

# Safe In-Person Instruction and Continuity of Services Plan



## Lancaster Community Schools

District contact: Rob Wagner, District Administrator  
Lancaster Community Schools  
231 North Sheridan Street, Lancaster, WI 53813  
1-608-723-2175  
<https://www.lancastersd.k12.wi.us/>

Template Developed by CESA 5



# Table of Contents

<b>Introduction</b>	1
<b>Maintaining Health and Safety</b>	2
Overview	2
Description on maintaining the safety of staff and students	2
Description to continue to provide services regardless of the mode of instruction	2-3
<b>Mitigation Measures</b>	3
Universal and correct wearing of masks	3
Modifying facilities to allow for physical distancing	3
Handwashing and respiratory etiquette	3
Cleaning and maintaining healthy facilities, including improving ventilation	3-4
Contact tracing in combination with isolation and quarantine, in collaboration with the State, local, territorial, or Tribal health departments	4
Diagnostic and screening testing	4
Efforts to provide vaccinations to educators, other staff, and students, if eligible	4
Appropriate accommodations for children with disabilities with respect to health and safety policies and practices	5
Coordination with state and local health officials	5
<b>Continuity of Services</b>	6
Overview	6
District response on continuity of services	6-7
<b>Periodic Review</b>	7
Overview	7
District response on ensuring periodic updates to its plan	7
<b>Public Input</b>	8
Overview	8
District response on public input in the development of its plan	8

# Introduction

On March 11, 2021, the American Rescue Plans (ARP) Act was signed into law. In it, the U.S. Department of Education is providing an additional \$121.9 billion for the Elementary and Secondary School Emergency Relief Fund (ESSER III Fund). This legislation will award grants to state educational agencies (SEAs) for providing local educational agencies (LEAs) with emergency relief funds to address the impact that COVID-19 has had, and continues to have, on elementary and secondary schools across the nation.

Wisconsin will receive \$1,540,784,854 in ESSER III funds from the Act, with 90 percent being awarded to school districts with amounts determined in proportion to the amount of Title I, Part A funds they received in summer 2020 from funds under the Every Student Succeeds Act (ESSA). The remaining funds will be used for state-level activities to address issues caused by COVID-19.

This plan describes how the Lancaster Community Schools will provide a safe in-person instruction and continuity of services for all schools, including those that have already returned to in-person instruction.

# Maintaining Health and Safety

## Overview

A district's plan must include how it will maintain the health and safety of students, educators, and other school staff, and the extent to which it has adopted policies or practices and a description of any such policies or practices on each of the CDC's safety recommendations including the universal and correct wearing of masks; modifying facilities to allow for physical distancing (e.g., use of cohorts/pods); hand washing and respiratory etiquette; cleaning and maintaining healthy facilities, including improving ventilation; contact tracing in combination with isolation and quarantine, in collaboration with the state, local, territorial, or Tribal health departments; diagnostic and screening testing; efforts to provide vaccinations to educators, other staff, and students, if eligible; appropriate accommodations for children with disabilities with respect to health and safety policies or practices; and coordination with state and local health officials.

### Description on maintaining the safety of staff and students

The Lancaster School District has begun and continues the current school year with a five-day per week, face-to-face instructional model and adhere to the following health protocols. Accordingly, the District has:

- published the COVID-19 pre-screening checklist and strongly encourages students and staff members to utilize the checklist before entering a school facility,
- encouraged staff members and students to stay home or go home if they are showing COVID-19 symptoms or if they have tested positive for COVID-19,
- provided sanitizing stations throughout the building.
- developed and posted a Back to School Plan on our website containing the safety measures we have in place.

### Description to continue to provide services regardless of the mode of instruction

The Lancaster School District will offer in-person learning five days a week according to the Board adopted Academic Year Calendar. The school district has also reminded families the option to enroll their students through open enrollment, in a virtual school if in person learning does not meet their needs. In the event of school closure due to the pandemic, the district has purchased hot spots for individuals who may not have access or afford internet and have purchased Chromebooks and iPads for all students and upgraded teacher classroom technology for remote learning in the event of school closure.

Regardless of the mode of instruction we are using as a district, the Lancaster School District will continue to provide meals under the community provision act as long as USDA continues the allowance. Meals will be provided for summer school attendees as well as all eligible youth during the

school year. If school is closed due to a pandemic, the district will assess its ability to distribute meals utilizing the same process it used during the spring of 2020.

The Lancaster School District employs one full-time school nurse who will continue to offer health services. The school district employed guidance counselors provide mental health support for our students and families when needed.

## Mitigation Measures

### Universal and correct wearing of masks

The wearing of face coverings is optional in Lancaster Community Schools. Students who are wearing face coverings are reminded to wear them appropriately.

### Modifying facilities to allow for physical distancing

Mitigation measures such as proper signage, water bottle filling stations, and the promotion of social distancing have been implemented at each facility. Extended and/or staggered meal service has been implemented to support social distancing while ensuring adequate time for students to consume their meals. Individual schools will determine the cafeteria service that best suits the needs of their students. Cafeterias and/or classrooms may be used as settings for student meals.

### Handwashing and respiratory etiquette

Handwashing and respiratory etiquette are reinforced to students with high emphasis in the primary grade levels. Signage is posted throughout buildings as reminders of handwashing and respiratory etiquette.

In addition, hand sanitization stations/liquids are available in all classrooms.

### Cleaning and maintaining healthy facilities, including improving ventilation

Enhanced sanitation procedures have been implemented and continue at all schools focusing on high-touch surfaces. The District uses cleaning solutions that are rated to kill the SARS virus.

The District has installed ionization air cleaning units on all air intake ventilation units in all buildings. These units function at all times that ventilation units operate and are monitored electronically

through HVAC computer systems. We have also added air conditioning to our Elementary and High School Building to improve air flow, quality and comfort. We plan to install air conditioning in the Middle School Building during the summer of 2022. We are also installing new LED lighting throughout the district to improve the illumination in our classrooms.

### **Contact tracing in combination with isolation and quarantine, in collaboration with the State, local, territorial, or Tribal health departments**

The Lancaster School District will continue to place on our website for parents/students, employees, visitors and contractors on screening protocols for the daily pre-screening process, which all parties should self-evaluate before entering the buildings. Each school will continue to provide current health information to staff, students, and families about the signs and symptoms of COVID-19, when they should stay home, and when they can return to school. Procedures and information can be found on the district website.

### **Diagnostic and screening testing**

The Lancaster School District recommends students and staff get tested for COVID by their medical provider, at Grant County Health Department sites or any other local testing site.

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

All eligible staff have the opportunity to be vaccinated. Students ages 16 and older were provided access to a vaccination clinic at the Grant County Fair Grounds in the spring of 2021. Students ages 12 and older had access to a vaccination in the summer of 2021. Students ages 5 to 11 have started the opportunity to be vaccinated in November 2021. All individuals in our school district have access to a vaccinations working with local healthcare partners and Grant County Health Department.

### **Appropriate accommodations for children with disabilities with respect to health and safety policies and practices**

When circumstances require specific policies or procedures designed to protect the health and safety of students, 504 and IEP teams will determine if modifications and/or reasonable accommodations are needed for individual students with disability-related issues.

### Coordination with state and local health officials

The CDC and DHS recommends that all decisions about implementing school-based strategies should be made locally, collaborating with local health officials who can help determine the level of transmission in the community. The Lancaster School District continues to communicate with Grant County Health Department when implementing mitigating strategies for the safety of students and staff.

# Continuity of Services

## Overview

Districts must describe how the LEA will ensure continuity of services, including but not limited to services to address students' academic needs and students' and staff social, emotional, mental health, and other needs, which may include student health and food services.

### **The District will provide for continuity of services as follows:**

#### **Student Academic Needs**

The Lancaster School District has implemented a summer school program to assist all K-12 students with academic recovery. The District plans to continue full-time, in-person instruction for the current school year. Additional instructional personnel have been added to staffing to implement further academic recovery efforts with the addition of an Alternative Education Instructor, Math Interventionist and additional Middle School academic instructor to provide additional sections to lower class sizes and smaller focused academic support groups. We will add an additional Reading Interventionist at Winskill to assist with academic growth. These specialists will be available during the instructional day and/or during before and after-school tutoring programs throughout the year. We will/have also increased the availability of our after school homework opportunities. Our staff will be provided additional training and resources to assist in the recovery and growth of our students' academic needs.

#### **Student Social, Emotional, and Mental Health Needs**

We will use the SAEBRS Assessment tool for all students to identify any emotional, social or academic needs of our students and provide the specific interventions needed based on the assessment results. Additional counseling, social workers or SEL personnel may be added to address our students' social and emotional learning needs.

#### **Other Student Needs**

Food services will continue to provide meals under the community provision as long as USDA continues the allowance. Meals will be provided for summer school attendees as well as all eligible youth during the school year. Summer meals will be provided for summer school and all children age 18 and under through the completion of the 2022 summer school sessions.

#### **Staff Social, Emotional, and Mental Health Needs**

The District has provided staff with opportunities for social and emotional supports with the opportunity to meet with the counseling staff and school nursing. The staff's social, emotional, and mental health needs may also be addressed through the Employee Assistance Program provided through the District insurance program.



**Other Staff Needs**

The District will follow national, state, and local governing agencies' laws and directives concerning staff employment and benefits.

# Periodic Review

## Overview

Districts are required to review and, as appropriate, revise their Safe Return to In-Person Instruction and Continuity of Services Plan at least every six months through September 30, 2023, including seeking public input and taking such input into account in determining whether to revise the plan and, if revisions are determined necessary, on the revisions it makes to its plan.

### District response on ensuring periodic updates to its plan

The Lancaster School District will periodically review and, as needed, revise the plan for the safe in-person instruction and continuity of services. The plan will be reviewed at least every six months, and the school system will seek and take into account public input during the review process. Plan revisions will address updated CDC, DHS, and Grant County Public Health guidance on safely operating schools if any are issued.

# Public Input

## Overview

The ARP Act requires that school districts make their Safe Return to In-Person Instruction and Continuity of Services Plan available to the public online and that the plans be in an understandable and uniform format; to the extent practicable, are written in a language that parents can understand or, if not practicable, orally translated; and upon request by a parent who is an individual with a disability, provided in an alternative format accessible to that parent. Before making its plan publicly available, school districts must seek public comment on the plan and develop/finalize the plan after taking into account public comment.

### District response on public input in the development of its plan

The Lancaster School District has taken the following steps to make its plan available to the public:

- The plan is posted at <https://www.lancastersd.k12.wi.us/>
- A survey was provided to the community for public comment in December 2021, to provide input on the development of the Safe In-Person Instruction and Continuity of Services Plan.
- The plan is available in English and Spanish languages.
- The plan was sent to parents, students, and employees via our messaging systems (push notification app along with family and staff emails).
- The plan will be shared at the Lancaster School District Board of Education meetings on March 8, 2023. An opportunity for public comment will be available during the March 08, 2023, Board meeting.
- Upon request, a parent who is an individual with a disability as defined by the ADA may be provided with the plan in an alternative format accessible by contacting our district office.