



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

LEA Information

1. LEA Name (one LEA per form)*

West Gilbert Charter Elementary School, Inc

2. Entity ID Number*

79497

3. CTDS Number*

078935000

4. Plan's Primary Contact Name*

Shane Boettcher

5. Plan's Primary Contact Email Address*

Shane.Boettcher@imagineschoosl.org

6. Plan's Primary Contact Phone Number*

623-344-1730

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. *

08/31/2023

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.imaginebuckeye.org/apps/pages/index.jsp?uREC_ID=510600&type=d

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.*

Imagine Schools encourages face masks for all students, staff, and visitors while indoors on our campuses and other school sanctioned events and activities.

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).*

Imagine Schools encourages staff and students to maintain social distancing (at least three feet apart), when feasible, and will endeavor to employ other separation measures when maintaining three feet of distance is not feasible. These measures include cohorting of students, staggered and alternative dismissal models, breakfast and lunch schedules that include use of classrooms, and signage within the schools to promote physical 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.*

Imagine Schools encourages and reinforces handwashing with soap and water for at least 20 seconds, or as appropriate, use of hand sanitizer that contains at least 60% alcohol after bathroom use, before and after recess, and at other appropriate times during the day. Imagine Schools support healthy hygiene behaviors by providing adequate supplies, including soap and hand sanitizer. Additional hand sanitizing stations have been installed in the school facilities. Imagine Schools encourages staff and students to cover coughs and sneezes and follow handhygiene protocols immediately thereafter

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.*

Imagine Schools cleans frequently touched surfaces (e.g., playground equipment, door handles, sink handles, drinking fountains) within the School and on buses (if applicable) at least daily and between uses, when reasonably feasible. The School follows cleaning and disinfection best practices and procedures, to the extent possible. Imagine Schools ensures that building ventilation systems operate properly, to ensure circulation of outdoor air as much as possible. Each Imagine School has been outfitted with air Safe Return to In-Person Instruction and Continuity of Services Plan (ARP Act) - Safe Return to In-Person Instruction and Continuity of Services Plan (ARP Act) purification filtrationssystems during the Summer of 2021. To the extent the schools provides transportation for students, the vehicles used by the schools implement reasonable ventilation strategies.

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.*

Schools will require employees and students to stay home for quarantine or isolation when they: (a) feel sick, (b) have tested positive for COVID-19 or are showing COVID-19 symptoms, or (c) are not fully vaccinated or have not tested positive for COVID-19 in the last 90 days ("Recent positive") and have recently had "close contact"* with a person with COVID-19, including any household member, (unless the K12 exception is met-outlined below). Students or staff members who become sick at school or are identified as having had close contact with a person with COVID-19 will be promptly isolated from other students and sent home as soon as possible. The School will require students/families to notify School's designated COVID-19 Point of Contact if the student or a household member has COVID-19 symptoms. Staff members must notify the School's designated COVID-19 Point of Contact if they or a household member have COVID-19 symptoms.

A vaccinated employee or student, or one who has tested positive for COVID-19 in the last 90 days prior to the exposure ("Recent Positive"), may voluntarily provide proof of vaccination or recent positive test. Although vaccinated individuals are not required to quarantine at this time, the CDC recommends that vaccinated individuals exposed to someone who has COVID-19 should get tested 3-5 days after exposure, even without symptoms.

*"Close contact" is defined as "any individual who was within 6 feet of a person with COVID 19 for a cumulative total of least 15 minutes over a 24-hour period or had physical contact with a person with COVID 19 starting from 2 days before illness onset (or, for asymptomatic patients, 2 days prior to test specimen collection) until the time the patient is isolated.

K-12 Exception: in the K-12 school setting, a student who was within 3-6 feet of an infected student is not considered a close contact if both students were engaged in consistent and correct use of well-fitting masks at all times. This exception does not apply to teachers, staff or other adults in the classroom setting.

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Imagine Schools strongly encourages parents and caregivers to monitor their children for signs of infectious illness, to immediately inform the school any time their children have close contact with a person with COVID-19, and to instruct their students who are sick or have had close contact with a person with COVID-19 to not attend school. The school nonetheless will instruct employees to watch for signs of possible student illness during the school day.

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.*

Imagine Schools partners with the local county health department agencies and private partners to provide information on COVID-19 testing.
Imagine Schools conducts daily visual screening practices of students and staff and any symptomatic student/staff member is referred to the health office and 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.*

Imagine Schools partners with school districts pods and private organizations to provide opportunities for staff and students to obtain vaccinations

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.*

Students are not encouraged to wear a face mask if the student has a documented medical or behavioral condition or disability that makes them unable to wear a face covering (e.g., has trouble breathing, severe respiratory impairments, sensory concerns or tactile sensitivity, or is unable to remove the face covering without assistance); or if parents have filed an opt out waiver with the school.
Imagine Schools adheres to the IDEA and Section 504 of the Rehabilitation Act and will work to meet the needs of every learner in our schools including appropriate accommodations with respect to health and safety policies.

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.*

Imagine Schools acts in good faith to comply with applicable law, regulation, and public health 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.

Imagine Schools employs a variety of strategies (described in further detail in the following section) to ensure continuity of services to students experiencing disruptions to in-person learning including: access to quality learning experiences, social/emotional supports, and availability of food and technology services.

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

Teachers continue to provide instruction and learning experiences for students temporarily out of school because of quarantine/close contact or when COVID positive – remotely, as appropriate. Details for providing these interim instructional experiences in the most simple means possible for students/families and teachers can be found in our Imagine Instructional Time model, linked here. Additional measures we provide to meet the academic needs of students include:

- Increased RTI support for students during the regular school day (including opportunities for targeted support during small group instruction).
- Frequent administering and analysis of assessments to monitor progress of students, inform instruction and identify students that need additional supports/interventions during and beyond the regular school day. (Assessments include: STAR benchmark assessments and quarterly ATI benchmarks in ELA and math, Phonics screeners, EL proficiency assessments, curriculum based assessments specific to each site, and ongoing formative observations on the part of teachers.)
- Embedded time for collaboration for teachers to review Imagine AZ pacing guides to identify most important "priority" standards, engage in instructional conversations, and review student learning data with colleagues and members of site leadership teams.
- Professional Development and onsite coaching and support to better equip teachers to use effective instructional strategies.
- Extended learning opportunities for students including tutoring services available before or after school, 21st Century Community Learning Centers or other after school that include homework and academic support, and Summer School intervention and enrichment.

Resources (including instructional materials and technology tools) are made available to students to ensure learning from home continues during short term disruptions to in-person learning.

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

Imagine Schools provides the following measures to meet the social, emotional and mental health needs of students in this context:

- Teachers routinely check in with students and facilitate lessons or experiences to support students' overall social/emotional well-being. Teachers have participated in
- Safe Return to In-Person Instruction and Continuity of Services Plan (ARP Act) Social Emotional Learning professional development across the network over the last 2 years.
- Site leadership team members work with SST teams, Gen Ed and SPED teachers, and counselors/social workers to analyze trends in student data/behaviors – and secure additional supports for teachers and classified staff members from our Regional Behavioral Specialist (or others) to positively address and support students demonstrating concerning behaviors.
- Additional supports or services are provided or recommended to students identified as in need (in collaboration and coordination with families, site base counselors, or other community agencies). Services include virtual counseling support available for students at home due to quarantine or illness through the AZ Dept of Education School Safety Grant, which funds school counselors and social workers at many of our Imagine schools.
- School leadership teams promote the importance of social/emotional and mental health – and provide families with resources and contact information to access additional supports for students as may be necessary.

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

This may include student health and food services.

Imagine Schools provide nutritional food services to students and families across all of our schools. Logistics are coordinated through each schools' National School Lunch Program representative and site leadership teams

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

Positive and supportive relationships and work environments are vital to the success and overall well-being of our teachers, leaders and classified team members. Site and Regional leaders at Imagine are committed to fully supporting our employees by:

- Creating a sense of belonging at each of our campuses
- Embedding opportunities to value, recognize and celebrate the work of all teachers/stakeholders serving students.
- Promoting and practicing "self-care" and the Shared Values unique to Imagine (Justice, integrity and Fun).
- Providing staff with wellness resources and contact information for crisis response.

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

Communications and actions reflected by the Imagine Human Resources Department and Governing Boards include paid COVID sick-leave and accommodations for staff members.

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.*

Imagine Schools publicizes, in accordance with Open Meeting Law, any board meetings that address matters within the policies identified in this document. Public comment is part of regularly scheduled board meetings, and input will be considered as modifications to the plan are made. Additionally, Imagine School campuses regularly host school events for parents and families which provide opportunities to share school information, including health and safety plans. Parents and families are always encouraged to provide feedback as part of these events, through annual surveys, or by meeting with their school leaders.

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