

Optional Re-Opening Plan Template

School Name: Nevada Connections Academy

COMMUNICATION

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- *How will you communicate important information to families about the re-opening process?* As a virtual school, our school reopening differs very little from normal. While we typically have field trips and in-person 'meet the teacher' events, these have been moved to on-line for the foreseeable future.
- *How will you communicate with students, families, staff and other stakeholders about the actions your school will be taking to keep people safe and healthy?* We communicate via email, webmail, telephone, and 'Meet the Principal' town-hall style virtual events that we will use to ensure actions we are and will be taking to keep people safe and healthy.
- *How will you communicate with students, families, staff and other stakeholders about the actions individuals should take to protect themselves and others?* If we resume any in-person events during the pandemic we will use that same modes of communication regarding individual actions people can take to protect themselves and others.

RE-OPENING SCHOOL BUILDINGS

Nevada Connections Academy does not have any school buildings.

HUMAN RESOURCES

STAFF RETURN TO WORK

- *How will staff return to work?* Our teaching staff always works almost exclusively from home. Our office staff has been working primarily from home since March. The office staff will continue to work from home, rotating in the office each day if needed for coverage. It is likely that no more than one person will need to be in the office at a time, but if so, social distancing and/or masks will be utilized.
- *How will you address circumstances where staff are not comfortable returning to work or are identified as "vulnerable populations"?* If staff is not comfortable returning to work, they will continue to be able to work from home. If an unexpected need arises, a conversation will be had with the staff member to ensure all safety protocols (proper cleaning, masks, social distancing) are in effect for maximal protection for that staff member.
- *How will your staffing approach ensure strong implementation of your overall re-opening approach?* We have been discussing this weekly, and have all agreed that we will rotate in the office for "coverage" and will plan out any necessary in office tasks with the least amount of staff needed, and will acknowledge distancing protocols if needed.
- *How will you prepare for the possibility of increased staff absences due to illness and ensure that staff who are sick are able to stay home?* We already have a strong work from home strategy in place, and have what we need to get our tasks done. Examples such as postage/supplies/faxes and scanning is all remote, and we are able to rotate phones as needed through Jive. We have been fully functional since March.

GOVERNING BODY AND SCHOOL LEADERSHIP ROLE

- *How will you share consistent and up-to-date information with your governing body and school leadership?* This plan will be (or has been) shared with and approved by the Board. All decisions are discussed with school leadership prior to implementation.

- *How and to what extent will the governing body and school leadership weigh in on key decisions?* School leadership will jointly make key decisions. The Board will be informed of, and have the opportunity to weigh in on key decisions during monthly Board meetings.

LOGISTICS

FACILITIES MANAGEMENT

- *What adjustments will be made to the facility or use of the facility to support your re-opening plan and to minimize the risk of spreading COVID-19?* Staff are working almost exclusively from home. Also, the office is not open to students, staff, or the public as all business can be conducted virtually.
- *How and how frequently will you clean and sanitize various parts of the facility to minimize the risk of spreading COVID-19?* We have had janitorial do a deep cleaning, placed wipes in high touch places, and have posted the required signs throughout the building. We will maintain whatever current protocols are required if we need to be in the office together. We have notes to remind us to wipe down any surfaces we touch as well. The office will be cleaned and sanitized nightly except for on the weekends when no staff will be present.

ATHLETICS/EXTRA-CURRICULAR ACTIVITIES

- *How will the school adjust athletics and/or extra-curricular activities to minimize the risk of spreading COVID-19?* The school does not have an athletics program. Currently in-person extra-curricular activities are suspended for the foreseeable future. If in-person events resume during the pandemic attendees will be required to wear masks and asked to social distance whenever possible.

WELLNESS AND RECOVERY

SOCIAL-EMOTIONAL LEARNING – TIER 1

- *How will the school provide tier 1 (universal) social emotional supports to students?* As always, all students are placed with a homeroom teacher who has been trained and receives continuous bi-weekly support to address SEL needs.

TRAUMA-INFORMED PRACTICES – TIERS 1-3

- *How will the school monitor students, staff and families who may be struggling and evaluate their social emotional needs?* All students are placed with a homeroom teacher who has been trained and receives continuous bi-weekly support to address SEL needs.
- *What tier 1 (universal) trauma-informed practices will be in place?* All teacher have been trained on trauma-informed practices and all students are contacted on a bi-weekly basis, at minimum.
- *What tier 2 and tier 3 additional supports will be available to support students, families and staff that may be in need of more intensive support?* Students are identified by counselors/teachers if greater levels of support are needed. These supports include Child Welfare alerts as well as SEL mentors.

ACADEMICS – Path Forward Plan of Distance Education

(required for all schools not already approved by the Nevada Department of Education to provide full-time distance education to 100% of students)

Not required as NCA is a full-time distance education school to 100% of students.