



**Greenwood Public Schools
Continuity of Services Plan
(Ready for Learning)
2022-2023**

The goal of this plan is to provide students, staff, and parents of the Greenwood School District with updated information throughout the school year as we continue to provide rigorous educational experiences while trying to navigate the challenges presented by COVID-19 pandemic.

This plan is a fluid outline of the items that have been and will continue to be addressed and reviewed throughout the 2022-23 school year by our Continuity of Services Committee, which is made up of members from our Personnel Policy Committee (PPC), nurses, administrators, bus drivers, paraprofessionals, food service staff, maintenance staff, district security team, teachers, and parents.

The Greenwood School District formulated this plan under the guidance and direction of the Arkansas Department of Health (ADH) and the Arkansas Department of Elementary and Secondary Education (DESE). As knowledge and resources have evolved throughout the pandemic, our district's policies and practices have consistently been updated to keep in line with current ADH/DESE directives and guidance.

Please understand that any/all information within this plan is subject to change based on new directives or guidelines that could be issued by the ADH and/or DESE. Updates to this plan may also be needed as new variants are introduced and/or positive case counts rise rapidly within our community or school district

Updated Information for the 2022-2023 School Year

Date Added	Updates
July 14, 2022	Greenwood Director of School Security, Mr. Jim Caudle, presented a revised MOU between the Greenwood School District and the Greenwood Police Department to provide three school resource officers for the 2022-2023 school year. Mr. Caudle also outlined the duties and assignments for our resource officers and security team members.

August 9 & 10, 2022	Two separate school safety security forums were made available for students, staff, parents, and community members of the Greenwood School District. The first meeting was held on August 9, 2022 and the second on August 10, 2022. During these meetings Greenwood Director of School Security, Mr. Jim Caudle, highlighted our School Response Plan and gave participants an opportunity to meet our school security team.
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FAQ Regarding COVID-19 and/or Student Illness

Updated September 16, 2022

Q: My student has signs and symptoms of COVID-19. Who should I contact?

A: If your child is experiencing signs and/or symptoms of an illness, please contact your child's school and speak to the school nurse or front office.

Q: My student was sent home from school by the school nurse due to an illness and they are exhibiting signs of COVID-19. Do I have to get him/her tested?

A: No, we cannot require you to test your child, but testing is encouraged

Q: My child was around someone who recently tested positive for COVID-19. Does that mean my child will have to quarantine?

A: Unless your child shows symptoms of COVID-19, or you receive a call from a district representative, your child should continue with their normal routine.

Q: If someone in my household has a confirmed case of COVID-19, should I contact the school?

A: No, unless your child begins experiencing signs and/or symptoms of an illness or they test positive for COVID-19, there is no reason to contact the school.

Q: My student tested positive for COVID-19. What should I do now?

A: Please contact your child's school to report the positive case. For positive cases, the CDC currently recommends the following guidelines.

- Stay home for at least 5 days and isolate from others in your home
- If after 5 days you are fever-free for 24 hours without the use of medication, and your symptoms are improving or you never had symptoms, you may end isolation after day 5.
- You should wear a high-quality mask through day 10.

Q: My student tested positive for COVID-19, do I have to provide a negative test result for my student to come back to school?

A: No, a negative test result is not required for the student to return to school.

Q: My student had symptoms of COVID-19 but tested negative, can he/she go to school?

A: Students who test negative may return to school as long as they are fever free for at least 24 hours without medication.

Q: Will I be notified if someone in my child's school tests positive for COVID-19?

A: No, Governor Asa Hutchinson announced on February 1, 2022, that school districts will no longer be required to conduct contact tracing and quarantine probable close contacts to positive COVID-19 cases.

Q: If my student does isolate due to testing positive for COVID-19, will he/she be able to complete their school work from home?

A: Yes, students who isolate due to testing positive for COVID-19 will now fall under our "Excused Absences" policy and may have the ability to complete their work from home. Please communicate with your child's teacher(s) for specific information.

Q. Will my student(s) be required to wear a face covering?

A: No, students will no longer be required to wear face coverings at school or on district transportation. Face coverings are optional and a personal choice. However, the CDC does currently recommend that individuals who test positive for COVID-19 wear a mask through day 10.

Section 2: Facilities and Transportation

- Maintenance/Custodial crews will distribute sanitizing wipes/sanitizing misting spray bottles, CDC-approved hand sanitizer, and a box of disposable gloves to every office and classroom for appropriate use
- Signage about frequent handwashing, cough/sneeze etiquette, and nose blowing will be widely posted, disseminated, and encouraged through various methods of communication.
- Touchless water dispensers were installed at all buildings.
- Maintenance personnel will monitor HVAC systems regarding appropriate ventilation by inspecting and conducting appropriate cleaning and maintenance. Inspections for airflow obstructions near air supply vents throughout the buildings will be conducted.
- Evening cleaning crews will conduct appropriate cleaning and disinfecting of classrooms, offices, and common areas.

- Electrostatic misting will be conducted in all buildings when needed.
- Custodial staffing needs will be assessed after the start of school to determine whether adjustments are required.
- Custodial staffing will be surged as required depending on need.
- Nurses stations have been adjusted to accommodate regular daily needs for medications and treatment of students with special needs in a well child area, and another specific area set up for triage/isolation. Additional assistance will be added to assist our nursing staff with case loads on an as needed basis.
- To the extent feasible, bus drivers will assign seats for all students riding a school bus. Family groups may be assigned to sit together depending on the situation.
- Any student riding any bus other than their regular bus must have a permission slip signed from their parent or guardian. This note must be stamped in the principal's office and taken to the bus driver.
- Parents should screen each student for illness prior to sending the student to board the bus.
- Questions regarding transportation issues should be directed to transportation@greenwoodk12.com or call 479-996-4127.

Food Service

- Proper sanitation of all areas will be completed after each meal. Mrs. Teresa Rose along with each cafeteria manager will ensure proper training of staff and ensure cafeteria and kitchen cleaning and disinfecting multiple times daily.
- All staff will follow proper handwashing guidelines at all times, and wear appropriate PPE as determined by the ADH and DESE including hair nets, gloves, masks, and aprons. Procedures will not allow students to pick up utensils, self-serve, or share food. Students may utilize disposable utensils and containers upon request.
- Hand sanitizing stations will be utilized throughout the cafeterias. Signage will be placed in all cafeterias reminding students and staff of proper hygiene practices.
- Parents are strongly encouraged to open an online payment account at our third party online payment site, EZ School Pay. This site may be accessed at www.ezschoollpay.com. The second preferred payment method will be checks. This would be particularly beneficial at the secondary level for the purchase of ala carte items so that limited cash is exchanged.
- Parents are encouraged to fill out the applications for free and reduced lunch assistance at www.ezmealapp
- In order to limit multiple person contact with key pads for entering student meal PIN numbers, optional barcode scanners will be utilized at each campus throughout the district.
- Parents are encouraged to send a labeled water bottle with their students. Hydration stations will be available for students to refill their bottles. Students will have access to free, potable water in or near every cafeteria.

In the event the district must pivot to fully online instruction, food security will be addressed. Upon approval from USDA and DESE, grab and go meals will be provided. Communication to families on all social media and websites, as well as voice communication platforms will contain specific information on dates and pick up times.

Section 3: Academics

Plan to Support Student Learning:

- Vertical curriculum teams have worked to review the essential standards that need to be taught from last year. These key concepts will be woven into new learning and mastery will be assessed.

- Students will also take early assessments in September to pinpoint student needs and guide daily instruction.
- State diagnostic and district assessment platforms that will be utilized to assess student learning. The data gained from these assessments will be reviewed in team meetings to help guide instruction and provide in time intervention services to students. For the 2022-2023 school year, GSD will utilize the following testing assessment platforms:
 - K-2: NWEA (State Assessment)
 - 3-6: NWEA (Local Assessment)
 - K: Phonological Awareness Screener for Intervention (PASI/Local)
 - 1-2: Phonological Awareness Screening Test (PAST/Local)
 - 1-4: Phonics Screener for Intervention (PSI/Local)
 - K-4: Developmental Spelling Analysis (DSA/Local)
 - 3-10: ASPIRE (State)
 - 2-4: Sumdog Math Placement (Local/Optional)
 - K-4: DLM Alternative Assessment (State)
 - K-12: ELPA21 Screener (State)
 - K-12: ELPA21 ELL Assessment (State)
 - 1-11: STAR Reading (Local)
 - 7-8: i-Ready (SpED/Local)
 - 7-8: IXL (Local)
 - K-6: i-Ready (BOL/Local)
 - K-8: Moby Max Placement (Local)
 - 10th: PSAT
 - 11th: ACT
 - 11th: ASBVB

Teacher Training and Collaborative Planning:

- Every grade level and core content team will work this summer to plan instruction and define their training needs.
- Pacing guides and maps are being revised to address learning gaps and ensure that we stay on pace for current grade level/course level expectations and mastery
- Technology day will have 25 different sessions focused on supporting teachers with technology and skills to successfully deliver a blended learning model
- Additional equipment has been purchased to ensure every teacher has access to technology when needed for online learning.
- PLC teams will work throughout the school year in grades K-12 to ensure strong collaborative planning, data review, and timely interventions for students.

Survey of Online Accessibility

- 98% of our stakeholders have cell service at home, but 11% report limited or poor connectivity
- 100% of our families have at least one device at home and 78% have more than one device per person
- 75% reported they have access to additional service at friend or family member's homes

Blended Learning Plan

All face to face instruction will be supported by a blended learning model to support Alternative Method of Instruction (AMI) days. Our teachers have been trained on effective online instruction and will utilize Google classroom, Zoom, and Google Meet to engage students as the need for a pivot to online learning is needed. Practice sessions demonstrating the pivot to blended learning will be a part of all classroom instruction at the start of the school year, as well as reviewed in orientations.

Online Learning Plan

- Mr. Mark Shumate will direct the district online learning program.
- 7-12 students will utilize the Arkansas Virtual Academy for online services. Mr. Jason Bridges will direct that program for the 2022-2023 school year.
- Mr. Mark Shumate will be responsible for parent/student orientation for online learning.
- A job description for online teaching staff has been developed
- Additional staff will be assigned to assist with online learning communication on an as needed basis
- Special services will be provided through tele-services or zoom as outlined in the IEP or 504 plan.

Section 4: Human Capital

- Staff assessments have been completed by the building principals
- A plan to utilize staff members for online learning has been developed
- Job Descriptions for online staff have been developed
- Utilization of teacher interns and social worker interns are being coordinated by building administrators
- Professional development needs were assessed and training scheduled to include technology for effective blended learning, technology and delivery of online learning.

Section 5: Student Support

Throughout the 2022-2023 school year, students will be supported in the following areas:

- Face-to-Face Instruction in a traditional classroom
- Blended Learning for extensive absence due to illness
- Online Learning for students with medical concerns/family pandemic issues
- Tele-health services as needed for appropriate student support
- Zoom services for special supports as needed in the case of a fully online student
- Special Ed/504 conferences and evaluations are held virtually or onsite as needed
- Signs placed on campus to promote safe hygiene practices
- Nurse facilities divided for well child versus triage/isolation unit
- School Based Mental Health services will be available to support students at school and in online learning
- Increased School Resource officers and CSSO's will provide safety and security presence on each campus to promote student safety

Section 6: Stakeholder Communication and Family Engagement

District communications are coordinated by the GPS central office. Building level communication is covered by designated coordinators at each building. Social media, as well as websites, are updated on an as needed basis to keep our stakeholders informed of state as well as local decisions and updates.

- Suzy Wilson will oversee district communication on websites, social media, Apptegy systems, and School Status programs
- Mr. Ciesla will provide an update in monthly board meetings
- Mr. Jim Caudle will be the district Point of Contact.
- Communication promotional materials will be distributed to all parents at the beginning of the year (stay connected magnets, communication flyer)
- Facebook, Instagram, Twitter, Peachjar, School App, and Website will be utilized to share announcements as well as AMI and online learning information.
- School Nurses will send information to parents on best hygiene practices to prevent spread of illness.
- School Counselors will communicate to students and parents regarding pandemic issues and trauma for children
- Greenwood Schools will utilize the [CDC Communications Resources](#).
- Greenwood Schools will utilize [ADH Resources](#) as needed.
- The Continuity of Services (Ready for Learning) Plan will be posted to the district website no later than October 15, 2022, as mandated by the state.
- The School Status platform will be utilized by teachers to provide feedback to parents through phone calls, texts, and emails. This platform will allow the district to have records of all communication, gather data, and review reports of communication efficiency by each teacher. This platform allows for two-way communication that teachers and parents can easily use while at work or at home.
- Each teacher will have access to a chromebook or laptop to utilize at home for blended learning assistance and parent communication.

Many Ways to Stay Connected with Greenwood Public Schools

- Like us @Greenwood School District on Facebook
- Follow us @Greenwood Public Schools on Instagram
- Tweet us @GSD_Excellence on Twitter
- Download us in the App Store @Greenwood AR Public Schools
- Search us on the web @greenwoodk12.com

Section 7: Technology for Blended & Remote Learning

- Section 6 of this report outlined the district's use of websites, social media and other digital feeds to communicate with families. Our analytics of social media platforms indicate that our families have a consistent place they go to access district announcements and information. Facebook is the preferred online platform, while text message is the preferred type of delivery method. Greenwood Schools utilizes Apptegy for voice, text, and email communication delivery services.
- Technology Process Leaders will be published on the district website page:
 - Family device return/distribution Leader - Forrest Connally

- Staff device return/distribution leader - DeeAnn Martin
 - Device vendor management leader - Frankie Ward
 - Internet/Intranet communication leader - Rick Clark
 - Technology infrastructure evaluation leader - Rick Clark
 - Infrastructure vendor management leader - Frankie Ward
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- Family technology liaisons will be appointed by each principal for each school building for the 2022-23 school year. These liaisons will answer questions as parents have concerns, and bridge communications with the district level technology department. These technology liaisons will be posted for each school on their district website.
 - Our 7-12 students will continue a 1:1 program for the fall of 2022-23. This will eliminate a large number of checkout/return processing. Grades K-6 will go to an “as needed” checkout policy. Building principals and the district info line (info@greenwoodk12.com) will assist with families who request technology devices or assistance. The building technology liaison will assist with communication to the technology department and set up the check out process.
 - Mr. Rick Clark will work with vendors to secure the new orders of equipment as needed.
 - Mr. Rick Clark will oversee the district technology plan for return to school.

Section 8: Health & Safety

- Beth McDaniel, RN and Leanne Turner, RN will coordinate with local public health agencies and community partners to follow current health and safety guidelines
- Point of Contact for our district with ADH and DESE is Mr. Jim Caudle. Mr. Caudle has been trained through John Hopkins University on COVID-19 Contact Tracing. His expertise and knowledge in this area will guide our district through the necessary steps for the 2022-23 school year
- All school nurses will work to create a training session for staff members within their building. This training will include proper use of CPR, EPI pens, recognizing symptoms of COVID-19 and other illnesses, an overview of new policies for triage and isolation rooms, and appropriate screening information.
- Two way communication to staff, students, and parents will be available through info@greenwoodk12 or through the School Status communication system
- Mr. Jim Caudle and Mr. Jerry Elmore will conduct training with maintenance staff regarding environment surface cleaning and disinfecting as well as personal safety. Mrs. Teresa Rose will conduct similar training with the food service staff. Mr. Stan Brown will also work with the Transportation department for effective training on bus disinfecting and proper PPE procedures.
- Mr. Jim Caudle, Director of District Security will continue to revise and update the school crisis plan and communicate with stakeholders on an as needed basis
- Signage is being placed throughout all campuses reminding students and staff of proper hygiene. Screening information and visitor information will be placed at the one main entry point of each school
- School counselors and School Based Mental Health Therapists will reinforce good hygiene practices and deal with the social/emotional issues facing children and families during regular guidance lessons, as well as through newsletters and zoom sessions with families at home
- The district has identified its medically fragile students and is working with their families to create a plan that will fully support that child’s educational needs for the 2022-23 school year in an environment that will protect the child’s health and well-being

- Classrooms will be modified to reduce close contact and maintain social distancing as much as possible.
- Cafeteria spaces will also be arranged to reduce contact closer than 3 ft when possible.
- Recess and outdoor recreation areas will be used with some modifications for group size and cohort type play experiences to reduce the footprint of contact with a smaller number of children
- Absence reporting will follow the recommendations from DESE. All students accounted for in seat time or online learning time will be counted “present”. Students not present for face to face or remote instruction will be counted absent using either an “excused” or “unexcused” notation
- Absences related to COVID-19 quarantines or diagnosis will be noted locally and communicated with ADH per the guidelines set forth

If you have any questions about our District Continuity of Services Plan, please contact Greenwood Schools at 479-996-4142 or email info@greenwoodk12.com.