



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

### LEA Information

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

Griffin Foundation, Inc.

**2. Entity ID Number\***

79500

**3. CTDS Number\***

108789000

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

Lee Griffin

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

griffin28@msn.com

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

5207908400

**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. \***

08/21/2023

**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://griffinfoundation.org/title-i-policy-handbook/>

**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.\***

Face coverings are optional but recommended for any person, two (2) years of age or older, while on GFSD property. According to the Arizona Department of Health Services:

- Face coverings can be any cloth or paper mask that covers the nostrils and mouth and does not contain a valve. Face coverings may be provided, budget permitting.

**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).\***

Physical distancing is one measure that has been demonstrated to reduce the spread of COVID-19:

- Assigned seating will be utilized to reduce the number of contacts. Classroom teachers will maintain records of seating charts to assist with identification of close contacts, if needed.
- Small groups allowable when instructionally appropriate and maximize distancing where feasible.
- Use of hand sanitizer is available in high volume areas.

Site-level (parent meetings, disciplinary meetings, IEP meetings) are conducted in person, following social distancing guidelines, and face coverings are recommended for all participants. Meetings may be scheduled in a virtual format if requested, i.e. Zoom, Google Meets call or telephone conference. Any preapproved student functions shall follow Pima County Health Department and CDC guidance.

**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.\***

Educate the Community on COVID-19 Hygiene and Cleaning Standards. GFSD will provide regular communication through posted signage on best methods to protect students, families, staff, and the community. This will include methods, frequency of cleaning, classroom/building protocols and staff efforts to reduce risk, handwashing/ sanitizing and physical distancing expectations. GFSD will also educate staff and students on where and how to report symptoms of illness and a positive COVID-19 diagnosis, definition of a close contact, isolation and quarantine requirements, free COVID-19 test sites, and COVID-19 vaccine availability.

Hand sanitizer will be made available in all school facilities. Since proper hand sanitizing will disinfect germs present on a dispenser, touchless sanitizer dispensers are not necessary. Individuals can possess hand sanitizer for personal use, so long as the sanitizer is in the original bottle and contains a manufacturer's label. All products should be secured to prevent misuse by students.

Frequent hand washing/cleaning will be encouraged at regular intervals throughout the day with both soap and water or hand sanitizer.

All students and staff are required to wash their hands with soap and water for at least 20 seconds at the times listed below. Hand sanitizer stations, with at least 60% alcohol, will also be available.

- Upon arrival at school (use hand sanitizer if there is no sink in the classroom)
- After being outside for physical activity
- After using the restroom
- Before and after lunch
- Prior to leaving school for home

**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 protocols and chemical handling are intended for employee use only and will be provided to all facilities. Cleaning/disinfecting will take place on all high touch areas at least daily. Students should not handle chemicals or execute cleaning protocols other than personal hygiene like handwashing and hand sanitizing. All products should be stored and secured to prevent spills or access/use by children. Mixing chemicals is never appropriate.

**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.\***

If You Test Positive for COVID-19 (Isolate)

Everyone, regardless of vaccination status.

- Stay home for 5 days.
- If you have no symptoms or your symptoms are resolving after 5 days, you can leave your house.
- Continue to wear a mask around others for 5 additional days.

If you have a fever, continue to stay home until your fever resolves.

If You Were Exposed to Someone with COVID-19 (Quarantine)

If you:

Have been boosted

OR

Completed the primary series of Pfizer or Moderna vaccine within the last 6 months

OR

Completed the primary series of J&J vaccine within the last 2 months

- Wear a mask around others for 10 days.
- Test on day 5, if possible.

If you develop symptoms get a test and stay home.

If you:

Completed the primary series of Pfizer or Moderna vaccine over 6 months ago and are not boosted

OR

Completed the primary series of J&J over 2 months ago and are not boosted

OR

Are unvaccinated

- Stay home for 5 days. After that continue to wear a mask around others for 5 additional days.
- If you can't quarantine you must wear a mask for 10 days.
- Test on day 5 if possible.

If you develop symptoms get a test and stay home.

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

No

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

No

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

Yes

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

GFSD will ensure that students with disabilities will continue receiving access to general education content in addition to special education services and supports, and that they are provided services, accommodations, and supports as identified in their IEPs.

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

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No

## **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.



**24. 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.

For the 2023-2024 academic year, GFSD will provide Traditional School-100% in-person instruction.

Academics:

- Delivery of instruction will follow the adopted school calendar and be consistent between Traditional Learning.
- Engage and expand learning opportunities through the balanced use of technology.
- Differentiate high quality instruction based on the needs of individual students as well as grade-level targets and prioritized standards for all learners including special populations: special needs, English Learners (EL), culturally diverse learners, disadvantaged, and homeless learners.
- Offer tutoring, and/or after-school programs to support students' learning and mental health with targeted interventions and enrichment activities.
- Utilize standardized and non-standardized performance data to identify and expand upon strengths to accelerate learning.
- Support faculty and staff with aligned professional development.

Special Education:

- The district will ensure that students with disabilities will continue receiving access to general education content in addition to special education services and supports, and that they are provided services, accommodations, and supports as identified in their IEPs.

Special Education (cont.):

- Student supports include activities provided by special education teachers, related service providers (including, social workers, speech & language therapists, school psychologists, occupational therapists, physical therapists) and non-certified staff.
- All special education teachers and related service professionals will provide instruction based on Individualized Education Plan (IEP) goals and objectives derived from general education curriculum and content.
- Inclusion and resource services will be provided as described in a student's IEP and staff will implement to the greatest extent possible any physical distancing guidelines.
- The number of students receiving services in small groups will be determined by the size of the space being utilized to implement physical distancing guidelines.
- The special education team will work directly with families to schedule required in-person or remote therapies.
- All English Language Learner services will continue to be provided as aligned to English Language Proficiency Standards utilizing Arizona's Language Development Approach and OELAS protocols.

Extracurricular Programs

- Any extracurricular activities, including campus club meetings, that are approved to be held on campus will adhere to all safety protocols that are currently in place.

Attendance:

- Daily attendance will adhere to State regulations and guidance.
- Attendance for On-Campus students is measured by the student being physically present at school.

Attendance (cont.):

- When a student is absent, a parent should notify the school as soon as possible. For absences greater than one (1) day in length, the school should be notified each day of the absence.
- Absences shall be excused only for the following:
  - o Illness, bereavement
  - o Other family emergencies
  - o Observance of major religious holidays of the family's faith
  - o The student's participation in a school-related activity.
  - o The student is suspended for misconduct.
- When a student returns to school following any absence, the parent should have called the absence in to the front office or a note of explanation from the parent/doctor/dentist is required. This documentation must be submitted upon the student's return to school. All absences not verified by parental or administrative authorization will remain unexcused.
- After ten cumulative absences, written medical documentation from a health care professional licensed under A.R.S. Title 32, Chapter 7, Chapter 13, or Chapter 17, may be required to excuse the absences.

Grading:

- Clear expectations for student daily/weekly work, including due dates, will be outlined, and posted with flexibility in mind.
- Teachers will check daily and provide regular feedback to students/parents while documenting progress. Grading, assessment, and evaluation will continue.

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

In planning for the continuity of 100% in-person learning GFSD has prioritized a safe environment for students and staff and high-quality instruction.

- Students will be provided with basic lesson objectives and corresponding resources. Teaching staff will have professional discretion regarding available materials, including:
  - o Beyond Textbooks K-8th grade curriculum maps
  - o Discovery Education
  - o Singapore Math
  - o Study Island
  - o Khan Academy
  - o Renaissance Star Math and Star Reading
  - o Project based learning
  - o News ELA
  - o Readworks.org
  - o MyON

Students will be held accountable for completion of all tasks assigned during designated interruptions of in-person instruction. Students will be provided paper copies of all make-up work, resources, and activities completed in the classroom

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

To continuously meet social, emotional, and mental health needs, GFSD will be implementing Social Emotional Learning (SEL) lessons during class time using lessons created or researched by the teachers. The lessons provide educators and students with wellness into day-to-day learning. At a high level, the lessons will provide SEL by strategically planning learning across the developmental stages of each child throughout an entire school career (K-8), supporting social-emotional competencies and well-being, and is driven by a positive implementation environment. The teacher-facilitated group sessions will be completed in the classroom. Lessons are all age and grade appropriate in the following areas: growth mindset & goal setting, emotion management, empathy and kindness, and problem solving. Students will connect with the content, each other, and the teacher as they build new skills. The program offers a strong variety in media, activities, interactive components, and culturally relevant design to ensure that every student can learn and grow.

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

This may include student health and food services.

Support services will be available at all schools. Social Emotional Learning programs are available to support students' need. Social Emotional and Mental Health support are also available. They will serve individually plated lunches. There will be no buffet style salad bar. Hand sanitizing station will be available before entering the food service line. Students will eat lunch in designated lunch areas. All students at GFSD are automatically eligible to receive free and reduced meals.

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

Support services will be available at all schools. Administration meets with staff weekly to support our staff in their social, emotional, and mental health needs.

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

The administration will take into consideration the needs of our staff no less frequently than every six months to consider the timing of significant changes to CDC guidance on reopening GF's schools, policy review, and revise our plan.

**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**

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

Information is provided to the public and our parents and family members about health practices in place at school, and information that is provided to us from the Pima County Health Department. Public input is gathered from calls to the audience that occur during our Rise and Shine presentation during the mornings. Changes to the details of the plans have been made based on parents and teachers input as well as the number of cases in our schools. Plans are also updated and shared consistently as part of the Covid-19 Task update.

**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.**

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

Yes