



Educating Children. Engaging Families. Empowering Communities.

Mrs. Jenny Hunt - Director
3875 Glen Street * Reno, Nevada 89502
PHONE: 775-826-4040 * FAX: 775-826-4030
www.mariposaacademy.net

Opening Plan 2020-2021

Planning Mindset Statements

- All decisions based on a foundation of what is “best for students”.
- Ensure student, family, and staff basic needs are being met.
- Ensure equitable access for all students.
- Maintain high academic expectations and delivery of grade level standards for all students.
- Follow federal, state and local health related guidelines as we are practically able.
- Consider multiple resources for research, information, and guidance. (Example of excerpt from American Academy of Pediatrics; COVID-19 Planning Considerations: Guidance for School Re-entry.)

Any school re-entry policies should consider the following key principles:

- School policies must be flexible and nimble in responding to new information, and administrators must be willing to refine approaches when specific policies are not working.
- It is critically important to develop strategies that can be revised and adapted depending on the level of viral transmission in the school and throughout the community and done with close communication with state and/or local public health authorities and recognizing the differences between school districts, including urban, suburban, and rural districts.
- Policies should be practical, feasible, and appropriate for child and adolescent’s developmental stage.
- Special considerations and accommodations to account for the diversity of youth should be made, especially for our vulnerable populations, including those who are medically fragile, live in poverty, have developmental challenges, or have special health care needs or disabilities, with the goal of safe return to school.
- No child or adolescents should be excluded from school unless required in order to adhere to local public health mandates or because of unique medical needs. Pediatricians, families, and schools should partner together to collaboratively identify and develop accommodations, when needed.
- School policies should be guided by supporting the overall health and well-being of all children, adolescents, their families, and their communities. These policies should be consistently communicated in languages other than English, if needed, based on the languages spoken in the community, to avoid marginalization of parents/guardians who are of limited English proficiency or do not speak English at all.

Suppositions as of July 2020 and moving forward as we open the 2020-2021 school year

- Models are developed and recommendations formed, without the benefit of clear information regarding our 2020-2021 budget. All models and recommendations are subject to change.
- There will still be active cases of COVID-19 in Reno and the Washoe County area at the time of school opening and throughout the 2020/21 school year.
- There may not be a vaccine developed in time to impact the 2020-21 school year.
- There may be multiple opportunities for changed guidance from county health officials which will require continuous operational flexibility.
- Mariposa and the community around us will be operating in an environment of significantly reduced state revenues resulting in reductions of budgets/funding.
- Costs to provide daily educational and operational services will be uncharacteristic and may potentially be higher than prior years.
- Unforeseen costs as a result of navigating closures may impact financial forecast.
- There will be a cost in dollars, time, and supplies to increase the health of the school learning environment.
- There may be opportunities throughout the school year that will require at least a temporary school closure for periods of time such as an outbreak of COVID-19 or any other communicable illness in Washoe County.

- Mariposa may need to quickly pivot between delivery models as the potential COVID risk changes.
- There may be previously implemented programs or events that may be temporarily curtailed, postponed, or eliminated.
- No single decision will satisfy all students, families, and staff.
 - There may be parents who, upon implementation of our school plans, will want an alternative to on-campus instruction and may seek another school experience.
- As decisions are made and models are considered, administration will continue to update all stakeholders through a clear communication plan.
- If there is a need for Mariposa students to move to a hybrid or distance learning model, the school will need to provide technology supports as needed.
 - Staff will survey students and families regarding their needs for technology including but not limited to Wifi, and a device.
 - Mariposa will seek funding options such as grants or federal funds that will facilitate purchasing technology for students to use in all learning models to ensure a possible transition to the hybrid/distance model is seamless.
- The Opening Plan will be a fluid document that is subject to change based on data, directives from local governing bodies, etc.

Opening Plan Goals

- Be mindful of that fact that basic and social emotional needs of students and staff must be met in order to optimize student learning and continued personal growth emotionally and academically.
- All students must have equitable access to effective instruction and standards-based grade level learning, and assessment/grading.
- Learning loss must be evaluated systemically and addressed through a clear plan.
- Standards based grade level instruction must occur within ALL learning models.
- Continued implementation of our Professional Learning Communities and other learning opportunities are critical to build capacity within and among staff and to continuously improve.

Learning Models

Charters must submit multiple learning plans to the Governing Board and to the Nevada Department of Education. (July 2020 current directives include: Phase 2 Guidance – (Directive 022) Less than 50% occupancy and Social Distancing, 20-day notice to families, Face Coverings – (Directive 024) Governor requires use of face coverings in all community settings. Governor indicates an exception for children ages 2-9.)

- Distance Learning (Use/augment plan from Spring 2020)
Students will be provided with material such as laptops/Wifi etc. Learning will be standards based.
- In-Person Learning
All students will return to the building with stringent protocols in place for distancing, sanitizing, etc.
- Hybrid Learning (Use portions/augment portions from Distance Plan Spring 2020)
Students will be broken into groups by families of “A” group and “B” group. Student groups will come to school on an alternating day schedule and will work from home on the days they are not in the school building.

Ex:

Mon.	Tues.	Wed.	Thurs.	Fri.
A	B	A	B	A
B	A	B	A	B

*Attendance protocols will be implemented consistently across the models with daily attendance being an expectation for ALL students. Protocols and processes will be implemented for hybrid and distance models for accounting for student attendance.

*Rigorous standards-based instruction and record keeping of work completion and grades will be implemented consistently across the models with variations of student learning products as adjusted by classroom teacher to meet learning model differences.

Survey data was gathered through an online platform from families regarding plans for back to school. There were 17 respondents in Spanish and 16 in English; not all respondents answered every question.

62% of Spanish respondents indicated a desire to return to school full time.

25% of Spanish respondents indicated a desire to return to school with limited student numbers.

75% of English respondents indicated a desire to return to school full time.

18% of English respondents indicated a desire to return to school with limited student numbers.

84% of Spanish respondents indicated a desire to return to school in August with safety protocols in place for staff and students.

79% of English respondents indicated a desire to return to school in August with safety protocols in place for staff and students.

80% of Spanish respondents indicated a desire for students to return to school “full time” on a Monday-Friday Schedule.

If full return to the school building was not possible:

53% of Spanish respondents indicated a desire for students to return to school on an accommodated schedule of every other day (Hybrid model).

30% of Spanish respondents indicated a desire for students to return to school on a ½ day schedule 5 days per week. (Hybrid model)

0% of Spanish respondents indicated a desire for students to be on a full time distance learning schedule. (Distance model)

67% of English respondents indicated a desire for students to return to school “full time” on a Monday-Friday Schedule.

If full return to the school building was not possible:

56% of English respondents indicated a desire for students to return to school on an accommodated schedule of every other day (Hybrid model).

24% of English respondents indicated a desire for students to return to school on a ½ day schedule 5 days per week. (Hybrid model)

6% of English respondents indicated a desire for students to be on a full time distance learning schedule. (Distance model)

School Capacity

Full classroom capacity is 498 including the cafeteria. Mariposa will use these capacity numbers to evaluate compliance with the directives provided by the governor and adjust planning and models for learning accordingly. As of July 2020, in accordance with the Governor’s Directive, 50% capacity is 249 people. Our current enrollment for the 20-21 school year is approximately 178 in grades PK-5.

Staff will use school capacity to break students into small groups when applicable for class size reduction.

Based on current assumptions and analysis of survey results, space and staffing, In-Person Learning is possible and the recommendation at this time. This recommendation is also in accordance with a statement from American Academy of Pediatrics (AAP); “the AAP strongly advocates that all policy considerations for the coming school year should start with a goal of having students physically

present in school.” This model will include implementation including but not limited to the following: social distancing, use of personal protective equipment (PPE), restrictions to close contact activities, use of protective barriers when applicable, enhanced cleaning & hygiene protocols, and screening protocols. Also, based on guidance from multiple resources including NDE and national experts, specific prioritizing of in-person instruction should be planned for English Learners.

Recommended Action: As of July 2020, the Board approves the recommendation for an In-Person learning model in which enrolled students attend school Monday through Friday receiving all instruction within the school setting; and the temporary use of distance learning or a hybrid model in the event of a student or group of students is excluded, or if the school is temporarily shut down due to outbreak.

Changes to the model will be rooted in data and or driven by directives, and phase guidelines as noted by local government, updated research, CDC guidelines, Health Department recommendations etc.

Safety and Health

At Mariposa, staff and students will be screened on a DAILY basis through self-screening measures as well as possible temperature screening prior to admittance to the building. Staff and families will be responsible for providing the school with accounting of their self-screening protocols on an “as requested” basis.

Mariposa will limit any nonessential visitors and volunteers. Parents/families will not be permitted in the building during the instructional day until data and restrictions permit. Parents and family volunteering and events will be evaluated as restrictions and data allows. If visitors are essential, health and safety protocols will be implemented.

Outbreak Response will be followed as directed by Washoe County Health Department.

No single health & safety measure in isolation will effectively mitigate the spread of COVID-19 or by other communicable disease. Therefore, a multi-layered approach, including but not limited to the following, will be used:

- Self-screening and remaining home if any illness symptoms are present.
 - In response to our consultation from the Health Department, a self-screening model will be most effective.
- Potential for daily temperature checks.
- Use of Personal Protective Equipment (PPE)
- Enhanced cleaning & hygiene protocols (Examples below)

Key Times to Wash Hands

You can help yourself and your loved ones stay healthy by washing your hands often, especially during these key times when you are likely to get and spread germs:

- **Before, during, and after** preparing food
- **Before** eating food
- **Before and after** caring for someone at home who is sick with vomiting or diarrhea
- **Before and after** treating a cut or wound
- **After** using the toilet
- **After** [changing diapers or cleaning up a child who has used the toilet](#)
- **After** blowing your nose, coughing, or sneezing
- **After** touching an animal, animal feed, or animal waste
- **After** handling pet food or pet treats
- **After** touching garbage
- Social distancing when applicable.

- Once at school, if a child appears to have any symptoms, follow typical protocols for intervention.
- The frequent cleaning of high touch surfaces and learning spaces will help mitigate the spread of the COVID-19 virus and other diseases.
- Washoe County Health District approved disinfectant will be used within classrooms throughout the day.
 - Nightly cleaning protocols remain in effect.
 - The enhanced cleaning measures support the health and safety of students and staff.
- Staff may be asked to engage in duties such as ongoing sanitizing and disinfecting throughout the instructional day.
- Custodial procedures and protocols will be refined through our outside vendor.
- Changes will be made to the family handbook and staff handbook to reflect items including but not limited to; attendance expectations, self-screening expectations, volunteer guidelines etc.
- The Director will use an opening survey for staff to gather data around social emotional needs and will use data to drive access to supports on an as needed basis. Ongoing dialogue and PD will be offered.
- The staff will use an opening survey for students and families to gather data around social emotional needs and will use data to drive access to supports on an as needed basis. This will be a similar process to the one used in the Spring of 2020.
- Mariposa will seek funding options such as grants or federal funds that will facilitate Social Emotional Learning for students and staff.

Use of Face Coverings


- Consistent with the Governor’s Directive 024, the use of face coverings for staff members, visitors and students age 10 and above, while on Mariposa property, is required. There are medical exceptions and exceptions for children 9 years of age and younger to this requirement.
- Given these exceptions, Mariposa will highly recommend the use of face coverings for students 9 years of age and younger and reserves the right to mandate use in situations of close personal contact.
- Mariposa will request that ALL students bring a mask to school on a daily basis for personal use. Mariposa will provide disposable masks on an as needed basis to students.
- Classroom and school environments will also provide distancing measures and “coverings” for students via shields in workspaces, restrooms, etc.
- Should the directives and restrictions from government officials be lifted, administration will develop a protocol based on data and research for times that the use of face coverings may necessary and times that they may not be practical.
- Face covering guidelines will be addressed on an ongoing basis in accordance with data, government directives, updated research, CDC guidelines, Health Department recommendations etc.
- Some of our students may not be able to wear a mask or face covering due to medical reasons. A doctor’s note must be provided by a medical physician on their letterhead.
- IEP/504 students may not be required to wear masks based on individual needs.

Recommended Action: It is recommended that consistent with the Governor’s Directive 024 in July 2020, including noted exceptions, Mariposa require the of use of face covering for staff members, visitors, and students age 10 and above while on Mariposa property. Additionally, Mariposa is highly recommending the use of face coverings for students 9 years of age and younger and reserves the right to mandate use in situations such as close personal contact.

REOPENING SCHOOLS HEALTH AND SAFETY PRACTICES

Each site is unique and what works at one, does not necessarily work at another. As sites plan for reopening campuses on August 17, 2020, leaders are developing strategic options to keep students, staff, and their community safe and healthy.

<p>Arrival/Departure</p> <ul style="list-style-type: none"> Alternative check in/drop off for pre-K, TK, and kinder students <input type="checkbox"/> Options for fewer students on buses <input type="checkbox"/> Daily health screening reminders <input type="checkbox"/> Directional indicators for traffic flow <input type="checkbox"/> Staggered arrival/departures <input type="checkbox"/> Utilize multiple entrances and exits <input type="checkbox"/> 	<p>Exercise/Activities</p> <ul style="list-style-type: none"> Athletic/co-curricular health and hygiene safeguards <input type="checkbox"/> No field trips or off-campus experiences <input type="checkbox"/> Virtual student assemblies/rallies <input type="checkbox"/>
<p>Common Areas</p> <ul style="list-style-type: none"> Breakfast/lunches in classrooms <small>(need to negotiate)</small> <input type="checkbox"/> Intercom reminders during passing/lunch periods <input type="checkbox"/> Consider revamping common break areas/staff lounges <input type="checkbox"/> Safety signage <input type="checkbox"/> Shift hallway traffic flow <input type="checkbox"/> Staggered student lunches/recesses <input type="checkbox"/> Physical distancing <input type="checkbox"/> Well child/sick child nurse areas <input type="checkbox"/> 	<p>General Safety Practices</p> <ul style="list-style-type: none"> Face coverings strongly encouraged/required <small>(need to negotiate)</small> <input type="checkbox"/> Physical distancing in offices, boardrooms, and elevators <input type="checkbox"/>
<p>Classrooms</p> <ul style="list-style-type: none"> Declutter classrooms to facilitate spacing <input type="checkbox"/> Hall pass restrictions <input type="checkbox"/> Limit sharing materials <input type="checkbox"/> Limit number of students/staff in restrooms <input type="checkbox"/> Reduce seating capacity in media centers/libraries <input type="checkbox"/> Physical distancing <input type="checkbox"/> Teachers move between classes, students stay <input type="checkbox"/> Virtual 504/IEP/teacher conferences <input type="checkbox"/> Special spacing for P.E. classes <input type="checkbox"/> 	<p>Guest/Visitors</p> <ul style="list-style-type: none"> Developing plans for student teachers/interns <input type="checkbox"/> Potentially reducing facility usage by outside organizations <input type="checkbox"/> Reduce employees/customers visits to offices <input type="checkbox"/> Reevaluate visiting practitioners <input type="checkbox"/> Reevaluate civic organizations on campus <input type="checkbox"/> Restrict parents/volunteers past main office <input type="checkbox"/>
	<p>Staff Considerations</p> <ul style="list-style-type: none"> Ensuring mandated lunches and breaks are taken <input type="checkbox"/> Office spacing/barriers <input type="checkbox"/> Physical distancing within office space <input type="checkbox"/> Telecommuting schedules on certain days (densely populated district offices like HR and Payroll) <input type="checkbox"/> Virtual staff meetings <input type="checkbox"/>

 Fresno Unified School District

Calendar

Mariposa's current approved calendar has a student start date of August 10th, 2020. Under the approval and guidance from State Superintendent Ebert (see communication excerpt below), Mariposa proposes to access the additional 5 Professional Learning days in order to support our school community. This allowance provides a possible total of 10 Professional Learning days for the 2020-2021 calendar school year. The previously approved school calendar included the access of 3 out of the 5 allowable Professional Development days. Administration requests the flexibility for potential use of the 2 remaining Professional Development days on an as needed basis if the situation warrants as such with the potential transition to alternate learning models etc.

Additional Professional Development Days

To support adequate instructional time for students as well as professional learning time for educators and staff, all school districts and charter schools may use up to an additional five (5) scheduled instructional days during the 2020-21 school year for professional development directly related to the school district charter school's response to COVID-19 (beyond the allowance per Nevada Administrative Code 387.120). Content of such professional development may include but is not limited to:

- Delivering distance education.
- Developing methods to evaluate and/or support students' preparedness for or progress during the 2020-21 school year.
- Health and safety requirements related to preventing the spread of COVID-19 and other illnesses, or
- Social emotional support for students and/or staff.

Proposed Calendar adjustments:

August 10th-August 14th state authorized professional development for staff.

August 13th-August 14th staff will offer "Back to School Orientation" for families through a virtual platform or scheduled school visits.

August 17th first day of in school instruction for students in First-Fifth grades.

August 17th-21st will be PK and Kindergarten assessment.

August 24th first day of PK and Kindergarten in school instruction.

August 2020							No School on Gray Shaded Days	
	M	T	W	TH	F	S	# of School Days =	16
						1	Aug. 6- First day for Teachers	
2	3	4	5	6	7	22	Aug. 10 - 1st-5th First Day of School	
9	10	11	12	13	14	29	Aug. 10-14 - Kinder - Assessments	
16	17	18	19	20	21		Aug. 17 - K First Day of School	
23	24	25	26	27	28		Aug. 25 - Back to School Night 5-6 PM	
30	31							

Preapproved 20-21 calendar

August 2020							No School on Gray Shaded Days	
S	M	T	W	TH	F	S	# of School Days =	16
						1	Aug. 6- First day for Teachers	
2	3	4	5	6	7	22	Aug. 17 - 1st-5th First Day of School	
9	10	11	12	13	14	29	Aug. 17- 20 PK Kinder - Assessments	
16	17	18	19	20	21		Aug. 24 PK/K First Day of School	
23	24	25	26	27	28		Aug. 25 - Back to School Night 5-6 PM	
30	31						August 10-14 Staff PD	

Proposed 20-21 changes

Administration requests the flexibility for potential immediate adjustment as needed in response to Governor’s Directives and or student/family needs. Additionally, administration requests the flexibility for potential use of the fall break, and one of the two weeks of break during spring if needed to make up for any lost instruction caused by any COVID-19 related shutdown. If needed, this communication will be provided to the Board immediately.

General Guidelines

- Gatherings, Visitors, and Field Trips
 - Pursue virtual group events, gatherings, or meetings, if possible, and promote social distancing of at least 6 feet between people if events are held. Limit group size to the extent possible.
 - Limit any nonessential visitors, volunteers, and activities involving external groups or organizations as possible.
 - Pursue virtual activities and events in lieu of field trips, student assemblies, special performances, school-wide parent meetings, as possible.
- Assessing Students' Skill Levels
 - Staff will assess student skill levels in all academic areas immediately upon return to the school year.
 - Staff will use data in weekly PLC meetings to identify the standards that were not covered during remote learning and make determinations to fill in learning gaps.
 - Staff will use established assessment protocols as well as informal assessments to gather student data within the first 2 weeks of school.
 - Staff will also use 2020 ACCESS scores for English Learner student data analysis and assessment for regression.
- Communal Spaces
 - Use of shared spaces such as the cafeteria and playgrounds will have capacity limits, staggered use, student sanitizing before and after use and clean and disinfect between use as applicable.
 - Use of physical barriers, such as plastic flexible screens, between bathroom sinks and in classrooms when applicable.
- Staggered Scheduling
 - The school may use a staggered arrival and pick up schedule to limit contact and direct contact with parents as much as possible.
- Staff Training
 - Train staff on all safety protocols through the Safe Schools platform.
 - Staff will engage in ongoing training on topics including but not limited to: safety, protocols, distance learning, SEL, online platforms etc.
- Communication with Families
 - Communication with students and families consistently and frequently.
 - Communication will be clearly defined in the case of need to transition to alternate learning models.
 - School will use media sources, personal contact, phone calls, and emails for providing information.
 - ALL staff will assist with communicating with families on an ongoing basis.
 - The return to in-person instruction will involve new health and safety protocols and potentially new schedules. The school will use multiple opportunities to “over-communicate” with parents about what the return to school will look like.
 - Information will be provided to families about how they can reinforce and help explain safety protocols at home with the use of videos and written supports.
 - School staff will update current contact information within the first week of school from families and to frequently ask for updated contact information, especially as changing financial circumstances during the pandemic may have required a move or a new phone or phone plan.
- Signs and Messages
 - Mariposa will follow recommendations from (CDC) for posting signs and messages in highly visible locations that reinforce safety precautions and promote every day protective measures in Spanish and English.
 - Mariposa will further follow CDC recommendations of providing regular announcements about reducing the spread of COVID-19 and will use CDC resources at [communications resources](#) main page as needed.

Symptoms of Coronavirus (COVID-19)

Know the symptoms of COVID-19, which can include the following:

Symptoms can range from mild to severe illness, and appear 2-14 days after you are exposed to the virus that causes COVID-19.

***Seek medical care immediately if someone has emergency warning signs of COVID-19.**

- Trouble breathing
- Persistent pain or pressure in the chest
- New confusion
- Inability to wake or stay awake
- Bluish lips or face

This list is not all possible symptoms. Please call your medical provider for any other symptoms that are severe or concerning to you.

[cdc.gov/coronavirus](https://www.cdc.gov/coronavirus)

Stop the Spread of Germs

Help prevent the spread of respiratory diseases like COVID-19.

6 ft
Stay at least 6 feet (about 2 arms' length) from other people.

Cover your cough or sneeze with a tissue, then throw the tissue in the trash and wash your hands.

When in public, wear a cloth face covering over your nose and mouth.

Do not touch your eyes, nose, and mouth.

Clean and disinfect frequently touched objects and surfaces.

Stay home when you are sick, except to get medical care.

Wash your hands often with soap and water for at least 20 seconds.

[cdc.gov/coronavirus](https://www.cdc.gov/coronavirus)

Síntomas del coronavirus (COVID-19)

Conozca los síntomas del COVID-19, que pueden incluir:

Los síntomas pueden ser de leves a graves, y aparecer de 2 a 14 días después de la exposición al virus que causa COVID-19.

***Busque atención médica de inmediato si alguien tiene signos de advertencia de emergencia del COVID-19.**

- Dificultad para respirar
- Dolor o presión persistente en el pecho
- Confusión de aparición reciente
- Dificultad para despertarse o mantenerse despierto
- Color azulado en los labios o el rostro

*Esta lista no incluye todos los síntomas posibles. Llame a su proveedor de servicios médicos por cualquier otro síntoma grave o que le preocupe.

[cdc.gov/coronavirus-es](https://www.cdc.gov/coronavirus-es)

Detenga la propagación de gérmenes

Ayude a prevenir la transmisión de enfermedades respiratorias como el COVID-19.

6 ft
Mantenga al menos 6 pies (aproximadamente la longitud de 2 brazos) de distancia de otras personas.

Cúbrase con un pañuelo desechable la nariz y la boca al toser o estornudar, luego bótelo en la basura y lávese las manos.

Cuando esté en un lugar público, use una cubierta de tela para la cara sobre su nariz y boca.

Evite tocarse los ojos, la nariz y la boca.

Limpie y desinfecte los objetos y superficies que se tocan con frecuencia.

Quédese en casa cuando esté enfermo, excepto para recibir atención médica.

Lávese las manos frecuentemente con agua y jabón por el menos 20 segundos.

[cdc.gov/coronavirus-es](https://www.cdc.gov/coronavirus-es)

Recommended Action: It is recommended that this plan be approved as written at this point in time with the data at hand. Administration requests the flexibility for potential immediate communication and adjustment as needed in response to Governor's directives, updated data/information, CDC guidelines, and or the demand for support of student/family needs.

References:

- <https://www.cdc.gov/coronavirus/2019-ncov/community/schools-childcare/guidance-for-schools.html>
- <https://www.isbe.net/Documents/Part-3-Transition-Planning-Phase-4.pdf>
- <https://www.reno.gov/government/departments/fire-department>
- <https://services.aap.org/en/pages/2019-novel-coronavirus-covid-19-infections/clinical-guidance/covid-19-planning-considerations-return-to-in-person-education-in-schools/>