



Lakeview Reopening Proposal 7/18/2020

The administration team of Lakeview Academy seeks approval from the Board of Trustees regarding the Reopening Plan for year 2020-2021. This plan has been reviewed by administration, teachers, and discussed with Board members in two public work sessions. Additionally, questions from families and staff regarding the schools plan have been reviewed and answered from administration. This plan satisfies all State requirements to reopen. While primarily addressing the “how” to the State “what” requirements, supporting attachments to this plan further describe procedures that will help us fulfill each requirement. We recognize this plan is complete as required, but will require additional review and changes as health conditions and circumstances allow. We believe the proposed plan supports best our efforts to live the Charter of Lakeview Academy under the current conditions.

Proposed Motion: *Motion to approve the 2020-2021 Reopening Plan with schedule Option #1 to include additional form on 990 waiver and that this plan is reviewed in each Board meeting during the school year.*

2020-2021 Reopening Plan

Repopulating Schools

Communication and Training:

Lakeview Academy will develop administrator/teacher/staff education and training on school’s reopening protocol and action plans. Trainings will be conducted during staff meetings, virtually and included in HUB onboarding process.

Lakeview Academy will educate and train students and caregivers on the school's protocols and action plan. The plan will be posted on the school [website](#), and shared with families through the school newsletter, email, and text message.

Lakeview has appointed Perry Goodger as its point of contact to be available for questions or specific concerns. He can be reached at pgoodger@lakeview-academy.com.

Lakeview Academy will improve and reevaluate its reopening plan as necessary while the required reopening plan is implemented.

Accommodating Individual Circumstances

Lakeview Academy will allow families to opt into an online learning experience to accommodate students and families who identify as high risk due to COVID-



19. Descriptions of each plan is provided in the supporting documents of this plan. Families will be able to review each plan and ask questions to administration to identify the best option for their student. Each student will be required to enroll in their selected program by August 2, 2020. If no selection has been made by this deadline, the student will be automatically enrolled in on-campus face to face program.

Lakeview Academy will allow teachers and staff to apply for ADA accommodations if they identify as high risk due to COVID-19, in accordance with the Utah Leads Together Plan and Lakeview Academy's ADA accommodations policy. This process will include a request for re-assignment consideration. Employees will work with the Director and HR on completing the process.

Lakeview Academy will 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.

Enhanced Environment Hygiene & Safety

Lakeview Academy will develop protocols for implementing an increased cleaning and hygiene regimen throughout the day, including the following:

1. Increase access to soap/hand sanitizer dispensers throughout the building for students, staff, visitors and volunteers.
2. Provide time to sanitize students' workstations and supplies as needed throughout the day.
3. Increase cleaning of high touch areas throughout the building.
4. Investing in cleaning products to assist in afterschool sanitation. Cleaning product information can be provided upon request. Some but not all products include: 70/30 alcohol spray, sanitizer, disinfectant foams, Brady hand soap, Nu-Foamicide.
5. Define, invest, and provide appropriate PPE to staff and students as needed.

Per the [State Public Health Order](#), Lakeview Academy will require each individual, including an employee, student, or visitor, on school property or on a school bus to wear a face covering. Lakeview will utilize the recommendations from the [State Public Health Order](#) for exceptions based on individual circumstances and for certain activities. See supporting document regarding face covering FAQ.

School Schedules

Lakeview Academy has adopted the following schedule in order to provide a safe and equitable learning environment for all students, including those who choose to attend on campus, or opt for our online learning program.



Please view supporting documents for complete descriptions and schedules.

Board Approved School Schedule:

Monday – Thursday 8:00-1:30 for on-campus program grades 1-9.

Monday – Thursday 8:00-10:15 for AM kindergarten 11:15-1:30 for PM kindergarten.

Friday no students will be scheduled to attend school on-campus.

Students who are enrolled in the on-line program will receive most of their teacher support during 1:30-3:00 Monday – Thursday and on Friday from 8:00 – 12:00. These students should expect to have 4-6 hours of work each school day.

Students who are in the on-campus option will have “homework” to complete during the time they are scheduled to be off campus compared to our normal bell schedule. This “homework” will differ by grade and subject and will be designed with teacher collaboration.

The following applies for all students:

1. Students may choose to opt out of in person learning, and enroll in Lakeview Academy’s online learning program. If a student chooses this option from the beginning of the year, they will remain an online student until:
 - a. End of 1st quarter (10/9/20)
 - b. School ends its online program (return to normal school day program)
2. Sick or absent students will be expected to complete all make-up assignments provided by their teachers. These assignments may be part of the online learning program.

Implementation of Mitigation Tactics in School Settings

Classrooms

Lakeview Academy will develop and provide training to staff on implementing strategies to identify and mitigate risk in a classroom setting. This training will occur during our in-service training before school starts in August. Training will include furniture layout to improve social distances, procedures for sanitation and improved hygiene, and student lines and gathering.

Transitions



Lakeview Academy will identify high traffic areas and apply floor markings or signage to direct traffic.

Lakeview Academy will allow middle school students to wear backpacks to class, and will not provide them lockers, in order to limit the transition time and congestion of hallways.

Entry/Exit Points

Lakeview Academy will designate entry/exit flow paths to minimize congestion during the start and end of school. Please see supporting documents regarding this plan.

Lakeview Academy will establish protocols for drop-off/pick-up and communicate updates and expectations to families via email, newsletter, and a posting on our school [website](#).

Lakeview Academy will implement the following Visitor, Volunteer, and Substitute Plan

1. All visitors, volunteers, and substitutes must wear a mask when entering and while working in the school, as stated in the [State Public Health Order](#).
2. All visitors, volunteers and substitutes must check in at the main office. Visitors, volunteers, and substitutes will check in via Lakeview's Raptor Screening Process.
3. All visitors, volunteers and substitutes who are leaving the office area must answer the following questions asked by the front office:
 - a. Over the last 48 hours have you experienced any of the following [symptoms](#):
 - i. Fever or chills
 - ii. Cough
 - iii. Shortness of breath or difficulty breathing
 - iv. Fatigue
 - v. Muscle or body aches
 - vi. Headache
 - vii. New loss of taste or smell
 - viii. Sore throat
 - ix. Congestion or runny nose
 - x. Nausea or vomiting
 - xi. Diarrhea

*If yes, they are not permitted to leave the office area, volunteer, or substitute for the day.

4. All visitors, volunteers, and substitutes leaving the office area must submit to a temperature check by front office staff. Any temperature over 100.4 will not be allowed to volunteer.
5. All visitors, volunteers, and substitutes leaving the office area must clean their hands, as directed by office staff.



6. On campus volunteer activities must be pre-approved by Educational Coordinators. Office staff will have a list of approved volunteers for the day.
7. Volunteers must follow Lakeview Academy's Parent Assisted Learning (PALS) Volunteers Policy.

Transportation

Lakeview Academy does not offer a transportation system for families to get students to and from school. All Lakeview Academy field trips will be subject to following state requirements on transporting students, including:

1. Implement strategies to ensure driver safety.
2. Develop protocols as needed for minimizing mixing of students from different households and regularly cleaning and disinfecting seats and other high-touch surfaces.

Restrooms

Lakeview Academy will:

1. [Provide education and display signage on proper hand hygiene.](#)
2. Student use of the bathroom will be procedural and staff will limit the group size using the restrooms.
3. Create a schedule for cleaning high-touch areas (e.g., faucets, paper towel dispensers, door handles).
4. Ensure PPE (gloves, masks) is available for staff providing support in restrooms, including custodians.
5. [Provide training for proper cleaning protocols for COVID-19](#)

Cafeterias

Lakeview Academy will:

1. Mark spaced lines and designate serving line flow paths
2. Remove self-service salad bars and buffet
3. Implement student hand hygiene routines (i.e., hand washing or sanitizer) before and after meal services.
4. Increase cleaning and disinfecting of high-touch areas in the cafeteria.
5. Alter the schedule to limit the amount of students in the cafeteria at a time. This could include having students in some grades eat lunch before lunch recess, and having students in some grades go to recess before eating lunch. A schedule will be provided to families. Please see supporting document regarding Cafeteria Plan.

Large Group Gatherings (e.g., assemblies, recitals)

Lakeview Academy will ensure group gatherings are organized with health and safety principles and requirements in place and, as needed, in consultation with local health departments.



Lakeview Academy will consider the following state recommendations on an as needed basis:

1. Explore limiting and/or canceling nonessential assemblies, recitals, dances, etc. or reschedule as virtual gatherings.
2. Broadcast to home rooms or hold multiple sessions of the same assembly with smaller groups.
3. Record attendance and seating location of large gatherings to support contact tracing.
4. Create alternate plans for whole staff gatherings such as virtual meetings.
5. At special events, consider screening/non-contact temperature testing of adults who will be direct participants and have close contact with students.
6. Implement mitigation strategies for safety drills (i.e., fire, lockdown, earthquake).

Unique Courses with Higher Risk of Spread

Lakeview Academy has identified the following courses that are considered higher risk:

1. Choir
2. Band
3. PE
4. Drama
5. Foods
6. Enhancement Activities

Lakeview Academy will require the teachers of these subjects to provide families with detailed information on their mitigation tactics for these classes. Lakeview Academy will also collaborate with local health departments on recommendations for mitigation tactics.

Recess and Playgrounds

Lakeview Academy will ensure recess and playgrounds are managed with health and safety principles and requirements in place and, as needed, in consultation with local health departments.

Lakeview Academy will alternate recess, playground time, and the use of outdoor spaces as needed. Recess times will not allow for equipment usage (jump ropes, balls, etc.). Students are not permitted to bring personal play equipment to school.

Lakeview Academy will disinfect playground/gym equipment regularly as recommended by local health departments.

Special Education, Related Services, or School Counseling (e.g. School Psychologist, Speech Language Pathologist, Occupational Therapist, etc.)

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Lakeview Academy will consider the following as it relates to individuals with special needs, related services, or school counseling:

1. Provide accommodations to ensure students with disabilities have equal access to information.
2. Reference [State Public Health Order](#) for face covering exceptions based on individual circumstances.

Lakeview Academy reserves the right to require a doctor's note in order to make accommodations, as stated and in accordance with the [State Public Health Order](#).

Monitoring for Incidences

Preparation Phase

Lakeview Academy will develop administrator/teacher/staff education and training for Lakeview's protocol for symptom monitoring.

Symptom Monitoring

Lakeview Academy will:

1. [Establish a plan to assist families in conducting symptom checking at home.](#)
2. Assist families in access to thermometers, or other items, as needed to fulfill appropriate symptom checking requirements.
3. Monitor staff/student symptoms and absenteeism carefully.
4. Educate and promote to staff/students: "If you feel sick; stay home"
5. 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.
6. [Utilize tools provided by local health departments to provide updated information on symptom monitoring to staff, students and families.](#)

Containing Potential Outbreaks

Preparation Phase

Lakeview Academy will develop Administrator/Teacher/Staff education and training on school's protocol for containing potential outbreaks.

Lakeview Academy will consult with local health departments as needed 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.



Quarantine/Isolation Protocol

Lakeview Academy will designate a quarantine room to temporarily house students who are unable to return home. The State is working with the health department on creating a matrix to help answer the questions regarding how to address cases of exposure to COVID-19, positive test result of COVID-19, and other “what if” questions.

Lakeview Academy will consider state recommendations as needed, including:

1. Ensure office first aid kit includes a digital thermometer
2. Identifying two separate quarantine areas for students (a and b are located in office clinic while c is located in a separate clearly marked quarantine room): a) a General Waiting Area (for students presenting with unscheduled needs); b) a Well Student Area (for students presenting with scheduled medical needs); c) a Quarantine Area (for students presenting with COVID-19 symptoms—separate from other students)
3. Limit the number of students in the office or health room by managing minor injuries and first aid in classrooms

Lakeview Academy will collaborate and cooperate with local health departments, as well as communicate health and safety issues transparently, while protecting the privacy of students and families.