

# CONTINUITY OF SERVICE PLAN

## Safe Return to In-Person Instruction

District Name:	Lakeview Local Schools
District Address:	300 Hillman Dr. Cortland, OH 44410
District IRN:	050187

LEAs that receive ARP ESSER funds meet the requirements in section 2001(i) of the ARP Act and the requirements relating to the ARP ESSER funds published in the Federal Register and available at <https://oese.ed.gov/offices/american-rescue-plan/american-rescue-plan-elementary-and-secondary-school-emergency-relief/> (ARP ESSER requirements) to either: (a) within 30 days of receipt of the funds, develop and make publicly available on the LEA’s website a plan for the safe return to in-person instruction and continuity of services, or (b) have developed and made publicly available on the LEA’s website such a plan that meets statutory requirements before the enactment of the ARP Act.

Required elements of local plans. The federal requirements go on to identify the elements of the most up-to-date Centers for Disease Control and Prevention (CDC) guidance that must be addressed in the plan:

1. Each LEA plan includes, or will be modified to include, the extent to which it has adopted policies and a description of any such policies on each of the following mitigation strategies:
  - Universal and correct wearing of masks;
  - Physical distancing (e.g., including use of cohorts/podding);
  - Handwashing 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; and
  - Appropriate accommodations for children with disabilities with respect to the health and safety policies.
2. Each LEA plan describes how it will ensure continuity of services, including but not limited to services to address the students’ academic needs and students’ and staff social, emotional, mental health and other needs, which may include student health and food services.
3. The LEA periodically reviews, no less frequently than every six months for the duration of the ARP ESSER grant period (i.e., through September 30, 2023), and revises its plan as appropriate.
4. The LEA seeks public input and takes such input into account on (1) whether revisions are necessary and, if so, (2) the revisions to the plan.

**Federal Reporting.** When LEAs submit the application to the Ohio Department of Education for ARP funding, it will include an assurance that the LEA will have a Safe Return to In-Person Instruction and Continuity of Services Plan posted on its website by June 24, 2021. The assurance also requires the LEA to periodically review the plan with its stakeholders.

**Public reporting.** In addition to the requirement that districts publicly post the continuity of service plans, the Ohio Department of Education will collect the website addresses for those plans and post them to the Ohio Department of Education website.

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#### Review Dates:

\_\_\_X\_\_\_: December 2021

\_\_\_X\_\_\_: June 2022

\_\_\_\_\_: December 2022

\_\_\_\_\_: June 2023

*NOTE: To best protect the health of our students, employees, and visitors and to abide by requirements from recommendations from the Ohio Department of Health and the Trumbull County Combined Health District, the LLSD may need to amend practices outlined in this plan.*

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### Safe Return to In-Person Instruction

#### Universal Correct Wearing of Masks

<b>2021 – 2023</b>	<ul style="list-style-type: none"> <li>✓ Staff, students, and visitors recommended to wear face coverings unless they have been fully vaccinated against COVID-19.</li> </ul>
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#### Physical Distancing

<b>2021 – 2023</b>	<ul style="list-style-type: none"> <li>✓ Staff, students, and visitors are encouraged to maintain social distancing to the extent possible.</li> <li>✓ Seating charts shall be maintained in all circumstances to aid in contact tracing.</li> </ul>
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#### Handwashing and Respiratory Etiquette

<b>2021 – 2023</b>	<ul style="list-style-type: none"> <li>✓ Hand sanitizing stations, PPE (Masks, Sani-wipes, disinfectant spray) supplies are available.</li> <li>✓ Water bottle filler stations are available.</li> <li>✓ Signage is displayed throughout the facility concerning respiratory etiquette.</li> </ul>
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#### Cleaning and Maintaining Healthy Facilities, including improving ventilation

<b>2021 – 2023</b>	<p><b>CLEANING</b></p> <ul style="list-style-type: none"> <li>✓ The custodial staff are trained and utilize proper cleaning and disinfecting protocols.</li> <li>✓ Approved COVID-19 cleaning and disinfecting products are regularly utilized.</li> </ul> <p><b>VENTILATION</b></p> <ul style="list-style-type: none"> <li>✓ MERV 13 filters are used whenever possible.</li> <li>✓ The district completes routine maintenance and filter changes, including fresh air return.</li> <li>✓ Fresh air is incorporated mechanically whenever possible. Open windows are encouraged when possible in areas not served by HVAC units.</li> </ul>
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### Contact Tracing, in Combination with Isolation and Quarantine, in Collaboration with State, Local, Territorial or Tribal Health Dept.

<b>2021 – 2023</b>	<ul style="list-style-type: none"> <li>✓ The Trumbull County Combined Health District COVID-19 Protocol. (Attachment #1)</li> <li>✓ COVID-19 positive individuals shall notify their administrator or supervisors immediately.             <ul style="list-style-type: none"> <li>▪ What counts as close contact?                 <ul style="list-style-type: none"> <li>○ Were within six (6) feet for fifteen (15) minutes or more of someone who is COVID-19 positive as verified by a proctored COVID-19 test or verified by a health professional.</li> </ul> </li> </ul> </li> </ul>
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### Diagnostic Testing and Screening

<b>2021 – 2023</b>	<ul style="list-style-type: none"> <li>✓ Employees and students suspected of COVID -19 exposure shall be referred to an off-site testing provider. Free proctored tests are available through LLSD for at-home use.</li> <li>✓ The Trumbull County Combined Health District COVID-19 Protocol will be followed. (Attachment #1)</li> </ul>
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### Efforts to Vaccinate Educators

<b>2021 – 2023</b>	<ul style="list-style-type: none"> <li>✓ In collaboration with the Trumbull County Combined Health District and Discount Drug Mart, all employees had access to the TCESC mass vaccination clinic (February/March 2021.)</li> <li>✓ The LLSD encourages unvaccinated staff members to seek a vaccine by attending a Trumbull County Combined Health District Vaccine Clinic or seeking another readily accessible vaccine provider.</li> <li>✓ The LLSD held a vaccination clinic in the district in May 2021 and August 2021 open to all permitted age levels. Boosters recommended when available.</li> </ul>
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### Food Service

<b>2021 – 2023</b>	<ul style="list-style-type: none"> <li>✓ To the extent possible, the Lakeview Local School District will provide enhanced procedures to ensure the continued good health of individuals while consuming food. This may include to-go food (i.e., breakfasts for at-home use), additional spacing, cohort seating or podding, use of assigned seating, etc.</li> </ul>
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### Plan Availability

<b>2021 – 2023</b>	<ul style="list-style-type: none"> <li>✓ The plan is posted on the Lakeview Local Schools website homepage: <a href="https://www.lakeviewlocal.org/">https://www.lakeviewlocal.org/</a></li> <li>✓ 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 by contacting the Lakeview Local Schools Superintendent at 330-637-8741.</li> </ul>
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### Student Social-Emotional Learning (SEL)

<b>2021 – 2023</b>	<ul style="list-style-type: none"> <li>✓ The Lakeview Local School District utilizes various intervention programs, including RTI/MTSS and a PBIS framework, to support students.</li> <li>✓ Teachers shall monitor student attendance/behaviors and will make appropriate referrals to support student needs.</li> <li>✓ Cadence Care and the Lakeview Local School District will work collaboratively to support the mental health needs of students.</li> <li>✓ The Supervisor, Trumbull Student Assistance Consortium Family, and Community Partnership Liaison shall be consulted to support staff and students in need of additional help.</li> </ul>
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### Accommodations for Children with Disabilities with Respect to the Health & Safety Policies. Instructional needs

<b>Resource Link(s):</b>	<a href="#">Remote - Blended Instructional Delivery Resources</a> <a href="#">Exceptional and At-Risk Youth</a>
<b>Determining Instructional Needs</b>	<p>How will <b>instructional needs</b> be <b>determined</b>?</p> <p>Possible/Optional item(s) to consider:</p> <ul style="list-style-type: none"> <li>● Instructional Sequencing</li> <li>● Aligned Instruction to Learning Standards</li> <li>● Gap Analysis for ELA, Math, Science, and Social Studies</li> <li>● Create a plan for IEP and students with disabilities</li> <li>● Create a plan for students identified as gifted served with a Written Education Plan (WEP)</li> </ul>
<p><b>Determining Instructional Needs:</b> The Lakeview Local School District is committed to making sure that students continue to experience the care and commitment of our staff and the routine of daily learning while we are experiencing a school closure. We must acknowledge that our approach to remote learning cannot replicate the educational process that happens when school is in regular session (the invaluable social interactions, in-person feedback, camaraderie with teachers and peers, community and extracurricular events, and so on). However, we do contend that quality learning can occur remotely.</p> <p>In response to the COVID-19 pandemic, Lakeview Local School District has developed a remote learning plan to enable students to continue to learn every day if schools are closed due to high exposure/case numbers. This plan supports the Ohio Department of Education’s Remote Learning Resource Guide. The program is founded on the four core principles for remote learning.: <b>(1) High-Quality Remote Learning; (2) Responding to Equity; (3) Leveraging Partnerships; (4) Maintaining Quality Schools</b></p> <p>The Lakeview Local School District continues to support instruction by engaging students in remote learning when appropriate. Our goal is to support our students by providing meaningful academic opportunities while protecting the health and safety of students and their families. This remote learning plan will help us deploy remote learning so students benefit from the instruction that our teachers offer. Lakeview Local School District will support the whole child by providing flexible learning options and making adjustments based on student needs. A continuum of learning opportunities for students to access remote learning is demonstrated by providing online platforms for teacher-student interaction, digital lessons for students to work on at home, non-digital lessons, instructional learning packets, teletherapy and consistent communication with students/families in innovative ways.</p> <p>Our board of education, superintendent, directors, supervisors, and community partners are committed to providing the necessary resources to support our staff and students through a pandemic.</p>	
<b>Documenting Instructional Needs</b>	<p>How will <b>instructional needs</b> be <b>documented</b>?</p> <p>Possible/Optional item(s) to consider:</p> <ul style="list-style-type: none"> <li>● Clear instructional plans have been created</li> <li>● Clear instructional plans have been communicated with staff, parents, and other stakeholders</li> </ul>
<p><b>Address Documenting Instructional Needs Here:</b></p>	

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- *Teacher-Led Digital & Nondigital Instruction*
- Teacher-led digital and non-digital instruction is provided to students to allow for flexibility and variance in the delivery of education.
  - Students can access the instruction at any time - students self-pace their learning once teachers assign it to them.
  - Teachers provide materials digitally using videos, assignments from district materials or supplemental materials which students work independently on and submit.
  - Students and teachers communicate through Google Classroom, Zoom, Classroom Dojo, Google Meet, and other digital platforms, and/or by telephone.
- *Offline Instructional Learning Packets*
- Offline instructional learning packets may be provided to students in grade Pre K-12 students. The learning packets are supplemental to digital instruction. We are aware that not all students have access to technology, even when we have made it available; thus, we want our students to continue learning as much as possible while schools are closed.
- Instructional Materials and Resources with Teacher Support
  - [Digital Academic Resources](#)
  - [Digital Printable Resources](#)
  - [Nondigital Resources](#)
  - Offline Learning Packets - Offline learning packets are instructional packets consisting of interdisciplinary, exploratory, hands-on activities. Learning packets will be available for parent pick-up at the school. In addition, packets may be mailed or delivered to students in special circumstances.
  - Digital Art, Music and Physical Education Resources may be made available by the instructor(s).

### Accommodations for Children with Disabilities with Respect to the Health & Safety Policies. Determine competency, granting credit, & promoting students to a higher grade level

<b>Resource Link(s):</b>	<a href="#">District &amp; Building Level Educational Considerations &amp; Planning</a> <a href="#">Teacher Level Educational Considerations and Planning</a> <a href="#">Non-Building Based Learning Opportunities</a>
<b>Determine Competency</b>	What will method(s) be used to <b>determine competency</b> for remote learning? Possible/Optional item(s) to consider: - Developed and communicated a plan for determining competency (grading and assessments)

#### Address Determining Competency Here:

Progress monitoring of IEP Goals. IEP indicates frequency and the method used to report progress: i.e. work samples, observation, checklist, anecdotal records, curriculum-based assessments, portfolios, short-cycle assessments, performance assessments, running records, inventories and rubrics.

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<b>Granting Credit</b>	<p>What will method(s) be used for <b>granting credit</b> for remote learning?</p> <p>Possible/Optional item(s) to consider:</p> <ul style="list-style-type: none"> <li>• Developed and communicated a plan for granting credit (grading and assessments)</li> </ul>
<b>Address Granting Credit Here:</b>	
<b><u>Standards-Based Grading Prek-12</u></b>	
<ul style="list-style-type: none"> <li>• The Report Card is based on essential learning standards for each grade. Teachers will continue to provide standards-based learning opportunities for students.</li> <li>• Students will be assessed on satisfactory achievement toward meeting grade-level expectations during remote learning. In grades using a standards-based report card, some standards may be left blank because they will not be evaluated during remote learning.</li> <li>• Students will be given multiple opportunities to work toward improving their progress by participating in remote learning.</li> <li>• Student grade reporting occurs quarterly along with interim reports on progress. IEP expectations regarding grading will be followed.</li> </ul>	
<b>Promoting Students</b>	<p>What method(s) will be used for <b>promoting students to a higher grade level</b> with remote learning?</p> <p>Possible/Optional item(s) to consider:</p> <ul style="list-style-type: none"> <li>- Developed and communicated a plan for promoting students to higher grade level (grading and assessments)</li> </ul>
<b>Address Promoting Students to a Higher Grade Level Here:</b>	
<p>Teachers will play the primary role in making grading decisions regarding student performance. Teachers will consider the totality of the student’s performance on the course or grade-level curriculum as it was delivered during the entire school year. Decisions should be made with recognition of the context of any ordered school-building closure.</p> <p>Teachers, administrators, and program supervisors should make decisions to promote or retain students while keeping the child's best interest in mind. If, in the judgment of the teacher, administrator, and program supervisor, a student is prepared, given the student’s demonstration of knowledge and skills in the particular context of the ordered school-building closure, to participate successfully in the next higher grade, then the child should be promoted. The general standards for promotion decisions will be discussed jointly between a student’s teachers, administrator, program supervisor, and parents.</p>	

### Accommodations for Children with Disabilities with Respect to the Health & Safety Policies. Attendance and participation

<b>Resource Link(s):</b>	<a href="#">Communications Planning</a>
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<b>Attendance Requirements</b>	<p>What are your school district's <b>attendance requirements</b> for remote learning?</p> <p>Possible/Optional item(s) to consider:</p> <ul style="list-style-type: none"> <li>Created a communication and attendance plan for staff and students</li> </ul>
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**Address Attendance Requirements Here:**

Daily interaction between teacher/student/parent via chrome book log-in as appropriate.

Weekly department meetings will be conducted involving staff and administrators/supervisors to communicate any updates on student participation. At these weekly meetings, teachers will share updates on instructional practices that occurred during the week as well as any imminent concerns in regards to families/students who need support during the remote learning phase of the educational process. (i.e., food distribution, access to community supports, mental health resources etc.)

After three failed attempts to make contact with the student/family, the Lakeview Local School District administrator/supervisor will make contact with the student's home for wellness checks. Additional assistance from Cortland Police Department School Resource Officer(s) may be requested.

<b>Participation Requirements</b>	<p>How will your school district document <b>student participation</b> in remote learning opportunities?</p> <p>Possible/Optional item(s) to consider:</p> <ul style="list-style-type: none"> <li>Created a plan for documenting student participation in remote learning</li> <li>Communicated the plan with families and other stakeholders</li> </ul>
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**Address Student Participation Requirements Here**

Instructional staff report directly to their administrator/supervisor the names of students who cannot be reached consistently. The supervisor will involve other school district administrators when needed.

Teachers will send home a weekly participation expectation form for what students are expected to complete for the week. (digital and non-digital)

Education is everyone's business. This is even more true in a crisis. We are grateful for community partners and behavioral health experts who have supported our students and families throughout this school closure.

- Community Partnerships**
  - The Lakeview Local School District will continue to distribute ongoing information to community partners.
- Behavior Health Supports**
  - The district recognizes the importance of consistent and continued care for our students who access our school-based mental health services; therefore, we have contacted our mental health partners regarding continuing to provide access to mental health services.
- Parents are informed that any specific questions or concerns should be directed to their student's therapist and/or treatment provider. All agencies have options for home visits (as appropriate) or telephone sessions.
- Administrators, teachers, counselors, and school psychologists reach out to families to ensure they have open lines of communication during the closure and to make alternative plans if necessary. Our staff will be monitoring emails and reaching out to our school families in need.

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- Two crisis hotlines are listed below:
  - CRISIS HOTLINE: 513-281-2273
  - CRISIS TEXT LINE: 839863 and text 4HOPE

#### Accommodations for Children with Disabilities with Respect to the Health & Safety Policies. Progress monitoring

<b>Resource Link(s):</b>	<a href="#">Exceptional and At-Risk Youth</a>
<b>Progress Monitoring</b>	<p>How will your school district <b>progress monitor</b> student progress with remote learning?</p> <p>Possible/Optional item(s) to consider:</p> <ul style="list-style-type: none"> <li>- Developed a Plan to monitor student progress with remote learning</li> </ul>

#### **Address Monitoring Student Progress Here:**

The Lakeview Local School District ensures that students with disabilities receive educational services closest to the manner prescribed within their Individualized Education Programs (IEPs). Therefore, our personnel are collaboratively working together during this time to find ways to continue to serve and educate students with disabilities.

- [Ohio Department of Education - Consideration for Students with Disabilities during Ohio School Closure](#)
- All contacts are documented.
- Efforts are made to provide specialized services to students with disabilities during the time of the school closure. The Lakeview Local School District will make a reasonable faith effort to consider the exact nature and duration of the services provided during this period on a case-by-case basis depending on the needs of the individual students.
- Special education guidance is provided to all intervention specialists through regular department meetings regarding ETR and IEP meetings during school closure.
- Special Education staff make available appropriate assistive technology for students with disabilities.
- Text to speech and/or speech to text software for students with learning needs as appropriate.
- Audiobooks, digital books may be provided if available and appropriate.

#### Accommodations for Children with Disabilities with Respect to the Health & Safety Policies. Equitable access

<b>Resource Link(s):</b>	<a href="#">Technology Needs</a> <a href="#">Data Use: Gathering Stakeholder Input</a>
<b>Equitable Access</b>	What is your school district's plan to ensure <b>equitable access</b> to quality instruction through remote learning?

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	Possible/Optional item(s) to consider: <ul style="list-style-type: none"> <li>● Parent/Student surveys have been reviewed</li> <li>● Technology Plan has been created to ensure equitable access</li> </ul>
<b>Address Equitable Access to Quality Instruction Here:</b> <ul style="list-style-type: none"> <li>● <b>Mobile Student-Centered Computing - Providing Access for All Students</b></li> <li>● All learners will have access to technology in a one-to-one computing environment. Our goal is to distribute as many devices as possible to support our students.             <ul style="list-style-type: none"> <li>○ 1:1 devices are assigned on loan to each student to take home                 <ul style="list-style-type: none"> <li>■ For students who need technology devices, they were loaned a Chromebook to use while at home.</li> <li>■ Hot spots may be available for students needing reliable internet</li> </ul> </li> </ul> </li> </ul> <p>A technology plan has been developed through the Lakeview Local School District to ensure each student has access to technology and a device.</p>	

Accommodations for Children with Disabilities with Respect to the Health & Safety Policies. Professional learning	
<b>Resource Link(s):</b>	<a href="#">Professional Learning Needs</a>
<b>Professional Learning</b>	What <b>professional development</b> activities will be offered to your school district's teachers to ensure remote learning is successful? <p>Possible/Optional item(s) to consider:</p> <ul style="list-style-type: none"> <li>● Created and communicated a Professional Learning plan that includes professional development to help teachers enhance remote learning.</li> </ul>
<b>Address Professional Learning/Development Here:</b> <p>Opportunities to participate in online professional development relevant to specific programs are shared among department staff.</p>	

**CONTINUITY OF SERVICE PLAN**  
**Safe Return to In-Person Instruction**

**ATTACHMENT #1**

# CONTINUITY OF SERVICE PLAN

## Safe Return to In-Person Instruction

### PROTOCOL FOR TRUMBULL COUNTY FRONT-LINE SCHOOL SCREENING

Updated 05-27-2021/SS

