

# Safe Return to In-person Instruction and Continuity of Services Plan Addendum Guidance 2023

LEAs are required to update the Safe Return to In-Person Instruction and Continuity of Services Plan every six months through **Sept. 30, 2023**. Each time, local education agencies (LEAs) must seek public input on the plan and any revisions and must take such input into account. The purpose of the plan is to keep stakeholders informed.

Every LEA should complete the addendum and upload it to ePlan in the LEA document library and post it to the LEA's website (**March 1 and Sept. 15**). Like the development of the plan, all revisions must be informed by community input and reviewed and approved by the governing body prior to posting on the LEA's publicly available website.

Please consider the following when completing the addendum:

- Ensure the LEA used multiple models of engagement offered to stakeholders. Examples may include surveys, in-person or virtual committee meetings, town hall meetings, or other inclusive engagement opportunities.
- LEAs should engage all applicable groups noted in meaningful consultation during the crafting of the plan and when making any significant revisions or updates to the plan.
- The number of stakeholders engaged should represent the composition of students. For example, if students with disabilities make up 15 percent of students, then 10-20 percent of respondents should represent this subgroup.
- Ensure the stakeholder engagement happened prior to the development/revision of the plan.
- The LEA must engage the health department in the development and revision of the plan. This is different from providing the health department with COVID-19 numbers.
- Plans must explicitly address every bullet point in Question 3 regarding district policies and strategies.
- Plans require local board approval and public posting.
- LEAs must update the *Safe Return to In-Person Instruction and Continuity of Services Plan* at least every six months through Sept. 30, 2023, seek public input on the plan and any revisions, and take such input into account. All revisions must include an explanation and rationale of why the revisions were made.
- All revisions must include an explanation and rationale, with meaningful public consultation and in an understandable format. The American Rescue Plan (ARP) Act requires LEAs to post their Health and Safety Plans online in a language that parents/caregivers can understand, or, if it is not practicable to provide written translations to an individual with limited English proficiency, be orally translated. The plan also must be provided in an alternative format accessible, upon request, by a parent who is an individual with a disability as defined by the Americans with Disabilities Act.

## Safe Return to In-Person Instruction and Continuity of Services Plan Addendum

The Elementary and Secondary School Emergency Relief 3.0 (ESSER 3.0) Fund under the American Rescue Plan (ARP) Act of 2021, Public Law 117-2, was enacted on March 11, 2021. Funding provided to states and local educational agencies (LEAs) helps safely reopen and sustain the safe operation of schools and address the impact of the coronavirus pandemic on the nation's students.

In the fall of 2021, LEAs developed and made publicly available a Safe Return to In-Person Instruction and Continuity of Services Plan. All plans were developed with meaningful public consultation with stakeholder groups. LEAs are required to update the plan every six months through Sept. 30, 2023, and must seek public input on the plan and any revisions and must take such input into account. LEAs also must review and update their plans and ensure they align with any significant changes to CDC recommendations for K-12 schools. Like the development of the plan, all revisions must be informed by community input and reviewed and approved by the governing body prior to posting on the LEA's publicly available website.

The following information is intended to update stakeholders and address the requirement.

LEA Name: Achievement School District (ASD)

Date: September 15, 2023

### 1. Describe how the LEA has continued to engage in meaningful consultation with stakeholders in the development of the revised plan.

The Achievement School District has continued to engage in meaningful consultation with stakeholders in the development of the revised plan through a variety of ways. In FY23, the Achievement School District (ASD) included a survey link in at least three editions of the district's weekly Operator Notes to get input from all ASD stakeholders. All ASD schools included this link in communications that were made at the school level (e.g. web site, newsletter, Remind). At the monthly Operator meetings between ASD Central Office leadership and CMOs, an agenda item for all meetings included the ESSER addendum and the ASD ESSER survey. In addition, four virtual meetings were held on September 8-9, 2022 to give all ASD stakeholders an opportunity to provide feedback. Schools also gave stakeholders the opportunity to provide feedback at school-level meetings such as Title I nights and back-to-school events.

In FY24, we have included a survey link in the district's weekly Operator notes to get input from all stakeholders. In addition, a virtual meeting was offered to allow stakeholders to provide input.

### 2. Describe how the LEA engaged the health department in the development of the revised plan.

The ESSER grant manager, the ASD Associate Superintendent of Finance and Operations, and/or other ASD leaders communicated with and/or attempted to communicate with Health Department leaders in order to develop the revised plan. The district is following the CDC recommendation for K-12 School Operational Strategy to continue to use the current COVID-19 prevention strategies for the 2022-23 school year. If prevention strategies are implemented with fidelity, K-12 schools can safely remain open for in-person instruction with the guidance of the local health department.

**3. Provide the extent to which the LEA has updated adopted policies and a description of any such policies on each of the following health and safety strategies.**

<i>Appropriate accommodations for children with disabilities with respect to health and safety policies</i>
The district will provide a continuum of special education and related services to eligible students. The district offers services and supports to students through self-contained settings, resource settings, inclusion settings, virtual stay-at-home replacement programs, general education programs with appropriate accommodations, related services, and home instruction. All programs and services are based upon individual student needs as determined by each student's individualized education plan (IEP).
<i>Physical distancing (e.g., use of cohorts/podding)</i>
With the rise of new Covid variants, the district will continue to enforce its safety policies to encourage all staff, students, and visitors to practice social or physical distancing while in the buildings. All students, staff, and visitors are encouraged to wear masks, if they deem necessary in addition to staying at least 6 feet apart (about two arm lengths). Practicing preventive actions and keeping space between you and others is one of the best tools to avoid being exposed to the virus in our communities
<i>Hand washing and respiratory etiquette</i>
The district will continue to advertise its safety policies recommending that all students and staff to wash their hands regularly, particularly after coughing or sneezing, touching hi-contact areas, and coming from outdoors. The District promotes washing your hands with soap and water for at least 20 seconds, following the five step hand washing process: Wet, Lather, Scrub, Rinse and Dry; or utilizing hand sanitizer with at least 60% alcohol. The ASD promotes the CDC Hand washing Campaign: Life is Better with Clean Hands. The districts respiratory etiquette will continue by encouraging all to cover the nose and mouth with tissue when coughing and sneezing and disposing of the used tissue in designated waste receptacles followed by the 5 steps of hand washing or rubbing hands with an alcohol-based sanitizer.
<i>Cleaning and maintaining healthy facilities including improving ventilation</i>
The district will continue to enforce its safety policies requiring disinfecting after a known coronavirus case. Protocols include cleaning and wiping down desks, doorknobs, and high-touch surface areas daily.
<i>Contact tracing in combination with isolation and quarantine</i>
<i>If deemed necessary, any contact Tracing will be conducted by the Health Department</i>
<i>Diagnostic and screening testing</i>

*Students, staff, and visitors who show any symptoms of illness are recommended to submit to a temperature check (not higher than 100.4 degrees) and complete a health questionnaire (i.e., difficulty breathing, sore throat, and coughing) at the entrance of each building. If any stakeholder exhibits any symptom of COVID-19, he or she is strongly encouraged to take a COVID test. Boxes of Covid tests have been distributed to all schools to ensure they have a sufficient supply of testing materials.*

*Efforts to provide vaccinations to educators, other staff, and students, if eligible*

The district will continue to communicate vaccination opportunities provided by the local health providers and encourage all eligible students, parents, and staff to obtain vaccinations and booster shots.

*Universal and correct wearing of masks*

*This is no longer required or allowed based on TN state law. However, the district will allow all staff, students, and visitors to properly wear masks while in the buildings if they choose. If worn, masks should completely cover the nose and mouth and fit snugly against the sides of face without gaps.*

**4. Provide a current description as to how the LEA is ensuring continuity of services including but not limited to services that address students’ academic needs and students’ and staff’s social, emotional, mental health, and other needs, which may include student health and food services.**

CMOs at the school level provide services that address students’ academic needs and students’ and staff’s social, emotional, mental health, and other needs, which may include student health and food services. The ASD Central Office monitors these services through monthly, quarterly, and/or annual compliance and monitoring meetings.