

District Guidance on the Development of a  
**Safe Return to In-Person  
Instruction and Continuity of  
Services Plan**

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STATE SUPERINTENDENT OF EDUCATION

## INTRODUCTION

As a requirement of the American Rescue Plan: Elementary and Secondary School Emergency Relief (ARP / ESSER III) fund, school districts (LEAs) receiving funds must develop a plan for the safe return to in-person instruction and continuity of services. There are several requirements of this plan:

- The plan must be developed and made publicly available not later than 30 days after receiving the ARP allocation.
- Before making this local plan publicly available, LEAs must seek and incorporate public comment.

The ARP requires LEAs to “develop and make publicly available on the LEA’s website, not later than 30 days after receiving the allocation of funds, a plan for the safe return to in-person instruction and continuity of service”. With the release of allocations on April 28, LEAs must make the plan publicly available by May 28, 2021. Per the law, “the LEA shall seek public comment on the plan and take such comments into account in the development of the plan.”

Districts must develop and make publicly available a *Safe Return to In-Person Instruction and Continuity of Services Plan* that meets the following requirements from the interim final requirements (IFRs) released by the United States Department of Education (ED) on April 22:

- The extent to which the LEA has adopted policies and a description of any such policies on each of the following health and safety strategies: universal and correct wearing of masks; physical distancing (e.g., 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 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 health and safety policies, and
- How the LEA 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.

If a district developed a plan before ARP was enacted that does not address the above requirements, the LEA must revise its plan no later than six months after it last

reviewed its plan.

The IFRs require these plans to be in an understandable and uniform format; to the extent practicable, 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.

Please note that LEAs must update the Safe Return to In-Person Instruction and Continuity of Services Plan at least every six months through September 30, 2023, and must seek public input on the plan and any revisions, and must take such input into account.

A direct link to the approved LEA plan (not to the general district website) must be emailed to [mssucceeds@mdek12.org](mailto:mssucceeds@mdek12.org). As the plan is revised and approved at least every six months, a link to the updated plan reflecting the date of revision must be emailed to this address.

Previously developed plans will meet this requirement if the following are met:

- the LEA has developed a plan on or before January 3, 2021,
- the plan was posted on the LEAs website, and
- the public was allowed to make comment and comments were taken into account in the development of the plan.

The Mississippi Department of Education (MDE) remains committed to providing essential technical guidance and support mechanisms to assist districts during the continued transition back to in-person learning. The MDE expects in-person learning to be the primary delivery model for districts no later than the beginning of the 2021-22 school year.

Over the last year, the MDE worked with a group of district superintendents and Instruction Partners to release quarterly guidance documents and virtual discussions with district leaders. These resources remain available online for reference as districts plan for the upcoming school year:

- [Considerations for Reopening Mississippi Schools](#) (June 2020)
- [Considerations for Equitable Instructional Systems](#) (September 2020)
- [Considerations for Equitable Mississippi Student and Family Experiences](#) (December 2020)
- [Considerations for Mississippi Summer Programming](#) (March 2021)

As a part of this plan, districts should consider how to address issues related to

academic programming, operations, family and community support, communications, health and safety, and technology. The series of questions on the following pages may be helpful to districts as plans are crafted for approval and implementation.

## ACADEMIC PROGRAMMING

### 1. How will the district ensure continuity of services for academic needs of students?

Greenville Public School District will ensure continuity of services for academic needs of students by offering a traditional return to school beginning August 9, 2021 while adhering to CDC/State/Federal guidelines as currently established. The instructional schedules will include 330 minutes for daily instruction. Teachers will provide face to face instruction (whole group, small group, 1:1) using high quality instructional materials, direct instruction, interventions, etc. Students will follow their traditional schedule, times and courses- five days per week. In the event virtual instruction is an option for a student, he/she will have access to the same courses as our in-person learners. Courses will be taught by licensed GPSD teachers who have excelled in the virtual environment or provided by APlus with close monitoring of the building level administrator and school guidance counselor. Greenville Public School District will adjust the instructional modalities during the 2021-2022 school year to include full virtual learning if severe outbreaks occur or public health experts recommend such action. In addition, GPSD will do the following:

- Provide High Quality Instructional Materials at each grade level
- Utilize additional staff (Assistant teachers, Lead teachers, School Improvement Coordinator, Counselors, etc.) to provide remediation and accelerated learning.
- Offer students additional learning times (learning strategies class, intervention class, ESD, tutoring, etc.) to address learning loss and accelerated learning.
- Ensure the alignment of instruction (Pacing Guide and At a Glance Documents)
- Ensure students receive Academic and Behavior- Research Based-Interventions, Tutoring, Learning Strategies, PBIS etc.
- Scaffold and Spiral the Instruction
- Provide acceleration activities, resources and instruction.
- Support SEL- Social Emotional Learning (Panorama)
- Administer Diagnostics (Pre-Assessment)
- Develop Instructional Learning Plans for All students

### 2. What is the school district's plan for safely scheduling face-to-face instructional delivery students when school opens? (prioritized content, accelerated learning opportunities, intensive tutoring, after-school learning opportunities, etc.)

Greenville Public School District will safely schedule face to face instruction to students when school re-opens by adhering to CDC/State/Federal guidelines as currently established. All available resources will be utilized and strategically maximized to

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provide high-quality education for all students to bridge the achievement gap for our most vulnerable student's population. Greenville Public School District guiding principles will focus on:

- Ensuring that the safety of our students, staff, and community is our highest priority
- Expanding our commitment to educational equity
- Ensuring that ALL learners have access to high quality instruction through various delivery models
- Equitable access to students requiring additional support.
- Supporting the personalization of learning for All students as needed
- Utilize additional staff (Assistant teachers, Lead teachers, School Improvement Coordinator, Counselors, etc.) to provide remediation and accelerated learning.
- Offer students additional learning times (learning strategies class, intervention class, ESD, ESY, tutoring, recovery services, compensatory services, etc.) to address learning loss and accelerated learning.

3. What is the school district's contingency plan for scheduling instructional delivery to students should the district or school(s) have to close due to an outbreak (i.e., COVID-19, influenza)?

- Greenville Public School District's contingency plan for scheduling instructional delivery if severe outbreaks occur or public health experts recommend such action to students will include adjusting the instruction to include full virtual learning.
- Instruction will revert to virtual using the tools that were used during the 2020-2021 school year (ex. Canvas, SeeSaw, Nearpod etc.)
- Courses will be taught by licensed GPSD teachers or provided by APlus Learning Software with close monitoring of the building level administrator and school guidance counselor.

4. How will the school district monitor student progress at the elementary, middle, and secondary level, for both in-person students and students who may be receiving virtual instruction due to an underlying medical condition?

- The district believes that all students can progress to the next grade level and master the content avoiding over remediation by focusing on below-grade level work only when a student must complete grade level work.
- GPSD will use assessments to accelerate progress rather than remediate. Student progress will be monitored using 3 yearly diagnostics, 3 benchmark assessments, and using weekly grades.
- GPSD will conduct diagnostics, analyze results, and provide responsive supports.
- Active Parent will be used to ensure parents receive ongoing updates regarding student learning.

- Attendance will be monitored based on the general attendance policy as distance learning guidelines have been established accordingly.

5. How will the school district ensure continuity of staff observation and feedback cycles, for both in-person and virtual instruction?

- GPSD will implement the Professional Growth System Evaluation Tools
- Informal Observations and feedback sessions will continue whether in person or virtual
- Observations will be conducted in person or via TEAMS video conferencing

6. How will the school district gather feedback from staff about instructional programming and needed supports?

- Microsoft/Survey Monkey surveys will be used with staff throughout the year to gather input. Input will also be gathered from evaluations during PD sessions.
- GPSD will utilize teacher and staff evaluation tools to provide clear feedback.
- GPSD will use interim assessment tools to continue to identify what students know and can do.
- Opportunities will be provided to teachers to provide input on the instructional program 2 times per year (October and March) whereby the necessary changes can be made regarding the materials, resources, pacing guides, At a Glance documents etc.

## OPERATIONS

7. What is the school district's process for student arrival and dismissal?

### Arrival

Each of the district's schools will check the temperature of all staff and students entering the building at a designated point of entry upon arrival while maintaining three to six feet.

Students and staff will be required to use the sanitation stations upon arrival

### Dismissal

The students will have access to classroom and Personal Protective Equipment and individual PPE to clean their spaces prior to dismissal.

Students will be dismissed in an orderly fashion to ensure adherence to CDC guidelines

8. How will the school district provide transportation? (include description of district protocols: windows, masks on bus, cleaning schedule, seating arrangement based on loading order / unloading order)

- The district will provide transportation for all students who meet the criteria.
- Face masks/coverings are required on school buses.

- Sanitizer dispensers will be available on each bus for students, staff, and drivers to use when entering and exiting the school bus.
- Bus drivers will be asked to not report to work if they suspect they are sick, if they have symptoms such as fever or difficulty breathing or have been in contact with a Covid-19 positive individual.
- Buses will be cleaned and sanitized based on CDC considerations prior to established routes and immediately at the end of routes.
- Windows will be open when applicable to support better air circulation
- Students living in the same household will be allowed to sit together as often as possible. Other students will be separated as much as feasible.
- Students will have assigned seats for loading and unloading the buses.

9. Where will the school district provide meals to students?

- The school district will provide meals to the students at their base school cafeterias adhering to the CDC guidelines.
- When feasible and necessary, breakfast and/or lunch may be served in classrooms
- CDC guidelines will be adhered to when meals are served in the cafeteria

10. What is the school district's academic calendar for the 2021-22 school year?

- [GPSD District Calendar 2021-2022](#)

## FAMILY AND COMMUNITY SUPPORT

11. How will the school district provide academic support to families?

- The school district will keep families abreast of district initiatives and opportunities for academic support for all students and families.
- All schools will have engaging Parent and Teacher Associations
- GPSD will host monthly informational sessions to support families as they return to school safely.
- School level educators will provide ongoing family engagement and training activities
- Educational resources for parents and students will be shared on the GPSD website
- Interventions will be provided for students and extended school day activities will be provided

12. How will the school district gather feedback from families of diverse student groups about instructional programming and needed supports?

- GPSD will provide ongoing surveys and collect data from families, students, and community stakeholders regarding academics and social-emotional aspects.

- Survey data will be compiled and shared accordingly in meetings with principals, community stakeholders, families, and students so that plans can be made to address the student learning loss.
- Survey data will be used to determine next steps for continuous school improvement efforts

## COMMUNICATIONS

13. How will the school district communicate regularly with families to promote healthy behaviors to reduce spread?

- Video messages, Facebook (social media) posts and letters home will be used to communicate regularly with parents
- Messages to parents will be sent using district tools such as School Status and AIMS messaging
- Ongoing website updates will be made, and newsletters and flyers will be provided to all stakeholders
- The district will conduct a series of Virtual Community Meetings
- GPSD will place an advertisement in the newspaper or seek to have a Back-to-School article published prior to the start of school in August.

14. How will the school district communicate health and safety issues or necessary changes to the district's regular operating schedule?

- Video messages, Facebook (social media) posts and letters home will be used to communicate regularly with parents
- GPSD will utilize radio broadcast, print material, social media, and multi-media for all announcements accordingly.
- GPSD will use Remind 101, School Status, and a call out messaging system to share updates on an ongoing basis

## HEALTH AND SAFETY

15. What specific policies has the district adopted regarding CDC safety recommendations?

[Policy JGAA](#) Return to School During Covid-19

16. How will the district address the social, emotional, mental health, and other needs of students and staff?



- GPSD Student Support Staff (School Counselors, School Nurses, and School Social Workers) will be trained to provide social and emotional needs of students and staff.
- GPSD will implement professional development sessions for all teachers to ensure that Social Emotional Learning activities are integrated into daily lessons.
- GPSD has partnered with Mental Health providers to provide mental health and other services for our students and staff.

17. What specific steps has the school district taken to address air quality within school facilities?

- GPSD will utilize ESSER II and III funds to implement clean air mitigation systems utilizing UV- lighting and/or bi-polar ionization throughout all facilities.
- GPSD will utilize ESSER II and III funds to upgrade, replace or repair HVAC units throughout the district
- GPSD will also address air quality via other upgrades to include windows, doors, restrooms, etc.

18. Does the school district plan to require daily health screening by families before students come to school?

- It is not required for families to do daily health screenings at home; however, we highly encourage families to monitor for COVID-19 symptoms and keep students at home if symptoms exist
- Students will be screened upon arrival to all school campuses

19. Does the school district plan to conduct temperature checks for staff and students upon arrival?

- Temperature checks will be conducted upon arrival of all staff and students. The temperatures will be monitored and recorded daily.

20. Does the school district plan to require masks of students and adults while being transported and on campus?

Face masks/coverings are required on school buses and on school campuses

21. If requiring masks of students, what ages / grade levels will be required to wear a mask?

All students will be required to wear masks at this time (grades PreK- 12)

22. What is the school district's comprehensive plan for regularly cleaning the following areas?

Buildings, classrooms, and common areas

Custodians will disinfect all frequently touched surfaces. They will also have a cleaning and inspection checklist that will be used in all buildings, classrooms, and common areas.

Food and nutritional service areas

Food service workers will clean and disinfect their cafeteria and service areas throughout their workday according to an approved plan that all sites will implement. Staff will utilize a cleaning and inspection checklist that will be completed daily.

Transportation (buses, service areas, and equipment)

Sanitizing dispensers will be available on each bus for students, staff, and drivers to use when entering and exiting the school bus.

Buses will be cleaned and sanitized based on CDC considerations prior to established routes and immediately at the end of routes. Foggers will be used on each bus to expedite the sanitation process

Areas associated with cocurricular or extracurricular events

All areas associated with cocurricular, or extracurricular activities will be cleaned, sanitized and disinfected prior to, during and after every event. Face masks and sanitizing stations will be available throughout the establishment.

23. How will the school district identify and address the needs of students and staff with underlying health conditions?

Staff

The Human Resource Department is responsible for identifying staff with underlying health issues. A link has been provided for a questionnaire to assist the district in identifying those staff members. Staff are not required to submit their health data, but if they do provide the information, this data will remain confidential according to state/federal guidelines. The questionnaire link has been added to the district's web page under the Human Resources Department. Accommodations will be made on a case-by-case basis.

### Students

The Department of Strategic Programs (in coordination with school nurses) is responsible for identifying students with underlying health issues. Each nurse is required to review the student health assessment form that is completed by parents upon registration. Parents/students will not be required to submit their health data, but if they do provide the information, this data will remain confidential according to state/federal guidelines. Accommodations will be made on a case-by-case basis.

24. Who is responsible for overseeing health and safety within the school district?

Michael Banks – Staff [mbanks@gpsdk12.com](mailto:mbanks@gpsdk12.com)

Carletta Taylor – Students [ctaylor@gpsdk12.com](mailto:ctaylor@gpsdk12.com)

25. How does the school district intend to ensure safety of students, staff, and spectators involved in cocurricular and extracurricular activities (athletics, band, choir, etc.)?

All areas associated with cocurricular, or extracurricular activities will be cleaned, sanitized and disinfected prior to, during and after every event. Face masks and sanitizing stations will be available throughout the establishment.

## TECHNOLOGY

26. How will the district utilize technology to enhance in-person learning and support remote learning for students as needed?

The Greenville Public School District purchased devices for students in grades Pre-K to 12<sup>th</sup>

- The devices will be utilized in classrooms daily to educate children.
- Technical support will be available to help navigate software application and troubleshoot technical issues.
- Lessons will be managed in a consistent learning management system (CANVAS, See-Saw, Microsoft Teams) and follow consistent routines daily. This will support both in person and remote learning efforts.

27. How will the district identify the professional learning needs of staff in utilizing technology to enhance in-person learning and support remote learning?

Surveys were (will be) completed by teachers to assist the district with the identification of different stages of learning and develop a professional learning plan to meet the needs of teachers.

Teachers were identified as a Level I, Level II, or Level III technology learner and professional development plans have been and will continue to be implemented to meet the ongoing individual needs of staff.