

Tipton Community School Corporation Reopening Plan for 2020-2021 School Year



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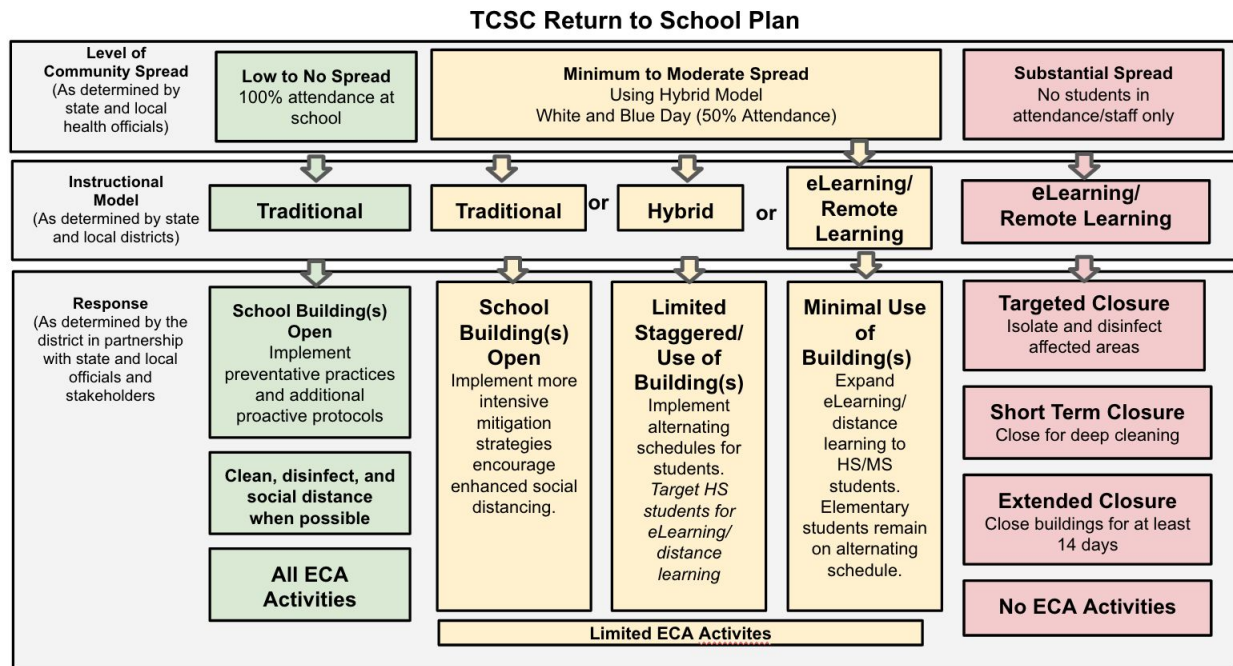
Operation of Tipton Community School Corporation During COVID-19-Phase 1:

Tipton Community School Corporation's (TCSC) Reopening Plan is the result of a coordinated effort between schools as well as local and state health officials, and the Indiana Department of Education to safely operate schools during the COVID-19 Pandemic. Tipton Community School Corporation's COVID Response Team includes teachers, administrators, and school board members and will meet periodically throughout the health crisis to make modifications in procedures and processes outlined in this plan. The details of this plan will be constantly modified to meet the needs of our school population for the duration of this health crisis. Modifications to the plan will be communicated using various forms of media by the District COVID Response Coordinator.

Tipton Community School Corporation's Reopening Plan will have three phases of operation. Tipton Community School Corporation will open the 2020-21 school year in Phase 1. Consultation with local health officials will determine whether the corporation will move to additional phases with Phase 1 being the least restrictive. Phase 2 may include further social distancing measures and more use of masks within the buildings, up to and including use of a hybrid attendance model where only half the students attend the brick and mortar building each day while the other half attend virtually in an alternating fashion. Phase 2 may place limits on extracurricular activity such as limiting spectators or elimination of spectators. Phase 3 will likely involve total virtual learning with the closing of schools to all students, but allowing staff in the buildings to prepare lessons for students. Phase 3 may include the suspension of all extracurricular activities.

It is the hope of Tipton Community School Corporation that Phase 2 and 3 will not be necessary. This is why we have invested our efforts to develop an all inclusive plan for Phase 1. We believe our customized plan which includes strong practices and guidelines to keep students and staff safe and school buildings open will help make in person school as "normal" as possible under the current circumstances.

Potential Phase 2 and 3 Modifications:



General Preventive Actions for TCSC:

- Provide totally virtual option for students
- Create the role of District COVID Response Coordinator
- Maintain strong lines of communication to all stakeholders
- Teach and reinforce healthy hygiene practices for students and staff
- Intensify cleaning and disinfection of all spaces
- Closely monitor for absenteeism of students and staff
- Limit outside visitors to all buildings during the school day
- Train staff to recognize symptoms of COVID 19
- Suspend all field trips
- Prohibit convocations or large gatherings of students
- Require sick students and staff to stay home
- Procedure in place for someone becoming sick at school
- Implement multiple social distancing strategies for gatherings, classrooms, and movement through the building
- Consider ways to accommodate needs of children and families at high risk

District COVID Response Coordinator

Tipton Community School Corporation's will reassign a current employee to be the COVID Response Coordinator. The COVID Response Coordinator will report directly to the superintendent. The COVID Response Coordinator will communicate directly with local health department officials and school officials.

Health Protocol for Tipton Community School Corporation

It is essential for the school community to work together to prevent the introduction and spread of COVID-19 in the school environment and in the community while still providing meaningful lesson plans and a quality education program. State statute gives public school districts the authority to exclude students who have a contagious disease such as COVID-19 or are liable to transmit it after exposure (IC 20-34-3-9). In addition, the local health department has the authority to exclude students from school and may order students and others to isolate or quarantine (IC 16-41-9-1.6). As such, districts/schools are encouraged to work closely with their local health departments. Tipton Community School Corporation has and will continue to work with the local health department as we move into and through the new school year.

Symptoms impacting consideration for exclusion from school students and employees [will be trained](#) to recognize the following COVID-19-related symptoms:

- A fever of 100° 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

Students and employees will be excluded from school if they test positive for COVID-19 or exhibit one or more of the symptoms of COVID-19 based on [CDC Guidance](#) that is not otherwise explained.

Return to School After Exclusion

Once a student or employee is excluded from the school environment, they may return if they satisfy the recommendations of the CDC. Currently those guidelines are:

Untested

Persons who have not received a test proving or disproving the presence of COVID-19 but experience symptoms may return if the following three conditions are met:

- They have not had a fever for at least 72 hours (that is three (3) full days of no fever without the use of medicine that reduces fevers); and
- Other symptoms have improved (for example, when your cough or shortness of breath have improved); and
- At least 10 calendar days have passed since your symptoms first appeared.

For testing, the state [website](#) provides a list of over 200 testing facilities, their location, and hours of operation. This list is updated frequently.

Tested Positive- Symptomatic

Persons who experienced symptoms and have been tested for COVID-19 may return to school if the following conditions are met:

- The individual no longer has a fever (without the use medicine that reduces fevers); and
- Other symptoms have improved (for example, when your cough or shortness of breath have improved); and

- At least 10 calendar days have passed since symptoms first appeared; or
- The individual has received two (2) negative tests at least 24 hours apart.

Tested Positive- Asymptomatic

Persons who have not had symptoms but test positive for COVID-19 may return when they have gone **ten (10) calendar days** without symptoms and have been released by a healthcare provider.

Student Testing Positive- Potential Impact on School Operations

Establish predetermined thresholds for mitigation strategies by following Indiana State Department of Health's recommendation to work with your local health department in following the CDC guidance.

- Once learning of a COVID-19 case in someone who has been in the school, Tipton Community School Corporation's Covid Response Coordinator will immediately notify local health department officials. Tipton County Health Department in collaboration with Tipton Community School Corporation's will determine the next course of action.
 - Local health officials' will make recommendations for the scope of action to the positive test which may include but may not be limited to immediate deep cleaning or the closure of a single school, multiple schools, or the full district.
 - Local health officials may suggest the following:
 - Immediate deep cleaning and contact tracing within the building. Alerting parents about potential exposure
 - Close off areas used by the individuals with COVID-19 and wait as long as practical before beginning cleaning and disinfection to minimize potential for exposure to respiratory droplets.
 - Open outside doors and windows to increase air circulation in the area. If possible, wait up to 24 hours before beginning cleaning and disinfection.
 - Cleaning staff should clean and disinfect all areas (e.g., offices, bathrooms, and common areas) used by the ill persons, focusing especially on frequently touched surfaces.
 - If surfaces are dirty, they should be cleaned using a detergent or soap and water prior to disinfection.
 - Short term closures of 2-5 days to Clean/Disinfect/Contact Trace in consultation with local health officials. Students and staff will transition to remote learning. All extracurricular and after school activities will be cancelled for the duration of the closure.
 - Local health officials will monitor changes in community spread to determine long term closures of single schools, multiple schools, or the district. Students

and staff will transition to remote learning. All extracurricular and after school activities will be cancelled for the duration of the closure.

- Limited opening of facilities during long-term closures:
 - Allowing teachers to develop and deliver lessons and materials remotely, thus maintaining continuity of teaching and learning
 - Allowing other staff members to continue to provide services and help with additional response efforts

Screening

The current CDC guidelines recommend screening all students and employees for COVID-19 symptoms and history of exposure. Screening can consist of self-screening, school-based screening, and/or medical inquiries.

Self-Screening

Tipton Community School Corporation requires self screening aligned with the recommendations of the CDC. If symptoms are present, locations of testing sites throughout the State of Indiana are located [here](#). Tipton Community School Corporation will communicate information about COVID-19 symptoms and encourage parents and staff self-screen before coming to school. Students and employees exhibiting symptoms of COVID-19 without being otherwise explained, are prohibited from coming to school, and if they do come to school, they should be sent home immediately.

School-Based Screening

Tipton Community School Corporation will provide professional development to staff to recognize symptoms of COVID-19. Students and employees exhibiting symptoms of COVID-19 without being otherwise explained, are prohibited from coming to school, and if they do come to school, will be sent home immediately.

Medical Inquiries

Federal law typically limits the type of medical inquiries that can be made, but given the nature of the pandemic more leeway has been given to districts/schools in this circumstance to make additional medical inquiries of staff and students than would otherwise be allowed.

- If a parent tells the district/school that a student is ill, the district/school may ask the parent whether the student is exhibiting any symptoms of COVID-19.

- If an employee calls in sick or appears ill, the district/school can inquire as to whether the employee is experiencing any COVID-19 symptoms.
- If a person is obviously ill, the district/school may make additional inquiries and may exclude the person from school property. Even without symptoms, if a student or employee has recently had contact with a person with a suspected or confirmed case of COVID-19, has someone in their home being tested for COVID-19, or has recently traveled from somewhere considered to be a “hot spot” by the CDC, the district/school may exclude the student or employee from the school building and recommend that they self-quarantine for 14 calendar days.

Wearing Masks and Other Personal Protective Equipment (PPE) - Non-students

Mask-wearing at Tipton Community School Corporation is recommended, but may be required in some areas of the building.

- Tipton Community School Corporation will provide one cloth face mask per employee.
- Additional accommodations may be made on an individual basis in accordance with health plans.

Wearing Masks and other Personal Protective Equipment (PPE) - Students

Mask-wearing at Tipton Community School Corporation is recommended where social distancing is unavailable. Individual teachers may require students to wear masks in their classrooms.

- All students will be provided one cloth mask.
- Some students may be required to wear additional PPE (i.e., health-related, special conditions, etc.) when directed to do so by student health plans.
- Masks are encouraged when social distancing practices cannot be utilized. Areas and times where face masks may be utilized include during secondary passing periods and while riding school transportation. Further, face mask use may be required based on social distancing, the health of other students and staff, and if the level of community spread increases.
- Additional accommodations may need to be made for students based on their individual health plans.

Clinical Space COVID-19 Symptomatic

Tipton Community School Corporation will provide a space in each building for students who are COVID-19 symptomatic. This room will be separate from the nurse’s clinic where students or employees who are feeling ill are evaluated or wait for pick up. All waiting staff and students should wear a cloth face covering. Only essential staff assigned to the room may enter. A record will be kept of all persons who entered the room and the room will be disinfected several times

throughout the day. Strict social distancing is required and staff must wear appropriate PPE. Students who are ill will be walked out of the building to their parents. If a student or staff member has a fever, for any reason, it is recommended that the district/school adjust their school policy to require staff and students to be fever-free, without the use of fever-reducing medications, for 72 hours before returning to school.

Confirmed Case of COVID-19 on School Property

When there is confirmation that a person infected with COVID-19 was on school property, the district/school will contact the local health department immediately. Unless extenuating circumstances exist, the district/school will work with the local health department to assess factors such as the likelihood of exposure to employees and students in the building, the number of cases in the community, and other factors that will determine building closure.

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, schools should consult with their 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 district/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 the impacted building or bus areas, furnishings, and/or equipment are thoroughly disinfected. If possible, based upon student and staff presence, the custodial staff will wait 24 hours or as long as possible prior to disinfecting. However, if that is not possible or school is in session, the cleaning will occur immediately.

Attendance

Students who are out of school for an extended period of time due to COVID-19 (individuals who have tested positive, individuals who have been in direct contact with a person who has tested positive, or individuals who are symptomatic) will be required to utilize remote learning to meet attendance requirements. Remote learning guidelines can be adjusted based on the needs of each student.

Handwashing

Handwashing and avoiding touching your face, eyes, nose, or mouth are also important steps a person can take to avoid becoming sick or spreading germs to others. These key times should be done in a staggered class pattern to maintain social distancing between students and include:

- Start of the school day
- Before eating
- After using the restroom
- After blowing nose, coughing, or sneezing
- After using shared equipment

Water

Water fountains will not be accessible. Students and staff will have access to water filling stations throughout the buildings using refillable water bottles. Bottles of water will be provided to students who do not have them.

Open House, Parent/Teacher Conferences, and Back to School Night

Open House, Parent/Teacher Conferences, and Back to School Night may be held traditionally on a modified schedule or held virtually for the 2020-2021 school year. We encourage parents and teachers to communicate often using digital formats. Each school will communicate plans.

Exchange of Resources to and from School

Every effort should be made to reduce the amount of materials, supplies, and personal belongings going to and from school. The same consideration should be given to reducing student exposure to high-touch, shared resources at school.

Social Distancing in the School Environment

It is the goal of Tipton Community School Corporation's to increase social distancing while still maintaining a level of face-to-face instruction. These protocols may evolve as they are implemented as more information is obtained about COVID-19.

Tipton Elementary School

- Staggered bus and car rider drop-off and pick-up
- Staggered recess times (two classes per zone at one time on the playground)
- Students will remain in classrooms (special teachers will go to the classroom)
 - PE will be held either outside or in the gym observing social distance
- Breakfast and lunch will be served in the cafeteria using social distancing and classrooms
- Recommend students wear a mask while in the hallways, riding school transportation, and in lunch lines
- Display signage and markings to maintain social distance throughout the building
- Ensure adequate supplies to minimize sharing of high touch materials to the extent possible (art supplies, equipment, etc., assigned to a single child)
- Students are only permitted to ride their assigned bus to and from school (students cannot ride the bus to or from school with a friend)

Tipton Middle School

- Staggered bus and car rider drop-off and pick-up
- Recommend students wear a mask while in the hallways, riding school transportation, and in lunch lines
- Lunch will be served in the cafeteria and Team Teaching Room to observe social distance
- Display signage and markings to maintain social distance throughout the building
- Ensure adequate supplies to minimize sharing of high touch materials to the extent possible (art supplies, equipment, etc. assigned to a single child)
- Require students to sit in assigned seats
- Students are only permitted to ride their assigned bus to and from school (students cannot ride the bus to or from school with a friend)

Tipton High School

- Staggered bus and car rider drop-off and pick-up
- Recommend students wear a mask while in the hallways, riding school transportation, and in lunch lines
- Lunch will be served in the cafeteria and main gym to observe social distance
- Display signage and markings to maintain social distance throughout the building

- Ensure adequate supplies to minimize sharing of high touch materials to the extent possible (art supplies, equipment, etc., assigned to a single child)
- Require students to sit in assigned seats
- Students are only permitted to ride their assigned bus to and from school (students cannot ride the bus to or from school with a friend)

General guidelines for all schools to decrease infection:

- Ensure that student and staff groupings are as static as possible by having the same group of children stay with the same staff as much as possible.
- Move classes outdoors whenever possible.
- **Remove classroom furniture or items that may increase the spread of the virus or are hard to disinfect.**
- Assign seats in classrooms when possible.
- Eliminate activities that combine classes or grade levels.
- Eliminate or minimize students traveling to and from different buildings to receive services.
- Eliminate or minimize employees traveling between buildings.

Tipton Food Service Guidelines

At the beginning of the 2020-21 school year, Tipton Community School Corporation's will use the cafeteria and other large spaces to maintain social distance. If necessary, under the advice of local health officials, lunch may be served and eaten in classrooms. Static groups with assigned seats will be maintained during meal times. In addition, prior to any meal service, all students will utilize hand washing or sanitizing to ensure safe eating practices.

Other Precautions:

- No self-serve food items.
- Cleaning of tables and stools between lunches
- Use disposable utensils and trays when possible
- Sneeze guards installed in cafeteria serving lines.
- Tape marks on the floor to promote social distancing while waiting in line.
- Seating mark out at tables to maintain social distance
- No food-sharing.
- Limit cash transactions. Staff handling cash should not also handle food.

Minimize the need for people to be in the building other than necessary employees and students:

- Restrict vendor access to the school to times when students are not present.
- Minimize family visits to only when essential.
- Post lowered revised maximum occupancy numbers.

Extra Curricular/Co Curricular Guidelines

All Tipton Community School Corporation students and staff will be trained and screened for signs/symptoms of COVID-19 prior to participating in workouts, rehearsals, or practices.

Any person with COVID-19-related symptoms **will not** be allowed to take part in workouts, rehearsals, or practices and should contact his or her primary care provider or other appropriate healthcare professional.

- The State maintains a [website](#) which has a list of over 200 testing facilities, their location and hours of operation. This list is updated frequently.
- Coaches and directors are asked to keep a complete attendance record of ALL students and staff at practice for contact tracing purposes.
- Any person with a positive COVID-19 test will be reported to county health officials by Tipton Community School Corporation and all potentially exposed students and staff will be informed.
- Students and staff will not be allowed to return to practices until they no longer test positive for COVID-19.

School sanctioned activities can begin on Monday July 6, 2020 for grades 9-12.

Physicals

- Before student athletes are able to participate on July 6, they will need to have completed the health and consent forms with all signatures before participating in their first practice.
- Student athletes are NOT required to have an updated “PHYSICAL EXAMINATION” completed by a physician IF there is a physical on file from the 2019-2020 school year.
- We encourage our student athletes to get an updated “PHYSICAL EXAMINATION” from a physician, IF possible.
- IF your student athlete DOES NOT have a physical on file from the 2019-2020 school year, a new physical will be required and must be dated after April 1, 2020.

Pre-Screening

All student athletes and coaches will be screened before participation until further notice.

1. Temperature (≥ 100 F).
2. New, unexplained cough or difficulty breathing in the last 2 weeks?
3. Have you been in close contact with someone known to be positive or suspicious for COVID-19 in the last 2 weeks?
4. Have you had two or more of the following new and unexplained symptoms in the past 2 weeks?
 1. Sore throat
 2. Muscle pain
 3. Headache
 4. Repeated shaking and chills
 5. Lost of taste or smell
5. If you answer YES to any of these questions you will be sent home immediately and not able to participate in the workout or practice.

General Information

- ALL SUMMER ACTIVITIES ARE VOLUNTARY
- Any student who prefers to wear a face covering for activities is allowed, if doing so will not cause a health risk.
- Students, when not engaging in vigorous activity and when practical, should wear face coverings.
- Non-students, including coaches, medical-related staff, directors, security staff, supervisors, etc. are encouraged to wear face coverings when social distance cannot be utilized.
- Only essential student athletes, student participants, coaches, medical staff, related supervisors, directors, and security personnel should be in attendance.
- **Consideration will be given to vulnerable individuals and it is encouraged for those individuals to seek medical guidance regarding his/her individual level of participation.**
- An alternate command structure for coaching staff will be established in case of illness and shared with high school administration.
- **Individuals will wash their hands for a minimum of 20 seconds with warm water and soap before touching any surfaces or participating. If this is not possible, hand sanitizer will be plentiful and available to individuals as they transfer from place to place.**
- **Students will report to their activity in proper gear/instruments and immediately return home to shower at the conclusion.** Locker rooms **WILL NOT** be available until after July 20. Restrooms will remain available for student athletes and athletic staff, however social distancing is encouraged. Locker rooms or meeting rooms open at 50 percent capacity after July 20.
- Appropriate clothing/shoes will be worn at all times to minimize transmission.
- **No sharing of clothing, shoes, towels, or water bottles.**

- Hand sanitizer will be plentiful and available at all times.
- If equipment must be shared, including sports balls, weight room facilities, non-wind instruments, etc., this equipment will be cleaned prior to use and immediately following usage. Responsibility for cleaning will be clear and appropriate training and PPE will be provided.
- Students are expected to shower at home and wash workout clothing immediately upon returning to their home. If a student does not have a laundered uniform, he/she may not be allowed to participate in practice or competition.
- If schools launder student gear or uniforms, PPE must be available for the person in charge of laundering.
- **Shared hydration stations (water trough, water fountains, water hose, etc.) are not utilized except for filling individual, labeled water bottles.**
- No formal competition is allowed until after August 15.
- **Contact is allowed as [defined by Indiana High School Athletic Association \(IHSAA\)](#) after July 20.**
- **Competition may begin August 15 (Girls Golf may begin July 20).**
- **Spectators, media, and vendors can be present but should implement social distancing and follow established mass gathering guidelines.**
- **Concessions may be sold if food handlers and cashiers use appropriate PPE and only prepared, prepackaged food is available.**

Special Education Overview

Tipton Community School Corporation will collaborate, share information, and review plans with local health officials to help protect the whole school community, including those with special health needs. Tipton Community School Corporation Reopening Plan is designed to complement other community mitigation strategies to protect high-risk populations, and the community's healthcare system, and minimize disruption to teaching and learning, while protecting students and staff from social stigma and discrimination.

Tipton Community School Corporation will have a strong communication plan with families to discuss the delivery method of instruction for students with disabilities. An appropriate platform for delivery of special education-related services will be identified. TCSC will also ensure adequate staffing is available to meet the needs of all students with IEPs within the district.

Case Conferences

Annual Case Reviews

At this time, there has been no waiver of the requirement to convene the case conference committee (CCC) annually to conduct the annual case review (ACR) consistent with the requirements of 511 IAC 7-42-5(a)(2). TCSC will conduct the ACR within the one year timeline, regardless of school closure status. **Since COVID-19 policies will be in place during the 2020-21 school year, Annual Case Reviews will be held using video conferencing software such as Zoom or Google Meet. Parents will be sent paperwork for signature and return to school.**

Case Conference Committee Meetings to Review and Revise the IEP

Case Conference Committee meetings with parents will be scheduled to review the provision of services and the educational progress of each student. Discussion will determine whether or not there is a need to adjust the frequency or duration of services. **Since COVID-19 policies will be in place during the 2020-21 school year, Annual Case Reviews will be held using video conferencing software such as Zoom or Google Meet. Parents will be sent paperwork for signature and return to school.**

Educational needs can be measured by considering:

- Whether the student participated in continuous learning opportunities provided by the school and district during the COVID-19 school building closure;

- Parent observations of the student’s learning during the continuous learning opportunities provided by the school or district;
- Teacher observations of the student’s learning in the continuous learning opportunities provided by the school or district;
- Whether there were services identified in the student’s IEP prior to the school closure that the school or district was unable to provide during the building closure due to restrictions on in-person services;
- Whether the student continued making progress toward meeting his/her IEP goals;
- Whether the student experienced any additional or new social-emotional health issues during building closure and re-entry;
- Whether the student experienced any regression during the period of school building closure.

Future Services/Compensatory Services

The United States Department of Education (USED) has advised, “[A]n IEP Team and, as appropriate to an individual student with a disability, the personnel responsible for ensuring Free and Public Education (FAPE) to a student for the purposes of Section 504, would be required to make an individualized determination as to whether compensatory services are needed under applicable standards and requirements.” QA-1 *Questions and Answers on Providing Services to Children with Disabilities During the Coronavirus Disease 2019 Outbreak* (USED March 12, 2020).

This does not mean schools must immediately offer compensatory services to all students with IEPs; rather, it requires the CCC to lead a discussion of the educational needs of the student, including the potential loss of skills. Based on these individual needs, the CCC may consider the appropriateness of collecting data for an agreed-upon time following the student’s return to school and subsequently reconvening to discuss the need for future services at that time.

It is important school staff are documenting with specificity the special education and related services being provided to students with disabilities while monitoring and tracking individual student progress. This information will be necessary to inform the CCC in making a determination as to what future services or compensatory services are necessary to ensure the provision of a FAPE.

Transition IEPs

Transition assessments need to be updated annually, even during the COVID-19 pandemic. When updating transition assessments, teachers of record (TORs) may conduct assessments virtually or in person. Assessments may be administered prior to or during the CCC meeting. In all cases, assessment information needs to be documented within the Summary of Findings utilizing the SPIN method - Strengths, Preferences, Interests, and Needs. Ways to provide transition assessments virtually are available as a part of the [eLearning Resources for Secondary Transition](#) document.

Transition services still need to be created so the school is the primary service provider. It is recommended that the narrative include in-person and remote ways to accomplish objectives and goals to accommodate for the fluidity of the COVID-19 situation.

Case Conference Committee Meeting Method Options

Case Conference Committee meetings may be conducted in-person (under special circumstances) or through virtual means such as Zoom or Google Meet.

EdPlan Connect

In light of the COVID-19 pandemic, the Indiana IEP vendor, Public Consulting Group (PCG), has made EdPlan Connect available to IDOE to help facilitate IEP meetings. With EdPlan Connect, parents/guardians have a centralized, secure place to:

- Access student records online and in their native language;
- Sign documents electronically and save time;
- View historical documents in the student's record; and
- Stay up to date with student progress.

This [link](#) will take you to resources related to using EdPlan Connect.

Evaluation

Requirements for evaluations remain unchanged. Please refer to the [Revised OSE-Evaluation Timeline memo](#) for detailed evaluation information. Evaluations may be conducted virtually if the school psychologist has been appropriately trained in conducting virtual assessments and has access to the digital assessments. Additionally, the National Association for School Psychologists (NASP) has combined resources to support virtual evaluations. This [link](#) will take you to NASP resources related to evaluations.

Medically Fragile Students

Medically fragile students are at high-risk of severe medical complications if exposed to COVID-19, and therefore may be unable to attend school. Medically fragile students unable to attend school will need to be provided with educational services remotely. The determination of the services to be provided must be made by the CCC based upon the individual student's medical and educational needs. Special education and related services determined by the CCC could be provided online or in a virtual instructional format, through instructional telephone calls, or through other curriculum-based instructional activities (511 IAC 7-42-10). If the services are to be delivered through online or virtual instruction, technological competency and the need for additional assistive technology must be considered. The CCC must convene at least every 60 instructional days to review the IEP for every student unable to attend school in person (511 IAC 7-42-11).

Homebound Services

Districts and schools must provide special education and related services to a student with a disability who is absent for an extended period of time.

If a child with a disability is absent for an extended period of time because of a COVID-19 infection and the school remains open, then the IEP Team must determine whether the child is available for instruction and could benefit from homebound services such as online or virtual instruction, instructional telephone calls, and other curriculum-based instructional activities, to the extent available.

Use of Homebound due to Infection in Student's Family

Once school buildings reopen, a student with a disability may be quarantined at home for an extended period of time due to a family member's infection. A school or district would follow the same homebound protocol identified above to ensure the provision of FAPE. School personnel should likewise follow appropriate health guidelines to assess and reduce the risk of transmission in the provision of such homebound services.

Homebound Timelines

Schools and districts must ensure the CCC reconvenes at least every 60 instructional days (this instructional day count includes remote learning days used pursuant to the LEA's Continuous Learning Plan) when a student is receiving services in a homebound setting. 511 IAC 7-42-5(a)(7). Changes to the IEP related to a safer service delivery method during school closures and re-entry may be considered by the CCC at these 60 day reconvenes. 511 IAC 7-42-11.

Special Transportation

If districts and schools are providing in-person services and a student requires transportation, then the IEP should reflect this service.

Therapy

FAPE requires taking into account the needs of individual students. Therefore, at a minimum, school re-entry planning for providing IEP-required therapies in accordance with the [CDC community-level guidance for schools](#) must address:

1. Student-specific medical and special transportation needs for transitioning back into school settings such as classrooms, playgrounds, and day programs for therapy services;
2. Unique operating conditions, including:
 - Intensified cleaning and disinfecting of equipment and surfaces between therapy sessions;
 - Class and therapy group size reductions, staggered (alternate days/rotation) scheduling and/or spaced seating to facilitate physical distancing, restricted sharing of equipment/learning aids, and possible shifts to non-traditional class settings to improve ventilation;

- Instruction about and observance of frequent handwashing and face covering recommendations;
 - Remote therapy needs, including assistive technology, as necessary, for special student populations who cannot yet safely return to congregate settings;
 - Contingency planning to continue services if COVID-19 transmission requires intermittent or extended school building closures.
3. Individual students' skills regression or lack of progress and communication with parents/families about IEP therapy service changes or additions to address regression.
 4. Anticipated backlogs in evaluations and possible need to prioritize new referrals before re-evaluations.
 5. Adequate staffing to meet all students' therapy needs, including:
 - Age and underlying medical conditions that may preclude qualified personnel from delivering services in the physical proximity of students and other staff;
 - Technology training and access for therapists to serve medically fragile students, such as those who are ventilator-dependent and have tracheostomies; (see [USED](#) and [IDOE](#) COVID-19 web resources on expanded options and Indiana Medicaid coverage for IEP therapy services); and
 - Flexible and adaptive scheduling to maximize therapy service provision despite personnel shortages, staff illness/isolation, and limited access to students.
 6. The district requirement to provide equitable services to parentally-placed students with disabilities attending reopened non-public school buildings within the district boundaries.

Student Transportation

The school bus is often the student's first contact with the school in the morning and the last point of contact in the afternoon. The following are considerations and protocols that Tipton Community School Corporation will put in place during the COVID-19 pandemic.

Communication

Tipton Community School Corporation will communicate to parents and students prior to reopening schools that all buses and transportation vehicles have been thoroughly disinfected. In addition, Tipton Community School Corporation will communicate to parents the passenger expectations and the role students will play in minimizing infection.

Preparation and Cleaning

Tipton Community School Corporation will inspect all buses and transport vehicles for cleanliness and safety.

- Inventory, collect, and purchase cleaning equipment and hygiene supplies with the understanding that buses will be disinfected more frequently and thoroughly than previous years. Use products recommended by the CDC, local health departments, and/or risk management professionals. Some of these products are listed on this [website](#) from the U.S. Environmental Protection Agency (EPA).
- Conduct worksite hazard assessments to identify COVID-19 prevention strategies, such as appropriate use of cloth face coverings or personal protective equipment (PPE), and follow the prevention strategies.
- Thoroughly clean and disinfect all buses and transportation vehicles before and after routes.

Modifications Considerations for School and Extracurricular Transportation Situations

- Encourage custodial-arranged, reimbursable transportation for McKinney-Vento, foster, and medically fragile students.
- **Assign drivers to a single bus and/or a specific route and establish consistent driver assignments for extracurricular activities.**
- **Assign students to a single bus and to a specific seat.**
- Assigning student seats to assist the local health department with contact tracing.

Training

Ensure drivers and maintenance/cleaning staff are properly trained. (Eight hours of annual training required.) Examples of training topics should minimally include:

- Correct information about COVID-19, how it spreads, symptoms, and risk of exposure.

- Who to contact if a student or the driver exhibits symptoms of COVID-19.
- The appropriate methods, tools, and products for cleaning buses, including opening doors and windows for effective circulation and to avoid extensive exposure to cleaning fumes.
- The location of and how to use eye wash stations in the case of chemical contact with eyes.
- The hygiene expectations of staff.
- Using gloves when handling and disposing of trash.
- Avoiding touching surfaces often touched by passengers.
- Universal precautions when handling bodily fluids.