

RETURN TO SCHOOL PLAN



MAKE A DIFFERENCE EVERY DAY!

Livingston Parish Public Schools



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lpps

START STRONG
→ 2020-2021

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To Our Livingston Parish Community,

Over the past few months our community our state, our nation and the entire globe has been impacted by the spread of the Coronavirus. We have observed how our society has been altered, and now we are facing the reality that what we once thought of as mundane or trivial matters have suddenly become much more complex. As we have moved through the pandemic, we have had to readjust our thinking and actions sometimes on a daily or weekly basis. Now we are fast approaching reopening our schools here in Livingston Parish.

As we approach Aug. 7, I want to assure you that we want to reopen our schools and have our children return to our campuses. They are, and always will be, our primary focus. Our school system, since the closing order issued by the governor on 3/13/20, has worked closely with numerous governmental entities in order to stay abreast of the ever-changing guidelines and recommendations from the governor, Louisiana Department of Health, Louisiana Department of Education and CDC to follow and implement the guidelines and recommendations. As a result, LPPS has developed three distinct reopening plans mimicking the guidelines in each phase of reopening schools. We have relied on those guidelines to construct our plans and today we are sharing those plans with you, in order for you to make plans as we return to school. These plans can be found at www.louisianabelieves.com, or by visiting our LPSB.ORG website or our various social media feeds. You may also find these plans on each of our schools' website. Please understand that our reopening plan will be dependent upon the phase of reopening in the state of Louisiana. Due to the fluidity of the situation, LPPS will adjust our reopening plans accordingly.

As we move forward, there remains much uncertainty and the fluidity of the pandemic has caused each of us to reevaluate our priorities. Every parent must make decisions that are in the best interest of their child and we respect parents' right to choose on behalf of their student/s. We ask that you remember our number one priority is the safety, health and well-being of your child, our staff, and our community. We have made every effort to ensure that LPPS will offer educational opportunities for all students, no matter their individual circumstances or parental choice. If you have specific questions regarding your educational options, please contact the principal of your child/s school after July 24. We understand this is a great burden on our parents, our students and our community.

We look forward to communicating extensively with our community, working through the myriad of obstacles and educating our children. I am confident that with your cooperation and our remarkable employees we can be successful. Our schools and their staffs are eagerly awaiting your child's return on Aug. 7. Thank you for your patience and understanding and may God bless our community.



Sincerely,

Alan Joe Murphy

Superintendent, Livingston Parish Public Schools



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→ 2020-2021

REOPENING SUMMARY



Phase 1

Pre-K - 12

DISTANCE LEARNING



All schools will
offer
**DISTANCE
LEARNING**

Phase 2

**Pre-K - 2 &
Specific Groups**

TRADITIONAL MODEL



*Pre-K - 2
students, students
with
significant
disabilities
participating in
alternate
assessment, and
students attending
the ELEC Center
will report to
class for
**FACE-TO-FACE
INSTRUCTION**
5 days per week*

3 -12

HYBRID MODEL



*3 - 12 students
return to school
on an assigned
schedule with a
mix of
**FACE-TO-FACE
INSTRUCTION
&
DISTANCE
LEARNING**
Attending class
either M/W & every
other Friday or T/Th
& every other Friday*

Phase 3

Pre-K - 12

TRADITIONAL MODEL



*All students
receive
**FACE-TO-FACE
INSTRUCTION**
each day due to
increased group size
and reduced
transportation
restrictions*

**LPPS will offer alternative learning models for students who are unable to attend school during the pandemic.
For more information contact your student's home-base school after July 24th.**



START STRONG

→ 2020-2021

PHASE

1

In the event that the governor's office declares that we must enter Phase 1, the school system will provide distance learning opportunities for all students with the exception of a small group of students on an as-needed basis. This will be done using Google Classroom, SeeSaw, or Microsoft Teams digital platforms as well as live virtual instruction. Students would continue to have access to high quality instruction and would be required to log-in regularly, submit graded assignments, and complete tests. Instruction will be a combination of synchronous learning (teacher-led) and asynchronous learning (self-paced).

Bus Operations

Students should be seated one per seat in every other seat when riding a bus. Bus operators and students will be required to wear a face covering while on the bus if required by the most recent Governor's Proclamation and BESE guidance. Every student utilizing school bus transportation will be required to sanitize their hands using hand sanitizer (not exceeding 80 percent alcohol). School buses will be required to travel with the windows open to facilitate air flow as permitted by weather. Each school bus operator will be required to sanitize the school bus after each individual route.

Maximum Group Size

State guidelines are no more than 10 people including a teacher/staff member in a classroom. Individuals will maintain 6-feet of spacing to the greatest extent possible.

Hand Washing

Students will be given multiple opportunities to wash hands and/or use hand sanitizer throughout the day.

Face Coverings

Face coverings must be worn by all adults and students third grade and above, to the greatest extent possible or required if mandated by the most recent Governor's Proclamation and BESE guidance. Individuals with severe breathing difficulties should not wear face coverings. Face coverings must be school appropriate. Students are allowed choice of color, design, and pattern. Face coverings may reflect student's name or monogram. Should be free of wording, slogan, advertisement, or inappropriate graphics. School logo, name, and/or mascot graphics are allowed. Gaiters-style masks are allowed. **No bandanas.**

Symptom Monitoring

Temperatures will be checked every day by the end of first hour. Parents will be notified by the school of any student with a temperature reading 100.4 or above and will be isolated until parental pick-up. Parents will be provided with next step guidance upon pick-up of their student.

LPPS Start Strong reopening plans will be fluid and routinely adjusted to reflect updated guidance from the Center for Disease Control and Prevention (CDC) and Louisiana Department of Education (LDOE).



START STRONG

→ 2020-2021

PHASE

1

Athletics/Band/Music

Students refrain from contact and high-risk sports as well as band and music.

Enhanced Safety Measures

Guidelines concerning our enhanced safety and cleaning measures can be found [here](#) or at www.lpsb.org.

Student Attendance

Teachers will maintain attendance records to determine satisfactory completion of course requirements. Students are required to log-in to the digital platform to complete daily course assignments.

Staff

Staff will report to school daily and provide in-person and/or virtual instruction and support unless a stay-at-home order is issued for essential and non-essential personnel. If a stay at home order is issued, staff will continue providing instruction to students. All staff will have temperature checked upon arrival to work each day.

Visitors

The safety of our staff and students remains the district's primary concern. Therefore, visitors are required to wear a mask to enter the office.

Travel Regulations

LPPS staff travel to conferences or workshops will be discontinued unless pre-approved by the Superintendent or designee. School related travel for students will not be allowed during Phase 1.

Child Nutrition

The Child Nutrition Department will offer LPPS enrolled students lunch, and possibly breakfast, as "grab-n-go" meals, available for **drive-by pick-up** Monday through Friday. Students will be required to be in the vehicle for meal pick-up. If the student is not in the vehicle, the parent will have to sign a waiver, stating the meal is for the student.

All regulations and guidelines (from the CDC, USDA, LDOE, CNP and LDHH) will be followed in all processes of meal service, including delivery, storage, preparation, serving and cleaning.

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START STRONG

→ 2020-2021

PHASE

2

Using the Phase 2 LDOE guidelines, the school system would only be able to physically accommodate half of our students on campuses on any given day due to transportation restrictions. In this phase, we will implement an A/B model to provide in-person instruction to half of our students on alternating days. Group (A) will attend school on Mondays, Wednesdays, and every other Friday. Group (B) will attend school on Tuesdays, Thursdays, and every other Friday. Our goal for Phase Two is to serve all pre-kindergarten through second grade students, all students with significant disabilities who participate in alternate assessment and students that attend the ELEC Center. These students will report to school 5 days per week. Students in grades 3 through 12 will be notified by their school regarding the A/B schedule by **July 31st**.

On days that students are not physically on campus, teachers will provide assignments to be completed online using a digital platform, or students will join the live class remotely. Instruction will be a combination of synchronous learning (teacher-led) and asynchronous learning (self-paced).

Bus Operations

In order to reduce the number of students on the bus, parents are encouraged to drive their children to school when possible. State guidelines are 50% of manufacturer's capacity. Full bus capacity is 72 students, so buses will run with no more than 36 students in Phase Two. Bus operators and students will be required to wear a face covering while on bus if required by the most recent Governor's Proclamation and BESE guidance. Every student utilizing school bus transportation will be required to sanitize their hands using hand sanitizer (not exceeding 80 percent alcohol). School buses will be required to travel with the windows open to facilitate air flow as permitted by weather. Each school bus operator will be required to sanitize the school bus after each individual route.

Maximum Group Size

State guidelines are no more than 25 people including a teacher/staff member in a classroom while maintaining spacing to the greatest extent possible. Groups will stay static as much as possible. Classrooms will be cleaned between transitions. In large spaces, such as a gymnasium or cafeteria, more than one group can convene if a wall or partition is erected.

Hand Washing

Students will be given multiple opportunities to wash hands and/or use hand sanitizer throughout the day.

Face Coverings

Face coverings must be worn by all adults and students third grade and above, to the greatest extent possible or required if mandated by the most recent Governor's Proclamation and BESE guidance. Individuals with severe breathing difficulties should not wear face coverings. Face coverings must be school appropriate. Students are allowed choice of color, design, and pattern. Face coverings may reflect student's name or monogram. Should be free of wording, slogan, advertisement, or inappropriate graphics. School logo, name, and/or mascot graphics are allowed. Gaiters-style masks are allowed. **No bandanas.**

LPPS Start Strong reopening plans will be fluid and routinely adjusted to reflect updated guidance from the Center for Disease Control and Prevention (CDC) and Louisiana Department of Education (LDOE).



START STRONG

→ 2020-2021

PHASE

2

Symptom Monitoring

Temperatures will be checked every day by the end of first hour. Parents will be notified by the school if their student has a temperature of 100.4 or above and will be isolated until parental pick-up. Parents will be provided with next step guidance upon pick-up of their student.

Athletics/Band/Music

Students refrain from contact and high-risk sports as well as band and music. Cross country and swimming are permitted to practice and play games. Volleyball may practice and intrasquad scrimmage.

Extracurricular Activities/Clubs

After school programs may continue but must adhere to maximum group sizes and physical distance protocols. For younger students unable to maintain physical distance, maintain static groups.

Enhanced Safety Measures

Guidelines concerning our enhanced safety and cleaning measures can be found [here](#) or at www.lpsb.org.

Student Attendance

Regular attendance regulations are enforced. Teachers will maintain attendance records to determine satisfactory completion of course requirements. Students are required to log-in to the digital platform to complete daily course assignments on their assigned virtual learning days.

Staff

Staff will report to school daily and provide in-person and/or virtual instruction and support. All staff will have temperature checked upon arrival to work each day.

Visitors

The safety of our staff and students remains the district's primary concern. Therefore, visitors are required to wear a mask to enter the office.

Locker Rooms

Locker rooms will be closed for PE. Students will not dress out for PE.

Provider/RTI/Pull Out Services

Clinical and other key providers will be able to pull students out of class for therapy and other needs. The provider will have to follow cleaning protocol between groups. All providers will have their temperature checked upon arrival to work each day.

LPPS Start Strong reopening plans will be fluid and routinely adjusted to reflect updated guidance from the Center for Disease Control and Prevention (CDC) and Louisiana Department of Education (LDOE).



START STRONG

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PHASE

2

Travel Regulations

LPPS staff travel to conferences or workshops will be discontinued unless pre-approved by the Superintendent or designee. During Phase 2, school related travel for students may be allowed with approval from the Superintendent or designee.

Child Nutrition

All students on campus will be offered breakfast upon entering school campus. Students will eat in their classroom or in other areas of the school as determined by the principal. In all circumstances, students will maintain social distancing to the maximum extent possible.

For lunch, the principal will establish a time schedule for each class to enter the cafeteria serving line. Students will enter into the cafeteria in groups no larger than 25. Students will pass the point-of-service, where cafeteria workers will account for their meal. Students will pick up their meals and be seated within their static classroom group. Teachers may take student groups to eat in other designated areas of the campus as determined by the principal. The cafeteria staff will properly clean and sanitize tables and seating surfaces between feeding groups in the dining hall. Cafeteria workers will wear proper PPE (face covering and single use gloves). Food waste will be discarded in various garbage receptacles located throughout the campus. Designated staff will assist with bringing trash to the dumpsters.

For LPPS enrolled students participating in virtual learning, lunch, and possibly snack meals will be offered as “grab-n-go” meals, available for **drive-by pick-up**. Students will be required to be in the vehicle for meal pick-up. If the student is not in the vehicle, the parent will have to sign a waiver, stating the meal is for the student.

All regulations and guidelines (from the CDC, USDA, LDOE, CNP and LDHH) will be followed in all processes of meal service, including delivery, storage, preparation, serving and cleaning.

All meals will be served in disposable containers and disposable utensils will be used. Self-service options will not be available. Meals will be packed and served by cafeteria staff.

Students will not utilize pin pads for counting and claiming unless the hand washing station is located after the pin pad. Students can utilize personalized ID Badges or cafeteria staff will utilize software to select students by their homeroom teacher when the hand washing station is located before the pin pad.

Parents are encouraged to use online payment options to minimize physical contact, understanding there is a fee to utilize the service. If this is not possible, parents can still send checks or cash.

LPPS Start Strong reopening plans will be fluid and routinely adjusted to reflect updated guidance from the Center for Disease Control and Prevention (CDC) and Louisiana Department of Education (LDOE).



START STRONG

→ 2020-2021

PHASE

3

The school district will provide face-to-face instruction to all students in, school, every day.

Bus Operations

In order to reduce the number of students on the bus, parents are encouraged to drive their children to school when possible. State guidelines are 75% of manufacturer's capacity. Full bus capacity is 72 students, so buses will run with no more than 54 students in Phase Three. Bus operators will be required to wear a face mask while on duty. Every student utilizing school bus transportation will be required to sanitize their hands using hand sanitizer (not exceeding 80 percent alcohol). School buses will be required to travel with the windows open to facilitate air flow as permitted by weather. Each school bus operator will be required to sanitize the school bus after each individual route.

Maximum Group Size

State guidelines are no more than 50 people including a teacher/staff member in a classroom while maintaining spacing to the greatest extent possible. Groups will stay static as much as possible. Classrooms will be cleaned between classes. In large spaces, such as a gymnasium or cafeteria, more than one group can convene if a wall or partition is erected.

Hand Washing

Students will be given multiple opportunities to wash hands and/or use hand sanitizer throughout the day.

Face Coverings

Face coverings must be worn by all adults and students third grade and above, to the greatest extent possible or required if mandated by the most recent Governor's Proclamation and BESE guidance. Individuals with severe breathing difficulties should not wear face coverings. Face coverings must be school appropriate. Students are allowed choice of color, design, and pattern. Face coverings may reflect student's name or monogram. Should be free of wording, slogan, advertisement, or inappropriate graphics. School logo, name, and/or mascot graphics are allowed. Gaiters-style masks are allowed. **No bandanas.**

Symptom Monitoring

Temperatures will be checked every day by the end of first hour. Parents will be notified by the school if their student has a temperature of 100.4 or above and will be isolated until parental pick-up. Parents will be provided with next step guidance upon pick-up of their student.

Athletics/Band/Music

Contact/high-risk sports are allowable within defined groups. Band and music may resume in Phase 3, with physical distance recommendations in effect. Cross country, swimming, and volleyball teams are permitted to practice and play games. Wrestling and soccer may practice and intrasquad scrimmage. Football is permitted to practice only.

LPPS Start Strong reopening plans will be fluid and routinely adjusted to reflect updated guidance from the Center for Disease Control and Prevention (CDC) and Louisiana Department of Education (LDOE).



START STRONG

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PHASE

3

Extracurricular Activities/Clubs

After school programs may continue but must adhere to maximum group sizes and physical distance protocols. For younger students unable to maintain physical distance, maintain static groups.

Enhanced Safety Measures

Guidelines concerning our enhanced safety and cleaning measures can be found [here](#) or at www.lpsb.org.

Student Attendance

Regular attendance regulations are enforced.

Staff

Staff will report to school daily and provide in-person and/or virtual instruction and support. All staff will have temperature checked upon arrival to work each day.

Visitors

The safety of our staff and students remains the district's primary concern. Therefore, visitors are required to wear a mask to enter the office.

Provider/RTI/Pull Out Services

Clinical and other key providers will be able to pull students out of class for therapy and other needs. The provider will have to follow cleaning protocol between groups. All providers will have temperature checked upon arrival to work each day.

Travel Regulations

LPPS staff travel to conferences or workshops will be discontinued unless pre-approved by the Superintendent or designee. During Phase 3, school related travel for students may be allowed with approval from the Superintendent or designee.

Child Nutrition

All students on campus will be offered breakfast upon entering school campus. Students will eat in their classroom or in other areas of the school as determined by the principal. In all circumstances, students will maintain social distancing to the maximum extent possible.

For lunch, the principal will establish a time schedule for each class to enter the cafeteria serving line. Students will enter into the cafeteria in groups no larger than 50. Students will pass the point-of-service, where cafeteria workers will account for their meal. Students will pick up their meals and be seated within their static classroom group. Teachers may take student groups to eat in other designated areas of the campus as determined by the principal. The cafeteria staff will properly clean and sanitize tables and seating surfaces between feeding groups in the dining hall.

LPPS Start Strong reopening plans will be fluid and routinely adjusted to reflect updated guidance from the Center for Disease Control and Prevention (CDC) and Louisiana Department of Education (LDOE).



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PHASE

3

Cafeteria workers will wear proper PPE (face covering and single use gloves). Food waste will be discarded in various garbage receptacles located throughout the campus. Designated staff will assist with bringing trash to the dumpsters.

Drive thru meal service for virtual learners will be discontinued in Phase 3.

All regulations and guidelines (from the CDC, USDA, LDOE, CNP and LDHH) will be followed in all processes of meal service, including delivery, storage, preparation, serving and cleaning.

Self-service options will not be available. Meals will be packed and served by cafeteria staff. Students will not utilize pin pads for counting and claiming unless the hand washing station is located after the pin pad.

Students can utilize personalized identification badges or cafeteria staff will utilize software to select students by their homeroom teacher when the hand washing station is located before the pin pad.

Parents are encouraged to use online payment options to minimize physical contact, understanding there is a fee to utilize the service. If this is not possible, parents can still send checks or cash.

LPPS Start Strong reopening plans will be fluid and routinely adjusted to reflect updated guidance from the Center for Disease Control and Prevention (CDC) and Louisiana Department of Education (LDOE).



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2020-2021

PHYSICAL DISTANCING

STATIC GROUPS

PHYSICAL DISTANCING & FACE COVERINGS

LOWER
ELEMENTARY

JUNIOR HIGH

HIGH SCHOOL

- LESS FEASIBLE TO LIMIT CLOSE CONTACT AND WEAR FACE COVERINGS
- MORE FEASIBLE TO MAINTAIN STATIC GROUPS
- GREATER NEED FOR IN-PERSON AND GROUP-BASED INSTRUCTION WITH CLOSE CONTACT TO SUPPORT SOCIAL-EMOTIONAL AND ACADEMIC DEVELOPMENT

- MORE FEASIBLE TO LIMIT CLOSE CONTACT AND WEAR FACE COVERINGS
- LESS FEASIBLE TO MAINTAIN STATIC GROUPS
- LESS OF A NEED FOR IN-PERSON OR GROUP-BASED INSTRUCTION WITH CLOSE CONTACT TO SUPPORT SOCIAL-EMOTIONAL AND ACADEMIC DEVELOPMENT

- MAINTAIN STATIC GROUPS TO THE MAXIMUM EXTENT POSSIBLE.
- REMOVE UN-USED DESKS AND FURNITURE IN CLASSROOMS TO MAXIMIZE PHYSICAL DISTANCE AND MINIMIZE OBJECTS THAT MUST BE CLEANED.
- PLACE MARKINGS TO FACILITATE PHYSICAL DISTANCING.
- STAGGER RESTROOM USE BY GROUPS OF STUDENTS TO THE MAXIMUM EXTENT POSSIBLE AND/OR ASSIGN CERTAIN GROUPS OF STUDENTS TO USE DESIGNATED RESTROOMS.
- MINIMIZE CONGREGATE MOVEMENT THROUGH HALLWAYS TO THE GREATEST EXTENT POSSIBLE. FOR EXAMPLE, ESTABLISH MORE WAYS TO ENTER AND EXIT CAMPUS, STAGGER PASSING TIMES OR WHEN STUDENTS CANNOT STAY IN ONE ROOM AND ESTABLISH DESIGNATED ONE-WAY WALKING/PASSAGE AREAS.
- ESTABLISH DISTANCE BETWEEN TEACHER'S DESK/BOARD AND STUDENTS' DESKS.
- MINIMIZE USE OF LOCKERS TO AVOID UNNECESSARY MIXING AND CONGREGATION OF STUDENTS.

Students

- Upon arrival to school, in conjunction with temperature check students will wash hands or use hand sanitizer. This will be in conjunction with breakfast pick up for students eating breakfast.
- At each student transition students will be encouraged to wash hands or use hand sanitizer.
- Students will be responsible for assisting with disinfecting their individual work area at each transition time to prepare for the arrival of the next group.
- Students will be given multiple opportunities to wash their hands or use hand sanitizer throughout the day.
- Sharing of food and any other items will be strictly prohibited.
- Students may bring their own water bottles as the traditional water fountains will be turned off.

Teachers

- All teachers will make hand sanitizer easily available for all students in their classroom.
- Teachers will incorporate routines and procedures for all students to wash their hands and use hand sanitizer.
- Teachers will incorporate routines and procedures for all for their own hand washing and hand sanitizer use.
- Teachers will arrange classrooms and seat students to allow social distancing in the classroom to the maximum extent possible.

Custodial Staff

- Classrooms will be cleaned daily.
- Bottles, trash, food containers, used wipes, cleaning supplies will be emptied as often as possible.
- All classrooms will be disinfected frequently with either:
 - Clorox 360 Electrostatic Sprayer: <https://www.youtube.com/watch?v=zOKX4220Bqc>
 - Victory Electrostatic Sprayer: <https://www.youtube.com/watch?v=Rmp9v1rx4wc&t=1s>

School Buses

- All students will have access to hand sanitizer upon entry and exit on the bus.
- Bus drivers will have procedures for cleaning the school bus after each route in preparation for the next group of students.
- Each bus will be equipped with cleaning solution.
- Bus drivers will have access to the Victory Electrostatic Sprayers through the schools they serve.

Signage

- Display COVID-19 informational signs in highly visible locations (e.g., school entrances, restrooms) that promote everyday protective measures and describe how to stop the spread of germs, such as by properly washing hands and properly wearing a cloth face covering.



START STRONG

2020-2021

TEMPERATURE CHECKS & ISOLATION

Bus Arrival

- Check student's temperature upon arrival at campus. Specific procedures may vary per campus.
- Students should remove jackets in warmer weather.
- If student's temperature is >100.4 , student must sit in cool, isolated area determined by principal and school nurse for 5-10 minutes, then a temperature re-check will be conducted.
- If student's temperature is <100.4 , student will sanitize hands and return to class.
- If student's temperature is still >100.4 , student will be escorted to an isolation room, student's information will be recorded on monitor log. Upon student pick-up a copy of the return to school procedures.

Carpool Arrival

- Student's temperature will be checked while the parent and car are still on-site. If student's temperature is <100.4 , student will sanitize hands and proceed to class.
- If >100.4 , parent will be instructed to drive car to the parking lot and bring student into school for 5-10 minutes, then a temperature re-check will be conducted.
- If still >100.4 , the student will return home. The parent will be provided a copy of the return to school procedures and student's information will be recorded on monitor log.

Student Driver Arrival

- Student's temperature will be checked upon arrival. If student's temperature is <100.4 , student will sanitize hands and proceed to class.
- If student's temperature is >100.4 , student must sit in cool, isolated area determined by principal and school nurse for 5 to 10 minutes then a temperature re-check will be conducted.
- If their student's temperature is still >100.4 , student will be escorted to an isolation room, student's information will be recorded on monitor log. Upon student departure a copy of the return to school procedures will be provided.

Late Arrivals

- Check student's temperature upon arrival while the parent and car are still on-site. If student's temperature is <100.4 , student will sanitize hands and proceed to class.
- If student's temperature is >100.4 , student must sit in cool, isolated area determined by principal and school nurse for 5-10 minutes and then a temperature check will be conducted.
- If student's temperature is still >100.4 , the student will return home.
- Principals may determine specific procedures related to parent as to whether parents come in the school or wait in car for students to be checked.

TEMPERATURE CHECKS & ISOLATION

START STRONG

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Students Who Experience Fever During the School Day

- Student's temperature will be checked. If student's temperature is >100.4 , student will sit in a cool, isolated area, remove any jacket/coat and then a temperature re-check will be conducted after 10 minutes, especially if after exercising.
- If student's temperature is <100.4 , student will sanitize hands and return to class.
- If student's temperature is still >100.4 , parent will be contacted for check out and permission to mask the student. The student will be escorted to an isolation room, where an adult staff will monitor the student until the parent arrives.
- The parent will be provided a copy of the return to school procedures when they arrive to check-out student. Student's information will be recorded on monitor log.

Student Isolation Room

- Isolation students will maintain a distance of 6 feet apart at all times.
- Designated staff will notify parents and seek permission to mask the student.
- Parent notification will include that student must be checked out within 30 minutes.
- Student information will be recorded on monitor log.
- Parents will be provided a copy of the return to school procedures upon student check out.
- Isolation room/area must be cleaned and sanitized after student(s) leaves isolation area any time during the day.

NOTE

- Principals will determine the location of their isolation room and waiting area for students to be re-tested.
- Student with a temperature <100.4 , but exhibiting symptoms should still be sent home.
- If the need to isolate arises avoid stigmatizing of students/staff.
- Consult the school nurse for any issue and/or questions.

Staff

- Staff should not report to work if they have a fever >100.4 or exhibit symptoms.
- If a staff member develops a fever >100.4 or exhibits symptoms during the work day they must follow LPPS guidelines and notify their supervisor.



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2020-2021

ADDRESSING UNFINISHED LEARNING

Each school will use a screener and/or diagnostic to use in the development of a learning plan for each student. Teachers will analyze the results and communicate each child's readiness with his/her parents. Learning plans will be created using the Individual Academic Improvement Plan for K - 8 and the Individual Graduation Plan for high school students. Learning gaps will be addressed with curriculum specific guidance.

DIAGNOSTIC ASSESSMENTS

| Grade Level | ELA | Math |
|-------------|---|----------|
| K | DRDP | Ready |
| K - 3 | DIBELS | Ready |
| 3 - 5 | End of Year Prior District Benchmark Test | Ready |
| 6 - 8 | My Perspectives | Ready |
| High School | LEAP 360 | LEAP 360 |

| Grade Level | ELA | Math |
|-------------|--|--|
| K-2 | Teachers will utilize data from DIBELS 8 to target priority skills. Teachers will also use CKLA assessments to gather additional information. Teachers will create student intervention plans using a variety of resources, including CKLA to address "unfinished learning". | <p>The iReady Online Resources provides differentiated instructional lessons to meet the needs of individual students. The Ready Diagnostic Test will be administered to identify weaknesses. Teachers will address the "unfinished learning" by developing lessons that enable students to fill in the gaps as needed.</p> <p>Teachers will continue to utilize resources such as Moby Max and Reflex Math to remediate.</p> <p>Tutoring will be offered through virtual platforms.</p> |

| Grade Level | ELA | Math |
|--------------|---|--|
| 3 – 5 | <p>Teachers will utilize data collected from the end of year prior grade level District Benchmark Assessments focused on grade level standards. Teachers will address “unfinished learning” of standards through interventions in small groups from a variety of resources.</p> <p>Wit & Wisdom check for understanding, focusing question tasks, and new read assessments will also be used to continuously assess current grade level learning goals.</p> | <p>The iReady Online Resources provides differentiated instructional lessons to meet the needs of individual students. The Ready Diagnostic Test will be administered to identify weaknesses. Teachers will address “unfinished learning” by developing lessons that enable students to fill in the gaps as needed.</p> <p>Teachers will continue to utilize resources such as Moby Max, Zearn Math and Reflex Math to remediate.</p> <p>Tutoring will be offered through virtual platforms.</p> |
| 6-8 | <p>Data collected from the MyPerspectives diagnostic to identify weaknesses. Intervention plans will be created to address specific needs of individual students. Teachers will also create broad, long range goals to address the “unfinished learning” of standards not mastered in the previous grade level by all students.</p> <p>After-school tutoring will be made available through on-line meetings.</p> | <p>The iReady Online Resource creates a “pathway” of enrichment lessons and activities based on the weaknesses identified through the Ready Diagnostic test. Teachers also have the ability to create customized assignments.</p> <p>Teachers will continue to use resources such as Reflex Math & Moby Max to enrich and remediate.</p> <p>After-school tutoring will be made available through on-line meetings.</p> |
| 9-12 | <p>Teachers will utilize data from LEAP 360 Diagnostic to determine areas of weakness. Departments will then develop lessons from high-quality to help address learning gaps to start the school year. In ELA, lessons will also be supplemented throughout the year when students are known to lack the prerequisite skills. Bell ringers will focus upon sharpening skills from the previous year as well.</p> | <p>Teachers will utilize data from LEAP 360 Diagnostic to determine areas of weakness. Departments will then develop lessons to help address learning gaps to start the school year. Lessons will also be supplemented throughout the year when students are known to lack the prerequisite skills. Bell ringers will focus upon sharpening skills from the previous year as well.</p> |



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20-21 Virtual Learning Expectations for Teachers and Administrators

Teachers will partner with parents to support their child's learning. Teachers will provide daily instruction (face-to-face, blended, or virtual), while parents provide support for student learning. Google classroom along with other virtual learning tools should be an integral part of every class.

TEACHERS

Communication

- Make relationship building a priority for all students (A/B/C groups of students).
- In addition to posting assignments in Google Classroom daily, teachers will communicate with students and parents a minimum of two times per week and provide regular, individualized feedback.
 - * It is suggested teachers communicate with parents in multiple forms, such as: Google Classroom, bulleted emails or video summarizing the week's lesson.
 - * Consider Parent zoom "training" before student instruction.
- Gather feedback from students weekly regarding blended and/or virtual instruction to understand any struggles or successes they are experiencing.
- Meaningful assignments will be given daily via Google Classroom. All assignments will be posted to Google Classroom by each Monday morning with posted due dates.
- Learning will be synchronous (teacher led) and asynchronous (independent student learning)
- It is imperative we reach out to students and parents when students are not engaging in daily instruction.

Planning

- Standards and pacing will be documented via Google sheets and linked to Google Classroom (List of standards for core classes will be provided by the district).
- Google Classroom will serve in the place of traditional lesson plans. The district will provide a format with the required components.
- Utilize district adopted, Tier I, digital curriculum resources and assessments when building lessons.
- Several digital activities should be included each week utilizing Edpuzzle (15-minute max per Edpuzzle video), Screencastify, FligGrid, Kahoot, etc.
- Teachers should regularly record instruction and post the video along with an accompanying assignment to Google Classroom in order to ensure continuous instruction.



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20-21 Virtual Learning Expectations for Teachers and Administrators

TEACHERS CONT.

Instruction

- It is recommended that tutoring and office hours be offered via Zoom (see funding formula for CARES ACT and Virtual Instruction).
- Consider extended time and extra help for students who need by allowing small group or individual students to remain on Zoom after other students exit. Consider utilizing breakout rooms with the help of support personnel (para, librarian, etc.).
- Learning activities should be varied allowing for breaks and movement (for face to face and virtual students).
- Track daily attendance for virtual students (A/B/C groups of students) by monitoring student interaction with Google Classroom, Zoom meetings, and assignment completion. Include due dates on all assignments.
- Students should have 2 graded assignments per week.
- Provide materials needed for instruction.

ADMINISTRATORS

Communication

- Administrators should communicate (ex: newsletter, social media) with parents monthly.
- Administrators should meet with teachers and staff weekly to discuss and support ongoing instruction.

Support for Teachers

- A school administrator should be a “co-teacher” in each teacher’s classroom. Administrators should review Google Classroom assignments, videos, standards, and pacing weekly.
- Observations should include both face to face and any online classes held via Zoom.
- Consider assigning support personnel to support instruction.



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20-21 Virtual Learning Expectations for Students and Parents

STUDENTS

- Instruction and learning will continue regardless of format (A/B/C groups of students).
- Students may fail in the virtual environment if they fail to participate and complete work.
- Students will be responsible for self-paced lessons and assignments.
- Tasks should be completed in a timely fashion.
- Communicate with your teachers – ask for help when needed.
- When engaged in virtual learning (A/B/C groups of students), students should:
 - *Follow a daily routine
 - *Find a quiet place to work, free from distractions
 - *Have all materials ready with a fully charged laptop
 - *If engaged in a virtual learning session:
 - Log in 5 minutes early
 - Use the chat feature
 - Use appropriate language and remain on topic
 - Follow all teacher directions
 - *Email teacher if posting an assignment late

PARENTS

- The parent will support teacher instruction
- Contact information must be up to date
- Check Google classroom/online communications to stay up to date with assignments and feedback from teachers
- Students may fail in the virtual environment if they fail to participate and complete work
- If student is engaged in virtual learning (A/B/C groups of students)
 - *Establish a routine at home for completing assignments
 - *Prepare a quiet place to work, free from distractions
 - *Allow productive struggles for your child
 - *Check student's work for completion
 - *Help student manage assignments and check due dates
 - *Report any technology issues to your child's teacher

