July 20, 2020

Dear Staff, Parents, and Students of Hillsboro City Schools

As we continue to plan for the 2020-2021 school year, we wanted to update you on our vision for reopening school this August. We hope this document will explain our reopening plans to regain some normalcy for our students as the new school year approaches.

Hillsboro City Schools plans to reopen with as many normal operations in place as possible. We understand some families are not as comfortable with implementing normal operations. We will be providing an online alternative for students in grades 6-12 with appropriate internet access through our online platform, Edmentum. We will not be providing an alternative online option for Kindergarten - 5th grade students.

**Temperature Checks**

Staff members will be conducting temperature checks during the first period of the school day. If a student is checked at school with a 100 or above temperature the student will be sent home for the day and need to stay home from school for at least 3 days (72 hours) fever free without medication. Hillsboro City Schools still expects parents/guardians to administer temperature checks before sending their child(ren) to school. Parents/guardians are expected to keep any child home if he/she is sick or displays any symptoms of illness or has a temperature of 100 or more. Pursuant to Ohio Department of Health guidelines, families, caregivers and staff should notify the school if they have been exposed to COVID-19 or if they, or any member of their households, have been diagnosed with or presumed to have COVID-19.

**Wearing Face Masks**

Hillsboro City Schools will require all school employees to wear a facemask, face shield, or a face covering. Health departments recommend and encourage everyone to wear face coverings. Hillsboro City Schools will require students to wear a school provided face shield while in the classroom. Wearing a face mask throughout the day and on the school bus is HIGHLY recommended, but will be at the discretion of the individual and their family.
2020-2021 School Calendar
Hillsboro City Schools does NOT plan to adjust the 2020-2021 school calendar unless absolutely necessary and deemed so by public health authorities. The first student day will be Wednesday, August 12, 2020.

Blended/Alternating Educational Options
Hillsboro City Schools is not preparing for blended learning sessions or alternating student days in the classroom. At this time, Hillsboro City Schools plans to operate with either all students on campus receiving face-to-face instruction or all students at home completing remote learning should Governor DeWine impose another Stay-at-Home order.

Social Distancing and Class Size
In the school setting, school personnel will do their best to accommodate social distancing guidelines by maximizing the distance between students as much as possible. Hillsboro City Schools is prepared to add visual aids throughout all the buildings to help students remember social distancing protocols. All district faculty and staff members will receive additional education and training regarding COVID-19 precautions. Hand sanitation stations will be available throughout all buildings on campus. To minimize contamination, students will be encouraged to bring their own water bottles from home and avoid using the drinking fountains. Students will be allowed to have clear containers holding water with them throughout the day in the classrooms.

Gym, Recess, and Encore Classes
Health professionals agree that all individuals need physical activity and to increase their time outdoors if possible. At Hillsboro City Schools, all gym, recess, and encore classes (band, music, art, choir, etc.) will resume as normal with maximum distance provided for all individuals.

Cafeteria Procedures
Students will eat in the building cafeterias with one another, not at their classroom desks. Students will sit near each other with maximum distance provided when possible. The school lunch and breakfast programs will continue to be offered daily.

Visitors and Volunteers
All visitors and volunteers will be kept to a minimum. Anyone entering the building will be restricted to the main office area only. If anyone needs to leave the main office area they will be screened for a temperature and will have to wear a mask while in the building.
Cleaning Procedures
All buildings, classrooms, and offices will receive regular cleaning and disinfecting to promote healthy environments. Frequently touched surfaces, door knobs, handrails, etc. will receive special attention. Hand-hygiene products will be available in all buildings and in high-traffic areas. Studies show that hand washing is the most effective way to eliminate germs; therefore, students will receive increased opportunities to wash.

Technology
Students will be responsible for their own Chromebooks during the school day and sharing will not be permitted. Students sharing materials will be minimal with proper sanitation or eliminated completely.

Transportation
The majority of our students ride Hillsboro City Schools buses and transportation will continue to be provided to all students in grades K-12. Due to more than 1,000 students relying on bus transportation daily, Hillsboro City Schools plans to continue its dual route bus schedule as normal. Students will be sitting side-by side, and siblings will be encouraged to sit together. Parents/guardians may choose to transport their child(dren) to/from school daily if they prefer not to use bus transportation provided by the district. Hillsboro City Schools plans to continue to provide transportation for athletes to/from contests. Bus drivers will not conduct temperature checks before student loading. Students will be HIGHLY encouraged to wear face masks on the bus. Due to COVID-19 we will only be allowing two pick up/drop-off locations. This will allow us to minimize the amount of students switching buses and coming in contact with different students.

Remote Learning Option
The district will provide students with a remote learning option for anyone who is not comfortable with traditional on-campus instruction in grades 6-12 with appropriate internet access. This option will be through our online learning platform called Edmentum. If you choose this option it will be for an entire semester at a time. You will not be permitted to switch back until the end of the semester. The deadline to enroll for this option is August 3, so we will have time to plan accordingly. If you are interested in this option please contact our counselor’s office at (937) 393-4417.

Returning to School
Students, staff, and volunteers who have been diagnosed with COVID-19 can return to school after a minimum of 10 days have passed since symptom onset, and three days (72 hours) have passed with no fever (without the use of medication), and other symptoms have improved.
Students, staff, and volunteers who have had a fever, but no other symptoms related to COVID-19, may return to school after a minimum of 72 hours after the fever is no longer present (without the use of medication).

**Parent / Guardian’s Responsibilities**
No matter how diligent we are at implementing procedures to control disease, nothing will be more effective than educated and engaged parents and caregivers. Parents/guardians should at minimum, do the following:

- **Educate Students** - Talk to your child(ren) about COVID-19. The CDC provides some excellent resources for parents/guardians to use to address student concerns about COVID-19. Explain that school may look a little different, and why these changes are being made. Talk about the importance of handwashing, staying home when sick, and other simple and practical ways to reduce illness at school.
- **Symptom Monitoring at Home** - Parents/guardians should monitor students for any symptoms of illness. Symptoms include: Fever or chills, cough, shortness of breath, difficulty breathing, fatigue, muscle or body aches, headache, new loss of taste or smell, sore throat, congestion or runny nose, nausea or vomiting, diarrhea.

In closing, we assure you that Hillsboro City Schools will do everything possible to decrease the risks associated with contracting COVID-19, as well as any other virus, illness, or disease. We understand sending your child to school among this pandemic is a family decision not to be taken lightly. Ultimately, parents/guardians must be willing to accept the risks and send their child(ren) to school or allow the student(s) to stay home and participate in our remote-learning option for grades 6-12. Thank you for your patience as we continue to forge ahead in this new era of student safety and education.

Sincerely,

[Signature]

Mr. Davis

**New Information - Final Forms**
We will be implementing a new online platform “Final Forms” for updating student information. Please take a moment and familiarize yourself with this new platform. It is located on our webpage. You will be required to register your student(s) before school begins in August. A Parent Playbook has also been posted on the district website to assist you in registering your students in FinalForms. FinalForms will replace the paper-version, beginning of the school year (emergency, academic, technology, transportation, and athletic) forms parents/guardians complete each year. Thank you for your cooperation as we integrate this new management software into our regular operations.

*“An Equal Opportunity Employer”*  
“We provide a well-rounded experience that prepares each student to be successful in life”.*