



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

### LEA Information

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

Step Up Schools, Inc.

**2. Entity ID Number\***

4313

**3. CTDS Number\***

078634000

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

Diane Fernichio

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

diane.fernichio@stepupschoolsmesa.org

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

480-344-2600

**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. \***

05/31/2023

**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.stepupschoolsmesa.org/>  
It is the first item on our main page of the website.

**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.\***

We will follow the CDC recommended guidelines regarding masks.  
All staff members were previously trained in the correct use of cloth face coverings/masks.

**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).\***

Protocols cover spacing/safe etiquette in:

- classrooms;
- hallways;
- restrooms;
- lunch areas

Staff training covered all aspects of the school's mitigation measures.

Painted seat markers at breakfast and lunch, water fountains replaced with refillable water bottle stations, social 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.\***

Purchased individual handwashing stations for the classrooms.

Educational posters are placed around the school and in the restrooms detailing the proper method for handwashing.

Wherever possible, no touch soap dispensers have been installed. In addition, no touch hand sanitizer stations are located throughout the campus and hand sanitizer is located in every classroom, as well as the front office.

**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.\***

We have a detailed protocol for sanitizing throughout the school day and sanitizing each night. Teaching staff and classroom aides are responsible for sanitizing their classroom, computers and all common areas daily. Custodial staff are responsible for cleaning and sanitizing high traffic and touch points daily. Deep cleaning will take place in a classroom if a positive COVID case is reported. Specific virus cleaning products provided by the county are used daily. This product is used by the staff in the classrooms and by the custodial staff.

**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.\***

We are following guidelines from Maricopa County Health. A specific protocol for reporting exposures/positive cases to local/state agencies and receiving guidance from local/state agencies. Protocol for staff and students for isolation on campus and isolation/quarantine at 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.\***

Accommodations for students with disabilities will be made and needs for students with disabilities will be met. We are meeting any needs identified on an individual case by case.

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

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**24. Please describe the LEA's Governing Board policy on coordination with State and local health officials.\***

We are complying with all CDC and County recommendations. Our school nurse is the liaison with local and state health officials.

## 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.

### 25. 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 have been in person schooling throughout the pandemic. Our classrooms have remained open. Students are getting full academic instruction and support five days per week. Additional interventions are provided to help close the learning gap due to absenteeism. We have an Early Literacy Coach to help facilitate these interventions.

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

We have been in person schooling throughout the pandemic. Our classrooms have remained open. Students are getting full academic instruction and support five days per week. Additional interventions are provided to help close the learning gap due to absenteeism. We have hired an Early Literacy Coach to help facilitate these interventions.

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

Daily use of our SEL curriculum Character Strong. Still continuing our parent SEL program. Social interaction among children in grades K12 is important not only for emotional wellbeing, but also for children's language, communication, social, and interpersonal skills. Some students may have experienced social isolation and increased anxiety while not physically being in school due to COVID-19. Resuming in-person instruction can support students' social and emotional wellbeing. Schools can provide a foundation for socialization among children. When children are out of school, they may be separated from their social network and peer-to-peer social support. Schools can facilitate the social and emotional health of children through curricular lessons that develop students' skills to recognize and manage emotions, set and achieve positive goals, appreciate others' perspectives, establish and maintain positive relationships, and make responsible decisions.

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

This may include student health and food services.

We meet and discuss any student needs on an individual basis. We continue to offer our weekend food program for nutritional support. We will serve individually plated meals and students will eat outside on the tables. Seated markings have been painted on all tables so students will have adequate space when eating breakfast and lunch. Use disposable food service items (e.g., utensils, dishes). Students who rely on key services, such as school food programs, special education and related services (e.g., speech and social work services, occupational therapy), and after school programs are put at greater risk for poor health and educational outcomes when school buildings are closed and they are unable to access such school health programs and services.

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

Daily staff check-ins and weekly meetings with staff. Implement flexible sick leave policies and practices that enable staff to stay home when they are sick, have been exposed, or caring for someone who is sick.  
Examine and revise policies for leave, telework, and employee compensation.  
Leave policies should be flexible and not punish people for taking time off, and should allow sick employees to stay home and away from co-workers. Leave policies should also account for employees who need to stay home with their children if there are school or childcare closures, or to care for sick family members. Develop policies for return-to-school after COVID-19 illness.

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

We will meet and discuss any needs on an individual basis.



**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**

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

Surveys were sent home to families. We purchased an automated telephone message system to improve communication with parents.

**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.**

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

Yes