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THE DISTRICT Correspondent

July 2020

A Free Publication of Madison Consolidated Schools

District Reopening Plans

2020-2021 year begins Aug. 12

In this issue: All reopening information to ensure a safe reopening of our schools

We have done our very best to create a flexible plan to accommodate the ever-changing environment. We ask that you graciously read the following pages with forgiving eyes, as information that was accurate at press time may have changed by the time this edition arrives in your mailbox. Families with students returning to school (either face-to-face or virtually), please be sure to check your email and our website for up to date information or changes to our reopening plan.

Onsite Registration Dates for 2020-2021

If families prefer to visit the school to register their student, they will need to call the main office and make an appointment. Appointments will be staggered to accommodate social distancing guidelines.

Anderson Elementary School	
2325 Cherry Drive, Madison (812) 273-8528	
August 5, 2020	9:00 a.m. – 2:00 p.m.
August 6, 2020	12:00 p.m. - 6:00 p.m.
Deputy Elementary School	
14350 W. Mulberry Street, Deputy (812) 274-8007	
August 3, 2020	9:00 a.m. - 2:00 p.m.
August 4, 2020	12:00 p.m.- 6:00 p.m.
Lydia Middleton Elementary School	
714 W. Main Street, Madison (812) 274-8005	
August 5, 2020	9:00 a.m.– 2:00 p.m.
August 6, 2020	1:00 p.m.- 6:00 p.m.
August 7, 2020	9:00 p.m. - 12:00 p.m.
Rykers' Ridge Elementary School	
2450 Rykers' Ridge Road, Madison (812) 274-8006	
July 30, 2020	12:00 p.m.-6:00 p.m.
July 31, 2020	9:00 a.m.- 2:00 p.m.
Madison Junior High School	
701 Eighth Street, Madison (812) 274-8003	
August 4, 2020	9:00 a.m. – 2:00 p.m.
August 5, 2020	1:00 p.m. – 6:00 p.m.
Madison Consolidated High School	
743 Clifty Drive, Madison (812) 274-8002	
August 5, 2020	9:00 a.m. - 2:00 p.m.
August 6, 2020	12:00 p.m. - 6:00 p.m.

Registering your student ONLINE Registration is OPEN!

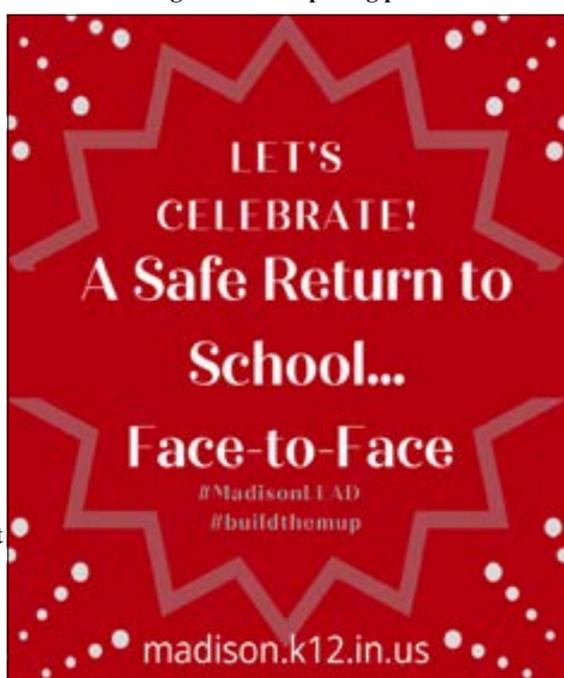
RETURNING students: Please visit www.madison.k12.in.us and login to your Skyward Family Access account and follow the online registration link.

NEW students (students never enrolled at MCS): online enrollment for new students will be available as of July 7, 2020. Please visit <https://skyward.madison.k12.in.us/scripts/wsisa.dll/WService=wsSky/skyenroll.w> to enroll online.

If you prefer to enroll in person, you may call for an appointment to visit the main office of the school you will attend. There will be staff available to assist with new student enrollment and registration during the dates and times listed in this edition. If you are unable to enroll online or attend the designated dates and times, please call the school office to set an appointment.

Transfer students: students who have legal settlement (their home address) outside of the MCS district and desire to attend one of the schools within the corporation during the 2020-2021 school year, must file a request with the MCS Board of Trustees prior to August 12, 2020. Application forms may be obtained at the school buildings or at the MCS Administration Office, 2421 Wilson Avenue, between the hours of 1:00 p.m. and 4:00 p.m. or online at www.madison.k12.in.us. All completed forms must be returned to the Administration Office.

It is important that your student be enrolled before the first day of school to help ensure all transportation, student technology, and administrative items can be completed prior to student arrival.



High Level: What you need to know

Madison announced the approval of the district Reopening Plan following the board meeting on July 8, 2020. The entire, detailed plan has been sent to all families via email and can be found on our website. Building specific information has been broken out and posted to the website for those who wish to view only information pertinent to their student's school.

Here are the items we think families will be most curious about from our reopening plan. We have included in-depth information about the district-wide plans impacting health and safety, transportation, food service, and facility

sanitation throughout this edition.

• **All aspects of this plan are flexible and could change depending upon circumstances within a school, our county, or by any Governor's order.**

• School will begin on August 12, 2020.

• The current approved calendar will be used.

• Parents have the option of having their children attend school either face-to-face or in a virtual setting.

• Social distancing guidelines will be adhered to as much as possible. Masks will be worn when social distancing is not possible.

• Buses will run routes with no more than two students per seat and all passengers will be required to wear masks while on board.

• Wearing masks is strongly recommended while inside our buildings and will be required in certain situations. Certain adults will be required to wear masks while inside buildings.

• Access to buildings by parents and other visitors will be restricted (and in some cases not permitted unless by appointment) even more than normal.

• Multiple disinfecting cleanings of high-touch areas will be done throughout the

day in all buildings and buses.

• Screening for symptoms should occur for all adults and students prior to coming to school. Latest guidelines for these screenings will be provided as they are updated.

• Individuals with symptoms will be required to be quarantined according to Health Department guidelines. (Specific guidelines can be found in the detailed plan documents.)

• Individuals that have tested positive for Covid-19 will be required to quarantine according to Health Department guidelines. (Specific guidelines can be found in the detailed plan documents.)

• Quarantined students who

begin school in a face-to-face setting will be able to continue their studies virtually with their class.

• Athletics, extra and co-curricular activities have begun with detailed parameters in place. (Specific guidelines can be found in the detailed plan documents.)

District Wide Services

At the end of May, a district-wide, cross functional team was formed to address the necessary aspects of safely reopening our schools for face-to-face instruction for the 2020 - 2021 school year. On June 2, our task force team convened to formulate a plan to begin exploring the many options available in a continuously changing environment around continued health concerns related to the COVID-19 virus.

District-wide Task Force Team Members:

Kevin Yancey, Chairperson / Maintenance, Custodial & Facilities; Dr. Jeff Studebaker, Superintendent; Michael Gasaway, Secondary Academic Plan; Jill Mires, Elementary Academic Plan; Angela Vaughn & Kirstie Stivers, RN, Health Services Plan; Keith

Mahoney, Transportation Plan; Judy Brooks, Food Service Plan; Joe Bronkella, Athletics Plan; Jacob McVey and Tim Armstrong, School Safety; Janet McCreary and Tracy Ahlbrand, Elementary; and Tara McKay, PreK/Elementary.

Each task force member convened additional departmental or building level teams/committees to discuss the specific systems and processes necessary within their areas for a safe return to school. The guidelines and expectations outlined in this detailed plan are based on those recommendations and are in place to create a safe environment for students and staff to return to face-to-face instruction.

Reopening Madison Schools
With the understanding that we remain in an unprecedented,

fluid situation, the plans we have approved and are communicating will need to be flexible and accommodating based upon changing health scenarios and guidelines provided by the state in reaction to and mitigation of the existing presence of the COVID-19 virus.

Health Plan

At the center of the Health Plan is the protection of the health and safety of students and staff. The overarching goal is to assure the ability to meet directives from the Indiana State Department of Health and the local Department of Health for mitigation of transmission in order for students and staff to return to education in buildings.

Special Education Services and Individual Health Plans will be developed on an

individualized basis through a committee conference. Families impacted will be contacted by school personnel or can contact their current health-care contact at their school to schedule an appointment.

Preventive Measures

• No visitors will be allowed in our buildings until further notice.

• Face Masks for Staff and Volunteers:

○ Masks are mandatory for volunteers within the building.
○ Masks will be required to be worn by staff while in the buildings at MJHS and MCHS.

■ AT THIS TIME, elementary buildings will remain highly recommended for staff.

○ Additional accommodations may need to be made for staff based on their individual health plan.

○ Nurses, special education staff, and transportation staff may additionally need face shield/goggles based on individual health plans.

• Face Masks- Students:

○ Masks will be required to be worn by students while in the buildings at MJHS and MCHS. After receiving survey results and having the majority of our students return to class face-to-face, careful reconsideration of space constraints in some areas of high traffic flow, and high population of these two buildings the decision was made to require masks to be worn. *Exceptions will be PE class, band class, and lunch (when eating).*



Madison Consolidated Schools operates one high school, one middle school and four elementary schools (each including preschool) serving approximately 2,700 students and their families in the Madison/Jefferson County, Ind., area.

Our goal is to inspire success, boost confidence through critical thinking and problem-solving, and encourage collaborative learning. Our rigorous academic curriculum includes a diverse curriculum path into our Fine Arts Academy, multi-faceted college-and-career-readiness programs, and work-based learning opportunities.

Board of Education

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rkring@madison.k12.in.us

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jmires@madison.k12.in.us

Kevin Yancey, Director of Facilities & Special Projects
kyancey@madison.k12.in.us

Ivy Tech Community College's Madison Campus
is a proud supporter of Madison Consolidated Schools.

From the Superintendent's Desk

Welcome Back! Flexibility Key to 2020-21 Success



Dr. Jeffery Studebaker

Madison Families:

At long last we are about to say "welcome back"! We could not have imagined back in March when we closed that we would not be able to return until the following August. In the intervening months, we have seen a heroic effort on the part of our teachers and staff to provide the best possible level of learning and care for our students remotely. We feel that we had many successes, but it

is equally clear that our students need to be back in school. The American Academy of Pediatrics (AAP) states that "schools are fundamental to child and adolescent development and well-being." In addition, the AAP states that there is mounting evidence to suggest that transmission of the coronavirus by young children is uncommon due to the fact that they are less likely to contract it in the first place. Finally, there is a great deal of concern that being out of school is doing more harm to many of our children and their long-term well-being than any coronavirus-contagion risk there may be. Our plan is designed to try to limit exposures between all individuals to the greatest extent possible while recognizing the practical realities of life in schools. Our

plan represents months of work and discussion and uses the lessons learned through experience, perseverance, and our best understanding of the science involved with this outbreak. The recommendations outlined in this edition are based upon what works in regards to teaching and learning as well as by what the medical and scientific experts are recommending in light of the ongoing health crisis our country is experiencing. As always, thank you for choosing Madison Consolidated Schools for your children's education! We greatly value and appreciate your trust placed in us! Please feel free to reach out with any questions or concerns and we will do our best to help.

Welcome back!

Dr. Studebaker

CLASS OF 2020
COMMENCEMENT
LIVE STREAM SIMULCAST
LINK WILL BE AVAILABLE FROM
OUR HOMEPAGE
MADISON.K12.IN.US
JULY 26, 2020 - 2 P.M.

SHOW YOUR SCHOOL SPIRIT

and earn cash for MCS with
the German American Bank
School Spirit Check Card!

Each purchase you make
will automatically earn MCS
\$0.02, donated by German
American Bank!



Promote your school spirit and help raise money for Madison Consolidated Schools by continuing to do what you do every day - *swiping your check card for everyday purchases*. The German American Bank School Spirit Check Card is accepted everywhere Visa® is welcome:

- Grocery Stores
- Local Shops
- Restaurants
- Gas Stations
- Department Stores
- And more!

Call or stop by any German American Bank office to request your
Madison Consolidated School Spirit Check Card today!*



German American Bank

Banking | Insurance | Investments
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430 Clifty Drive • 233 E. Main Street • 567 Ivy Tech Drive • 401 E. Main Street
Madison, IN 47250 • (812)273-4949

For a list of participating schools, visit: germanamerican.com



*Check card requires a German American checking account and approval of check card application.



MADISON CONSOLIDATED HIGH SCHOOL

743 Clifty Drive, Madison (812) 274-8002
 Michael Gasaway, Principal; Ronnie Lawhead, Assistant Principal

Open House/Schedule Pick Up **Aug. 7** 8:30 a.m. – 3:30 p.m.
 School day hours 8 a.m. – 3:05 p.m.
 School office hours (by appointment only) 7:30 a.m. – 4 p.m.

MADISON JUNIOR HIGH SCHOOL

701 8th St., Madison (812) 274-8003 Dan Grill, Principal
 Scott Schick, Assistant Principal, and David Horvath, Assistant Principal



5th Grade Open House **COMING SOON!** VIRTUAL
 6th Grade Open House **COMING SOON!** VIRTUAL
 7th & 8th Grade Open House **COMING SOON!** VIRTUAL
 School day hours 7:55 a.m. - 3:10 p.m.
 School office hours (by appointment only) 7:30 a.m. - 4 p.m.
 Future Cub Care Afterschool Program Hours 3:05 p.m. - 5:30 p.m.
 Grades 5 & 6

MADISON CONSOLIDATED ELEMENTARY SCHOOLS



Anderson Elementary
 2325 Cherry Drive, (812) 273-8528 • Tara McKay, Principal

Virtual Open House (more details to come) **Aug. 11**
 School day hours 7:40 a.m. - 2:40 p.m.
 School office hours (by appointment only) 7:00 a.m. - 3:45 p.m.
Preschool hours
 Half-day option 7:40 a.m. - 10:40 a.m.
 Full day option 7:10 a.m. - 2:40 p.m.
 Cub Care Afterschool Program** 2:40 p.m. - 5:30 p.m.
 **Additional cost & application

Lydia Middleton Elementary
 714 W. Main St., Madison (812) 274-8005 • Tracy Ahlbrand, Principal



Virtual Open House (more details to come) **Aug. 11**
 School day hours 7:35 a.m. - 2:45 p.m.
 School office hours (by appointment only) 7:15 a.m. - 4 p.m.
Preschool hours
 Half-day option 7:15 a.m. - 11 a.m.
 Full day option 7:15 a.m. - 2:45 p.m.
 Stars Afterschool Program** 2:45 p.m. - 5:30 p.m.
 **Additional cost & application



Deputy Elementary
 14350 W. Mulberry St., Deputy, Ind. (812) 274-8007 • Janet McCreary, Principal

Virtual Open House (more details to come) **Aug. 11**
 School day hours 7:25 a.m. – 2:45 p.m.
 School office hours (by appointment only) 7 a.m. – 3:30 p.m.
Preschool hours
 Half-day option 7 a.m. – 10:30 a.m.
 Full day option 7 a.m. – 2:45 p.m.
 Afterschool Program** 2:45 p.m. – 5:30 p.m.
 **Additional cost & application



Rykers' Ridge Elementary
 2450 Ryker's Ridge Road (812) 274-8006 • Jill Mires, Principal

Virtual Open House (more details to come) **Aug. 11**
 School day hours 7:35 a.m. – 2:45 p.m.
 School office hours (by appointment only) 7 a.m. – 3:30 p.m.
Preschool hours
 Half-day option 7:35 a.m. – 10:35 a.m.
 Full day option 7:15 a.m. – 2:30 p.m.
 Afterschool Program** 2:45 p.m. – 5:30 p.m.
 **Additional cost & application

BUILDING SPECIFIC PLANS
 Detailed, building-specific plans for all schools can be located on our website.
madison.k12.in.us
 Click the 'Back to School Plans' link in the pop up box and select the plan you wish to view.

MADISON CONSOLIDATED HIGH SCHOOL
 COMMENCEMENT CELEBRATION OF CLASS OF 2020
 Sunday, July 26, 2020
 2:00 p.m.
 Connor K. Salm Gymnasium
****MASKS REQUIRED****
 Socially Distanced Seating
 Family admittance by reservation confirmation only
LIVE SIMULCAST LINK WILL BE AVAILABLE FROM OUR WEBSITE HOMEPAGE
MADISON.K12.IN.US

MORE IMPORTANT INFORMATION FOR THE NEW SCHOOL YEAR

Media Releases

Throughout each school year, students from Madison Consolidated Schools may have an opportunity to be highlighted in various marketing or public relations related materials or projects to promote activities and achievements within our school district. These may include district-wide, building level, or classroom level promotion or recognition. As an example, students may be photographed, interviewed, or video recorded during classroom instruction, while attending school assemblies, or participating in extracurricular activities. Students may be featured in materials to increase public awareness of our schools through newspapers, radio, website, DVD's, displays, brochures, or other media outlets.

In the event you DO NOT want your student to participate, please complete the Media Opt Out Form during online registration or pick up and complete a hard copy from the main office of your school. The link address is <http://www.madison.k12.in.us/document-library-list-view/family-information/registration-documents-and-forms/541-media-opt-out-form/file>.

Free Textbooks/Devices

Thanks to another very generous donation from our friends and educational partners at SuperATV, all fees for textbooks and school-owned technology devices are once again waived for the 2020 - 2021 school year. During registration, parents and guardians must sign an agreement that outlines the terms of use and care.

At the start of the school year, necessary textbooks and devices, as well as, any classroom supplies will be distributed. Devices are collected at the end of the school year. At that time, families will only be billed for missing devices, chargers, or cords.

STUDENT DEVICE USE AGREEMENT

- Devices will not be used in ways that are inappropriate.
- Using inappropriate language when using emails, journals, wikis, blogs or other forms of communication is unacceptable.
- Creating or encourage others to create, discourteous or abusive content on school devices is unacceptable.
- Using school devices as electronic communication to spread rumors, gossip, or engage in activity that is harmful to other persons will not be tolerated.
- The school device is subject to inspection at any time without notice and remains the property of MCS.
- Never leave the device unattended, or loan out to others.
- Know where your device is at all times.
- Have your device's battery daily and arrive at school with the device charged.
- Keep food and beverages away from the device since they may cause damage to the device.
- It is unacceptable to use the device camera to take and/or distribute inappropriate, or unethical material.
- Do not disassemble any part of my device or attempt any repairs.
- Protect the device by only carrying it while in the case provided and do not remove the device from the case provided by MCS.
- Do not place decorations (such as stickers, markers, etc.) on the device or provided case.
- Do not deface the serial number device sticker on any device.
- File a police report in case of theft, vandalism, and other acts covered by insurance as well as report to the administration of MCS.
- You will be responsible for all damages or loss caused by neglect or abuse.
- The device, case and power cords will be returned good working condition upon unenrolling from MCS or at the end of each school year.



**Preschool and Kindergarten
2020 - 2021 Registration**

Registration has been moved online.

To enroll your student in PreK or Kindergarten, you can visit our link at: <https://forms.gle/bwcf8rdvoxyLXVHcA>

If you believe you may qualify for funding assistance, please visit the On My Way PreK website (<https://earlyedconnect.fssa.in.gov/onlineApp/home>) for qualification guidelines.

Be sure to follow us on Facebook @Future Cubs Connect

District Food Services

The school lunch program continues to be dedicated to feeding our students nutritious meals in the fastest and most pleasant manner possible. Menus will be available on our website, be sent home monthly with elementary students via student device, and posted at various locations in the junior and senior high schools to let students know what is being served. The menus will also be posted to our social media feeds on Facebook and Twitter @MCS_Indiana, on the radio, and available for download on our interactive food service website. **All students** will be able to have one breakfast at school FREE of charge, the second meal price is \$1.25. The price for an adult lunch is \$3.65 and adult breakfast is \$2.15. At this time, parents are not permitted to eat breakfast or lunch with their child. No fast food meals may be brought into the dining room during meal service hours. MCS participates in the National School Lunch and School Breakfast Programs. Paid lunch is \$2.40 for elementary students and \$2.60 for secondary students. Children from households that meet Federal income guidelines are eligible for free meals or reduced price meals at \$0.40 for lunch and breakfast is free. Additionally, the passage of House Enrolled Act 1360 by the 1987 Indiana General Assembly provides textbook/workbook assistance for those children approved for free meals. An application for free lunch and textbook rental may be completed if you feel you qualify for assistance. Our goal is to notify parents within 48 hours with approval or denial of the application and further information on what, if any, additional rental costs are

due. Applications for textbook assistance are available in all school offices, as well as, during step 3 of the online registration process for returning students. Households currently receiving food stamps or Aid to Families with Dependent Children (AFDC) need only to list the child's name and food stamp or AFDC case number and sign the application. If you are directly certified for free meals, you will receive a letter. You do not need to complete a meal application if you are directly certified. Children who receive free or reduced price meal benefits are treated the same as children who pay for their meal. In the operation of child feeding programs, no child will be discriminated against because of race, color, age, national origin, sex, or handicap. If the household believes that they have been discriminated against, they should write immediately to the Secretary of Agriculture, Washington, D.C. 20250. Likewise, if they believe that they have been discriminated against regarding the Textbook Assistance Program, they should contact the Indiana Department of Education, Room 229, State House, Indianapolis, IN 46204-2798.

If a household does not agree with the school's decision on the application or the result of verification, they may wish to discuss it with a school official. They also have the right to a fair hearing. This may be done by contacting the following official: Mrs. Judy Brooks, Food Service Coordinator, 2421 Wilson Avenue, Madison, IN 47250, phone (812) 274-8001.

District Transportation

Student safety and security on our buses is seen as an extension of the safety and security we provide at each of the district buildings. Therefore, we place a high focus on processes and features to ensure we take every measure to make our transportation as safe and reliable as possible. COVID-19 has added another element of precaution for this school year. All students who use MCS transportation to or from school, for athletics, or extra/co-curricular activities will be required to wear masks while on the bus. Since social distancing is not possible on a bus, the mask requirement is imperative to help do all we can to keep students safe. Bus drivers and the transportation team are working on routes to spread them out as much as realistically possible. Where buses are still crowded, families will be seated together and socially distanced from other riders as far as possible. When the first student boards the bus they will move to the back and seat from the rear of the bus forward, to avoid as much interaction as possible. Each bus will be sanitized after each group of students leaves the bus before the next route is loaded. Each driver will have a required seating chart for each route which will be turned into the transportation department and building principal. In the event of a positive reported case, this information will be given to the local health department to conduct the necessary contact tracing procedure.

Bus drivers will have a supply of disposable masks available for a period of time as we begin school but students are expected to provide their own masks to school. If a student does not have a mask or refuses to wear a mask while on the bus, they will not be permitted to ride the

bus and the family will be responsible for transporting the student to and from school.

Additional Security Elements

Each MCS bus is equipped with GPS, which allows us to track each vehicle along its assigned route. In the event of an accident, natural disaster, or delay for pick up or drop off, school administrators are able to communicate with the drivers and parents as needs arise. This procedure also helps to confirm that our snow routes are correct and efficient.

Security cameras are also a feature on all of the buses. These cameras are able to capture the interior of the bus, as well as, specific points along the exteriors of the vehicle. If there's ever a question of behavior or conduct of students riding the bus, our transportation office personnel have access to these video feeds. It also gives them the ability to work with law enforcement in the event vehicles pass the buses with the stop arm out, as the cameras capture vehicle images and plate numbers in some cases.

If you have questions or would like to know more about MCS transportation policies and operation, please call or email: Jill Deputy, Transportation/CTE Coordinator at (812) 274-8394 or jdeputy@madison.k12.in.us; BJ Yager, Assistant Transportation Coordinator, at (812) 274-8116 or byager@madison.k12.in.us; Marsha Foley, Transportation Clerk, at (812) 274-8111 or mfoley@madison.k12.in.us.

**KOEHLER
WELDING
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An MCS Partner in Education



**IVY TECH
COMMUNITY COLLEGE**

An MCS Partner in Education

SERVICES PLAN

from Page 1

■ AT THIS TIME, elementary buildings will remain highly recommended. Considering the age of these students, their ability to effectively wear a mask, and our ability (in most areas) to spread out a little further throughout the day we will not change this recommendation.

■ Multiple teachers throughout the district will require masks worn in their classrooms.

■ Parents will be notified of the specific teachers/classes requiring masks.

○ Masks are mandatory during bus transportation.

○ Masks are mandatory while in hallways.

Hand Hygiene:

○ Staff and students will wash their hands often with soap and water. If soap and water are not readily available, a hand sanitizer will be used that contains at least 60 percent alcohol.

○ Hand sanitizing will occur at key times as follows:

- Upon entry
■ Before eating
■ After restroom use
■ After blowing nose, coughing, or sneezing
■ After using shared equipment

■ Before boarding the bus at end of day

Water Fountains:

○ Water fountains will not be utilized in schools. Water will be accessible via water bottle filling stations in most buildings, and students are encouraged to bring their own bottle.

● Social Distancing will be implemented as defined by

individual building plans.

Health Protocols Screening:

● Parents will be required to screen students before coming to school.

● Employees will be required to self-screen before coming to school.

● Students and employees exhibiting symptoms of COVID-19 without being otherwise explained, are prohibited from coming to school, and if they do come to school, they will be sent home immediately.

○ Students will not be permitted to participate in any athletic, extracurricular, or co-curricular activities if they have been sent home.

● Symptoms Impacting Consideration for Exclusion from School:

- 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

● Temperature of students, employees and visitors on school property will be taken in situations where there is reason to believe that the person may be ill.

Clinical Space COVID -19 Symptomatic:

● A room or space separate from the nurse's clinic will be designated where students or employees who are feeling ill are evaluated or wait for pick up.

- All waiting staff and students will wear a mask.
● Only essential staff as-

signed to the room may enter.

● A record will be kept of all persons who entered the room and the room will be disinfected several times throughout the day.

● Strict social distancing is required and staff must wear appropriate PPE.

● Students who are ill will be walked out of the building to their parents.

Clinic Space Non-COVID-19 Related:

● Students who do not display symptoms of COVID-19 can be seen and treated in the nurse's clinic.

● These would include students who are injured during the school day or students with special health care needs such as those with chronic health conditions, those requiring medical treatments, and those with individual health plans.

Exclusion from School:

● Students and employees will be excluded from school if they test positive for COVID-19 or exhibit one or more of the symptoms of COVID-19.

● If a child tests positive for COVID-19, all others in the household would be considered close contacts and need to quarantine unless that child was isolated from others in the home.

Confirmed Case of COVID-19 on School Property:

● When there is confirmation that a person infected with COVID-19 was on school property, the district/school will contact the local Health Department immediately.

● The custodial staff will be informed of the confirmed case, so that impacted build-

ing or bus areas, furnishings, and equipment are thoroughly disinfected. In order to sanitize the area most effectively, custodians will work around student and staff presence to maintain a freshly sanitized environment.

Return to School After Exclusion:

Untested/Unevaluated

● Persons who have not received a test proving or disproving the presence of COVID-19 but experience symptoms may return if the following three conditions are met:

- They have not had a fever for at least 72 hours (that is three full days of no fever without the use of medicine that reduces fevers); and
○ Other symptoms have improved (for example, when your cough or shortness of breath have improved); and
○ At least 10 calendar days have passed since your symptoms first appeared.

OR

● Students may also return if they are approved to do so in writing by the student's health care provider.

Tested Positive - Symptomatic

● Persons who experienced symptoms and have been tested for COVID-19 may return to school if the following conditions are met:

- The individual no longer has a fever (without the use of medicine that reduces fevers); and
○ Other symptoms have improved (for example, when your cough or shortness of breath have improved); and
○ At least 10 calendar days have passed since symptoms

first appeared; or

○ The individual has received two negative tests at least 24 hours apart.

Tested Positive - Asymptomatic

● Persons who have not had symptoms but test positive for COVID-19 may return when they have gone ten calendar days without symptoms and have been released by a healthcare provider. Students may also return if they are approved to do so in writing by the student's health care provider.

COVID-19 Tracking and Reporting

● It is required that parents report a diagnosis to school or district.

● The local Health Department will perform contact tracing.

● The district will follow CDC/ISDH/Local Health Department guidance for system based, test-based and time-based re-entry.

● Staff will use an internal Google form process to record a notification of an infected person that has been on school campus; the responses will immediately notify key personnel when it is submitted.

Medication Administration

● Physical distancing procedures in place to mitigate transmission.

○ We will stagger medication administration times.

○ We will limit the volume of students to one at a time in the health office.

See SERVICES PLAN, Page 7

PLEASE REFER TO GRACE STATEMENT ON PAGE ONE

Personalized Communication Options

Our goal is to continue to improve communication so that everyone is able to keep in touch and know about all of the great things happening at Madison schools!



Parents/Guardians

Please be sure to login to Skyward Family Access and verify all of your contact information. It is very important that this information is accurate and kept up to date.

Once logged in, click on the Skylert tab on the left side menu to personalize how you would like to receive information and communication from the school. Skylert allows you to have control over which notifications you receive and how you receive them. We strongly encourage you to personalize your deliveries and never to unsubscribe from communications



2020-2021 SCHOOL CALENDAR

Adopted February 5, 2020

July 2020

Calendar grid for July 2020 showing dates 1-31.

August 10- Teacher In-Service
August 11- Teacher Work Day
August 12- First Student Day

August 2020

Calendar grid for August 2020 showing dates 1-31.

September 2020

Calendar grid for September 2020 showing dates 1-30.

September 7 - No School - Labor Day
September 23 - eLearning Day
Parent/Teacher Conferences 7:30 am - 7:30 pm

October 2020

Calendar grid for October 2020 showing dates 1-31.

October 12-16 - Fall Break

November 2020

Calendar grid for November 2020 showing dates 1-30.

November 3 - eLearning Day
November 25-27 - No School Thanksgiving

December 2020

Calendar grid for December 2020 showing dates 1-31.

December 21 - January 5 - No School Winter Break

January 2021

Calendar grid for January 2021 showing dates 1-31.

January 4 - Records and Reports Day
January 5 - School Resumes

February 2021

Calendar grid for February 2021 showing dates 1-28.

February 10 - eLearning Day
Parent/Teacher Conferences 7:30 am - 7:30 pm
February 15 - No School/Snow Make up Day

March 2021

Calendar grid for March 2021 showing dates 1-31.

March 22-26 - No School - Spring Break
April 2 - No School - Holiday

April 2021

Calendar grid for April 2021 showing dates 1-30.

May 2021

Calendar grid for May 2021 showing dates 1-31.

May 27 - Last Student Day
May 28 - Records and Reports Day
May 31 - No School - Memorial Day

June 2021

Calendar grid for June 2021 showing dates 1-30.

Calendars and Events

New website navigation allows you to easily access and subscribe to any events calendar for all of our schools. Simply visit madison.k12.in.us, click the calendar link in the top right corner, select the calendar you want to view, and a default 'list view' will populate. On the right hand side of the screen you will find buttons for month, week, day, or list - you can select the calendar view you prefer. If you click the arrow button above the month, you can see and subscribe to any of the calendars available.

As school activities resume, we will be working with our building clerks to ensure all events and activities are added to their calendar.

Social Media

We invite our community to follow us on our social media platforms. We can be found on Facebook, Instagram, and Twitter - MCS_Indiana. Be sure to look for your school, teachers, or favorite team as we are very active and love to share what we are learning!



Up-to-date health information required for every MCS student

By **ASHLEY SCHUTTE**
Communications Coordinator

Parents and guardians of MCS students are asked to confirm that student health records and information are up to date at the beginning of the new school year.

Nursing Coordinator Kirstie Stivers, RN offers a number of tips to make sure the district and your child's building have the required information.

VACCINATIONS

Log into Skyward Family Access (skyward.madison.k12.in.us) and click on the Health Info tab in the bottom left of the screen.

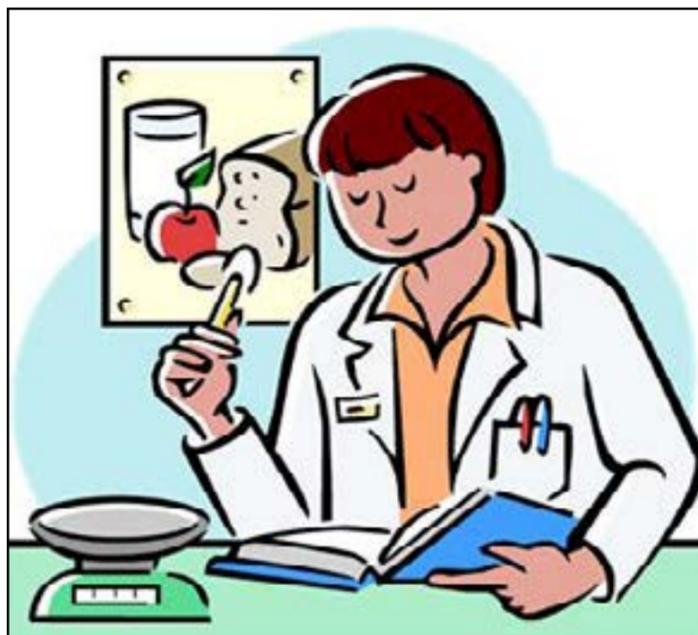
This will bring up your student's immunization information as it has been entered into Skyward, and shows if the student is compliant with all required vaccinations.

If you believe your student has had additional vaccines that are not listed, please contact your physician or the health department to obtain an updated list of the student's vaccinations and give them to the nurse at the school your students school.

Any religious or medical exemptions must be filed with the school at the beginning of each school year.

BIRTH CERTIFICATES

To attend school, state law requires all students have a certified copy of his or her birth



certificate on file at their school.

Digital copies of the birth certificate can be uploaded into Skyward Family Access by clicking on the Portfolio tab located just above the Health Info tab on the left side of the screen.

If your child's birth certificate is not included in this section of Skyward, check with the school nurse to see if a paper copy of the birth certificate is on file.

Families with students who do not have their birth certificate on file will receive a follow-up call from school personnel.

HEALTH HISTORY

To provide the best care possible for your

student while they are in our care, MCS requires a comprehensive health history for every student in pre-kindergarten through 12th grade.

This information is part of our online registration for existing students. On Skyward Family Access, click on the Online Registration tab near the top left of the screen. For students new to MCS, this information will be required during the enrollment and registration process at your school location.

A student's health history must list all medications, allergies, and medical issues they may have. If your child is susceptible to seizures, allergic reactions that must be treated with an EpiPen, or has Type 1 diabetes, parents or guardians must download and print the required forms to be filled out by the student's physician.

To find the forms, go to www.madison.k12.in.us and click on the "About" menu, where you will find a link to "Health Services". From there, select the appropriate care plan for your student.

These forms must be turned in before the first day of school, so that the nurse and staff can determine when your student is having a medical emergency.

Do you **want**
to **work** in a
place where
you can make
difference
each day?



Visit

madison.k12.in.us/about/careers

for up to date information on all
available positions



It is the policy of Madison Consolidated Schools not to discriminate on the basis of race, color, religion, sex, national origin, handicap, or age, in its programs or employment policies as required by the Indiana Civil Rights act (I.C. 1971, 22-9-1); Public Law 218 (I.C. 1971, Title 20); Titles VI and VII (Civil Rights Act 1964); the Equal Pay Act of 1973; Title IX (1972 Education Amendments); Public Law 94-142; and Public Law 93-112, Section 504.

SERVICES PLAN

from Page 5

○ Routine procedures should be performed in the well area of the health office (sick children should be in a separate space.)

High Risk Students and Staff Information

● Procedures that aerosolize the virus will require a specific, isolated space for the procedure followed by a specific, disinfection protocol. These few, select situations will be addressed with families per the individual health plan:

- Nebulizers
- Suctioning- oral and tracheal
- PPE is required for procedures that require less than 6 foot distance for > 15 min e.g.
- School Nurse assessment of ill and injured students
- Hand over hand instruction
- Diapering and toileting
- Medical procedure- catheterizations, tube feed, ostomy care, diabetes care
- PT/OT/Speech

● Vulnerable student populations include foster care, homeless, mental illness, Special Education, medically complex and medically fragile, and/or chronic disease.

● Vulnerable staff populations include those with chronic illness or age- contributing health factors.

Training and Education

Staff training will be completed online using the Safe Schools platform, through the nursing staff, and administrative personnel before students return to school. Some of the topics covered in the modules are:

- Symptoms of COVID-19
- Proper hand washing techniques
- Preventing cross contamination
- When to stay home
- Social distancing
- PPE use:

○ Cloth masks (how to use/clean and care /minimize cross contamination)

- Glove use
- Other
- Safety protocols
- Procedures for reporting illness
- Building-specific mitigation processes
- Social Emotional Health for self and for students: assistance and resources

Student training will occur on campus by staff:

- Symptoms of COVID-19
- Proper hand washing techniques
- Preventing cross contamination
- When to stay home
- Social distancing
- PPE use

○ Cloth masks (how to use/clean and care /minimize cross contamination)

○ Disposable masks

- Safety protocols
- Building-specific mitigation processes
- Social Emotional Health for self: assistance and resources

Parent training will occur through online and telephone communications:

- Symptoms of COVID-19
- Proper hand washing techniques
- School Processes and Procedures
- When to keep your child home
- Fever
- COVID-19 symptoms
- What to do when your child is sick at school
- Reporting illnesses
- Mask use, cleaning and care

Cleaning & Disinfection Plan

The virus that causes COVID-19 is mainly spread by respiratory droplets. When someone infected with COVID-19 coughs or sneezes, respiratory droplets that contain the virus are expelled and can be breathed in by someone nearby.

Although the virus cannot enter the body through the skin, the respiratory system droplets carrying the virus can get into your airways or mucous membranes of your eyes, nose, or mouth to infect you. The virus can also be spread if you touch a surface contaminated with the virus and then touch your eyes, nose or mouth, although this is not the primary way the virus spreads.

A number of elements in this policy overlap with those in the Health Plan, in this section we will address custodial areas of interest. Routine cleaning and disinfecting are key to maintaining a safe environment for staff and students.

Guidance for cleaning and disinfecting:

- Cleaning removes dirt and most germs and is usually done with soap and water.
- Disinfecting kills most germs, depending on the type of chemical, and only when the chemical product is used as directed on the label.
- It is highly recommended that gloves be worn by anyone when cleaning and hands are washed after removing gloves.
- Hand sanitizer and sanitizing stations will be located throughout the buildings, near entrances, and in common areas and it is highly recommended that it be used frequently.
- All teachers will be pro-

vided with a spray bottle and paper towels for additional spot cleaning as necessary.

Routine cleaning and disinfecting:

Teachers should keep their classrooms organized and free from clutter. This will allow custodians to clean areas quickly and efficiently.

Daily cleaning and disinfection of frequently touched surfaces will take place in all facilities. Examples include, but are not limited to:

- PreK and Kindergarten rooms (fogged daily)
- Common use areas and entry points (fogged daily)
- High-touch playground equipment
- Door knobs and handles
- Stair rails and handrails
- Lunchroom tables and chairs
- Countertops
- Light switches
- Equipment (e.g., weight room)
- Push-buttons on vending machines and elevators
- Bus seats and handrails

Note: Computer keyboards are difficult to clean. Shared computers (if used) should have signs posted instructing proper hand hygiene before and after using them to minimize disease transmission.

In the event of an illness or exposure:

- The space used for isolation will be closed off after the ill person leaves. Proper cleaning and disinfecting will take place before it is reopened.
- The high-touch areas identified as places of potential infection by the ill person will be cleaned and disinfected (e.g., individual desk, cot, recently used toys, shared equipment).

Academic Instruction Options

- Return to face-to-face instruction following safety protocols outlined in this plan.
- Desk spacing will be configured as appropriate in all cases possible to accommodate social distancing whenever possible. All desks will be required to face forward.
- Schools will follow the previously approved 2020 - 2021 school calendar.
 - First teacher day is August 10, 2020.
 - First student day is August 12, 2020.
- A virtual learning option will be made available for those students who choose not to participate in face-to-face instruction.
 - Should a family choose to opt for the virtual learning option, they will be required to:
 - Schedule a consultation appointment with the building

principal to discuss expectations.

● Sign a Learning Contract indicating they understand the expectations of academic and attendance requirements and will partner with the student's teacher(s) to ensure a successful transition and completion of the academic requirements.

- The virtual learning environment may look like:
 - A minimum of 5-6 hours of screen time per day for classroom instruction/activities.
 - Regular attendance for all classes.
 - Homework and assignment due dates to mirror the class.
 - Once selected, a student will remain in the virtual learning environment until (at least) the semester break.

DEFINITIONS

● **VIRTUAL LEARNING** - Logging onto a computer at a specific time, for a specific length of time, having access to a classroom teacher via Google Meet and/or other forms of technology software.

● **ONLINE LEARNING** - Logging onto a computer anytime a student can and time allows. Students work at their own pace to complete assignments and the course through the PLATO program. Deadlines will be set and expectations will be that courses are completed by a certain due date. (This is not an option for elementary students.)

● **FACE-TO-FACE** - The traditional classroom or face-to-face instruction is when the instructor and the students of a nonprofit educational institution are in a place devoted to instruction and the teaching and learning take place at the same time. In this setting all performances and displays of work are allowed.

● **QUARANTINE VIRTUAL LEARNING** - The same as virtual learning but is reserved for those students who begin with face-to-face learning and have to stay home for an extended period of time but plans on returning to class at some point.

Bus Transportation Cleaning & Disinfection - see Cleaning & Disinfection Plan

● Each bus will be disinfected following the exit of each group of students

Seating & Transfer

The following expectations will be for anyone using MCS bus transportation to or from school, and/or while traveling with athletics, extra or co-curricular activities:

- A maximum of 2 students per bus seat.
- Students will be grouped by family, when possible.
- Students will have assigned

seats and a seating chart will be provided to the building principal for each bus.

● Attendance will be taken as students enter and leave the bus, and the attendance log will be turned in to transportation officials on a regular basis.

● Seating will begin at the back of the bus and move forward. Students who load first will move to the back of the bus and fill their assigned seats moving forward.

● Masks are REQUIRED, as social distancing cannot be achieved.

○ If a student does not have a mask or will not wear a mask, they will not be permitted to ride the bus, and the family will be responsible for transportation to and from school.

○ A limited supply of disposable masks will be available from the bus driver if the student has forgotten/misplaced their mask. It is the responsibility of the student to keep this (or a) mask readily available for transportation purposes at all times.

● When the weather is cooperative, the bus windows will be open to facilitate clean air flow.

Food Service

The Food Services team has approached their plan with a focus on food safety, service, and recommended social distancing protocols. In addition, they have tried to balance this with great effort to provide students choices for the daily menu options, as well as, a safe and social environment.

The following will be in place:

- Floors will be marked to indicate social distancing spacing and direction of lines.
- Whenever a service line is used, students may select items which will be served by cafe staff.

○ This may include limited, packaged ala carte items or a pre-packaged salad, if available at the cafe location.

● Breakfast will be served on disposable trays or plates, or in some cases, grab and go disposables.

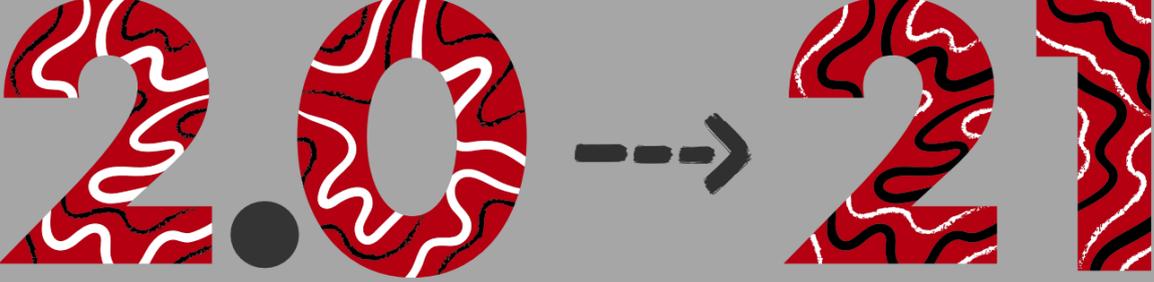
● Disposable utensils, straws, and napkins will be provided by cafe staff.

● Cafe staff will enter all student PIN numbers.

● Students are free to bring their own lunch to school.

PLEASE REFER TO GRACE STATEMENT ON PAGE ONE





● FREE TEXTBOOKS & TECHNOLOGY RENTAL

● NO CLASSROOM SUPPLY LISTS

Through their continued support, our generous educational partners at **SuperATV** will once again cover all fees and classroom supplies for students attending Madison Consolidated Schools during the 20 - 21 school year.



CONTACT US ABOUT TRANSFERRING TO MADISON!
inquiries@madison.k12.in.us madison.k12.in.us

**Program will not change for students who qualify for federal assistance through the Free & Reduced Lunch Program.

LET'S TALK

By **ASHLEY SCHUTTE**
Communications Coordinator

COMING SOON!
As discovered during our Strategic Framework sessions, and confirmed during our recent distance learning surveys, timely communication and follow up in some areas continues to be an issue. After a few set-backs and delays, implementation of the Let's Talk! communication platform will happen early this semester. Let's Talk! is a system which tracks the aging of an email communication and creates a timeline of dates (received/responded to), content of exchange, and creates a baseline for us to begin to measure our customer service effectiveness.

"We have heard you...and we appreciate your candid, well-thought out feedback," shared Ashley Schutte, Communications Coordinator. "We realize how important this specific piece is and we have work to do. While it is not a systemic issue, we have pockets where communication still seems to be non-existent. We have asked for feedback from our families through several Thought-Exchange surveys and have specifically asked them to not publicly identify names but identify the building where they are having issues. We have worked with building principals where those areas have been identified and while some things have improved, it is evident

from the recent distance learning feedback that there is still a problem."

"Let's Talk! will enable us to begin to understand where the areas of opportunity for improved communication are and will help us address specific issues with valid data and examples," Schutte continued. "The district has made a sizable investment in this technology in order to tighten the loop around timely communication with families. We want to ensure that if you reach out to anyone in the district you receive a response within a reasonable timeframe."

How does it work?

In order to work properly, Let's Talk! communications must begin from the website. An individual visits madison.k12.in.us, clicks the Let's Talk! link from the home page and from there they select their contact (teacher, principal, etc.) and

then the email works as it does normally - arriving to the inbox of the recipient. Everyone is assigned an interest area (classroom, finance, communication, etc.) so that the message is delivered directly to the team responsible for replying. This is one way we are working to streamline communication and response rate. By initiating contact through the LT! portal, the software is able to track the communication from delivery to closure, documenting each transaction along the way.

"What this system will do for our families and staff is multi-faceted," states Superintendent, Dr. Jeff Studebaker. "First, it will identify our rockstar communicators, those who have been providing excellent customer service to our families all along. Administrators will now have a data-driven tool to identify and recognize the large majority of our

folks who put our families and students first when partnering in all aspects of the student experience. Conversely, it will help our administrators identify areas of concern where there is a repeated break-down in communication. They will now have data available through the system reporting process to identify individuals and create additional expectations and accountability around the importance of and commitment to timely communication."

This is a big lift for the district

"This is a huge launch for our district," continued Schutte. "Especially with all of the other changes coming for this particular school year. We realize this is a big ask of our staff but also know they understand and value the family engagement aspect of education. For the majority of our staff, they will likely see little differ-

ence in their day to day exchanges with families. With the reopening of our schools and continued uncertainty around COVID-19 and the potential impact it may have on schools as things unfold this fall, communication is more vital than ever. We have to make sure we are doing the absolute best we can."

There was initial training done last fall with district-level administrators on the platform. A number of other initiatives came along and slowed the phased roll-out of this program. Work continued and the district will roll the program out in the first semester. Staff will be receiving training over the summer and the link will be added to the website once that is complete.

"We ask families to be patient as we work to make sure our staff is prepared," continued Schutte. "We all understand the importance of this work. We all expect timely, accurate information and communication from our banks, health providers, and service providers...our schools should be no different. The key to the successful implementation of this program is setting realistic expectations."

Future communication will be sent to families as the rollout progresses and the official launch date is determined.

TIPS FOR MASK READINESS

Back-to-School Face Covering Guidance for Families

Students and educators are facing many new challenges when they return for the 2020-2021 school year, including the recommendation that face coverings be worn. This two-sided document is designed to help families support students with acclimating them to appropriately wear a face covering and provide protocols for safe and effective maintenance of face coverings.

1 Get Familiar

Follow these steps when using your face covering:

- Wash your hands before touching the face covering.
- Put it over the nose and mouth and secure it under the chin.
- Make sure the covering fits snugly against the sides of the face.
- Make sure your child can breathe easily.

2 Start Now

It takes a lot of repetition to develop a habit. It is recommended that families begin having their school-aged children practice wearing a face covering for short periods in the days leading up to the start of school.

3 Set Rules

Talk to your child about appropriate use for their own face covering and the face coverings of others. Remind your child of the following examples of face covering etiquette:

- Keep your hands to yourself. Do not touch anyone else's face covering.
- Do not share face coverings with other people.

4 Reassure

The changes students experience at school can be scary to our youngest Hoosiers. Take the time to reassure your child that the protective measures being taken are meant to keep students, teachers, and other adults in the school healthy. Remember, families mold the attitude of students. Your support is appreciated!

More Information on the Reverse Side



Caring for Your Cloth Face Covering

Take Off Your Face Covering Carefully, When You Are Home

- Untie the strings behind your head or stretch the ear loops
- Handle only by the ear loops or ties
- Fold outside corners together
- Place covering in the washing machine or wash by hand
- Be careful to not touch your eyes, nose, or mouth and wash hands immediately after removal



How to Clean Your Face Covering

- Washing Machine**
 - Wash your face covering with your regular laundry
 - Use regular laundry detergent and the warmest appropriate water setting for the cloth used for the face covering



How to Clean Your Face Covering

- Washing by Hand**
 - Prepare a bleach solution by mixing:
 - 5 tablespoons (1/3 cup) household bleach per gallon of room temperature water
 - 4 teaspoons household bleach per quart of room temperature water
 - Check the label to see if your bleach is intended for disinfection. Some bleach products, such as those designed for safe use on colored clothing may not be suitable for disinfection
 - Ensure the bleach product is not past its expiration date
 - Never mix household bleach with ammonia or any other cleanser**
 - Soak the face covering in the bleach solution for five minutes
 - Rinse thoroughly with cool or room temperature water

How to Dry Your Face Covering

- Make sure to completely dry cloth face coverings after washing
- Dryer**
 - Use the highest heat setting and leave in the dryer until completely dry
- Air Dry**
 - Lay flat and allow to completely dry. If possible place the cloth face covering in direct sunlight



More Information on the Reverse Side



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An MCS Partner in Education