



## **Application Questions for School Year 2022-23 Continuous Education Plans (CEPs) and 2022-23 Health and Safety Plans**

### **Background and Purpose**

The Office of the State Superintendent of Education (OSSE) is requiring all local education agencies (LEAs) to develop **Continuous Education Plans (CEPs)** for the 2022-23 school year in order to communicate to OSSE and the public their plan for supporting **situational preparedness, student and staff well-being, and accelerated learning**. For LEAs receiving Elementary and Secondary School Emergency Relief (ESSER) III-American Rescue Plan (ARP) funds, the CEPs will also satisfy US Department of Education (USED) requirements for updating plans for a safe return to in-person instruction and continuity of services, as well as plans for the use of ESSER III-ARP funds.

The CEP application, as well as the health and safety plan, are closely aligned to OSSE’s [Guiding Principles for Continuous Education](#).<sup>1</sup> These guiding principles are intended to help LEAs develop effective and equitable CEPs that support situational preparedness, student and staff well-being, and accelerated learning for all students, especially those with the most significant learning gaps and students typically furthest from opportunity. These principles provide LEAs and families with clear and consistent expectations for continuous education throughout the 2022-23 school year, including for in-person learning and situational distance learning under limited circumstances. We strongly encourage you to review these guiding principles closely before drafting your CEP application

To inform the public of LEAs’ responses, the CEPs and health and safety plans will be publicly posted on OSSE’s website and all LEAs and independent schools must share them directly with their families upon review and approval by OSSE.

For public and public charter LEAs, the deadline to submit 2022-23 school year CEPs is **July 29, 2022 at 12 p.m.**

LEAs may submit their applications via OSSE’s [Quickbase portal](#). Additional information on the application submission process can be found on OSSE’s [Guiding Principles for Continuous Education webpage](#).

### **Continuous Education Plan Questions**

#### **Situational Preparedness**

#### **Support Across Learning Environments**

In the 2022-23 school year, there may be reasons that a group of students, a school or an LEA might need to transition from in-person learning to situational distance learning. Acknowledging this reality, OSSE is allowing LEAs to convert up to five days of their academic calendar to situational distance learning

---

<sup>1</sup> Continuous education takes place when both instruction and learning occur seamlessly across different learning environments, including in-person and situational distance learning settings.

without needing to get approval from OSSE. The reasons for the transition to situational distance learning might vary greatly—including but not limited to strains on a school’s operational posture due to disease, inclement weather or other event—and are ultimately up to each LEA’s discretion. The following section is meant to engage and assess the LEA’s ability to move to situational distance learning at any point in the school year. At a minimum, an LEA “ready” to transition to situational distance learning will have plans addressing the following listed provisions.

1. **To be prepared for situational distance learning, the LEA has a plan for:**

- a. The provision of situational distance learning through either: **(Select all applicable strategies below and complete only the questions associated with the selected options)**
  - i. **Option 1:** Provision of 1:1 learning devices.
    1. As of the submission of this plan, the LEA has \_\_\_ learning devices.
    2. Distribution Strategy:
      - a. The devices:
        - i. Are distributed to all students at the beginning of the school year.
        - ii. Will be distributed to all students in the event of a foreseen school closure (e.g., with advanced warning).
        - iii. Are distributed to the following group(s) of students at the beginning of the school year:
          1. List here:
    3. An accurate assessment of current student access to broadband internet/WIFI.
    4. Approximately \_\_\_% of our students have access to broadband internet/WIFI at their situational distance place of learning.
    5. In the space below, please describe the LEA’s plan to provide internet access to students who do not currently have it in the event of the need to move to situational distance learning.
    6. In the space below, please describe in detail the LEA’s plan to distribute learning devices to students.
  - ii. **Option 2:** Distribution of learning materials that are not digital, such as paper packets and other related learning materials.
    1. In the space below, please describe in detail the LEA’s plan to distribute materials—such as paper packets, manipulatives, or other supplies—to students.
  - iii. **Option 3:** Other (describe in the space below).
- b. Communicating with all interested stakeholders, including:
  - i. **Method for family engagement (including communication) during situational distance learning.** Describe the LEA’s method for family engagement during situational distance learning in the space below.
  - ii. **Means of communication to reach all students enrolled in a given school to alert them of a move to situational distance learning in a timely manner.** Describe the LEA’s communication plan to alert students, educators and families of a move to situational distance learning in a timely manner in the space below.
- c. The following additional considerations:
  - i. **Family training and support.** Describe the LEA’s situational distance learning training and support for families in the space below.
  - ii. **Teacher training on technology, tools and remote instruction models before the school year.** Describe the training for teachers on the LEA’s technology, tools and remote instruction model in the space below.

- iii. **Articulation of clearly communicated student, teacher and family situational distance learning expectations.** Describe the LEA’s expectations in the space below.
- iv. **Established schedule and expectations for a situational distance learning day, including how attendance and engagement will be measured.** Describe the LEA’s schedule and expectations for a situational distance learning day, including how attendance and engagement will be measured, in the space below.

### **Student and Staff Well-Being**

Beyond 2022-23 Health and Safety Plans, OSSE is not asking LEAs to submit further plans for student and staff well-being in the 2022-23 school year. This does not discount the pandemic’s impact on the physical, social-emotional, mental and behavioral well-being of those in the community. LEAs should continue to pursue strategies to promote the health of students, staff and families, and OSSE stands ready with support and technical assistance. To learn more about how LEAs should promote student and staff well-being, see OSSE’s [2022-23 Guiding Principles for Continuous Education](#). If the LEA is interested in additional technical assistance from OSSE, please select the checkbox below.

The LEA is interested in receiving additional technical assistance related to student and staff well-being.

### **2022-23 Health and Safety Plans**

LEAs should have a publicly accessible health and safety plan outlining its approach to help respond to and reduce the risk of coronavirus (COVID-19) transmission among students, staff and visitors in the 2022-23 school year. If helpful, as of the release of the current continuous education plan survey, current DC Health guidance for schools is available [here](#).

2. In the space below, please provide the exact URL where the LEA’s current health and safety plan can be found. The plan should take applicable DC Health guidance into consideration and describe how the LEA will reduce the risk of transmission of COVID-19 in its facilities.

### **Accelerated Learning**

#### **Employing Intentional Strategies for Accelerating Learning**

3. Describe how the LEA will maximize accelerated learning opportunities for students by indicating the specific strategies that the LEA plans to use (select all that apply).
  - a. **Adjusted Scheduling**
    - i. Adjusted class/block/bell schedules
    - ii. After-school programming
    - iii. Longer school day
    - iv. Longer school year
    - v. Summer programming
    - vi. School break/holiday programming
    - vii. Weekend programming (e.g., Saturday school)
  - b. **Instructional Changes**

- i. High-impact tutoring<sup>2</sup>
  - ii. New curriculum purchase
  - iii. New intervention program or support
  - iv. New uses of staff planning time for accelerated learning
  - v. New professional development for staff on accelerated learning
- c. Staffing and Related Supports**
- i. Additional staffing
  - ii. Additional vendor and/or community partner support
  - iii. New hardware purchase
  - iv. New software purchase
- d. Other**
- i. Please describe.
- e. In the space below, please describe in detail the LEA’s approach to implementing each strategy selected above and how it will accelerate student learning.

**Students with Disabilities**

4. Describe the LEA’s plan to ensure that students who require initial or reevaluation for special education service eligibility receive timely assessments and final eligibility determinations as required by IDEA and local special education requirements.
- a. Identify:
    - i. Any barriers the LEA has in meeting these requirements; and
    - ii. The LEA’s plan to address those barriers; and
    - iii. The LEA’s plan for communication with families to ensure completion of evaluation requirements.
5. Describe the LEA’s plan to ensure IEP teams make individualized decisions (whether and to what extent) for students with disabilities who are eligible for special education services under IDEA, who have compensatory services necessary to mitigate the impact of periods of school closure or distance instruction in the 2020-21 or 2021-22 school year.
- a. Identify how and when the LEA will communicate IEP team decisions regarding eligibility for compensatory education to families and how the LEA plans to ensure the delivery of these services to students.

**Assurance Statement for Continuous Education Plans (CEPs)**

The LEA attests to the following statements regarding **delivery of instruction**:

- The LEA grounds instruction in the District of Columbia’s approved state academic standards (and/or the LEA’s approved standards) in English language arts, math and science across grades K-12.

The LEA attests to the following statement regarding **2022-23 school year attendance**:

- The LEA assures that it will collect and report daily attendance through the LEA’s student information system (SIS) consistent with OSSE’s regulations and policies for the 2022-23 school year.

---

<sup>2</sup> Please see OSSE’s guide, [High-Impact Tutoring: A Proven Strategy to Accelerate Student Learning](#), released March 15, 2021.

The LEA attests to the following statement regarding **graduation and promotion** for the 2022-23 school year:

- The LEA assures that it will abide by the statewide graduation requirements enumerated in 5A DCMR § 2203 and/or in accordance with its charter agreement - if applicable.

The LEA attests to the following statements regarding serving **students with disabilities**, including students in non-public special education school settings (please check all boxes):

- Students with disabilities have equitable access to situational distance and in-person learning opportunities as possible in accordance with the guidance above and issued by the US Department of Education.
- LEAs will ensure timely completion of IDEA procedures, including but not limited to initial and reevaluation for eligibility and IEP development and revision, in both situational distance and in-person learning models.
- LEAs will ensure that school professionals delivering IEP services to the student regularly communicate with families throughout any periods of situational distance learning. Consistent and clear communication encourages parent and student participation in situational distance learning, in-person learning, recovery service delivery and other educational opportunities.
- LEAs will ensure recovery planning and implementation includes strategies to assess students with disabilities, formally or informally, to determine a baseline measurement for recovery service delivery, as well as strategies to address any identified student regression and loss of educational benefit. These strategies will take into consideration and seek to address the achievement gap of students with disabilities in comparison to their non-disabled peers prior to loss of services due to school closure.

The LEA attests to the following statements regarding serving **English learners** (please check all boxes):

- The LEA will ensure that EL students are identified in a timely manner as required by state policies and guidance identified above.
- The LEA will develop a plan for ensuring continuity of its EL program and services to all EL students across both situational distance and in-person learning environments,
- The LEA will monitor implementation to ensure that EL services and access to grade-level content classes are advancing ELs' language and academic goals.

The LEA attests to the following statement regarding **technology**:

- The LEA will ensure that, to the extent its situational distance learning program uses technology, each student will have access to a device, other needed technology and internet connectivity sufficient to fully participate in the school's learning program.

The LEA attests to the following statements regarding **family, stakeholder and public engagement** (please check all boxes):

- The LEA has given the public an opportunity to provide input in the development of the CEP and engaged in meaningful consultation with a broad group of stakeholders. Specifically, the LEA has engaged in meaningful consultation with students; families; school and district administrators (including special education administrators); and teachers, principals, school leaders, other educators, school staff and their unions; civil rights organizations (including disability rights organizations); and stakeholders representing the interests of children with disabilities, English learners, children experiencing homelessness, children in foster care, migrant students, children who are incarcerated and other underserved students.
- The LEA has taken comments of the above-named groups into account in the revision of the CEP.

The LEA will ensure translation of family-facing documents into the major non-English language(s) spoken by families served by the LEA, consistent with DC Code §2-1931, et seq.

The LEA will provide, upon request by a parent who is an individual with a disability, an alternative format of the plan accessible to that parent.

The LEA will ensure publication, in a conspicuous place on its website, of the following resources by the beginning of school during the 2022-23 school year and provide families awareness of:

- An accessible, family-facing description of their continuous education plan for the 2022-23 school year, in an understandable and uniform format; and
- An accessible, family-facing description of their health and safety plan for the 2022-23 school year, in an understandable and uniform format; and
- Contact information of key points of contact including technical support, language access, school administrators, faculty and staff.

Submission of the 2022-23 school year CEP is considered a six-month update of the LEA's 2021-22 CEP, consistent with requirements asked of LEAs receiving ESSER III-ARP funds. The LEA will update the 2022-23 school year CEP every six months, at a minimum, between the date of publication and Sept. 30, 2023.

By submitting this continuous education plan and signing below, the LEA assures that this plan reflects the LEA's best thinking on how it will provide continuous education during potential situational distance learning and accelerate learning for the 2022-23 school year.

LEA Name: \_\_\_\_\_  
LEA Leader Name: \_\_\_\_\_  
LEA Leader Signature: \_\_\_\_\_  
Date: \_\_\_\_\_

### **Assurance Statement for Health and Safety Plans**

The LEA attests to the following statement regarding operating in accordance with applicable **DC Health and OSSE COVID-19 guidance**:

The LEA ensures that it will adopt any required measures from applicable DC Health and OSSE COVID-19 guidance to help respond to and reduce the risk of COVID-19 transmission among students, staff, families and the community.

LEA Name: \_\_\_\_\_  
LEA Leader Name: \_\_\_\_\_  
LEA Leader Signature: \_\_\_\_\_  
Date: \_\_\_\_\_