



Reigniting the Beacon:

A Guide for Safely Returning to School

“Therefore, humble yourselves under the mighty hand of God, that He may exalt you at the proper time, casting all your anxiety on Him, because He cares for you.”

1 Peter 5:6-7

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Introduction and Rationale

During these unprecedented times it is essential for Lighthouse Christian Academy to be faithful in its approach to the pandemic and how we respond to our community needs, present and future. This means first and foremost that we acknowledge God is in all things and none of this surprises Him.

Ecclesiastes 1:9 says “That which has been is that which will be, and that which has been done is that which will be done. So, there is nothing new under the sun.”

We serve a loving God, and we can rest knowing that he will care for his people. This is a wonderful truth that we want everyone to be encouraged by. A Christian response to our needs as a community also means that we will seek and make use of the wisdom of others. Proverbs 15:22 “Without consultation, plans are frustrated, but with many counselors they succeed.”

Our goal is to start the school year off with a well-thought-out plan that has taken into consideration the needs of our families and the unique challenges that the pandemic has brought to our doors. Because we are committed to the health and safety of all connected to LCA, we have assembled a group of individuals including doctors, nurses, parents, teachers, and staff who are all connected to our institution, and whose wisdom, knowledge, and care we hold dear and for which we are thankful to have access.

We know there are many questions on the minds of the parents of LCA. This guide, we hope, will answer some of your questions and calm some of your fears. Our plan was created using the guidelines of the IDOE and its guidance on school re-entry and in cooperation with state and local health authorities. From this guide, policy will be created by the LCA school board so that we have a unified and uniform approach to the start of the school year and the days after.

Our approach to creating a re-entry guide focuses on the needs and safety of the students. We will first focus on the day-to-day protocols (logistics and planning) that will help keep students and families safe. The second focus will be how we maintain a dynamic learning environment in our new reality. eLearning will also be addressed in this section.

By focusing on these two areas, we believe this will help guide all students, parents, faculty, and staff into a more comfortable and safe school year.

LOGISTICS AND PLANNING

1. Day-to-Day Protocols

Lighthouse Christian Academy will begin the 2020-2021 School Year on August 5. The following information is provided to help our school community start the school year safely and have a great school year. Below, we have provided daily procedures and protocols to help promote the safety of every student and teacher. We have also added some helpful information that will be used if eLearning must be utilized again.

The Basics

Every family, as well as faculty and staff, must perform a daily self-screening before coming to school. Family self-screening includes ensuring that each child does not have one or more of the following symptoms that is not otherwise explained: A fever of 100.4°F or greater, cough, shortness of breath or difficulty breathing, chills, repeated shaking with chills, muscle pain, headache, sore throat, new loss of taste or smell, congestion or runny nose, nausea or vomiting, diarrhea. Parents should inform the school if a student is experiencing symptoms related to COVID-19 and the student should stay home. Parents are also encouraged to contact a medical provider to rule out COVID-19.

A culture of good hand hygiene will be taught, encouraged, and practiced throughout the day. Students and faculty will be encouraged to their wash hands often.

Protecting others by covering coughs and sneezes will also be taught and practiced by all faculty, students, and staff.

Students should not share drink, food, or personal belongings, i.e. Chapstick, pens, pencils, personal hand sanitizers, etc.

The most important rule that we will implement to promote the safety of all faculty, students, and staff at LCA is self-screening. Anyone who is sick must stay home. Faculty, students, or staff with a fever of 100.4°F or higher must stay home until fever free, without medication, for 24 hours. If a student has a fever of 100.4°F or higher, they will be appropriately kept away from other students until a parent or guardian can pick them up.

Additionally, if a faculty member or student exhibits 1 or more of the following symptoms* **that is not otherwise explained**, they should stay home/will be sent home:

- ❖ A fever of 100.4°F or greater
- ❖ Cough
- ❖ Shortness of breath or difficulty breathing
- ❖ Chills
- ❖ Repeated shaking with chills
- ❖ Muscle pain
- ❖ Headache
- ❖ Sore throat
- ❖ New loss of taste or smell
- ❖ Congestion or runny nose
- ❖ Nausea or vomiting
- ❖ Diarrhea

*Current as of July 9, 2020

School Entrance Protocols

What are the procedures for morning drop-off or arrival?

- ✚ What does Before Care look like?
 - ❖ Before Care will begin at 7:00 AM. Students must wear a mask when entering the building.
 - ❖ Before Care students' temperatures will be taken upon entering the building.
 - ❖ Parents should wait for confirmation that their student is okay before leaving.
 - ❖ If the temperature is 100.4°F or greater, they will be sent home.
 - ❖ Students should report to the gym after being checked.
 - ❖ Students in Before Care will receive a sticker confirming they were temperature checked and are okay for the start of school.
 - ❖ Students should report to their classrooms at the designated time.
- ✚ Faculty and Staff
 - ❖ Faculty and staff will self-screen before coming to school.
 - ❖ All faculty and staff must wear a mask when entering the building.
 - ❖ Upon entering the building, faculty and staff members will have their temperature taken.
 - ❖ If the temperature is 100.4°F or greater, they will be sent home.
- ✚ Students
 - ❖ All students are required to wear a mask when entering the building.
 - ❖ All students should proceed directly to their classroom/homerooms after arriving unless reporting to Before Care.

- ❖ At that time, the homeroom teacher will take each student's temperature. All classroom teachers will have an infrared thermometer in their classroom.
- ❖ Students with a temperature of 100.4°F or greater will be asked to go to the office waiting area to have their temperatures retaken after 15 minutes.

We recognize that temperatures can vary depending on the situation. We do not desire to send a student home without good reason and therefore want to make sure a student's temperature is not elevated because he was running outside or sitting in a hot car.

✚ What if a student arrives late?

- ❖ Students arriving to school late should wear a mask into school and report to the Main Office where their temperatures will be taken before going to class.
- ❖ Students with a temperature of 100.4°F or higher will be sent home.

Health checks will be done throughout the day to monitor faculty and student wellness. This will be accomplished by having teachers take notice of any possible COVID-19 symptoms. We will also perform random temperature screenings throughout the day. The following are other precautions that will be taken to prevent the spread of COVID-19 in our community.

- ❖ Desks will be sanitized by students multiple times a day.
- ❖ Commonly touched surfaces will be cleaned and sanitized hourly.
- ❖ Students will be required to wash their hands after playing outside, before and after eating, and after using the bathroom.
- ❖ Students will be encouraged to use the sanitizing stations in the hallways.
- ❖ The water fountain bubblers will be turned off. In place of the bubblers, students will be able to refill their water bottles with the touchless water system at the entry or in B hallway.

Mask Wearing

- ❖ Students should wear a mask when entering the building.
- ❖ All students must have access to a mask throughout the day. These should be cloth masks when possible.
- ❖ LCA will have a supply of disposable masks for visitors, faculty, staff, and students who might need one.
- ❖ Pre-K & Kindergarten will wear a mask as they enter the building and until they have been temperature checked. After passing screening, students are not required to wear a mask.

- ❖ First through fourth grades will wear masks except when they are outside. Teachers will plan periodic “mask breaks” when students are seated at their socially distanced desks.
- ❖ Middle School and High School will wear masks except when outside. In middle school and high school classrooms, when students are socially distanced teachers may allow masks to be removed.
- ❖ Faculty and staff will wear masks and attempt to maintain 6ft social distance. Teachers may remove masks when students are not present in the classroom. Teachers will be expected to wear masks when it is required for students to wear masks.

We understand that mask wearing is a very sensitive subject and that there are many opinions. We want all students, faculty, and staff to be safe and comfortable. We have chosen this procedure for masks because it creates a less restrictive approach to mask wearing throughout the day while also keeping others safe when encountering large mixed crowds in the hallways.

✚ What about students with sensory issues?

- ❖ It is our hope that by communicating the procedures for school this fall, parents can work with students to manage mask wearing.
- ❖ If masks pose a significant hurdle for your student because of sensory issues, we ask that you please communicate with us so that we can help find a reasonable solution.

✚ What are the consequences if my child does not wear a mask at the appropriate time?

- ❖ This plan has been created to be helpful to all and to keep everyone safe. If a student does not wear a mask at the appropriate times, he will be asked to put on his mask. If he continues to refuse, we will ask the parents to pick the student up for the day. All students are expected to adhere to the mask policy.

School Dismissal

✚ How does dismissal of students look different?

- ❖ Hallways
 - When in the hallways between classes, students must wear masks.
 - Elementary classes will move to new classes before/after middle and high school to limit the amount of people in the hallway.
 - Dismissal at the end of the day will be at the normal times; 3:00 PM for elementary and 3:15 PM for middle and high school. Students must wear their masks when leaving the building and should not congregate in the hallways or at the main entrance.

Social Distancing in The Classroom

- ✚ What will social distancing look like?
 - ❖ Students will be spaced as far apart as possible in the classroom and will be facing the same direction when in class.
 - ❖ We recognize the importance of student collaboration and working together and will encourage this at times in the classroom.
 - ❖ Students in grade PreK-12 will have assigned seating.

- ✚ How will social distancing be taught and supported?
 - ❖ Students, faculty, and staff will be encouraged to socially distance when possible.
 - ❖ This will be taught by the school nurse (or medical professional) by communicating what social distancing is, and is not, and will be encouraged through consistent communication from faculty and staff.

Social Distancing in Shared Spaces

- ✚ Will students need to wear masks in shared spaces?
 - ❖ Students will need to wear a mask in all shared spaces. In class, students can remove their mask **only** if the directed to do so by the teacher.
 - ❖ Students do not need to wear a mask outside of the building when at play.

- ✚ How will lunch be handled?
 - ❖ All classes will eat in their homerooms.
 - ❖ Students will not be allowed to use the microwaves to heat up food.
 - ❖ Students should bring a bagged lunch, order catered lunch, or place their heat-up on the tray in the morning for the kitchen staff to prepare. All heat-ups should be labeled with the student's name, grade, and homeroom. i.e. Jones – 4th – Mobley.

Unified Arts and Extracurricular Activities / Clubs

- ✚ How will P.E., Band, Choir, Art, etc. be provided and how might these classes look different compared to previous years?
 - ❖ We will continue to provide an excellent Physical Education class. Classes will be held outside when possible. When P.E. is inside, the equipment will be disinfected after each class.
 - ❖ Band and Choir will continue to be offered. We understand that the spread of the virus is most prevalent through particles in the air. Choir and Band are natural places for a greater concentration of air particles. Band and Choir will include a greater component of music theory to

help decrease any possible virus transmission. Also, when possible, these classes will be held outside. Masks may be required when singing.

Disinfecting and Hygiene

- ✚ Will the school provide necessary supplies for proper hygiene? Will students bring their own?
 - ❖ LCA will provide all things necessary for appropriate hygiene during the school day. Sanitization stations will be situated throughout the building. Soap dispensers in the bathrooms will be monitored and filled when emptied. Paper towel dispensers have been replaced with automatic towel dispensers.
 - ❖ We have added a personal hand sanitizer to the school supply list for all students. Personal hand sanitizers should not be shared between students.
- ✚ Where will hand sanitization stations be located?
 - ❖ Hand sanitization stations will be located outside of every bathroom, at the main entrance to the school, and in the gym. All teachers will have hand sanitizer readily available in their classrooms.

Disinfecting and Deep Cleaning

- ✚ How will you obtain cleaning supplies?
 - ❖ LCA purchases its cleaning supplies through HP products.
- ✚ How often will deep cleaning take place?
 - ❖ The LCA building will be cleaned each night by a professional company. They will also disinfect classrooms and bathrooms each night using a rated disinfectant with a COVID-19 kill claim.
- ✚ What expectations will exist for cleaning of classrooms, restrooms, and other high touch areas?
 - ❖ During the school day, classrooms will be cleaned and sanitized multiple times a day. This will be accomplished by the teachers and students. Students will be given sanitizing wipes for their personal space and the teachers will have the necessary cleaning supplies to help students sanitize their desks and seating areas routinely throughout the day and especially before and after lunch, before recess, and at the end of the day before going home.
 - ❖ Restrooms will be monitored throughout the day for cleanliness. Sinks will be cleaned and sanitized multiple times throughout the school day as well as stall door handles.

Evidence of a Positive Case in the Building

If a positive case of COVID-19 is confirmed in our school community, the administration will contact the Monroe County Health Department followed by the Indiana Department of Education. The Indiana State Department of Health is responsible for communicating to the school community when necessary.

✚ How will confidentiality issues be addressed?

- ❖ If a positive case of COVID-19 is confirmed in our school community, we will respond quickly.
- ❖ If a student has a confirmed case of COVID-19 we will first contact our local health authorities and allow them to help with the communication to families who may have been impacted.
- ❖ It is the responsibility of the local health department to contact the person confirmed with COVID-19, inform direct contacts of their possible exposure, and give instructions to those involved with the confirmed case, including siblings and other household members regarding self-quarantine and exclusions. The individual who tested positive will not be identified in communications to the school community at large but may need to be selectively identified for contact tracing by the local health department.
- ❖ If a closure is determined necessary, LCA will consult with our local health department to determine the status of school activities including extracurricular activities, co-curricular activities, and before and after-school programs.
- ❖ As soon as the school becomes aware of a student or employee who has been exposed to or has been diagnosed with COVID-19, the custodial staff will be informed so that impacted building or bus areas, furnishings, and equipment are thoroughly disinfected.

✚ How will LCA handle the return to school of those who have tested positive for COVID-19?

- ❖ Lighthouse Christian Academy will follow the Indiana State Department of Health's guidance for safely returning to school. This guidance can be found on pages 12-15 of this document and on the Indiana State Department of Health website.

✚ If a teacher or staff member gets sick, how will classes get covered?

- ❖ LCA employs substitutes to cover the absences of teachers. Substitute teachers will be required to go through the same entry protocols as faculty, staff, and students.

- ❖ When possible, teachers who are home out of caution of possible COVID-19 exposure or symptoms will teach their class from home via Schoology.

Emergency Contacts

- ✚ How will you ensure you always have the most updated contact information on families?
 - ❖ LCA collects contact information for parents and emergency contacts through its yearly application process. If there are updates to your contacts or emergency contacts you would like to make, please email them to Christie Spurlock (Christie.Spurlock@mylca.net) who will update your information in our SIS.

Education and Training

- ✚ What education and training will be provided for students, teachers, parent/visitors, and vendors who enter the building?
 - ❖ Placards and posters will be placed throughout the building reminding students of the ways to keep everyone around them safe.
 - ❖ We will use our TV screen at the front entrance to teach individuals about safely navigating our building and about school protocols.
 - ❖ We will regularly remind students they can do their part to keep others safe.
 - ❖ We will invite nurses and other health care professionals into our community to help teach and discuss with students how to properly wash hands, sanitize, and social distance.

COVID-19 Screening Decision Tree

Student or staff member complains of COVID-19 or MIS-C symptoms.

Call 9-1-1 (EMS) if any the following symptoms are exhibited

- +Difficulty or Rapid Breathing
- +Chest Pain
- +Pulse Ox <92%
- +New Confusion
- +Bluish Lips/Face
- +Unable to wake or stay awake

NO



Mask student or staff member

Place student in isolation area away from others



Staff should go home immediately and consult a healthcare provider.

Questions to ask:

1. When did symptoms appear?
2. Recent COVID-19 exposure?
3. Signs and Symptoms *(see list on back)*
4. Temp > 100.4 or school board policy if lower
5. + Pulse Ox < 92%

Verbal, Visual, & Physical concerns out of range?

NO

Allow to rest for 10 minutes

Improving? **NO**
YES

Back to Class

YES

- + Isolate
- + Send home ASAP
- + Contact Medical Provider
- + Contact Public Health

FOLLOW-UP WITH
+ Student/family
+ Health Services
+ Administrator

Symptoms of COVID-19



**CONGESTION
OR RUNNY NOSE**



FEVER 100.4*
*or school board policy
if threshold is lower



COUGH



**SHORTNESS OF BREATH OR
DIFFICULTY BREATHING**



DIARRHEA



NAUSEA



SORE THROAT



MUSCLE PAIN



CHILLS



**NEW LOSS OF TASTE
OR SMELL**

**Usually presents with more than one symptom.*

Look for emergency warning signs* for COVID-19. If someone is showing any of these signs, seek emergency medical care immediately

***Difficulty or rapid breathing**

***Inability to wake or stay awake**

***Persistent pain or pressure in the chest**

***Bluish lips or fact**

***New confusion**

***Stomach Pain**

**This list is not all possible symptoms. Please call your medical provider for any other symptoms that are severe or concerning to you.*

**Call 911 or call ahead to your local emergency facility:
Notify the operator that you are seeking care for someone who has
or may have COVID-19.**

Symptoms of MIS-C

***Rash**

***Red/Swollen Tongue**

***Red Eyes**

***Swelling Hands/Feet**

***Cracked/Swollen Lips**

***Stomach Pain**

Updated: 6/25/20

COVID-19: When a student, faculty or staff member can return to school



Individual	Symptomatic	No Symptoms
Not Tested with Alternate Explanation (strep, influenza, etc. as determined by a provider)	May return to school after 24 hours resolution of fever AND note (including email and fax) from provider stating the individual has an alternate diagnosis and the provider believes it's appropriate for the patient to return to school.	N/A
Not Tested Without Alternate Explanation	Must remain home for at least 10 days from the first day symptoms appeared AND 72 hours fever-free without fever-reducing medicine and with improvement of respiratory symptoms.	N/A
Tested and Negative	If no alternative explanation, <i>isolate</i> for at least 10 days from the first day symptoms appeared AND 72 hours fever-free without fever-reducing medications and with improvement of respiratory symptoms. The test may have been a false negative. The individual can return to school if tested negative AND with a note from the provider stating they believe the patient to have an alternate diagnosis and it's appropriate for the patient to return to school..	May proceed with attending school. EXCEPTION: A known close contact (within 6 feet of a confirmed case for more than 15 minutes) must complete a 14-day <i>quarantine</i> , even if test results are negative for COVID-19.
Tested and Positive	Must remain home in <i>isolation</i> for at least 10 days from the date symptoms began AND 72 hours fever-free without fever-reducing medications and improvement of respiratory symptoms	<i>Isolate</i> at home for 10 days from the day the test was taken. *If the individual develops symptoms, then isolation time starts on day 1 of symptoms (see symptomatic tests positive.)
Close Contact (within 6 feet for more than 15 minutes of someone with confirmed COVID-19)	N/A If an individual becomes symptomatic, refer to the symptomatic scenarios. The individual must <i>quarantine</i> for 14 days after contact with the COVID-19 Positive person even if the student has an alternate diagnosis for symptoms.	<i>Quarantine</i> for 14 days before returning to school. Must remain symptom-free. If individual develops symptoms, then refer to the symptomatic scenarios.

Note: **QUARANTINE** keeps someone who was in close contact with someone who has COVID-19 away from others. **ISOLATION** keeps someone who is sick or tested positive for COVID-19 without symptoms away from others, even in their own home.

Updated: 6/26/20



- Student gets tested for COVID-19 at a testing event put on by a community organization. The student was symptom-free when he got the test. The test comes back positive. The student must *isolate* and stay symptom-free for 10 days after the date he took the test.



- Student gets tested for COVID-19 at a testing event put on by a community organization. The student was symptom-free when she got the test. The test comes back positive. The student starts *isolating* for 10 days after the date she took the test. Four days into her *isolation*, she develops a fever and cough. She must now *isolate* at home for at least 10 days and 72 hours fever-free without fever-reducing medicine and with improvement in respiratory symptoms. The student ends up *isolating* at home for 14 days.



- Student tests positive and has three siblings in the home or as close contacts who attend other schools. If the siblings have symptoms, they should be tested and report to that school if results are positive. Otherwise, siblings should *quarantine* for 14 days before returning to school. Contacts of the siblings are not considered a close contact unless the siblings test positive themselves.



- Student has a fever, cough, headache and loss of taste and smell. The student goes to get tested and the test is negative. There is at least a 30% chance of having a false negative test. Therefore, it would still be required that this student *isolate* at home for at least 10 days and 72 hours fever-free without medication and with reduction in respiratory symptoms.



- Student has a fever and sore throat and history of getting strep throat. Student sees her provider, who does a strep test and exam and believes the patient has strep throat and does not have COVID-19. The student may return to school after 24 hours fever-free with a note from her provider stating she may return to school.



- Student has fever, cough, shortness or breath, and loss of taste and smell. His parents do not want to get him tested for COVID-19. Highly recommend that the student get tested so that the proper contact tracing can be done. The student will need to *isolate* at home for at least 10 days and go 72 hours fever-free without use of medication and have a reduction in respiratory symptoms. Additionally, if the school is suspicious that the student has COVID-19, the school could do contact tracing and monitoring for others with symptoms..

2. Dynamic Learning Environment

Instructional Plans

- ✚ How will teachers collaborate with the previous year's teacher to understand what was taught or skipped?
 - ❖ The teachers of Lighthouse Christian Academy will be working together at the beginning of the year to align the curriculum based on what was missed the previous year. Any gaps will be addressed by the teacher to make sure all students are prepared to make a year progress this school year.

Assessing students

- ✚ What measures are in place to assess students in order to understand where there might be gaps?
 - ❖ Lighthouse Christian Academy will focus primarily on reading skills, English, and math for gap isolation. These areas present the greatest recovery difficulty with students who might have fallen behind. We will use STAR assessments to isolate where the gaps are in math, and students will work with the school's Reading Specialist to address any significant reading deficits.

Remote Instruction

- ✚ What is in place for those families who are not comfortable returning to the building but want to remain enrolled at LCA.
 - ❖ School will begin in person on August 5, 2020. LCA wants to be sensitive to the fears and concerns of all its stakeholders. We understand that this time is very difficult, and deciding about schooling this fall is a priority of many. LCA is here because we desire for all children to have a great childhood, and school is a major part of that. We also understand that there are many things that make this fall school year even more uneasy. Our hope is to help ease those fears in how we are approaching the safety of all students, faculty, and staff. We believe interaction between students is essential for social emotional growth. Having been away from friends and teachers for so long has undoubtedly created uneasiness for young people, whether we can see it or not. Helping them navigate back to a healthy social interaction will also help them thrive in their learning. With that said, we also want you, the parent, to feel comfortable about school this fall. LCA is happy to discuss options regarding eLearning and your continued enrollment at LCA. LCA has increased its capabilities for eLearning and can surely make learning at

home for your son or daughter possible this fall. If you would like to discuss this further, please contact Mr. Pinkney at Dewayne.Pinkney@mylca.net.

- ✚ What is the Learning Management System?
 - ❖ Lighthouse Christian Academy has recently purchased a Learning Management System called Schoology. Schoology is designed to provide a digital hub to enhance classroom interactions. It is also a one-stop spot for parents to view classroom content for ALL of their students.

- ✚ How will be grades be given?
 - ❖ Grades will be given both in Schoology and via traditional means.
 - ❖ Grades entered through Schoology will populate directly to the PowerSchool gradebook.

- ✚ How often is feedback given and what does it look like?
 - ❖ Teachers will be using Schoology for a variety of reasons. You can expect to find all homework posted on Schoology along with additional class resources and materials. We will also be using Schoology to collect assignments occasionally. Students will complete some assessments via Schoology for some classes. Feedback will be given in a timely manner and will be posted to the student's Schoology account.

- ✚ How will teachers present content when a student is out sick?
 - ❖ Each classroom will be equipped with a camera that will be used to record and live stream the teacher's lectures for the day. Students who are at home will have the option of live streaming the feed or going back and viewing the recording.

- ✚ Will parents receive information and login credentials for Schoology?
 - ❖ Yes, every parent will have access to their student(s) class information. This will allow each parent to see each student's class assignments and homework.
 - ❖ These logins will be given out closer to the start of the school year once class scheduling has been completed.

- ✚ Will parents receive training for Schoology?
 - ❖ We will be sending out some training videos to help parents acclimate to the new platform.

Accommodations and Modifications for Students with Disabilities

- ✚ What are the plans for holding annual review meetings?
 - ❖ Annual Case Reviews will be held via Zoom unless instructed otherwise.
- ✚ What does the plan look like if remote learning is again necessary?
 - ❖ If remote learning becomes necessary for any student with accommodations, we will work out an appropriate approach to working remotely. Each student has unique needs and we plan to approach each student with a unique approach that will help him succeed should we need to go back to eLearning.
- ✚ Who provides Supports?
 - ❖ Support will be provided by the MCCSC provided para-educators, and accommodations will be made by the classroom teachers.

TECHNOLOGY

Possibility of Transitioning to Remote eLearning After School Starts

- ✚ What will the transition look like?
 - ❖ The transition back to eLearning will not be made lightly if we must do so. We desire to be in-person as much as possible this school year. If the decision is made to return to eLearning, we will do so with as much advanced notice to the school community as possible. Students will be directed to take texts home and all necessary materials.
 - ❖ It is our hope that Schoology will have been utilized often before moving back to eLearning. This will allow teachers and students to pick up where they left off during remote learning.

- ✚ How will teachers, parents, and guardians be notified?
 - ❖ The school community will be notified via email and Schoology communication.

- ✚ What platform will be used by teacher and students? Is it consistent across grade levels?
 - ❖ Schoology will be used across grade levels and by all students, teachers, and parents.

- ✚ How will attendance be taken?
 - ❖ Attendance will be taken through Schoology by a combination of project completion and video conferencing attendance.

- ✚ What will the expectations be for course completion and grades?
 - ❖ All assignments given by the teacher must be completed by the assigned due date. Any issues with submitting assignments and accessing the material **MUST** be communicated to the teacher before the due date.
 - ❖ We are happy to work with families to make eLearning work for them, but communication between the teacher and the students is going to be key.

- ✚ What will the established schedule be?
 - ❖ We will follow the general school schedule for class times. This allows teachers to communicate with students and answer questions. Students will not need to be on their computer for a full day.

Synchronous and Asynchronous Approaches to Instruction

- ✚ What training will teachers receive on providing lessons through both a synchronous and asynchronous approach?
 - ❖ Professional development will be provided on synchronous and asynchronous approaches to classroom presentations. This will be done during the teacher in-service at the beginning of the school year and during the Schoology training.

- ✚ Are app and platforms consistent across grade levels?
 - ❖ No, they are not, and this is by design. The LMS is consistent across grade levels but the apps used may be particular to the teacher and will be accessible through the LMS.

This document is the product of a committee of LCA community members. The committee included doctors, nurses, teachers, and parents. The work on this document was done from a desire to make sure all faculty, students, and staff are safe and healthy. The committee weighed heavily on the recommendations of the American Association of Pediatrics, The Center for Disease Control, the Indiana State Department of Health, and the Monroe County Health Department when formulating the re-entry plan.

Committee members include:

Mrs. Kathryn White – RN

Mrs. Aurora Johnson – RN

Dr. Chere Mosley – PhD Biology

Dr. Earl Craig – MD

Dr. Karen Reed-Renner – MD

Dr. Ben Burlingham – PhD
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Ms. Janelle Best - Bookkeeper

Mrs. Lisa Sellers – LCA Bookkeeper

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Mr. Dewayne Pinkney – LCA
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