



LaRue County Schools

Restart 2022: Safe Return to In-person Instruction and Continuity of Services Plan

Adapt ♦ Improve ♦ Overcome

Approved by LaRue County Schools BOE September 20, 2021

Last Revised August 1, 2022

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Introduction

The purpose of *Restart 2022: Safe Return to In-person Instruction and Continuity of Services Plan* is to maximize in-person learning opportunities while keeping our students and staff as healthy as possible during the COVID-19 pandemic. Our intent is to provide in-person learning to the greatest extent possible, while also taking prudent steps to keep our students, staff, and community safe and adhering to any applicable public health orders. We understand that a COVID-19 surge may require an individual school, classroom, or group of students to revert to remote learning for temporary periods.

The original plan was based on available public health information at the time of its creation. The plan will be adjusted based on newly available data and guidance from the [Kentucky Department of Public Health](#) (KDPH) and the [Kentucky Department of Education](#) (KDE). We greatly appreciate your support of our collaborative efforts to ensure the education and health of the entire LaRue County community.

The LaRue County Schools *Restart 2022: Safe Return to In-person Instruction and Continuity of Services Plan* was constructed while focusing on two main priorities:

1. Preserving the health of our students, staff, and community

The [decision to return to school](#) is dependent on the capability of LaRue County Schools to maintain a safe and healthy environment. Upon returning to school, the following public health recommendations must be observed:

- All persons will be required to maintain 3 feet social distancing
- When a universal masking plan is in place, all individuals including students, school employees, contractors, and visitors will be required to wear a face covering that covers both the mouth and nose while inside school facilities.
- Handwashing and hygiene protocols
- Group gathering limitations
- Additional cleaning protocols will be required
- Communicate and collaborate with LTDHD and Cumberland Family Medical to create a plan to implement a Test to Stay program

2. Educating ALL students

In order to ensure every student population is accounted for and has access to the curriculum, multiple platforms for teaching and learning will be established:

- In-person instruction will be available for all students
- Remote learning will be available for all students should the need arise
- Hybrid learning (a combination of in-person and remote learning) may be an option for some students

1. HEALTHY AT SCHOOL & WORK

1.1 Physical Distancing

- Students and staff should maintain a 3 feet distance when around other people, if feasible.
- To lower building capacity and preserve space for students and staff, visitors will be limited.

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- Per the KDPH, social distancing will not be required on school buses, but students will be required to wear a face-covering while riding the bus.
- Furniture will be arranged in classrooms to support social distancing practices, if feasible.

1.2 Cloth Face Coverings

- To begin the 2022-23 school year, face coverings will be optional.
- The superintendent will monitor community incidence rates, active cases, isolations, and quarantines in the schools on a daily basis to determine if a universal masking plan should be reinstated.
- When required, all individuals, including students, school employees, contractors, and visitors shall wear a face covering that covers both the mouth and nose while inside school facilities.
- The face covering requirement will continue until the incidence rate for the LaRue County community decreases below 50 cases per 100,000 people, as reported by the Kentucky Coronavirus Monitoring system's [Incidence Rate Map](#) or active cases, isolations, and quarantines in the schools are at low levels as reported on the district's COVID-19 Dashboard.
- Per the CDC, KDPH, and KDE, students will be required to wear a face-covering while riding a school bus until further notice.
- Cloth face coverings will be optional at all times when outdoors
- Guidance on face coverings can be found on [How to Safely Wear and Take Off Face Coverings](#).

1.3 Other Personal Protective Equipment

- Gloves are required for Food and Nutrition Services workers at all times and other staff whenever cleaning or sanitizing an item or surface.
- Personal Protective Equipment (PPE) including face coverings (back-ups to personal face coverings), hand sanitizer, thermometers, and gloves will be provided to schools on a continual basis throughout the school year.
- Additional PPE and accommodations (e.g. plexiglass, sneeze guards) will be provided for areas like circulation desks in libraries and the front office desk.
- Additional signage on how to stop the spread of COVID-19, properly wash hands, and promote everyday protective measures will be on display in buildings.
- Consistent scheduled times and procedures will be established throughout the day for hand hygiene, promoting [handwashing](#).

1.4 Screening and School Exclusion

- All staff and students will be required to stay home when experiencing COVID-19 symptoms.
- Staff and students may return to school after a positive COVID-19 test after:
 - At least 5 days since symptoms first appeared **and**
 - At least 24 hours with no fever without fever-reducing medication **and**
 - Symptoms have improved

- Requiring persons with symptoms or active infection to self-isolate is essential to reduce disease spread.
- Any student or staff member with a temperature of 100.4° or greater will not be permitted to go to class and will be sent home.
- Symptomatic staff and students in the building will need to go to an established isolated room (not the nurse's office, as this must be kept available) until they can safely leave the building.
- Staff may be screened for international travel. May require quarantine for 14 days depending on guidance from LTDHD. We will follow the [LTDHD COVID-19 Isolation or Quarantine Information](#) and the [LTDHD COVID-19 Process for Schools Flowchart](#) to determine if the student or staff should be isolated or quarantined.
- LaRue County Schools will communicate and collaborate with LTDHD regarding suspected and confirmed cases in the community and/or schools.
- LTDHD will assist LaRue County Schools leadership team to determine a course of action for their individual schools on a case-by-case basis.
- Rapid and PCR COVID testing will still be available for any students or staff who wish to be screened at school through the Healthy Kids Clinic.

1.5 Sanitation and Environmental Factors

- Signs will be posted throughout the school facility encouraging proper hand and respiratory hygiene practices (covering coughs and sneezes).
- To the extent possible, students and staff should limit the sharing of all supplies, utensils, devices, toys, books, and learning aids.
- As long as it does not pose a safety or health risk to other students, increased circulation of outdoor air will be utilized as much as possible by opening windows.
- When reasonable and feasible, teachers are encouraged to utilize outdoor instructional time (outside classrooms).
 - Frequently cleaning surfaces contaminated by respiratory droplets also is an important step to reduce transmission of disease.
 - [Custodial cleaning practices](#) will be focused on cleaning for health, which includes an emphasis on sanitizing and disinfecting surfaces where bacteria or viruses are most likely to be transmitted.
 - The custodians from each school will consult with the district's Healthy at School & Work officer and Lincoln Trail District Health Department (LTDHD), and follow guidance from the Kentucky Department of Public Health (DPH) and Center for Disease Control (CDC) to ensure appropriate and timely measures are taken to preserve the health and safety of our students, staff, and community.

1.6 Quarantine & Contact Tracing

In school exposure with universal masking:

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- Individuals with an at-school exposure don't need to quarantine if they aren't having symptoms but are recommended to test on days 5-7.
- If it is an outside of school exposure the following individuals must quarantine:
 - Anyone who isn't vaccinated
 - Anyone over 18 who isn't up to date with recommended COVID-19 vaccines
 - *Note: They are allowed to participate in Test to Stay described in 1.7

In school settings without universal use of masking:

- Schools should identify individuals who have had close contact with a person diagnosed with COVID-19 in the school setting. A close contact is someone who was within 6 feet of an infectious person for a cumulative total of 15 minutes in a 24-hour period while the person was considered contagious.
 - Exception: In the K-12 indoor classroom setting, the close contact definition excludes students who were at least 3 feet away from an infected student if both students were engaged in consistent and correct use of masks and other K-12 prevention strategies were in place. This exception does not apply to teachers, staff, or other adults in the indoor classroom setting.
- The following individuals should quarantine following an exposure to a person diagnosed with COVID-19 occurring at school or outside of school (e.g., household member):
 - Persons of any age who have not completed their primary COVID-19 vaccine series >14 days prior to the exposure.
 - Persons 18 years of age and older who are not up-to-date with their recommended COVID-19 vaccination.

1.7 Test to Stay

CDC guidelines emphasize the implementation of layered prevention strategies to protect students, teachers, and staff which includes isolation of persons who test positive for COVID-19 as well as contact tracing and quarantine of unvaccinated contacts. LaRue County Schools will collaborate with Cumberland Family Medical Services to implement [Lincoln Trail Health Department's Test to Stay](#) program. This will allow unvaccinated individuals who are exposed to COVID-19 outside of school to continue with in-person instruction and extracurricular activities, including athletics, with repeated negative COVID-19 test results.

- The test will be performed by a school nurse or other Cumberland Family Medical staff member
- Testing should be performed each day that the individual is in person at school.
- Testing should occur at the school or at an offsite location accessible to students, faculty, and staff.
- Symptom screening, including temperature checks, should occur at the time of testing.
- Testing should be initiated as soon as possible after the identified exposure and all subsequent days through day 5 after the last exposure. Testing and

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quarantine outside of school may be discontinued after day 7 5 if all test results have been negative.

- Testing will occur at the start of the day and negative results should be received before an individual participated in school activities; where possible, exposed students should refrain from riding a school bus prior to receiving a negative daily test.
- If a test result is positive, the individual must be sent home immediately.
- Testing is recommended to be performed a minimum of 24 hours apart.
- Individuals who refuse to complete the daily testing will be immediately sent home to quarantine and follow standard quarantine procedures.

School requirements of a Test to Stay modified quarantine strategy:

- Collaboration with the Local Health Department (LHD).
- Implementation of a universal masking program in the school for all students, teachers, and staff.
- Implementation of a testing program at the school or in the school district that provides access to SARS-CoV-2 testing for students, faculty, and staff at no cost to the individual.
- Ensure testing is conducted with voluntary informed consent from the appropriate person, parent, or guardian. If consent is withheld or cannot be obtained, exposed individuals are not candidates for this voluntary program and should quarantine per standard protocol.

To be eligible for the Test to Stay program:

- Students and staff are allowed to participate
- Be entirely asymptomatic without any signs or symptoms of COVID-19.
- Wear a mask indoors when at school for the entirety of the program, even if all test results are negative. The mask should fit securely over the nose and mouth.

Test to Stay Procedures

Day	Test to Stay Procedures
0	LAST DAY OF EXPOSURE TO POSITIVE CASE No Testing – Allowed to stay in school
1	Test – Go to school only if negative
2	Test – Go to school only if negative
3	Test – Go to school only if negative
4	Test – Go to school only if negative
5	Test - Go to school only if negative <i>**(Special Note - If Day 5 falls on the weekend or day that school is not in session, then the individual will be tested the next day that school is in session)</i>

1.8 Vaccinations

- Vaccines will be encouraged for those not fully vaccinated

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- Booster vaccines will be encouraged for those already fully vaccinated
- Vaccination appointments can be made through the Healthy Kids Clinic or by contacting any school nurse

Guidance & Resources

[Guidance for K-12 School Operations for In-Person Learning: Layered Prevention Strategies, Jan. 10, 2022](#)
[Supplemental Guidance for a “Test to Stay” Modified Quarantine Plan, Jan. 10, 2022](#)
[Guidance for Operations in Early Care and Education and Child Care Programs, Jan. 9, 2022](#)
[COVID-19 in Schools One Pager, Jan. 10, 2022](#)

[KDE Non-regulatory Guidance: Face Coverings, Aug. 20, 2021](#)
[LCS Mask Exemption Form](#)
[School Messenger Letter: Positive Case in Schools](#)
[Isolation/Quarantine Information](#)
[Guidance for Test to Stay Strategy for K-12 Schools](#)
[KDPH COVID-19 Prevention in K-12 Schools, Sept. 17, 2021](#)

2. RETURN TO INSTRUCTION

Overview

It is essential that we anticipate the reality of multiple potential scenarios for the upcoming school year as local health and safety needs may change. Instructional settings may include in-person learning, virtual learning, or a blended approach involving some students and staff participating in in-person learning while others participate in remote learning. We anticipate in-person learning with a small number of students in virtual learning, however, we are prepared for hybrid or remote learning should they become necessary at some point during the year.

- Teachers have modified 2021-22 curriculum maps to account for potential gaps in student learning from the last year. They have made note of the most essential Kentucky Academic Standards from the prior year that may need reinforcement or reteaching and identified places in their grade level curriculum where adjustments can be made as needed during the school year.
- Students will complete baseline assessments to determine their learning needs. This will allow teachers to adjust plans accordingly.
- Interventions will be provided as needed.
- Instructional Technology Cadre Leaders will provide support to teachers in using virtual resources for student learning. They are classroom teachers who have agreed to take on this additional role. They will collaborate with other technology leaders across the state to share ideas and provide leadership for technology integration throughout the district.
- We will communicate the district’s plan should there be intermittent increases in the number of confirmed COVID-19 cases after schools reopen to the point that adjustment is needed. If necessary, our plan will go beyond the formal use of the Non-Traditional Instruction (NTI) Program to allow instruction to continue through remote means. Refer

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to KDE's [COVID-19 Considerations for Reopening Schools: Intermittent School Closures](#) for guidance:

- **Short-term Closures (1-2 days):** These are the more traditional uses of NTI. In the case of COVID-19, this would be a closure to facilitate cleaning or social distancing efforts. For 1-2 days, the district may choose to use NTI days or may consider calling off school and making up the days missed.
- **Mid-term Closures (3-10 days):** These closures may take on elements of the traditional use of NTI but also contain elements found in Long-Term Closures like those experienced last year.
- **Long-term Closures (11+ days):** These closures look most like the NTI experienced last year and would include the most restrictions related to public health guidelines. We do not anticipate needing to resort to this level of closure but we are prepared to do so if needed.
- Intermittent closure may be districtwide **Non-Traditional Instruction (NTI)** or it may be a shift to **Temporary Remote Instruction (TRI)** for a specific school, grade, classroom, or student group due to significant absences of students or staff related to the COVID-19 pandemic. In the case of Temporary Remote Instruction, regular in-person learning would continue for the rest of the district while only the specific school, grade, classroom, or student group moves into TRI. Instructional strategies used during remote instruction will be similar to strategies used during NTI.

Should closure be necessary:

- Students will move into a phase of virtual learning.
- Devices and/or other necessary materials may be sent home with students or picked up if the closure is sudden.
- Google classroom will be our main platform for student learning, however, a variety of digital resources will be used to meet student needs during intermittent closure.
- During the virtual learning period, students will be engaged in regular interaction with the class and their teacher with group or individual google meets, chats, phone calls, or other means of regular interaction.
- For exceptional learners, the student's case manager will contact the parent via a virtual platform to determine individual needs.

2.1 In-Person Learning

We will provide an in-person learning option that focuses on educating the whole child. Students will interact directly with teachers and other students. Enhanced health and safety precautions will be in place that aligns with current guidance. *Please see Section 1 for many of the health and safety practices that will take place during in-person learning.*

All individuals, including students, school employees, contractors, and visitors will be required to wear a face covering that covers both the mouth and nose while inside school facilities. The face covering requirement will continue until the incidence rate for the LaRue County community decreases below 25 cases per 100,000 people, as reported by the Kentucky

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Coronavirus Monitoring system's Incidence Rate Map. Face coverings will be optional when the community's incidence rate drops below 25. We will check incidence rates every Thursday evening to determine how to proceed the following week. Once a decision has been made, it will stand for the entire instructional week. Per federal executive order, face-coverings are required while riding a school bus.

We will monitor local cases and guidance, adjusting our in-person learning practices as needed during the year.

- Students will attend class daily.
- Classroom space and desks will be arranged to allow for spacing between students.
- Students will have assigned seats.
- If necessary, each school will have its own plan for limiting large gatherings of students.
- In-person lessons will include teaching proper hygiene and hand-washing as well as lessons to promote the social and emotional well-being of each student.

Should local cases or guidance require additional steps to be taken for in-person learning, we will be ready to implement changes accordingly. Additional steps could include limiting mixing of student groups, more spacing among student desks, etc.

2.2 Hybrid Learning Model (We do not anticipate using Hybrid Learning at this time, but we will be prepared to implement this model if it becomes necessary during the year)

The hybrid learning model is a combination of in-person learning and remote learning. Students will attend in-person on alternating days and participate in remote learning activities at home on other days.

- All in-person learning notes from section 2.1 apply here as well.
- Students will be assigned to one of two groups with a 50-50 split alphabetically with students in the same household assigned to the same group. Group adjustments may be made based on extenuating circumstances.
- Group 1 will be in-person while group 2 participates in remote learning lessons. Group 2 will be in-person while group 1 participates in remote learning.
- Teachers will assign specific tasks to be completed on at-home remote learning days that will extend their in-person learning. These assignments may or may not require internet access.
 - All students will be issued a Chromebook. Content and resources can be downloaded the prior day for students who do not have internet access at home, or other alternative arrangements can be made as needed.
 - Time will be allocated for teachers to provide support to students while students are learning at home on alternate days.
- ***Again, we do not anticipate using this hybrid model, but we will be prepared to implement this model if it becomes necessary to do so at any point in the year.***

2.3 Virtual Learning for Individual Students

We believe in-person learning is the best option to meet both the academic and social-emotional learning needs of our students; however, we understand there may be some circumstances that warrant virtual learning. For this reason, we have developed a virtual learning

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program for students in grades K-12 that will allow them to remain a part of the LaRue County School community while learning from home. Here are some aspects of our virtual learning program:

- An application is required to be considered for virtual learning. A committee will consider applications on a case-by-case basis including criteria such as need, attendance, grades, participation, etc.
- Virtual learning is online only. An internet connection that permits you to reliably stream video and participate in virtual meetings *every day* will be needed. A high-speed home internet connection is recommended. A cell phone used as a hotspot may not provide adequate internet speed.
- Use of a reliable device, like a Chromebook, laptop, or desktop computer will be needed every day. Cell phones will not allow students to complete the level of work needed for this learning choice. If needed, a school laptop/Chromebook may be checked out from the school. Families with technology needs should contact their child's school.
- Students must be able to participate in a Google Meet, phone call, or any other type of communication platform specified by their teacher.
- Students must be willing to come into their in-person school for help as needed, teacher meetings requiring testing, or other needs as determined by your in-person school.
- Students and parents must provide current contact information to school officials and notify the school if any changes occur during the school year.
- Multiple online learning programs will be used to meet all student needs. Here are links to demonstrations for our main programs: [K-5](#); [6-12](#).
- LaRue County teachers will align the curriculum of the virtual classes to match our in-person classes. Students will need to complete assignments daily to stay on pace for the course.
- LaRue County teachers will provide regular support for students. Teachers will monitor student learning in the online program daily, they will check in with students multiple times each week, and will be available for virtual support during regular school hours, either individually or in groups.
- Services will be provided for virtual learning students with special considerations such as Special Education, English Learners, 504, and Gifted & Talented students.
- Grading practices will be the same for virtual students as they are for in-person students.
- Virtual learning is NOT home school. Students are still actively enrolled as LaRue County public school students, which allows them to participate in LaRue County Schools extra-curricular activities, including athletics.
- Virtual learning students will need to remain in virtual learning until the end of a nine weeks grading period, however, extenuating circumstances may be considered as needed. Prior to reentering their in-person school, a meeting may be required with the administration.
- *A partnership between parents and teachers will be key to student success in virtual learning. It is important to set a schedule for virtual learning and stick to that schedule daily. An orientation will be provided on using the online platform, how to reach out for help, and tips for setting up a successful virtual learning experience. An agreement will*

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be established between parents, our school district, and the student (when age-appropriate).

2.4 Special Populations

We value the unique learning needs of all of our students and we will have plans in place to meet their needs for each learning option. Our district already has plans in place to support all students for in-person learning. Our usual plans will continue to be implemented and followed for in-person learners. Through our 2020-2021 experience, we understand and can anticipate some of the challenges our special populations face when learning is taking place away from school. We have necessary supports ready that will allow services to continue for each group during virtual learning should virtual learning be needed at any point this year.

- Virtual Learning Services for [Elementary Special Education](#)
- Virtual Learning Services for [Middle & High Special Education](#)
- Virtual Learning Services for [Speech/Language](#)
- Virtual Learning Services for [Section 504](#)
- Virtual Learning Services for [English Learners](#)
- Virtual Learning Services for [Gifted & Talented](#)

2.5 Preschool

Preschool is the foundation of a child's education and the building block for their entry into Kindergarten. Ages three and four are critical in the development of a child in the areas of social, emotional, motor, cognitive, speech, etc. With the impact of COVID-19, intentional planning to best meet the needs of students and families during this crucial developmental stage is more important than ever before. Our Preschool program will offer full-day, in-person learning for the 2021-2022 school year.

- Our Preschool program will offer in-person learning for the 2021-2022 school year.
- In-person learning will look similar to what it has in the past, running Monday through Thursday but will be *full day* instead of half-day sessions.
- Our classrooms and materials will be sanitized in accordance with current guidance. Hand washing and sanitizing will be done frequently.
- Should intermittent closure be necessary, virtual learning will be provided.

2.6 Postsecondary

Postsecondary transition is the transition of high school students to their next stage in life, whether it be a two- or four-year college or technical school, the workforce, a combination, the military, or other options. With the impact of COVID-19, intentional planning for these transitions with students and families is more critical than ever before.

- The high school's Transition Readiness Time (TRT) will be used to work with seniors in planning ahead for a successful transition after graduation.
- The Americorp College Coach and Transition Readiness/SEL Coordinator will work closely with school counselors to help students plan ahead beginning in the fall.

Guidance & Resources

[Guidance for COVID-19 Remote Learning Flexibilities \(SB25\), Jan. 25, 2022](#)

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[KDE Guidance for Offering a Hybrid Performance-Based Schedule, Aug. 27, 2021](#)
[COVID-19 Guidance for Schools and Districts: Accelerating Student Learning During Summer Learning Programs and Through the Academic Year \(April 12, 2021\)](#)
[COVID-19 Considerations for Schools: HB 208: Changes to Non-Traditional Instruction \(March 9, 2021\)](#)
[COVID-19 Considerations for Schools: Decisions Regarding Promotion or Retention \(Feb. 11, 2021\)](#)
[COVID-19 Considerations for Reopening Schools: Compensatory Education and ESY Services \(July 20, 2020\)](#)
[COVID-19 Considerations for Reopening Schools: Class Sizes in Virtual Programs and Courses \(Aug. 10, 2020\)](#)
[COVID-19 Considerations for Reopening Schools: FAQs about English Learner Programs at Reopening \(Aug. 31, 2020\)](#)
[COVID-19 Considerations for Reopening Schools: Welcoming Students for Orientation and Targeted Services \(Updated Dec. 1, 2020\)](#)

3. STUDENT SERVICES & OPERATIONS

Overview

Regardless of the mode of learning, we want to ensure the needs of all our students are continuing to be met and that our students are provided with safe, clean, and well-maintained learning environments.

3.1 Attendance

Adjustments to attendance policies and enrollment procedures for the 2021-22 school year are as follow:

- For the 2021-2022 school year, LaRue County Schools will substitute attendance data for the 2018-2019 school year to determine ADA. The selected data shall be utilized to calculate the ADA that will be used in calculating SEEK funds and any other state funding based in whole or in part on average daily attendance for the district.
- LaRue County Schools will continue to use Online Registration (OLR) through Infinite Campus (IC) for the 2021-22 school year.
- School leaders will work with the front office staff as well as the LCS Tech. Dept. and Director of Student Services to ensure that the parents of the students in their buildings are provided the resources and support needed in case of positive tests or quarantine due to close contact.
- Students who are quarantined after a positive COVID diagnosis will be temporarily placed in a Home/Hospital attendance group.
- Students who are quarantined due to close contacts and do not test positive will be given excused absences, per KDE
- Communicate with KDE to understand and access new resources.

Guidance & Resources

3.2 Food Service & Nutrition

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LaRue County Schools will continue to provide meal service to students to the extent possible given on-site and remote learning environments. We will continue to comply with federal requirements for meals served by following KDE guidance for [Food Service Operations – USDA School Meal Programs](#). Four main areas of consideration are:

1. Meal Service Environment: Meal service methods, logistics, and staffing:
 - The meal service program may be a combination of in-school serving and a “grab & go” program similar to the one implemented in the spring of 2020. For in-school serving meals may be provided in the hallway or cafeteria in a “grab & go” program.
 - Remote and on-site attendance dictates the serving model(s) used.
2. Meal Pattern: Menu planning, accommodations for disabilities will be provided given they are supported by documentation.
3. Food Safety Plan: Safe food practices and reopening of the kitchen to include updated SOPs.
 - Health and safety standard protocols by staff and serving support
 - Cleaning and disinfecting of facilities aligned with [CDC Cleaning/Disinfecting School Guidance](#)
4. Operational Support: Operational procedures, outreach, and communication with households. Kitchens will be deep cleaned prior to re-opening. Communication with families will continue on the LaRue County Schools Child Nutrition Facebook page.

Guidance & Resources

[COVID-19 Considerations for Reopening Schools: Food Service Operations – USDA School Meal Programs \(June 22, 2020\)](#)

[COVID-19 Considerations for Reopening Schools: Food Service Operations – Waivers for USDA School Meal Programs \(July 27, 2020\)](#)

3.3 School Safety

The School Safety Coordinator and School Resource Officer will continue to provide ongoing daily coverage of all sites to ensure safe environments for students, staff, and our community. The service includes:

- Campus security, as always, is the shared responsibility of every adult in our schools. Staff will be updated prior to the first day of school on their supervision duties, emergency procedures, and training requirements throughout the school year.
- Visitor/Student Check-In/Out:
 - School visitation will be limited to those that have essential business at each building (i.e., U.S. Postal Service, UPS, FedEx, food delivery, guest speakers, military recruiters, etc.). LCS highly recommends each of these individuals wear a face-covering upon entering the building and follow all health guidelines.
 - Parents will not be permitted to visit, eat lunch, or drop off any items such as food to their children as they have been able to in the past.
 - The sign-in sheet will be signed by the parent/guardian outside the school.

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- Students checking out of school early will be called to the office to meet their parent/guardian outside of school accompanied by office staff who will have the sign-out log with them for the parent/guardian to sign.
- Emergency management guides from the Kentucky Center for School Safety (KCSS) are located in every classroom throughout the district. A review of this document will be conducted during the safety portion of each school prior to the year's staff meeting. The school's "site-specific" Emergency Management Plan will also be reviewed with staff at this time.
- Fire, severe weather and lockdown drills will follow [KCSS Safety Drills During COVID-19](#) and Kentucky Department of Education guidance regarding [Facilities and Logistics](#). This will require classes to participate in the drills at different times as opposed to the traditional school-wide drill. The scheduling and execution of these drills will be the responsibility of the school principal and building safety coordinator.
- Threat assessment teams were established in each school during the 2019-20 school year. Prior to the first day of school for the 2021-22 school year, the district's School Safety Coordinator and School Resource Officer will meet with each school's threat assessment team to review guidelines from KCSS, local law enforcement, and emergency service agencies regarding best practices and procedures for the upcoming school year.
- Partnering with all local law enforcement agencies is an essential part of the ongoing process of keeping our schools as safe and secure as possible. LaRue County Schools works closely with both the Hodgenville Police Department and the LaRue County Sheriff's Office to ensure that the highest standard of safety and security is maintained. This is done by regular walkthroughs of our buildings by first responders as well as regular meetings and trainings between school personnel and first responders.
- Adhering to the [School Safety and Resiliency Act](#).
 - The results from the Kentucky School Risk Assessment that was conducted in each one of our buildings during the 2020-21 school year by the State School Security Marshal's Office will be used to ensure that our buildings and staff are adhering to Senate Bills 1 and 8.

Guidance & Resources

[COVID-19 Considerations for Reopening Schools: Facilities and Logistics \(June 29, 2020\)](#)

3.4 Athletics & Activities

LaRue County Schools will continue to promote and support student participation in athletic and extracurricular activity programs to the extent permitted in the fall. LaRue County Schools has maintained excellence in the extracurricular programs afforded to the students and will facilitate whatever is necessary to continue.

- [Custodial cleaning practices](#) will be focused on cleaning athletic facilities for health, which includes an emphasis on sanitizing and disinfecting surfaces where bacteria or viruses are most likely to be transmitted.

Guidance & Resources

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3.5 Human Resources

We must prepare for a variety of potential human resources and related contractual issues that may extend from the COVID-19 crisis into the reopening process. These can range from salary concerns to potential contingencies such as staff members' inability to return to full-time in-person employment as a result of health situations or family obligations. Attention will be given to the following areas:

- Educator schedules will be built primarily within the standard instructional day but can be modified in collaboration with school administrators to meet the needs of students/families and the educator's needs.
- Administrators will maintain flexibility in their own work to support staff, as needed, with the goal of building networks of support for staff and students.
- During potential school closure, maintaining full employment for staff is a priority to the District. LaRue County Schools will make efforts to create functional "combination jobs" - that allow our employees to continue working during the modified learning and work periods. This means performing functions outside of a primary job, such as assisting a bus driver to deliver meals, helping with minor maintenance or custodial duties, assisting with food service, or other necessary tasks. Staff will be asked to work only on tasks for which they are able and generally qualified to complete and will be compensated for any work in higher classifications.
- The District anticipates a need for substitute teachers (long-term and daily assignments). These will likely occur both in the in-person and remote models.
- The District is dedicated to protecting the safety of our staff and will respond to any requests or concerns made by staff regarding work conditions and safety.
- Per Senate Bill 1, all certified staff and any classified staff designated by the district shall be required to perform work duties on-site during the student attendance day, except for employees quarantined due to COVID-19 who the district determines can 24 fulfill their job duties remotely.

Guidance & Resources

4. MENTAL WELLNESS

Overview

Social and emotional learning (SEL) is an area of emphasis on the LaRue County Schools strategic plan and has also emerged as a critical priority from the pandemic and related school closures. The psychological, interpersonal, and emotional needs of students, staff, and families must become a key focal point as some form of reopening occurs. In addition to requisite services and resources, SEL strategies and techniques must become a consistent part of classroom instruction, reinforcing safety, well-being, and engagement within the learning community.

- Focus on student and staff mental health and wellness.

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- Lessons will be implemented to promote the social and emotional well-being of each student.
- Assess natural resources (personnel, existing partners) to determine if there is a need for external support and reach out to the existing vendor community to assess the potential for expanded work.
- Promote staff mental wellness and readiness through questionnaires, surveys, and direct outreach.
- Facilitate conversations about social justice, race-based stress, and trauma.
- Provide resources for staff self-care, including [resiliency strategies](#).

Guidance & Resources

[COVID-19 Considerations for Reopening Schools Supporting Student and Staff Wellness](#)

[KDE Guide & Resource: What is a Trauma-Informed School?](#)

[KDE Guide & Resource: Trauma-Informed Teams](#)

[Guide & Resource: Understanding Trauma and Traumatic Stress](#)

[Guidance on How Districts Can Facilitate Conversations About Race-based Stress and Trauma](#)

[CASEL SEL Roadmap: Leveraging SEL as You Prepare to Reopen and Renew School Community](#)

5. FACILITIES & TRANSPORTATION

5.1 Facilities & Maintenance

Daily cleaning and disinfection of classrooms, gymnasiums, restrooms, locker rooms, cafeteria seating, and other facilities is critical to preventing the spread of all illnesses, including COVID-19 pandemic and seasonal influenza. Special attention should be given to high-touch areas, such as water fountains, doorknobs, light switches, desks, computers, phones, toilets, faucets, sinks, handrails, etc. It is recommended that high-touch surfaces be cleaned and disinfected frequently.

- The District Facility Plan (DFP) will continue as scheduled.
- Ongoing site repair, remodel, renovation, and reconstruction projects will continue.
- Custodial staff allocations will meet the needs of the educational model.
- Work schedules are modified depending on building and site use.
- Evaluate ventilation systems to maximize circulation of outdoor air.
- Custodians will follow [CDC Reopening Guidance for Cleaning and Disinfecting Workplaces and Schools](#).
- Facility cleaning and disinfecting following the use of facilities will be completed and monitored based on a [Tiered System of Facility Cleaning Plan](#).

Guidance & Resources

[COVID-19 Considerations for Reopening Schools: Facilities and Logistics \(June 29, 2020\)](#)

[COVID-19 Considerations for Reopening Schools: School Ventilation and SARS-CoV-2 \(COVID-19\), \(Sept. 8, 2020\)](#)

[CDC Guidance for Cleaning and Disinfecting Schools](#)

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[CDC Reopening Guidance for Cleaning and Disinfecting Public Spaces, Workplaces, Businesses, Schools](#)
[KDPH COVID-19 Aerosol Exposure Consensus Statement \(Sept. 29, 2020\)](#)

5.2 Student Transportation

The Student Transportation Department supports students by providing safe and timely transport services for eligible riders attending on-site programs whether the education model is traditional or hybrid. A student transportation plan will be developed that includes sanitation, screening, and social distance plans including:

- Wearing a face covering while riding the bus is a safety requirement unless the student has a medical waiver.
- The first seat behind the driver will remain vacant when feasible.
- Determine the number of students permitted to ride at any time.
- Buses will load from back to front of the bus.
- Offload should occur from front to back of the bus.
- Stagger seating if the bus is not at full capacity.
- Seat passengers from the same household together.
- Assign seating for all passengers (if feasible). Students with medical concerns, allergies, asthma should be assigned seating in front of the bus with windows up.
- Cleaning and disinfecting protocols following student pick up and drop-offs.
- Thoroughly ventilate, clean, and disinfect all buses and other district vehicles.
- Hand sanitizer will be provided to everyone on every bus.
- Students should remain seated until their time to exit to maintain social distance.
- Bus monitors or staff are required to wear personal protective equipment (mask) when assisting students while on/ offloading or with buckling seat belts.

Guidance & Resources

[COVID-19 Guidance for Schools: School-Related Student Travel. \(Feb. 16, 2021\)](#)

[COVID-19 Considerations for Reopening Schools: Pupil Transportation. \(Sept. 4, 2020\)](#)

6. TECHNOLOGY

Overview

Education in LaRue County Schools has always been innovative and forward-thinking. Part of its innovation is its use and reliability on technology for daily business and most importantly teaching and learning. This forward-thinking placed the district in a good position to support all facets of our system to provide the hardware, connectivity, and tools to continue our educational practices. The Information Technology Dept. is invested in ensuring that the technological needs for students and staff are met. It is imperative that we provide a robust infrastructure and support system to ensure an effective instructional environment whether that be on-site or virtual.

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- Infrastructure will continue to be maintained, monitored, and upgraded to meet the needs of our students and staff.
- Cell phones will not function as a replacement for a Chromebook for instructional purposes.
- Chromebooks have been purchased to establish equity across grade levels by bringing our student and instructional staff to a 1:1 ratio of people to devices. Each child in the district will have a Chromebook/laptop assigned to them and not shared with other students.
- We will continue to filter internet access even while students use school-issued devices while at home to provide safety for our students.
- GoGuardian student device monitoring software has been purchased for every teacher to allow better teacher communication and collaboration between teachers and students.
- The LaRue County School IT Department will continue to provide technical support for students, staff, and parents with technology requests through LTAC (SysAid ticketing system) Students, Parents, and staff are able to use the LTAC portal to create a support ticket(link located on the district website) or email ltac@larue.kyschools.us.
- Technical staff is also available via the phone by calling the school. In the event that a Chromebook must be physically obtained for repair and a parent or student must bring the device to the tech department, safety measures following healthy at school recommendations will be followed.
- In the event of school closure and instruction must continue at home, students will take devices home with them on the last day they are in the school building. Cell phones and iPads will NOT work with some software used for instruction.
- If a decision to close school is made after school has been released for the day, a pickup procedure will be established for students who don't have access to a computer to complete their schoolwork while at home.

Guidance & Resources

7. COMMUNICATIONS

Overview

Considering the changing dynamics of the 2021-22 school year and the district's intention to potentially deliver alternative learning modes simultaneously, we anticipate an increased complexity in our communications efforts. These complexities will also be triggered by potential fluctuations in the status of schools (open or closed in response to virus outbreaks), changing health advisories, operational or central system modifications, increased needs to generate additional resources, national or local government actions, and multi-layered crisis situations. To succeed we must remain agile, flexible, creative, and responsive.

LaRue County Schools anticipates the need to deploy unique communications tactics to cater to multiple audiences and fluctuating conditions simultaneously. Where schools open with

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significant modifications to schedules, classes, or logistics, smooth transitions will require clear and consistent communication. Functional differences created by supporting two learning models simultaneously include, but are not limited to:

- Messaging to build community confidence that robust learning and rigor continues regardless of learning mode.
- The delivery of relevant information to in-person students, families, and staff, as well as those remaining in the remote learning environment.
- Remote vs. in-person crisis communications - occupied buildings require standard crisis response protocol and additional supports related to COVID-19 health and safety management.
- Implementation of a school status (open-closed) alert mechanism or dashboard.
- Online and other supports and resources driven by school status or learning mode.
- Increased real-time communications at the school level for enrolled students and families.
- Utilize multiple media sources (Facebook, District website, Newspaper, Radio, School Messenger, and email) to disseminate information in a timely and consistent manner.

Guidance & Resources

[Communicating in a Crisis: How Schools Can Respond to COVID-19. SchoolCEO, Spring 2020](#)
[Close Contact Call Script](#)
[COVID-19 Communication Process](#)
[School Messenger Letter: Positive Case in Schools](#)

8. FUNDING & FINANCE

Overview

These are unprecedented times in terms of public health and economic well-being. As LaRue County Schools reopens, we must be aware of potential funding shortages, shortfalls, and budget reallocation to fund a range of health and sanitation supplies (e.g., thermometers, sanitation supplies and materials) as well as budgetary implications of social-distancing requirements (e.g., funding expanded transportation such as buses as well as enhancements of classroom spaces and furniture arrangements).

- Communicate with KDE to understand all available federal funding during the pandemic (CARES, ESSER, GEERS, ARP ESSER, etc.).
- Communicate with all the other areas to prioritize spending and ensure an equitable approach to meeting the needs of each group.
- Assess, approve and track expenditures related to the reopening of schools and other disruptions in the school calendar caused by the pandemic.
- Maintain documentation of COVID-19 related expenses and keep current on rules for the expenditure of federal funds.

Guidance & Resources

[COVID-19 Considerations for Schools: American Rescue Plan: Elementary and Secondary School Emergency Relief Fund \(ARP ESSER\) \(May 3, 2021\)](#)

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[COVID-19 Considerations for Schools: Elementary and Secondary School Emergency Relief Fund \(ESSER II\), \(Feb. 9, 2021\)](#)
[COVID-19 Governors Emergency Education Relief Fund \(GEER\) Guidance for LEAs](#)

9. GOVERNANCE

Communication and collaboration will be more vital than ever as we implement *Restart 2021* and return to in-person learning for the 2021-22 school year.

- The superintendent will work collaboratively with district leaders from all areas to provide essential actions that will foster a shared understanding of goals, responsibilities, and accountability.
- The superintendent will communicate regularly with the local Board of Education regarding progress on *Restart 2021* as well as possible changes in policy and procedures that may be needed.
- It is critically important to develop strategies that can be revised and adapted depending on the level of viral transmission in the school and throughout the community and done with close communication with the KDPH and LDHD.
- Make decisions regarding intermittent closures based on current community incidence rates at the county level as regularly published by KDPH and the number of isolations and quarantines in the schools.

Guidance & Resources

[KDPH Guidance for K-12 School Operations for In-Person Learning, July 29, 2021](#)

[CDC Guidance for COVID-19 Prevention in K-12 Schools, Aug. 5, 2021](#)

[KDE Guidance for Closing Schools, Aug. 20, 2021](#)

[Kentucky COVID-19 Daily Report](#)

[KDPH Kentucky Coronavirus Monitoring](#)

[LaRue County Schools COVID-19 Self-Reporting Dashboard](#)

[KDE Guidance on Senate Bill 1, Sept. 20, 2021](#)

[COVID-19 Prevention in K-12 Schools, Sept. 17, 2021](#)

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