We will have tables set up with devices sorted by last name. Devices will have the student's last name, first name and grade. We are using the data submitted by parents on the online forms they completed. Some parents stated a device is not needed for their child. These students will NOT have a device waiting for pickup. The student list will include those parents who declined a pickup. If a student received a Chromebook and AC adapter last year, they will use the same device again.

#### **Mitigation Strategies (Hybrid and All In)**

Olmsted Falls City Schools will implement a layered approach to safe reopening. Following are the mitigation strategies that will be in place for both All-In and Hybrid models across all of our school buildings:

#### Building Protocols

- Face covering required for all students and staff.
- Students must sanitize their hands as they enter the building. Hand sanitizer will be provided at the entrances and in every classroom. Students are encouraged to bring their own hand sanitizer to use throughout the day.
- Lockers usage is not permitted at this time to prevent congestion in the hallways
- Physical distancing of six feet to the extent possible, in classroom, hallways, restrooms and common areas.
- Daily at home self-health assessments will be conducted for symptoms and fever, as determined by CDC.
- Classrooms are being reduced of non-essential furniture and materials to maximize spacing of students and teacher.
- Students are encouraged to bring a water bottle. Fountains are turned off, but classroom sinks and other fill stations will be available for use.
- No field trips or visitors into the buildings. “Curbside” service to the extent possible. (early pickup, late drop off, deliveries.)
- Development of well clinics and sick clinics at each building.
- Additional cleaning protocols including: high touch/frequent clean list, frequent sanitization, availability and use of hand sanitizer in all school spaces.

#### Cafeteria Protocols

- 6 feet social distancing enforced in the lunch line and eating spaces.
- Hand sanitizer station at the beginning of each line. Each line has one way flow only.
- Cafeteria staff will wear PPE at all times.
- Everything served to students will be individually wrapped and placed in a grab and go bag. Students will not be allowed to touch any food in the lunch line.
- Contactless Payment only. Students will not use pin pads at checkout.

#### Transportation Protocols

- Bus interiors will be cleaned daily, and sanitized between each route
- Hand sanitizer will be available for students to use upon boarding & exiting, and bus will be loaded/unloaded in a manner to reduce contact
- Students will be required to wear facial coverings on the school bus
- Students will maintain assigned seats (siblings together) with a maximum of two students per seat

#### **Naviance**

Naviance is a comprehensive college and career readiness solution for middle and high schools that helps align student strengths and interests to post-secondary goals, and improve student outcomes. [Parent / Student Login](#)

#### **Olmsted Falls High School Homepage**

For updates, news, links, our student handbook and information visit our homepage:  
[Link](#)

### **Open House**

Hosting an in-person Open House this fall was highly discouraged by our local health partners so our staff will be planning/producing a short video that provides parents/guardians with a synopsis for specific courses, expectations of students, grading components and preferred methods of communication.

We have also developed a live virtual “meet and greet” on **September 14th** starting at **6:00 PM** for parents and students to meet and interact with your teachers in a virtual environment. A future correspondence will provide specific information with dates and times and access codes. More details will be sent out as the date gets closer.

### **Polaris**

Up-to-date information regarding Polaris is available to Parents by visiting their Restart Polaris web page at [www.polaris.edu](http://www.polaris.edu). Polaris will be sending alerts via Infinite Campus when updates occur.

Should you have specific questions please contact the Polaris High School office at 440.891.7600.

During the week of August 31, Polaris program teachers will be contacting students and parents to communicate specific program information regarding instruction and weekly program schedules. Also, during the week of August 31, students and parents are encouraged to schedule a time with their teacher to drop off their tools, tour programs and ask questions.

### **Polaris Transportation Information**

- Transportation to school, from home, to catch the shuttle bus to Polaris is available - contact the transportation department with bus stop questions
- If you are attending Polaris make sure you have received bus transportation information from the transportation department.
  - **Juniors** will report to Polaris from 8:00 a.m to 10:30 a.m.
  - The bus to Polaris will depart from OFHS at 7:05 a.m.
  - 11th graders will return to OFHS, via our shuttle bus, around 11:00 a.m.
    - If we are in eLearning student transportation to home is available
    - If we are in our Hybrid Model you will either report home or enter the building for your afternoon class schedules.
      - Monday and Tuesday - 11th graders with last name A-K will

enter the building for their assigned afternoon classes. Last name L-Z will report home for asynchronous learning.

- Thursday and Friday last names beginning with L-Z will report to the building for their assigned afternoon classes and names starting with A-K will report home for asynchronous learning.

**Seniors** will report to Polaris from 12:00 p.m. to 2:30 p.m.

- Transportation to school, from home, to catch the shuttle bus to Polaris is available - contact the transportation department with mid day bus stop questions
- Transporting 12th graders to Polaris, via shuttle bus, will depart from OFHS at 11:15 a.m. to Polaris
- 12th graders will return to OFHS, via our shuttle bus, around 2:50 p.m. and will report home unless participating in a school sponsored club, activity or event.
- If we are in our Hybrid Model you will either exit the building for the shuttle bus or report from home to the bus loop. If you are reporting from home you will not enter the building at any time and will board the shuttle bus upon your arrival to OFHS.
  - Monday and Tuesday - 12th graders with last name A - L will exit the building and board the shuttle bus. Last name M-Z will report from home to board the shuttle bus.
  - Thursday and Friday last names beginning with M-Z will exit the building and board the shuttle bus. Names starting with A-L will report from home to board the shuttle bus.

### **PowerSchool**

1. The student portal is an online portal accessible anywhere on the web that students can log in to and see their grades, assignments, scores, attendance, schedules, school bulletin, and more.
2. The parent portal is an online portal accessible anywhere on the web that parents can log in to and see all of their children in one place, their grades, assignments, scores, attendance, schedules, and school bulletins for each school your children attend. If you have one student in middle school and one in high school, parents will see bulletins for both the middle school and high school.
3. [Student / Parent Sign In](#)

### **Restrooms - Hybrid or All In**

- Follow all marking guidelines on the floor while waiting to use the restroom
  - Maintain 6 feet of social distancing for your safety
- All stalls will be in service for usage in the male and female restrooms
- Urinal usage in the boys restroom and locker rooms will be limited usage, we will have  $\frac{1}{3}$  of our normal urinals in operation.
  - Rational: spacing and student safety

- You are encouraged to use the restroom during study halls, lunch time, or before and after school. During other times we are asking you to limit your bathroom visits unless its an emergency - local health experts recommend that you avoid restroom visits during class period exchange
- VAPING - will result in a 3 day suspension automatically
  - We dramatically reduced vaping this past school year and want to improve on that even more.

### **Senior Privileges in Hybrid Model or All In**

It is the intent of Olmsted Falls High School to teach students to make good choices and to use their time wisely. *Senior privileges* are meant to help our students prepare for life after high school. Seniors must meet the requirements of *Senior Privileges* and turn in the parent/guardian permission form before the privileges are granted. When we enter the Hybrid model students will receive paper copies of the permission form as well as the overview of senior privileges. **(Note: seniors coming to school for late arrival, leaving school for early dismissal or leaving school during the day must follow all procedures and school policies at all times).**

Senior Privileges are as following:

- Late Arrival
- Early Dismissal
- Open Campus for Lunch Periods
- Extended Open Campus (Occurs when a Senior student has a study hall immediately before their assigned lunch period or immediately after their assigned lunch period.

### **Visitors & Guests**

No visitors & guests will be permitted until further notice.