



**Charles City County Public
Schools LEA ARP ESSER
Plan (Updated June 2023)**

Charles City Public Schools
10035 Courthouse Road
Charles City, VA 23030
804-652-4612
Fax-829-2363

Section 1: Introduction

The purpose of the American Rescue Plan (ARP) Act Elementary and Secondary School Emergency Relief (ESSER) III Fund is to help safely reopen and sustain the safe operation of schools and address the impacts of COVID-19 on the nation's students by addressing students' **academic, social, emotional, and mental health needs**. Charles City Public Schools has been awarded \$1,275,749.89 in ESSER III funds. This plan describes how the awarded funds will be used. Questions about this plan should be directed to Dr. Dalphine Joppy, division superintendent or Dr. Todd Perelli, director of teaching, learning, and assessment at 804-652-4612.



Our Vision: Charles City County Public Schools will be an exemplar model of rural education where collaboration, critical thinking, communication and creativity are practiced to develop adults who contribute positively to the global society.



Our Mission: We're here to educate, engage, and empower our students, employees, and community; therefore, our mission is to develop self-sustaining, responsible, and educated adults who can contribute and work to improve their community and the world.

With the closing of schools on March 13, 2020, Charles City County Public Schools continued a continuity of instruction by utilizing instructional packets that were picked up by or delivered to students. Lessons and information supporting our students' social-emotional well-being were posted and offered on the school division's website. Additionally, our breakfast and lunch programs continued, as students were able to pick-up both.

A division-wide COVID-19 team was established to include central office administrators, school leaders, educators, and representatives from the local Health Department. This team helped to develop a required health plan. Return-to-School teams were also organized. Teams focused on Academics, Social-Emotional Wellbeing, Technology, Community/Communication/ and Human Resources/Professional Development. Return-to-Learn and Return-to-Work Surveys were sent out to garner feedback from students, families, and school division staff.

On July 30, 2020, a distance learning attendance approach was recommended to the School Board and consequently approved due to pandemic metrics at the start of school, results from the Family Return to Learn Survey and results from the Employee Return to Work Survey. All students were provided with the necessary instructional resources (e.g., technology, textbooks). Synchronous and asynchronous teaching and learning was provided. Students were provided Kajeets as needed to ensure all were able to connect virtually. For students

who were unable to connect even with a Kajeet, our school division offered Learning Access Centers at both schools. Additionally, some exceptional learners were on-site for direct services based on IEP decisions.

Families were once again surveyed and in early March 2021, we phased in students for learning in a hybrid format to ensure appropriate social distancing. Students attended school in-person either on Mondays and Tuesdays or Thursdays and Fridays. On the days they did not attend school in-person, they attended virtually. Wednesdays were reserved for deep cleaning.

In Summer 2021, summer school was offered to all students to support learning loss and to offer opportunities to maintain progress or expand learning.

During the 2021-2022 school year, instruction for all grade levels will be full-time, in-person learning. Virtual learning opportunities will be provided via Virtual Virginia. In Summer 2022, summer school will be offered to students who missed academic benchmarks and/or had challenges with reading and math concepts. Science and history concepts will also be embedded. Students will also participate in STEAM activities. During the 2022-2023 school year, instruction for all grade levels was delivered full-time, in-person. Evidence-based interventions to address learning loss was incorporated in comprehensive school improvement plans. The division provided support via teachers, reading specialists, and a math interventionist who utilized evidence-based interventions (e.g., SPIRE, Lexia, Guided Reading, Study Island). The division psychologist and mental health specialist also supported students. These supports will be offered again during the 2023-2024 school year. [During school and after-school remediation was offered in 22-23 and will continue during the 2023-2024 school year.](#) **Section 2: Prevention and Mitigation Strategies** In order to continuously and safely open and operate schools for in-person learning. Charles City Public Schools will use approximately \$66,380.00 of its ARP Act ESSER III funds to implement prevention and mitigation strategies as described below. We will continue to purchase disinfectant, vehicle disinfectant, hand sanitizer, masks, and disposable gloves to be used inside schools and other facilities and school buses. [When needed, additional gowns, thermometers, and water bottles will be purchased. School buses will be cleaned and disinfected between runs. Masks are optional in all CCPS facilities.](#)

Student Supplies

- For safety, students will continue to be encouraged to utilize individual supplies (e.g., crayons, pencils, pens, glue sticks).

Meal Service

- Assigned tables will continue to be utilized at the elementary level.

School Bus Transportation

- When feasible, select bus windows will be open to increase circulation of outside air.
- We will continue to clean and disinfect school buses after each run (i.e., the pick-up and drop-off of each cohort of students).
- We will have masks available (masks are optional).
- Hand sanitizer will continue to remain available.



Ventilation

- Continued Preventative Maintenance of HVAC systems
- Installation of HVAC with Cold Plasma Ionization has been completed.
- Continued use of air purifiers in common areas
- Upgrades to ventilation and exhaust fans to ensure all schools and offices have sufficient outside air ventilation.

Cleaning, PPE, and Handwashing

- We will continue enhanced cleaning measures with EPA-certified chemicals.
- Masks will be available for all students, staff, and visitors. Masks are optional.
- Hand sanitizer is readily available in all facilities.
- We will continue to emphasize and encourage regular hand washing throughout the school day.

Recess

- No masks required outside for recess. Masks worn inside or outside are optional.

Health Screenings

- Parents are asked to monitor their child's health daily. Students should remain at home if they are not feeling well.
- Employees are asked to monitor their health daily. Employees should remain at home if they are not feeling well.
- Staff and students should remain at home if they are not feeling well.

Health Separation Rooms

- Schools will continue to have a health separation room for individuals experiencing COVID symptoms.

- The health separation room will be staffed with a monitor if/when it is being utilized.

Contact Tracing/Close Contact Guidance

- Central office staff and the school division health team will continue to work with the Chickahominy Health Department to conduct contact tracing ***when necessary***.
The school division will follow the most current guidance on contact tracing and close contacts.

Quarantine

- The school division will follow the latest CDC guidelines regarding masks and quarantine.
Masks are optional in all CCPS facilities.

Athletics

- Charles City County will follow the latest CDC guidelines.

- Visitors and Volunteers
- Visitors and volunteers are welcome. Masks are optional.
- All approved visitors will adhere to safety mitigation strategies established by CCPS.

COVID Vaccinations

- Contact our Health Department regarding vaccination locations.

Chickahominy Health District COVID Call Center

Monday - Friday 8:00 am - 4:30 pm

General Inquiries: (804) 365-3240

Statewide Call Center

(8:00 am - 6:00 pm Mon-Fri):

1-877-VAX-IN-VA

Section 3: Addressing Unfinished Learning

Section 2001(e)(1) of the ARP Act requires each LEA to use twenty percent of its formula funds to address the academic impact of lost instructional time (learning loss) through the implementation of evidence-based interventions, such as summer learning or summer enrichment, extended day, comprehensive afterschool programs, or extended school year programs. Charles City Public Schools will use approximately **\$638,643.02** (50.06 % of funds) of its ARP Act ESSER III funds to address unfinished learning as described below.

FALL 2021 – We will continue implementing small group remediation groups at the start of the school year (vs waiting to jump start SOL Academy later in the school year). We will support students in all content areas, focusing on low reporting categories and foundational skills. We will have instructors provide targeted support grouping students by need during remediation (support might be provided by teachers, tutors, the reading specialist, math specialist, instructional assistants). The virtual learning mentor will support the progress of students who are learning virtually.

SPRING 2022 - We will focus on preparing students to have the stamina for reading SOL passages and reviewing for all content areas (using small groups). Having the personnel to make this happen will be key to the success of the targeted remediation.

Remediation teachers/tutors will be used to support learning loss and gaps in learning (during and after school). The remediation teacher/tutor will review and reteach content that students previously failed to learn. As the teacher/tutor recognizes misconceptions or errors in understanding, he or she will redirect students through explicit remediation of that concept. We will use resources to reinforce foundational reading and math skills for young learners and revisit/reteach other reading/language arts and math skills to intermediate students based on SOL and school-level data (e.g., lowest reporting categories). Resources will include technology based/web-based resources and/or human resources. Manipulatives and other hands-on resources will also be used when working with students in small remediation groups (during the summer and beyond). Review of Science categories and Social Studies facts will be addressed also. Resources such as literacy and numeracy kits will also be utilized and provided to students/families in PK-8.

Tuition for Virtual Learning will be supported with funding as well as instructional software (virtual Learning Labs), curriculum supports/remediation & intervention resources. **SUMMER 2022** -- Summer school will be offered to students who missed academic benchmarks and/or had challenges with reading and math concepts. Science and history concepts will also be embedded. Students will also participate in STEAM activities. During the **2022-2023** school year, instruction for all grade levels will be full-time, in-person learning. Evidence-based interventions to address learning loss will be incorporated in comprehensive school improvement plans. The division will provide support via teachers, reading specialists, and a math interventionist who will utilize evidence-based interventions (e.g., SPIRE, Lexia, Guided Reading, Study Island). The division psychologist and mental health specialist will also support students. [These supports will be offered again during the 2023-2024 school year. During school and after-school remediation was offered in 22-23 and will continue during the 2023-2024 school year \(utilizing teachers and tutors\).](#)

Section 4: Other Uses of Funds Section 2001(e) of the ARP Act permits school divisions to use the ARP Act ESSER III funding not reserved to address unfinished learning to address the impacts of COVID-19 in a variety of ways. Charles City Public Schools will use approximately **\$570,726.87** of its ARP Act ESSER III funds in accordance with Section 2001(e) of the ARP Act as described below. Students will have the opportunity to participate in virtual [and in-person field trips](#) to build on and expand learning (in a safe manner). A school psychologist will be available support students' and staff social-emotional concerns along with a Mental Health & Support Counselor. Funds will be used to provide and support coverage for absences in various areas (e.g., teachers, school nurse). Additionally, custodial services and support will be enhanced to ensure facilities are clean and safe for students, staff, and visitors. Professional development will continue to be provided for educators to make sure they are equipped with the tools needed to support students (e.g., behaviorally, academically, social-emotionally).

Section 5: Addressing Students' Academic, Social, Emotional, and Mental Health Needs Charles City County Public Schools recognizes the importance of addressing and meeting the social-emotional needs of students in our efforts to improve academic outcomes. The following practices will be utilized:

- Building strong and trusting relationships with students giving them the support they need (academically and behaviorally) to do and be their best. We will also build solid, trusting relationships with families and educators.
 - Establishing safe, positive, and stable environments
 - Explicitly teaching social, emotional, and academic skills
 - Actively engaging students in meaningful, culturally, and linguistically relevant learning experiences based on high academic expectations for all students
 - Providing supportive and specific feedback to allow students to be active in their learning and encourage academic growth
 - Providing access to support from school counselors, psychologists, and trusted staff members
- Our school social worker, school counselors, and division psychologist will support students and connect our families with community resources. Our staff will continue to participate in professional learning and development that addresses the social-emotional needs of our students.

Section 6: Consultation with Stakeholders and Opportunity for Public Comment In developing the ARP ESSER Plan, Charles City Public Schools conducted consultation in the following ways - Throughout the pandemic, we have worked closely with VDH in the development of our plans. We utilized teams with varied stakeholders to focus on Return-to-Learn plans and utilized multiple surveys that allowed us to hear from various stakeholder groups. We held a 21-22 Instructional Plan Townhall on May 26, 2021 that provided an opportunity to hear from the public. Information about the instructional plan for the 21-22 school year was also shared at the May 18 School Board mtg where public comment is permitted. Discussions and review of the learning plan and format began in March 2022 when the mask mandate changed via the Governor's order. It was also reviewed and discussed at the May School Board mtg with an emphasis on the summer learning format and in June at the regular School Board meeting with public comment opportunities. The plan was once again reviewed at a special called meeting on Nov. 10, 2022, and at the regular monthly mtg on Nov. 15, 2022, where public comment is permitted. A survey regarding uses of funds to address learning loss for all stakeholder groups was also provided. [The plan was reviewed at the June 2023 School Board mtg emphasizing the summer learning plan. School Board meeting provided an opportunity for public comment. Leadership noted that stakeholder feedback requested more teachers in front of students and less online learning.](#)

Section 7: Making the Plan Available to the Public

Charles City County Public Schools has taken the following steps to make this plan available to the public:

- The plan is posted on the school division's website.
- The plan may be orally translated for parents. Contact Dr. Todd Perelli, director of teaching, learning, and accountability; tperelli@ccps.net to request translation; and
- Upon request, a parent who is an individual with a disability as defined by the ADA may be provided with the plan in an alternative format accessible by contacting Dr. Suzan Denby, supervisor of exceptional learning; sdenby@ccps.net.



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LEA Plan for Safe Return to In-Person Instruction and Continuity of Services (Updated June 2023)

This optional template may be used by the LEA to comply with Section 2001(i)(1) of the ARP Act and U.S. Department of Education's Interim Final Rule requiring each LEA that receives ARP ESSER III funds to submit a plan that describes how it will safely return to in-person instruction and ensure continuity of services, including LEAs that have already returned to in-person instruction. The LEA is not required to use this template but should include all of the template elements in the LEA Plan for Safe Return to In-Person Instruction and Continuity of Services that it develops and publishes on its website. The plan should be published on the LEA's website by June 1, 2021.

With the closing of schools in March 2020, a healthplan delineating the strategies utilized to mitigate the spread of COVID-19. The Health team ensured signage was placed throughout facilities highlighting practices to keep students, staff, and visitors safe (e.g., directional signs, hand washing). Water fountains were converted to water bottle filling stations and classrooms were arranged to ensure appropriate social distancing. Cleaning protocols were changed to ensure clean, safe facilities.

Section 1: Introduction

The purpose of the American Rescue Plan (ARP) Act Elementary and Secondary School Emergency Relief (ESSER) III Fund is to help safely reopen and sustain the safe operation of schools and address the impacts of COVID-19 on the nation's students by addressing students' **academic, social, emotional, and mental health needs**. This plan describes how Charles City County Public Schools will maintain the health and safety of students, educators, and other school and division staff during and following the return to full in-person instruction. Questions about this plan should be directed to Dalphine Joppy, djoppy@ccps.net.

Section 2: Maintaining Health and Safety

Charles City County has taken and will continue to take actions to ensure the health and safety of students, educators, and other school and division staff during and following the return to full in-person instruction. A description of actions already taken and additional actions planned is below.

School buses will be cleaned and disinfected between runs. Students, staff, and visitors are asked to monitor their health and stay home when they are feeling sick. Prevention and mitigation strategies include:

Masks

- Masks are optional in all CCPS facilities. Masks are available in all facilities.



Student Supplies

- For safety, students will be encouraged to utilize individual supplies (e.g., crayons, pencils, pens, glue sticks).



Meal Service

- Elementary students will continue to sit at assigned tables.

School Bus Transportation

- When feasible, select bus windows will be open to increase circulation of outside air.
- We will continue to clean and disinfect school buses after each run (i.e., the pick-up and drop-off of each cohort of students).
- We will have masks available; however masks are optional.
- Hand sanitizer dispensers will be installed at the entrance of each school bus; students and bus drivers will be encouraged to use when getting on/off the school bus.



Ventilation

- Continued Preventative Maintenance of HVAC systems
- Installation of HVAC with Cold Plasma Ionization
- Continued use of air purifiers in common areas
- Upgrades to ventilation and exhaust fans to ensure all schools and offices have sufficient outside air ventilation.

Cleaning, PPE, and Handwashing

- We will continue enhanced cleaning measures with EPA-certified chemicals.
- While masks are optional, they will be available for all students, staff, and visitors.
- Hand sanitizer is readily available in all facilities.
- We will continue to emphasize and encourage regular hand washing throughout the school.

Recess

- No masks required outside for recess. Masks are optional.

Health Screenings

- Parents are asked to monitor their child's health daily. Students should remain at home if they are not feeling well.
- Staff are asked to monitor their health daily and remain home if they are feeling sick.

Health Separation Rooms

- Schools will continue to have a health separation room for individuals experiencing COVID symptoms.
- The health separation room will be staffed with a monitor if/when it is being utilized.

Contact Tracing and Close Contact Guidance

- Central office staff and the school division health team will continue to work with the Chickahominy Health Department to conduct contact tracing *when necessary*.
- The school division will continue to follow the latest CDC guidelines regarding contact tracing, close contacts and quarantine (when mandated).
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Quarantine

- The school division will follow the latest CDC guidelines regarding quarantine (when mandated).

Athletics

- Charles City County will continue to follow the latest CDC guidelines.

Visitors and Volunteers

- Visitors and volunteers are welcome and are required to follow mitigation guidelines. Masks are optional in all CCPS facilities.

COVID Vaccinations

- Contact our Health Department regarding vaccination locations.

Chickahominy Health District COVID Call Center

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General Inquiries: (804) 365-3240

Statewide Call Center

(8:00 am - 6:00 pm Mon-Fri):

1-877-VAX-IN-VA

- We will continue the following:
- Handwashing and respiratory etiquette signage in bathrooms in hallways.
- Cleaning and maintaining healthy facilities, including improving ventilation
- Efforts to provide vaccinations to school communities in collaboration with the Health Department and Fire EMS.
- Appropriate accommodations for children with disabilities with respect to health and safety policies
- [Coordination with state and local health officials periodic meetings are held along with periodic visits to facilities for feedback.](#)

Section 3: Continuity of Services

Charles City County has taken and will continue to take actions to ensure continuity of services, including but not limited to services to address students' academic needs and students' and staff social, emotional, mental health, and other needs.

[Instruction \(from 2021-22 to the 2023-2024 school year\)](#)

- Teaching and learning is in-person - students will attend school five days a week.
- A Kajeet hotspot may be provided to each family as needed. This will allow students to access online resources at home as well as at school.
- Students will be assessed at the beginning of the year to identify academic needs.
- Formative assessments will be used throughout the year to monitor students' growth and modify instructional supports as needed.
- Teachers will differentiate instruction and utilize technology to provide blended instructional delivery to meet the individualized needs of the students.
- Teachers will participate in PLCs where student data, pacing, lesson planning and instructional best practices will be discussed.
- Students with disabilities will continue to receive services and accommodations based on their IEP or 504.
- Teachers will continue to communicate regularly with parents on the progress of their child.

[This will continue during the 23-24 school year offering full-time, in-person learning.](#)

Technology

- Devices: All Pre-K -12th grade students may be provided with a division assigned laptop or iPad. The device will have a protective case for transport to and from school. Students will use their division assigned device for testing.
- Kajeet hotspot: All Pre-K -12th grade students may be eligible to receive a division assigned hotspot for at-home connectivity [if needed](#).

School Nutrition

- [During the 23-24 school year, lunch will be served in the cafeteria. Elementary students will continue to sit at assigned tables during lunch.](#)

Transportation

- **2023-2024:** Masks are optional on buses and inside all CCPS facilities.

Section 4: Opportunity for Public Comment In developing the ARP ESSER Plan, Charles City Public Schools conducted consultation in the following ways - Throughout the pandemic, we have worked closely with VDH in the development of our plans. We utilized teams with varied stakeholders to focus on Return-to-Learn plans and utilized multiple surveys that allowed us to hear from various stakeholder groups.

We held a 21-22 Instructional Plan Townhall on May 26, 2021 that provided an opportunity to hear from the public. Information about the instructional plan for the 21-22 school year was also shared at the May 18 School Board meeting where public comment is permitted. Discussions and review of the learning plan and format began in March 2022 when the mask mandate changed via the Governor's order. It was also reviewed and discussed at the May School Board meeting with an emphasis on the summer learning format and in June at the regular School Board meeting with public comment opportunities. The plan was once again reviewed at a special called meeting on Nov. 10, 2022, and at the regular monthly meeting on Nov. 15, 2022, where public comment is permitted. A survey regarding uses of funds to address learning loss for all stakeholder groups was also provided. [The plan was reviewed at the June 2023 School Board mtg emphasizing the summer learning plan. School Board meeting provided an opportunity for public comment. Leadership noted that stakeholder feedback requested more teachers in front of students and less online learning.](#)

Section 5: Periodic Review and Revision of Plan During the period of the ARP ESSER award (until September 2023), Dr. Dalphine Joppy, division superintendent, and Dr. Todd Perelli, director of teaching, learning, and accountability, will periodically review and, as needed, revise its plan for the safe return to in-person instruction and continuity of services. The plan will be reviewed at least every six months, and Charles City County Public Schools will seek and take into account public input during the review process. Plan revisions will address updated CDC guidance on safely reopening schools, if any are issued.

Section 6: Making the Plan Available to the Public

Charles City County Public Schools has taken the following steps to make this plan available to the public:

- The plan is posted on the school division website.
- The plan may be orally translated for parents. Contact Dr. Dalphine Joppy to request translation; and
- Upon request, a parent who is an individual with a disability as defined by the ADA may be provided with the plan in an alternative format accessible by contacting Dr. Suzan Denby, supervisor of exceptional learning.