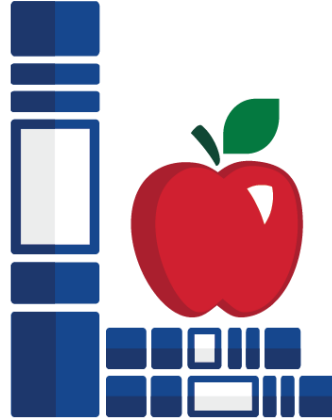


**INFORMATION AS OF
10/20/2020 3pm**

This information is subject to change based
on recommendations by the LLCHD.



Lincoln Public Schools

2020-21 COVID-19 Planning Document

In creating a school reopening plan, Lincoln Public Schools has grounded its decisions in social, economic and political policy which include the balancing of important educational and public health considerations, within the confines of its budgetary limitations, to allocate resources and staff in a way that mitigates risk but also seeks to achieve important educational goals.

Lincoln Public Schools staff is working collaboratively with the Lincoln-Lancaster County Health Department (LLCHD) to develop plans for school operations. Staff gathers information from various sources and draft plans for discussion with LLCHD topic by topic (i.e. health protocols related to hygiene, instructional delivery model, cafeteria operations, etc.). The joint team meets routinely and communicates constantly by sharing documents, questions and clarifications in between meetings. LLCHD gives feedback and LPS adjusted plans throughout the process. This work will be ongoing as new research emerges and LLCHD has further guidance to provide the district.

LPS will conduct classes and operate within the framework of the four risk color statuses of the COVID-19 Risk Dial as designated by LLCHD and the City of Lincoln. Please keep in mind that just like our Standard Response Protocols, every building or program may not always be in the same color category. Families are being asked to screen their students for temperature and other recognized COVID-19 symptoms. Students and staff also are being asked to wear face coverings and sanitize their hands when entering classrooms, hallways and common spaces.

LPS COVID-19 PROTOCOLS

LPS is working collaboratively with the Lincoln Lancaster County Health Department. The following actions are proven to reduce the spread of COVID-19.



Self-Screening

- People with COVID-19 self-isolating at home will reduce the spread.
- Staff and students are expected to conduct a self-screen for COVID-19 symptoms every day prior to entering an LPS building.



Face Coverings

- Face coverings reduce the spread of droplets containing the COVID-19 virus.
- Staff and students are required to wear a multi-layer cloth face covering in the school setting.
- Face coverings are the strategy to accommodate the school setting where six feet of physical distance is not practical.



Hand Hygiene

- Washing your hands along with cleaning and disinfecting frequently touched surfaces will reduce the spread of COVID-19.
- Wash your hands frequently for at least 20 seconds.
- Use hand sanitizer.
- Clean and disinfect frequently touched objects and surfaces.



Physical Distancing

- Keeping physical distance from others will reduce the spread of COVID-19.
- Maintain three to six feet of distance from others whenever possible.
- Any distance makes a difference. Space out as far as you can, where and when you can.

2020-21 COVID-19 Planning Document*

This document is subject to change based current recommendations by LLCHD.
All changes and updates to the plan will be published on Tuesdays

	GREEN - LOW RISK	YELLOW - MODERATE / ORANGE - HIGH RISK	RED - SEVERE RISK
Instruction during the school day	<p>All students: 100% In-person</p> <p>Students with an individualized plan may be allowed to Zoom into instruction in green.</p>	<p>Yellow: K-12: 100% In-person Orange: 9-12 may be asked to move to 50% capacity</p> <p>*See also "Zoom-in" row at bottom of this document.</p> <ul style="list-style-type: none"> Starting Aug. 1, families must contact schools and schools will fill out the request form. Guidance for K-12 Zoom-in List of courses NOT recommended for Zoom in 	<p>If the Lincoln-Lancaster County risk status moves to Red – Severe, Lincoln Public Schools will work collaboratively with the Lincoln-Lancaster County Health Department to implement plans and protocols that address the areas of concern in our community and schools. We will follow recommendations from the health department on how schools can respond effectively and allow teaching and learning to continue while reducing the risk of COVID-19 spread.</p> <p>Elementary Fall 2020 Red Dial Secondary Fall 2020 Red Dial</p>
Arrival/Dismissal/	Normal, but additional	Regular school hours (unless high school is 50% capacity)	N/A

Entrances	precautions may be required by LLCHD while operating in the green category.	<p>Guidance for School Entrances</p> <ul style="list-style-type: none"> • To the degree possible, determine entry and exit points for each grade level/area of building in order to minimize crowds and bottlenecks. • If a school decides to increase the number of entrances, administrators should ensure the entrances are ADA compliant, or direct affected students to use their regular entrance. • High schools are not required to scan-in students each morning. However, each door that is used as an entrance must have an adult to monitor that students have face coverings. • Students must attempt to maintain an arm's length physical distance if using the porch, gym or cafeteria for morning arrival. Large groupings of students should be limited as much as possible. • Face coverings are required on school grounds • Students with special needs may need alternative arrival and dismissal plans • Buildings determine the time their doors open. The number of supervised entry doors should be limited and a supervised area where students will wait should be identified. • If students arrive at school before supervision is scheduled, communicate the school arrival plan to parents. • Nurses will be scheduled regular hours. • Students may come to the gym and walk before school as long as students are physically distanced and wearing face coverings. 	
Assemblies/Large Groups Dances	No dances/assemblies/pep rallies/large gatherings until further notice.	No dances/assemblies/pep rallies/large gatherings until further notice.	N/A

	<p>LLCHD recommends that no such gatherings occur during the first semester.</p> <p>Consider altering assemblies to be done in waves. Wearing face coverings is essential.</p>		
Attendance	<p>All students will have regular attendance. 100% of students are receiving instruction in-person.</p> <p>Students with an individualized plan may be allowed to Zoom into instruction in green.</p>	<p>Attendance-(LPS District Fall 2020 Planning)</p> <ul style="list-style-type: none"> • Students will be in attendance if they are physically in the classroom or participating virtually via Zoom. • Absences should be recorded in the same manner as usual (including tardies) with the coding based on parent information. • Parents must provide permission to the school for a student to use remote learning for situations where the student will not be in school for an extended period of time (10+ school days). • The permission form will be open to families from July 21st - July 31st. Starting August 1st, parents requesting their child attend school remotely should contact the school directly. The school office will then use the form to record the information from the parent/guardian. • Remote Learner (Zoom-in) Request Form Process in the School Office • If circumstances change, a parent/guardian can decide to have their student attend in person. They must contact the school to make arrangements. • The collaborative plan process should follow normal procedures. • Communications will assist in providing messaging to families. 	<p>Attendance will be taken based on the Remote Learning schedule.</p>

Breakfast	Normal, but additional precautions may be required by LLCHD while operating in the green category.	<ul style="list-style-type: none"> Assigned seats are not required during breakfast. Students should be spread out as much as possible. Elementary schools (without universal Free Breakfast) are advised to use laminated cards with student name/barcode. Spray cards with disinfectant after use unless quarantined for 72 hours. HS & MS will use student badges. Utilize available alternative areas such as gym, common area or hallway, to the extent possible. Utilize one direction seating on bench tables whenever possible. If one direction seating is not possible on bench tables, stagger students so they are not directly across from each other if possible. Circle and hexagon tables can be filled. If possible, utilize the cafeteria for breakfast eating and then send students with their face coverings to an alternate location for before school supervision once they have finished eating. Elementary students will tell Nutritional Services staff if they want a hot, cold or yogurt breakfast. 	N/A
Cleaning/Disinfecting	Normal, but additional precautions may be required by LLCHD while operating in the green category.	<ul style="list-style-type: none"> Cleaning materials and hand sanitizer will be provided by the district. Each classroom will have a spray bottle of cleaner and paper towels. Custodial staff will clean and disinfect high-touch surfaces in common areas at midday and clean and disinfect high-touch surfaces in common areas and classrooms at the end of the day. Other school staff (teachers, paraprofessional, etc.) will clean and disinfect high-touch surfaces in the classroom, including the classroom door handle. Elementary staff will disinfect once at midday and Secondary staff will 	N/A

		<p>disinfect between each class period. In addition, school staff will be responsible for cleaning supplies, shared items, and classroom equipment (i.e., science equipment) as needed.</p> <ul style="list-style-type: none"> • Some equipment will need to be wiped down before the next group arrives. Students can help by cleaning their area. • Teachers of small groups will disinfect surfaces and materials between groups with spray disinfectant and paper towels. • LPS will order disinfectant wipes when available. Teachers can use wipes from prior year supplies. Teachers should google the CDC list to make sure the wipes available are approved for school use. 	
Coats/Lockers	<p>Normal</p> <p>Recommend assigning individual coat hook/locker in case we move to yellow/orange.</p>	<ul style="list-style-type: none"> • Plan for each student to have their own coat hook/locker. For students in Life Skills, this may be done within their classroom. • If students need to share a locker, they should access their locker at different times during the day. • Minimize trips to the locker during the day (Ex: before and after school). • To ensure physical spacing, some may need to store backpacks on the backs of chairs for some students. 	N/A
Contact Tracing Staff and Students		<ul style="list-style-type: none"> • LLCHD will be the lead on contact tracing and will work closely with LPS. 	
COVID-19 <u>Confirmed</u> Positive Case Communication		<ul style="list-style-type: none"> • In the event of a positive case in a school or work site, LPS will communicate with staff and families at the site where the case occurred and provide next steps as directed by LLCHD. • Attendance/Exclusion/Return Document • Each week LPS Communications will update a 	

		<p>dashboard on the website that includes the number of positive cases reported each week. The number of LPS positive cases reported includes students and staff testing positive that have been in our buildings anytime 48 hours prior to the time of symptoms being exhibited or the positive test was taken. These are cases where we have done investigation of potential exposure to others and contact tracing in the school district setting. Staff includes all district locations which refers to school and non-school locations such as Operations, Transportation, District Office and Distribution.</p>	
Community Learning Centers (Activities) and Before/After School Programs	Normal, but additional precautions may be required by LLCHD while operating in the green category.	LPS Community Learning Centers Guidelines	N/A
Computer Science - Elementary		<ul style="list-style-type: none"> • Computer Science Guide • Computer Science will be taught in classroom cohorts by the Computer Science specialist. • Students may use their classroom supplies bag/box during computer science. • Students will remain in their assigned seats with their assigned device for instruction. • Students will not share materials and teachers will limit, clean & sanitize tools between uses. • Students need to sanitize their hands each time they enter the classroom. Students are not required to sanitize upon leaving the classroom unless they are leaving for lunch or recess. • Do not use the bleach solution on computers or electronic devices (mice, keyboards). You can use the hand sanitizer to clean computers and electronic 	<ul style="list-style-type: none"> • Lessons will be pre-recorded by the curriculum specialist. • The link to the weekly lesson will be provided to students.

		<p>devices by squirting the liquid on a paper towel, not directly onto the device.</p> <ul style="list-style-type: none"> Students will wear face coverings. 	
Curriculum & Instruction	No Remote Learning Courses if students opt to Zoom-In regardless of Risk Dial	<p>Guidance & Examples for Classroom Teachers: In-Person and Zoom-In Learning</p> <p>Curriculum Specialists, Teacher Leaders, and Itinerants from the Curriculum Dept. and other departments are allowed in school buildings to work with teachers (wearing face coverings, physical distancing)</p>	
Donations	Normal, but additional precautions may be required by LLCHD while operating in the green category.	<ul style="list-style-type: none"> Accepting donations are allowed. Work through the Foundation for donations, including items such as face coverings with a school logo. Items need to be left in quarantine for no less than 72 hours with minimal handling before storing or distributing. 	
Drinking Fountain		<ul style="list-style-type: none"> Drinking fountains will be closed/wrapped in plastic at all levels. Students and staff may bring water bottles. Classroom sinks, including the fountains attached to the sink, will not be wrapped and will be available to fill student water bottles. Water bottle fill stations will be accessible where available. Schools will provide a daily disposable cups for students who do not have a water bottle. 	N/A
Early Childhood		<p>Early Childhood: Preschool Plan for 2020-21</p> <p>Early Childhood: Early Intervention Plan for 2020-21</p> <p>Early Childhood: Student Parent Plan for 2020-21</p>	
Extracurricular	Normal, but additional	<ul style="list-style-type: none"> No PTO/PTA/Booster events at school until further 	None

(Concerts, PTO events)	precautions may be required by LLCHD while operating in the green category.	<p>notice. Examples: student walk-a-thon outside, fun night, pancake feed, book fairs, and classroom parties.</p> <ul style="list-style-type: none"> • Dine-out nights are not encouraged. If PTO/PTA/Boosters choose to participate in them, schools cannot advertise or promote through district channels. • PTO/PTA/Booster board meetings will need to be held via Zoom until further notice. 	
Extracurricular NSAA Activities	Normal, but additional precautions may be required by LLCHD while operating in the green category.	<p>NSAA Extracurricular Planning Document NSAA Extracurricular Events Planning Document</p> <ul style="list-style-type: none"> • Students who are Zooming in for courses may participate in athletics/activities if they meet all district eligibility requirements, regardless of the dial color. 	N/A
Face Coverings		<ul style="list-style-type: none"> • Additional Face Covering information: <ul style="list-style-type: none"> ○ All Face Covering Resources ○ HR Bulletin #14 Face Coverings • Face coverings are required by all staff and PreK-12 grade students. • Face coverings with exhalation valves or vents will not be allowed per CDC guidelines • Face covering “breaks” will be provided when physical distancing can be achieved. • Everyone presenting during building professional learning need to wear face coverings the entire time even if they are physically distanced from the participants. This is the expectation for district professional learning presenters as well. • Staff may remove face coverings during breaks if physical distancing is maintained and talking is minimized • Families are allowed to provide their own multilayer 	N/A

		<p>cloth face coverings.</p> <ul style="list-style-type: none">• LPS will issue students and staff 2 face coverings.<ul style="list-style-type: none">◦ Schools must work through the Foundation for donations, including face coverings with school logo.• Students/families will be responsible for the laundering of their face covering and must return to school wearing one each day.• Teachers may label face coverings with name/initials/room number, etc.• Schools will prepare procedures for students who do not bring a face covering to school.• Bandanas are not allowed as face coverings. See school dress code and appropriate multilayer face covering guidance.• Face shields are not allowed as a replacement for a face covering. All staff will wear cloth face coverings as provided by the district, unless alternate PPE is provided and/or recommended by the department director.• Face coverings should not be placed in the lost and found. Schools should identify a location and a labeled container to collect lost face coverings.• During recess or face covering breaks, face covering can be stored in individual ziplock bags, face coverings could be pulled below the chin, students may push the face covering up on their elbow/upper arm, or lanyards may be used for students to manage their own face covering.• Recess supervisors and PE teachers may remove their face coverings outside but should have them close at hand if they need to speak with a student and cannot maintain the 6 foot distance.• Students who receive a face covering exception from the district will have an icon indicating the exception on the Synergy class roster.	
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		<ul style="list-style-type: none"> • Clear face coverings should not go home with students due to the cost. They should wear a standard cloth face covering to and from school. Schools will work with families to determine how the clear coverings will be laundered when they are soiled or dirty. • Schools should NOT share the reason for the face covering exemption with anyone other than the student and family. This information may not be shared with staff and/or other students and families, as it is FERPA protected. • Risk Management will work with staff regarding accommodations related to face coverings. • During summer hours, office staff may choose to remove their face coverings if 6ft from others. When interacting with others in the office, all staff are required to wear their face covering. <p>List of times when students will not wear their face coverings during instruction</p> <p>Face coverings can be taken off:</p> <ul style="list-style-type: none"> • During Articulation Therapy (SLP) as appropriate • At lunch while eating • Outside if physical distancing can be maintained <ul style="list-style-type: none"> ○ Recess ○ Outside activities • During hourly face covering breaks when 6ft physical distancing can be maintained • Face coverings will be delivered starting the week of July 13. • Consider setting up a table outside to distribute face coverings on the first student day and the first staff day. • Elementary students will receive one face covering at the arrival door on the first day of school. Classroom teachers will distribute the 2nd face covering on the 	
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		<p>first day prior to dismissal.</p> <ul style="list-style-type: none"> • Disposable face coverings are available and will also be delivered to schools to have on hand. Each school will receive disposable face coverings equal to at least 20% of the student population. • If you are leading a school-based professional learning session prior to the start of the school year, feel free to distribute the staff cloth face coverings purchased for you by the district. • If parents are concerned with latex or other face covering materials, they may provide their own face covering. Contact Wendy Rau for details. 	
Facilities	School offices will be open to the public starting July 27.		
<p>Facility Modifications</p> <ul style="list-style-type: none"> - Physical Barriers -Accommodations 		<ul style="list-style-type: none"> • Operations is evaluating high traffic confined spaces such as small reception areas for the installation of “plexiglass solutions”. • Staff seeking an individual physical barrier as an accommodation should contact HR - Risk Management. • Fans are not allowed in classrooms. If a staff member is seeking the use of a fan as an accommodation, they should contact HR - Risk Management. 	N/A
Facility Use - Outside Groups		<ul style="list-style-type: none"> • Outside groups are not currently authorized to use LPS facilities, with limited exceptions such as the ACT. • Protocols for facility use by outside groups will be developed and shared once school is up and running. • Facility use for CLCs and before/after care programs will be prioritized and guidelines will be in place for the start of school. 	
Field Trips	No field trips, including High School Curriculum Based Experiences	<ul style="list-style-type: none"> • No field trips, including High School Curriculum Based Experiences • Virtual Field Trip Information 	No field trips - Virtual field trips that fit within curriculum will be considered

Hygiene and Precautionary Practices	Handwashing is preferred over hand sanitizer, but both can be effective. Wash hands as much as possible.	<p>Key Points for Educators-COVID-19</p> <ul style="list-style-type: none"> • Handwashing is preferred over hand sanitizer, but both can be effective. Wash hands (or sanitize) when: <ul style="list-style-type: none"> ○ arriving in the morning ○ before lunch ○ after touching the face ○ after going to the bathroom ○ playing outside ○ touching or handling objects that others may have touched ○ when entering or leaving the classroom • Students can keep their own individual hand sanitizer in their desk/backpack if brought from home. • Elevator keys will not be shared; one student per key. • Families will receive a magnet with COVID-19 self-screening guidance. 	N/A
Instructional Supplies and Resources	Normal, but additional precautions may be required by LLCHD while operating in the green category.	<ul style="list-style-type: none"> • To prevent cross-contamination, create a plan for students to have their own box/bag of supplies, including pencils, crayons, markers, glue, scissors, etc. • Students should not share print materials such as newspapers, magazines, packets, or textbooks. <ul style="list-style-type: none"> ○ If it is necessary to share a book, students could be assigned the same daily book buddy with which to share the book. (<i>Wonders</i>, <i>Nebraska Text</i>, etc.) • Sanitize shared items after each child uses/touches it. This includes books, math manipulatives, markerboard, pencils, crayons, scissors, etc. Add hand sanitizer to a paper towel and wipe items. • Do not use the bleach solution on computers or electronic devices (mice, keyboards). You can use the 	N/A

		<p>hand sanitizer to clean computers and electronic devices by squirting the liquid on a paper towel, not directly onto the device.</p> <ul style="list-style-type: none"> • Literacy stations will need to happen at student desks. • While correcting homework, teachers should sanitize hands or wash frequently, and keep hands away from the face. • Sensory break areas and supplies must be sanitized in between student uses. • Teachers may provide access to a classroom library as long as books are quarantined for 72 hours after use. Designate an area such as a tub, counter, or shelf where students can return books when they are finished. • Goggles can be cleaned with the standard bleach solution, but the solution must dry before the next student can wear the goggles. 	
Jump Start (For incoming kindergartners)	Normal, but additional precautions may be required by LLCHD while operating in the green category.	<p>Jump Start can be held in person using the guidelines for yellow/orange.</p> <ul style="list-style-type: none"> • Students must stay within the same cohort/fixed assigned group. • Face coverings will be worn by all. • Disposable face coverings are recommended for Kindergarten Jump Start. Boxes of disposable face coverings can be requested from purchasing@lps.org. <ul style="list-style-type: none"> ◦ All Face Covering Resources • Assign seats for students. • Teach physical distancing. Ex: arm's length apart - can't touch "neighbor". • Follow guidelines for sharing and sanitizing materials and supplies. • Student teachers and practicum students can attend. • No outside volunteers; LPS Staff only. All staff in attendance must follow hygiene rules and self-assess 	N/A

		<p>for risk each day.</p> <ul style="list-style-type: none"> Follow all other guidelines in this document. 	
Kindergarten Toys	Normal, but additional precautions may be required by LLCHD while operating in the green category.	<p>Consider Kindergarten Intervention Time as a whole group session, eliminating time at centers due to health department guidelines. This time could be used to introduce Chromebook lessons.</p> <ul style="list-style-type: none"> Kindergarten students may use kitchens, blocks, cars/trucks, art supplies. Students place toys in the “dirty box” at the end of the day. Playdough may be used by only one student, and hands must be washed before and after use. Sensory tables should not be used. Play kitchens and other toys may be removed or covered if they are not being used. Teachers will be responsible for cleaning toys or making sure they sit in quarantine for 72 hours between uses. Approved wipes or classroom disinfectant spray may be used. 	N/A
Kindergarten Orientation/Visitation	Normal, but additional precautions may be required by LLCHD while operating in the green category.	<ul style="list-style-type: none"> Kindergarten Orientation/Visitation can be held with students in classrooms following the guidelines above for Jump Start. When meeting with parents, face coverings are required and physical distancing maintained. The event could be held outdoors to meet the teacher. Schools could schedule indoor visitation with a staggered schedule over a longer period of time. Follow guidelines for face coverings, handwashing, use of toys and materials, etc. Face coverings will need to be worn by all. <ul style="list-style-type: none"> Face Covering Table of Contents 	N/A

<p>Learning Environment</p> <p>Individual/Small groups</p>	<p>Normal, but additional precautions may be required by LLCHD while operating in the green category.</p>	<ul style="list-style-type: none"> • Small group instruction such as reading and math intervention, Resource, ELL, SAIG, ISS, and advocacy groups, is permitted with students from different cohorts. Physical distancing will be practiced to the furthest possible extent. • If students participate in groups of mixed cohorts, seating should be organized with students from the same classrooms, and students should be physically distanced from others from different classrooms. If possible, multiple learning spaces should be used in lieu of a single teaching table. • Students should stay within their classroom cohort groups whenever possible. • All participants must wear face coverings. • Surfaces should be disinfected between groups. • Physical distance should be maintained as much as possible. • Therapists and clinicians can meet 1:1 with students. • Advocates and Bilingual Liaisons can meet 1:1 with students or in small groups. • Out-of-class movements may be needed for individual behavior needs. Students should not be moved to an adjacent classroom. • Frequently review: <ul style="list-style-type: none"> ○ Classroom vs. office management behavior and the building's process for responding ○ Effective classroom practices and strategies for responding to problem behavior. ○ MTSS-B Framework for in-class movements • Out-of-class movement guidance: <ul style="list-style-type: none"> ○ Students can be sent to the Recovery/In School Suspension Room. Physical distancing must be maintained. ○ Utilize specified staff (administrator or designee, 	<p>See Red Dial Document</p>
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		<p>campus security, behavior tech) to process with the student and return to class when ready.</p> <ul style="list-style-type: none"> ○ Administration will cover the classroom while the teacher processes with the student in the hallway. ○ Continue to discuss exclusion as the last resort after effective strategies and responses have been used in the classroom. ● Contribution by individuals is acceptable. ● CICO is acceptable. <ul style="list-style-type: none"> CICO Safety Guidelines for facilitators: <ol style="list-style-type: none"> 1. Reduce the number of students at any one time as much as possible. 2. Maintain physical distance as much as possible. 3. Students and staff must wear face coverings. 4. Wash hands or sanitize before and after working with CICO students, when touching public surfaces and/or using shared items. ● Remote learners will Zoom in for small group instruction as determined by their individual schedule. ● Special Education Teachers and Administrators will develop a schedule that minimizes the number of students in the hallways throughout the building. When a student has to be in the hallway, an adult will need to accompany the child. ● Special Education Guidelines LINK 	
Learning Environment- General Education Classroom	<p>Normal</p> <p>Recommend starting year with students staying in same cohort for general instruction in case the dial moves to yellow/orange</p>	<ul style="list-style-type: none"> ● Elementary students will remain in homeroom classes for all instruction. No switching for reading/math will occur. ● Elementary literacy stations will need to take place at desks/tables. ● Teachers may move to another classroom to teach. Ex: unit studies, differentiated math or reading, etc. 	See Red Dial Document

		<ul style="list-style-type: none"> • Seats are assigned for the entire day. • All students should face the front of the instructional area. • Whenever possible, students should not face one another at desks/pod/tables. • Students are allowed to share tables with a partner as their permanent seat. • Elementary classes will not mix cohorts or grade levels as classroom buddies. • Plans should be put into place for appropriate physical distancing when gathered on the carpet. Some students may sit at their desks, teachers may use spots, carpet squares or other materials to designate areas for individual seating. This also applies for secondary demonstrations, etc. • Cooperative learning, labs, partner work are a basic tenet of the educational process in some settings. When LPS believes the educational value exceeds the risk, then small groups such as these are acceptable. At such times, it is recommended that equipment be shared as little as possible, eye protection is provided, hand sanitizer is readily available, hand washing/sanitizing is encouraged before, during and after activities, and high touch surfaces are disinfected between uses/classes. • The district will provide earbuds for K-5 students. 	
Learning Environment-Special Education	Normal, but additional precautions may be required by LLCHD while operating in the green category.	<p>General Guidance: Special Education Guidelines LINK</p> <p>Specific Details:</p> <ul style="list-style-type: none"> • Small Group Instruction <ul style="list-style-type: none"> ○ Students will remain within classroom cohort groups whenever possible. ○ If students participate in groups of mixed cohorts, seating should be organized with students from the same classrooms and students should be physically distanced from 	See Red Dial Document

		<p>others from different classrooms. If possible, multiple learning spaces should be used in lieu of a single teaching table.</p> <ul style="list-style-type: none"> • Face coverings must be worn. • Surfaces must be disinfected between groups. • Physical distancing must be maintained as much as possible. • Special Education Teachers and Administrators will develop a schedule that minimizes the number of students in the hallways throughout the building. When a student has to be in the hallway, an adult will need to accompany the child. • Hearing aids may make a student's temperature higher; additional guidance can be found here. <p>Specialized Programs:</p> <ul style="list-style-type: none"> • Behavior Programs / Individual Success Programs • Independence Academy • Red Plan • Orange Plan • Yellow Plan • Green Plan 	
<p>Learning Environment-Specials / Theatre / CTE</p> <p>Also see Curriculum & Instruction</p>	<p>Normal, but additional precautions may be required by LLCHD while operating in the green category.</p>	<p>Elementary Specials: All students will stay with their homeroom for specials instruction.</p> <ul style="list-style-type: none"> • Students may walk to the gym for P.E. • All other specialists will come to the classroom to deliver instruction. • Face coverings will not be required in P.E. if students can maintain appropriate physical distancing. • Specialists may choose to utilize outdoor classroom space. • Specialists may bring "office supplies" with them to the classroom for their personal use. Students will have access to materials in their desks, such as pencils, 	<p>See Red Dial Document</p>

		<p>markers, crayons, glue, scissors, etc.</p> <ul style="list-style-type: none"> • Students in band/string small group classes may walk to the music room escorted by the music teacher. Homerooms will be scheduled together. • Classroom teachers may remain in the classroom or move to other areas of the building to meet and plan. • When the specialist does not have their own audio enhancement equipment, it is recommended that the microphone be sanitized by the teacher and specialist in order to safely share. • All other high touch surfaces should be disinfected regularly. <p>Supporting Whole Child Learning Planning Guide (PE, Visual Art and Music Guidelines for LPS Re-Opening)</p> <p>Computer Science - Please see Computer Science Section for Elementary</p> <ul style="list-style-type: none"> • Computer Science Guide <p>CTE Labs</p> <ul style="list-style-type: none"> • CTE Curriculum Planning Guide • CTE Lab Planning Guide <ul style="list-style-type: none"> ◦ ACTE Planning Guide & Considerations <p>Music - Please see Music Section</p> <p>PE - Please see Physical Education Section</p> <ul style="list-style-type: none"> • Face coverings are not required during PE if students maintain physical distancing. • NDE Physical Education Considerations • CDC Guidelines on Swimming Pools • LPS PE Considerations • NSAA Weight Room Considerations (Summer) • SHAPE AMERICA Re-Entry Guidelines for K-12 PE 	
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		<p>Theatre - see Supporting Whole Child Learning Guide</p> <p>Visual Art - Please see Visual Art Section</p>	
Library	Normal, but additional precautions may be required by LLCHD while operating in the green category.	<p>Library Services Access & Instruction during COVID-19</p> <ul style="list-style-type: none"> • Elementary Libraries can be used during the school day for small group instruction, mentors, etc. as long as proper disinfecting happens after students leave and student activity does not include contact with the library shelves or books. • Elementary: Libraries are closed to classroom access; all library instruction will take place in the classroom. <ul style="list-style-type: none"> ○ Librarian Guide for Satellite Elementary Librarians ○ Satellite libraries consisting of 1 double-sided mobile shelf will be placed in each grade level hallway for checkout by small groups from the classroom. ○ Students will sanitize hands before browsing and shelving units will be wiped down after use. ○ Books will be returned to tubs and quarantined for at least 72 hours before handling. • Middle/High: Libraries will be open in accordance with the City Library Pandemic ReOpening Plan: <ul style="list-style-type: none"> ○ Instruction may take place in the classroom or the school library. ○ Face coverings are required while in the library. Patrons should sanitize hands upon entering and exiting the library. ○ Students will use their own computers; no common devices or materials will be made available. 	<p>Ebook access only; library materials will remain at home until risk conditions decline.</p> <p>School librarians will continue to provide instruction, collaborate with teachers, and ensure access to digital resources.</p> <p>See : Library Services Access & Instruction during COVID-19</p> <p>Librarian Roles for Remote Learning</p> <p>Digital Library Resources w/ Multi-user Simultaneous Access</p>

		<ul style="list-style-type: none"> ○ Tables and chairs will be spread out and/or removed to ensure safe distancing. ○ Browsing will be online catalog-directed and ebook usage encouraged. ○ Magazines and newspapers will be available for checkout by individual user only. ○ Checked-in materials will be placed in quarantine for at least 72 hours before handling. ○ Signage to support safe distancing will be incorporated into the circulation and instructional areas. ○ Surfaces and touchpoints will be sanitized between classes and on a regular hourly schedule. ● Librarians will support remote learners through concierge-style service; taking requests, pulling resources, and bundling print materials for pick-up in the school office. ● PTO sponsored book fairs may be offered online only; No face-to-face book fairs at this time. ● No community volunteers or visitors. 	
Lunch	Normal, but additional precautions may be required by LLCHD while operating in the green category.	<ul style="list-style-type: none"> ● Traffic flow for the cafeteria should be examined to reduce crowding and areas of congestion. ● Hand sanitizing stations should be placed in multiple locations of the cafeteria entry to reduce a bottleneck. ● Students must wear face coverings in line and throughout the serving line. ● Students must wash hands/sanitize when entering the cafeteria. ● Elementary students will go through the line by class. ● Elementary students will sit in classroom cohorts and sit next to the same students if possible. ● Students may take off face covering at the table to eat 	N/A

		<p>and then resume wearing face covering to return tray, trash, compost, etc.</p> <ul style="list-style-type: none"> • Individual zip-lock bags may be used to store face coverings during recess at the elementary level. Students can handle their own face covering. • One-direction seating should be utilized on bench tables whenever possible. If one direction seating is not possible on bench tables, students should be staggered so not directly across from each other if possible. Circle and hexagon tables can be filled. • Students should be spread out as much as possible and facing one direction when possible. • Secondary: Schools will NOT expand off-campus lunch options. Administrators can work with custodial teams to consider other areas of the school for students to eat lunch, such as libraries, gyms, hallways, etc. • Composting will continue due to reduced refuse pick up. • Tables/chairs should be wiped down between lunches. This could be done by custodians, paras, administrators, or any supervisor. All hands on deck! • Elementary students will go through the line with their homeroom in alphabetical order. Students will wear a label with their name and <u>homeroom number</u> for the first few weeks of school. Registrars will assign each student their homeroom number in Synergy. Students will not use the keypad or finger scan. • Nutritional Services staff will place silverware on the tray for elementary students. • Condiments will be cupped for elementary students • Nutritional Services will limit choices to 2 fruits and 2 veggies for elementary students • Middle School and High School students will scan their badge at the point of sale. • Students should not be disinfecting their lunch room 	
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		<p>table space using a common dish cloth.</p> <ul style="list-style-type: none"> • Elementary student cold lunches can be placed in a basket or on a cart. Students may transfer the cart or basket to the cafeteria if they wear their face coverings and wash their hands/sanitize BEFORE they deliver/carry the basket to the lunchroom. • Fresh fruits and vegetables provided through the USDA program will continue. • Fresh fruits and vegetables provided through the general fund is pending approval. • The guidance for opening students' food items in cold lunches is the same as touching other items from home; wash hands or use hand sanitizer following touching the food item and avoid face touching.. • While eating a snack in the classroom, ensure students are physically distanced and limit the time that face coverings are removed as much as possible. 	
Movement in Hallways	Normal, but additional precautions may be required by LLCHD while operating in the green category.	<ul style="list-style-type: none"> • Students will move in lines wearing face coverings and maintaining a distance of an arm's length. • Schools will determine if signage and "lanes" are needed. Operations will provide guidance on this. • To minimize contacts, routes for moving large groups of students to classrooms at arrival, at lunch, after recess, etc. should be developed. • Elementary: Restroom plans should be created to eliminate the mixing of cohorts. • Special Education Teachers and Administrators will develop a schedule that minimizes the number of students in the hallways throughout the building. When a student has to be in the hallway, an adult will need to accompany the child. 	N/A

		<ul style="list-style-type: none"> Operations will provide Velcro and signage for physical distancing spots or lanes. Work with Joe Wright if additional ideas are needed to minimize traffic flow concerns. 	
Music	Normal, but additional precautions may be required by LLCHD while operating in the green category.	<p>All Music Guidance</p> <ul style="list-style-type: none"> No before / after school Elementary, Middle School and All-city Ensemble rehearsals for at least 1st quarter. HS ensembles must follow the guidelines in the extra-curricular activities document. <p>Elementary Music</p> <ul style="list-style-type: none"> Music taught in the classroom by the music specialist. Music on a Cart Quaver Music will be used via Chromebooks. Students will not share instruments. Students will be able to sing while wearing face coverings. <p>Elementary Band / Orchestra</p> <ul style="list-style-type: none"> Beginning instrumental small group classes will start the 3rd week of Sept. Instrumental teachers will be contacting students and parents in the first three weeks of school to provide information about starting an instrument. Small group classes will be scheduled by class cohort and will use the <u>main general music room</u>. Six feet of space between students will be needed for instruments to be played safely. Students will be escorted by the teacher to and from class. <p>Secondary Band / Orchestra</p> <ul style="list-style-type: none"> MS and HS band & orchestra will meet. String and percussion students will wear face coverings at all times. Wind players will be taught protocols of lowering face coverings only when playing. Students will not share instruments. 	Remote Music Learning using Google Classroom for Secondary and Quaver Music for Elementary

		<ul style="list-style-type: none"> • A suggested bell cover for all wind instruments will be provided. • Instrument Disinfecting • Marching Band <p>Secondary Choir</p> <ul style="list-style-type: none"> • Students will wear face coverings while singing. • Schools with auditoriums can move large choirs to the auditorium so that students spread out in the seating area. • No choreography will involve partner dancing. • Students will not share instruments. • Show choir 	
<p>Open House</p> <p>(Also, fall parent meetings and P/T Conferences guidance)</p>		<p>Virtual Open House</p> <ul style="list-style-type: none"> • Schools will determine if open house is done by prerecorded video or Zoom meetings. • If the school decides to use videos: <ul style="list-style-type: none"> • Pre-recorded videos can be created by individual teachers or by teams. Contact information for each team member should be included in the video. • The school must determine how to send videos to families by the day of the scheduled open house. • Teachers should offer an opportunity for parents to contact them with questions. • Specialists may also be invited to create a video. • Schools must determine how families will complete forms normally provided during open house. • Using MyVRSpot, schools can post the link to their virtual open house on CLASS website, school website, etc. • One common message can be translated per level (elementary, middle, high). Cindy, Gena, and Pat will work with principals to create the common 	Virtual

		<p>message for each level.</p> <ul style="list-style-type: none"> • Fall meetings with parents should be held virtually <ul style="list-style-type: none"> ◦ Title I parent meetings should occur via Zoom using slides previously provided. Agenda and attendance is needed for documentation. ◦ Parent meetings for fall sports should be held via Zoom. • Schools may schedule Parent/Teacher Conferences knowing they may be virtual depending on the LLCHD guidance at the time of scheduled conferences. 	
Physical Education	Normal, but additional precautions may be required by LLCHD while operating in the green category.	<ul style="list-style-type: none"> • All Elementary, Middle and High School PE courses will be taught outdoors as much as possible. A few High School PE courses that cannot be taught outdoors (Weight Training, Aquatics courses) will continue to be taught in their specified facilities. • Outdoor PE for Elementary Navigation (OPEN) Document • In weather emergency conditions (Excessive Heat warning, severe thunderstorm, air quality index alerts) teachers may utilize the gym space while physically distancing. • Students will need to have appropriate footwear for PE as they will NOT be able to utilize the changing areas or locker rooms for changing at this time. The exception would be for aquatics classes, for which students will have 2 separate groups/cohorts for changing with no more than 5 in each gendered swimming locker room at a time. • Students in outdoor PE spaces will not need to wear a face covering during physical activity if they are 	<ul style="list-style-type: none"> • All instruction will have synchronous learning with some flipped classroom elements. Ex: Direct instruction via Zoom with some independent asynchronous work. • Lessons may be pre-recorded by the curriculum specialist. • Link to lesson will be provided to students.

		<p>distanced appropriately; 6 feet between all students at all times throughout the activity <u>until further notice</u>.</p> <ul style="list-style-type: none"> It is recommended that students utilize bathrooms prior to coming to PE and that students have their water bottles filled prior to coming outside for PE. Equipment will be available, but any type of shared equipment will be limited as much as possible. Equipment will be sanitized after use every 2-4 hours as per LLCHD guidelines. 	
Recess (O)	Normal, but additional precautions may be required by LLCHD while operating in the green category.	<ul style="list-style-type: none"> Face coverings are not required if outside and students remain cohorted with appropriate physical distancing. Individual zip-lock bags or lanyards may be used to store face coverings during recess. Students can handle their own face covering. Face coverings may be pushed up around the elbow/upper arm when not in use. Recess supervisors and PE teachers may remove their face coverings outside but should have them close at hand if they need to speak with a student and cannot maintain the 6 foot distance. Elementary homeroom classes (cohorts) need to stay in designated portions of the playground. Playground structures/equipment will be open. Students must wash/sanitize hands after using equipment. Indoor recess will take place in the classroom following guidelines. Recess Guidelines 	N/A
Restroom (O)	Normal, but additional precautions may be required by LLCHD while operating in the green category.	<ul style="list-style-type: none"> Elementary - students maintain face coverings, maintain physical distance, and should organize restroom breaks by class. Secondary - students can use restrooms as normal as long as they wear their face coverings and refrain from congregating, etc. 	N/A

SRP Drills (I)	Normal, but additional precautions may be required by LLCHD while operating in the green category.	<ul style="list-style-type: none"> • Protocol videos will be shown in lieu of in-person drills. • Back to School Safety video for staff 	N/A
Self-Screen for COVID-19 Symptoms Students and Staff		<ul style="list-style-type: none"> • Students and staff are expected to conduct a self-screen everyday. • HR#15 - COVID Screening • LPS COVID-19 Self-screening Magnet • To reinforce the importance of self-screening, each building will have contact-free thermometers in order to do spot checks for temperature. Schools with 500 or fewer students will have 1 thermometer, 500 to 1,499 will have two, and more than 1500 will have three. • Teacher(s) assigned a thermometer for the day will take the temperature of one class of students during that day. Any student with a temperature of over 100.4 should be sent to the health office. 	
Student/Staff Contacts COVID		Confirmed Positive COVID 19 Process Attendance/Exclusion/Return Document	
Symptom Checking	Communication of symptoms with families encouraging keeping students home if sick	<ul style="list-style-type: none"> • Symptom screening will be done in the health office as needed. • Hearing aids may make a student's temperature higher. additional guidance can be found here. • Schools will identify a separate area for students being excluded with potential COVID-19 symptoms. Administrators and the school nurse will need to work out a plan, as many schools only have one Health Office staff person on site during the school day. • The health department will give guidance on student/staff testing, exclusion policies, and return to school procedures. 	N/A

		<ul style="list-style-type: none"> The school nurse will be responsible for the contact tracing within the school environment. The Health Department will guide processes and do contact tracing outside the school setting. 15 minutes of having face coverings off and being within 6 feet of someone else would be considered a close contact (single instance, not cumulative) 	
Teacher Meetings (PLC, team meetings, committee, staff meetings) (I)	<p>Normal procedure with increased physical distancing</p> <p>Additional Precautions May Be Required by LLCHD While Operating in the Green Dial</p>	<ul style="list-style-type: none"> Staff meetings can be held in the library, cafeteria, auditorium, or other large space when 6ft. Physical distancing can be maintained. Staff meetings can be held through Zoom if physical distancing cannot be maintained. Face coverings should be worn during in-person meetings. No potlucks, "tailgates," buffets or shared food. Snacks for teachers may be available if individually wrapped items are distributed by someone wearing gloves, or items are arranged on a table for limited-contact pick-up. High-touch surface areas on shared appliances in the lounge (fridge, microwave, water coolers) should be wiped down after each use and users should be encouraged to use a barrier such as a paper towel or cloth when coming into contact with high-touch surfaces. 	Virtual
Teachers' Lounge (I)	<p>Normal procedure with increased physical distancing</p> <p>Additional Precautions May Be Required by LLCHD While Operating in the Green Dial</p>	<ul style="list-style-type: none"> If possible, encourage teachers to eat in classrooms. Physical distancing should be utilized to reduce exposure risks while eating. Avoid groups of teachers in the lounge unless an arm's length of physical distancing can be maintained. No potlucks, "tailgates," buffets or shared food. 	N/A

Transportation (O)		<ul style="list-style-type: none"> Students and staff will wear a face covering while being transported.. If a student gets on the bus without a face covering a disposable one will be provided. The disposable face covering can be worn for the rest of the day. Students will apply hand sanitizer upon entering and exiting the bus. Students will have assigned seats on the bus and the plan will limit seating to 2 students per seat. Households will be seated together. Windows will be down as much as possible. 	N/A
Visual Art (I)		<p>K-12 Visual Art Guide</p> <p>Elementary Art</p> <ul style="list-style-type: none"> Art on A Cart Guide Art will be taught in classroom cohorts by the Art specialist. Students may use their bag/box of classroom supplies during art. Students will not share materials and teachers will limit, clean & sanitize tools between uses. Students will create art while wearing face coverings. <p>Middle Level Art</p> <ul style="list-style-type: none"> Students will not share materials and teachers will limit, clean & sanitize tools between uses. Students will sanitize hands upon entering the room and wash and sanitize hands before leaving the room. Students will create art while wearing face coverings. <p>Secondary Art</p> <ul style="list-style-type: none"> Students will not share materials and teachers will limit, clean & sanitize tools between uses.. Students will sanitize hands upon entering the room and wash and sanitize hands before leaving the room. Students will create art while wearing face coverings. 	<ul style="list-style-type: none"> Lessons recorded by the curriculum specialist Link to lesson provided to students

Volunteers/Visitors (I)	<p>Visitor access will be reevaluated.</p> <p>Normal, but additional precautions may be required by LLCHD while operating in the green category.</p>	<ul style="list-style-type: none"> ● If student items such as instruments, lunches, etc. are brought to school by a parent/guardian, office staff can either deliver items or have students retrieve items from the office. Proper hand hygiene should be followed. ● Only the following groups/individuals are allowed in the building during the school day: <ul style="list-style-type: none"> ○ Student teachers and practicum (including college supervisors) ○ Student teachers: should contact HR to complete a release. ○ LifeTouch: Joe Wright will work on a lineup system to distance students. Team Sport pictures are approved. ○ Teammates ○ Vendors (pop machine) ○ Mentors ○ Therapy dogs ○ TCA ○ Food market/Food bank. Will likely be a drive through model. ○ Family Literacy- PAC time will not occur in the physical classroom. ○ Community service providers: <ul style="list-style-type: none"> ■ Mental Health Therapists ■ Other mental health supports: <ul style="list-style-type: none"> ● El Centro (ok to meet with individuals but not a group) ● Mourning Hope group ● MHA - WRAP group ● Operation Tipping Point (Matthew Baker - ok to meet with individuals but not a group) ○ Probation Officers, DHHS caseworkers, 	N/A
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		<p>Trackers, Guardian ad Litem can meet in the main office.</p> <ul style="list-style-type: none"> ○ District authorized supply vendors ○ District authorized contractors ○ Court Appointed Student Advocates (CASA) ○ Nebraska Vocational Rehabilitation (VR) ○ Upward Bound ○ T-BIP (Targeted Bullying Intervention Program) UNL Student Therapists ○ SCC Accuplacer Administrators <ul style="list-style-type: none"> ● Some community and volunteer groups can serve students virtually: <ul style="list-style-type: none"> ○ JA: Zoom only to begin the year ○ Class speakers: via Zoom ○ College/Military recruiters-via Zoom ○ Cultural groups: students can gather with a staff sponsor and a community volunteer can Zoom in. ○ ABA and teachers and tutors privately paid by parents can Zoom in or meet outside of the school day. <p>Parents:</p> <ul style="list-style-type: none"> ● Parents are allowed in buildings for the following reasons: ELL Welcome Center, discipline related occurrences and student meetings / conferences, IEP's, MDT's, and Early Childhood evaluations. Face coverings are required. No younger siblings for IEP or MDT meetings. ● No parent visitors for lunch ● No parents assisting with classroom parties ● No parent visitors to classrooms ● No parents walking student in during arrival ● No parent volunteers 	
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		<ul style="list-style-type: none"> No parent tours <p>Garden Volunteers:</p> <ul style="list-style-type: none"> If the school site is open, garden volunteers may work in the garden by filling out this LPS Garden Volunteer Contact Information Garden volunteers continue following these LPS Garden Safety Procedures and communicate with fellow volunteers to coordinate schedules to carry out activities safely. Courtyard gardens and other interior spaces will require approval from the building principal. 	
Zoom-in		<ul style="list-style-type: none"> Remote Learning Request Form (parent fills out) Zoom-In Guidance for Teachers and Students Elementary Specials During Zoom-In Instruction List of courses NOT recommended for Zoom-in LPS understands the challenges associated with ensuring student engagement for both in-person and Zoom students. While teachers will work to engage all learners, Zoom-in students must take a more proactive approach to remain engaged while attending via Zoom. Teachers should work with parents if their child is not engaged. Responding to Problem Behavior on Zoom 	

*There is currently an ongoing public health emergency related to the COVID-19 virus, and while LPS has undertaken measures to minimize the risk of COVID-19 transmission as explained in this reopening plan, these measures are intended to mitigate, but not completely eliminate, risk and by attending school the COVID-19 pandemic presents unique health and safety risks and dangers, known and unknown, inherent and otherwise, that cannot be eliminated and which can cause injury, illness, paralysis or death.