



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

### LEA Information

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

Congress Elementary School District

**2. Entity ID Number\***

4479

**3. CTDS Number\***

130317000

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

Stephanie Miller

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

smiller@congressdistrict.org

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

9284279850

**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. \***

June 13, 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.congressdistrict.org/>

Link is in the purple band below the main picture area. It is titled Safe Return to In-Person Instruction Plan (right below the Mitigation Plan link).

**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.\***

Masks or shields following CDC school guidance document and AZDHS/YCCHS guidance

**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).\***

Extra personnel and classrooms to allow for distancing, outdoor learning, walking pathways in school, and cohorts/podding utilized

**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.\***

Handwashing stations in all classrooms, coughing and sneezing in the elbow crook or interior of shirt, training provided by teachers to students, sanitation stations/materials throughout school and on busses

**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.\***

Increased cleaning rounds, COVID-19 approved disinfectant materials, and increased air ventilation

**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.\***

Contact tracing, notification of possible/positive exposure to guardians and staff, and isolation of symptomatic students and staff

**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.\***

Rapid result tests, provided by YCCHS, available on-site for family, students, related members, and staff

**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.\***

Flyers for vaccination times/places posted on the ClassDojo for all guardians to view, and school site has been/can be used as a vaccination clinic

**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.\***

Accommodations for students follow CDC and AZDHS/YCCHS guidance, and modification made according to doctor and IEP listed accommodations

**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.\***

Weekly updates and meeting information facilitated through the Yavapai County Education Service Agency with YCCHS, Mr. Carter (Yavapai County School Superintendent)

## 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.

The LEA will ensure continuity of services through ongoing School Board review of ESSER III spending and will determine need for ongoing funding based upon needs and monies available after the ESSER III grant monies have been spent.

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

Instruction is provided in a teacher-led, in-person classroom for all students Monday-Thursday through the school's adopted fiscal year 2023-2024 calendar. When students are not able to attend due to quarantine/COVID-19 related illness, they can complete work through online learning and submit assignments via the school's virtual platform. All students taught by a certified teacher through daily lessons via the Microsoft Teams platform or Google Classroom platform. Additional Title and Unique Population services provided through online platform when need is identified. Counseling support is also offered online when need is identified.

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

The school district uses the adopted SEL curriculum, Second Steps for all students. Counselors for students/staff/families are available as need is identified. Multiple breaks are offered through the school day and staff are available as needed to support SEL concerns.

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

This may include student health and food services.

Donations of food by local charity organizations go to assist families with identified needs. Food available on-site for pick-up if needed and/or delivered based upon individual circumstances.

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

Second Steps Curriculum incorporates strategies to cope with stress and maintain health. Staff health and wellness program is implemented with support through the school's insurance carrier. Counselors are provided for staff support as need is identified. Counseling through a phone hotline is also provided and telehealth services for all staff.

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

Teacher led social committee to support staff with individualized needs during identified times.



**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.\***

The ESSER III plan was strategized at multiple Board Meetings in April, May, and June of 2021 which allowed for public input. ESSER accomplishments have been shared through the Monthly Parent Newsletters, ClassDojo postings, and a newsletter page (ClassDojo allowed for a direct response as well) on the website with opportunity for feedback/public input. This plan will be reviewed on a six-month basis. It will be presented next to the School Board on June 13, 2023 and then again in December 2023. The plan link is posted on the front page of the school district's website.

**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