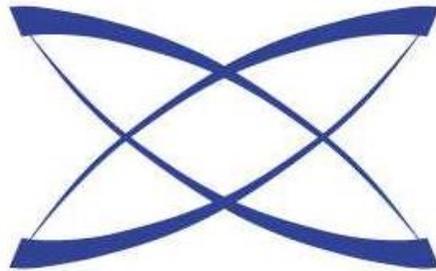


**CORAL ACADEMY OF SCIENCE
RENO**

2020-2021

SCHOOL REOPENING PLANS

(Elementary, Middle, & High School Campuses)

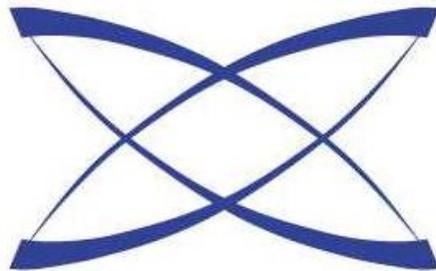


CORAL ACADEMY OF SCIENCE

ELEMENTARY SCHOOL

2020-2021

REOPENING PLAN



INTRODUCTION

In response to the COVID-19 pandemic, Coral Academy of Science Elementary has developed this reopening plan for its campus for the 2020-2021 school year. CAS ES team created a plan based on the guidelines we were given from the Governor’s Framework for Reopening Nevada and the Department of Education.

Section 1 of Emergency Directive 022 outlines the requirements for school districts and charter schools to “develop plans for reopening school buildings, providing instruction, and related activities for the 2020-2021 school year based on Nevada’s Path Forward, a Framework for a Safe, Efficient, and Equitable Return to School Buildings and pursuant to any requirements prescribed...and any additional guidance issued by the Nevada Department of Education.”

CAS ES sent surveys to our K-4 families asking how they would like to see the school year unfold. 81% of our families responded to the survey. Please see a summary of the results in the next section.

Our reopening team of administration, grade level chairs, mentor, registrar, Special Education, and a parent worked diligently to come up with the three plans we were asked to create. We then moved forward working with what we believe is the safest route to reopening our school.

We had to take into account the guidelines we were given and the limited amount of space we have within our building. The safety of all of our students and staff members is highest on our list of priorities. We want to let families know that every decision made was with safety at the forefront; and transparency allows families, students, staff, and anyone else to know the communications and operations moving ahead.

Ultimately, CAS ES is focused on achieving our mission, just in new ways during an unprecedented time. Coral Academy of Science’s mission is to provide a safe learning environment, supported by a diverse community, and a student body that is dedicated to a rigorous college preparatory curriculum.

GENERAL REOPENING COMMITTEE MEMBERS

Feyzi Tandogan – Executive Director
Halil Canbekli – Director of Finance and Business
Nicole Pifer – HR Coordinator
Michelle Maltezo – Business Manager/Parent
Sean Monahan – Operations Manager/Student Mentor
Mehmet Sahin – IT Manager
Tim Riley – Special Projects
Cheryl Garlock – MS Principal
Murat Kurt - HS Principal
Roxanne Lamphere - ES Principal
Chris McCrea – SPED Director
Suni Slaten – Head Registrar

ELEMENTARY REOPENING COMMITTEE MEMBERS

Roxanne Lamphere (Principal), Colleen Quayle (Dean), Jessie McCall, Christine Bessolo, Sarah Shockley, Danine Frankovich, Anne Grey, and Shannon Schiavone (Grade level chairs), Sunshine Slaten (Head Registrar), Courtney Jolcover (Student Mentor), Sherri Peterson(Parent)

SUMMARY OF CAS ES SURVEY RESULTS

436 people took the CAS ES survey

The break down by grade level, there might be more than one child in the household, is as follows:

4th=103

3rd =95

2nd =97

1st =87

K =54

1. Fulltime regular school schedule
 - a. Support 67%
 - b. Neutral 13%
 - c. Oppose 20%
2. Fulltime regular school start later
 - a. Support 40%
 - b. Neutral 25%
 - c. Oppose 35%
3. Will you return to school?
 - a. Yes 71%
 - b. Depends on what we decide 27%
 - c. No 2%
4. Split day am/pm
 - a. No 56%
5. 50/50 blended model
 - a. Yes 40%
 - b. Neutral 17%
 - c. No 43%
6. Certain weeks go to school other weeks DL
 - a. Yes 19%
 - b. Neutral 19%

- c. No 50%
- 7. Fulltime DL and learn new standards
 - a. Yes 33%
 - b. Neutral 15%
 - c. No 52%
- 8. Adjust school calendar to decrease # of students at school
 - a. Yes 40%
 - b. Neutral 29%
 - c. No 31%
- 9. Other options
 - a. M/T clean Wednesday Th/F school (no mention of DL)
 - b. Choice to DL or attend school
 - c. Recess is necessary
 - d. Childcare is necessary (we will need to make sure that this is just for children that attend school on the 50/50 days if we do that)
 - e. Stagger start times
 - f. Cleaning throughout the school day
 - g. Am/pm groups
 - h. DL needs direct instruction and make assignments easy to submit
- 10. Health safety practices
 - a. Face masks for all adults
 - b. Temp screenings
 - c. Adult supervised hand washing
 - d. Hand sanitizer
 - e. Train staff on CDC guidelines
- 11. Cleaning and Social Distancing
 - a. Enhanced cleaning
 - b. Hand sanitizers in every classroom
 - c. Hand washing
 - d. Students do not change classrooms
 - e. Stagger start times
 - f. Limit classroom seating
 - g. Cafeteria seating for social distancing
- 12. Distance Learning (DL)
 - a. Live meetings or lessons whole class or in small groups
 - b. Complete assignments at own pace
 - c. Prerecorded lessons
 - d. Frequent feedback
 - e. More access to counselor and academic support groups
 - f. Online discussions
- 13. Top priorities with DL
 - a. Group projects
 - b. Time spent learning new things
 - c. Time spent building relationships with children and teachers

- d. Support for families on how to support students
 - e. Support for students on how to be successful online
 - f. Social emotional learning
14. Feeling about returning to school
- a. 185 will return on whatever safeguards are in place
 - b. 115 only return if social distancing, hand washing, face covering guidelines, temp checks are **enforced**
 - c. 56 only return if social distancing, hand washing, face covering guidelines, temp checks are **encouraged**
15. Where should CAS focus our efforts
- a. 44% (both)make it safe for all to return to school and make remote learning the best it can be
 - b. 43% make it safe for all to return
16. Childcare needed
- a. Yes 39%
 - b. Maybe 28%
 - c. No 33%
17. Will your child be comfortable wearing a face mask?
- a. Yes 33%
 - b. Neutral 26%
 - c. No 40%
18. Does your child have access to a computer?
- a. Yes 83%
 - b. No 17%

COMMUNICATION

Communication is a key component to operating an effective school. When it comes to internal communication, district officials, administrators, teachers and support staff have to be on the same page. For external communication, parents and families need clear and consistent messaging to help build trust in a school. CAS Reno has taken multiple steps in incorporating family feedback in developing the foundation for reopening. CAS Reno will be transparent with its families in presenting reopening-related information and in moving forward for implementing a safe plan for its students.

Information that is shared from the CDC, Washoe Health Department, WCSD, and other entities that is deemed important will be shared with all stakeholders. Examples of information that would be shared include, but not limited to:

- Anyone with direct or indirect contact of the school who tested positive for COVID-19.
- Updates involving closing for cleaning due to a positive case
- Changes to the schedules, procedures, or other types of pertinent logistical information
- Contact with specific parents involving students showing symptoms such as fever, cough, shortness of breath, etc.

FAMILY COMMUNICATION

We will communicate with our families throughout the school year with videos, newsletters, social media, CAS Reno Website, and mass communication about our reopening process. They will receive information on:

- When and where to pick up Chromebooks and take home kits (crayons, pencils, erasers, scissors, glue, and paper)
- How to access and use Google Classroom
- The importance of and proper way to wear a face covering
- How to access parent orientation videos

Families will also receive information on how to teach their children to:

- Social distancing when possible
- Wash hands for 20 seconds
- Sneeze into arms and away from others
- Stay home if you are sick or not feeling well

STAFF COMMUNICATION

The Central Office team communicates with staff members regularly. This was being done before the pandemic even took place. This was for items such as implementing new network policies, celebrating student achievements, giving praise to staff members, and asking for staff feedback. In these times, CAS Reno has always kept its staff members looped in with timely, informative emails.

- When information is campus-specific, site administrators take the lead on communicating with their teams. This has helped CAS Reno create a culture of transparency.
- Staff members will receive communication through a variety of modes: emails, Google Meets, and phone calls with information pertaining to aspects of reopening school buildings. As information becomes available to the Central Office and site administrators, they will disseminate information to staff members as needed in a timely manner.

SIGNAGE

Coral Academy will be posting signage to remind, encourage, and educate students on handwashing, social distancing, how to cover a cough/sneeze, etc. throughout the school to further ensure students are taking proper precautions and mitigate the spread of COVID-19. All entrances will have signage about all that enter the building must wear a face covering and not have COVID-19 symptoms.

PROFESSIONAL DEVELOPMENT

Prior to school opening, all staff, including before and after school care staff, will receive training from our school nurse. The training will be on how to correctly take a temperature and the signs/symptoms of COVID-19. The nurse will also train all staff on proper hygiene, handwashing, disinfecting of surfaces, and how to safely send a child to the office if they show signs of sickness.

RESOURCES/ASSETS

EDUCATIONAL NEEDS:

Chromebooks x 25

Mice x 25

Journey's Writer's Books K-2 x 320

Computer key board covers for Chromebooks 25 rooms we need 100 covers

WiFi for students that do not have access to internet. Not really sure how many but we have students that do not have access

IReady licenses for students because we will have an influx of below the 40%ile and they will need to have interventions. 100 Reading and 100 Math

RESOURCES/ASSETS

75 face shields

Disposable face masks for 25 classrooms plus 2 admin offices and front office = 28 rooms we need 120 boxes of 50

40 infrared thermometers plus batteries

Disposable gloves for 25 classrooms plus 2 admin offices and front office = 28 rooms 240 boxes of 100 (120 large and 120 medium)

Wall mount hand sanitizers for the classrooms x25

Wall mount hand sanitizers for the hallways x8
Hand sanitizer that goes into the wall mount dispensers' x 300
Plexiglass dividers for classroom desks/tables
Hydrogen Peroxide cleaner disinfection wipes 6 in a box x 6 boxes
Clorox wipes 28 rooms we need 168 containers
Portable handwashing stations x4
Paper towels
Signage for social distancing/hygiene practices
Plexiglass area for the office to keep children separated from others if they become sick

SAFETY AND SECURITY

PHYSICAL HEALTH SCREENING

Staff and students will self-screen their physical health with the screener the school provides. If any staff member or student is not feeling well and having any symptoms, that person will need to stay at home. They should only return to school when there are no remaining symptoms.

If a student or staff member chooses to go to school while ill (no matter the illness), they will not be allowed in the classroom. For students, the parent will be contacted to take the student home and will not be allowed to return until they are symptom-free. For staff, they cannot return until they are symptom-free.

In the event that a student or a staff member feels ill during the school day, they will be removed from the classroom. They will be asked relevant questions pertaining to their health and assessed by a staff member with a touchless thermometer. If it is determined that the student needs to be sent home, a parent will be contacted and their belongings will be gathered from the classroom for them. If it is determined that the staff member needs to be sent home, another staff member will cover their classroom/classes for the remainder of the day. They cannot return until they are symptom-free. A list of symptoms will be gathered from public health organizations.

Each campus will have touchless thermometers and will be used at the discretion of school staff. Spaces will be created in our campuses for temporary isolation.

If a student or staff member is diagnosed with a contagious or infectious disease, the person will be required to self-quarantine, and the Washoe County Health District will be contacted. CAS Reno will work in consultation with medical and public health experts, and the Nevada Department of Education to determine the extent of testing in the school and if a closure is necessary.

PHYSICAL HYGIENE

All teachers will teach lessons on physical hygiene starting on the first day of the 2020-2021 school year. The information will cover many things including:

- Avoid touching your eyes, nose, or mouth
- Handwashing for 20 seconds
- Social distancing
- Wear a face covering while transitioning throughout the building
- Stay home if you are sick

SOCIAL DISTANCING

Hallways will be one way only. We will train children that in an emergency they can go any direction to get out of the building. The cafeteria will have no more than 50 persons at one time. Each classroom be at 50% capacity. There will be no group setting. In the case of a classroom that has only tables, the students will be separated by a Plexiglas divider and spaced 6' apart. There will be no assemblies. Playgrounds will be socially distanced if in use and monitored accordingly. There will be no lunch services. Social distancing while on the way to the restroom will be put in place by the child's teacher.

The beginning of the day we will ask all parents to use drive through to drop off their children. The children will go directly to the classroom. We will have controlled release at the end of the day. Parents will be asked to do drive through and we will call, using walkie talkies, into the classrooms for children to go out and get into their car. We will have a hall monitor so children are social distancing while leaving. While transitioning to and from the classrooms or before and after school care face coverings will be worn.

BUILDING SAFETY

There will be signage on all entrance doors telling all persons who enter must wear a face covering. All doors will be kept locked throughout the day. No volunteers will be allowed in the building until we enter phase 3.

Students and staff with fevers of 100.4 will be sent home and not be allowed to return until all symptoms are gone and they must be fever free without medication for 72 hours. If student has tested positive for COVID we will follow the directions given by the health department.

All staff will wear a face covering all day while on the school grounds. This includes outside and at the neighboring park when they are in the presence of other people.

- No hot lunch will be served
- We will allow parents to drop off forgotten lunches outside the front doors of the school in a designated area
- No after school activities except childcare
- No in person meetings with parents

- Parent/Teacher conferences will be done online
- All students will have access and be asked to use hand sanitizer throughout the day. They will use it before entering the classroom
- Students will be trained on how to properly wash their hands and highly encouraged to do so throughout the day
- Restrooms will be cleaned hourly when possible
- All hard surfaces will be cleaned after every use these include but are not limited to:
 - Keyboards
 - Tables
 - Desks
 - Light switches
 - Faucets
 - Door handles
 - Railings in the hallways

Any student with a fever of 100.4 or showing flu like symptoms (coughing, headache, nausea etc.) will be removed from the classroom, masked, and taken to an isolation area. Parents will be contacted and told to immediately pick up their child. The health department will be called and a history of recent contacts will be taken. Student needs to stay out of school for 72 hours. They will follow the health dept guidelines for when they are able to return to school if they test positive for COVID-19. If we have positive cases of COVID-19, school will close for 2-5 days for a deep cleaning.

FACE COVERINGS

Students from grades K-4 will be required to wear a face covering while in Phase 1, Phase 2, and Phase 3 of Nevada's Response to COVID-19: Roadmap to Recovery. If a student fails to bring a face covering to school, a disposable mask may be provided to the student from the school, if available. If a student refuses to wear a face covering or no mask is available to be provided, the student will not be allowed to enter school and parents will be contacted to either bring a face covering or take the student home.

It is strongly recommended for students from grades K-4 to wear face coverings in classrooms, but it is mandatory during transitions.

While in the classroom or on campus grounds, if a student takes off their face covering and refuses to wear it again when prompted to do so, the student may be subject to restorative justice or progressive discipline if needed.

Some of our students may not be able to wear a mask or face covering due to medical reasons. A doctor's note must be provided by a medical physician on their letterhead.

IEP/504 students may not be required to wear face coverings based on individual needs.

Staff members will be required to wear a face mask or a face shield at all times during instruction. During non-instructional times, a teacher must wear either a mask or shield while on campus, too. A teacher can be excused from wearing a face mask with a doctor's note, but the teacher must then wear a face shield.

STAFF RESPONSIBILITIES

BEFORE STUDENTS ENTER THE BUILDING

- Staff will need to pre-screen themselves. If they are ill, they need to stay home
- Classrooms must be arranged to maintain 6' of social distancing
- Safety Team will take care of minor student accidents
- Registrar and Admin Asst. will take care of all students that have temperatures and are sick
- Teacher will ensure students have face coverings when moving outside of the classrooms
- PE will social distance on the playground or if need be in the classroom or MPR
- Ropes will be provided that are long enough for students to stay 6' apart when the class as a whole travel somewhere (playground, Art room, Computer class etc.)

IN THE CLASSROOM

- Staff will ensure students use hand sanitizer before entering class and throughout the day
- If a student is exhibiting signs of illness, staff will contact the front office for assistance
- Make sure to the best of their ability to maintain social distancing
- Make sure students are not sharing items
- Have students sanitize their areas throughout the day
- Ensure all SpEd and 504 plans are followed

AFTER SCHOOL PROCEDURES

- After school care will be made available. Staff will keep those students in their classrooms until they can be taken to the MPR. They will use their social distancing ropes to bring them there
- Staff will disinfect their rooms use the CDC recommended bleach solution that is in spray bottles. They will let the solution dry without wiping it down
- Students will remain in their classrooms for controlled release
- Before and after school care is provided by Champions. They will follow all rules we have in place for the regular school day.

DISTANCE LEARNING (DL) RETURN

- Teachers will communicate daily with DL families through a morning greeting. This is how attendance will be taken from those students that are online
- Teachers will follow school guidelines on distance learning
- Teachers will give DL deadlines that provide enough time for families to complete work
- Teachers will put grades into IC as soon as possible
- Teachers will be available on Fridays with online office hours

SOCIAL WELL-BEING

- Social Emotional Lessons will be provided once a week when children are in attendance and DL
- Mentor will be available during the day to meet with students one on one
- Several teachers have training using SEL programs
- Teachers will direct families to the mentor that are in need of external counseling services
- Ensure that all families, students, and staff know how to access SafeVoice
- Have teachers practice 3 glows and a grow with their students

ELEMENTARY SCHOOL ACADEMIC PLAN

Instruction will be offered in 3 groups.

Group A	In-Person Instruction: Monday, Wednesday Distance Learning: Tuesday, Thursday, Friday
Group B	In-Person Instruction: Tuesday, Thursday Distance Learning: Monday, Wednesday, Friday
Full Distance Learning Group	Distance Learning Only: Monday-Friday

FULL IN PERSON EDUCATION

After consideration and analysis, Elementary School has decided that students returning fully is not possible due to spacing, social distancing and implementing all state framework requirements.

50/50 HYBRID

The CAS ES will have a M/W group and a T/TH group with Fridays for teacher prep and online learning for all students. Teachers will take attendance every day for all students. Any students that are DL that do not check in on Google Classroom by 8:30 will receive a phone call from the Admin Team, which consists of the admin and front office staff. On Fridays, teacher will video tape their online lessons for the following week and/or prepare lessons. They will be available throughout the day on Fridays in case students or families need help with work. Administration will be available to all staff if needed and we will be invited to their online class meetings. SpEd and Tier 3 intervention students will have their needs met face to face unless there is not enough time, then the SpEd/intervention teachers will conduct online meetings.

DISTANCE LEARNING MODEL

- All elementary students will get a G Mail account set up by CAS IT dept.
- All lessons will be placed into Google Classroom by teaching staff daily

- Lessons plans will be a joint effort between the grade level teams with each teacher taking a subject and making sure to differentiate the lessons
- Students/families will receive timely feedback
- Grades will be entered into IC weekly
- All lessons will be rigorous and meaningful
- All teachers will move students forward in the Nevada State Content Standards
- Students will have access to mentor and will have SEL lessons
- Students will receive computer, art, PE, and World culture/music lessons
- Teachers will meet with students on Fridays at a designated time to help with assignments
- Teachers will video tape/prepare DL lessons on Fridays for the following week

FULL-TIME RETURN TO SCHOOL

If this occurs at the beginning of the school year, we will not be able to follow any social distancing guidelines. This year we have 538 students. The only things we could do to protect anyone would be to wear face shields and take daily temperatures.

UTILITIES

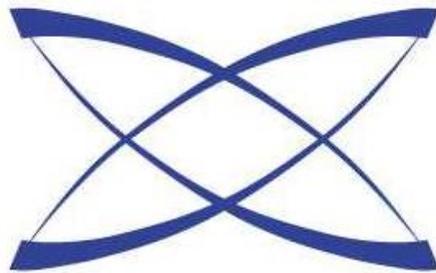
- Hvac Filters will be changed every 2-3 months
- Air purifiers will be placed in all classrooms.
- An ozone generator and UV purifier for the front office/health clinic

CORAL ACADEMY OF SCIENCE

MIDDLE SCHOOL

2020-2021

REOPENING PLAN



MS Committee Members: Cheryl Garlock (Principal), Pacheco (Assistant Principal), Goodwin (Dean), Monahan, Student Mentor, Cortes (Clinic), Schaefer (Registrar), Canbekli (Finance Director), Maltezo (Business Office), Abeloe (SPED), Coe (Teacher), Beardsley (Teacher), May (Teacher), Morris (Teacher), Arrington (Teacher), Frabbiele (PBIS – Teacher), Mr. Riley (Operations), Leal (Maintenance), Coe (Medical Expert), Mrs. Riley (Parent)

Communications

Sub Committee: Goodwin (Chair), Coe, Beardsley, May, Abeloe, Coe (Medical Expert)

COVID-19 Communication, Professional Development, Student and Parent/Guardian Learning, and Signage

Coral Academy has always communicated openly and transparently to all stakeholders. Through its opening process, that communication will be maintained. Coral Academy will be monitoring information from the CDC, the Washoe County Health Department, WCSD, as well as its own stakeholders. This information, if it is deemed necessary, will be acted on accordingly, and passed on to all appropriate parties including parents and guardians, teachers and staff, and students via the School Messenger system, which sends emails, texts, and recorded phone calls (if necessary) to all stakeholders within its system. Examples of information that would be shared include, but not limited to;

- Anyone with direct or indirect contact of the school who tested positive for COVID-19.
- Updates involving closing for cleaning due to a positive case.
- Changes to the schedule, procedures, or other types of pertinent logistical information.
- Contact with specific parents involving students showing symptoms such as fever, cough, shortness of breath, etc.

Professional Development

Prior to school opening, Coral Academy will work in conjunction with St. Mary's Hospital to develop training for teachers and staff. This training will focus on how to mitigate spread of the COVID-19 virus, recognizing symptoms associated with the virus, proper hygiene and handwashing techniques for students and staff, social distancing recommendations, how to take temperature using a non-contact infrared thermometer, disinfecting surfaces, as well as steps to take if a student or staff member is exhibiting symptoms of COVID-19.

Student and Parent/Guardian Learning

In partnership with St. Mary's Hospital, a training video will be delivered via email to parents and guardians as well as students that educates them in what they can do to ensure they are taking the proper precautions to mitigate spread of the COVID-19 virus, handwashing and hygiene, social distancing, recognizing symptoms, as well as what to do if they believe they have been exposed to or contracted the virus.

Signage

Coral Academy will be posting signage to remind, encourage, and educate students on hand washing, social distancing, what to do if they feel symptoms, etc. throughout the school to further ensure students are taking proper precautions and mitigate the spread of COVID-19.

Resource/Assets

Sub Committee: May (Chair), Canbekli, Pacheco, Monahan, Schaefer, Maltezo

Educational needs:

Analyze to be sure we have an adequate number of textbooks, school/art supplies for home and school, Chromebooks,

Resources Assets -

Soap for all restrooms

Hand sanitizer with at least 60 percent (prefer 80%) alcohol for staff and students who can safely use hand sanitizer

Lysol Spray

Air Purifiers (Large for main areas, smaller with UV light for offices)

Paper towels

Tissues

Disinfectant wipes

Cloth/Disposable face coverings/Face Shields for Teachers and Students with special needs

More Open Trash Cans

no-touch/foot-pedal trash cans for classrooms

masks (unsure of quantity...lots 275x4= 1100 masks weekly)

signage (social distancing, hygiene practicing,)

Plexiglas for applicable areas (high traffic, clinic)

Intercom for clinic and front office

gloves

Restroom attendant

Hire Full Time Staff Member to Clean

Deep cleaning supplies

Increase in cleaning bill

At Least 25 Infrared thermometers

Set up Quarantine area

staff training for proper procedures

buy more chrome books

adequate amount of textbooks

Safety and Security

Sub Committee: Garlock (Chair). Arrington, Coe, Schaefer, Goodwin, Mrs. Riley, Coe (Medical Expert)

All parents/students will be notified Prior to school starting what schedule the student will be on A or B (A is Monday/Wednesday, B is Tuesday/Thursday, Friday will be a student work day and

teacher planning day. If there is a full opening, cleaning and safety will be similar.

Parents/Students will be notified what door they will enter from prior to school starting...portables , Pearl building, previous student entrance door (6th grade) , Door by Ms. Cortes' office (8th grade) or cafeteria glass doors (7th grade) . Students coming late to school will enter through the front office and be fever checked.

All doors will be locked after finishing with fever checks. Students having a fever 100.4 or above will be sent to the clinic. Students will be checked for mask, isolated, parents called, if warranted the health department will be notified). Students will be sent home and who the student had contact with will be investigated. They will need to stay home for 10 days plus 72 hours or 72 hours depending on symptoms. If a student is found to have Covid or severe flu-like symptoms the school will be closed for 2 to 5 days for deep cleaning.

Parents (Please see attached parent letter) will be notified prior to school starting that all students must wear masks or face shields (if special needs) all day.

Teachers will wear face shields and masks or just face shields (if special needs) all day.

Parents will be notified prior to school starting that all students will be fever checked* before entering the school building or outside classrooms.

Teachers will also be fever checked and asked 6 health questions.

If a parent chooses total online for their child, they must stay online for all classes for the first quarter.

If they choose the hybrid schedule, they will be assigned two days a week to come (A schedule is Monday/Wednesday and B schedule is Tuesday/Thursday. Friday will be a student work day and teacher planning day.

Students will move from class to class (Fluid system). Students will leave and enter from outside doors on the East side of the school. 6th grade will enter through the student entrance door. 7th grade will enter through the Cafeteria glass doors, 8th grade will enter through the doors near Ms. Cortes' office.

All students (and desks) must stay 6 feet apart at all times inside/outside the building.

Students will use hand sanitizer before and after entering the classroom. They will be encouraged to wash their hands throughout the day.

Students will receive training on how to properly wash their hands.

Students will eat in their classroom. students will wash hands/sanitize hands before and after eating.

Restrooms will be cleaned regularly - after each use.

All hard Surfaces (keyboards, tables, desks, shared objects, light switches, faucets, door handles, etc.) must be cleaned after each usage.

Students will not be allowed to use the water fountain, water bottles will be Allowed/encouraged.

No hot lunches will be served.

No microwaves will be allowed.

No late lunches or homework will be accepted from parents throughout the day.

No visitors/parent helpers will be allowed until further notice.

There will be no clubs or tutoring for the first quarter.

There will be no fall sports.

There will be no Coral Care for the first quarter

There will be no in-person parent meetings for the first quarter. All will be virtual.

Students blatantly ignoring safety rules will need to stay home and do online learning for 3 days.

* A student found to have a fever of 100.4 or showing flu-like symptoms (coughing, sneezing, nauseous) will be taken to the clinic and masked, isolated, parents will be called, the health department will be called and a history of recent contacts will be taken. This student needs to stay out of school for 72 hours unless testing positive for COVID, then they need to stay out 10 days, plus 72 hours after symptoms have subsided,

School will close for 2 to 5 days, if warranted, for deep cleaning.

Middle School Academic Plan

Instruction will be offered in 3 groups.

Group A	In-Person Instruction: Monday, Wednesday Distance Learning: Tuesday, Thursday, Friday
Group B	In-Person Instruction: Tuesday, Thursday Distance Learning: Monday, Wednesday, Friday
Full Distance Learning Group	Distance Learning Only: Monday-Friday

Full In Person Education

After consideration and analysis, Middle School has decided that students returning fully is not possible due to spacing, social distancing and implementing all state framework requirements.

50/50 Hybrid

CAS MS will have a M/W group and a T/TH group with Fridays for teacher planning and online learning for all students. Teachers will take attendance every day for all students on a given class period that will be set up with the district attendance person.

For students that do not check in on Google Classroom during that class period Parents and students will receive an email or phone call from their teacher. Students that have an habitual issue with attendance will be contacted by administration and if needed, referred to district truant officer.

Fridays, teachers will create their online lessons for the following week.

Teachers will be available online throughout the day on Fridays for students or families that need support with work.

Fridays, Administration will be available online to all faculty and staff. All parent meetings will be done virtually for the first quarter.

SPED and Tier 3 intervention students will have their needs met face to face on their in person attendance days. Online days, the SPED/intervention teachers will conduct online meetings with individual students to lend the proper support.

Distance Learning Plan

All middle school students have already been given a Coral email and account. New students will be given one on the first day of their attendance.

All lessons will be placed into Google Classroom by faculty daily/weekly.

A Lesson plan template will be provided prior to school starting. All teachers will use the given template. Lesson plans will be checked by department chair and split between administration (Pacheco, electives and all subjects, but math and Social studies, Goodwin 0 Social Studies, Garlock - Math) by every Monday morning.

Mr. Goodwin will oversee Google Classroom for all teachers.

Students/families will receive timely feedback for grades, unattached work, academic dishonesty and any needed communication on varying issues.

Grades will be entered into IC weekly

Lessons will be creative, rigorous and geared toward real-life application.

All teachers will move students forward using the Nevada State Content Standards

All Students will have access to our student mentor.

All students in need of ELL support will have it provided.

Students will have a choice of electives including, but not limited to, advanced math, anthropology, team sports, creative writing, computer, art, PE, language, music, origami, LegoRobotics, coding, world cultures.

PITW will be offered to 6th through 8th grade students by the quarter. These classes include: Design and modeling, Medical Detectives, Green Architecture, Magic of Electrons, energy and the environment, APP Creators.

Staff Responsibilities

Sub Committee: Pacheco (Chair), Frabbiele, Abeloe, Morris

Returning with a 50/50 Schedule and Returning Full Time

Before Students Enter the School

- Teachers would be responsible for staying home if they are ill
- Teachers will be fever checked and asked 6 health questions before being allowed to enter the building.
- The room must be arranged to maintain 6 feet of distance between students
- Teachers/admin will take the temperature of students and follow the policy for any student that has a temperature
- Teachers will make sure students have masks on at all times
- Lessons must be designed to eliminate close group work
- PE lessons will be to be revised, the PE locker room/gym cannot be used
- Teachers will need to communicate with parents via virtual meetings, and a virtual back to school night
- The students must be kept in a line that places them 6 feet apart

In the Classroom

- Teachers would ensure that they and students are always wearing masks
- Teachers would make sure students use hand sanitizer when entering the classroom
- If a student begins to exhibit signs of illness, the teacher must send the student to the appropriate location
- Teachers must make sure students remain 6 feet apart and that they remain 6 feet apart from the students
- Teachers must monitor and prevent students from sharing items (i.e., borrowing a pencil from a friend)
- No items should be touched by students during the class period that are common objects, but if this happens, the items must be immediately sanitized (i.e., pencil sharpener)
- If lockers are not used, the teacher would need to be aware of backpacks in the classroom

After Class

- The teacher must dismiss the students so that they remain separated
- The students must be directed towards a specific exit so that groups of students are separated

- The teacher must sanitize all objects in the classroom - door knobs, desks, chairs, etc. after each usage.

Distance Learning Return

- Teachers must communicate with parents and students
- Teachers must follow school guidelines on best practices for distance education

Social Well-Being

Sub Committee: Monahan (Chair), Frabbiele, Pacheco, Morris, Arrington

Full Opening:

If Coral were to reopen at full capacity, the following step would be taken:

- Ensure student access to mentor (in conference room to ensure social distancing)
- Make students and staff aware of external counseling services
- Increase student and staff education as it relates to COVID
 - Why social distancing is important
 - Why hygiene can help prevent the spread
 - Discussing mask use
- Ensure that students have access to emotional support, e.g., hotlines, counselors, SafeVoice
- Have teachers frequently encourage sharing of positive messages
 - Linking this to PBIS incentives, i.e., raffles with prizes for participation

50/50 Opening:

If Coral were to reopen at half capacity, the following steps would be taken:

- Ensure student access to mentor (in conference room or other area to ensure social distancing)
- Make students and staff aware of external counseling services (provide links to students and teachers)
- Increase student and staff education as it relates to COVID
 - Why social distancing is important
 - Why hygiene can help prevent the spread
 - Discussing mask use
 - Discuss the importance of sanitizing surfaces and maintaining a clean, safe school for everyone’s health and safety
- Ensure that students have access to emotional support, e.g., hotlines, counselors, SafeVoice
- Have teachers frequently encourage sharing of positive messages
 - This will be done both in-person during homeroom and with the online portion of the class as well
 - Linking this to PBIS incentives, i.e., raffles with prizes for participation

Distance Learning:

If Coral were to provide distance learning for the first nine weeks, the following steps would be taken:

- Ensure that students are aware of how to access student mentor
 - Email address will be given by homeroom teacher
 - Teacher will let students know that the student mentor can speak with them over the phone—after written parental permission is given

- Make students and staff aware of external counseling services
- Ensure that students are aware of the reasoning behind distance learning
 - Ensuring their personal safety
 - Ensuring the safety of relatives and community member
- Make students aware of external sources for emotional support
 - Mindfulness websites/resources
 - External counselors
 - Access to SafeVoice
- During each homeroom, teachers will encourage the sharing of positive messages and spend additional time to help support the emotional needs of the students as it relates to the current pandemic
 - Together with PBIS, virtual raffles will take place that incentivize the students to participate with messages of positivity

Utilities

HVAC Filters will be changed every 2 to 3 months

Air Purifiers will be placed in the main hallways, classrooms, clinic, front main office and administrative offices

Fresh air will be allowed in through outside doors on a regular basis

Clinic/Cleaning

Sub Committee: Cortes (Chair), Garlock, Leal, Mr. Riley, Beardsley

For Full-opening or 50/50 A/B schedule:

Student Immunizations will be checked prior to school starting and parents will be notified that their child cannot attend school unless their immunizations are current.

School will be deep cleaned at night by the cleaning crew.

School will hire one dedicated cleaning staff person in addition to a custodial position.

Students and teachers will be fever checked prior to entering the building (99.6 degrees is suggested number). Students with a fever or displaying flu like symptoms will be sent to the clinic. This student will be checked for mask wearing (already required), student will be isolated, parents will be called, health department will be called, if warranted, student's history of recent contacts will be investigated and student will be sent home

Students will not use lockers and will take their backpacks/supplies to all classes.

Students will not share supplies.

All hard surfaces will be cleaned after each usage (keyboards, light switches, desks, etc.)

Students will use hand sanitizer before entering and leaving the classroom.

Teachers will send to the clinic any students that are displaying flu-like symptoms throughout the day.

All Students/teachers will wear masks.

There will be no fall sports.

There will be no Coral Care for the first quarter.

There will be no hot lunches served for the first quarter.

No microwaves will be available for the first quarter.

No clubs or tutoring (unless online) for the first quarter.

Students will need to have water bottles as the water fountains will not be able to be used.

No late items (lunches, homework etc.) will be accepted for the first quarter.

There will be no parent meetings except virtually, emailing or by phone for the first quarter.

No parents will be allowed to visit or help in classrooms for the first quarter.

Parent letter – 2020-2021 school year.



CORAL ACADEMY OF SCIENCE
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2366 info@coralacademy.org

A Public Charter School

July 16, 2020

Dear Parents/Guardians,

We hope this finds you all doing well. This letter is to let you know the plans for the reopening of school for the 2020-2021 school year. It is a fluid situation so things may change prior to school starting. We will let you know immediately, if this is the case. This is the first communication. As things unfold there will be more details to follow.

Our main goal is to keep our students safe and healthy. Unfortunately, this means some strict guidelines need to be imposed. Hopefully it will only last through the first quarter.

Classes start on 8/24/20. This is one week after the district starts in an effort to be sure everything is in place for when the students return. We thank you for your added patience with this. There are a lot of new systems that need to be put into place and training for them with the teachers.

School is reopening on a 50% AB schedule. This means that 50% of the students will come on Monday – Wednesday and the rest of the students will come on Tuesday – Thursday. All students will be online on Fridays. This allows for students to complete their assignments, teachers to plan and to completely deep clean the school. You will be notified what days your child will be attending at some point soon. If you would like to change the days, please let us know at that time. If, at any point, you want to change to the online option because of feeling uncomfortable, you may do so.

There will also be the option of being totally online, if you would prefer. This option means that your child would not come physically into the school at any point. They would do all their assignments online. If you prefer this option, please make note on the form that will come out soon. If this option is chosen, the student must stay online for the whole quarter.

If you choose the AB option of coming into the school, here are a few things the school must enforce per state guidelines and administrative plans.

There will be fever checks before the students enter the building. 100.4 is the temperature recommended by our medical experts and suggested guideline. If your child has this temperature or above, they will be sent to the clinic, isolated, you will be called to pick them up and the health department will need to be called depending on symptoms. A history of who they have been in contact recently will be noted. These are all requirements of the state.

Masks are required at all times.

Lockers will not be used for the first quarter. Students will take their backpacks to class. No supplies can be shared.

Students will go directly to their first period class.

5th grade and Ms. Taylor's 6th grade class will go directly to their classroom. They will need to remain 6 feet apart upon entering the classroom or waiting in line. They will be fever checked before entering the room.

6th graders will enter through the student entrance door. They will be fever checked before entering. If their class is in a portable or the music room, they will go directly to that room. Lockers will not be used. They must maintain a distance of 6 feet upon entering.

7th graders will enter through the cafeteria glass doors. They will be fever checked before entering. If their class is in a portable or the music room, they will go directly to that room. Lockers will not be used. They must maintain a distance of 6 feet upon entering.

8th graders will enter through the door closest to the gym and the main building (near Ms. Cortes' office). They will be fever checked before entering. If their class is in a portable or the music room, they will go directly to that room. Lockers will not be used. They must maintain a distance of 6 feet upon entering.

If a student comes late after all other students have entered, they must come to the main office entrance (Mrs. Schaefer at the front glass doors off of East Ninth Street). They will be fever checked there before entering the building. If their class is in a portable or the music room, they will go directly to that room. Lockers will not be used.

No late items will be accepted at any time throughout the morning or day. This means lunches, homework, projects, etc. cannot be brought to school for the first quarter

No visitors/parent helpers will be allowed for the first quarter.

There will be no hot lunches for the first quarter.

There will be no microwave usage for the first quarter.

Students will be eating in their classrooms for the first quarter. We are working on a possible rotating schedule, but we may possibly need the cafeteria for a classroom due to maintaining 6 feet between students. We have a few small rooms.

There will be no clubs/tutoring (accept online) for the first quarter.

There will be no Fall sports.

There will be no parent meetings except virtually or by phone for the first quarter. Emailing is perfectly fine.

If you pick your child up early. You will come to the usual place near Mrs. Schaefer's office. She will ask who you are there for and your child will be called for and they will come out to you.

Students must bring water bottles as the drinking fountains are not allowed to be used.

We have hired a dedicated person to clean the common areas constantly throughout the day. All hard surfaces in and out of the classroom need to be cleaned after each use.

Students will be required to use hand sanitizer when entering and leaving the classroom. If your child is in 6 through 8th grade students will change classes every 50 minutes. Desks and hard surfaces will be cleaned at this time in the classroom.

We are still working on dismissal procedures as we know students love to socialize outside before going to their car. With the 50% capacity things will be a little easier with cars driving through and picking up, but they still must maintain the 6 feet and wearing masks.

We realize this is very overwhelming. It will take some time for everyone to learn all the new guidelines and to remember all the new rules. We are in this together. We will keep you posted as things progress.

We are really looking forward to having the students back in the building and look forward to the day that all of them can be there at one time.

Please be safe and well.

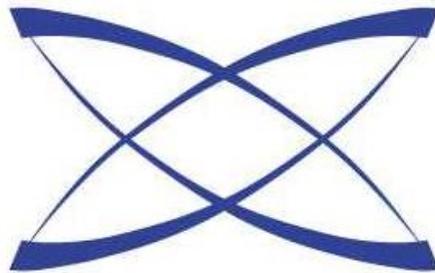
Miss Garlock
Principal
Coral Academy of Science – Middle School

CORAL ACADEMY OF SCIENCE

HIGH SCHOOL

2020-2021

REOPENING PLAN



This guide is a plan for and implements a safe, efficient, and equitable return to the school building.

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Coral Academy of Science HS Re-Opening Committee

- INTRODUCTION
- COMMUNICATION
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- ACADEMIC ADVISEMENT, LEARNING MODELS
- HUMAN RESOURCES
- LOGISTICS
- WELLNESS & RECOVERY
- CONCLUSION

Coral Academy of Science HS Re-Opening Committee

- Murat Kurt – Principal
- Salih Dede – Vice Principal
- Breanne DeHaven - Discipline/Safety Coordinator
- Linda Dawson – Admin Support / Teacher Mentor
- Chris McCrea – SPED Coordinator / Student Mentor
- Wesley Lydon – ELA Department Chair
- Lauren Howell – Math Department Chair
- Dalene Fitzsimmons – Science Department Chair
- Ron Bonomo – Social Studies Department Chair
- Kathleen Sharkey – Registrar / Admin. Assistant /Clinical Aid

INTRODUCTION

Procedures outlined within this document are intended to provide Coral Academy of Science High School (CAS-HS) stakeholders guidance in preparing for and conducting an effective recovery and successful re-entry into regular education services. Because experts are continuing to learn more about COVID-19 and the conditions surrounding the crisis are continually evolving, this guidance will likely change, be amended, or added to. The administration should

coordinate with local authorities, such as state and local health departments, health-care providers, the Nevada Department of Education, and apply this guidance in accordance with the guidance we receive from these stakeholders. The administration should always adhere to the most recent recommendations from the Centers for Disease Control and Prevention.

It is essential to remember our recovery plan is only effective through a collaborative effort by all community stakeholders. Reviewing, practicing, and updating the plan on a regular basis is essential to ensuring the highest level of success in responding to any event. The Nevada Department of Education will revise and approve this document.

Procedures outlined within this document are based on recommendations from federal and state resources, collaborative partners, and institutional best practices. Some of the recommendations will not be effectively addressed due to facility, budget, and human resource limitations. CAS-HS re-opening committee used the document “Nevada’s Path Forward, a Framework for a Safe, Efficient, and Equitable Return to School Buildings,” Guidance Memorandum 20-05 “Guidance for Path Forward Programs of Distance Education” which was provided by the Nevada Department of Education, and NIAA Reopening Guidance (June 9, 2020) as a guide for athletics programs and consulted with all relevant stakeholders to determine which procedures the administration can address and the best way to proceed. Additional information are included in the Appendices attached to this document.

COMMUNICATION

Effective and ongoing communication is a critical component before, during, and after any school crisis. Implementing specific communication procedures and protocols will allow staff, students, families, and the community to safely re-engage in the education process. CAS-HS will follow “Research, Planning, Implementation, and Evaluation” model for its communication efforts.

CAS-HS administration will identify who (or what department) will issue information to key audiences. A central point of contact is vital to assuring key messages are accurate and consistent. The central message must always be tied to student, family and staff safety. In order to achieve these goals, the CAS-HS administration will follow the steps:

1. Determine which communication tools will be most effective in reaching the primary audiences.
2. Understand that individuals receive and react to information in a variety of ways.
3. It is recommended that all vital information be shared at one time to reduce confusion, misunderstanding, and anxiety.
4. Keep all information in a central clearinghouse (website) with clear links.
5. Determine primary means to release information
 - Website
 - Email

- Social media
 - Print copy mailings
 - Voice and/or video messaging
 - Traditional media outlets
 - Develop a regularly updated FAQ site
6. Use communication methods that reach families where English is not the language primarily spoken in the home.
 7. Work with community agencies, local government, Chamber of Commerce, and health-related groups (including hospitals/clinics), and higher education to provide consistent and factual messaging that reaches a broad audience.
 8. All communication regarding COVID-19 should be carefully designed to counter discrimination against or stigmatizing any person.

Continuation of Operations Planning

- Established development team to review essential business functions and services with little disruption
- Academic Learning model (see below) is conducive to at-home learning or distance learning should the need arise to close the school building
- Policy determination will be made by the administration following local health authorities and government mandates
- Functions and services have been adapted to serve the needs of students while complying with mandates that indicate capacity limits and social-distancing practices
- Functions and services that can be conducted through the use of alternative work arrangements are being reviewed by administration and appropriate subcommittees
- Protocols for adjusting staffing to maintain essential functions are being considered by administration and necessary parties for decision-making

Emergency Operations Planning

- Needs assessments have been conducted to review all stakeholders purview of the impending plan(s)
- Surveys have been shared to families and students regarding safe and equitable learning environments upon return to the school

- Resources and assets have been reviewed by IT, administration, registrar, SPED director, High School department chairs and executive leadership to determine needs for re-opening school building
- Safety and security of re-opening school building have been considered by the safety team and administration. The operational analysis includes:
 - entry/exit points
 - classroom social-distancing protocols and capacity
 - HVAC and air quality
 - Daily requirements and protocols
- Staff responsibilities include rerouting duties and essential personnel to supervision and enforcement of necessary safety protocols
- Inventory control to ensure adequate safety measures for a long-term effect
 - PPE purchases
 - Locating adequate space to ensure distancing
 - Designated school official to enforce policies

RE-OPENING SCHOOL BUILDINGS

This section provides general considerations regarding the re-opening of school buildings and facilities to staff, students, and the public. Effective school re-opening will require diligent efforts to communicate with families, guardians, educators, and community members. The top priority is the health and safety of students and school personnel. Schools need to provide clear guidance on steps the school is taking, including protocols for self-isolation for individuals who are sick or who have come in contact with someone who is sick.

Community spread will be monitored by CAS-HS administration and safety team in preparation for evolving mitigation strategies. School may start conducting fever checks before students enter the building if needed.

Key Considerations:

- School is open to adapting to evolving guidance from health officials, relaying pertinent information regarding mitigation strategies and community spread. Our plan allows for these measures to be considered cautiously and promptly if the need arises.

- Students and staff will need to follow the measures approved in order to allow for learning to resume in the building safely
- Considerations include a review of the school building and capacity to hold no more than 50% of the student population on alternating days
- Communications regarding our plan will be sent through multiple mediums such as emails, phone messages, text messages, and the school website.
- The decision-making process to close upon contraction or outbreak will be prompt and per local and state health authorities and directives

Re-opening Approach

- CAS-HS may be conducting daily physical health screenings, including but not limited to fever checks before students enter the building.
 - Families/Guardians will be encouraged to screen their students daily at home.
- Community spread will be monitored by CASHS administration and safety team in preparation for evolving mitigation strategies.
- CASHS will mostly follow standard clinic procedures requiring symptom-checking, immunizations, communication to families in the event a student reports to the office complaining of an ailment
 - Adaptations to that standard procedure include contact to a site administrator to escort student from classroom to the clinic, symptom-checking will be conducted by nurse or clinic aide, if necessary; contact-tracing will be done with discretion by the safety team to evaluate potential spread
 - The clinic will be cleaned after each use
 - Clinic will have no more than 1 student at a time
 - Other locations have been determined if needed
- Hand hygiene and respiratory etiquette will be encouraged throughout the day by announcements, signage and daily practices
- Frequent cleaning of high-touch surfaces will be in effect by students and staff alike
- Cloth-face coverings or face shields will be required by everyone in the building or on the campus as mandated by Governor Sisolak directive 024**
- To support healthy hygiene behaviors soap, sanitizer, paper towels, and other dispensable one-use items will be provided by the school including no-touch trash cans and foot pulls for door access

HIGH SCHOOL ACADEMIC PLAN, LEARNING MODELS

Instruction will be offered in 3 groups.

Group A	In-Person Instruction: Monday, Wednesday Distance Learning: Tuesday, Thursday, Friday
Group B	In-Person Instruction: Tuesday, Thursday Distance Learning: Monday, Wednesday, Friday
Full Distance Learning Group	Distance Learning Only: Monday-Friday

The Nevada Department of Education requires from schools;

- Health and safety guidelines
- Daily student-teacher contact
- Teachers accessible during regular instructional hours
- The transition between full distance education, hybrid, and in-person models
- Tracking student attendance
- Determine students’ academic needs and provide support, as necessary
- Determine students’ and staff members’ social-emotional needs and provide support as necessary

Per the *Nevada’s Path Forward, a Framework for a Safe, Efficient, and Equitable Return to School Buildings*, and *Guidance Memorandum 20-05 “Guidance for Path Forward Programs of Distance Education,”* CAS-HS considered all the three recommended instructional models for 2020-2021 school year.

1. In-person instruction following social distancing protocols;
2. Distance education under an approved Path Forward Program of Distance Education; or
3. A combination of distance education and in-person instruction referred to in this guidance as hybrid learning.

In-Person Instruction Model

After analysis of space and available staffing at the high school level does indicate a lack of space and staffing at the high school building to adhere to State Phase 2 re-opening requirements for in-person instruction. Under these circumstances, CAS-HS will not offer a full-time in-person instructional model.

Distance Education Model

Under an approved Path Forward Program of Distance Education plan, schools must have an option for families to receive high-quality standards-based instruction without coming into schools. The Nevada Department of Education approved online platforms such as BYU, Edgenuity, and On-line Curriculum Planning Guides (through Google Classroom) meet this requirement.

- Instruction must be supported daily by qualified certified teachers.
- Students must have access to devices and the internet.
- Teachers must receive ongoing professional learning support.
- Requirements of specialized learning (e.g. IEP compliance) must be met.

This option would be available to all families under several scenarios:

- Families choose to enroll for or request a full-time online school (grades 9-12) schedule.
- In the event of a student, or group of students, being excluded from school due to suspected or confirmed COVID-19 exposure.
- In the event, the school is temporarily shut down due to an outbreak.
- In the event, the school district is temporarily shut down due to the outbreak.

Hybrid Learning Model

A Hybrid Learning Model is one that combines elements of both In-Person Learning and Distance Learning. In the CAS-HS context, we are referring to a learning model in which students are receiving In-Person instruction for part of the school week and are receiving Distance Learning instruction for part of the school week.

- While in school, all provisions of In-Person Learning (e.g. social distancing, use of PPE, etc.) remain the same.
- While on distance, all provisions of Distance Learning (e.g. certified teachers, access to food, etc.) remain the same.

After analysis of space and available staffing at the high school level does indicate a lack of space and staffing at the high school building to adhere to State Phase 2 re-opening requirements and prompting the recommendation for a Hybrid Learning model for 2020-2021 school year.

CAS-HS Hybrid Learning Model Approach

- An academic plan is to introduce new material to ensure mastery and completion of a subject by the end of the school year
- Requirement of 225 minutes/subject/week
 - Lessons to include 45 minutes of academic pursuit per day (M-F), direct and/or indirect per subject
- The hybrid model involves students on-campus two days per week with the intention of having 50% capacity to follow state guidelines
 - Group A - Monday and Wednesday
 - Group B - Tuesday and Thursday
 - Friday students off-campus (full distance learning)
- Google Classroom will be the academic platform utilized
 - All lessons and work turned in is on Google Classroom to accommodate both 100% distance learning students and hybrid model
 - This also will allow if the school is closed due to infection all academics are in a single location
- Infinite Campus will be utilized for grading scores and attendance
- In-person class time in the hybrid model will be used for the following, but not limited to:
 - Supplemental instruction and support, discussion, 504/IEP Support, Labs, PBL, testing
- Students will be additionally supported through virtual office hours during the 100% distance learning and hybrid model models
- Submission of weekly lesson plans from each teacher per subject to ensure the academic standards are met.

HUMAN RESOURCES

CAS-HS will contact all staff to verify contact information, health and safety of employee and family, and communicate return-to-work plan.

Professional Development and Learning

Relevant professional development will be provided to staff and teachers. Such as;

- Training on symptoms of COVID-19, prevention techniques, and Local Education Agency (LEA) procedures relevant to the staff member to prevent and minimize exposure.
- Universal precautions when in contact with bodily fluids
- Signs of mental health stress in co-workers and protocols.
- Signs of mental health stress in students and protocols.
- Training in trauma-informed practices.
- Mandated reporter obligations.
- Training on the LEA's suicide prevention policy.
- Training on the LEA's anti-bullying policy.
- Information on economic impact of COVID-19 on the community and the families of the students (sensitivity training).
- How to identify deficits in learning and how to respond.
- Individual staff member's responsibilities if shut down occurs during the school year.
- Effective remote learning techniques.
- How to use the technology the district provides for effective remote learning.
- Cybersecurity.
- Maintaining professional boundaries with students and electronic communication.
- Train custodial staff on effective methods of cleaning and disinfecting work and play areas and the time schedules for cleaning. Evaluate staff needs based on the spring continuous remote learning model to determine the need for technical skills and online pedagogy training.
- Ensure staff have knowledge and skills to re-open with a whole child focus (social-emotional and academic needs of students), including training on self-care and trauma-informed practices.
- Cultural competency, cultural responsiveness, and racial equity understanding and practices are foundational professional development needs for all educators.

LOGISTICS

Facilities Management

- More sanitizing stations will be installed in the common areas, two stations per floor preferred
- Marking spots for social distance reminders
- One-directional stairwell designation
- Hallway markings for directional reference
- Classroom access during transition times
- Sanitizer bottles in each classroom inventory control by registrar and administration
- Signage regarding COVID-19 guidelines; CDC recommendations; appropriate face covering; frequent hygiene practices; etc.

Nutrition

- Students and families will be reminded to bring only cold lunches from home
- Microwaves in the cafeteria will not be accessible
- Student snack sales will be temporarily suspended

Transportation

- Relevant to NIAA guidelines and CAS-HS athletics plan

Athletics

- Waiver/acknowledgment form of approved practices
- See NIAA guidelines and documents provided by CAS-HS athletic administration

Information Technology

- IT infrastructure applicable to academic learning model (see above)
- Chromebooks will be available to students who need at-home device necessary for distance learning
- The administration will communicate and analyze survey results to determine broadband needs for families considerable of special populations
 - Key considerations include hotspot and connectivity resolutions with local internet providers
- In-school devices will be cleaned and disinfected after each use (using appropriate cleaning materials)

Daily Operations

- Transitions will remain fluid as teachers will remain in their classrooms
- Stairwells will be directional to encourage students to remain socially-distant
- Elevator usage will be prohibited to students without a doctor's note, and only one student will be allowed in at a time
- Transition times (in between classes) may be subject to change upon evaluation
- Maintenance and cleaning will be the responsibility of the designee. Routine cleaning procedures will be the responsibility of all personnel and students.
- External entities will be used with appropriate social-distancing practices during lunch and designated times. Equipment such as balls for play will be prohibited during lunch and recess times. No in-person clubs or after-school tutoring will be allowed during the 2020-2021 school year.
- Decision-making will be conducted by the administration and designated staff to ensure adequate safety measures are being used or if stricter protocols need to be implemented throughout the school year
- In addition to nightly deep cleaning by cleaning company crews, a day-time cleaning crew will be added to the staff to maintain the cleaning of the facility throughout the day.
- HVAC systems and air quality have been assessed and are prepared to re-open. We continue to collect data to find cost-effective measures to provide improvements to air circulation without any disruption.

Classroom and School usage

- Water fountains will be closed off, and water bottle stations will be installed.
- Students will be permitted to use water bottles in classrooms.
- As part of the multi-purpose room, the weight room will be cleaned after each use
- Students and families will be responsible for providing necessary materials as we can not ensure calculators, and items like pencils are disinfected.
 - Considerations for rotating textbook usage are being determined.
- No lockers will be used. They will be closed off from student access.
- Students may be permitted to use backpacks throughout the day.
- Flow paths: markings indicating directional hallway traffic; stairwells will be determined as ascending & descending directionally to limit contact and positively encourage social-distancing
- Teachers will be encouraged to allow students into the classroom during the transition to avoid crowding in the hallway
- Staff will enforce social-distancing and other safety measures throughout the school day including transition
- Frequent communication via the PA system will be utilized

- The use of Restroom policy will remain fair and consistent with high school students. We are conscientious to our student population and will encourage (signage and announcements) students to stay socially distant while in the bathroom, but restroom practices and usage will not be directly supervised
 - Cleaning will be logged and monitored throughout the day but will not be conducted after each use
- Entry and exit of students will be supervised by staff from within 15 minutes of the school bell to 15 minutes after dismissal
 - Families will be notified that the school campus must be EMPTIED by 3:30. Staff will be encouraged to be outside and monitor pick up and encourage students to maintain social-distance while waiting for their rides in the various areas on our campus. Pick-up arrangements are the responsibility of the parent as boys and girls club is no longer offering their services.
- Social-distancing in the classroom will be monitored by the teacher and enforced by the discipline/safety coordinator. Classroom capacity indicates 12-14 students maximum per room at any given time. Considerations for removing group tables or marking desk placement, seat placement will be utilized.
- Cafeteria usage - Lunchtime
 - Weather permitting students may eat outside
 - Microwaves will be closed and removed from the cafeteria
 - Families will be notified that student is responsible for cold lunch as we will not be conducting snack sales this school year as in previous years
 - No more than 50 students will be permitted in the cafeteria during lunch
 - Spots and tables will indicate social-distancing practices
 - Typical lunch supervision will continue and protocols enforced
- Plan for emergency management, clinic procedures, daily operations, safety measures, logistics, etc. will be shared with ALL stakeholders
- There will be disciplinary actions resulting in non-compliance with safety measures

WELLNESS & RECOVERY

Steps are being taken to develop a 3-campus wide Coral Academy of Science Wellness and Recovery team to combat the issues associated with learning in today's environments.

Considerations made from the provided Nevada’s Path Forward Framework, standing bodies of best practices adopted by CAS, and other informative resources will be used to assess the associated behavioral health and physical concerns. This includes evaluating a multi-layered approach to our campuses' Social-Emotional Learning development and relevant Trauma-Information strategies. It is our intention to embed SEL strategies into academic subjects and respond to all stakeholders' concerns with tolerance. We want to model empathy and respectfully communicate our concerns while valuing the input of others.

CONCLUSION

The 2020–21 school year will likely look different from previous school years. CAS-HS should prioritize providing face-to-face instruction as public health conditions allow, instituting physical distancing and other preventative practices to keep students and staff healthy. When face-to-face instruction is not possible, CAS-HS can use considerations in this guide to design appropriate local plans for meeting the needs of all students. In addition, CAS-HS has a contingency plan in place for continuous distance learning if there is a need to close to preserve health and safety.