



GARRETT MORGAN ELEMENTARY

As the district and schools continue providing instruction utilizing the NTI-2DL model, it may be necessary for schools to bring small groups of students into the building for short orientation periods or to provide targeted services. This document should be used to capture and communicate schools' targeted services model. These plans should be shared with school chiefs by October 8th so feedback can be provided before district and school presentations are required on October 12th.

General Health Procedures and Protocols

Masks: All students and staff are required to wear a mask at all times while in the building or on the bus, with the exception of those who have a medical exemption. Students and staff should only lower their masks while actively eating or drinking. Masks will be provided for students or staff members who do not have one.

Clean Hands: Frequent hand-washing will be encouraged, and hand-cleaning supplies including hand soap, paper towels, and hand sanitizer containing at least 60% alcohol will be readily available on buses, in classrooms and throughout the school grounds.

Temperature Check: Temperatures will be taken as students enter school busses for those that have a monitor. If a bus does not have a monitor a red sign will be placed in the window to alert school staff. These students will be screened upon entry to the building by school staff. Walkers and car finders will also be screened upon entry.

Healthy Habits: Students and staff will be encouraged to avoid touching their eyes, nose and mouth, stay home when sick and cover coughs or sneezes with a tissue, then throw the tissue in the trash.

Social Distancing

Everyone – employees, students, contractors and visitors – will be expected to maintain at least six feet of space between themselves and others at all times. This mitigation measure is known as social distancing and will be accomplished by ensuring increased spacing throughout the building and in classrooms. Classroom layouts and arrival and dismissal processes will be modified to maintain physical distancing. Floors will be marked to indicate safe distancing. Students will remain six feet apart in line, in the hallways, in common areas and as much as possible in classrooms and on school buses.

Family Assurance of Student Health

- Families who send their child to school will be asked to attest that their child does not have a fever and has not exhibited any of the symptoms of COVID-19 within the past 48 hours.
- FCPS is creating an app for families to use and review in documenting the health and wellness of their child, prior to entering the school.

Transportation

- All families who can transport their children to school are strongly encouraged to do so to help reduce the number of students on each bus.
- Buses that have monitors will screen student temperatures as they board the bus. Students with a fever will sit in a designated room and upon verification of fever at school, family will be called to pick up the child. If there is not a bus monitor, then students will have their temperature taken by school staff upon arrival.
- Hand sanitizer will be provided as students enter and exit the bus.
- Students who have a medical exemption for wearing a mask will be assigned seating at the front of the bus.
- Buses will be loaded from the back to the front, and unloaded from the front to the back.
- Buses will be sanitized between routes and at the end of the day.

Arrival

Staff Arrival

Staff members who are providing services to students who are receiving targeted assistance will be in the building 15 minutes prior to their student(s) arrival. If a staff member is not able to take his or her temperature at home, he/she may utilize the thermometers located at the front check stations.

If a staff member is not able to report to work, he or she should follow standard operating procedure as defined in the staff handbook. The parents of any student who is expecting to receive services from that staff member must be contacted by the teacher. As we are not currently able to allow visitors in the building, staff members must willingly volunteer to provide in-person instruction to students, and substitutes have not been properly trained, we will not be assigning subs to absent staff members for this period of time.

Supervision Duty

To ensure our school is appropriately prepared to welcome students who are receiving targeted services into the building, we will ensure a staff member is available to take students' temperatures upon arrival. Ample supervision of students will be provided.

Student Bus Arrival

Students being dropped off by buses with monitors will have already had their temperatures taken. Students with a fever will exit first and be taken to an area to await a family member to take them home.

If students on the bus have not had a temperature check conducted, they will proceed to the front entrance and will go through the screening conducted at that location.

If a bus student arrives at school with a fever or demonstrates COVID-19 like symptoms, he or she will be escorted to a separate location to wait for the arrival of his or her parents.

Students will be reminded to keep their masks on as they enter the building.

Walker/Car Arrival

- If at all possible, we ask that car riders sit in their vehicle on the side closest to the curb. This will expedite temperature screening and allow them to enter our building more quickly.
- Car riders will put on their masks, roll down the window, and wait until a staff member approaches.
- Staff members will take each student's temperature before he/she exits the vehicle.
- If a car rider has a temperature of 100.4 or greater on the school thermometer, he/she will remain in the car and be taken home.
- If a car rider does not have a temperature, he can exit the vehicle and enter school.
- Where possible, parents should exit their vehicle and assist their child in getting out.

Health Screenings

- All students and staff are required to complete a daily health screening questionnaire (details forthcoming from district)
- All students and staff will have their temperature taken upon arrival.

Sick Room

- As students who will be reentering our building for targeted services will be present for a limited time each day, we do not anticipate having to dispense medication. If parents request students be given medication during their time at our school (and proper paperwork is filed), we will do so.
- Students who have a fever or display symptoms of COVID-19 will be supervised by an adult in a separate room. Families will be contacted immediately, to pick up their children as soon as possible.
- When the parent arrives at the school, he should stay outside the front doors and use the buzzer to identify himself. A staff member will come and verify identification (please have

your drivers license ready). Sick students will be escorted by a staff member to the parent. Parents are not allowed inside the building.

Hallway Protocols

- School hallways have been marked with floor stickers to designate social distancing requirements.
- As small groups of students who will be reentering our building for targeted services will be present for a limited time each day, we do not anticipate having to schedule hallway transitions.

Instruction

Classroom

Targeted services involves small groups of students returning to our building for part of their regular school day. Classrooms set-ups will ensure that, where possible, students desks will face 6 feet apart.

The use of cloth face masks is a safety expectation for all students and staff at all times, unless medically waived.

Students will maintain their own set of supplies. Bags will be placed in students' cubbies, to ensure safety during students' movement and transitions in the classroom.

If they are able, students will line up in the same order each time and space themselves to maintain social distance.

Toileting/Restroom

Many of the students GME will be servicing during targeted assistance require substantial support toileting. Staff members will be provided with disposable gowns, masks and gloves (more needed) to assist with this.



Who will be identified to participate in targeted services:

First, students with IEPs who meet any of the following criteria would have the opportunity to attend school for targeted services up to 2 days/week, 2 hours/day:

- a. Global Intellectual Delay
- b. IEP includes specially designed instruction that require systematic instruction with physical prompting
- c. Tactile instruction is a component of all specially designed instruction for the student
- d. Student has a disability, requires resource instruction, and has English learner needs with a language level below 3.0 (developing).
- e. Student requires braille instruction
- f. Student requires orientation and mobility

*see Consideration of Options for Special Education Services here

<https://docs.google.com/document/d/1geOYKlhrRLeko97gFdI6aRAgSVs5b6GRIC1ELqBmrac/edit?ts=5f754bcd>

Second, students with IEPs whose needs are not being met via virtual instruction may have the opportunity to attend school for up to 2 days/week, 2 hours/day. Individual students' data to assess progress toward meeting their goals will be used to identify those students for whom targeted services are warranted.

Finally, students who fall below the 10th percentile in reading, as measured by the fall MAP assessment may be given the opportunity to attend school for up to 2 days/week, 2 hours/day.



Why are targeted services being provided to the group selected? Describe the process, including which data was used to identify which students needed the most help:

We are hopeful that all students may return to a hybrid setting soon, as we know face-to-face, direct instruction is critical for elementary children. Given safety protocols, guidance from KDE and FCPS, and district expectations for staffing Targeted Services, identifying tiers of students to welcome back into the building for instruction is the most manageable option for our school.

Students with IEPs who meet the above criteria are lacking instruction in areas that often cannot be addressed virtually.

*see Consideration of Options for Special Education Services here

<https://docs.google.com/document/d/1geOYKlhrRLeko97gFdI6aRAgSVs5b6GRIC1ELqBmrac/edit?ts=5f754bcd>



When are target services being provided: FCPS transportation dependent and additional student opportunities:

Targeted services will be provided Monday-Friday, as needed, for students. Scheduling in-person instruction for students will require the following considerations:

- availability of sufficiently-trained staff members
- ensuring the student has ample time in the instructional day to receive core instruction and other minutes required by the IEP, in addition to face-to-face targeted services at school
- parent/guardians' availability to send the student to school and receive him upon arrival home
- accessibility to FCPS and Lexington transportation services and hours, as needed

Schedules Pending



How will targeted services be provided: Service delivery model (instructional grouping etc.)

For special education students, staff will use individual goals identified in a student's IEP to guide the instruction and delivery model. Specific goals/areas for which students are not making measurable progress will first be addressed.

Service delivery models for students with IEPs will be in keeping with their plan and will mirror research-based strategies, including individualized direct instruction, small group instruction, and collaboration with other students.

See Reopening Considerations for Exceptional Students here:

<https://education.ky.gov/comm/Documents/Reopening%20Considerations%20for%20Exceptional%20Learners%20and%20Preschool%20FINAL.pdf>

For students who do not have an individual plan, staff will utilize data from the fall MAP assessment, Imagine Learning, and running records to determine targeted areas of focus for individual students.

Staff members working with all students who receive targeted services will take data to monitor learners' progress. Just as in a regular school setting, instructional alterations may be made in

response to data.



Where will the targeted services take place: Instructional setting- how will Safety Expectations and Best Practices for Kentucky Schools (K-12) be implemented:

Students will enter the building through the front entry doors, at which time their temperature will be taken. Targeted services will take place in the classroom setting. Students will maintain 6 feet of distance and will all face the same direction. Students and staff will be required to wear a mask at all times and any additional PPE will be provided. Custodial staff will disinfect classrooms between groups.

All protocols and processes outlined in KDE's Considerations for Reopening Schools will be followed.

<https://education.ky.gov/comm/Documents/Orientation%20And%20Targeted%20Services%20FINAL.pdf>



Input and Communication plan- staff, counsel, families, and stakeholders:

Administration will share information and a draft plan with the school's Instructional Leadership Team on Tuesday, October 6. Team leaders will have access to the plan and the ability to share it with their colleagues. Electronically, all teachers will have the opportunity to share their feedback, questions and concerns. Garrett Morgan's SBDM will be consulted on the plan on Thursday, October 8. At that time, the school's governing body will hear its details and be encouraged to share questions, feedback, and concerns. Finally, this plan will be shared with district leadership and the FCPS school board, after which it will be communicated to families and other stakeholders.

Appendices

Instructional Leadership Team Meeting to Review Plan

<https://docs.google.com/document/d/1hyfCys8ngmDCok6cyIbJvltQSIqvCPmOiLqisbcDhPI/edit?usp=sharing>

SBDM Meeting to Review Plan

<https://docs.google.com/document/d/1yoO-8VJAVdmVyeka7ZSzJJ7110DdmMRBrh2cNOS2fDo/edit?usp=sharing>

<https://docs.google.com/document/d/1yoO-8VJAVdmVyeka7ZSzJJ7110DdmMRBrh2cNOS2fDo/edit>

Staff Input Re: Hybrid Return

<https://docs.google.com/document/d/1vIx0QQz6PKjyLqINydKn53wIARRISaGyvQSNErSZeA4/edit?usp=sharing>

<https://docs.google.com/document/d/1u4PTQHYEd5oLqStK94WX9yGMU6sBEEEniQBIj8h4MoNO/edit?usp=sharing>

Materials Referenced to Develop Targeted Services Reopening Plan

School Operations

- [KDE Reopening Guidance Main Page](#)
- [KDE- Guidelines on Safety Expectations and Best Practices for Kentucky Schools \(K-12\) \(August 31, 2020\)](#)
- [KDE Workplace Health & Safety \(July 6, 2020\)](#)
- [COVID-19 Mode of Instruction Metrics for K-12 Education \(September 14, 2020\)](#)
- [KDE Facilities and Logistics \(June 29, 2020\)](#)
- [KDE Pupil Transportation \(September 4, 2020\)](#)
- [KDE Room Capacity Calculator](#)
- [KDE Food Service Operations July 27, 2020\)](#)
- [KDE Intermittent Schools Closures \(June 15, 2020\)](#)
- [CDC Guidelines for Schools](#)
- [CDC: Cleaning, Disinfection and Hand Hygiene in Schools: A Toolkit for School Administrators \(Updated August 8, 2020\)](#)

Teaching & Learning

- [KDE Digital Learning Guidelines](#)
- [KDE Alternative Learning Design Strategies June 8, 2020](#)
- [Academic Re-entry, Stage One: Drafting an Adjusted Curriculum June 1, 2020](#)
- [Chrome Extension](#)
- [CASEL Reopening Guidelines](#)
- [How Hyperdoc Can Transform Your Teaching](#)
- [KDE COVID-19 Online Professional Learning and Instructional Resources](#)
- [KDE Academic Re-entry, Stage Two: Meeting Leaders' Academic Needs \(July 13\)](#)
- [TNTP Learning Acceleration Guide](#)

- [TNTP COVID-19 School Response Toolkit](#)
- [COVID-19 Considerations for Reopening Schools - Exceptional Learnings and Preschool Students \(July 20, 2020\)](#)
- [COVID-19 Considerations for Reopening Schools - Daily Participation and Non-Traditional Instruction \(July 20, 2020\)](#)
- [COVID-19 Considerations for Reopening Schools Truancy and Compulsory \(September 8, 2020\)](#)
- [COVID-19 Considerations for Reopening Schools - Frequently Asked Questions about English Learner Programs at Reopening \(August 31, 2020\)](#)
- [COVID-19 Considerations for Reopening Schools - Library Media Center \(August 10, 2020\)](#)
- [COVID-19 Considerations for Reopening Schools - Participation Tracking in Infinite Campus \(August 17, 2020\)](#)

Personnel

- [COVID-19 Considerations for Reopening Schools - Flexibility for Assigning Staff in the COVID-19 Instructional Settings \(July 24, 2020\)](#)
- [COVID-19 Considerations for Reopening Schools - Guidance for School District Personnel Leave Options, 2020-2021 School Year \(July 21, 2020\)](#)