

Instructional Support for Students Required to Quarantine LOU Questions and Answers

- 1. Do the procedures in the LOU for providing instructional support apply to students whose parents are choosing to keep their student home?**

No, the supports described in the LOU are intended for students who are required to quarantine or isolate. However, for other excused absences, in accordance with our policy and past practice, students must still be allowed a reasonable opportunity to complete or turn-in assignments or tests missed during the absence. Therefore, assignments not completed because of an excused absence are to be made up in the manner provided by the teacher. Also, teachers may extend “observe/look in” opportunities to students who are absent for non-quarantine reasons, if they determine that it is feasible and appropriate.

- 2. Do we need to set up Team meetings for every class, and is participation from remote students optional?**

Teachers have the discretion to determine if and when to use a Classroom Teams meeting for their students who are required to quarantine or isolate. If using Classroom Teams meetings, teachers should let students know, in advance, the schedule for the week, including time to participate in the class via Teams.

Since this is an opportunity for students to join during an excused absence, participation of quarantined students in “look-in” sessions is optional. However, students are still required to complete assignments and assessments as indicated by the teacher. If teachers choose not to use a look-in, they should make a connection with the student or family each week via email or Teams, and/or via phone with the family.

- 3. Can teachers record live instruction so that students who are required to quarantine may view it later?**

Teachers will not be required to record live instruction but may choose to do so, as it is considered a type of asynchronous instructional support. Recorded instruction may not be used for the purpose of teacher observation or evaluation. Again, recording live instruction is not expected or required.

- 4. Do I need to provide instructional supports for students who are required to stay home because they had COVID-19 symptoms?**

Yes. Teachers need to provide instructional supports to any student who is required by the district to quarantine or isolate in response to COVID for more than 3 days. Previously, the intent of indicating in the LOU that instructional supports are for students who are “asymptomatic” is that when students are indeed too-sick for school, they may not be well enough to complete remote assignments, or participate in “look-ins.”

If a family or student indicates that a child is too sick to complete assignments remotely, then teachers may use an alternative to the instructional supports outlined in the LOU, including providing the student with an opportunity to make up the work on return from the absence.

5. Are there any additional supports for teachers to help manage the instructional supports?

The LOU now includes a description of what instructional supports a teacher might choose to implement, including asynchronous and/or synchronous supports. For a student exclusion that is in excess of 14 days, the LOU describes additional supports for teachers.

6. How are students assigned to the support teacher, and how do I contact the support teacher who will be working with my student?

Support teachers work with students who have a COVID exclusion in excess of 14 days. At the elementary level, a student will be assigned to the Elementary Remote Support (ERS) teacher by grade level (K-1, 2-3, or 4-5). At the secondary level, the Student Support (SS) teacher will work with a student at the request of a classroom teacher or school administrator.

When an elementary student is required to quarantine for more than 14 days, the district will notify the classroom teacher by email about the support. This email will include the support teacher. Should the classroom teacher elect to use this support the ERS will arrange a meeting to discuss the support with the teacher. Classroom teachers may also contact the district directly (mvanorden@lwsd.org) if they have a student who is required to quarantine for more than 14 days. Additional details for the remote support are as follows:

- The ERS teachers will emphasize literacy and math in daily live instruction via Classroom Teams.
 - The ERS teachers will also provide instruction in the other content areas.
- When the ERS teachers have students in both grade levels, they will typically work with one grade level for approximately 2 hours in the morning and the other for approximately 2 hours in the afternoon.
 - The ERS teachers will communicate a daily and weekly schedule to the students and families.
- Both ERS and SS teachers will also be available to help students with assignments given to them by their classroom teacher during their absence.
- The ERS teachers will not typically be grading students' work but may do so to provide feedback to the student and classroom teacher.
- Classroom teachers will be time-sheeted for one hour per week, per student to communicate with the remote support teacher and to post assignments as needed. Buildings will be provided with a budget code for timesheets.

7. Does this LOU apply to elementary library, music, and PE teachers?

Because of the number of sections that elementary music and PE teachers have each day, they have the discretion to assign or excuse work for students during the absence.

8. How are we supposed to take attendance when quarantining students attend class remotely? Will we have a special code to use?

Students who are excluded because of COVID are considered absent, even if they “look-in” or complete work. Teachers do not mark a student present if they attend a look-in remotely or complete work while on quarantine. Attendance for students who are required to quarantine or isolate is most often entered for the duration of the scheduled absence at the beginning of the quarantine or isolation period and is coded as such.

9. When a student goes out, are we expected to offer instruction that same day? Next day?

Instructional supports should be provided for students who are required to quarantine or isolate for 4-14 days. We recognize that it takes time to set up for this type of support. Teachers should communicate plans with students and families as soon as possible. There is no expectation that a teacher would offer a plan for instructional supports support on the first day of the student’s absence. A teacher should attempt to provide support as soon as practicably possible. There is no need to wait until the 4th day to begin offering support for students who have been assigned a period of quarantine or isolation that is 4 days or longer.

10. If a student/family chooses not to engage in Classroom Teams, what is the requirement from the classroom teacher?

Students are considered absent during a quarantine or isolation period. We are providing instructional supports in accordance with OSPI guidance. As with any excused absence, teachers do need to give students make-up assignments and assessments, or in some cases excuse them. Teachers should communicate make-up assignments and assessments regardless of whether a student chooses to engage with some/all of the instructional supports provided and/or completes assignments each day.

11. Are long-term substitutes required to use Classroom Teams for quarantined students?

If a long-term substitute is assigned to a class, they should provide the instructional supports described in the LOU. We have developed training resources that can be used to help substitutes prepare. There is no expectation that a daily-sub would provide instructional supports to students who are required to quarantine or isolate for 4-14 days.

12. Public Health King County and Washington State DOH have released guidance updates throughout September and October. Which guidance document should be used?

To ensure that our nurses, health room, and schools understand and are prepared to use new guidance, we typically take a week to transition to new guidance. The latest guidance, including 7-day quarantines for close contacts, went into effect in our schools on November 8.