



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

LEA Information

1. LEA Name (one LEA per form)*

Kingman Unified School District

2. Entity ID Number*

79598

3. CTDS Number*

080220000

4. Plan's Primary Contact Name*

Shelley Oestmann

5. Plan's Primary Contact Email Address*

soestmann@kusd.org

6. Plan's Primary Contact Phone Number*

9287535678 ext 2100

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. *

8/30/2023

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.kusd.org/community/required-postings/guide-for-keeping-schools-open>

The copy of our guide, as well as the update is located on the Required Postings page.

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.*

Wearing face coverings/masks are encouraged yet optional for both staff and students. Masks worn by staff and students should be fitted appropriately following CDC guidelines. Additionally, cloth masks are an acceptable alternative for both staff and students.

Administration will work with students and staff who may need masks for specific needs.

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).*

Signage with grade appropriate guidance regarding social distancing, self-reporting of symptoms, and mindful actions have been incorporated into common spaces. Times for lunch, recess, dismissals, etc. have been staggered to reduce the number of people in a common space.

In elementary schools, classrooms limit the number of whole-class transitions to reduce the number of students in the hallway. Building administrators stagger common times to reduce traffic flow in hallways also. At the elementary level, students will walk on the right side of the hall in a single file line.

In the middle and high schools, directional hallways will be established when possible.

Whole-classroom restroom breaks are discouraged. Instead, teachers are to send only one student from their classrooms at a time. Based upon the size of the restroom, schools limit the number of students allowed in the bathroom at one time. Signage is placed outside the bathrooms to inform staff and students the number of students allowed in the restroom. Security monitors restroom areas to encourage no loitering.

Plexi-glass shields may be utilized in offices with high-customer contact.

Additionally, the district outfitted all of its schools with bi-polar ionization systems within their HVAC systems. These systems clean classrooms and reduce germs by more than 97 percent. Also, when a classroom has a confirmed positive, it can be cleared of students and staff to allow the bi-polar system to purge the air and cycle in clean air.

EPA Information on Bi-Polar Systems

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 - CDC's Clean Hands posters are placed in all bathrooms and hallways at all KUSD sites.

Everyone is encouraged to wash their hands with soap and water for at least 20 seconds before and after they leave the classroom, playground, bathroom or touching an object that may be frequently touched by other people. These objects can be door handles, tables and handrails. If soap and water is not available, hand sanitizer with at least 60% alcohol is available in every room and public area.

Everyone is encouraged to cover their mouth and nose with a tissue when they cough or sneeze. Used tissues need to be thrown away in a lined trash can. If no tissue is available, coughing their elbow is acceptable. Hand washing is required after blowing your nose, coughing or sneezing.

Elective courses such as music, band and art will utilize district procedures to ensure proper room sanitation. Additional procedures may be implemented by teachers depending on the grade level and subject being taught. All shared instruments will be disinfected between classes using district-approved cleaner after each session. It is recommended students bring their own art supplies when possible. Additionally, band students will use their own instruments when possible.

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.***

A standard cleaning schedule is developed in collaboration with building administrators to ensure classrooms, equipment and any commonly touched surface area are cleaned and disinfected before, during and after school.

All KUSD schools' ventilation systems have an ionization system. Bipolar Ionization is the process of introducing ions into the atmosphere that will then attach to particles in the air. The ions that are created latch to particulates in the air to help neutralize bacteria and viruses, odors, and VOCs.

EPA Information on Bi-Polar Systems

In an effort to increase ventilation and limit contact, common doors and classroom doors will remain open when possible during times before school, in between classes, and during transitions. At the start of each school day and through common periods, doors will remain open for additional ventilation and to limit exposure by reducing the number of staff and students touching the doors.

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.*

Our district follows the most recent CDC guidelines when contact tracing positive student results.
<https://www.cdc.gov/coronavirus/2019-ncov/your-health/isolation.html>

Staff who have tested positive for COVID, been in close contact with a COVID-positive individual, or are experiencing COVID-like symptoms, are to notify their supervisor, who then makes a report to the District Office. A designated HR team member performs contact tracing with the staff member, utilizing a decision tree designed in accordance with CDC and health department recommendations and District procedures. As part of this process, District representatives speak with the COVID-positive staff member to create a list of possible close contacts. These contacts are notified that they have come in contact with a COVID-positive individual and are asked to monitor for symptoms.

The same quarantine procedures for students are initiated based on CDC guidelines.

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.*

Students and staff are encouraged to self-assess and not come to school if they exhibit common symptoms associated with COVID-19 or other communicable diseases.

Students with temperatures of 100.4 or greater will be sent to the health attendant's office for a full screening. In the health attendant's office, students' temperatures will be taken again as their health is assessed. Students whose temperatures register 100.4 in the health attendant's office will have their parents contacted for immediate pick up. If students have other COVID symptoms (cough, headache, general exhaustion) and are not feeling well, parents will be contacted and the student will be sent home.

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.*

Collaborating with the Region for Border Health, KUSD offered several immunization clinics at a variety of school locations. The Pfizer Covid Vaccination may be available at each immunization clinic while supplies last. Information about what each clinic offered, location, dates, and times are posted in common public areas prior to clinics being offered. These notices are sent home with students and shared using our school messaging system.

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.*

Administration will work with students and staff who may need masks for specific needs or a medical reason that preclude them from being able to wear a mask

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.*

KUSD consistently contacts state and local health officials for 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.

KUSD continues to survey staff, parents and stakeholders, seeking input and collaborating in a transparent manner. Based on those results, several committees have been created to ensure continuity of services is not interrupted.

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

KUSD provides traditional and alternative instructional models based on the unique needs of our students in order to ensure all students have access to a high-quality education and provide teachers the opportunity for input, planning and delivery of all instructional modalities. Professional Learning Communities at each site has been created to inform instruction and gauge student learning. This structured time will allow teachers to provide support for one another and plan for changes in instruction based on social-emotional and academic data. Interventions, utilizing Multi Tiered Systems of Support, are offered to students during school, as well as outside school hours.

Kingman Online Learning Academy is now available as an alternative to live instruction and is open to all students grades 6-12. All KOLA students have access to clubs, sports and activities on the live campus in their address zone.

We also have been approved to use ADE's Instructional Time Model (ITM) which allows a school district to meet instructional hour requirements through things such as remote instruction or project-based learning. Schools can utilize the ITM in the event their school needs to close for inclement weather or emergency.

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

A school intervention team that includes an administrator, attendance interventionist, behavior coach and counselor is available at each site. The goal of the team is to foster positive outcomes for students and their families through strategies that build school-home connectedness and personal responsibility. In addition to our intervention teams, we offer full time counseling services, SEL curriculum, parent liaison support, and a designated safe place for students to reflect and redirect their behavior.

Our SEL strategies are included in every classroom, both on-site and online, to ensure our students are reintegrated into the classroom setting and have the opportunity to receive support related to traumatic experiences.

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

This may include student health and food services.

Food services are tapping into the programs Kingman USD is eligible for such as the At-Risk Supper Program, Community Eligibility Program, and Summer Feeding Program when appropriate to ensure all students have access to nutritious foods. They are also incorporating nutrition education related to understanding how different foods affect physical and mental health. The kitchen staff at each school are also encouraged to use Mood Boosters which provide a guided activity to help students better understand the importance of nutritious foods, while also working to ensure the foods they serve taste great to further support the initiative.

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

Our district's benefits provider has options for employees to use related to counseling, primary care referrals, and tele-health, including mental health resources. These resources will be posted in common areas such as the copy room directing staff to the ease of use for these services

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

Our Certified and Classified staff share other concerns during their monthly Meet and Confer meetings with district staff. Based on those results, and our 360 survey and feedback we have aligned a variety of interventions and strategies to combat the reported work fatigue. Among those are reduced class sizes, adding staff to help improve student behaviors, expanded our mentoring program to go beyond the first year of teaching, targeted professional development and support. To expand on the benefits we already offer, we have also partnered with a local Employee Assistance Program, Arizona at Work.

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.*

Our district has a Strategic Planning committee that uses a variety of data points to find trends and perspectives. Based on those results, a vision statement will be written and actions reviewed and discussed on a bi-monthly basis. Some actions might include finding research, reviewing CDC guidelines, reviewing costs / payroll, surveying or interviewing staff, parents and stakeholders, etc. Everything discussed is recorded in real time and available to review.

The Strategic Planning teams work closely with each school's Improvement Team to compare their Comprehensive Needs Assessment (CNA) and Root Cause Analysis (RCA) planning sessions. In addition to surveys, we have several volunteers participate in focus groups and individual interviews to determine Strength, Weaknesses, Opportunities, Threats (SWOT) in relation to our Safe Return plan.

Once all information is gathered, we look at the need to revise our identified priorities and goals based on our internal and external scans and the CNA outcome patterns.

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