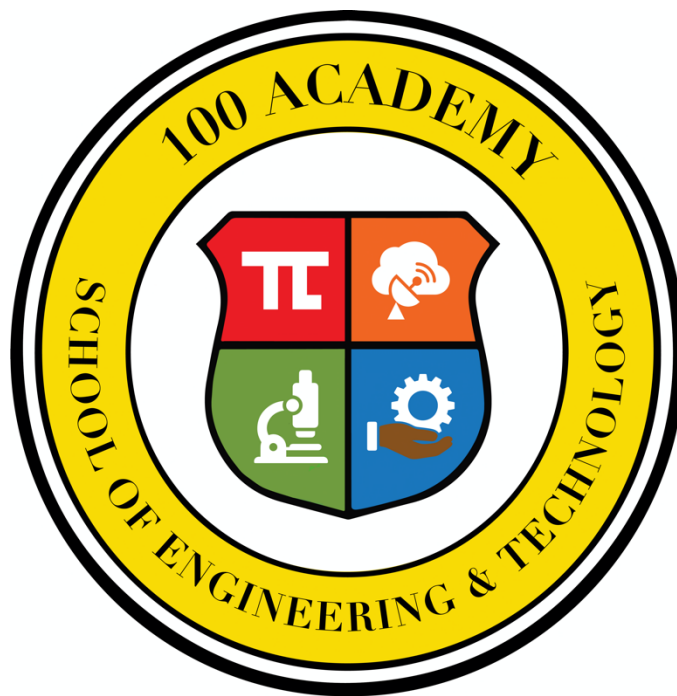


# 100 Academy School of Engineering and Technology

## Proposed Reopening Plan

K – 8 Plan

2020 - 2021



**School Name: 100 Academy School Engineering and Technology**

**COMMUNICATION**

**COMMUNICATION**

- *How will you communicate important information to families about the re-opening process?*
- *How will you communicate with students, families, staff and other stakeholders about the actions your school will be taking to keep people safe and healthy?*
- *How will you communicate with students, families, staff and other stakeholders about the actions individuals should take to protect themselves and others?*
- *What is your plan to ensure that Parents receive general updates regarding the district/school's implementation of distance education at least weekly? If English Learners comprise at least 10 percent of the student population, the school will be required to make these weekly updates available in any language that is the native language of at least 50 percent of English Learners enrolled in the charter school.*

100 Academy will utilize all social media outlets, websites, and all-call to communicate with parents to provide updates and relevant information about the reopening of school. After school starts on August 17, 2020, the campus will move to an additional communication platform known as REMIND.

Remind is a communication platform that helps educators reach students and parents where they are.

- **Fast:** Messages are sent in real time to an entire class, a small group, or just a single person. You can also schedule announcements ahead of time and attach photos and other files.
- **Accessible:** With Remind, you can send text messages straight to any phone, including flip phones. To reach every family, translate your messages into more than 90 languages before you send.
- **Effective:** Use delivery receipts to see who's reading your messages.

Remind's guidelines, practices, and features have been designed to protect the safety and security of users and their personal information. Remind has been certified by iKeepSafe for privacy practices related to COPPA and FERPA.

School Leader and Board President attend weekly update meetings through the office of school choice. As new information is acquired and board decisions are required. The School Leader and Board President will work together to ensure all board members are informed and ready to act.

One of the most critical parts to ensuring parents receive weekly information regarding 100 Academy implementation of the hybrid model and distance learning is through multiple communication methods. These could include

1. posting information through the school, in houses of worship, and public buildings frequented by families;
2. mailing home critical information;
3. emailing parents viable information;
4. utilizing social media outlets; and
5. infinite campus and other technology communication platforms (REMIND) to relay messages in both English and Spanish.

**RE-OPENING SCHOOL BUILDINGS**

**RE-OPENING APPROACH**

- *How will your school building(s) re-open (see options in section 6 of Directive 022 and within the Path Forward Framework)?*
- *Will the school request a calendar adjustment as part of your re-opening approach?*
- *How will you approach re-opening for students whose families are not comfortable with them returning to school or who are identified as "vulnerable populations"?*
- *Under a hybrid learning model how would the school determine which students receive in-person instruction at which times?*

- *What circumstances/scenarios will warrant a change in the approach?*
- *If a change in approach is warranted, how will that transition be made?*

100 Academy School of Engineering and Technology will utilize the hybrid model combined with distance learning education. Directive 022, section 6 notes that a school may use distance education, in-person instruction following strict social distancing protocols identified in the Nevada Path Forward Framework or a combination of distance education and in-person instruction reopening the school. The hybrid model cohorts consist of the following:

Cohort A – This cohort option provides scholars with two-days of face-to-face instruction and three-days distance learning.

Monday	Tuesday	Wednesday	Thursday	Friday
Face-to-Face	Face-to-Face	Online/Targeted Instruction, Small Group, Intervention)	Online	Online

Cohort B – This cohort option provides scholars with two-days of face-to face instruction and three-days distance learning.

Monday	Tuesday	Wednesday	Thursday	Friday
Online	Online	Online/Targeted Instruction (Small Group, Intervention)	Face-to-Face	Face-to-Face

Cohort C – This cohort option provides scholars with five-days of distance learning. Cohort C- is specifically for families and students who are not comfortable having their children return to school due to feeling as if they are a vulnerable population, 100 Academy will offer distance learning portion of its hybrid model to engage and instruct the students.

Monday	Tuesday	Wednesday	Thursday	Friday
Distance Learning	Distance Learning	Distance Learning	Distance Learning	Distance Learning

Cohort A (Monday & Tuesday) Cohort B (Thursday & Friday) with an Open Lab Wednesday (online). During the time students are on campus, teachers will cover the four core subject areas (reading, math, science, social studies, and STEM). The other three days will be distance learning instruction to reinforce and support core instructional teaching. The open lab will be on Friday's. During Open Lab Wednesday's students will receive acceleration and remediation.

### **Distance Learning**

100 Academy will provide distance learning for those students who do not want to return to the school environment due to COVID-19. Distance Learning is acceptable under the Nevada Path Forward Framework. 100 Academy will utilize the google classroom platform and integrate the following platforms for a robust online learning experience for students.

- iReady
- Odysseyware
- Imagine Learning
- Stemsscopes
- Edgenuity
- Scholastic
- Mobymax
- DRA
- Khan Academy
- Nearpod
- STEM- Project Lead The Way

To ensure students' academic continuity identified as English Language Learners, special education, and 504 may receive additional in-person and virtual instruction provided by the special programs department. Also, 100 Academy will closely monitor student performance, and those students who continue to display academic deficits will be placed within the RTI framework. The teacher and instructional coach will work closely and follow 100 Academy RTI protocols.

The change to cohorts A & B will be dictated by the Governor's directives. If there is a mandatory school closure, the school will move to a distance learning model just as we did at the end of the 2019-2020 academic school year.

#### PHYSICAL HEALTH SCREENING

- *How will you screen staff and students?*

100 Academy School of Engineering and Technology official start time is 9:00 am to 3:30 pm. However, all staff will report to work at 7:45 am. **All STAFF and STUDENTS are required to WEAR MASK (Specifically Cloth) daily.** Students can purchase 100 Academy masks during an open house or at the front office.

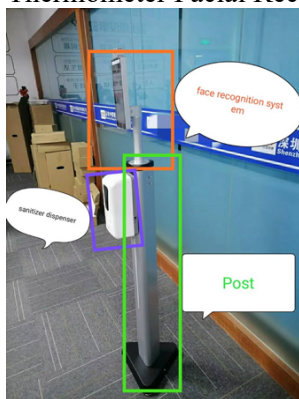
Due to COVID-19, all staff and students as they enter into the building (wearing mask) will get their temperature checked by an automated thermometer checker located at drop-off and pick-up school entry points (picture below). All teachers and staff will enter through the front office, passing through the automatic thermometer checker. The automatic thermometer checker will record and log student and staff temperature daily. The FASA will run daily reports to look for any commonalities of high temperatures amongst staff and students.

If a staff member or student presents with a fever above 99 degrees, he or she will be asked to return home or staff or student showing any COVID-19 related symptoms as outlined by the CDC.

<https://www.cdc.gov/coronavirus/2019-ncov/symptoms-testing/symptoms.html><sup>1</sup>

If a student has a fever over 99-degrees or displays and symptoms related to COVID-19, as identified by CDC, the FASA will notify parents immediately. An incident report will be completed signed off by one of the leadership team members and the school registrar. If a student is absent more than 2-days after being sent home due to COVID-19 related symptoms, FASA will provide a courtesy follow up call to the parent of the student to see how the student is doing and if the student has been tested. If a staff member presents with a fever over 99-degrees or symptoms related to COVID-19; An incident report will be completed by the FASA and signed off by the Principal or Assistant Principal and a copy of the form given to the Business Manager. Students and staff who display symptoms of COVID-19 will be asked to stay at home until symptoms are no longer present (outlined in HR Section). All staff member who is absent after 3-day will be subject to present a doctor's note to return to work.

#### Thermometer Facial Recognition



<sup>1</sup> <https://www.cdc.gov/coronavirus/2019-ncov/symptoms-testing/symptoms.html>

Besides using the school's website, posters throughout the campus, school newsletter, text messages, and phone calls home, the school will send reminders for all ill individuals to stay at home. Health guidelines from the CDC and directives from the Governor's office will also be shared so parents are aware at all times.

### PHYSICAL HYGIENE & SOCIAL DISTANCING

- *How will you address and reinforce hand hygiene and respiratory etiquette?*
- *How will face coverings be used? Please refer to Emergency Directive 024 and the associated guidance which outline the requirements for face coverings.*

**All students and teachers are required to wear mask the entire day.** Each classroom and bathrooms have several COVID-19 related posters regarding the importance of handwashing and social distancing. Each hallway will have 4 hand sanitizing stations on it. Also, on the floors of each hallway will be decals/posters for social distancing (6-feet apart). These decals will be placed around the perimeter of the campus located at drop-off and pick-up school entry points. In addition, placed in the hallways leading to bathrooms and water fountains.

Campus decals/posters will be posted around the campus and perimeter for social distancing. Also, during drop-off and dismissal teachers and administrators will be on duty to monitor social distancing and to ensure campus procedures are being followed. As students are dropped off at the various points for drop-off, they will each step to the automated thermometer. It will check the student's temperature and log their temperature daily.



**Teachers and Staff** will reinforce frequent handwashing and sanitation and procure needed supplies. Teachers are required to host morning meetings to discuss the importance of following all COVID-19 related procedures. Prepare and maintain handwashing stations with soap and water, and if possible, place alcohol-based hand rub (hand sanitizers) in each classroom, at entrances and exits, and near lunchrooms and toilets. Clean and disinfect school buildings, classrooms and especially water and sanitation facilities at least once a day, particularly surfaces that are touched by many people (railings, lunch tables, sports equipment, door and window handles, toys, teaching and learning aids etc.)

**Teachers and staff**, if any student throughout the school day displays and symptoms related to COVID-19. Please provide the student with a **red pass** to the nurse immediately. This will limit the possible spread or exposure to other students in the classroom or hallway. The **red pass** will immediately prompt the FASA to conduct a thorough check and place on the appropriate gear (mask, sneezing shield, gloves, etc).

### Classroom Setup

The Nevada Path Forward Framework stipulates that no more than 50% of the students to a class at one time. Also, no more than 50 students in one particular area or passing throughout the halls, common areas, etc. To maintain this compliance if upheld as the standard, we will be forced to implement the hybrid model. As of right now, the Governor and NDE are upholding this standard. However, we do not know if this will be the final guidance for reopening in the fall.

All desks will be facing the same direction at 50% capacity level. The teacher will be permitted to move throughout the classroom as needed. The classroom teacher will follow the action plan for teacher responsibilities as it relates to cleaning and maintaining a safe class for all students.

### **COVID-19 Hallway Scholar Expectations**

- During passing, periods/rotational changes students are to practice social distancing
- Students must walk in a line 6 feet apart (K-5)
- Students must wear a mask at all times
- No student interaction in the hallway
- Students must be on 6 feet decal when going to the restroom or getting water

### **COVID-19 Playground Scholar Expectations**

- Students will be permitted to utilize the playground adhering to a designation playground rotation plan
  - The plan limits the number of students in one particular providing for social distancing
  - Students will rotate among stations
- Student are required to wear mask during recess at all times
- Teacher will actively monitor to ensure social distancing
- Social distancing decals/posters will be posted on the playground

### **COVID-19 Lunchroom/Library Scholar Expectations**

- Only two students to a table in the cafeteria
- Only two students to a table in the library
- Students will pick up breakfast or lunch meal in line with a mask on until sitting down to eat
- Students can take off mask while eating
- Once students are done eating students must immediately place on the mask
- Students must hand sanitize upon entry and exit

### **COVID-19 Gym Scholar Expectations**

- Students must wear mask at all times
- Students are to remain 6 ft apart PE during related activities
- Students are not permitted to play any contact activities or any activities that do not adhere to the 6 feet rule
- Students must hand sanitize upon entry and exit

### **COVID-19 Classroom Scholar Expectations**

- Morning meeting to reinforce social distancing cultural norms
- Frequent handwashing and sanitizing throughout the day
- All scholars wear a mask
- No touching or removing mask during while in class
- Keep adequate distance from your classmates
- Raise your hand to wait for the teacher to acknowledge your movement in the class

- *How will your staffing approach ensure strong implementation of your overall re-opening approach?*
- *How will you prepare for the possibility of increased staff absences due to illness and ensure that staff who are sick are able to stay home?*

**GOVERNING BODY AND SCHOOL LEADERSHIP ROLE**

- *How will you share consistent and up-to-date information with your governing body and school leadership?*
- *How and to what extent will the governing body and school leadership weigh in on key decisions?*

100 Academy staff will return to work with a four-day working schedule and one-day remote for deep cleaning on Wednesdays. Before staff return on August 3, 2020, all will receive an updated human resource policy outlining the new rules regarding vulnerable populations, staff absenteeism, and illness. These guidelines are to help facilitate a smooth transition for all staff to return to work. The Business Manager will establish an open and transparent communication line with employees via email, phone, postal mail, and text to ensure they have all current information. All employees will be encouraged to ask any questions they have concerning procedures and conditions in the work environment.

Employees are expected to notify the Business Manager and Principal if they were isolated at home due to a positive COVID-19 diagnosis, had potential exposure to COVID-19, or stayed home to care for a family member or other individual. If an employee is suspected of, diagnosed with COVID-19 or has stayed home to care for a family member or other individual, a questionnaire must be completed with the Business Manager and the individual to record information obtained about the situation concerning their ability and desire to return to work. The goal is to determine if the employee is eligible to return, based on the CDC guidelines, and set a date for the employee to return. Unless guidance provides a change of policy, 100 Academy will not require a COVID-19 test result to qualify for sick leave, or return to work. It is expected that an employee who has tested positive for COVID-19 will self-quarantine for 14 full calendar days and present themselves as symptom-free (no longer having a fever or using fever-reducing medication and no respiratory symptoms) for at least three days before returning to work. Based on the employee’s answers to the 14 -day isolation and the three days without a fever, the Business Manager and Principal can then set a return to work date. This date should be mutually agreed upon between 100 Academy and the employee. If the employee has a return to work order from his/her physician, 100 Academy can accept this and put it on file. However, this will not be a mandate for the employee.

100 Academy will also work with the school’s physical environment to ensure the staff workplace is ready for all who will return. The employees who have symptoms should notify the Business Manager and Principal of their symptoms and be encouraged to stay home. All workspaces are to be cleaned and disinfected. This includes all such areas as offices, bathrooms, common areas, classrooms, and electronic equipment on a routine basis. Employees will be asked to wash their hands often with soap and water. If this is not possible, a hand sanitizer will be readily available as well. Physical barriers such as clear plastic sneeze guards can be made available in the offices when dealing with the public, using Pro-ULV dry misters for open areas and classroom cleanings, posting hand-washing signs in all restrooms, and providing employees with up-to-date education and training on COVID-19 risk factors and protective barriers may also be made available. Employees will be asked to enforce workplace social distancing, limit all group gatherings to under ten people, and keep conversational distances of at least 6 feet. Employees will be asked to follow the Governor’s directives for face coverings. 100 Academy will provide mask or face shields for staff who are in need. Staff may also wear the ones they bring from home, so they are comfortable during the day. Face coverings must be fitted appropriately to cover the mouth and nose, must be worn appropriately, and must be cleaned and disposed of daily.

All employees must remain diligent about checking their health status and symptoms before leaving for work. If any employee does not feel well or is displaying symptoms, they should stay at home. As long as the employee does not have a temperature or show other symptoms, they should be diligent about self-monitoring throughout the workday and at home.

100 Academy acknowledge that some employees may be fearful of work or identified as a vulnerable population. Under the Families First Coronavirus Response Act (FFCRA), an employer with fewer than 500 employees such as the school, must determine if a vulnerable employee or one caring for a vulnerable individual is eligible for paid sick leave under the Emergency Paid Sick Leave Act Portion of FFCRA. This sick leave has a window of April 1, 2020 to December 31, 2020 and an employee is eligible for sick leave regardless of the length of employment with the school.

To be entitled to sick leave pay, the employee's need to stay home must be due to his/her particular vulnerability to COVID-19, or the particular vulnerability to COVID-19 of an individual for which the employee is a caregiver/ prevent the employee from working or teleworking; and be upon the advice of a healthcare provider. Under FFCRA, 100 Academy must provide up to two weeks of paid sick leave, equivalent to 80 hours of paid sick leave for a full-time employee or part-time employees; this would be equivalent to the average number of hours worked by the employee for two weeks. The regular rate of pay is applicable for this time.

Individuals who express a desire or need to remain at home must have the opportunity to explore working from home if appropriate, available paid, or unpaid leave options. These determinations must be specific and depend upon individual job responsibilities and circumstances. Employees who are not authorized for telework may request to use available paid leave where appropriate or request an unpaid leave of absence. Employees who have exhausted all available leave options but have a severe underlying medical condition and are within the age group deemed to be most vulnerable by the CDC, may contact the Business Manager and Principal to request an accommodation. Employees who request accommodation may be granted additional unpaid leave as an accommodation. The Business Manager and Principal are expected to examine all potential workforce configurations and, if necessary, develop shifts or other phased approaches for returning employees to the school.

In order to prepare for staff absences, 100 Academy will continue to work with School Support Services to provide quality substitute teachers as needed. Before the substitutes enter the building, the Building Manager and Principal will coordinate efforts that are being used by School Support to screen its staff while commonly sharing the school's procedures for ensuring a substitute teacher is healthy enough to be in the building. The school will also provide for assistance to the substitute teacher through grade level colleagues as a support system for following teacher lesson plans and distance learning plans. The school will provide the substitute with all the required protect gear if he/she does not bring what is required. The Business Manager or Principal will be responsible for meeting with the substitute in order share the specifics for how to work through the day within the building. This will assist in a smooth transition process.

## **GOVERNING BODY AND SCHOOL LEADERSHIP ROLE**

The governing body's role during the COVID-19 pandemic remains to ensure that leadership is doing what is in the students' best interest, within the parameters of the law, policy, and the charter contract. This includes continuing to be engaged by regularly receiving information about the school's academic, organizational, fiscal, and health and safety conditions outside of the meetings. It is 100 Academy leadership's responsibility to keep the board informed of critical issues and provide up-to-date information about the school process. Leadership will communicate through emails, text messages, phone calls, virtual meetings, newsletters, and monthly meetings.

A high performing charter governing body focuses on student achievement, acts strategically, recruits effective school leader(s), raises and uses resources wisely, fiscally oversees the school, and fulfills all sponsor's compliance expectations. The governing body and the school leadership are responsible for following and making themselves knowledgeable about all policies, directives, and procedures that arise concerning COVID-19. Knowing that things on this level are in continual motion will be critical for both entities to be in constant communication on all matters. Following the Nevada Open Meeting Law Requirements, board meetings will be scheduled, information to be presented and discussed with the board, public comments to be taken into account, and the collection of board votes to make decisions on items needing action. Establishing and maintaining a robust collegial relationship will be critical to the school's success for the upcoming school year.

## **LOGISTICS**

### **FACILITIES MANAGEMENT**

- *What adjustments will be made to the facility or use of the facility to support your re-opening plan and to minimize the risk of spreading COVID-19?*
- *How and how frequently will you clean and sanitize various parts of the facility to minimize the risk of spreading COVID-19?*



Addressing the safety and security for 100 Academy campus is essential. This includes the cleaning and disinfecting process and monitoring access to any room or space within the facility. Innovations will follow the CDC, State, and district guidelines for misting and sanitizing the facility. To minimize this while still being safe, there will be a limited student movement throughout the school day. This ensures social distancing while providing time for common areas such as restrooms to be kept clean and disinfected. 100 Academy will utilize an external cleaning company for deep cleaning (MasterCorp). MasterCorp will disinfect with Clorox 360 Electrostatic Spraying the following areas: Student desks including worktops, phones, mouse, bookshelves, cabinets, hard walls, and cubicle panels • Conference rooms including all desks and conference chairs • Hard wall offices • All doors • All handles including but not limited to classroom doors, refrigerator doors, exterior cabinets, faucets • Exterior of all breakroom appliances and accessories • All restroom stalls, hardware, and toilet accessors • Cafeteria tables and chairs • Library • Teachers' lounge.

Reconfiguring classrooms to accommodate a 50% reduction in furniture and desks for student learning, preparing infrastructure and technology for multiple computer laboratories, and in hanging posters, wall reminders, and distance stickers on the floor to remind students of where to stand for social distancing. Each staff member and student will also be presented with mask to be used during the day during human interaction.

The school will also limit the time and number of visitors to the building. In the past, the school has hosted before and after school programs, family engagement evenings, concerts, field trips, assemblies, and much more. These sorts of events will be provided now in a virtual manner in order to continue to work with the families while minimizing large groups of people. The before and after school programs will be held with 50% of the applicable children in the program and done in such a manner that parents and children have to register for specific days/times to get the additional tutoring for the students.

The frequency of the cleaning and sanitizing of various parts of the facility will follow the CDC guidelines posted for schools. Minimally, restrooms will be cleaned after classes are scheduled for restroom breaks, during and after lunch periods, and before and after the school day. Other parts of the facility that are open spaces can be cleaned on a scheduled morning and afternoon session.

Nightly deep clean procedures will be followed by our janitorial service to prepare for school each day. CDC guidelines for school cleaning will be followed and monitored for changes.

#### **NUTRITION SERVICES/BREAKFAST & LUNCH**

- *How will the school adjust meal-time procedures to minimize the risk of spreading COVID-19?*
- *If the school provides meals, what precautions will be taken during meal preparation and service to minimize the risk of spreading COVID-19?*
- *How will the school ensure that students have access to nutrition services to which they are entitled?*

Based on state and local health department guidelines, 100 Academy will follow the proper social/physical distancing requirements for serving meals to students. Fewer students attend the Before School Program than the regular day, so Innovations will seek to serve a Grab and Go breakfast in the cafeteria and library for those in need before the regular school hours. There is an understanding that 50% occupancy and a six-foot social distancing guideline are in effect, so students will be given 30 minutes to eat the breakfast and then be moved to their classroom. For students needing breakfast After the Bell, the Grab and Go Breakfast will be taken to the classroom or library for food and drink consumption. Necessary markings will be installed to encourage appropriate social distancing, and a staggering shift for students to get meals will be put into place to keep the guidelines firm and limit student interaction. Staff members will be on duty to ensure guidelines are followed.

Lunches at the school are staggered times in serving various grade levels with the youngest children eating first. In order to keep the students together and allow for minimization of movement, lunch counts will be taken in the mornings with food and beverages being delivered to the classrooms at the assigned lunchtimes.

The classrooms, lunchroom, and the library will be cleaned before and after the meal consumption each day to limit germs' spread.

The guidelines for storage, cooking, and serving of food from the district are very regimented and rigid. Food safety protocols, production logs, time and temperature logs, and food inspection are all part of the daily duties of the kitchen staff. These time and temperature logs will be adhered to for the serving of meals for the classrooms as well. Staff who

do not need to be in the kitchen will be discouraged from being there. Personal Protective Equipment and frequent handwashing will be stressed for the kitchen staff to follow the CDC guidelines at the time. This ensures that hair nets, beard guards, gloves, face coverings, and chef coats are to be worn in order to limit germs and to increase cleanliness. It is expected that staff members working in the kitchen will be responsible for keeping their hygiene to the necessary standard to handle and serve the food as well as keeping their workstations up to code as well.

100 Academy is a CEP. All students eat for free each day. The staff will ensure that students place their orders, take a lunch and breakfast count, and are served what the nutritional guidelines deem are critical each day.

#### **TRANSPORTATION/ARRIVAL & DISMISSAL**

- *How will the school adjust arrival and dismissal to minimize the risk of spreading COVID-19?*
- *If the school provides transportation, what changes will be made to ensure social distancing, proper cleaning and sanitation, and overall mitigation of the risk of spreading COVID-19?*

100 Academy does not have a bus system for its students. However, 100 Academy has redesigned arrival and dismissal to minimize parents and guests entering the building. The pickup and drop off are the new entry and exit locations. This will assist in promoting social distancing. Also, an automated thermometer checker will be at each entry point daily. As students line up to the thermometer checker, there will be social distancing posters/decals on the floor to assist with the cultural norms at 100 Academy.



\*The school does not provide transportation for its students.

#### **ATHLETICS/EXTRA-CURRICULAR ACTIVITIES**

- *How will the school adjust athletics and/or extra-curricular activities to minimize the risk of spreading COVID-19?*
- *If the school offers NIAA sports, describe your plan for athletics, which should comply with NIAA guidance.*

100 Academy will follow the tenets outlined in the NIAA Guidance Document to organize and hold its elementary, and middle school sports/athletic activities. It will offer no extra-curricular activities outside of sports at this time.

The following are the NIAA Guidelines for Phase 2 Reopening.

#### **Pre-Workout/Contest Screening:**

- All coaches and students should be screened for signs/symptoms of COVID-19 prior to a workout. Screening includes a temperature check.
- Responses to screening questions for each person should be recorded and stored so that there is a record of everyone present in case a student develops COVID-19 (see Appendix II for sample Monitoring Form).
- Any person with positive symptoms reported should **not** be allowed to take part in workouts and should contact his or her primary care provider or other appropriate health-care professional.
- Vulnerable individuals (over 65, pre-existing health conditions) should **not** oversee or participate in any workouts during Phase 2.

### **Limitations on Gatherings:**

- No gathering of more than 10 people in a single indoor space. Up to 50 individuals may gather outdoors for workouts.
- If locker rooms or meeting rooms are used, there must be a minimum distance of 6 feet between individuals at all times. Efforts should be made to encourage students and coaches to limit the use of locker rooms when at all possible by arriving ready for workouts and showering at private residences.
- Workouts should be conducted in “pods” of students with the same 5-10 students always working out together. Smaller pods can be utilized for weight training. This ensures limited exposure if an individual develops an infection.
- There must be a minimum distance of 6 feet between individuals at all times, whether indoors or outdoors. If this is not possible indoors, then the maximum number of individuals in the room must be decreased until proper social distancing can occur. Appropriate social distancing will need to be maintained on sidelines and benches during practices. Consider using tape or paint as a guide for students and coaches.

### **Facilities Cleaning:**

- Adequate cleaning schedules should be created and implemented for all athletic facilities to mitigate any communicable diseases.
- Prior to an individual or groups of individuals entering a facility, hard surfaces within that facility should be wiped down and sanitized (chairs, furniture in meeting rooms, locker rooms, weight room equipment, bathrooms, athletic training room tables, etc.).
- Weight equipment should be wiped down thoroughly before and after each individual’s use of equipment.
- Any equipment such as weight benches, athletic pads, etc. having holes with exposed foam should be covered.

### **Personal & Clothes/Equipment Hygiene:**

- Individuals should wash their hands for a minimum of 20 seconds with warm water and soap before touching any surfaces or participating in workouts.
- Hand sanitizer should be plentiful and available to individuals as they transfer from place to place as well as at all practices and contests.
- Appropriate clothing/shoes should be worn at all times in the weight room to minimize sweat transmission onto equipment/surfaces.
- Students should be encouraged to shower and wash their workout clothing immediately upon returning to home.
- There should be no shared athletic towels, clothing, or shoes between students.
- Students should wear their own appropriate workout clothing (do not share clothing), and individual clothing/towels should be washed and cleaned after every workout.
- All athletic equipment, including balls, should be cleaned intermittently during practices and contests.
- Athletic equipment such as bats, batting helmets and catchers gear should be cleaned between each use.

### **Physical Activity:**

- Lower risk sports practices and competitions may resume (see Potential Infection Risk by Sport below).
- Modified practices may begin for Moderate risk sports.
- Maximum lifts should be limited, and power cages should be used for squats and bench presses with spotters standing at each end of the bar.

### **Hydration:**

- All students shall bring their own water bottle. Water bottles must not be shared.
- Hydration stations (water cows, water trough, water fountains, etc.) should **not** be utilized.

## Contests

### 1. Potential Infection Risk by Sport (modified from United States Olympic and Paralympic Committee – Sports Medicine recommendations)

**Higher Risk:** Sports that involve close, sustained contact between participants, lack of significant protective barriers, and high probability that respiratory particles will be transmitted between participants.

*Examples: Wrestling, football, boys' lacrosse, competitive cheer, dance*

**Moderate Risk:** Sports that involve close, sustained contact, but with protective equipment in place that may reduce the likelihood of respiratory particle transmission between participants OR intermittent close contact OR group sports OR sports that use equipment that can't be cleaned between participants.

*Examples: Basketball, soccer, water polo, ice hockey, field hockey, girls' lacrosse, crew with two or more rowers in shell, 7 on 7 football, swimming relays, volleyball\*, baseball\*, softball\*, gymnastics\* (if equipment can't be sufficiently cleaned between competitors), tennis\*, pole vault\*, high jump\*, long jump\**

\*Could potentially be considered "Lower Risk" with appropriate cleaning of equipment and use of masks by participants

**Lower Risk:** Sports that can be conducted with social distancing or individually with no sharing of equipment or the ability to clean the equipment between use by competitors. *Examples: Individual running events, throwing events (javelin, shot put, discus), individual swimming, golf, weightlifting, alpine skiing, sideline cheer, single sculling, cross country running (with staggered starts)*

In all phases, teams should suspend pre-game and post-game handshakes/high-fives/fist bumps.

2. Transportation to events - Schools must consider social distancing requirements when scheduling contests and events for the fall. Social distancing (as required by state or local health department) will need to be maintained on buses/vans. Thus, multiple buses/vans and/or parental/guardian transportation will likely be needed.

### 3. Social distancing during Contests/Events/Activities

a. Sidelines/benches – appropriate social distancing will need to be maintained on sidelines/bench during contests and events. Consider using tape or paint as a guide for students and coaches.

b. Who should be allowed at the events? Group people into essential and non-essential groups. Those allowed to attend would first be those in the essential group. If gathering limits and/or direction from local health authorities won't allow all essential personnel to be in attendance, holding the contest may not be practical. Allowing non-essential personnel should only be done in compliance with gathering limits, capacity of facility to allow for proper social distancing and in consultation with local health authorities.

\* Essential: Athletes, coaches, officials, event staff, medical staff and security

\* Non-essential: Media, spectators, vendors

\* Innovations typically offers the following sports in alignment with the NIAA and the VAC.

Elementary: Flag football, volleyball, soccer, and basketball

Middle School: Volleyball, basketball, and soccer

The school will evaluate how many students have an interest in each sport and seek to follow the guidelines for practice and competitions that utilize face coverings, screenings, and social distancing at all levels.

## INFORMATION TECHNOLOGY

- *What technology resources are necessary to implement your re-opening plan?*
- *How will you ensure that the school has all necessary technology resources to support your re-opening plan?*
- *What actions will you take to expand access to technology and internet connectivity for students, families and educators?*

We have conducted an in-house needs assessment, and our network, bandwidth, hardware, and software is sufficient for synchronous learning. We currently have a partnership with Cox Communications related to discounted high-speed internet and purchased WIFI hotspots for student and family usage.

Student needs for one-on-one computer use are being addressed by supplying each student in K-2 with an iPad and grades 3-5 with a Chromebook for the academic year. Online learning through Google Classroom, Google Meets, and the online software purchased or is offered as a complementary piece of the curriculum currently in use.

Throughout the summer, the IT Department has been cleaning, inventorying, and assigning computers to the classroom and students. In the event the school is mandated to close, there will be a seamless movement to fully distance learning as the process and procedures for Google Classroom Meet, and the Chat room will have been used, taught, and monitored through the use of the computer laboratories or the classroom sets of computers.

100 Academy will make every effort to ensure students have access to technology hardware, programming, software, teacher instruction, REMIND, text messages to parent smartphones, and Google Classroom, Meets, and chat. Students and families who choose not to accept the technology or hotspots, 100 Academy will provide paper packets and work with parents to receive one-on-one tutorial services through one of our integrated technology platforms.

Paper correspondence will include samples and complete directions for how to complete the work each week. There will be teacher notes sent home to help with the completion of the work through examples and instructional dialogue. Work will be sent each Monday, whereby the parents can return the previous week's work while obtaining the current week's work all in one trip. If a family cannot come to the school to get and return work, 100 Academy will make every effort to ensure the work is delivered to the homes. All student work will be graded on work completed as it aligns with grade entry and accountability for learning standards and in alignment with the necessary accountability records used for Infinite Campus.

## **WELLNESS AND RECOVERY**

### **SOCIAL-EMOTIONAL LEARNING – TIER 1**

- *How will the school provide tier 1 (universal) social emotional supports to students?*

100 Academy will implement a wellness and recovery plan to address students, families, and staff's needs as they return to school. 100 Academy will utilize our SEL facilitator to assist families, students, and staff. The SEL facilitator will conduct a school-wide needs assessment to determine the needs of all stakeholders. SEL facilitator will work leadership team to develop a comprehensive plan for Tier 1 to the address the areas to follow but limited to (1) social-emotional learning, (2) trauma resources, (3) family engagement, (4) positive behavioral supports, (5) health and safety COVID-19 information, and (6) seminars/open forums.

SEL facilitator will provide instructional content and resources to teachers to address in their morning meetings. All teachers will have morning meetings to discuss new COVID-19 cultural norms.

### **TRAUMA-INFORMED PRACTICES – TIERS 1-3**

- *How will the school monitor students, staff and families who may be struggling and evaluate their social emotional needs?*
- *What tier 1 (universal) trauma-informed practices will be in place?*
- *What tier 2 and tier 3 additional supports will be available to support students, families and staff that may be in need of more intensive support?*

100 Academy is aware that we will have to support families, students, and staff, who may have experienced trauma due to COVID-19 related concerns. The school is committed to providing resources and specialized assistance by linking families, students, and staff with qualified community resources. The school will also offer a "Keeping it 100" community forum at least twice a month. The forums will include information tips on trauma, communication during

COVID-19, mental resources, and social-emotional learning. All of the forums will have a qualified professional on the panel to ensure accurate information is being communicated to 100 Academy families and communities.

The SEL facilitator will also provide targeted and intensive individualized assistance for students, staff, and families. This will include linking families with community resources and referrals for 100 Academy students to help students with behavior management, healthy coping strategies, and connecting students with appropriate community resources based upon their presenting needs.

## **ACADEMICS – Path Forward Plan of Distance Education**

*(required for all schools not already approved by the Nevada Department of Education to provide full-time distance education to 100% of students)*

### **INSTRUCTIONAL APPROACH**

- *How will instruction be provided to students (describe synchronous and asynchronous approaches, as applicable)?*
- *What accommodations will be provided to students without access to technology, which may include distance education through paper correspondence?*
- *How will the school ensure that students who are quarantined on the advice of local public health officials have access to distance education?*
- *How will the school ensure that a teacher attempts to contact each student via electronic means or by telephone at least once per day?*
- *How will teachers be accessible to students through the internet or by phone during the school’s regular instructional hours?*
- *What adjustments will be made to specific courses to minimize the risk of spreading COVID-19, such as band, physical education, chorus, or certain CTE courses?*

100 Academy will implement a hybrid learning model with Cohort A, B, and C. This model mirrors Clark County School District. The direct instruction face-to-face instruction format two-days a week with synchronous learning and three-days per week for online instruction (asynchronous). This means that content can be viewed at varying times; students will engage in activities and learn the material at when convenient rather than in “real-time” to offer flexibility to families. Assignments may be daily, multi-day lessons, or a combination, depending on grade level.

Cohort A – This cohort option provides scholars with two-days of face-to-face instruction and three-days distance learning.

Monday	Tuesday	Wednesday	Thursday	Friday
Face-to-Face	Face-to-Face	Online/Targeted Instruction, Small Group, Intervention)	Online	Online

Cohort B – This cohort option provides scholars with two-days of face-to face instruction and three-days distance learning.

Monday	Tuesday	Wednesday	Thursday	Friday
Online	Online	Online/Targeted Instruction (Small Group, Intervention)	Face-to-Face	Face-to-Face

Cohort C – This cohort option provides scholars with five-days of distance learning. Cohort C- is specifically for families and students who are not comfortable having their children return to school due to feeling as if they are a vulnerable population, 100 Academy will offer distance learning portion of its hybrid model to engage and instruct the students.

Monday	Tuesday	Wednesday	Thursday	Friday
Distance Learning	Distance Learning	Distance Learning	Distance Learning	Distance Learning

Cohort A (Monday & Tuesday) Cohort B (Thursday & Friday) with an Open Lab Wednesday (online). During the time students are on campus, teachers will cover the four core subject areas (reading, math, science, social studies, and

STEM). The other three days will be distance learning instruction to reinforce and support core instructional teaching. The open lab will be on Friday's. During Open Lab Wednesday's students will receive acceleration and remediation.

The time spent on virtual learning will vary for students depending on their grade levels and pacing. However, teachers will be working within the following guidelines outside the classroom within Cohort A or B:

- K-1 students should expect to spend approximately 1.0-1.5 hours a day
- 2-3 students should expect to spend approximately 2.0 to 2.5 hours a day
- 4-8 students should expect to spend about 2.5 to 3.0 hours a day.

These time frames include the teacher-directed and independent portions of the lessons.

- Although most of the instruction will be offered asynchronously, there may be instances in which synchronous opportunities are available to students (meaning they log in and engage with a teacher at a specific time). Teachers will communicate specific details to parents and students.
- Office Hours– During “office hours,” teachers will be available to respond to student and parent questions or concerns via email, video or by phone. Teachers will continue to correspond with parents between the hours of 9:00 AM-3:30 PM. The goal of office hours is to respond to more complex questions and to provide direct instruction, guidance and support to students, when necessary (Wednesdays).

Students who do not have internet access, the school will provide accommodations in distributing paper correspondence and then the collection and redistribution of paper correspondence. The skills taught weekly from the grade-level specific consumable curriculum used by the teachers will be put into a packet with the teacher's notes for what he/she is expecting from students to complete. Samples of teacher instruction and modeling of standardized skills will be put with the packets to ensure students see what has been covered online. The teachers will also reach out to the students via telephone, REMIND, and text messages to clarify questions, offer suggestions, and reteach as necessary.

For families that are homebound without transportation, the school will utilize support staff to deliver and pick up work to be returned to the teachers for grading. As an additional method for helping all students with supplementary technology-based learning accommodations, the school will develop and staff multiple computer labs during the instructional days.

Students that have specialized needs, those who utilize English as their second language, and those who have no Internet access will be provided time to attend school on their supplementary technology-based learning days. These students will utilize the computer labs to receive their online instruction and complete the necessary work and testing to acquire and master grade-level standards.

Students who are quarantined, the school will use diverse distance learning strategies. Teachers will contact the parents to make arrangements and inform families of the instructional time or deliver the packets for the week. The packet delivery will not be one where the staff member is entering the home. The home will be called once the staff arrives, and packets will be distributed to the front doors, thereby eliminating contact.

### **Teacher Responsibilities for Distance Learning**

100 Academy teachers will monitor and track attendance through the google platform and approved online distance learning programs (Odysseyware & Edgenuity). To assist teachers will online facilitation. 100 Academy has created a digital learning community for teachers and adjusted the master schedule within the instructional day to provide teachers with online facilitation and resources. Lastly, 100 Academy has drafted an online facilitation protocol for teachers which consist of the following:

- Required postings (welcome announcements, learning targets for the weekly, etc)
- 24-hour response time
- Due dates

- Office hours posted
- Contact information
- Student resources
- Parent forum

#### **MEETING STUDENT NEEDS**

- *How will the school adapt to provide appropriate education for English Learners, students with IEPs and students with 504 plans?*
- *How will the school evaluate the efficacy of its implementation of distance learning in the spring of 2020 and determine the academic needs of students due to the disruption in in-person instruction?*
- *How will the school meet students' academic needs based on this determination?*
- *How will the school continue to evaluate the efficacy of their plan to meet students' needs and adjust, as needed?*

100 Academy ensures the same service level for all 504, ELL, and special education students. The special education department will support IEPs face-to-face and virtually. All related instructional services (speech) will be done virtually. All other related services will occur while students are on campus. ELL students will be supported using SIOP strategies and the Imagine Learning Platform on campus and virtually.

Before starting the new year, IEP and 504 teams will review and update the IEPs and 504 plans for those students to address education and health services being presented in the distance learning model. Considerations may be of the question in amending the IEP and 504 plan. It would be any medical considerations brought to light for the student, the distance education accommodations necessary to meet the needs, and an outlining of how the school and parent plan to deliver and receive the required compensatory services. For students receiving itinerant support, further considerations will be made and adjusted within the 504 plans and IEPs for their services. The ELL Department and ELL teams consisting of a parent, teacher, administrator, and instructional coach will consider language levels from the WIDA, and ELL BOY assessment, SBAC scores, formative and summative assessments, the ELL team will develop a plan of action to address any deficiencies or gaps in language development, acquisition, and core content.

To ensure students' academic continuity identified as English Language Learners, special education, and 504 may receive additional in-person and virtual instruction provided by the special programs department. Also, 100 Academy will closely monitor student performance, and those students who continue to display academic deficits will be placed within the RTI framework. The teacher and instructional coach will work closely and follow 100 Academy RTI protocols.

Moving to a distance education model with students learning from home would be used in the instance of a mandatory school closure by the Governor. All of the procedures and accountability measures described in this plan would be utilized. However, when it is time for students to receive additional assistance or be assessed, the special education case manager will arrange with the parents in-person, face-to-face instructional settings, so a true performance picture of the student's abilities could be elevated. This would allow the teacher, specialized student staff, instructional specialist, or the administrator to observe the student's performance and obtain a more realistic performance score. Once all of the information was analyzed and presented, a phone call or Google Meet would be set to discuss the continued options for the student's learning.

100 Academy will give a benchmark assessment at the beginning of the year to assess students' strengths and weaknesses based upon learning regression that may have occurred from spring 2020 and the summer. Based on the results, students will receive targeted intervention on Wednesdays and Face-to-Face Cohort days. Throughout the year, students will take a benchmark assessment MOY and EOY. Also, students will take interim common assessments at the end of every nine weeks. We want to make teachers are scaffolding and intervening promptly to address student strengths and weaknesses. 100 Academy will closely monitor student academic progress. Those students who consistently demonstrate low to moderate academic progress (the bottom 40%) will be placed in the RTI framework. The teacher and instructional coach will follow the 100 Academy RTI protocol plan.



100 Academy will use a variety of summative and formative assessments to determine the efficacy of its plan. 100 Academy will conduct a thorough program evaluation surveying all stakeholders to facilitate a SWOT Analysis. The data will be utilized for continuous improvement.

#### **ATTENDANCE AND ENGAGEMENT**

- *How will the school track student attendance in Infinite Campus?*
- *How will the school engage parents and families to communicate and reinforce the importance of attendance?*

100 Academy will track student attendance daily on google document provided by the school registrar and infinite campus. Student attendance will be recorded daily for a hybrid model and one-day a week for students in Cohort C-distance learning. We will encourage student attendance through student and class incentives. Also, incorporating school attendance goals and monthly performance within the school newsletter. Lastly, the school will ensure that information is posted on the school's website.

#### **PROFESSIONAL LEARNING**

- *What professional learning will be provided to educators and staff regarding high-quality distance education and health and safety requirements related to preventing the spread of COVID-19?*
- *Will the school request additional professional development days and if so, how will these professional development days be used?*

100 Academy will extend our professional learning to address the following areas to increase teacher capacity and skill in the following areas:

- Online facilitation
- Developing quality assessments
- Social emotional learning
- Trauma based teaching
- Enhanced/research strategies for online and face-to-face instruction
- Specific training for new curricular and online facilitation
- Provide specific training on safety and health requirements according to COVID-19

#### **SUPPORTING PARENTS/FAMILIES**

- *What resources will be provided to parents/families so that they can support students?*

100 Academy will support families by providing information regarding their child's academic progress and providing resources to support learning at home and school to include at a minimum of:

- Electronic access to learning materials and the option to borrow 100 Academy technology.
- Supplemental resources posted online for daily usage.
- Support for student learning by providing differentiated instruction and/or assignments, as well as accommodating support for vulnerable populations.
- Instructions for students and parents/guardians on any online systems and school expectations for students available in both English and Spanish.
- Teacher office hours posted online and parent google classroom forum along with email addresses readily available for families to ask questions or express concerns regarding student academic progress and to facilitate communication.
- Weekly newsletter.