

**Westmoreland
County Public
Schools**



**Local Plan for the Safe Return to
In-Person Instruction and Continuity
of Services**

May 15, 2023

Instructional Plan Steering Committee

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The Day the County, State, Country and World Changed!

Westmoreland County Public Schools (WMLCPS) continues to pursue rigorous instruction to address learning loss and to address the changes the Governor and General Assembly have instituted.

Preparations for new curriculum, professional development, the integration of new personnel and new programs, are stimulating excitement, expectations, and hopes for the upcoming year.

Westmoreland County Public Schools embrace the future. We look forward to the new challenges as an opportunity to showcase the exceptionalism that is within Westmoreland County Public Schools.

We hope you find this document to be a helpful resource. Should you have any questions about the contents of this plan, please do not hesitate to contact your school or the School Board office.

May 15, 2023 Update: Instructional Plan 2022 - 2023

Westmoreland County Public Schools (WMLCPS) 2022 – 2023 Instructional Plan reflects a return to the rigorous implementation and monitoring of the Division’s core fundamentals embodied in the Strategic Plan: Instructional Equity, Safety, and Support for Family and Staff.

Westmoreland County Public Schools will utilize *Gold Standard Project Based Learning (GSPBL)* as a vehicle for advancing excellence and equity for all students, while encouraging collaboration and support among teachers and leaders. The leadership teams, in each of the four schools for 2022-23, will engage in professional development to mitigate the change in administrators and new teachers. Schools will focus on building a culture for authentic learning that utilizes student voice and choice.

Capstones will be implemented as a part of a comprehensive model to increase breadth and depth of voice and choice. High School students will engage in capstone projects while Mini-capstone will be implemented at the 8th grade and 5th grade level.

Regional Programs

Westmoreland County Public Schools partners with local divisions to participate in two regional programs. These include the Chesapeake Bay Governor’s School (CBGS) and the Northern Neck Technical Center (NNTC).

School Schedules

WMLCPS students will receive in-person instruction provided by WMLCPS teachers. Students will follow elementary, middle and high school schedules that provide a minimum of 180 days/990 instructional hours over the course of the year. Students may enter the school buildings at 7:45 a.m. Instruction will begin by 8:10 a.m. and continue until 3:10 p.m., with a 30-minute break for lunch and, at the elementary level only, a 15-minute recess.

Addressing Learning Strengths & Needs

The year will begin with each school assessing the instructional strengths and needs of all students. Assessment of student learning needs will be accomplished through a combination of formal screening tools, such as the *Phonological Awareness and Literacy Screening (PALS)*, the *Virginia Kindergarten Readiness Program (VKRP)* assessment, and the *Virginia Department of Education’s Growth Assessments*, as well as more informal tools, such as teacher-made tests. Throughout the year, student progress will be monitored using a combination of formative assessments and division benchmark assessments. Each school will offer small group intervention, and extended learning time to address students’ academic, social, emotional, and mental health needs

Facilities and Auxiliary Services

Westmoreland County Public Schools will continue many of the cleaning practices that were developed during the last three years. These practices include:

- WMLCP will continue measures to minimize the sharing of equipment, technology, and learning materials.
- Air flow in facilities will be monitored. Operable windows will be opened when conditions allow to improve indoor air quality by increasing outdoor air ventilation.
- All air filters in buildings will be replaced regularly with the latest model of filters.
- Signage will be used to promote handwashing
- Bottle Stations will remain in school facilities.
- Hand sanitizers will remain throughout the buildings.
- A structured and intentional schedule for custodial staff will be revisited for increased cleaning and disinfecting of high touch surfaces.
- WMLCPS will provide cleaning materials, spray disinfectants and/or wipes
- Staff members and students who are sick and exhibiting symptoms will be sent home.
- Mental health resources will be promoted on the Division website and also in Division publications.
- The employee assistance program will be advertised or marketed to all employees.
- We will utilize our Social Worker to promote community health.

Transportation

Buses will operate in accordance with the guidelines from the Center of Disease Control to provide a safe transportation option for all users. This includes;

- Daily cleaning and disinfecting of all buses that are in use.
- Seating will occur from the rear to the front of buses.
- Students will be dismissed from the bus by front-to-back.
- All buses will be equipped with hand sanitizer and disinfectant wipes or spray.
- Windows will be lowered on buses, when appropriate, before the students board, to improve ventilation.

Food Service

WMLCPS will promote practices and guidelines that support a healthy and safe physical environment for students and staff. Regarding cafeterias, we will:

- Stagger meal schedules, to reduce the amount of movement in hallways and reduce the number of occupants in the cafeteria at a given time.
- Utilize the CEP to decrease wait time in cafeteria lines.
- Follow USDA regulations and guidelines to ensure food is prepared and served in the safest possible way.
- Serve high-quality nutritional meals to students and staff.

Family Engagement

Division Plans that are required by VDOE will be posted for parents on the Division website. Social media will also be utilized to get information to families.

School Board meetings will be in-person and live streamed to provide parents options to learn information and to engage with the Board. The division LMS, Canvas, will be utilized in this effort. The division will utilize the instant alert call message system to provide information to families

Mental Health Supports

Students will be provided emotional supports for school. The Social Worker, Counselors, and Nurses will support the mental health and well-being of staff and students. WMLCPS will work with the Health Department, IEP Teams, FAPT, and the CSB to provide a continuum of school mental health services and coping mechanisms that address social, emotional and behavioral health

Staff Leave Requests

- Employees will use leave balances allocated by School Board Policy GCBD “Staff Leaves and Absences”,
- If appropriate, staff may apply for Family Medical Leave (FMLA).
- Employees will be informed that when all accrued leave balances are exhausted, they may request a Leave of Absence (LOA) without pay for 30 days according to policy (GCBEA).

Family and Staff- Emotional Wellness

Staff will be provided resources that contribute to their emotional well-being. WMLCPS will:

- Share resources to assist employees in keeping a balance in their lives.
- Encourage employees to prioritize their health and well-being.
- Encourage employees to continue pursuing hobbies that were taken up during the COVID-19 absence.
- Encourage employees to pay attention to their eating habits.
- Encourage employees to reach out to family, friends, and neighbors.

Students - Emotional Wellness



Virginia's Tiered Systems of Support:

WMLCPS's School' Staffs will use current VTSS materials to address the needs of students who may need more support than the content delivered in the classroom. Students' needs will be assessed in a variety of manners to quickly identify those students who need more support from our school based mental health professionals.

Tier I: All students have the majority of their academic, behavioral, social and emotional needs addressed.

WMLCPS will ensure that counselors address needs as needed. Counselors will render social/emotional well-being assessments when students return.

Tier II: Up to 20 percent of students may need supplemental instruction and supports. WMLCPS will ensure these students receive small group counseling and individual counseling to support their social/emotional needs.

Tier III: Up to 5 percent of students may need intensive, individualized instruction and supports.

WMLCPS will ensure these students receive the outside help they need through mental health professionals associated with community based mental health organizations.