



Charles City County Public Schools LEA ARP ESSER Plan

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.

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 purchase disinfectant, vehicle disinfectant, hand sanitizer, masks, and disposable gloves to be used inside schools and other facilities and school buses. Additionally, gowns, thermometers, and water bottles will be purchased. School buses will be cleaned and disinfected between runs. Students, staff, and visitors will complete temperature checks upon entry daily. Prevention and mitigation strategies include:

Masks

- Masks are required in all CCPS facilities and on buses, regardless of vaccination status.



Physical Distancing and Capacity

- 3 feet apart to the extent possible in classrooms to accommodate five days a week, in person learning.
- 1 student per seat (to the extent possible) on school buses to accommodate five days a week, in person learning. Students from the same household will be allowed to sit together.

Temperature Checks

- Elementary school – Student temperatures will be taken while students are on the school bus (when they arrive in the morning).
- Elementary school – Students being dropped off (*not arriving on a school bus*) will have their temperature taken when they enter the school building.
- High school – High school students will complete temperature checks upon entering the school building.

Student Supplies

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

Meal Service

- We will utilize cafeteria space to the greatest extent (using designated seating/assigned seats). *We will cohort students in the cafeteria to support contact tracing if needed.*
- Seating charts, podding, and/or sign in sheets will be used.
- Students will be required to wear their masks when not eating.
- Students will observe social distancing while in the cafeteria.

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 to ensure all students wear masks on the school bus.
- The two front bus seats will be vacant to create a physical barrier between the driver and students.
- 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.
- Social distancing will be observed on school buses.



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.
- Masks will be available for all students, staff, and visitors (if they do not have their own).
- 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; students will put masks back on when reentering the building.
- We will cohort students/classes at recess (to the extent possible) to support contact tracing if needed.

Health Screenings

- Parents are asked to monitor their child's health daily. Students should remain at home if they are not feeling well.
- Staff will continue Daily Symptom Checklist completion.
- Staff and students will continue temperature screenings upon entry to facility/schools.
- 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

- Central office staff and the school division health team will continue to work with the Chickahominy Health Department to conduct contact tracing when necessary.
- Vaccinated staff and/or students do not require quarantine unless symptomatic.

Close Contact Guidance

- A close contact is anyone who is within 6 ft or less of the person with COVID for 15 minutes or more in a 24-hour period.
- In indoor K-12 settings, a student who is within 3 to 6 feet of an infected student is not considered a close contact as long as both students are wearing masks and the school has other prevention strategies in place.
 - This exception does not apply to teachers, staff, or other adults in indoor K-12 settings.
- Close contacts are advised as soon as possible, self-quarantine, actively monitor for [COVID-19 symptoms](#), and get tested again 7-10 days after their exposure if their previous test(s) were negative. (AHD recommends PCR testing for contacts)
- All close contacts should get tested immediately if they develop symptoms.
- The following individuals do not need to quarantine, even if they are identified as a close contact:
 - Individuals who were fully vaccinated at the time they were exposed.
 - Individuals who had COVID-19 within the last 90 days of their exposure.
- Close contacts who do not need to quarantine should still monitor for [COVID-19 symptoms](#), get tested immediately if they develop symptoms, and stay home until they receive test results.

Quarantine

- 10 or 14 days
- Fully vaccinated individuals who are not experiencing symptoms are exempt from quarantine.

Athletics

- Charles City County will operate under the following COVID-19 guidelines for the 2021-22 indoor sports season until further notice:

All - All parties entering the building must have a mask on.

Athletes - Athletes may remove masks when actively participating in an activity. When athletes are sitting on the sideline, they must have a mask on unless they are drinking water or trying to get air.

Coaches - Coaches are to keep masks on when coaching. They may remove it when trying to get air.

Spectators - All spectators entering the building must keep their masks on at all times. Our concession stand will be in the cafeteria this year and all food must be eaten at a table in the cafeteria. No food or drink will be allowed inside the gymnasium. Social distancing is encouraged inside the gymnasium.

The Athletic Department will notify all if/when these procedures change.

Visitors and Volunteers

- No non-essential visitors/volunteers.
- Essential visitors and volunteers will be limited to:
 - Individuals supporting the provision of in-person student supports, to include partner programs.
 - Individuals supporting/performing CCPS operations and maintenance.
 - Individuals picking up/dropping off a child (in accordance with CCPS arrival/dismissal procedures).
 - Individuals picking up students who have become ill during the school day.
 - Parents/guardians attending school meetings (e.g., IEP, 504, conference).
- All approved visitors will adhere to safety mitigation strategies established by CCPS, to include masks and temperature screenings.

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 all students to support learning loss and to offer opportunities to maintain progress or expand learning.

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 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 meeting where public comment is permitted.

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

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.

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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 will complete temperature checks upon entry daily. Prevention and mitigation strategies include:

Masks

- Masks are required in all CCPS facilities and on buses, regardless of vaccination status.



Physical Distancing and Capacity

- 3 feet apart to the extent possible in classrooms to accommodate five days a week, in person learning.
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- The health separation room will be staffed with a monitor if/when it is being utilized.

Contact Tracing

- Central office staff and the school division health team will continue to work with the Chickahominy Health Department to conduct contact tracing when necessary.
- Vaccinated staff and/or students do not require quarantine unless symptomatic.

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Coaches - Coaches are to keep masks on when coaching. They may remove it when trying to get air.

Spectators - All spectators entering the building must keep their masks on at all times. Our concession stand will be in the cafeteria this year and all food must be eaten at a table in the cafeteria. No food or drink will be allowed inside the gymnasium. Social distancing is encouraged inside the gymnasium.

The Athletic Department will notify all if/when these procedures change.

Visitors and Volunteers

- No non-essential visitors/volunteers.
- Essential visitors and volunteers will be limited to:
 - Individuals supporting the provision of in-person student supports, to include partner programs.
 - Individuals supporting/performing CCPS operations and maintenance.
 - Individuals picking up/dropping off a child (in accordance with CCPS arrival/dismissal procedures).
 - Individuals picking up students who have become ill during the school day.
 - Parents/guardians attending school meetings (e.g., IEP, 504, conference).
- All approved visitors will adhere to safety mitigation strategies established by CCPS, to include masks and temperature screenings.

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

The school division addresses and will continue to address and sends reminders regarding -

- Universal and correct wearing of masks
- Modifying facilities to allow for physical distancing (e.g., use of cohorts/podding) students use this practice at lunch.

- Handwashing and respiratory etiquette signage in bathrooms in hallways.
- Cleaning and maintaining healthy facilities, including improving ventilation
- Contact tracing in combination with isolation and quarantine
- Diagnostic and screening testing in collaboration with the Health Dept.
- 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 [de
- Coordination with state and local health officials biweekly meeting 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 (2021-22)

- All in-person students will attend school five days a week.
- All students accepted in the Virtual Virginia will follow the schedule provided by Virtual Virginia, using the Canvas platform to participate in synchronous instruction. Virtual students will remain students of our school division and will be held accountable for attendance and participation in state assessments.
- All students will be issued a computer to support instruction. 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.
- Teachers revised pacing guides for 2021-22 based on vertical alignment conversations with the previous grade level to address learning gaps.
- 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.

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.

School Nutrition

- During the 2020-21 school year, Charles City County Public Schools delivered meals to our students 5-days a week using our bus drivers. For the 2021-22 school year, breakfast will be served as "grab and

go” and students will eat in the classrooms. Lunch will be served in cafeterias. Assigned, numbered tables will be used to ensure social distancing.

Transportation

- Students will continue to wear masks on the buses for the 2021-22 school year. Students will be socially distanced, with one student per seat unless they are siblings or live in the same household.

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.

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

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- 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.