



Madison-Champaign Educational Service Center

Providing outstanding customer-based service

Dr. Daniel Kaffenbarger, Superintendent
Matthew Ketcham, Treasurer

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The Preservice Department is anxious to return to the classroom. Each region is committed to ensure the safety of our employees and our bus professionals. Class size will be determined by state guidelines. The limited class size will be offered first to those that have expired or near expired certificates. In accordance with Governor Mike DeWine's office and the Ohio Department of Health, the Preservice Dept. will be implementing the following requirements for all future classes:

- Maintain a six (6) foot distance from colleagues at all times; this includes entering and exiting the building.
- Practice good hygiene and wash your hands frequently. Hand sanitizer is available in high contact areas when washing is not an immediate option.
- Refrain from shaking hands and sharing materials.
- Attendees should remain seated in the same chair during the preservice class.
- Class size is limited. Those attending the preservice class must be spaced at least 6-feet apart regardless of the capacity limit.
- Face coverings are required and are provided by the class participant.
- Temperature checks will be required for all attendees.
- Desks, chairs, and all materials will be sanitized between each session.

Safety is at the forefront to all transportation guidelines, including the classroom. As we move forward to the upcoming school year, our office is asking for your patience and understanding. More information will be forthcoming regarding times and dates of preservice classes. Please contact our office if you have any questions.

*Guidelines are subject to change in accordance to local policy and future governor mandates.