

Class Enrollments as of 7/14

7th Grade=108 (54/54)
8th Grade=95 (47/48)
9th Grade=85 (43/42)
10th Grade=97 (48/49)
11th Grade=86 (43/43)
12th Grade=82 (41/41)

Zurlinden=6 (2-10th graders, 2-11th graders, 2-12th graders)

Cozart=2 (8th graders)

all of Cozart/Zurlinden's students have transportation on IEP

-Swanson is calling all parents to encourage them to personally drop off their child.

Snapp=9 students

Chamberlain=5 students

MSD & EBD separated into to groups (spacing reasons-same rooms)

*Group A attends Monday/Tuesday

*Group B attends Thursday/Friday

Teachers will need to reach out to families to determine student groups

Richey= 9 students (9th/10th)

Packwood=14 students (8th, 11th, 12th)

Wheatley=12 students (7th)

Bramlage=NSOI

CTE Cohorts:

English	Kuhnell, Kennedy, Bertsch, Hall
Math	Cathcart, Hinson, Daria, Andreadis
Science	Nikoley, Brown, Delk
Social Studies	Hahn, Zeigler, Cooper

**Need to call students that did not complete scheduling survey to place them in pathways.*

Students completed survey:

19 seniors

23 juniors

16 sophomores

6 freshman

	Carpentry	Business	Print Tech	Graphic Design	FCS
9	Intro to Construction	Digital Literacy	Intro to Media Arts	Intro to Media Arts	FACS Essentials
		Business & Marketing Essentials			
10	Floor & Wall	Business & Marketing Essentials	Graphic Communication	2-D Media Design	Relationships
		Marketing Principles			Early Life Span
		MOS			
11	Ceiling & Roof	Accounting	Press 1	Digital Imaging	Mid to Late Lifespan
		Sports Marketing			Child Development 1
12	Exterior /Interior Site Layout	Financial Mgmt	Finishing & Binding	Adv Prod Design	Money Skills for Math
		MOS			Principles of Teaching
		Mktg Application			Child Dev. 2

	PLTW
9	Principles of Biomedical (Delk)

10	Human Body Systems (Delk)
11	Medical Interventions (Brown)
12	Biomedical Innovations (Brown)

Need room and teacher for Gateway classes

Extra Staff to use for Planning/Lunch:

Viox

Wynn

Webster

Merrill

Ollier

Antony

Gayle Brown

New Sub

Haire

Sapp

Stacy

New Band

Johnson

Logistics-

	Middle and High School
ENTRY	<ul style="list-style-type: none"> Bus riders enter through Auditorium. Buses will unload outside the door. Paff will monitor outside/bus unloading at auditorium.

	<ul style="list-style-type: none"> • Car Riders will be dropped off in front of the cafeteria. Hunter will monitor outside cafe. (TAKE TEMP IN CAR???) • Walkers will enter through band room door. Orman will monitor 6th street entrance and band room entrance. • Front Office entryway will be for school business or parents. • SPED- use trailer entry (back door) and come directly into Cozart and Zurlinden's room where temps and such will be taken and recorded. <p>As Students enter they will have their temperature taken and recorded, and don masks. They will grab their breakfast bags and follow arrows to their first period class. Teachers will be in hallways to monitor social distancing. Once in class- no one is permitted to leave.</p> <p>2 teachers at each entry point to move students efficiently. Alphabetize lists, divide in half. Mark off 6 feet while they wait in line.</p> <p>***Doors blocked open to prevent touching during arrival and dismissal with supervision at door.</p>
BREAKFAST	Designated staff members and cafe staff hand breakfast to student upon entry at each entry point.
EXIT	<p>Dismissal will be by grade level/classroom specific. Classroom teacher will escort class down to bus drop off and/or parent pick up drop off following arrows.</p> <p>**Determine who dismisses first? Bus? Car? Walkers?</p> <p>**Doors blocked open to prevent touching</p>
TRAFFIC MANAGEMENT	<p>Hallways will be marked LEFT/RIGHT, RED line in middle, signs made to demonstrate hallway traffic. Signs will be made for morning and dismissal traffic. Drop off will be at cafe door and traffic will be expected to follow Wildcat Way out. Buses will pull forward to Auditorium Doors and will continue out Wildcat Way. Walkers will enter through front door only.</p> <p>**Maybe use N's or paws for social distance markers (N's would be more high school-esque)</p> <p><u>DURING THE SCHOOL DAY-</u> Auditorium (7th st/South) and Cafeteria will be UP stairwells. Art Suite and Main stairwell will be</p>

	considered DOWN.																																													
CLASSROOM SOCIAL DISTANCING	DESKS ONLY- No tables, except in Science Classrooms, Business Labs and Duzan. Chairs will be removed to reflect one person per workstation. X's marked on floors for desks.																																													
RESTROOM BREAKS	<p>Scheduled per classroom. If outside of allotted time, have escort (Merrill and Webster). Use restroom closest to classroom. Use sanitizer upon entry to classroom.</p> <ul style="list-style-type: none">• Schedule bathroom breaks by classroom and designated• bathrooms by location of classroom• Custodians can look at RR schedule to determine cleaning rotation• Color Code- students use the same stall each day.• Students use same bathroom all day- even between breaks. <p>Designated breaks & bathroom locations:</p> <table><tr><th>Time:</th><th>Teacher</th><th>Location</th></tr><tr><td>9:00-9:10/ 12:30-12:40</td><td>Graphics</td><td>1st Floor</td></tr><tr><td></td><td>Green</td><td>Cafe</td></tr><tr><td></td><td>Vogel</td><td>200</td></tr><tr><td></td><td>Zeigler</td><td>2nd Floor</td></tr><tr><td></td><td>Construction</td><td>Auditorium</td></tr><tr><td>9:10-9:20/ 12:40-12:50</td><td>Sapp</td><td>1st Floor</td></tr><tr><td></td><td>Meniffee</td><td>Cafe</td></tr><tr><td></td><td>Johansing</td><td>200</td></tr><tr><td></td><td>Cooper</td><td>2nd Floor</td></tr><tr><td></td><td>Sargent</td><td>Auditorium</td></tr><tr><td>9:20-9:30/ 12:50-1:00</td><td>Stacey</td><td>1st Floor</td></tr><tr><td></td><td>Johnson</td><td>Cafe</td></tr><tr><td></td><td>Leopold</td><td>200</td></tr><tr><td></td><td>Hahn</td><td>2nd Floor</td></tr></table>	Time:	Teacher	Location	9:00-9:10/ 12:30-12:40	Graphics	1st Floor		Green	Cafe		Vogel	200		Zeigler	2nd Floor		Construction	Auditorium	9:10-9:20/ 12:40-12:50	Sapp	1st Floor		Meniffee	Cafe		Johansing	200		Cooper	2nd Floor		Sargent	Auditorium	9:20-9:30/ 12:50-1:00	Stacey	1st Floor		Johnson	Cafe		Leopold	200		Hahn	2nd Floor
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		Cook	Auditorium
	9:30-9:40/ 1:00-1:10	Daria	1st Floor
		Fatsy	Cafe
		Delk	200
		Kuhnell	2nd Floor
		Andreadis	Auditorium
	9:40-9:50/ 1:10-1:20	Hinson	1st Floor
		Stacy	Cafe
		Nikoley	200
		Kennedy	2nd Floor
		Cathcart	Auditorium
	9:50-10:00/ 1:20-1:30	Crockett	1st Floor
		Profitt	Cafe
		Sweeney	Auditorium
		Bertsch	2nd Floor
		Brown	200
	10:00-10:10/ 1:30-1:40	Chamberlain	200
		Hall	2nd Floor
		Duzan	1st Floor using main stairwell
		*Snapp	Use Duzan restroom as needed
	**Any use of restrooms outside of designated breaks will need to notify the office and require an escort.		
FRONT OFFICE	No one is permitted in the office without appointment. All visitors will remain in the foyer and will communicate through glass. Any		

	visitor coming into the office for a meeting can ONLY go to the conference room. No where else. Temp taken upon entry and documented with date and time. Anything touched by a parent or visitor will need sanitized. (clean pens, dirty pens, window, etc.)
SAFETY DRILLS	<p>Drills will be called by grade level/classroom. Entry/Exit procedures will remain same as posted in classroom. Follow arrows out of the building, students will practice social distancing while outside, masked.</p> <p>Drills have to be done for both groups of students attending in a week. Don't have to use NAVIGATE for classroom-by-classroom drills.</p>
DESKS-	Science, Computer Labs, and Business classrooms can keep tables. All other rooms will have desks. We have 17 classrooms that need desks placed. We have 5 classrooms that currently have desks of 20-27.
OVERALL MOVEMENT	No one will be permitted to leave the classroom without arranging with the nurse, office, FRC, or Admin. Students will be escorted to their destination. NO LOCKERS- Lockers need closed/zip tied, etc.
LUNCH	<ul style="list-style-type: none"> Students can pre-order their lunches <ul style="list-style-type: none"> What is cut-off time for customized meal? Students order food first thing in the morning right with attendance Meals will be delivered to classrooms <ul style="list-style-type: none"> Who will deliver? Practice delivery to classrooms to determine time needs Combine teachers' plan/lunch to meet requisite requirements so one designated staff member provides coverage for both simultaneously Talk with custodians about best way to collect lunch trash
TECHNOLOGY DISTRIBUTION	Students need tech before their first day of school
WATER FOUNTAINS	<p>Cover the drinking part so it's only filling up the water bottles. Fill water bottles during scheduled restroom breaks</p> <p>Escorts can fill water bottles or teachers can have pitchers of water.</p>
INSTRUCTION (Ideas)	<ul style="list-style-type: none"> While in building the two days, no online; explicit instruction. Virtual days, computer based programs, support/extend in-person days. In-Person- For and/or pretest and start where left-off in 19-20 Tech goes home daily (for middle school too) First day procedures- Model walking in hall using social

	distancing, going to bathroom, etc. • What will Wednesday look like?
COMMUNICATION	• Create slideshow with info to push out on Social Media?? (CANNOT be PDF) • Possible video to go with it?

Schedules

- Charity needs to finalize kids in pathways based on transcripts
- Kia needs to determine grouping for middle school kids
- Staci 7th and 8th grade feeder cards for scheduling

Teacher Planning/Lunch

- Modified (shortened) would be lunch and plan time AFTER end of student day
- Create a lunch schedule for lunch waves
 - MIDDLE SCHOOL - 11:00 - 11:25
 - 7th Grade - 5 people
 - 8th grade - 5 people
 - HIGH SCHOOL - 1st Wave - 11:45 - 12:10
 - Carpentry -
 - FCS -
 - Graphic Design -
 - 2nd Wave - 12:30 - 12:55
 - Print Tech -
 - Business-

SHOPPING LIST (when ordering, denote COVID on PO so if we get reimbursed it's easy to find)

- Buffs for students
- Carts for lunches
- Mobile teaching stations
- Directional white boards for direction designation
- Locked nurse's cart for designation

How will kids have access to water?

- How can kids fill up their water bottles?

*****EL students and non English speaking families: communication of plan and expectations of the day?

- Could they stay in one room with Gurren?
- won't have students sitting next to them to translate due to social distancing
- any prefer virtual learning (ask Gurren/Widalys)

Mental Health Counseling:

Cincinnati Behavioral Health & NorthKey plan to return to building (Dave Reis & Kerri Phillips)

Big Brothers Big Sisters:

-Debbie Mollette/Julie will come and pull students individually to meet with their Bigs virtually.

*How do we explain the options, Hybrid/Virtual Learning, to parents before we make calls to get feedback so they have time to think about what is best as well truly understand aspects of both.

Facilities	Schedules	Training	Communication	Miscellaneous
<ul style="list-style-type: none"> -notify Mr. Grayson about nurse's needs -check ALL rooms for EVAC procedures -Contact VENNEFRON for arrows for floor - Purchase RED tape to divide hall - remove tables from rooms and replace with desks 6 feet apart - Traffic signs -Orman contact NPD (coordinate with Officer B) about one-way traffic in morning and afternoon -Signage for morning drop-off -Tables, clipboards, thermometers, census docs, etc. for all entryways - purchase AFRAMES for signs. -Where are we going to put tables that we can't use? -Schedule meeting with custodians -Rope off thingees for cafe as passthrough only -70 desks 	<ul style="list-style-type: none"> -Finalizing CTE classes for kids who didn't submit scheduling requests - Cleaning schedule 	<ul style="list-style-type: none"> -Finance/PO Procedure -Online Signatures -Google Classroom -MAP -EduClimber/DnA -Program Training (Pearson & Envisions) -SPED System -Rtl -StemScopes (check on requisite resources) -Microsoft Office Training -Screencastify training -IC Training -Attendance Training - Referrals/Discipline/Calling Home/PLP -Staff Handbook -CEP Training -Suicide Training (Mental Health Counselor DURING YEAR) -Online Requisite Training (Bloodborne Pathogens and required 24 hours) -PBIS (HERO) -Zoom/Meet/Teams Etiquette -Active Supervision -Safety Drills (including overview of Bus Evac) -Alarm System -Staff Dress Expectations -Substitute System 	<ul style="list-style-type: none"> -Finalizing CTE classes for kids who didn't submit scheduling requests -How will students be graded in the hybrid environment? FRONTLOAD to kids & parents Staff RIGHT NOW: <ul style="list-style-type: none"> • Schedule & Options • How we are keeping students and staff safe • Cleaning procedures • PPE requirement • PD will be differentiated and provided to prepare • Feedback on staff participation • What a classroom will look like? • Entry/Exit procedures for staff • "You move, you mask"? • What are options for staff/teachers who don't feel safe working with kids? 	<ul style="list-style-type: none"> -Tech Pick-Up Plan (ALL students will get tech, including middle school) -Tech Virtual Support -MAP Testing Plan (can they take it at home and it be monitored?) -What are we doing with ILP? -How are we gonna do Rtl? -Survey to differentiate technology training needs for teachers -Get badges for students designated by floor -How do students go to Nurse, Front Office, FRYSC? -Medicine will have to be delivered to classrooms (ask Nurse Pam) - can we share a medication

<ul style="list-style-type: none"> -Storage for student materials in classrooms (desks with storage shelf underneath) -Cleaning schedule (monitoring system for cleaning - sign off - who cleaned when) -Lunch Garbage collection procedure -Location for new positions & locations for Haire -Schedule of people assignments -Check if SPED bus can turn in the exterior circle -Move band trailer to stadium -Red/Black Lanyard to determine which floor student is supposed to report to 1st period -Signage -Entry/exit logistics for nurse's office -Propping doors open for entry/exit -hand sanitizers inside each classroom and in the hallways in central locations - students sanitize upon entering each classroom -Ziptie all lockers shut -Social distance markers at copiers -Check water fountains to see how many have refill stations 		<p>(AESOP & Sub Folders)</p> <ul style="list-style-type: none"> -COVID/HYBRID Protocols in BLDG -Meeting Schedule -NHS Hub -Staff & Student Expectations -Lesson/Unit Planning Expectations -Grading Scale -New Teacher -NED Talks/Friday Focus -Implicit Bias Training -Social Media Etiquette -Committee Sign Up -How to Verify Your ExtraCurricular Participation -Sign In/Sign Out Procedures (What's that look like with COVID? Sign-in at temp tables) 	<p>Students/Parents RIGHT NOW:</p> <ul style="list-style-type: none"> • Schedule & Options • How we are keeping students and staff safe • Cleaning procedures • PPE requirement • Feedback on student participation • What a classroom will look like? • Entry/Exit procedures for students • Parent Drop-Off Procedures • Front Office Procedures • "You move, you mask"? <p>(Videotape an example to share)</p> <ul style="list-style-type: none"> • POSITIVE: Lunch Order Customization :) 	<p>schedule with the teachers? (Taylor can be back up)</p> <ul style="list-style-type: none"> -What clubs and activities will be offered online? -On Thursdays/Fridays can designated teacher push out some social/emotional and/or diversity training content for students? -Have April create classrooms to push out stuff by grade level or whole school -Weekly Student News (in Bonnie Stacey's class)
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-Tony will send ALL CALL Monday to TEACHERS.

-All schools will have virtual faculty meetings at noon: don't put it out in public yet; MUST be presented to board Wednesday. Principals will communicate what the model looks like and find out feedback about who is high risk.

-Tony wants to do ALL CALL Monday afternoon to PARENTS

-Start phone calls to parents on Tuesday. Finish gathering parent information BY FRIDAY

-ALL HOME SCHOOL CALLS go to Jennifer Stewart - contact information -