



## Safe Return to In-Person Instruction and Continuity of Services Plan (ARP Act)

### LEA Information

**1. LEA Name (one LEA per form)\***

Career Success School

**2. Entity ID Number\***

79047

**3. CTDS Number\***

078524000

**4. Plan's Primary Contact Name\***

Dr. Edith Macklin

**5. Plan's Primary Contact Email Address\***

emacklin@csschools.com

**6. Plan's Primary Contact Phone Number\***

6023416393

**Please submit your Safe Return to In-Person Learning Plan every six months from your prior submission date.**

Revision Timeline: May 2023-September 2023

**7. Since your last submission date, when did your LEA last review and/or revise your plan? Please provide the updated mm/dd/yyyy of your review/revision. This date should be updated from your last submission. \***

07/18/2023

**All LEAs receiving ESSER III funds must make publicly available on their website, a plan for the Safe Return to In-Person Instruction and Continuity of Services. Please list the link where the plan/template is posted on the LEA's website.**

**8. Insert the link below with directions on how to find your LEA's Safe Return to In-Person plan located on your LEA website (do not link directly to the PDF). The plan must be on the ADE template that will be downloaded from EMAC after completing your responses.\***

<https://www.careersuccessschools.org/wp-content/uploads/2022/10/Safe-Return-to-In-Person-Instruction-Plan.pdf>

**How the LEA will maintain the health and safety of students, educators, and other staff and the extent to which it has adopted policies, and a description of any such policies, on each of the following safety recommendations established by the Centers for Disease Control and Prevention (CDC)**

**9. Has the LEA adopted a Governing Board policy on universal and correct wearing of masks?\***

Yes

**10. Please describe the LEA's Governing Board policy on universal and correct wearing of masks.\***

The School will implement its face covering policy for students and employees, as required by Executive Order 2020-51.

**11. Has the LEA adopted a Governing Board policy on modifying facilities to allow for physical distancing (e.g., use of cohorts/podding)?\***

Yes

**12. Please describe the LEA's Governing Board policy on modifying facilities to allow for physical distancing (e.g., use of cohorts/podding).\***

. Social Distancing. The School will encourage staff and students to maintain social distancing (at least six feet apart), when feasible, and will endeavor to employ other separation measures when maintaining six feet of distance is not feasible. Such efforts may include modified room layouts (e.g., spacing of desks; facing desk in same direction), physical barriers/guides (e.g., partitions in bathrooms, closing every other stall/sink, placing floor markings for social distancing), closing or staggering use of communal spaces (e.g., limiting use of, or as appropriate, closing access to playground equipment), and/or adjustments to bus seating and loading procedures, if applicable.

**13. Has the LEA adopted a Governing Board policy on handwashing and respiratory etiquette?\***

Yes

**14. Please describe the LEA's Governing Board policy on handwashing and respiratory etiquette.\***

The School will encourage and reinforce handwashing with soap and water for at least 20 seconds, or as appropriate, use of hand sanitizer that contains at least 60% alcohol after bathroom use, before and after recess, and at other appropriate times during the day. The School will support healthy hygiene behaviors by providing adequate supplies, including soap and hand sanitizer. The School will encourage staff and students to cover coughs and sneezes and follow hand-hygiene protocols immediately thereafter.

**15. Has the LEA adopted a Governing Board policy on cleaning and maintaining healthy facilities, including improving ventilation?\***

Yes

**16. Please describe the LEA's Governing Board policy on cleaning and maintaining healthy facilities, including improving ventilation.\***

Cleaning and Disinfection. The School will clean frequently touched surfaces (e.g., playground equipment, door handles, sink handles, drinking fountains) within the School and on buses (if applicable) at least daily or between uses, when reasonably feasible. The School will follow cleaning and disinfection best practices and procedures, to the extent possible.  
The School will ensure that building ventilation systems operate properly, to ensure circulation of outdoor air as much as possible. To the extent the School provides transportation for students, the vehicles used by the School will implement reasonable ventilation strategies. Activities, including lunches, may take place outdoors, if possible.

**17. Has the LEA adopted a Governing Board policy on contact tracing in combination with isolation and quarantine, in collaboration with the State, local, territorial, or Tribal health departments?\***

Yes

**18. Please describe the LEA's Governing Board policy on contact tracing in combination with isolation and quarantine, in collaboration with the State, local, territorial, or Tribal health departments.\***

Staying Home when Appropriate. The School will encourage and require employees and students to stay home when they: (a) feel sick, (b) have tested positive for COVID-19 or are showing COVID-19 symptoms, or (c) have recently had "close contact"\* with a person with COVID-19, including any household member. Staff and students who are exposed to persons with possible COVID-19 symptoms will need to obtain 2 negative COVID-19 tests within five (5) days of each other, and they will be encouraged to wear a mask. There will be no 14-day isolation requirements, if two negative COVID-19 tests are obtained. Students or staff members who become sick at school or are identified as having had close contact with a person with COVID-19 will be promptly isolated from other students and sent home as soon as possible.\*\* The School will encourage students/families to notify School's designated COVID-19 Point of Contact if the student or a household member has COVID-19 symptoms. Staff members must notify the School's designated COVID-19 Point of Contact if they or a household member have COVID-19 symptoms.

**19. Has the LEA adopted a Governing Board policy on diagnostic and screening testing?\***

Yes

**20. Please describe the LEA's Governing Board policy on diagnostic and screening testing.\***

Diagnostic screening and testing is available through our partner, Accord Healthcare Institute. ESSER 3 funds will be used to pay for any COVID19 testing and/or vaccinations, as needed.

**21. Has the LEA adopted a Governing Board policy on efforts to provide vaccinations to school communities?\***

Yes

**22. Please describe the LEA's Governing Board policy on efforts to provide vaccinations to school communities.\***

Vaccinations to all CSS school communities will be provided with our partner, Accord Healthcare Institute.

**23. Has the LEA adopted a Governing Board policy on appropriate accommodations for children with disabilities with respect to health and safety policies?\***

Yes

**24. Please describe the LEA's Governing Board policy on appropriate accommodations for children with disabilities with respect to health and safety policies.\***

Career Success Schools adheres to all aspects of the Individuals with Disabilities Act (IDEA) in all respects of a student's identified learning challenges. CSS maintains that students with identified learning challenges will be provided relevant and FAPE education in one of three formats, or a combination of each: in-person, online, or hybrid. Each student's needs will be reviewed, an appropriate action plan will be created, and enacted in accordance with IDEA and State of Arizona ESS laws and procedures.

**25. Has the LEA adopted a Governing Board policy on coordination with State and local health officials?\***

Yes

**26. Please describe the LEA's Governing Board policy on coordination with State and local health officials.\***

Upon learning of a positive COVID-19 test result in someone who has been in the School, the School will promptly seek guidance from local health officials to determine an appropriate course of action in light of the circumstances. At a minimum, the affected individual will be quarantined from the School on-site environment (including on-site support services or in-person instruction) and other responsive actions will be taken, as directed in consultation with local health officials or in compliance with their guidance. If an outbreak\* of COVID-19 occurs at the School, the School will notify the local health department using any required or suggested notification method.

Such actions may include, but are not limited to:

1. Short-term limitations on, or restrictions for, on-site support services or in-person instruction with respect to a particular student, cohort, or the School generally.
2. Enhanced cleaning/disinfection of areas of the School used by the affected individual.
3. Extended school dismissal/closure, either for a portion of the School or the School entirely.

\* An "outbreak" is defined as two or more laboratory-confirmed COVID-19 cases among students or staff with onsets within a 14 day period, who are epidemiologically linked, do not share a household, and were not identified as close contacts of each other in another setting.

Compliance with Applicable Guidance

If any part of this Plan conflicts with applicable local, county, state law, regulation, or public health guidance, the School will comply with the applicable law, regulation, or public health guidance.

## Continuity of Services

Including but not limited to services to address students' academic needs and students' and staff social, emotional, mental health, and other needs, which may include student health and food services.

### 27. How will the LEA ensure Continuity of Services?\*

Briefly describe an overview of the continuity of services and in the following questions you will provide more detailed information.

Continuity of services will be provided to all students who are enrolled in CSS schools with the issuance of a ChromeBook, HotSpot Internet connection device, and relevant tutoring and teacher support available online and in-person.

### 28. How will the LEA ensure continuity of services for students' academic needs?\*

The vulnerable populations to be served by the set-aside funds include our entire student population, as this is comprised of the following vulnerable student groups: Each major racial and ethnic group, economically disadvantaged students, children with disabilities, English learners, gender, and migrant status; students experiencing homelessness; and children and youth in foster care.

Career Success Schools is classified as an "alternative setting" educational institution, and our student population is composed of all of the above-mentioned student groups. Houghton Mifflin and SAVVAS for Math and ELA is a Tier-4 (has been approved through ADE), iLit and Language Live (both are included on the MOWR list). Please see required tutoring plan which includes evidence-based practices as uploaded into Related Documents section.

### 29. How will the LEA ensure continuity of services for students' social, emotional, and mental health needs?\*

School Social Workers (SSW) are teaching twice weekly during the advisory period (20 minutes long) and they are using the following evidence-based curriculum: Positive Action and Second Step (K-12). Students who work with social workers are self-referral, teacher referral, and principal referral, and parent referral.

Social workers will not only teach twice per week, but will also be providing vulnerable students and their families with social assistance needs through resources for health care, housing, transportation, food, and other social needs, etc. School Social Workers provide ongoing services to our students, families, and external stakeholders on a consistent basis.

### 30. How will the LEA ensure continuity of services for students' other needs?\*

This may include student health and food services.

The School will minimize transmission risk in food service by taking steps such as: encouraging students to bring their own meals as feasible; serving pre-packaged meals (rather than buffet style); and using disposable food service items (e.g., utensils, dishes). If the School cafeteria space cannot be modified to account for social distancing for all students, some or all students may be required to eat in other locations or at staggered lunch times.

**31. How will the LEA ensure continuity of services for staff's social, emotional, and mental health needs?\***

All staff have access to EAP support and resources located within the CSS healthcare benefits program. This program has been updated with new options for self-care and mental health supports.

**32. How will the LEA ensure continuity of services for staff's other needs?\***

Accord Healthcare Institute is also providing COVID-19 testing, and all staff have access to school social workers and other public assistance supports and resources, as needed.



**The LEA must regularly, but no less frequently than every six months (taking into consideration the timing of significant changes to CDC guidance on reopening schools), review and, as appropriate, revise its plan for the safe return to in-person instruction and continuity of services through September 30, 2023**

**33. Describe the process used to seek public input, and how that input was taken into account in the revision of the plan.\***

CSS instituted staff input into this plan via presentations at staff meetings, staff surveys, and family surveys as part of required Title 1 school presentations.

**After completing all responses in EMAC, save your information. Then, use the red download button to create a copy of your completed form to be uploaded to your LEA website. Once your form is uploaded to your LEA website, log back into EMAC to click the blue submit button and submit your form to be reviewed by your specialist. Your EMAC submission will not be approved unless this updated form is on your LEA website.**

**34. Did you upload the completed EMAC form to your LEA website?\***

Yes