

# Discovery Charter School Reopening 2020-2021



## Committee Members

Tricia Wilbourne	Principal
Denise Koch	Assistant Principal
Jeremy Fisher	MS Science Teacher/Public Health Official
Lisa Gladchuck	1st Grade Teacher/Hillpointe
Chelsey Williams	Technology Teacher/Hillpointe
Adrienne Sanchez	4th Grade Teacher/Hillpointe
Wallace Gutzmer	5th Grade Teacher/Sandhill
Bobbie Gonzalez	Hillpointe Office Specialist
Shelly L Gonzales	Sandhill Office Specialist
Kristine Kise	Foundation President/Hillpointe Parent
Sterling Peterson	Board of Trustees Member/Hillpointe Parent
Samantha Gonzalez	Hillpointe Parent
Shkendije Rexhepi	Sandhill Parent

Topic	Page
Re-opening	3
Re-Opening Schedules	5
Transition	6
Technology, Academic	6
SEL Needs, Attendance	7
Professional Development	7
Communication/Event of COVID Case	8
Human Resources	10
Cleaning/Transportation	11

Dear Stakeholders,

Discovery Charter School has maintained an educational focus as we navigated the school closures due to COVID-19. The staff provided a distance learning experience within days of Governor Sisolak's mandated school closures. Our attendance rate averaged 98% during the distance learning program. Our school community united and provided food drives, technology support, computer devices, and welfare services. There is no doubt our reopening plan will meet the needs of all learners and their families.

The state of Nevada has provided a framework and general guidelines in reopening our campuses. It is advisable the CDC guidelines should be followed as we bring students back to school. The Reopening Committee has thoughtfully written procedures and policies to meet the needs of all members based on the current information provided. We anticipate revisions as we enter the 2020-2021 school year.

It is a privilege to serve the Discovery Charter School community. We approach decisions as a team and this process has been consistent in this strategy. I look forward to seeing the fruits of our labor and the success of our plan as we safely bring students back to the classroom.

Sincerely,

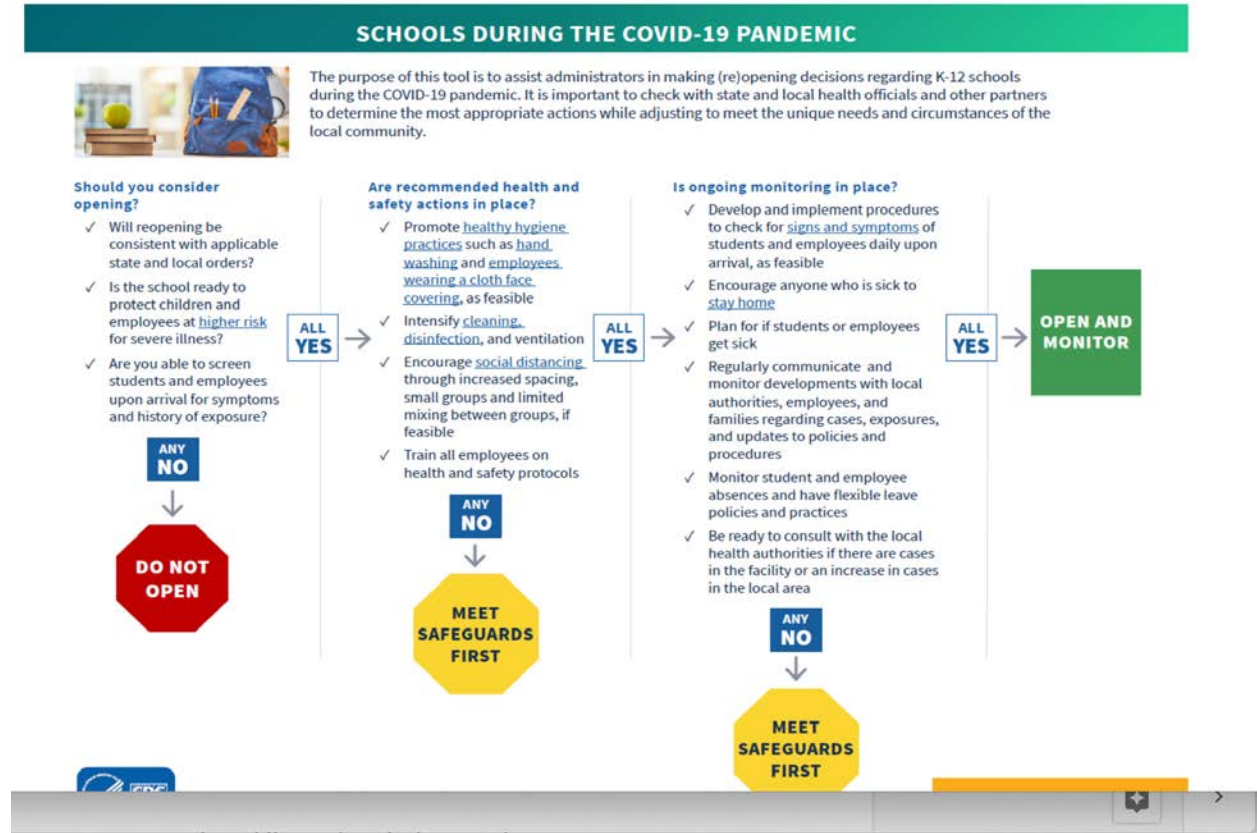
Tricia Wilbourne

Principal

RE-OPENING SCHOOL BUILDINGS

TW7/13/2020

This section provides general considerations regarding the re-opening of school buildings and facilities to staff, students, and the public. Below is the CDC's decision tree for re-opening. We feel confident we are prepared to open and monitor our schools.



The following are the options available for re-opening school according to the Nevada Department of Education.

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

Discovery Charter School will operate a full distance learning environment and a combination of distance learning with in-person instruction. The campus will open at 50% capacity and no more than 50 people in any space. Students will be assigned an on-campus session based on family needs and availability of space. Students will attend an AM or PM session. Distance learning

will be available to any student who feels or is at risk for being on campus. Based on the given information, the following procedures will be followed for the beginning of the 2020-2021 school year.

1. Class size will be limited to 50% of fire code capacity.
2. Employees will wear face masks. Face masks are optional for students ages 9 and under.
3. Touchless temperature screenings will be conducted at arrival.
4. Before/after school care will operate in individual classrooms and will not exceed 50% of fire code capacity.
5. Increased messaging and hygiene practices will be communicated.

Discovery Charter School is proposing the following re-opening schedule. Families will register their children for an AM or PM session. Students will only be on campus during their assigned session. Distance Learning students will remain at home. Fridays will be 100% distance learning and the campus may be used for RTI, Special Education minutes and/or meetings, and other forms of intervention or engagement.

In the case a family choosed distance learning and then opts for an AM or PM session, this too is permissible and will be allowed within the 50% capacity guidelines. Families may also opt for distance learning during the school year.

**AM/PM Session**

Mon-Thur	Friday
AM Session 7:45-10:45 AM Before School Care:6:30-7:45	Distance Learning Child Care: 6:30 am-7:00 pm
PM Session 11:45-2:45 PM After School Care: 2:45-7:00	

**DISTANCE LEARNING**

Families may opt for distance learning if they feel their child or their household is compromised due to possible infection of COVID by being in a social education environment. They may choose to return to campus if circumstances change for their household. If a student or family member must quarantine, the student will move to the distance learning program until it is advisable by health and/or medical officials to return to campus.

Distance learning students will be assigned a classroom teacher and the teacher will direct the learning through Google classroom, Class Dojo videos, Google Meets, phone calls, emails, text messages and occasional visits to campus to retrieve materials. Weekly attendance will be recorded through Infinite Campus and daily contact will be conducted through the above mentioned platforms.

**TRANSITION BETWEEN FULL-TIME DISTANCE EDUCATION AND HYBRID LEARNING MODEL**

Families will select the model that best fits their needs and health concerns. Students will be enrolled in either an AM session, a PM session or full time distance learning session. For students in an AM or PM session they will be on campus for 3 hours a day Monday through Friday. The time off campus will be a hybrid model of instruction from the face to face instruction and an online component of a combination of iReady, STMath, Imagine Learning, Reading A-Z, or google classroom assignments. Distance learning will directed by the classroom teacher using all of the above methods and daily contact methods of email, phone calls, or virtual meetings.

In the event of a positive COVID case and a school shut down, all students will transition to distance learning. Administration will be in contact with the Southern Nevada Health Department, the SPCSA and the DCS Board of Trustees as to when it would be safe and recommended to reopen the campus. Reopening the campus after a shut down may include the hybrid model or full time distance education. Discovery Charter School will not operate at 100% capacity in person instruction until the Governor's directive mandates it.

## TECHNOLOGY

Discovery Charter School will assess the number of students who require at home computer devices needed to complete distance learning by October 1, 2020. Connectivity limitations will be assessed as well. A cost analysis will be formulated to determine the needs of all students attending Discovery Charter School.

Friday is scheduled for distance learning and an on campus computer lab will be made available for students in need of technology support.

Students that are unable to access campus or technology will be provided with alternate paper instruction.

## ACADEMIC NEEDS

Discovery Charter School will administer the iReady diagnostic to all students to determine academic needs. The diagnostic was given in May 2020 and results will be compared to the Fall 2020 diagnostic. Staff will use results to form instructional groups, assign distance learning lessons, and possibly offer tutoring on the Friday designated distance learning day.

## SOCIAL EMOTIONAL NEEDS

Discovery Charter School is concerned about nutritional, welfare, emotional, social, and relationship needs of staff, students, and families. Food drives stocked by DCS stakeholders will continue and families in need will receive food items. Confidential surveys will be utilized to

assess welfare issues of students and families. Stanford Harmony and Kagan Cooperative Learning structures will be used at staff meetings, during face to face instruction, and with students receiving distance learning.

Wrap around services will be outsourced when staff is beyond capacity to address needs. This may include counseling, tutoring, nutritional, or physical needs.

## ATTENDANCE

Discovery Charter School will follow state requirements for recording attendance in a hybrid or distance learning environment. Attendance will be maintained in Infinite Campus. Distance learning students will be contacted once a week and progress towards standards must be shown to be marked present for the week. Daily communication with teachers will be recommended. Hybrid students will be marked present when they are in person for their assigned session and on Fridays during their distance learning session, they will be marked present when they show progress towards their assigned standards.

In addition to recording attendance, staff will ensure daily communication will be made with students. Communication may come from administration, specialists, or grade level teachers to ensure all students are engaged and present for their learning modules.

## PROFESSIONAL DEVELOPMENT

Discovery Charter School will provide and ensure participation in professional learning for educators and staff regarding high-quality distance education and health and safety requirements related to preventing the spread of COVID-19 and other illnesses. This will take place according to CDC guidelines regarding gatherings and meetings. The majority of training may take place online and/or virtual meetings. Staff sign in sheets, recorded attendance, and verification of completion will be recorded.

High quality distance education training will be provided by the Ready Professional Development team to ensure pacing and delivery of the online instruction. Utilization of data for online instruction and a hybrid model will be provided. Google classroom professional development will take place the week of August 3 to ensure all teachers are capable of operating this platform for all students. The information technology staff will ensure teachers have the connectivity and capability to reach all students during their instructional day.

Health and safety requirements will be provided using Southern Nevada Health Department resources and personnel, CDC resources and literature, and medical professionals from the community. This will be an ongoing briefing for staff throughout the school year.

## COMMUNICATION AND SUPPORT



Discovery Charter School will continue to provide weekly updates to stakeholders, provide an updated website for resources and current guidelines and maintain an open line of communication with all stakeholders through email, text messaging, social media, and phone calls.

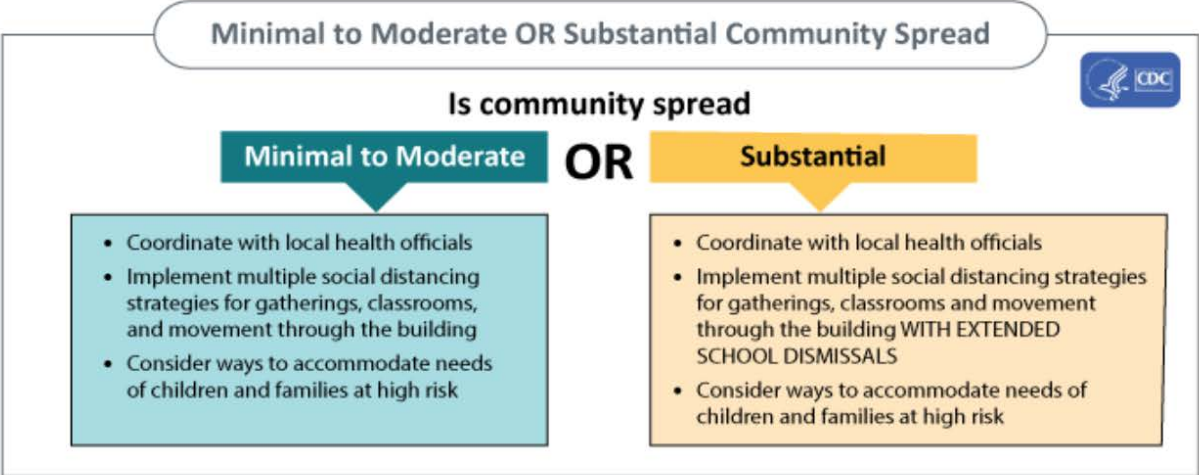
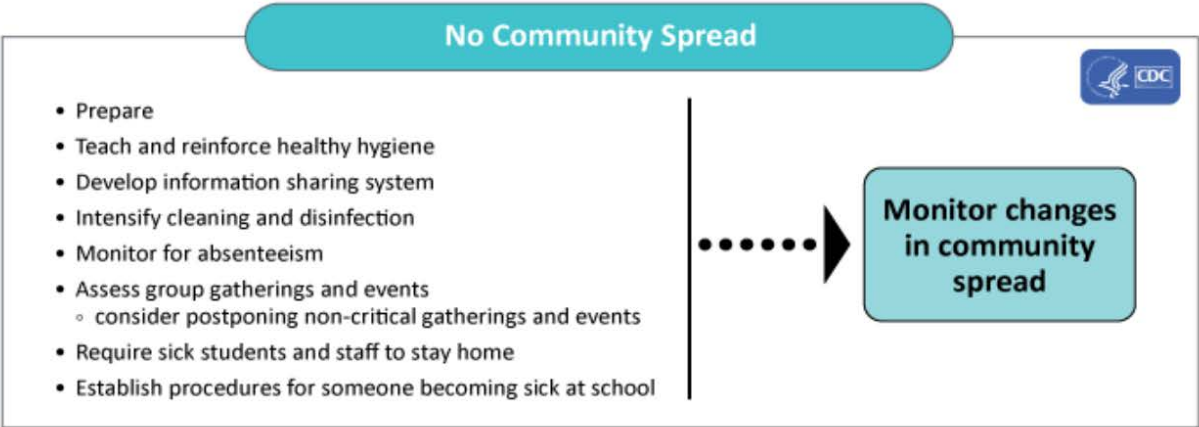
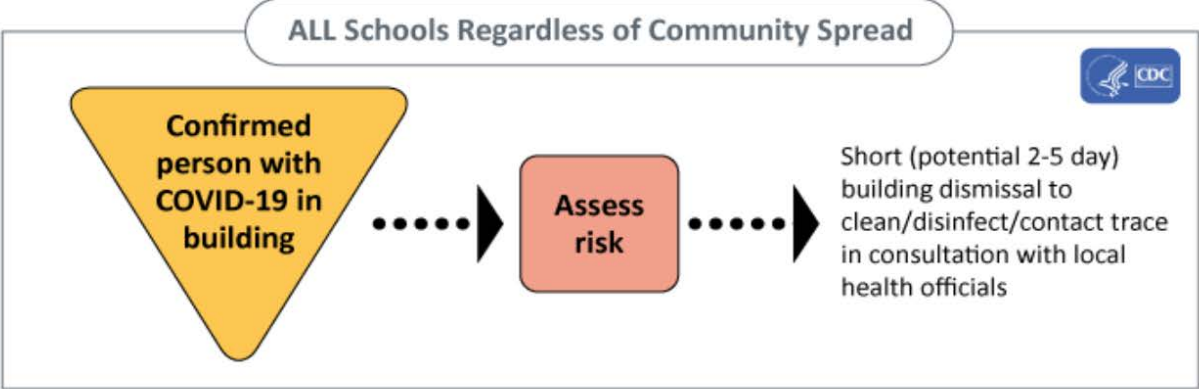
#### IN THE EVENT OF A POSITIVE COVID CASE

1. Administration will notify the Health Department.
2. Risk will be assessed.
3. If deemed necessary, the class or the school may close for 2-5 days for heightened cleaning. Affected students will resume full-time distance learning.

#### IF THE SCHOOL SUSPECTS A CASE(S) OF COVID-19:

1. Place a face mask on the staff member (or student) immediately regardless if she/he has symptoms or not.
2. Isolate the case in a separate room and arrange for student to be picked up.
3. Contact the local/state health department as soon as possible.
4. Create a list of all (students and staff) who could have been exposed (contacts).

According to the CDC, it is recommended that all individuals with flu-like symptoms stay home for 72 hours after symptoms resolve, as COVID-19 symptoms can be similar to flu-like symptoms. Recovered COVID-19 patients can return 10 days after recovery or 72 hours after symptoms resolve – whichever is longer.



## HUMAN RESOURCES

Employees should stay home if any symptoms are shown. If an employee tests positive for COVID-19, the allotted 12 days of leave per 2020-2021 contract terms will not be deducted. The sick days due to infection of COVID-19 will not be counted if written signed documentation of positive test results is presented to administration.

According to the CDC, it is recommended that all individuals with flu-like symptoms stay home for 72 hours after symptoms resolve, as COVID-19 symptoms can be similar to flu-like symptoms. Recovered COVID-19 patients can return 10 days after recovery or 72 hours after symptoms resolve – whichever is longer.

People with COVID-19 have had a wide range of symptoms reported – ranging from mild symptoms to severe illness. Symptoms may appear 2-14 days after exposure to the virus. People with these symptoms may have COVID-19:

- Fever or chills
- Cough
- Shortness of breath or difficulty breathing
- Fatigue
- Muscle or body aches
- Headache
- New loss of taste or smell
- Sore throat
- Congestion or runny nose
- Nausea or vomiting
- Diarrhea

## CLEANING

TW7/13/2020

Facilities will be cleaned daily by a professional cleaning service. During the instructional day, additional cleaning disinfecting wipes will be made available for frequent sanitizing of surfaces. An EPA disinfectant will be available in all spaces occupied and used during all transitions. Classroom doors will be opened to allow for frequent air ventilation. Hand washing and hand sanitizing will be required at consistent times. Materials will not be shared among students in the classroom. Common areas such as playground and multipurpose spaces will be limited to 50 people. HVAC filters will be changed and maintained with the current maintenance contract.

## TRANSPORTATION

The transportation from Sandhill to Hillpointe will not be altered. Students will be bussed for the scheduled session of instruction. The bus driver will disinfect all common surfaces before and after students occupy the bus. Seating assignments will accommodate social distancing to include no more than one student per seat unless from the same family. Hand sanitizer will be available as students load the bus.