Utah State Board of Education

Mountainville Academy
School Reopening Plan

Name of LEA — Mountainville Academy

Attestation:

Our school reopening plan has been approved by our governing board in an open and public meeting and was made available on our website (and each schools' website) by **August 1, 2020.**

☒ Yes   ☐ No

Insert the link to your public-facing school reopening plan on your LEA website here:

https://vahara-o2-public.s3.amazonaws.com/media/41522/MVA-Fall-2020-

Repopulating Schools

Communication and Training

State Requirement ("What")	Implementation Plan ("How")
Develop administrator/teacher/staff education and training on school's reopening protocol and action plans • Educate and train students and caregivers on school's protocols and action plan; post and/or make accessible to school communities • Make materials available to families in their respective preferred/primary language	All teachers/staff will receive training regarding school protocols and our reopening plan on August 14, 2020. Training will be provided by Administration, point of contact and/or School Board Members. Information will be provided to families via Mountainville Minute, our Website regarding reopening protocol and our plan.
Appoint a point of contact for each school available for questions or specific concerns.	Indicate assurance: ☒ Yes ☐ No

Accommodating Individual Circumstances (e.g., High-Risk, Personal Decisions)

State Requirement ("What")	Implementation Plan ("How")
Create a process for students/families and staff to identify as high risk[1] for severe illness due to COVID-19 and have a plan in place to address requests for alternative learning arrangements, remote learning or instruction, or work re-assignments	We sent out a survey to help us identify students/families that identify as high risk. We will reasonably accommodate alternative arrangements and work assignments when requested.
Take reasonable steps to minimize and mitigate risk for employees who identify as high-risk	We will social distance and provide masks/shields as needed.
Systematically review all current plans (e.g., Individual Healthcare Plans, Individualized Education Plans or 504 plans) for accommodating students with special healthcare needs and update their care plans as needed to decrease their risk for exposure to COVID-19	Indicate assurances: ☒ Yes ☐ No

Enhanced Environment Hygiene & Safety

State Requirement ("What")	Implementation Plan ("How")
Develop protocols for implementing an increased cleaning and hygiene regimen	Indicate assurance: ☒ Yes ☐ No
Faculty and staff wear face coverings (e.g., masks or shields) when physical distancing is not feasible	Mask and shields will be available for staff. Governor Herbert ordered on July 9 that "all students, staff, faculty and visitors at all K-12 schools in Utah are required to wear a mask fall semester. "Some flexibility will be given to school boards and principals to accommodate younger children, and we call on those local leaders to use common sense in the flexibility they use." – Governor Herbert

	Hand sanitizer, disinfecting wipes, soap and water, or similar disinfectant will be readily available to staff, students and visitors
Make hand sanitizer, disinfecting wipes, soap and water, or similar disinfectant readily available to staff/students/visitors in controlled environments to ensure safe use	Indicate assurance: ☒ Yes ☐ No

[1] High-risk individuals are defined as people 65 years and older, people who live in a nursing home or long-term care facility, people of all ages with underlying medical conditions, including lung disease or moderate to severe asthma, people who have serious heart conditions, people who are immunocompromised (many conditions can cause a person to be immunocompromised, including cancer treatment, smoking, bone marrow or organ transplantation, immune deficiencies, poorly controlled HIV or AIDS, and prolonged use of corticosteroids and other immune weakening medications), people with severe obesity, diabetes, chronic kidney disease undergoing dialysis, or liver disease.

School Schedules

State Requirement ("What")	Implementation Plan ("How")
Due to the unique nature of school schedules, USBE has not provided state-wide requirements.	We will maintain our current school schedule with minor changes in exit times. If partial school closure is required, we will transition to split schedules - part online / part in person learning. If full school closure is required, we would transition to 100% remote learning. We will follow all requirements and recommendations given from the Utah County Health Department.

Monitoring for Incidences

State Requirement ("What")	Implementation Plan ("How")
Develop administrator/teacher/staff education and training on your LEA's protocol for symptom monitoring	Clear guidance and training will be provided for all staff. If teachers have a concern, they should contact the office and office will assess and make necessary decisions.
Establish a plan to assist families in conducting symptom checking at home	Parents will be encouraged to check symptoms before sending child(ren) to school each day. Anyone with a temperature of 100.4 or higher should stay home.
Assist families in access to thermometers, or other items, as needed to fulfill appropriate symptom checking requirements	Taking of temperature will be made available to families as needed.
Monitor staff/student symptoms and absenteeism carefully	Indicate assurance: ☒ Yes

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	☐ No
Educate and promote to staff/students: "If you feel sick; stay home"	Indicate assurance: ☒ Yes ☐ No
Do not allow symptomatic individuals to physically return to school unless their symptoms are not due to a communicable disease as confirmed by a medical provider	Indicate assurance: ☒ Yes ☐ No

Containing Potential Outbreaks

Preparation Phase

State Requirement ("What")	Implementation Plan ("How")
Develop administrator/teacher/staff education and training on school's protocol for containing potential outbreaks	Teachers/staff will receive training on school protocols which include our Point of Contact contacting Utah County Health department for guidance. We will isolate individuals as needed or required.
Consult with local health department regarding procedures for tracing a positive COVID-19 case by an employee, student, visitor, or those who have come into contact with an individual testing positive	We will consult with the Utah county Health department for procedures for tracing an positive cases of Covid-19 and handle things on a case-by-case basis.

Quarantine/Isolation Protocol[2]

State Requirement ("What")	Implementation Plan ("How")
Designate quarantine rooms at each school to temporarily house students who are unable to return home	Indicate assurance: ☒ Yes ☐ No

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[2] "Quarantine" refers to the recommendations regarding someone that has been exposed to virus (but not yet a confirmed case) is recommended to separate oneself while waiting to see if symptoms develop. "Isolation" refers to the recommendations regarding someone who has a confirmed infection.

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Communicate health and safety issues transparently, while protecting the privacy of students and families	We will communicate issues and protect privacy. No named will be shared except as required.

Temporarily Reclosing (if Necessary)

Preparation Phase

State Requirement ("What")	Implementation Plan ("How")
Develop administrator/teacher/staff education and training on school's protocol for temporarily reclosing schools if necessary	Teachers/Staff will receive training on school protocols what we will do if we need to temporarily close Mountainville Academy. We will contact Utah County Health Department and follow their guidelines and move to online learning if deemed necessary.
Establish a plan in consultation with local health on responding to confirmed cases and the coordination of temporary closure of a school	Point of Contact will reach out to Utah County Health department as needed.
In the event of an outbreak, contact the local health department in order to trigger the pre-established plan which may include: class dismissal, school dismissal, longevity of dismissal based on community spread, cleaning/sanitization, communications, contact tracing, etc.	Point of Contact will reach out to Utah County Health Department as needed and follow guidelines given.

Transition Management Preparation

State Requirement ("What")	Implementation Plan ("How")
Develop a communication procedure for students and faculty in the case there is a temporary reclosure	We will utilize our "One Call Now" emergency program, utilize Mountainville Minute, School Website and our school Social Media Platforms for any needed communication.
Review original Continuity of Education Plans that were implemented during the spring 2020 soft closure and analyze lessons learned. Consider making changes accordingly and incorporating into transition management plans	Indicate assurance: ☒ Yes ☐ No
Analyze remote learning capabilities	Indicate assurance:

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	☒ Yes ☐ No
Explore extracurriculars/in-person events that may also need to be temporarily postponed/canceled or transitioned to virtual	We will analyze all extracurricular/in-person events on a case by case basis.

Mitigation Tactics for Specific School Settings

LEA Mitigation Strategies for Specific School Settings

Mitigation Tactics					
Setting	Isolate Symptoms	Minimize Outbreak Probability	Physical Distancing	Respiratory Hygiene	Physical Hygiene
Classrooms	- Assign seats and/or small groups to support contact tracing	- Develop and provide educator training on implementing strategies to identify and mitigate risk in a classroom setting - Keep the same students and staff with their classroom groups as much as is practical - Classroom doors will be kept open with only teachers opening and closing the doors to limit touch	- Maximize space between desks and student seating. - Move non-essential furniture out of rooms to increase ability to distance. - Use outdoors and large spaces to maximize distancing	- Teach proper covering of sneezes and coughs - Ensure proper airflow and ventilation in classroom settings - Change classroom filters monthly - Students and staff will wear face coverings as mandated by Governor Herbert	- Teach and encourage personal hygiene and hand sanitizing
Transitions	- Shorten Elementary Specialty times so transitions will be staggered and occur at different times for each grade	- Middle School students will use backpacks instead of lockers this year to minimize traffic in hallways - Encourage quick transitions by staff/teachers being in hallways	- Identify high traffic areas and apply floor markings or signage to direct traffic -	- Staff and students will wear face coverings when physical distancing is difficult to maintain while students are transitioning	- Encourage students to use personal water bottles to minimize use of drinking fountains - Prop doors open to reduce touch - Clean high touch areas after transitions
Entry/Exit Points	- Establish protocols for drop-off/pick-up and communicate updates and expectations to families - Students can be dropped off from 7:30-8:00. Middle School students wait on the south field until 7:55 and then move directly to their A1/B1 class. Elementary students will line up outside and will be	- Establish protocols for any visitors and non-regular staff, including at a minimum temperature checking and the wearing of face coverings. - Limit nonessential visitors and volunteers to campuses and programs; our school determines essential versus nonessential. - Visitors and non-regular staff will have temperatures checked, wear face coverings, and check in at the office. - Calling the office to check out students will be recommended to	- Designated entry/exit paths will be determined to minimize congestion - Staff will train students on entry and exit paths to minimize congestion.	- Visible signage will be posted to encourage increased hygiene	- Hand sanitizer stations will be available at entrance and exits and extra sanitation will occur throughout the school.

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Mitigation Tactics					
Setting	Isolate Symptoms	Minimize Outbreak Probability	Physical Distancing	Respiratory Hygiene	Physical Hygiene
	picked up by teacher starting at 7:50. - Students will exit building via designated paths starting at 2:50 and staggering until 3:00. Teachers will ensure students exit designated areas.	parents and will need to occur before 2.45 so office staff can help with exit plans			
Transportation	Students are transported to school by their families. We do not provide transportation	-	-	-	-
Restrooms	- Designated Restrooms for each grade level	- Time/Sign out sheet in each classroom to aid in contact tracing	- Minimize number of students in a bathroom at the same time by the use of sign-out sheets -	- Ensure proper ventilation and airflow	- Provide education and display signage on proper hand hygiene - Schedule has been created for cleaning high-touch areas (e.g., faucets, paper towel dispensers, door handles) - Ensure PPE is available for staff providing support in restrooms, including custodians - Provide training for proper cleaning protocols for COVID-19

Mitigation Tactics					
Setting	Isolate Symptoms	Minimize Outbreak Probability	Physical Distancing	Respiratory Hygiene	Physical Hygiene
Cafeterias	- Elementary students sit with their own class while eating lunch outside if possible.	- Elementary students sit with their class and stay seated until dismissed.	- Mark spaced lines and designate serving line flow paths - Tables spread out throughout the gym to aid in distancing - Exit from gym at the southeast door which will remain open during lunch hours. - Kindergarten students will exit northeast door and play on east playground.	- Parents serving lunch will wear face coverings - MS students eat in outdoor eating areas as much as possible. IF MS students eat inside, the students will be distanced throughout the gym.	- Student hand hygiene routines (hand washing or sanitizer) before and after lunch - Increase cleaning and disinfecting of high-touch areas each cycle of movement. -
Large Group Gatherings (e.g. assemblies, performances)	- Document any large gatherings via a photo to support contact tracing	- Ensure group gatherings are organized with health and safety principles and requirements in place and, as needed, in consultation with local health departments - Assemblies will be limited and done virtually as needed. - Fire drills and safety drills will be handled with social distancing in mind.	- Staff gatherings will occur in the gym to ensure distancing. - Virtual meetings will be held if needed.	- Wearing of face coverings required.	
Unique Courses with Higher Risk of Spread	-	- More at risk courses identified below to mitigate risk: - Elementary specialties will be shortened to allow for sanitizing - Theater teacher creates a curriculum to limit close interaction - Music classes will take place outside when possible and explore social distancing options. - PE classes will be held outside when possible - Library will be temporarily closed due to excess cleaning needs	- Elementary Music class will be held in a larger space such as the Library	- Classes will be held outside when possible	- Built in time between classes to sanitize

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Mitigation Tactics					
Setting	Isolate Symptoms	Minimize Outbreak Probability	Physical Distancing	Respiratory Hygiene	Physical Hygiene
		- Elementary computer classes will not be held in the computer lab but will occur in each classroom with the teacher rotating.			
Recess and Playground	- Recess times are staggered and varied uses of outdoor spaces are utilized.	- Recess and playgrounds are managed with health and safety principles and requirements in place and, as needed, in consultation with local health departments	-	-	- Playground equipment will be disinfected daily with sprayer.
Special Education, Related Services or School Counseling	- Make accommodations for circumstances that encounter close contact such as counseling and school psych	- Extremely small groups	- We purchased portable dividers that will provide for flexible learning environments	- Plexiglass, and/or face shields have been purchased for one-on-one close contact to ensure students with disabilities have equal access to information - Reasonable accommodations will be provided for students who are unable to wear face coverings in settings where it is required for other students	- Extra sanitizing measure will be instigated and used throughout the school year

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