



Mater Academy of Nevada Reopening Plan 2020-2021

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 Education in accordance with the minimum requirements set forth by the Nevada Department of Education (NDE).

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>
- 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>



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Phase II-Hybrid Model

Cohort group A and B will alternate each week

Cohort Group	Monday-Thursday Week 1	Friday
Cohort A	In-Person Instruction (will report to Mater Academy)	Distance Learning (regular school hours) *Remote live instruction, ZOOM*
Cohort B	Remote Live Instruction	Distance Learning (regular school hours) *Remote live instruction, ZOOM*
Cohort C	Students that have special circumstances (IEP or EL Plan) Creation of individualized cohort plan	Distance Learning (regular school hours) *Remote live instruction, ZOOM*
Cohort D	Families who choose ALL remote live instruction via Zoom (regular school hours)	Distance Learning (regular school hours) *Remote live instruction, ZOOM*

Cohort Group	Monday-Thursday Week 2	Friday
Cohort B	In-Person Instruction (will report to Mater Academy)	Distance Learning (regular school hours) *Remote live instruction, ZOOM*
Cohort A	Remote Live Instruction	Distance Learning (regular school hours) *Remote live instruction, ZOOM*
Cohort C	Students that have special circumstances (IEP or EL Plan) Creation of individualized cohort plan	Distance Learning (regular school hours) *Remote live instruction, ZOOM*
Cohort D	Families who choose ALL remote live instruction via Zoom (regular school hours)	



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Family Communication: Families will be notified regarding school schedules via email, SMS, and Social Media. Weekly communication will be communicated via email.

- During August 12-21st families will be scheduled to attend school orientation with limited in-person access or via zoom to obtain technology training. At this time, technology will be tested and school hybrid procedures will be reviewed.

Re-opening Approach

- The school will open at 50% capacity
- Families that are not comfortable with returning to school due to health vulnerability will be allowed to attend school via remote live instruction.
- Hybrid cohorts will be determined alphabetically along with considerations per household.
- The school will request a calendar change with the first day of school starting August 24th.
- If a change is warranted, distance education cohorts and in-person may be adjusted. In addition, if necessary for safety reasons all students may move to distance education.

PLAN A: Hybrid Model-3 Cohorts (In-person instruction, Remote Live Instruction, complete distance learning)

PLAN B: Fully Virtual-ALL students will learn via Remote Live Instruction

Physical Health Screening

- All staff and students must have his/her temperature checked before entering the building.
- Staff will enter the building through the front door only.
- Students will have two entry points where they will get their temperature checked before entering the building.
- Administrator must be present upon entering building to ensure temperature checks take place.
- If temp 100 F or greater or symptoms, stay home. Follow CDC guidelines for return.

Physical Hygiene

- All staff will be required to wear a face mask at all times.



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- Students will be required to wear face masks at all times. Face masks will be provided to those who may need it.
- Pre-K and 1st grade student will have the option of clear face masks.
- 2nd-8th grade students will wear disposable, or reusable cloth masks.
- Sanitizing stations will be set up throughout the walkways.

Nurse's Office Procedures

- A well area and a sick area/room
- Waiting area seats 6 feet apart
- The health office will provide In-service training for staff, as well as Zoom meetings for parents per grade level
- List of forms
- Health information for parents
- Teachers guide for sending students to the health office

- Teachers are encouraged to show instructional videos on proper handwashing and covering cough.
- Teachers and staff will be trained on how to use PPE, taking temperatures and appropriate environmental cleaning.
- Letter will be sent to families outlining new health office procedures and policies.
- Students with suspected infectious symptoms will be sent home, even without fever
- If staff or parents have been tested for COVID-19, stay home until results are received. If positive or exposed notify administration immediately.
- Teachers will need to call health office before sending a student down. Nurse or FASA will determine if the student is okay to come or be met in the hallway/bathroom. If the student has medications, they will be met outside of the health office. To limit exposure to illness.
- Identify other means to address dress code problems other than sending to Health Office. Another area and/or staff to help the student.
- Visitors, staff or students with gender identity will need to use alternative bathroom instead of in the health office.
- Teachers and interventionist will be supplied with extra first aid supplies or have access to a first aid kit outside of the health office.
- Health office staff will need to wear face shields when in the health office interacting with students. Health office staff will also wash hands or use hand sanitizer between student interactions.
- Designate alternative location for nurse SPED testing and for students who cannot attend recess besides in the health office.



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- No nebulizing or any aerosol medications will be done on campus.
- Please notify school if traveling out of state to hotspot states or out of the country.
- There will be bulletin posts by bathrooms, front office and in hallways reminding students and staff about proper hand washing, mask and social distancing.
- Promote telehealth for our students and their families.
- Public announcements about COVID prevention once a day such in early morning announcement (I.e. hand washing, social distancing, etc...)

Social Distancing

- The hallways will be equipped with social distancing markers on the ground to ensure adequate social distance.
- One-way traffic patterns will be enforced in the hallways
- Desk 6 feet apart or dividers utilized
- No carpet whole group area
- Dividers/sneeze guards (test dividers)
- Limited or no shared supplies
- Backpacks and Chromebook will be kept separately

Human Resources

- Staff will return on July 29th to complete a COVID test prior to entering the school building.

Mater Academy has included staff in various roles and at all levels to prepare our reopening response. School administration has surveyed all staff members regarding the following:

Question 1: Staff Comfortability with the Report to School

Question 2: Feeling safe to teach on campus with proper personal protective equipment (PPE)

Question 3: Staff Comfortability for Return to School Given 2 Scenarios

- a. Face-to Face on Campus
- b. Virtual/At-A-Distance from Home

The Occupational Safety and Health (OSH) Act protects employees from retaliation in certain circumstances when they refuse to perform work in “imminent danger” situations. According to



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Occupational Safety and Health Administration (OSHA) guidance, an employee may refuse an assignment that involves “a risk of death or serious physical harm” if **ALL** of the following conditions apply: (1) the employee “asked the employer to eliminate the danger, and the employer failed to do so”; (2) the employee “refused to work in ‘good faith’” (a genuine belief that “an imminent danger exists”); (3) “a reasonable person would agree that there is real danger of death or serious injury”; and (4) “there isn’t enough time, due to the urgency of the hazard, to get it corrected through regular enforcement channels, such as requesting an OSHA inspection.” (see <https://www.osha.gov/right-to-refuse.html>)

However, no court or administrative body has ruled that COVID-19 is an “imminent danger”. While COVID-19 is a hazard in the workplace, it is not unique to the workplace. COVID-19 is not unique to the workplace that exists in your schools. In fact, a federal court has ruled that “in this time, no essential-business employer can completely eliminate the risk that COVID-19 will spread to its employees through the workplace.

As such, unless the employee asserts the right to have certain reasonable work accommodations due to COVID-19 under the Americans With Disabilities Act., if employees refuse to come to work the school may do either of the following:

1. Discontinue paying them after all PTO is exhausted;
2. Discipline the employee for violation of policies in the Employee Handbook, up to and including termination.

Should a vacancy in any position come available as a result of an employee not wanting to return to work, (1) an advertisement for position availability will be created; (2) applications will be accepted; (3) applicants will be vetted; (4) interviews will be conducted with vetted and selected candidates; and (5) appropriate candidates, pending a background check will be hired for the position.

- As we return to work and begin the “new normal,” we understand there may be concerns around safety as well as questions surrounding protocols and new procedures. This policy is intended to clarify and explain return to work procedures in the event of several instances including a positive case of COVID-19, experience COVID-like illness (CLI), exposure, or living in the same household as a family member who is symptomatic or diagnosed. Additionally, this document outlines suggested precautions and what we are doing to ensure the well-being of all employees.



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Mater Academy has implemented the following protocols to ensure safety of all staff:

- Common areas and frequently touched surfaces are being cleaned daily. Cleaning supplies will be available throughout the building and employees are encouraged to clean and disinfect workspaces and classrooms throughout the workday.
- Availability of hand sanitizer has increased throughout the building.
- Posters and reminders of best practices regarding hand-washing, sanitation, and physical distancing have been placed throughout the campus.

What employees can do:

- If they are feeling ill, **stay home**.
- Self-monitor for COVID-like symptoms. **If they are present at work, they are certifying that they are not experiencing COVID-like symptoms.**
- As is practical and possible, maintain physical distancing (6 ft.) in the workplace.
- Sanitize their workspace and classroom throughout the day.
- Practice good hygiene and hand-washing procedures.

If employee(s) is/are diagnosed positive with COVID-19:

- 1) Notify supervisor, HR and applicable health staff immediately. If they are on campus, they will be sent home.
- 2) They will be required to quarantine for 10 days, *plus* experience no symptoms for at least 72 hours prior to your return to work.
- 3) Once quarantine is completed and they must have been asymptomatic for at least 72 hours, they may return to work **with a release from a healthcare provider.**



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If employees are symptomatic (COVID-like illness):

- 1) Notify their supervisor, HR and applicable health staff immediately. If they are on campus, they will be sent home.
- 2) They will be required to quarantine for 10 days, *plus* experience no symptoms for at least 72 hours prior to they return to work.
- 3) Once quarantine is completed and they have to have been asymptomatic for at least 72 hours, they may return to work **without a release from a healthcare provider**.

If employee(s) has/have been exposed or in close proximity to an individual who has tested positive:

NOTE: If this occurs in the workplace, Mater Academy will immediately advise affected individuals if they are considered to have been “exposed” or in “close proximity.” If they are notified that this applies to them:

- 1) They may return to work if they are **asymptomatic** and will be required to wear a mask on campus for a period of 14 days. *If they are experiencing CLI, follow procedures for symptomatic individuals.*
- 2) Continue to practice good hygiene, hand-washing practices and physical distancing measures.

Logistics

- Social distancing markers will be placed throughout the building to ensure appropriate distancing.
- Lines drawn on hallways to display right of way
- Dots 6 feet apart displayed in waiting/standing areas
- Cleaning/Sanitizing Schedule (make checklists in areas for staff signature when complete)
- Handrails, elevator buttons, door handles-every hour
- Common space such as kidney tables or chairs will be wiped between use
- Restrooms-every hour
- Every Friday the building will be shut down for deep cleaning in order to prepare for the next cohort group the following week.



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Teacher's Lounge

- Stagger tables or eat in the classroom
- Microwaves-staff required to clean before and after each use
- Cleaning supplies provided on counter

Restroom Procedures

- Every other urinal and sink blocked off or partitioned
- Restrooms cleaned every hour and a checklist signed

Nutrition Services/Breakfast, Lunch & Snack

- Student meals will be delivered to the classroom
- Remote Live Instruction Cohort-will pick up student meals on Thursday for the next week
- Equipment sanitized (dolly handles, handtrucks, clickers, clipboards)
- Handwashing, handsanitizing stations (MP room, classrooms, hallways)
- Face coverings
- Gloves
- Maintain social distance
- No use of personal reusable items, bags, cups, etc.
- Water fountains to be used with disposable cups
- Eliminate POS pin pad; use rosters and have kitchen managers enter the information into IC after lunch
- Support staff and administration to help support classes to relieve teachers for lunch
- 20-minute seat time has been waived
- 10-minute brain break, scheduled walks around the loop and campus
- Possible use of lunch room with half of the grade level, using social distance markings on the chairs, as well as possible use of outdoor space to eat
- NSLP school staff will need to coordinate and provide NSLP training and support to staff to ensure they are accurately counting and claiming meals

Recess Procedures

- Staggered times assigned for blacktop and field use
- Playground structures closed
- Walks around campus, carloop, or field permitted by classes
- Brain Breaks scheduled in classroom throughout day



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- Staggered times between specials
- Within the classroom for carloop, students stay in same class
- Separate walk-up/bicycle dismissal area, spread out 6ft.
- Place dots 6ft. apart in waiting areas

Water Fountains

- Water fountains must be monitored and used with disposable cups only
- Water fountain handle wiped after each use
- Students may bring their own water
- Have water available for purchase and emergencies

Arrival Procedures

- Thermometer check stations at entrances
- Hand sanitizer at door of each room for students to sanitize upon entering
- Hand sanitizing stations at all entrances, throughout halls, front entry, MP room
- No Opening Ceremonies, students go straight to class
- No families walking students to class or drop off items
- Increase coverage/security at all entrances/exits

Dismissal Procedures

- Within the classroom for carloop, students stay in same class
- Separate walk-up/bicycle dismissal area, spread out 6ft.
- Place dots 6ft. apart in waiting areas

Before and After School Care

- Students attending Before-school morning program must be temperature checked before entering the building.
- Go straight to assigned classroom
- Students should not gather in the MP Room

Athletics

- All students will report to their coach in a designated area of the school during dismissal.
- Coaches will ensure students are using designated distance between players for practices. There will be a minimal distance of 6 feet between individuals at all times, whether indoors or outdoors. If this is not possible indoors, then the maximum number of individuals in the room will be decreased until proper social distancing can occur.
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- Appropriate social distancing will be maintained on sidelines and benches during practices.
- Adequate cleaning schedules will be created and implemented for all athletic facilities to mitigate any communicable diseases.
- Hand sanitizer will be plentiful and available to individuals as they transfer from place to place as well as at all practices and contests.
- All athletic equipment including balls, will be cleaned intermittently during practices and contents.
- We will continue to prepare for the fall season and follow directives from our state/local government along with the guidelines set forth by the NIAA.

Technology

- All teachers and students will be equipped with a laptop, Chromebook or iPad containing a camera.
- Swivel cameras along with TV Monitors have been purchased to make Remote Live instruction to simplify instruction and learning for both students and teachers.

Wellness and Recovery

WELLNESS AND RECOVERY

SOCIAL-EMOTIONAL LEARNING – TIER 1

- Social Emotional Learning team (SEL team) will first begin by providing training to all staff, including teachers, administration and support positions, on how to address student trauma, activities to start open conversations in classrooms, and how to refer students who may be struggling more significantly.

TRAUMA-INFORMED PRACTICES – TIERS 1-3

- Referral system starts with training teachers and staff to know the signs and symptoms of anxiety and depression in students and who they can contact on the SEL team for further assistance. Training will begin the first week back for teachers in either in person or webinar format.

Tier 1 (universal) trauma-informed practices will be in place

- Teachers being supplied “teachable moment” lesson plans, following CALM procedures, maintaining an optimistic and calm approach to COVID concerns for students while
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adhering to CDC recommendations for safety of students and staff. Addressing key issues with facts and fostering a supportive and safe community for children and parents.

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?

- SEL team, including psychologist, counselors and social workers will be available by referral to speak with families and students individually in order to provide school based, solution focused, therapy and outside resources for families in need.
- SEL team including psychologist, counselors and social workers will be available for all staff by request to provide telehealth, behavioral health services, therapy and outside resources for them and their families.

Academics

- Students will be taught using a synchronous approach. Cohort A will receive in-person instruction on campus; while Cohort B receives remote live instruction via zoom, at the same time. The following week, Cohort A and Cohort B will switch. The following week's switch will include Cohort A receiving remote live instruction, while Cohort B receives in-person instruction.
- Every student will receive a laptop or Chromebook to complete remote instruction. This Chromebook will be assigned to them and will not have to be shared.
- If a student is absent for either in-person instruction or remote instruction, the teacher will make a phone call to the family to check-in.

Meeting Student Needs

- The EL Team, SPED team, and school support staff will schedule time during both in-person and remote instructional time to support English language learners and special education students.
- Instructional aides will be accessible during in-person instruction and remote instruction. Remote instruction students have access to remote break-out groups to receive small group or one-on-one instructional support.
- The school will evaluate the efficacy of the plan based on student engagement, student data and stakeholder feedback.



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- Student will receive their initial benchmark testing to include MAPS, Brigance and IReady. New EL students will also receive their initial WIDA screener to help determine student needs.

Attendance and Engagement

- Attendance will be taken on Infinite Campus daily by teacher
- The school will follow up with daily phone calls to students that were absent in either in-person or remote instruction.

Professional Learning

- Staff development will be provided to all staff prior to the first day of school.
- In order to prepare staff for the hybrid learning rollout, the school will request an additional 5 days of professional development.
- Weekly Tune-Up Tuesday (Professional development) sessions will still be provided based on teacher performance and/or needs. The sessions will include social distancing practices.
- The school will request an additional 5 days of professional development.

Supporting Parents & Families-SEL

- Parents and students are supported by our on-site social worker who is always up to date on the most current resources in the community. Mater academy also has lists of resources for parents affected by COVID on its website and is managed/updated weekly. Our school also has a food/ clothing pantry with items such as canned goods as well as clothing and uniforms.

Considerations:

- No Field Trips or have Virtual Field Trips
- Limit or no volunteer opportunities with parents
- Eliminate or reduce student/office aides
- Lines drawn on hallways to display right of way
- Dots 6 feet apart displayed in waiting/standing areas
- Library usage-reservations/sign up
- Temperature checks for all before entering the building (staff, student, families)