



The Lion PRIDE

Re
Open
And
Ready for
Students!



SUBMITTED TO THE
BOARD OF EDUCATION:
07 | 29 | 2020



Lansing USD 469 looks forward to starting a new school year and welcoming back our students!



We remain committed to our MISSION- provide all students with the **scholastic, technical, social, and life-long learning skills** essential for **academic, occupational, and personal success** as **productive citizens**.



The **health and safety** of our students and staff continues to be our **primary focus** as we make decisions in consultation with public health officials. Because the circumstances surrounding COVID-19 **continue to evolve**, we must all be prepared for the possibility of transitions between learning environments during the school year. While our plans are **comprehensive**, we need the **flexibility** to make changes along the way as required.



Our teachers, principals, building and district staff have worked diligently to put together a **thoughtful plan** that focuses on providing the **excellent education** our community has come to expect while keeping all of our students and **staff as safe as possible** during this worldwide pandemic. We have tried to adhere to Kansas State Department of Education (KSDE), CDC, and Leavenworth County Health Department guidance to every extent possible.



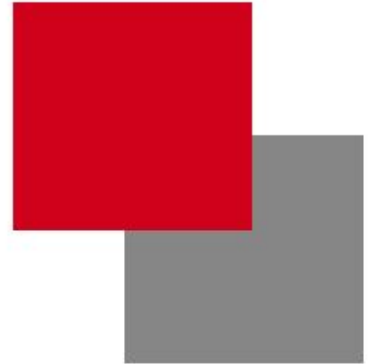
Letter from the Superintendent

Lansing Family,

Lansing Schools is dedicated to providing a safe learning and working environment for students and staff. We would like to begin with a **"Thank You"** to everyone in our community that has been involved in the planning process for reopening our schools. Your hard work and preparation are much appreciated!

Through an enormous amount of discussion, collaboration, feedback and guidance from multiple sources we have developed our **Lansing Pride "ROARS" plan**. We will provide **two options**:

- 1. In-Person Instructional Model**
 - four days of in-person instruction
 - one day of remote instruction
- 2. Remote Instructional Model**
 - five days of remote instruction



For planning purposes, **the model you choose will be for the entire fall semester.** (You can change your selection at semester break as needed.) Of course as conditions and health official/government mandates change (including positive cases/exposure), the In-Person Instructional Model may be remote more than one day a week as required.

The unprecedented times that we are experiencing today makes planning difficult. The plans we have put forth are our best effort with the knowledge we have at this time. We realize that plans will possibly need to shift as we have new information about COVID-19. **Clear and frequent communication is our goal.** We thank you for your patience and flexibility as we continually evaluate and assess to provide the safest and best education possible.

The decisions are **complex.** Whether In-Person or Remote, Lansing Schools is dedicated to continuing our mission! We realize that the traditional look of school will be different this year, but the **commitment of our entire community to our students, staff, and families has never been stronger.** We will get through this together.

Respectfully,

A handwritten signature in black ink that reads "Dan Wessel". The signature is written in a cursive, flowing style.

Dan Wessel, Superintendent

PLANNING TIMELINE

1

KSDE Releases Guidance

On July 15 the Kansas State Board of Education (KSBOE) approved a guidance document, “Navigating Change: Kansas’ Guide to Learning and School Safety Operations,” to help support schools as they begin to formulate their plans for re-entry into the 2020-2021 school year. Nearly 1,000 Kansans, including policymakers, health officials, educators and stakeholders, worked on this document, including identifying the professional development needs of educators. Dr. Becker and Mr. McKim both served on committees involved in creating this guidance.

2

Lansing USD 469 Teams Plan for Re-Opening

July 9 (when the draft guidance document was released) through July 30 the Lansing team worked diligently planning for re-opening our schools. We have held administrative, building leadership, district leadership and special education leadership team meetings along with meeting with our local Lansing education association (LEA), our professional development council (PDC), our district calendar committee, our Leavenworth County Health Department and our board of education (BOE). We have surveyed staff and parents about their concerns and released our building draft plans to all staff and building site council (BSC) parents for feedback.

3

Finalizing Plan and Communicating with Stakeholders

District Calendar: The district calendar committee met on July 21 and created a draft calendar, which was approved by the BOE on July 27 (at their special board meeting). The first day of school was pushed to September 9 and new teachers and all teachers report date was kept the same.

District Re-Opening Plan: BLTs met several times to compile initial drafts of re-opening plans using staff and parent survey data as a guide. These drafts were reviewed by the DLT on July 23 and revised. On July 24 the drafts were sent to all staff and BSC parents for feedback. Initial plans were presented to the BOE on July 27. The DLT reconvened on July 28 to review feedback (staff, parent, and BOE), revise plans and reach consensus on the best way forward as a system. July 29 a DLT subcommittee consolidated the revised plans and sent the plans to all district staff, BSCs and the BOE. The BOE will meet on July 30 to review the final draft plan. Once a plan is approved by the BOE, communication with our students, staff, parents and community will begin immediately.

This living document is subject to change as we continually adjust to the changing nature of our current pandemic. This includes, but is not limited to, moving to a different hybrid model so that no more than half of students would be attending in-person instruction at a time.

Lansing USD469 is an essential part of the Lansing community and has a significant impact on the health and well-being not only of our students but also our school staff, our parents, and the broader Lansing community. There are many simple actions (e.g. social distancing, hand washing, staying home when sick, disinfecting frequently touched surfaces and wearing masks that cover the nose and mouth) that can reduce the risk of COVID-19 exposure and transmission during the school day as well as at school-sponsored activities.

Lansing School District Mission

Our Mission at Lansing Public Schools is to provide all students with the scholastic, technical, social, and life-long learning skills essential for academic, occupational, and personal success as productive citizens.

Lansing School District Vision

We envision a community where every citizen values and maximizes their own education and commits to supporting the highest quality of learning opportunities for all children, youth and adults.

Lansing School District Beliefs

We believe that a quality education of the youth in the Lansing School District takes the cooperation and support of the entire community.

We further believe that:

- Quality education is our primary business
- Each student can be successful given time and commitment.
- Education that challenges each individual is for all children.
- High levels of teaching and learning will provide the best education possible.
- Schools need to be safe places to teach and learn.
- Success is the building block for further success.

Priorities

There are four priorities guiding us through the ROARS planning. These priorities will not change, even if our instructional model does.

- Continue to focus on district mission;
- Focus on the health, well-being and safety of all students and staff;
- Maximize student academic growth and achievement; and
- Provide support to teachers and staff, including additional training and resources as needed/requested.

Two instructional Models will be offered to students and families- In-Person and Remote

*** The choice selected by each family will be the student's learning platform for the complete semester of the Fall 2020 school year unless we are required to close all buildings to move to a remote learning environment.**

In-Person Instructional Model:**

Students and teachers will be in school with enhanced sanitation, required face coverings and social distancing practices put into place when possible. Students who cannot adhere to wearing face coverings will not be allowed to ride the bus or attend in-person instruction. *(Please see exceptions below.)* Students will have 4 days a week of in-person instruction (Monday-Thursday) and 1 day a week (Friday) of remote instruction. (On the remote day students will spend a minimum of 6 hours for learning activities and will be required to complete the Daily Learning Log.) **** This model could change to be a more restrictive hybrid model depending on local conditions and/or the number of students that select the In-Person Instructional Model.**

Remote Instructional Model:

Students will be doing all of their learning from home and will not enter the school building (some assessment may require in-person appointments). Students will receive direct instruction daily via Zoom. Students and parents must complete the Daily Learning Log to ensure that students are completing the necessary hours and work through this learning environment. *(6 hours of learning activities is the minimum to be considered a full-time student)*

Learning Management Systems are:

- Pre-K/Early Childhood: SeeSaw
- K-8: Google Classroom
- 9-12: Canvas

If we do not have enough families select remote learning our district will likely have to adjust to a different hybrid model with to decrease the number of students in the building to meet social distancing procedures.

Remote Instructional Model

It is our expectation that all students will be active participants in the learning process and assessment and grades will be similar to those used in the In-Person Instructional Model. Some assessments may require in-person appointments.

Expectations & Requirements

- The district will issue iPads to every student. If a parent does not have appropriate internet access they may utilize the district wifi or contact the district office for additional resources.
- Students will have a daily connection with their teacher(s). Such connections will be done through Zoom, telephone, SeeSaw (pre-K/Early Childhood), Google Classroom (K-8) and/or Canvas (9-12).
- Attendance is required and monitored by the classroom teacher. This attendance will be entered in Skyward daily. **A minimum of 6 hours of learning activities is required to be considered a full-time student and to be counted as "present."** Students that do not attend class meetings or complete their learning logs can be considered truant and part-time.
- Students must maintain a daily log of activities signed by the student, parent or responsible adult and submitted to the district that shows a minimum of 6 hours of learning each day. The Daily Learning Log will be submitted weekly. Instructions will be given before school starts on procedures.
- Staff will work with students needing additional supports in foundation reading or math skills (as identified in our screening assessments).

Additional Information

- Inside facilities and playgrounds are not open to the public during the pandemic.
- IEPs are currently active as written for the 20-21 school year. Services begin when school starts.
- IEP meetings will be held remotely for all programs until further notice.

Entry & Hygiene Procedures

Students and staff are required to wear masks in school and while riding in district transportation. The district will issue two masks to each student and staff member, and have some masks available should someone forget or lose their mask.

Mask exceptions will be made for:

- Recess;
 - Eating;
 - Activities that cannot be safely conducted with a mask or other face covering;
 - Persons with a documented medical condition, mental health condition, or disability that prevents wearing a face covering;
 - Persons who are deaf or hard of hearing or communicating with a person who is deaf or hard of hearing, where the ability to see the mouth is essential for communication.
-
- A temperature check of all students and staff will occur as they enter the building on a daily basis.
 - After entry to the building, each student will follow their building guidelines on where to report.
 - Students and staff will sanitize their hands during every transition. This includes when they enter the building, transition to another classroom and during any close proximity between one another. Hand sanitizer stations will be at the entrance at every building and every classroom in the district.
 - Students and staff will need to bring their own personal water bottles to school (these have been added to the student school supply list). These water bottles should be taken home each day and sanitized. Water fountains will not be available, rather, bottle refill stations will be utilized for students and staff.
 - All buildings will have protective barriers for office staff and additional barriers will be purchased as needed.\

Exclusion from School

Students and staff exhibiting symptoms of COVID-19 without other obvious explanations are prohibited from coming to school, and if they do come to school, they will be sent home immediately. The current known symptoms are:

- Fever (100.4 or higher)
- Lower respiratory illness (new/worsening cough, shortness of breath or difficulty breathing)
- Fatigue
- Muscle or body aches
- New loss of taste or smell
- Sore throat
- Congestion or runny nose
- Nausea or vomiting
- Diarrhea

Parents and guardians are asked to take students' temperatures each morning and watch for other COVID-19 symptoms.

Bus Procedures

- Masks are required for all students, drivers and monitors.
- Upon boarding the bus, student temperatures will be taken and hand sanitizer will be used.
- Assigned seating for students on all routes, limit 2 students per seat, and keep individuals from the same household together.
- No friends/guest riders allowed. Students must ride their assigned bus.
- Discontinue the morning shuttle to LIS - all buses will take their own students to the school buildings.
- Only bus riders will be allowed to ride the bus from LMS to LES in the afternoon. Parents who have students at both buildings will need to pick up their students separately at each building.
- Overflow buses will be on standby in the afternoon at LMS.
- When possible, open the windows while transporting students to improve air circulation.
- Minimize loading times by prestaging students for bus transportation home.
- Frequently touched surfaces, including hand railing, student bus seats and surfaces in the driver cockpit commonly touched by the operator will be sanitized after every route.

Classroom & Building Procedures

- Proper hygiene practices, such as handwashing, using hand sanitizer and social distancing, will be modeled and practiced.
- There will be no group assemblies or in-person field trips during the current pandemic.
- Signage/visual reminders will be posted in classrooms, hallways and entrances to communicate how to reduce the spread of COVID-19.
- Extra furniture will be removed from the classroom to increase the space available to provide distance between students. As much as possible/appropriate, furnishings with fabric and other hard-to-clean coverings will be removed from the classroom.
- Stable cohort groups will be established to the maximum extent possible in pre-K/Early Childhood through 5th grade.
- Attendance awards will be postponed during the pandemic.
- Frequently touched surfaces (e.g., playground equipment, door handles, sink handles, drinking fountains) within common spaces will be sanitized at least daily and between use as much as possible.
- To the extent possible, each child's belongings will be separated from others' and individually labeled containers, cubbies or areas will be provided as feasible/appropriate.
- Use of supplies and equipment by one group of children at a time will be encouraged and cleaning/sanitizing between use will be implemented. Shared/community supplies will be discouraged.

In-Person Instructional Model		Remote Instructional Model
Utilize more access points and lessen large group interactions (This varies by building)	Arrival/Dismissal Procedures	N/A
No all-school in-person assemblies	Assemblies	N/A
Robust grading and assessment system	Assessments and Grading	Robust grading and assessment system <i>*Assessments may require in person appointments</i>
<p>4 days in-person instruction (at school) 1 day remote instruction (at home)</p> <p><i>* Parents sign Remote Learning Daily Log (1 day)- 6 hours of learning activities is the minimum to be considered a full-time student</i></p> <p><i>*Required daily attendance</i></p>	Attendance	<p>5 days remote instruction (at home)</p> <p><i>* Parents sign Remote Learning Daily Log (5 days)- 6 hours of learning activities is the minimum to be considered a full-time student</i></p> <p><i>* Required daily attendance</i></p>
Social distancing in the cafeteria as much as possible with allergy considerations (Some buildings may opt for lunch in classrooms)	Cafeteria/Lunch	Lunch/breakfast pick up details, similar to last spring/summer, will be shared with remote families.
<p>REVISED START DATE: September 9th PreK - 5, and 9; September 10th All students 6-8: Small Group Orientation – Partial Building – September 9, 10, 11 (students will be notified of their individual schedule)</p>	Calendar	<p>REVISED START DATE: September 9th PreK - 5, 6, and 9; September 10th All students</p>
<p>Students will be arranged as far apart as possible</p> <p>Upholstered furniture that is not easily cleaned will be removed as appropriate</p>	Classroom Arrangements	Students need a quiet learning environment, free from distraction, with their district device and access to internet and school supplies
Daily instruction utilizing the adopted district resources and local curriculum	Classroom Instruction and Resources	Daily instruction utilizing the adopted district resources and local curriculum
No handmade treats coming into the school; pre-packaged, commercial bakery items, and fresh fruit/veggies allowed	Classroom Snacks and Treats	N/A

In-Person Instructional Model		Remote Instructional Model
Daily communication with teachers District communication through Skyward, district app/website and social media	Communication	Daily communication with teachers District communication through Skyward, district app/website and social media
Students will have access to all services the school provides (Building-specific instructions will be provided)	Counselors/Social Workers	Students will have access to all services the school provides (Building-specific instructions will be provided)
Field trips will be conducted virtually (no in-person field trips)	Field Trips	Field trips will be conducted virtually (no in-person field trips)
District-developed health protocols to include daily screening (symptom flowchart and temperature checks) for students and staff	Health Protocols	Good hygiene practices encouraged to keep students at-home safe and healthy
District will issue 2 masks to each student & staff All students and staff are required to wear masks (see list for exceptions)	Masks	N/A
District-developed protocol in collaboration with school nurses and health officials	Nurse Visits	N/A
Recess by cohort Sanitation stations	Recess	N/A
Structured with adherence to safety guidelines (This varies by building/age group- see building for their specific procedures)	Restroom Breaks	N/A
Increased sanitation protocols implemented based on current guidance from health officials (will be updated as guidance is revised)	Sanitation	N/A
IEPs are currently active as written for the 20-21 school year (Services begin when school starts) <i>*IEP meetings will be held remotely for all programs until further notice</i>	Special Education	IEPs are currently active as written for the 20-21 school year (Services begin when school starts) <i>*IEP meetings will be held remotely for all programs until further notice</i>
All K-12 students will be issued an updated iPad to access our Learning Management Systems (pre-K/EC: SeeSaw, K-8: Google Classroom, and 9-12: Canvas)	Technology	All K-12 students will be issued an updated iPad to access our Learning Management Systems (pre-K/EC: SeeSaw, K-8: Google Classroom, and 9-12: Canvas)

In-Person Instructional Model		Remote Instructional Model
<p>Hours spent at school will look similar to past years</p> <p>School day schedules have been adjusted to minimize transitions and exposure for students and staff (There also may be some adjustments at the beginning and end of days to limit close physical interaction)</p>	<p>Time</p>	<p>Hours spent on remote learning will be similar to in-person peers</p> <p>Plan on spending around six hours a day on school and be available during normal school hours (this is the minimum to be considered a full-time student and to be counted as "present" for the school day)</p> <p><i>*The Remote Instructional Model will not represent a reduction of learning time, as was the case in the spring of 2020 with Continuous Learning</i></p>
<p>One-way foot traffic with visual reminders</p>	<p>Transitions to Class</p>	<p>N/A</p>
<p>District-developed bus protocol, including temperature checks at entry, masks required for all students/drivers/monitors, assigned seats with members of the same household, limit of 2 per seat, and sanitation following each route</p>	<p>Transportation</p>	<p>N/A</p>
<p>No outside visitors allowed at this time</p> <p><i>*Parents needing to pick up their student or drop something off for their students will need to follow the building-specific procedures</i></p>	<p>Visitors</p>	<p>N/A</p>
<p>Students and staff will need to bring their own personal water bottles to school (these have been added to the student supply list)</p> <p>Personal water bottles should be taken home each day and sanitized</p> <p><i>*Water fountains will not be available, rather, bottle refill stations will be utilized for students and staff</i></p>	<p>Water Fountains</p>	<p>N/A</p>