

July 29, 2020

Parents and Students,

The Putnam County Schools, with the input and support of the Putnam County Health Department, established guidelines for the reopening of schools in the County. This reopening plan has been devised from guidelines set forth in the Ohio Department of Education's ***Reset and Restart Education***, Planning Guide for Ohio Schools and Districts.

I know everyone would like ALL the answers right now. Unfortunately, the situation in Ohio is continually changing. We will continue to develop and revise our plan as necessary. Here is some information concerning a few topics as we know today:

TRANSPORTATION

One obstacle to overcome is providing safe bussing for our students and drivers. If you are able to transport your child to and from school, we are asking that you please do so. This will free up seating for those who depend on our transportation and will help us implement the social distancing requirement on our buses. **If you are able to transport your child, please call me at 419-453-3357 ext. 1605 by MONDAY, AUGUST 3, 2020.** I will need to know each child's name and the bus they normally ride. All students and drivers must wear face coverings on the bus. Hand sanitizer will be available as students enter and exit the bus.

FACE COVERINGS

We will require all staff and students (K-12) to wear a face covering. There will be many times throughout the day when these coverings can be removed; for example, in the classroom when appropriate social distancing can be maintained. We will have mask lanyards available if students would like one to hang around their neck. Parents will need to provide each student with his/her face covering.

REMOTE LEARNING

If your child has a health issue that may prevent him or her from being in our building, please contact the Elementary School or High School to discuss remote learning. If you opt for remote learning, it will be reviewed at the end of each nine weeks.

WATER BOTTLES

Please send a water bottle with your child. The water bottles can be refilled at school, but water fountains for individual drinks will not be allowed.

BOOK BILLS

As a reminder, book bill payments and cafeteria payment collection dates are set for Tuesday, August 18, 2020 from 1:00 to 7:00 PM, and Wednesday, August 19, 2020 from 8 AM to 2 PM. Signs will be provided to indicate social distancing. The book bill fee will be \$75 per student for Grades K-5.

SANITIZING WIPES

We have always had sanitizing wipes as an item on our school supplies list, but it is becoming increasingly more difficult to find them. If you cannot have them before school starts, just send them in, when you can.

HEALTH CHECKS & SYMPTOMS

A morning health check must be administered prior to coming to school. All staff and students temperature must be taken at home before coming to school. If someone's temperature is 100 degrees or more, that person must stay home.

If any of the following symptoms are evident (which are not a normal part of the student's prior health history, such as asthma, allergies, etc.) a call to parent will be made and the student may need to go home.

- Fever or chills
- Cough
- Shortness of breath or difficulty breathing
- Fatigue
- Muscle or body aches
- Headache
- Loss of taste or smell
- Sore throat
- Congestion or runny nose
- Nausea or vomiting
- Diarrhea

As we continue to work together as a community to support our kids and protect our most vulnerable, we must find balance in the decisions we make. Thank you for your understanding and your patience as we work through these challenges. If you have questions, concerns, or comments, please send me an email at smangas@ottovilleschools.org or call the Elementary Office at 419-453-3357.

Thank you for all that you do to make our school successful.

Scott Mangas
Superintendent