



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

### LEA Information

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

Self Development Academy Phoenix

**2. Entity ID Number\***

92381

**3. CTDS Number\***

078256000

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

Christina Harguess

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

christinah@selfdevelopmentacademy.com

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

4806412640

**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. \***

06/15/2023

**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://selfdevelopmentacademy.com/info-for-parents/>

It is in the middle of the page under "COVID-19 Protocol Information"

**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.\***

Currently the SDA face mask policy does not require students or staff employees to wear face masks. Masks are encouraged for all students and staff members.

**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).\***

SDA will post signs in highly visible locations that promote everyday protective measures including hand hygiene, respiratory etiquette, encouraging face coverings, physical distancing, and describe how to stop the spread of germs. SDA will encourage social distancing when feasible. Desks in all classrooms will face the same way and be spaced as possible. Students will be grouped in cohorts as possible.

**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.\***

SDA will encourage and reinforce handwashing with soap and water for at least 20 seconds after bathroom use, before and after recess, and at other appropriate times during the day. Hand sanitizer will be provided when necessary.

**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.\***

SDA classrooms will be cleaned routinely throughout the day, anytime there are transitions of student. All cleaning will be documented on the Classroom Cleaning List. Front office staff will clean all high touch areas throughout the campus including door handles as scheduled throughout the day. The cleanings will be documented. All classrooms and common areas will be cleaned and disinfected every evening using the services of a professional cleaning company.

**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.\***

SDA contacts the local county health department for guidance in the case of a known staff member or student testing positive for COVID-19 and follows guidance provided by the department. The guidance includes quarantining as appropriate. The local county health department guidelines will also be followed in cases where students and/or staff members exhibit COVID-19 symptoms.

**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.\***

SDA will participate in diagnostic and screening testing in accordance with state guidelines.

**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.\***

SDA has and will continue to share information with school staff and the community about available vaccination locations and information.

**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.\***

SDA makes accommodations for children with disabilities with respect to health and safety policies as needed.

**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.\***

SDA contacts the local county health department for guidance in the case of a known staff member or student testing positive for COVID-19 and follows guidance provided by the department. SDA administration contacts the local county health department as needed for guidance and monitors and follows all updated guidance as it is made available.

## 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.

SDA is currently offering in-person instruction to all students for SY23-24. Teachers are required to maintain an updated Google Classroom for students to access curriculum if they are required to quarantine. This ensures a continuity of services.

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

SDA has continued to provide rigorous, data-driven instruction aligned to the Arizona State Standards throughout the COVID-19 pandemic. Special education services and other additional services have continued to be provided. Assessments have continued and the teachers and the administration continue to analyze the data compiled from the assessments to ensure all instructional supports needed are provided as needed.

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

SDA has continued to offer Mindfulness strategies and activities in the classrooms to support social, emotional and mental health needs. Teachers are also trained in the importance of creating relationships with their students to support their SEL needs.

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

This may include student health and food services.

SDA has continued to make breakfast and lunch available to all students through the NSLP/SFSP program.

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

SDA has held professional development sessions related to the wellbeing of staff including their social, emotional, and mental health needs. Administration meets regularly with all staff members to ensure that their needs are being met.

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

SDA administration meets regularly with staff members and other needs have been addressed with staff on an as-needed 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**

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

SDA will publicize, in accordance with Open Meeting Law, any board meetings that might address matters within the policies identified on this document. Additionally, all families are regularly contacted to discuss if their needs are being met and any input they may have on the plan. Their input will be considered any time revisions are made.



**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