



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

### LEA Information

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

Flagstaff Arts and Leadership Academy

**2. Entity ID Number\***

4202

**3. CTDS Number\***

03-87-50-000

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

Kara Kelty

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

kkelty@flagarts.com

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

9287797223

**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. \***

09272023

**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://flagarts.com/covid/safe-return-to-in-person-plan/>

**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 are highly encouraged but not required at all times in all indoor spaces. Signs are posted around campus reminding students of the efficacy and availability of masks on campus. Masks are freely provided at the front desk and in the classroom. Since we have some students with hearing impediments, we also make available clear masks to allow for lip reading.

**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).\***

Given our block schedule and single campus for grades 6-12, cohorts/podding is not possible. Classrooms have been reset however to allow for as much space as possible between desks/chairs to allow for distancing wherever feasible. Our campus provides outdoor tables and seating, and students are encouraged to eat outdoors (weather permitting) or in small groups in classrooms. The number of students in any one class during lunch is limited to allow for distancing.

**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.\***

Signs are posted around campus detailing etiquette and policy. Handwashing and sanitizer stations are set up in every classroom and throughout campus.

**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.\***

Every classroom also has an Oransi Air Purifier system, and as much as possible given weather, classroom doors and windows are kept open. Every classroom has a cleaning station. Students wipe down surfaces at the end of each class. There is a central supply refill station in the main building that is restocked frequently. In order to reduce waste, the cleaning stations use cloth rags instead of disposable wipes. These rags are collected nightly and laundered. Cleaning staff clean each room nightly and restock supplies.

**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.\***

access to testing kits. As soon as a student or staff member is identified as having tested positive, we conduct contact tracing on campus. We reach out to the affected individual to identify close contacts plus ask all staff to list anyone considered as such. These contacts are then reached out to (or parents) with a standard email including protocols from the county and are asked to respond. These requirements are based on the protocols given to us by the county health department.

**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.\***

We partner with Coconino County Health Department and they recently communicated to us that we can order rapid antigen tests directly from the Arizona Department of Health Services (ADHS). If a teacher, staff member, or student is symptomatic, we provide a test on-site.

**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.\***

Flagstaff Arts and Leadership Academy does not offer vaccinations on-site. We have cultivated a strong relationship with county health and education officials and communicate all opportunities for vaccination in our community.

**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.\***

We follow all accommodations for our students with disabilities by adhering to the requirements outlined in their IEP. As mentioned above, we ensure students with hearing impairments who rely on lip reading have access to clear masks. We have noticed an increase in students with documented 504 plans for anxiety, so we make available a chill space for when they need to be alone. We ensure this chill space is hygienic and used by one student at a time to reduce transmission of Covid.

**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.\***

We regularly attend state and county health department meetings and briefings. We frequently share updates from the county's Covid dashboard to draw attention to increases in transmission. We share county templates and language when communicating with staff and families about protocols and needs for quarantining, isolation, etc.

## 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.

We provide continuity of services by monitoring student attendance, academic progress, and indicators of well-being. When students are absent for several days, we ensure there is communication between teachers and access to make-up work. We check in with students formally via surveys and SST meetings when appropriate and informally through tutoring and check ins.

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

All instruction continues to be fully in-person. The school has on staff an educational interventionist, an external reading specialist, and a student support specialist to provide targeted support. After-school tutoring is available daily for students to receive remediation, support with study skills and time management, and connection to a peer tutor if desired. We recently purchased IXL to provide targeted remediation in ELA and math. We are a 1:1 school with each student having full time access to a Chromebook and every teacher providing an outline of the syllabus through Google Classrooms. All staff have been trained to return to remote instruction in cases of high community transmission.

While we did not have to deploy remote instruction for SY 2022-23 because of high Covid transmission, we did utilize it because of weather emergencies that made travel unsafe.

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

We survey students to understand social-emotional needs and create tiers of support. We have an academic counselor, a mental health counselor and a strong student services team that includes a student support specialist. The counselors create student groups to increase outreach and contact with students, while still maintaining individual sessions. In addition, the counselor continues to promote Meditation and Mindfulness skills to both staff and students. Finally, we applied for a supplemental summer learning grant through Governor Hobb's office to address the negative impact on our most vulnerable students. We have also added a daily dedicated time for "Leadership Institute" to facilitate the cultivation of leadership skills, to increase connections between students and to create a strong school culture where students feel a sense of belonging.

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

This may include student health and food services.

We do not have a Nurse on campus, but students are encouraged at all times to come to the front office in cases of need, at which time, resources are made available, and safe/healthy spaces are found. We have also now partnered with the Flagstaff Food Center to bring lunches on campus daily for students in need.

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

Professional development training focusing on staff needs and Mental Health are provided monthly. First aid and suicide awareness training are required annually and are covered within the employee benefit package. All staff have access to COVID sick leave that is not deducted from their Paid Time Off. In order to reduce the spread we have made it clear that employees should not report to work if they feel sick or are symptomatic. We have social emotional circles and check ins at our weekly staff meeting. Quarterly social events are coordinated by Leadership. In the spring Leadership coordinated with parents to fundraise for a teacher appreciation event and gifts for all teachers and staff.

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

The Board recognizes the sacrifices teachers have made during the pandemic and voted to offer \$1,000 retention bonuses for returning teachers and staff.



**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.\***

Public comment is solicited and encouraged at every Board Meeting and the plan was reviewed and discussed specifically on September 27th, 2023. Relevant plans are posted on our website, and staff regularly communicate changes directly to all families, soliciting comments/responses. Additionally, information is sent home with students and an electronic newsletter is sent out weekly to students and families.

**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