



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

LEA Information

1. LEA Name (one LEA per form)*

Montessori Education Centre Charter School

2. Entity ID Number*

4363

3. CTDS Number*

078763000

4. Plan's Primary Contact Name*

Tammy Whiting

5. Plan's Primary Contact Email Address*

twhiting@montessorictr.org

6. Plan's Primary Contact Phone Number*

4809268375

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. *

08/23/2023

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.*

The school's website is www.montessorictr.org, on the top, right hand side is a link: Covid 19. Click on the link, a new page will open, click on the 'Safe Return to In-Person Instruction and Continuity of Services Plan (ARP Act),' the form will load to a new page.
<https://montessorictr.org/wp-content/uploads/2023/04/Safe-Return-to-In-Person-Instruction-Plan-04-2023.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.*

Face Covering Policy: wearing a facemask/shield is optional for all students and staff as approved by the Board of Directors of the Montessori Education Centre Charter School as of May 29, 2021. Students who choose to wear face coverings will be encouraged to remove them during physical activity and recess.

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).*

Montessori Education Centre Charter School has modified facilities to allow for physical distancing by adding a restroom, re-designing classroom access and designating different sections of the playground for use by cohorts/pods.

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.*

Students and Staff have been informed of the need for daily handwashing, upon arrival, before eating, after sneezing, etc. Tissues are provided for each classroom.

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.*

Doors and windows are open for ventilation when the weather permits.
The entire campus is cleaned daily, additional cleaning procedures are in place for high touch areas.

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.*

All Maricopa County Health guidelines regarding contract tracing, isolation and quarantine are followed.

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.*

Testing is encouraged for all staff and students, when necessary.

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.*

Communication may be sent to the families of our enrolled students and staff informing them of local vaccination events.

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 are made for students with disabilities in the use of masks, vaccination eligibility and so forth, as their IEP or 504 plan advises.
Identified Students receive support from on-site tutoring staff and the special education teacher.

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.*

Administration participates in webinars presented by the local Health Departments and communicates with local health officials when necessary.

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.

Montessori Education Centre Charter School will ensure continuity of services by following the health and safety actions recommended by the local health departments, thus providing a safe and healthy school environment for our learnings and staff through preparation, training and monitoring. We are continuing to maintain services despite any Covid-related interruptions. Standard procedures for students who qualify for homebound or chronic ill services will be followed.

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

Students identified as needing extra academic support will receive additional Tier 2 and Tier 3 ELA and math support, plus resources that may aide the student in progressing in the curriculum. For ELA, this may include one on one lessons with the Barton Method for students with reading challenges. After school tutoring may be offered.

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

To mitigate the impact of the pandemic on student learning and social emotional learning skills, a multi-pronged approach will be implemented at both of the Montessori Education Centre campuses to fully support students and staff. The approach includes the following interventions: the hiring of full-time school counselors, an increased number of paraprofessionals, and the adoption of an evidence-based social emotional learning program (Character Strong) with professional development and training.

Currently, the two campuses have hired two full-time school counselors to implement a comprehensive school counseling program focusing on the social-emotional development of students. The school counselors will play a critical role in addressing the social-emotional learning (SEL) needs of students in conjunction with the school-wide SEL program (CharacterStrong) in the following ways:

- * Provide individual and group counseling to students struggling with their social and emotional development and conduct group counseling sessions where students can share their experiences and learn from each other.
- * Assess students' social emotional skills using standardized assessments or observational tools to identify areas where students need additional support in their social emotional development.
- * Collaborate with teachers to identify students who need additional support in their social emotional development, as well as collaborate with teachers to integrate SEL into the curriculum and provide resources for classroom-based activities that promote social emotional learning.
- * Develop programs and interventions to address specific social emotional needs of students. For example, develop a program to help students improve their communication skills and provide interventions for students struggling with anxiety or depression.
- * Engage families in the social emotional development of their children by providing resources and support to parents, facilitate parent-teacher conferences and provide information on how families can support their child's social emotional growth at home.

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

This may include student health and food services.

By utilizing the strategies mentioned in the answer above and working collaboratively with other teachers, staff and families, the school counselors will play an important role in addressing the identified needs of the students. To ensure continuity of services, the school has identified a need for additional paraprofessionals to aid in the social-emotional and behavioral support of students, especially those that struggle with applying strategies to promote self-regulation and other interpersonal skills. The additional staff will support the classroom teachers, who are currently addressing the social emotional and behavioral needs of students and thus losing academic instructional time. By adding paraprofessionals, these individuals can focus not only on student academic supports, but also social-emotional and behavioral supports, based in collaboration with the school counselor, to improve student outcomes.

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

Staff participate in professional development opportunities to assist them in becoming self-aware of SEL and mental health issues that they, themselves may be experiencing. Strategies for self-care are reviewed at monthly staff meetings. Montessori Education Centre Charter School has hired counselors to provide social, emotional and mental health support to staff and students.

Additionally, the school will also adopt and implement a school-wide, evidence-based SEL program — CharacterStrong. All staff will be trained on the program so it can be implemented with fidelity, in partnership with the school counselors. By training all staff, common language will be used and implemented to further support and address students' needs. Ongoing professional development will occur throughout the school year to ensure successful implementation of the program. These efforts will be in place to address the needs of students, and also provide support for teachers and promote retention.

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

Vice Principals meet weekly with teaching staff to assess the needs of staff. Support is offered on a daily basis. The school counselors will help ensure continuity of services for staff's needs by developing a plan to collect data to identify the specific social-emotional needs of staff and identify students with the greatest need for targeted interventions, thus providing pre- and post-program data. The school counselors will use assessment in the context of appropriate statistics and research methodology, follow-up assessment and measurement methods to implement appropriate program planning for social emotional development of students and ongoing data analysis, consisting of charts, surveys and student/staff reflections. The school counselor and leadership team will analyze short- and long-term effects of counseling and the SEL program on students' social-emotional and academic achievement, while collaborating with administration, teachers, staff and stakeholders for equitable school improvement goals.

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 Board of Director's reviewed the 'Safe Return to In-Person Instruction and Continuity of Services Plan' at a meeting. The public is invited to every Board meeting to offer input on items on the agenda. The Plan was presented and approved at a Board meeting. The Plan was then posted on the school website. Further input from the public is invited at any time.

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