



Strong Start 2020 Plan

TEACHING AND LEARNING – All Grades

Phase 1

- Maximum Group Size: 10 including adults
- Essential personnel report to support teaching and learning.
- Students receiving Special Education services and Section 504 accommodations will have options for in-person learning.
- Students with no internet access will have options for in-person learning.
- Early College Academy Students will have options for in-person learning.
- All other students participate in virtual learning.
- All students will be assigned a virtual learning device.
- Virtual learning courses will be taught by Lincoln Prep teachers, using Tier I curricula used in classrooms.
- Most electives will continue to be available via virtual learning.

Phases 2 and 3

- Maximum Group Size: 25 including adults in Phase 2/50 including adults in Phase 3
- All personnel report daily.
- Parents will have the option to choose 100 percent virtual learning, attending school five days per week, or attending school two days per week (Monday and Tuesday or Thursday and Friday). Parents may choose 100 percent virtual learning with or without internet access at home. Parents may contact the office at any time to choose a different learning option.
- Students will be physically distanced to the maximum extent possible at all times.
- Students will be assigned to classrooms and be physically distanced (six feet apart) in all classrooms. Teachers will change classrooms at each period to minimize student movement.
- All students in grades 9-12 will be assigned a virtual learning device.
- K-8 participating in virtual learning will be assigned a virtual learning device.
- Virtual learning will be taught concurrently with in-person classes by Lincoln Prep teachers, using the same curricula used in regular in-person classrooms.
- In-person learning will focus primarily on core subjects.

- Most electives and Dual Enrollment courses will be available via in-person or virtual learning.

Attendance Tracking (for distance learning students)

- Teachers will track attendance via normal procedures for students attending regularly scheduled classes via Google Meets
- Teachers will track attendance by assigning daily “Bell Ringers” for students in grades 6-12 not attending regularly scheduled classes via Google Meets
- Parents will track attendance for students in grades K-5 and provide attendance reports weekly to teachers.

TRANSPORTATION

Phase 1

- Maximum school bus capacity will be 25% including adults.
- School bus passengers ride one per seat with every other seat empty.
- Members of the same household may sit in the same seat or adjacent seats with an empty seat between household groups.

Phase 2

- Maximum school bus capacity will be 50% including adults.
- Space and disperse passengers to the maximum extent possible.

Phase 3

- Maximum school bus capacity will be 75% including adults.
- Space and disperse passengers to the maximum extent possible

Bus Cleaning (All Phases)

- Busses will be cleaned and sanitized using a virucide disinfectant after morning and afternoon routes.
- Busses will also be cleaned and sanitized using a virucide disinfectant after any student transportation during school day.

ALL PHASES

MEALS

- Meals will be distributed daily, following Louisiana Department of Education Food Services guidelines.

- K-8 students physically present on the school campus will receive a grab-and-go breakfast and will receive lunch daily in their classrooms.
- High school students physically present on the school campus will receive a grab-and-go breakfast and will receive meals daily in the school cafeteria to eat within assigned partitioned sections or other assigned common areas. Student will remain socially distanced while eating meals.
- Students attending school on Monday and Tuesday will be provided breakfast and lunch for 3 days when they depart on Tuesday afternoons.
- Students attending school on Thursday and Friday will be provided breakfast and lunch for 3 days when they depart on Friday afternoons.
- Students participating in 100% distance education will pick up meals twice per week. (3 Meals on Monday and 2 Meals on Thursday)
- Students will maintain physical distancing (six feet apart) while consuming meals on site.
- All shared spaces will be cleaned and sanitized between uses by different groups of students.

SAFETY

- Schools are closed to non-essential visitors and non-essential personnel in accordance with BESE policy.
- Students and staff are required to wash/sanitize hands upon arrival, every two hours, before and after eating, before and after using outdoor play equipment, and upon exiting the building.
- Sick students will be isolated. The isolation area will be cleaned thoroughly after the student has gone home.
- In accordance with BESE guidelines, all adults and 3rd-12th grade students will be required to wear a mask. We are aware that this may be difficult for some students, and we will make every effort to ensure our students are comfortable while following this policy. Masks should be solid colors and have no writing other than the student's school logo or a preferred college/university logo.
- Upon arrival at school, each student's symptoms will be assessed, including an initial temperature check. Symptom assessment will continue throughout the school day.

CLEANING

- High-touch surfaces will be cleaned multiple times throughout the day, including bathrooms, using EPA-approved materials.
- School employees will be provided adequate access to hygienic supplies, including soap, hand sanitizer with at least 60 percent alcohol, disinfectant wipes or spray, paper towels, and tissues.

- If a room is used by more than one group in a single day, high-touch surfaces contained in that room will be cleaned before and after use by each group.

ATHLETICS

- Conditioning and training while following [the LHSAA/SMAC recommendations and guidelines](#) as permitted.

COMMUNICATION

- The Lincoln Prep website (www.lincolnprep.school) and Facebook pages will be the primary repository for static information.
- Push notifications will be via email and text from JCampus.
- Once students are assigned to classes, teachers will use Google Classroom and Remind® to communicate with students and parents.
- Senior Staff Email Addresses

Gordan Ford, CEO/Executive Director	gford@lincolnprep.school
Melanie Colvin, Chief Academic Officer	mcolvin@lincolnprep.school
Glen Hall, Chief Operating Officer/ Dean of Students/Athletic Director	ghall@lincolnprep.school
Fanese Cowan, Chief Compliance Officer/ Assistant Director of Student Success	fcowan@lincolnprep.school
Megan Kenley, CFO/Business Manager	mkenley@lincolnprep.school
. . . for the entire senior staff	administration@lincolnprep.school

- Additional Staff Email Addresses

Office Staff/Records	records@lincolnprep.school
Stephanie Melton, School Counselor	smelton@lincolnprep.school
Anderea Woods-Harris, Assistant Business Manager	awoods@lincolnprep.school
Fred Hearn, III, Assistant Dean of Students/ Attendance and Truancy Coordinator	fhearn@lincolnprep.school