

Overview and Purpose of this Document

Background

Under Emergency Directive 022, all charter schools must develop re-opening plans for the 2020-21 school year that contemplate instruction offered through:

1. In-person instruction following social distancing protocols;
2. Distance education under an approved Path Forward Program of Distance Education; or
3. A combination of distance education and in-person instruction.

Re-opening plans must be based on *Nevada's Path Forward: A Framework for a Safe, Efficient, and Equitable Return to School Buildings* and include a Path Forward Program of Distance Education¹ in accordance with the minimum requirements set forth by the Nevada Department of Education (NDE).

With an understanding that developing a re-opening plan is complex and time intensive, **the State Public Charter School Authority (SPCSA) has developed an *optional* re-opening plan template which covers the topics outlined in NDE's minimum requirements and the Path Forward Framework.** This document should be seen as a resource for schools and not a mandate. Whether schools decide to use this template or develop their own, the topics and guiding questions can serve as a tool for ensuring a comprehensive plan.

Forms

- Certification for Path Forward Program of Distance Education: <https://www.dropbox.com/s/fztw6wiwm06en2w/Path%20Forward%20Distance%20Education%20Guidance%20Memo%20Certification%20for%20PFPE.docx?dl=0>
- Request for Calendar Adjustment: <https://www.dropbox.com/s/0ez1fhjckqn6ln/Path%20Forward%20Distance%20Education%20Guidance%20Memo%20Certification%20for%20Calendar%20Adjustment.docx?dl=0>
- Request for Additional Professional Development Days: <https://www.dropbox.com/s/j85x58e5t8s9jez/Path%20Forward%20Distance%20Education%20Guidance%20Memo%20Certification%20for%20Professional%20Development.docx?dl=0>

Resources and References

School Re-Opening

- Declaration of Emergency Directive 022: <https://nvhealthresponse.nv.gov/wp-content/uploads/2020/06/2020-06-09.Declaration-of-Emergency-Directive-022.pdf>
- Guidance for Path Forward Programs of Distance Education: [http://www.doe.nv.gov/uploadedFiles/ndedoenvgov/content/News_Media/Guidance_Memos/2020/PathForwardDistanceEducationGuidanceMemo20-05\(1\).pdf](http://www.doe.nv.gov/uploadedFiles/ndedoenvgov/content/News_Media/Guidance_Memos/2020/PathForwardDistanceEducationGuidanceMemo20-05(1).pdf)
- Nevada's Path Forward: A Framework for a Safe, Efficient, and Equitable Return to School Buildings: https://nvhealthresponse.nv.gov/wp-content/uploads/2020/06/Nevada_Path_Forward_6.9.20_FRAMEWORK.pdf
- Nevada Summer Learning and Activity Guidance: <https://nvhealthresponse.nv.gov/wp-content/uploads/2020/06/Summer-Learning-and-Activity-Guidance-6.9.20.pdf>

¹ Schools that had previously (prior to March of 2020) been approved by the Nevada Department of Education and the State Public Charter School Authority to serve 100% of students through a full-time program of distance education are not required to develop a Path Forward Programs of Distance Education, but must still develop a re-opening plan that contemplates the applicable topics within Nevada's Path Forward Framework.

- Nevada Interscholastic Activities Association Re-Opening Guidance: <https://nvhealthresponse.nv.gov/wp-content/uploads/2020/06/NIAA-Reopening-Guidance-6.9.20.pdf>

Face Coverings

- Declaration of Emergency Directive 024: <https://nvhealthresponse.nv.gov/wp-content/uploads/2020/06/Directive-024-Face-Coverings.pdf>
- Guidance on Face Coverings: <https://nvhealthresponse.nv.gov/wp-content/uploads/2020/06/6.22-Guidance-on-Improvised-Facial-Coverings-JH-V1.pdf>

Optional Re-Opening Plan Template

School Name: Alpine Academy Charter High School

COMMUNICATION

COMMUNICATION

- *How will you communicate important information to families about the re-opening process?*
- *How will you communicate with students, families, staff and other stakeholders about the actions your school will be taking to keep people safe and healthy?*
- *How will you communicate with students, families, staff and other stakeholders about the actions individuals should take to protect themselves and others?*
- *What is your plan to ensure that Parents receive general updates regarding the district/school's implementation of distance education at least weekly? If English Learners comprise at least 10 percent of the student population, the school will be required to make these weekly updates available in any language that is the native language of at least 50 percent of English Learners enrolled in the charter school.*

Communication with all stakeholders will occur in the following formats:

- Newsletters (Bi-Monthly)
- Website - updated as needed
- Social Media - updated as needed
- Auto Dialers and handouts
- School announcements
- Reopening surveys for all stakeholders- June 2020 (See attachment)

Alpine Academy Actions - Safety and Health

- Posted signage indicating "Alpine Academy Standards of Practice"
- Newsletters, Social media, Website, and Auto-Dialers
- Registration paperwork
- Developing a "School Dialog" concerning the health of yourself and others

Weekly updates

- The website will feature a "Latest News" section to indicate current statuses, State guidance, directives from authorizer, etc. *
- Newsletter*
- Handouts/Dialers
- School announcements
- *will be translated to Spanish

RE-OPENING SCHOOL BUILDINGS

RE-OPENING APPROACH

- *How will your school building(s) re-open (see options in section 6 of Directive 022 and within the Path Forward Framework)?*
- *Will the school request a calendar adjustment as part of your re-opening approach?*
- *How will you approach re-opening for students whose families are not comfortable with them returning to school or who are identified as "vulnerable populations"?*
- *Under a hybrid learning model how would the school determine which students receive in-person instruction at which times?*
- *What circumstances/scenarios will warrant a change in the approach?*
- *If a change in approach is warranted, how will that transition be made?*

Plan A: (See attached)

- Blended Option with elective full-virtual program for those families electing to not return to physical classes.
- Alpine will not be proposing a school calendar change at this time.
- Alpine will split students into 2 groups to effectively meet the 50% capacity guidance set forth by Governor Sisolak. These would be grade-level groupings (See attached).

- Current Covid cases and guidance from the Governor would change our Plan A into a Plan B full distance learning scenario.
- Alpine Academy staff all self-assessed as intermediate or expert in terms of distance education and found great success implementing this in the Spring 2020 emergency shutdowns. Additional orientation, professional development, and supports will be implemented in the Fall - especially for the case of full distance learning model.

Backup Option B: Full Distance Education with guided supports.

Backup Option C:

PHYSICAL HEALTH SCREENING

- *How will you screen staff and students?*

Students will be directed to enter through the front door and exit out the back. Student movement will be monitored and limited as students will primarily be moving in cohorts throughout their schedules.

All students and staff will be screened for temperature (no contact) at arrival as well as symptom checked. All staff will receive guidance on identifying potential symptomatic students. Should a student exhibit a temperature of 100.4 or higher and/or covid symptoms, they will be asked to leave with guardians and quarantined until transportation can be arranged.

PHYSICAL HYGIENE

- *How will you address and reinforce hand hygiene and respiratory etiquette?*
- *How will face coverings be used? Please refer to Emergency Directive 024 and the associated guidance which outline the requirements for face coverings.*

Per the latest directive, masks are required for public spaces for those 10 and older. Appropriate signage will be posted as well as modeling from staff. For those students who may have health or cognitive disabilities, alternatives such as face shields will be implemented. Social distancing (class sizes at 50% capacity and appropriate spacing throughout the school) will be enforced. Students will be “staged” before entering classrooms to prevent gatherings of students, All common ways and classrooms will have disinfectant and access to bathrooms for handwashing will be granted to all students.

SOCIAL DISTANCING

- *How will you maintain social distancing in line with the Path Forward Framework, Governor’s Emergency Directives, and Nevada Department of Education guidance?*
- *How will you transition as necessary when the prevailing guidance shifts in response to public health conditions?*

Classrooms will space tables and/or desks to accommodate 6 ft guidance. The Governor’s directive states (currently 7/6) that there will be no gatherings of 50 or more per Phase II. With 50% capacity as well as reimagining space throughout the school, staff will enforce no large gatherings.

Alpine Academy is a small school with approximately 115 students and 11 staff. Many of the obstacles with the directives for reopening are not present with this campus. Staff will implement curriculum via Google Classroom to make transition as seamless as possible. Because the curriculum and instruction will be heavily embedded throughout the technology, this also allows for students who are believed to have symptoms but are out of school to be as engaged as possible.

HUMAN RESOURCES

STAFF RETURN TO WORK

- *How will staff return to work?*
- *How will you address circumstances where staff are not comfortable returning to work or are identified as “vulnerable populations”?*
- *How will your staffing approach ensure strong implementation of your overall re-opening approach?*

- *How will you prepare for the possibility of increased staff absences due to illness and ensure that staff who are sick are able to stay home?*

Staff will return to work the week before school starts to discuss new implementation of Covid protocols. The majority of staff currently serve on the reopening committee that meets every 2-3 weeks to discuss concerns and options.

If a particular staff member is not comfortable returning to work, that teacher's course load will then be transitioned to online and a certified staff member will facilitate the course of digital learners during the physical meeting days. Staff will be integrated into the monitoring and supervision schedule to assist in the enforcement of social distancing protocols.

Alpine typically fills absences of staff via prep periods, however, with budget changes for the 2020-2021 school year and fiscal responsibility taken by the previous administration, the school can adequately provide substitutes for absences. There are also 3 part-time staff who can be hired on an hourly basis to cover periods during the day.

GOVERNING BODY AND SCHOOL LEADERSHIP ROLE

- *How will you share consistent and up-to-date information with your governing body and school leadership?*
- *How and to what extent will the governing body and school leadership weigh in on key decisions?*

The Alpine Academy Board will review opening plans as well as serve on ReOpening Committees. New guidance and finalization of the plan (and/or changes to the plan) will be communicated with the Board via email.

LOGISTICS

FACILITIES MANAGEMENT

- *What adjustments will be made to the facility or use of the facility to support your re-opening plan and to minimize the risk of spreading COVID-19?*
- *How and how frequently will you clean and sanitize various parts of the facility to minimize the risk of spreading COVID-19?*

Alpine will analyze current space needs and reimagine areas of the school that could host students during meal times/before and after school to follow the 50 or fewer gathering directive. Additional desks and seating will be added to ensure students can remain distanced from each other.

In discussion with Science department to incorporate digital/virtual labs to avoid gathering of students.

Alpine Academy will close the campus on Wednesdays for a full day of deep cleaning and sanitization. Friday afternoons will also be deep cleaning.

High-touch areas will be sanitized twice daily (minimum), meal areas sanitized after lunch, and precautions (TBD) taken between classes. Also in discussion of checking out devices to students to eliminate cross-contamination of school supplies.

NUTRITION SERVICES/BREAKFAST & LUNCH

- *How will the school adjust meal-time procedures to minimize the risk of spreading COVID-19?*
- *If the school provides meals, what precautions will be taken during meal preparation and service to minimize the risk of spreading COVID-19?*
- *How will the school ensure that students have access to nutrition services to which they are entitled?*

Alpine Academy does not provide meals. Updated and ongoing information will be made available to students/families regarding area services/meal availability.

TRANSPORTATION/ARRIVAL & DISMISSAL

- *How will the school adjust arrival and dismissal to minimize the risk of spreading COVID-19?*
- *If the school provides transportation, what changes will be made to ensure social distancing, proper cleaning and sanitation, and overall mitigation of the risk of spreading COVID-19?*

Alpine Academy will post specific pick up and drop off times to eliminate unnecessary gathering and congestion of students.

Students will enter through the front door and exit through the back doors to decrease possible contamination of sanitized surfaces.

Alpine Academy does not provide transportation.

ATHLETICS/EXTRA-CURRICULAR ACTIVITIES

- *How will the school adjust athletics and/or extra-curricular activities to minimize the risk of spreading COVID-19?*
- *If the school offers NIAA sports, describe your plan for athletics, which should comply with NIAA guidance.*

Archery will resume based on guidance and comfortability of the coach (discussions in progress).

INFORMATION TECHNOLOGY

- *What technology resources are necessary to implement your re-opening plan?*
- *How will you ensure that the school has all necessary technology resources to support your re-opening plan?*
- *What actions will you take to expand access to technology and internet connectivity for students, families and educators?*

Alpine Academy was awarded \$10,000 to spend in the 3 domains - sanitizing supplies, PPE, and technology. More information to come. The school shall purchase devices and technology not to exceed \$6,000. These will primarily be devices used to distance learn. Alpine will also address the needs of current 2020-2021 students to determine accessibility needs (WiFi).

Alpine will survey students to determine need for technology/accessibility.

Alpine will review site-level technology needs and make adjustments accordingly.

Alpine will check out devices on an as-needed basis.

WELLNESS AND RECOVERY

SOCIAL-EMOTIONAL LEARNING – TIER 1

- *How will the school provide tier 1 (universal) social emotional supports to students?*

Students will receive one-to-one availability to access staff via virtual office hours.

Alpine is currently looking into digital “Scheduling” applications for students to request time with the site-level Social Worker.

Alpine Social Worker will conduct groups for students based on interest and need.

Alpine will survey students periodically to determine the need for social and emotional supports.

Alpine is an SEL school and dialog and activities will be developed and administered via in-class as well as virtual classrooms.

TRAUMA-INFORMED PRACTICES – TIERS 1-3

- *How will the school monitor students, staff and families who may be struggling and evaluate their social emotional needs?*
- *What tier 1 (universal) trauma-informed practices will be in place?*
- *What tier 2 and tier 3 additional supports will be available to support students, families and staff that may be in need of more intensive support?*

The Social Worker will provide detailed information about coordinating community resources as well as facilitate the referral of families to specialized support services.

Some universal supports will include (but are not limited to): Individualized support and access to the Social Worker and/or referral services for all staff and students via digital scheduling. All students will participate in grade-level and schoolwide programs/discussions that focus on the needs of students throughout the year. Surveys will be conducted to assess both schoolwide as well as individual needs of students and staff.

Tier 2 and 3 supports will include the coordination of efforts with services beyond what Alpine Academy can provide. Detailed/documented referral processes will be in place and protocol will be established to determine intervention in crisis. All staff will be trained in Non-Violent Crisis intervention (Executive Director is a certified trainer for the Crisis Prevention Institutes).

ACADEMICS – Path Forward Plan of Distance Education

(required for all schools not already approved by the Nevada Department of Education to provide full-time distance education to 100% of students)

INSTRUCTIONAL APPROACH

- *How will instruction be provided to students (describe synchronous and asynchronous approaches, as applicable)?*
- *What accommodations will be provided to students without access to technology, which may include distance education through paper correspondence?*
- *How will the school ensure that students who are quarantined on the advice of local public health officials have access to distance education?*
- *How will the school ensure that a teacher attempts to contact each student via electronic means or by telephone at least once per day?*
- *How will teachers be accessible to students through the internet or by phone during the school's regular instructional hours?*
- *What adjustments will be made to specific courses to minimize the risk of spreading COVID-19, such as band, physical education, chorus, or certain CTE courses?*

Alpine will provide the following options (See blended learning models doc).

Alpine will provide access to digital resource during digital resources days/times for student who may not have consistent access. Should full distance learning be required by the State, technology will be distributed on an as-needed basis (socioeconomic data, survey data, request of family, etc).

Those students who have been quarantined will still have access to classes via synchronous zoom meetings. Students can log in and join classes as they would via their in-person schedule.

Alpine will either participate in documentation via school documents (similar to Spring 2020) OR via Infinite Campus.

Alpine staff will have a designated prep period during the day or classes with few or no students during the day to increase availability to students and families. Virtual office hours will be made available to Alpine stakeholders.

Alpine will discontinue courses such as choir/voice ensemble until further guidance is made available by the State, PE classes will remain small and dress out requirements may be lifted to decrease gathering of students, activities in PE will be modified to increase social distancing, and Alpine is currently looking into Digital Science Lab software/access to still meet lab science requirements and social distance.

MEETING STUDENT NEEDS

- *How will the school adapt to provide appropriate education for English Learners, students with IEPs and students with 504 plans?*
- *How will the school evaluate the efficacy of its implementation of distance learning in the spring of 2020 and determine the academic needs of students due to the disruption in in-person instruction?*
- *How will the school meet students' academic needs based on this determination?*
- *How will the school continue to evaluate the efficacy of their plan to meet students' needs and adjust, as needed?*

Alpine Academy will propose a blended learning model to comply with Governor Sisolak's 50% building capacity requirements and to make social distancing practicable. Students identified as needing more assistance will be full in person (with the exception of Wednesdays) to assist in the acquisition of service minutes and compliance per IEP/504 plans. Alpine Academy will implement a Digital Day resource room where students may attend on digital days and gain access to both technology and certified staff to help support digital learning.

Alpine Academy has surveyed stakeholders in terms of efficacy of Spring 2020 efficacy and will make changes based on data. Additional attendance and grade data will also be evaluated to determine best practices for Fall 2020.

Alpine will schedule all students in Seminar periods as a preventative/supportive measure to help ensure success as well as increase attendance interventions to help support a higher positive attendance rate. Frequent contact home, assigned tutoring, and required digital day resource time will be assigned as needed.

Alpine Academy will conduct periodic surveys and evaluate data as a team to determine best practices and assess current practices. COmmittees will be formed to measure effectiveness of strategies and adjust as needed.

ATTENDANCE AND ENGAGEMENT

- *How will the school track student attendance in Infinite Campus?*
- *How will the school engage parents and families to communicate and reinforce the importance of attendance?*

SPCSA Guidance has stated that 1 check in can count for an entire week, however, Alpine believes that daily attendance on every school days are best suited for ours and the students' needs. We will make the necessary schedules and groups within our Student Information System to track daily check ins and/or in-class attendance. Alpine will implement a series of attendance interventions designed to re-engage as well as inform/involve students and guardians from absence 1. These interventions include signed letters, auto-dialers, student meetings, guardian meetings, truancy referrals, home visits, and credit recovery/make-up time. Alpine believes that every minute counts - especially in a scenario of blended learning/distance learning. Much of our school-wide dialog will include the importance of being "present" in their learning.

PROFESSIONAL LEARNING

- *What professional learning will be provided to educators and staff regarding high-quality distance education and health and safety requirements related to preventing the spread of COVID-19?*
- *Will the school request additional professional development days and if so, how will these professional development days be used?*

All staff will participate in training concerning the identification of symptoms of Covid as well as protocol concerning the possible contagious student. Alpine staff will follow local health district protocol concerning notification of student/staff infection. All staff will participate in professional development concerning the instruction of students digitally to effectively engage all students - this will also allow for Alpine to easily adapt to COVID protocols and guidance set forth by the SPCSA as well as NDE.

Alpine will request an additional 5 days (August 10-14) and these will include training in the following areas: COVID protocols, Non-Violent Crisis intervention, identifying at-risk students, and implementing SEL in both a physical and digital setting.

SUPPORTING PARENTS/FAMILIES

- *What resources will be provided to parents/families so that they can support students?*

Alpine Academy social worker will provide a detailed list of resources for families as well as conduct periodic surveys to assess both student and family needs.

Additional surveys will be conducted to ascertain the needs of families and workshops will be conducted in areas such as: developing good study habits, self-motivation, resources to help your student, growth mindset. These will be in the form of meetings (online and/or in person) as "Parent University" workshops.

All staff will have virtual office hours to assist in supporting students and families.

Alpine Academy Blended Learning Models

Option 1: **Blended learning with daily sessions: Students attend in person certain days each week and complete assignments and activities via distance education the other days of the week.**

Students (By Grade)	Monday	Tuesday	Wednesday	Thursday	Friday
9th	Attend in class	Attend in class	No Students Attend Deep Cleaning (Teacher Professional Development ½ day, ½ day student and teacher digital engagement)	Digital Learning (with teacher engagement)	Digital Learning (with teacher engagement)
(½) 10th and (½) 11th (Group A)	Attend in class	Attend in class	No Students Attend Deep Cleaning (Teacher Professional Development ½ day, ½ day student and teacher digital engagement)	Digital Learning (with teacher engagement)	Digital Learning (with teacher engagement)
(½) 10th and (½) 11th (Group B)	Digital Learning (with teacher engagement)	Digital Learning (with teacher engagement)	No Students Attend Deep Cleaning (Teacher Professional Development ½ day, ½ day student and teacher digital engagement)	Attend in class	Attend in class
12th	Digital Learning (with teacher engagement)	Digital Learning (with teacher engagement)	No Students Attend Deep Cleaning (Teacher Professional Development ½ day, ½ day student and teacher digital engagement)	Attend in class	Attend in class

***Note: 10th and 11th tend to be larger classes, to maintain social distancing and smaller class sizes, these grades would be split into groups.**

***Note - Should a holiday impact the “Face to Face learning days,” schedule can be adjusted for the week.**

Option 2: Blended learning with daily sessions (same as above) with opportunity to attend school on digital days for assistance and support by appointment only.

Student s (By Grade)	Monday	Tuesday	Wednesday	Thursday	Friday
9th	Attend in class	Attend in class	No Students Attend Deep Cleaning (Teacher Professional Development ½ day, ½ day student and teacher digital engagement)	Digital Learning (with teacher engagement) Can attend the school for workspace and assistance for core classes by appt.	Digital Learning (with teacher engagement) Can attend the school for workspace and assistance for core classes by appt.
(½) 10th and (½) 11th (Group A)	Attend in class	Attend in class	No Students Attend Deep Cleaning (Teacher Professional Development ½ day, ½ day student and teacher digital engagement)	Digital Learning (with teacher engagement) Can attend the school for workspace and assistance for core classes by appt.	Digital Learning (with teacher engagement) Can attend the school for workspace and assistance for core classes by appt.
(½) 10th and (½) 11th (Group B)	Digital Learning (with teacher engagement) Can attend the school for workspace and assistance for core classes by appt.	Digital Learning (with teacher engagement) Can attend the school for workspace and assistance for core classes by appt.	No Students Attend Deep Cleaning (Teacher Professional Development ½ day, ½ day student and teacher digital engagement)	Attend in class	Attend in class
12th	Digital Learning (with teacher engagement) Can attend the school for workspace and assistance for core classes by appt.	Digital Learning (with teacher engagement) Can attend the school for workspace and assistance for core classes by appt.	No Students Attend Deep Cleaning (Teacher Professional Development ½ day, ½ day student and teacher digital engagement)	Attend in class	Attend in class

Option 3: Online coursework for individual students.

Students (By Grade)	Monday	Tuesday	Wednesday	Thursday	Friday
9th-12th	Digital Learning (with teacher engagement) Must participate in live lessons (Zoom) by scheduled periods for classes with live components.	Digital Learning (with teacher engagement) Must participate in live lessons (Zoom) by scheduled periods for classes with live components.	Digital Learning (with teacher engagement) Must participate in live lessons (Zoom) by scheduled periods for classes with live components.	Digital Learning (with teacher engagement) Must participate in live lessons (Zoom) by scheduled periods for classes with live components.	Digital Learning (with teacher engagement) Must participate in live lessons (Zoom) by scheduled periods for classes with live components.

***Note - Pre-conference with student and guardians to determine need, accountability, access, etc.**

***Note - Course options (may) be limited.**

-Potential “portfolio” artifacts (online or physical)