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DEAR FAMILIES,

We are excited to welcome you to a new school year! We know the past few months have been extremely stressful for everyone. We hope you are able to find assurance in the fact that our leadership team has been working diligently to create an informed, prudent, and comprehensive plan that preserves the LFPA way and learning environment that will allow us to return to campus just as soon as safely possible. We would like to take this opportunity to share our current plan with you. We ask that you keep in mind that COVID-19 is very fluid and requires the flexibility for plan adjustments as needed.

Our actions started with consideration of valuable feedback from parents, teachers, and other various stakeholders. We have dedicated a lot of time into pursuing the guidance of instructional experts, health authorities, distance learning professionals, and state officials. We have studied the publications of the CDC and extensively explored the multiple Roadmaps for Reopening provided by the Department of Education. This has resulted in us being able to collaborate various scenarios and establish a plan that we feel reflects our core mission and values. This has also allowed us the ability to ensure wellness, safety, provide flexibility, choice, and support a virtual state aligned curriculum with fidelity. Through our plan we will be able to utilize our own teachers who already have established relationships with students and parents where we can offer support, on-going progress monitoring, communication, and individual attention to each student.

Our plan represents the most current information we have surrounding the reopening of schools and is built to adjust to evolving conditions related to COVID-19. We will update you further as new information becomes available and live virtual meetings with parents are currently being planned. Please watch for information on the date and time of the meeting.

I want to thank each of you for partnering with us in patience, support, hard work, and resilience. We look forward to seeing you in person again soon, and wish you all the best for good health, happiness, and certainty as we continue this journey together.

Educationally,

Nikki Valle  
Alta Mesa Director

# CHOICE AND FLEXIBILITY

We are unable to establish a date for the return of in-person learning at this time. Once LFPA can open for in-person learning, we will open with two options for families:

1. Blended On-Campus Learning (BOCL)
2. Distance Learning (DL) at home.

Families will choose either BOCL or DL for the start of the school year. The two programs will run concurrently, with students progressing through the curriculum at the same pace. If circumstances change for a family, they may opt to move to a different program at various intervals throughout the year. Please keep in mind these options support the current COVID-19 situation, but **our ultimate goal is to have all students return to regular 5 day in-person learning as soon as it is deemed safe to do so.**

**BLENDED ON-CAMPUS LEARNING (BOCL)** Our BOCL program is designed to have students on campus and in classrooms 2 days per week and during regular school hours. Students will be assigned “A” and “B” days. Students assigned to “A” days will be on campus on Monday’s and Wednesday’s. Students assigned to “B” days will be on campus on Tuesday’s and Thursday’s. This structure incorporates distance learning the other three days of the week. This arrangement allows our campus to operate at 75% capacity each day in order to maintain proper social distancing and extra cleaning requirements until COVID-19 no longer presents serious safety risks for students and staff.

If you have extenuating circumstances that do not allow for your student to be home on one of his / her distance days you may contact Mrs. Rutledge for assistance in securing a seat at our on-site Distance Learning Lab to complete online work for the day.

Our Blended On-Campus structure offers several key benefits:

- Smaller class sizes: Operating at a maximum capacity of 75% and some families choosing the on-line only option, your child will be in a class with fewer students and the academic benefit of this reduction to class size is readily apparent - from increased learning opportunities, to more frequent individual time with teachers, to fewer distractions.
- The opportunity for families to remain authentically engaged in the academic success of their children: With our new enhanced on-line learning platform parents are systematically built into the formula for success. This also provides the opportunity for students to gain academic independence and have intermittent time away from campus to deepen concepts in a personal way where they are able to gain personal responsibility for their learning and more independence. We WANT students to learn the skill of self-direction and to experience personal accountability for success.
- Increased comfortability and safety: With fewer students on campus, we can appropriately safely distance ourselves physically without feeling crowded or too constrained. There will be plenty of space, fresh air, and movement throughout the school day for everyone, as well as increased peace of mind for our teachers and parents. With ample physical spacing, we can make masks encouraged, rather than required, unless mandated by government regulations.

DISTANCE LEARNING (DL) Families may opt for our Distance Learning program as their main school platform for learning at any time in the year. Students in this program will work through the same concepts as on-campus learners but will access the content digitally. Students will be required to attend virtual classes and submit all work in order to receive credit. All subject areas will contain daily time requirements and attendance will be taken. Daily learning plans, assignments, submissions, two-way communication, and curriculum resources will be accessed through Google Classroom and MobyMax. Lessons are mainly delivered asynchronously through class recordings or other digital lessons. This requires flexibility for learning at times conducive to your schedule. Student will be required to participate in weekly virtual meetings with the class, small groups and individual learning sessions that will allow check-ins with their classroom teachers and daily classroom hours for support. Assignments will be submitted with due dates and will be graded by the classroom teacher and /or on-line learning teacher.

If a student in our Distance Learning program desires to return to our Blended On-Campus program, he or she may only do so at the beginning of any quarter. If a DL student is unable to complete work on any given day, you must still report to the front office and your child will be marked absent for the day. We have limited technology that may be provided to students by the school where needed on an individual basis.

### ***WELLNESS AND SAFETY***

The health and safety at LFPA Alta Mesa is focused around prevention, physical distancing, and incident response. It is our number one priority to do everything we can to sustain and even improve upon our emotional, social, and physical health as we navigate through the year. Life in the school building will include plenty of comfortable space, fresh air, ventilation, cleanliness, order, and peaceful learning. Please reference our Health and Safety Measures document for a complete outline. Below you will find highlights of the measures we are taking to address the well-being of our school community.

**Prevention Symptom screenings:** Screening for common symptoms of ill health begins at home. It is your obligation as the parent to screen your child each day before sending him/ her to school. Our Home Health Checklist will help you become familiar with the symptoms and provide a framework for daily at-home checks. If any of the listed symptoms are present, a family member must inform the school and keep the child home for a minimum of 14 days and the child must be released from a medical professional before returning to campus. All students, teachers and staff, will be visually screened upon arrival. Temperature checks may be deemed necessary. Anyone with a temperature check of 100 degrees or greater will be asked to return home. During the day, symptomatic students will be sent to the office for further evaluation.

**Enhanced cleaning and sanitization protocols:** Following CDC guidelines, high touchpoint areas will follow an increased cleaning and sanitation schedule daily. Special protocols for cleaning and disinfecting an area used by a sick person will be put in place.

**Masks and face coverings:** We will comply with all state and local requirements for mandatory face coverings; beyond requirements, face coverings are encouraged for everyone, but not required.

**Visitors:** We will not allow any parents or visitors beyond the front desk for any reason until it has been deemed safe to do so. This will help eliminate any additional foot traffic on campus to keep with social distancing guidelines.

**Hand washing:** All staff, teachers, and students will wash their hands and/or use sanitizer upon entry to the building, upon entry to a classroom, and before and after lunch.

**Water Fountains:** Students will be required to bring a water bottle to school daily. Water fountains will be closed for use until safe to open.

### ***PHYSICAL DISTANCING***

**Classroom layout:** Our BOCL program is built on reduced class sizes for all grade levels since some families have opted for the full DL program. This reduction in class size allows students the ability to move and interact freely and safely. Within the classrooms, students will be distanced to the greatest extent possible and social distancing guidelines will be followed when working with other students or teachers in class.

**Transitions throughout the school day/shared communal areas:** Students will remain with their grade level class/cohort throughout the day with the exception of specials for middle grade students. As much as possible, classes/cohorts will remain in the same classroom throughout the day. Large group transitions and shared use of communal areas will be minimized. Students will enjoy outdoor recess and lunch in the cafeteria with an adjusted schedule to accommodate smaller groups of students in shared areas.

**Arrival and dismissal:** Staggered arrival and dismissal will now occur at the backdoors or the building / room your child is assigned to. This will eliminate large groups of students being in one area. Please reference our updated pick-up / drop-off procedure document for specific details. These procedures have been adjusted so that large congregations of students are not waiting together to be picked up. Parents are asked to remain in their vehicles during drop-off and pick-up, unless parking to walk their child to the front office for a late arrival and check-in.

**Breakfast / Lunch:** Breakfast and lunch will still be served each day for students who order. Breakfast will be served in the homeroom classroom from 8:00am-8:20am. Students must arrive to school prior to 8:20am in order to receive breakfast. Lunch and recess will still run as normal and be divided into smaller groups.

### ***INCIDENT RESPONSE***

**Guidance and reporting:** We have crafted a detailed response to incidents following the guidance and direction from the CDC and Maricopa County Health Department. In accordance with state and local laws and regulations, school administrators will notify local health officials, staff, and families immediately of any case of COVID-19 while maintaining confidentiality in accordance with the Americans with Disabilities Act (ADA).

**School closure:** In the event of a school closure, we will resume all school distance learning in the same manner as DL occurred at the start of the school year within the next school calendar day.

### ***CURRICULUM FIDELITY***

We desire that all children receive a full academic year utilizing our rigorous state aligned curriculum along with LFPA best instructional practices. Our teachers will continue to receive professional development and training that increases their level of knowledge and skill in order to execute our program with excellence. Our entire staff is well aligned to our mission, vision, and core values and committed to the positive learning environment that makes us LFPA. Whether at

home or on campus, each child will receive a top-notch education with high expectations for the whole student.

### ***STUDENT PROGRESS***

As with any year, every student is still expected to fully engage in order to achieve full curriculum mastery and at least one year's academic growth. All students will be assessed at the beginning of the year through the DL program to determine achievement levels upon entry. Throughout the year and at regular checkpoints, progress toward mastery will be assessed and monitored by the classroom teacher. Student work will be graded and recorded according to normal practice and attendance reporting is a daily requirement. While parents will play an integral part in the success of students all year, especially when students are home, all students will continue to receive regular support from classroom teachers. Grade reporting and student progress will continue to be communicated to parents on-line through our student information system and communication portal. Assignment completion and progress will be tracked through Google classrooms and your child's individual Mobymax account.

### ***COMMUNITY STRENGTH AND SUPPORT***

We are vigorous in our LFPA community and believe it is our mutual, deliberate, and family culture that allows us to be successful. We believe we are better together and together we can face anything that comes our way! We look forward to work with you as a partner to educate our students through the LFPA models. Each in the community - teachers, administrators, staff, students, parents - is an essential part of the equation for success. Each component is accountable to ensure needs are met, people are cared for, and learning continues. With fluid two-way communication, including enhanced mechanisms to be in touch regularly and in the moment, we will be able to remain informed and equipped to do our work. Our entire staff is accessible through multiple communication channels and will be able to answer questions and be a resource for all our families. As well, our website, social media pages, and Dojo will become an even stronger resource for up-to-date information. For this reason, following our pages is imperative to ensure you receive information quickly.

**Before/After School Clubs and Tutoring:** Our programs will still run on scheduled days from 7am-6pm but will be limited to 20 students in order to maintain proper social distancing. Priority will be given to working parents that have no other alternative for their children.

**Bussing:** Bussing will still run as scheduled to accommodate your child's in-person learning days. When students have siblings on the bus they will be seated together whenever possible. All students utilizing our bus will be required to wear face masks while on the bus due to the confined areas. Our alternate in-person days allow for smaller numbers of students on the bus at a given time. Due to the restricted seating our van will no longer be regularly utilized to transport students until deemed safe to do so.