

LEA Plan on the Safe Return to In-Person Instruction and Continuity of Services

This document is intended to meet the federal statutory requirement that, within 30 days of receiving ARP ESSER LEA allocation (anticipated May 24th), an LEA shall publish an LEA Plan on the Safe Return to In Person Instruction and Continuity of Services, which is often called a “school district reopening plan.”

Note, if an LEA developed a plan before *The American Rescue Plan Act* (ARPA) was enacted on 03/11/2021 that complied with the federal statutory requirements for public posting and comments but does not meet all of the requirements below, then the LEA must revise its plan no later than six months after receiving ARP ESSER funds

For further context, please reference ARPA (<https://www.congress.gov/bill/117th-congress/house-bill/1319/text>) or the Interim Final Requirements of ARP ESSER (<https://www.govinfo.gov/content/pkg/FR-2021-04-22/pdf/2021-08359.pdf>).

I. General Information

1. LEA Name: **The Founders Academy**

2. Date of Publication: **June 16, 2021**

II. Transparency and Accessibility

1. This plan for the safe return to in-person instruction and continuity of services was published and made publicly available online here:

Description:

<http://www.thefoundersacademy.org/>

2. Before making the plan publicly available, the LEA sought public comment on the plan and took such comments into account in the development of the plan (please check one).

Yes: Somewhat: No:

Description: **The plan was presented to the board of trustees on June 16, 2021. An email was sent to the plan with a Google Form asking for community input via the parent newsletter on June 18, 2021.**

3. The plan is in an understandable and uniform format (please check one):

Yes: Somewhat: No:

Description: **The plan is outlined in the template provided by the Department of Education.**

4. The plan, to the extent practicable, is written in a language that parents can understand or, if not practicable, orally translated (please check one):

Yes: Somewhat: No:

Description: **The plan is written in English which is the language most of our parents speak. Translation is available upon request.**

5. The plan, upon request by a parent who is an individual with a disability, is provided in an alternative format accessible to that parent (please check one):

Yes: Somewhat: No:

Description: **The plan will be available to any parent with a disability upon request.**

III. Health and Safety

1. How the LEA will maintain the health and safety of students, educators, and other school and LEA staff:

Description during SY2020-2021:

- Students, teachers, and staff must wear face coverings while in hallways, bathrooms, and other common areas (as recommended by NH DOE Guidance and AAP). Face coverings may be removed if the student, teacher, or staff member is outside 6ft away from others or eating lunch. Face covering breaks will be built into the school day. Founders will educate parents, students, teachers, and staff about proper use of face coverings and importance of hand washing.
- Students, parents, teachers, and staff must self-screen each morning prior to arriving at school. Students, teachers and staff must stay home if he/she cannot attest to the following:
 - He/She has not been in contact with anyone who tested positive for COVID-19
 - He/She does not have COVID-19 Symptoms
 - He/She has not traveled outside of New England in the past 14 days
- Students, teachers, and staff will have their temperature checked upon entering the building. If his/her temperature is over 100.4 degrees he/she will be asked to go home and contact his/her healthcare provider.
- Hallways will be one way to reduce cross traffic (as recommended by NH DOE Guidance and AAP).
- Students will remain in the same room as often as possible and the teachers will rotate from room to room to keep students in cohorts (as recommended by NH DOE Guidance and AAP).
- Students will be 3ft-6ft apart in the classroom when a personal desk shield is available. If a shield is not available, students will be +6ft apart (as recommended by NH DOE Guidance and AAP).
- Students will be assigned seats in all classes and teachers will be required to turn in seating charts to the Dean (as recommended by NH DOE Guidance and AAP). This will help with contact tracing if needed.
- Desks will be arranged to have students all facing the same direction as much as possible (as recommended by NH DOE Guidance).
- Students are encouraged to use hand sanitizer often. Touchless sanitizing stations will be available throughout the building. Students must sanitize upon entering and exiting a classroom (as recommended by NH DOE Guidance and AAP).
- Teachers are encouraged to hold class outside if possible to allow for face covering breaks, added distancing, and enhanced ventilation (as recommended by NH DOE Guidance and AAP).

Description during SY21-22: **Founders will assess the situation as the 2021-2022 school year approaches and use the same or reduced protocols as 2020-2021.**

2. The LEA's adoption of the following CDC health and safety strategies are described below: (Note federal regulation on this plan requires such reporting, but does not require adoption of CDC safety recommendations. The NH DOE recognizes schools will implement localized safety measures based on the guidance provided by the CDC, NH Public Health, and local public

health officials.)

a. Universal and correct wearing of masks:

During SY2020-2021 (check one): **Yes: X** Somewhat: No:

During SY21-22 (check one): Yes: **Somewhat: X** No:

Description of both SYs:

Founders will assess the situation as the 2021-2022 school year approaches and use the same or reduced protocols as 2020-2021. The Founders Academy will comply with all laws and mandates as applicable.

During the 20/21 school year students, teachers, and staff were required to wear face coverings while in hallways, bathrooms, and other common areas (as recommended by NH DOE Guidance and AAP). Face coverings may be removed if the student, teacher, or staff member is outside 6ft away from others or eating lunch. Face covering breaks will be built into the school day. Founders will educate parents, students, teachers, and staff about proper use of face coverings and importance of hand washing.

b. Physical distancing (e.g., use of cohorts/podding and modifying facilities):

During SY2020-2021 (check one): Yes: Somewhat: X No:

During SY21-22 (check one): Yes: Somewhat: X No:

Description of both SYs:

- **All 6th-grade students have the option to be in the building Monday, Tuesday, Thursday, and Friday or working remotely**
- **All students in grades 11 and 12 have the option to be in the building Monday, Tuesday, Thursday, and Friday or working remotely or working remotely.**
- **A reduced number of students from grades 7-10 will be able to work from the building.**
- **Parents and students in grades 7-10 must commit to working from the building (as space allows) or remotely for one quarter at a time.**
- **Parents and students in grades 7-10 must submit their intention for Quarter 1 by Friday August 8, 2020 at 3pm via Google survey.**
- **At this time a weekly rotation is planned for students in grades 7-10 to rotate between remote learning and in building learning to ensure social distancing is possible. The weekly rotation means half of the students who opt in to working from the building will do so for one week and work remotely the following.**
- **Our goal is to allow all students who would like to work from the building the opportunity to do so. If enough students opt to work remotely that environment where all students who would like to work from the building can do so safely, rotation will not be necessary.**
- **Parents and students will be notified if a rotation is needed by Friday August 14, 2020 at 5pm.**
- **If a special education accommodation of working in the building is needed for an individual student, the parent should make arrangements with the Director of Student and Academic Affairs to amend the IEP or 504 plan.**
- **All safety protocols are in place.**
- **Students who are working remotely will be required to follow their schedule Monday,**

Tuesday, Thursday, and Friday unless other arrangements have been made.

- **Students and teachers will not have classes on Wednesdays. All students will work remotely on Wednesdays and that day will be used for makeup work and office hours.**

Description during SY21-22: **Founders will assess the situation as the 2021-2022 school year approaches and use the same or reduced protocols as 2020-2021**

c. Handwashing and respiratory etiquette:

During SY2020-2021 (check one): Yes: Somewhat: No:

During SY21-22 (check one): Yes: Somewhat: No:

Description of both SYs: **Students are encouraged to use hand sanitizer often. Touchless sanitizing stations will be available throughout the building. Students must sanitize upon entering and exiting a classroom (as recommended by NH DOE Guidance and AAP).**

Description during SY21-22: **Founders will assess the situation as the 2021-2022 school year approaches and use the same or reduced protocols as 2020-2021**

d. Cleaning and maintaining healthy facilities, including improving ventilation:

During SY2020-2021 (check one): Yes: Somewhat: No:

During SY21-22 (check one): Yes: Somewhat: No:

Description of both SYs:

- **A plan for frequently sanitizing high touch areas (such as door knobs and light switches) will be created and implemented while students are in the building (as recommended by NH DOE Guidance).**
- **The building will be disinfected every night (as recommended by NH DOE Guidance).**
- **Shared materials will be sanitized between each student (as recommended by NH DOE Guidance).**
- **A deep clean will occur if a student, teacher, or staff member has symptoms of COVID-19 or tests positive.**
- **The school will use CDC approved cleaners and keep a log of all cleaning materials used (as recommended by NH DOE Guidance).**
- **The school will review the HVAC system features and work with local agencies to create healthy air flow.**

Description during SY21-22: **Founders will assess the situation as the 2021-2022 school year approaches and use the same or reduced protocols as 2020-2021**

e. Contact tracing in combination with isolation and quarantine, in collaboration with the State, local, territorial, and/or Tribal health departments:

During SY2020-2021 (check one): Yes: Somewhat: No: During SY21-22 (check one):

Yes: Somewhat: No: Description of both SYs:

Description during SY21-22: **Founders will assess the situation as the 2021-2022 school year**

approaches and use the same or reduced protocols as 2020-2021

f. Diagnostic and screening testing:

During SY2020-2021 (check one): Yes: X Somewhat: No:
 During SY21-22 (check one): Yes: X Somewhat: No:

Description of both SYs:

Health and safety is a top priority of The Founders Academy. We have been and will continue to work closely with the NH Department of Education and Department of Health and Human Services (DHHS). If there is a case or suspected case of COVID-19 at the school, The Founders Academy will call DHHS immediately for consultation and support. DHHS offers guidance on a case by case basis; as opposed to general guidance for all scenarios. If contact tracing and/or family notification is necessary, that communication will come from DHHS directly. Founders will make general announcements to the community as needed.

<i>Scenario</i>	<i>Actions</i>
<p>A Founders student has symptoms of COVID-19</p>	<ul style="list-style-type: none"> ● The parent should contact the student’s health care provider to be tested for COVID-19 (per NH DOE Back to School Guidance). Please see here for a link to testing location. ● The Founders Academy will call NH DHHS for further guidance (per NH DOE Back to School Guidance) ● If the student is at school when symptoms occur, they must be picked up immediately, wear a mask, and be isolated until pickup (per NH DOE Back to School Guidance)
<p>A Founders teacher has symptoms of COVID-19</p>	<ul style="list-style-type: none"> ● The teacher should contact their health care provider to be tested for COVID-19 (per NH DOE Back to School Guidance). Please see here for a link to testing location. ● If the teacher is at school, they will be asked to leave immediately. ● The Founders Academy will call NH DHHS for further guidance (per NH DOE Back to School Guidance)
<p>A Founders student tests positive for COVID-19</p>	<ul style="list-style-type: none"> ● Per CDC guidelines, the student must self-isolate until: <ul style="list-style-type: none"> ○ At least 10 days have passed since symptom onset and ○ At least 24 hours have passed since resolution of fever without the use of fever-reducing medications and ○ Other symptoms have improved. ● The Founders Academy will call NH DHHS for

	further guidance (per NH DOE Back to School Guidance)
A Founders teacher tests positive for COVID-19	<ul style="list-style-type: none"> ● Per CDC guidelines, the teacher must self-isolate until: <ul style="list-style-type: none"> ○ At least 10 days have passed since symptom onset and ○ At least 24 hours have passed since resolution of fever without the use of fever-reducing medications and ○ Other symptoms have improved. ● The Founders Academy will call NH DHHS for further guidance (per NH DOE Back to School Guidance)
A Founders student or teacher has been in contact with someone who tests positive for COVID-19	<ul style="list-style-type: none"> ● If the teacher or student is symptomatic he/she should contact his/her health care provider to be tested for COVID-19 (per NH DOE Back to School Guidance) ● If the person is asymptomatic he/she should stay home for 14 days after the date of contact (per NH DOE Back to School Guidance) ● The Founders Academy will call NH DHHS for further guidance (per NH DOE Back to School Guidance)
If a student or teacher has symptoms of COVID-19 AND a negative test result	<ul style="list-style-type: none"> ● The student or teacher should stay home until the results are confirmed. ● The parent or teacher must keep the school informed regarding attendance status. ● The student or teacher may return to school when: <ul style="list-style-type: none"> ○ The test results are confirmed ○ At least 24 hours have passed since resolution of fever without the use of fever-reducing medications and ○ Other symptoms have improved.

Description during SY21-22: **Founders will assess the situation as the 2021-2022 school year approaches and use the same or reduced protocols as 2020-2021**

g. Efforts to provide vaccinations to school communities:
 During SY2020-2021 (check one): Yes: Somewhat: X No:

During SY21-22 (check one): Yes: Somewhat: X No:

Description of both SYs: **Founders forwarded the following email to all families from the Manchester School District.**

Good Morning,

Please review the information below from Manchester School District. Founders students are eligible to participate in these clinics. At this time Founders is NOT requiring the Covid-19 vaccine. Please let me know if you have any questions.

NEW ~ VACCINE ~ CLINIC

12-plus student vaccination information

Pending the FDA Emergency Use Authorization of the Pfizer vaccine for students ages 12 to 15, Manchester School District will be offering a voluntary vaccination clinic for our students who are age 12 or older. This will be facilitated by the Health Department.

Family members can get vaccinated also: Each family may schedule an appointment for up to two family members to the vaccination clinic who also wish to be vaccinated, one of whom must be a parent or guardian if the student is under age 18. Each person attending must schedule their own appointment.

The tentative dates for the first shot clinics pending the FDA Emergency Use Authorization of the Pfizer vaccine are listed below:

May 15 from 9-3 pm at Memorial High School * (Sign-up deadline May 14th)

May 22 from 9-3 pm at Memorial High School * (Sign-up deadline May 20th)

***Click on the link below for more information and/or to sign-up:**

<https://docs.google.com/document/d/e/2PACX-1vOR5HZAWt5ipeuWIMKhanYA4rs5OeUUPvWy4QIQHvuoM8jsmf91uA5kJlb5FAv-QIQJpiSyrABvW0Hd/pub>

h. Appropriate accommodations for children with disabilities with respect to health and safety policies:

During SY2020-2021 (check one): Yes: X Somewhat: No:
During SY21-22 (check one): Yes: X Somewhat: No:

Description of both SYs: **If a special education accommodation of working in the building is needed for an individual student, the parent should make arrangements with the Director of Student and Academic Affairs to amend the IEP or 504 plan.**

i. Coordination with state and local health officials (please check one):

During SY2020-2021 (check one): Yes: X Somewhat: X No:

During SY21-22 (check one): Yes: X Somewhat: X No:

Description of both SYs: **Founders was and will continue to be in constant communication with the Manchester Health Department with regards to new cases. Additionally, Founders participates in all weekly calls with the state health department.**

IV. Continuity of Services

1. The LEA has provided continuity of services in addressing student academic needs:

Description during SY2020-2021: **Founders provided a quality education for students who were in cohorts, fully remote, or in person. Students who were remote were learning the same material as those in the building through zoom meetings and other collaborative methods. Wednesdays were used as office hours/makeup time for all students for most of the school year.**

Description during SY21-22: **Founders will assess the situation as the 2021-2022 school year approaches and use the same or reduced protocols as 2020-2021**

2. The LEA has provided continuity of services in addressing student social, emotional, mental, and other health needs, which may include student health and food services:

Description during SY2020-2021: **The social and emotional wellness of our students is a top priority. Student Services will be working closely with students during remote and in building learning. We encourage parents/guardians to email student services with questions or concerns.**

Remote Support Process

- **Student Services will conduct a needs assessment to determine areas of information, supports and services students feel they need**
- **Student Services video chat introductions to round tables**
- **Weekly attendance during video chat round tables**
- **Student Services individual video chat introductions / check-ins to new students in all grades**
- **Student Services individual video chat introductions / check-ins to current students in all grades**
- **Student Service Google Classroom with announcements and information to help with social and emotional well-being during remote learning. This will also include a daily emotional wellness check-in through a researched app (such as Closegap.org) or self-created Google Doc.**
- **Students Services section updated on Founders Website with information for parents.**
- **Frequent check-ins with teachers to obtain the most up to date information**

- **Frequent communication with parents to ensure transparency**

In Building Support Process

- **Student Services will conduct a needs assessment to determine areas of information, supports and services for students they feel would benefit**
- **Student Services introductions to round tables**
- **Student Services individual introductions to new students in all grades**
- **Student Services individual introductions to current students in all grades**
- **Student Service Google Classroom with announcements and information to help with social and emotional well being. This will also include a daily “emotional wellness” check through a researched app (such as Close Gap) or self-created Google Doc.**
- **Frequent check-ins with teachers to obtain the most up to date information**
- **Frequent communication with parents to ensure transparency**

Hybrid Support Process

Student Services will provide a hybrid of the suggestions listed above. Students who are in the building will be met with in person and those who are remote will be met with via video chat. The needs assessment and use of the emotional wellness check-ins would still occur along with frequent check-ins with staff and parents regarding students as needed.

Description during SY21-22: Founders will assess the situation as the 2021-2022 school year approaches and use the same or reduced protocols as 2020-2021

3. The LEA has provided continuity of services in addressing staff social, emotional, mental, and other health needs:

Description during SY2020-2021: The Founders Academy is committed to providing an academic program equal to full-time in person learning. We recognize the need for additional support and professional development as we may utilize remote learning during the 2020-2021 academic year. The Director of Faculty will take an active role in developing and implementing professional development for Founders’ teachers. The Professional Development Plan for 2020-2021 includes:

Teaching Remotely

- **Best teaching practices with an emphasis on providing a comprehensive remote learning experience**
- **Continuing to build effective communication strategies with students and parents/guardians**
- **Support faculty development to provide a synchronous or asynchronous plans suitable for remote learning**

Classroom Management

- **Best teaching practices in every classroom environment**

- o **Strategies for transitions**
- o **Keeping students engaged in all learning environments**

Making the most of Video Conferencing Features in Remote Teaching

- o **Understanding Zoom features from Founders in-house expert**
- o **Dan Levy (Harvard) book. He is an experienced online teacher.**

The Role of an Instructional Plan

- o **Planning for a remote environment**
- o **Planning that includes technology**
- o **Planning for project-based learning**

Description during SY21-22: **Founders will assess the situation as the 2021-2022 school year approaches and use the same or reduced protocols as 2020-2021**

V. Plan Review

1. The LEA will meet the federal regulatory requirement to review and, as appropriate, revise its Safe Return to In-Person Instruction and Continuity of Services Plan at least every six months through September 30, 2023 (the award period including the Tydings period). (Note an LEA that developed a plan before ARPA was enacted on 03/11/2021 that complied with the federal statutory requirements for public posting and comments but does not meet all of the requirements above must revise its plan no later than six months after the LEA receives LEA ESSER funds.)

Yes: X No:

Description: **Founders will review the plan every 6 months as required. A sub committee will be formed to review.**

2. In doing so, the LEA will meet the federal statutory requirement to seek public input and take such input into account in determining whether to revise the plan and, if revisions are determined necessary, on the revisions it makes to its plan.

Yes: X No:

Description: **Founders will send updates to the plan in the parent newsletter every 6 months.**

3. In doing so, the LEA will also meet the federal regulatory requirement to address CDC safety recommendations and, if the CDC has updated its safety recommendations at the time the LEA is revising its plan, each of the updated CDC safety recommendations. (Note federal regulation on this plan requires such reporting, but does not require adoption of CDC safety recommendations. The NH DOE recognizes schools will implement localized safety measures based on the guidance provided by the CDC, NH Public Health, and local public health officials.) Yes: X No:

Description: **Founders will follow all CDC and New Hampshire state guidelines. The plan will be revised according guidelines and regulations as needed.**

VI. Authorization

LEA Superintendent's Signature: Date: _____

VIII. Appendices

Appendix A. ARPA Statutory Excerpt

“(i) Safe return to in-person instruction.—

(1) IN GENERAL.—A local educational agency receiving funds under this section shall develop and make publicly available on the local educational agency's website, not later than 30 days after receiving the allocation of funds described in paragraph (d)(1), a plan for the safe return to in-person instruction and continuity of services.

(2) COMMENT PERIOD.—Before making the plan described in paragraph (1) publicly available, the local educational agency shall seek public comment on the plan and take such comments into account in the development of the plan.

(3) PREVIOUS PLANS.—If a local educational agency has developed a plan for the safe return to in-person instruction before the date of enactment of this Act that meets the requirements described in paragraphs (1) and (2), such plan shall be deemed to satisfy the requirements under this subsection.”

Appendix B. Interim Final Requirements of ARP ESSER Excerpt

“(3) *LEA Plan for Safe Return to In-Person Instruction and Continuity of Services.*

(a) An LEA must describe in its plan under section 2001(i)(1) of the ARP Act for the safe return to in-person instruction and continuity of services—

(i) how it 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 CDC:

- (A) Universal and correct wearing of masks.
- (B) Modifying facilities to allow for physical distancing (*e.g.*, use of cohorts/ podding).
- (C) Handwashing and respiratory etiquette.
- (D) Cleaning and maintaining healthy facilities, including improving ventilation.
- (E) Contact tracing in combination with isolation and quarantine, in collaboration with the State, local, territorial, or Tribal health departments.
- (F) Diagnostic and screening testing.
- (G) Efforts to provide vaccinations to school communities.
- (H) Appropriate accommodations for children with disabilities with respect to health and safety policies.
- (I) Coordination with State and local health officials.

(ii) how it will ensure 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.

(b) (i) During the period of the ARP ESSER award established in section 2001(a) of the ARP Act, an 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.

(ii) In determining whether revisions are necessary, and in making any revisions, the LEA must seek public input and take such input into account.

(iii) If at the time the LEA revises its plan the CDC has updated its guidance on reopening schools, the revised plan must address the extent to which the LEA has adopted policies, and describe any such policies, for each of the updated safety recommendations.

(c) If an LEA developed a plan prior to enactment of the ARP Act that meets the statutory requirements of section 2001(i)(1) and (2) of the ARP Act but does not address all the requirements in paragraph (a), the LEA must, pursuant to paragraph (b), revise and post its plan no later than six months after receiving its ARP ESSER funds to meet the requirements in paragraph (a).

(d) An LEA's plan under section 2001(i)(1) of the ARP Act for the safe return to in-person instruction and continuity of services must be—

(i) In an understandable and uniform format;

(ii) To the extent practicable, written in a language that parents can understand or, if it is not practicable to provide written translations to a parent with limited English proficiency, be

orally translated for such parent; and

(iii) Upon request by a parent who is an individual with a disability as defined by the ADA, provided in an alternative format accessible to that parent.”