**Safe Return to In-person Instruction and   
Continuity of Services Plan**

**Addendum Guidance**

**2022-2023**

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

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

Please consider the following when completing the addendum:

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

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

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

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

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

LEA Name: West Carroll Special School District

Date: 9/12/22

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

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| WCSSD did not fully revise its plan. The only areas updated were the areas such as CDC, STATE, and Local Health Department when changes were made at their levels. However, we have continued to have communication with stakeholders to gain input as we proceed with in-person learning and utilize ESSER funding to address loss of learning in our district. We collect survey data, feedback through meetings with stakeholders, school personnel and district leaders, special education personnel, foster care organizations, students, members who work with our homeless population, and other community members. |

1. **Describe how the LEA engaged the health department in the development of the revised plan.**

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| Our district is in close partnership with the local health department. All of our school nurses receive regular communication from local health department personnel and that information is passed on to the director of schools and other school administrators. This communication is used to revise our illness guidelines, strategies, best practices, and recommendations as much as possible and practical. |

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

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| *Appropriate accommodations for children with disabilities with respect to health and safety policies* |
| Detailed plans for the medically fragile and students with exceptionalities will be created as deemed necessary on an individual basis. (No changes.) |
| *Physical distancing (e.g., use of cohorts/podding)* |
| Social distancing of 3 feet is recommended when at all possible. Seventh and eighth grade classes travel from class to class in the same cohort each day. |
| *Hand washing and respiratory etiquette* |
| Every classroom has hand-sanitizing stations. Students are expected to sanitize hands before entering and exiting an area and prior to eating. Hand sanitizer is available before students enter the bus and school. Students are regularly reminded to cover mouth and nose with a tissue when coughing or sneezing, to dispose of the tissue properly, and to wash hand thoroughly. (No changes.) |
| *Cleaning and maintaining healthy facilities including improving ventilation* |
| The school is cleaned with hospital grade disinfectants for COVID-19, which includes deep cleaning of all surfaces. All students' desks and other surfaces will be cleaned prior to each class period. Bathrooms and other common areas will be disinfected frequently throughout the day. Deep cleaning will occur on buses between routes. Regular inspections and maintenance will be performed on ventilation systems which includes upgrading HVAC systems. (No changes.) |
| *Contact tracing in combination with isolation and quarantine* |
| A positive case must quarantine at home for 5 days and may return on day 6, if symptoms are resolved or better and fever-free for 24 hours without medication, wearing a mask days 6-10. |
| *Diagnostic and screening testing* |
| All school employees and students have their temperatures taken upon entering the building each day. If a student is manifesting symptoms of illness or has a temperature of 100 or more, the school nurse will monitor the student and call parents for pick up. Students follow district guidelines for returning to school. If an employee has a temperature of 100 or more, the teacher will follow the district guidelines for quarantining and returning to work. (No changes.) |
| *Efforts to provide vaccinations to educators, other staff, and students, if eligible* |
| COVID-19 testing and vaccinations are provided for those 5 and older at the local health department. Educators, staff, and students are allowed time off, without penalty, to be vaccinated. (No changes.) |
| *Universal and correct wearing of masks* |
| It is highly encouraged, but not mandatory, for everyone to wear a face covering or face shield while in contact with others. Facemasks are made available throughout the schools. (No changes.) |

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

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| West Carroll Special School District is being proactive in efforts to ensure continuity of services for all students. We are offering remediation programs for the lower level students in primary and elementary schools for four weeks in the summer and after school during the school year and up to four weeks of credit recovery during the summer for middle and high school students. Additionally, credit recovery is being offered during the school day for the 2022-2023 school year to ensure graduation requirements are met. We have a tutoring program for grades k-12 in efforts to raise proficiency in reading and math and an academic support period for grades 9-12 to raise proficiency in reading and math. WCSSD is continuing to offer social services within the school day in an effort to reach more students who are facing challenges due to Covid-19 such as hospitalizations of family members, deaths in their families, job loss of income providers, and related life changing events. To address staff mental health, we are working on improvements in the staff lounge areas and striving to provide a comfortable and socially distanced area for our teachers to decompress. To address student health, PPE items are available for use in each building. We are able to offer free student-friendly healthy breakfasts and lunches in the cafeteria by utilizing 3 lunch shifts which allow for adequate social distancing. |