



Ombudsman Arizona Charter Schools Roadmap to Reopening

Goal: To safely deliver our unique educational experience in a COVID-19 active environment. We prioritize the safety and well-being of the entire ChanceLight community including students, families, staff, and district/community partners.

Ombudsman Charter Schools, as part of the Chancelight community, have established this Roadmap for Reopening in conjunction with guidance provided by the Arizona Department of Education Roadmap for Re-Opening Schools 2020, relevant executive orders provided by the Governor, and the Center for Disease Control. This plan provides an overview of all aspects relevant to the opening of our schools during this unprecedented time but maintains focus on helping our student community meet academic needs and graduate from high school. The plan covers four main areas: **Opening of Facilities, Educational Experience, Health and Safety Protocols (Mitigation Strategies), and Communication.**

OPENING OF FACILITIES

Ombudsman Charter Schools will begin the first day of instruction on August 12th, under a distance learning instructional model in accordance with applicable executive orders issued by the Governor. School classrooms will physically open starting August 17th to provide free on-site learning opportunities for targeted students (access to the internet, device, support and wrap around services) as well as assist in providing access to targeted interventions and support. Considerations for implementing a hybrid learning model will include review of public health benchmarks provided by the Arizona Department of Health Services, guidance from county health officials, and local community needs and available resources. See corresponding document “Ombudsman Charter Schools – Safely Returning to In-Person Instruction”.

Ombudsman Charter Schools will remain committed to providing an individualized approach to learning and will consider the following when identifying the population that will return to in-person instruction.

1. Student and/or Parent preference
2. Student Graduation Plan
3. Student’s past success with attendance
4. Previous experience with remote learning
5. Student has proven successful with a hybrid model for learning
6. Student has not been able to benefit as much from synchronous learning based on age or skill level
7. Student is unable to participate in remote learning due to technology gaps or lack of internet
8. Student with increased vulnerability including chronic health issues, high risk family members, or anxiety issues regarding the return to school

EDUCATIONAL EXPERIENCE

The educational experience will emphasize continuous instruction, foster positive academic growth, promote student engagement and collaboration, keep students on track for graduation, while placing the health and safety of staff and students at the forefront. Each student will be provided an individualized course schedule for in-person and remote learning instructional models allowing the



upmost flexibility for students as needs change. The Ombudsman charter staff is committed to providing a remote learning experience that connects students with their teachers, classroom peers, and

emphasizes the use of Microsoft 365 applications. The Microsoft TEAMS environment will drive the educational experience for students to ensure that regardless of in-person or remote learning, they are still connected. A distance (remote) learning plan with specific action steps and detail has been submitted to the Arizona State Board for Charter Schools as required and is posted on the Ombudsman website.

An overview of the Ombudsman Charter Schools distance (remote) learning plan and in-person instruction following social distancing guidelines is as follows:

Connect, Collaborate, and Graduate

Connect:

1. Every student is provided a Microsoft Account and a Chancelight e-mail that will be used during remote and in-person instruction
2. Every student is assigned a mentor teacher (the mentor teacher is their 1st hour teacher). Students attending in-person instruction will remain in their first hour classroom to adhere to social distancing guidelines
3. Every student will participate in an Orientation process led by the mentor teacher which will provide instructions on accessing TEAMS, e-mail, learning platforms, and norms for the TEAMS environment
4. Every student is provided a student schedule that follows a master schedule for all assigned courses
5. Every student is provided clear expectations about how to successfully engage in remote and in-person instruction
6. Every student will be counted as engaged and present by attending a TEAMS call, communicating directly with the mentor teacher, attending remote or in-person tutoring sessions, participating in independent or project based learning opportunities, or if the student is physically in the building for in-person instruction
7. Students are connected to the STAR Math and Reading assessment upon enrollment, mid quarter, and at the end of the year

Collaborate:

1. During Orientation and as needed, all students are trained on the use of TEAMS and Microsoft collaborative applications
2. Students are provided opportunities for collaboration with staff and other students daily
3. Teachers promote collaboration with course projects aligned to standards
4. Teachers promote collaboration and learning with video or camera component enabled during TEAMS calls
5. A Master Schedule has TEAMS meetings to provide synchronous learning opportunities
6. A Master Schedule allows for targeted time to address achievement gaps and tutoring needs
7. A Master Schedule allows for integrated social emotional learning lessons

Graduate

1. Analysis of previous course work and skill levels to assist in developing the graduation path for each student
2. An Individualized course schedule that outlines courses needed to graduate and includes college and career ready initiatives
3. The expectation for every student is to stay on track to graduate regardless of in-person or remote learning
4. For students with special needs, accommodations are provided according to the IEP during remote learning to allow for continued success and confidence. Students are highly encouraged to attend on-site support services and/or in-person instruction.
5. For English language learner students, integrated and dedicated instructional time will be provided based on guidance set forth by the Arizona Department of Education. Students are highly encouraged to attend on-site support services and/or in-person instruction.

HEALTH AND SAFETY PROTOCOLS (MITIGATION STRATEGIES)

The health and safety of our staff and students is our top priority. Every effort will be made to social distance and prevent close contact for extended period of times. We are committed to supporting a healthy learning environment and will implement the following **mitigation strategies** as outlined by the Center for Disease Control and Prevention to keep staff and students safe:

Building, Classrooms and Cleaning

1. Upon entry, all students, staff, visitors, and district personnel must have conducted a self-health check and verify they are symptom free, wear a face covering (one will be provided if needed) and use the provided hand sanitizer upon entering the building.
2. Signage with information about health precautions for students, staff, and visitors, including social distancing measures and practicing good hand hygiene, will be posted at the front of the building and throughout the school and classrooms.
3. Signage will be posted at school entry stating **face coverings** are also required. Specifically, all staff and students are required to wear face coverings while arriving, attending, and departing from school campus (except when eating, drinking, or engaging in physical activity). Signage will also be posted in high visibility areas to remind students and staff that face coverings are required and the appropriate use of coverings. Persons excluded from face covering requirements include: (1) anyone who has trouble breathing or is unconscious, incapacitated, or otherwise unable to remove the covering without assistance, (2) students who are unable to tolerate a face covering, (3) anyone who is hearing impaired or communicating with a person who is hearing impaired, and (4) anyone for whom wearing a face covering would create a risk to the person related to their work.

4. Students and staff will not share classroom supplies or objects. When students are on site at the school, needed supplies will be assigned to each student including the use of the same laptop throughout the duration of the session or day.
5. Classrooms will operate at a capacity where desks are spaced 6 feet apart. Students will be required to wash hands or use hand sanitizer upon entry into the classroom and face coverings will be required. Students will remain in the same classroom with the same group of students for the duration of time they are on site at the school to reduce exposure for staff and students.
6. The following areas will be disinfected regularly during the day, upon departure of each session, and upon indication of additional need: Students desks, restrooms, counters, workstations, employee only areas, and front entry area.
7. Touchpoints, including the following, will be disinfected frequently, upon departure of each session, and upon indication of additional need: Laptops, Keyboards, Calculators, Monitors, Desks, Admin Phones, Light Switches, Doorknobs/Door Handles, Copy Machines, Drawer Handles and Exterior Building Door Handles.
8. Students will be allowed a water bottle for personal use as water fountains will not be in use.

COVID 19 Case Notification and Quarantine

1. To prepare for when someone gets sick, the school will separate the staff and or student with COVID-19 symptoms (such as fever, cough, or shortness of breath). The parent or family member will be contacted immediately and be requested to pick up student or staff member if needed. A designated area or room will be provided for the student or staff to wait while family is being contacted and transportation is being secured.
2. Staff and students who were sent home or were in proximity (within six feet) to the sick person for a prolonged period (30 minutes or more) will be asked to stay home and initiate remote learning. This will include the cohort group of staff and students within an assigned classroom. If any staff or students within that cohort group show COVID-19 symptoms, or test positive for COVID-19, they will be asked to quarantine for 14 days under CDC guidance to ensure the infection does not spread. We will encourage all students and staff to remember, play it safe, stay home, stay in touch with the school, continue the remote learning plan, and monitor health.
3. After a confirmed COVID-19 case, Ombudsman Charter Schools will follow CDC guidelines for cleaning and disinfecting. Our staff or our third-party contractor will clean and disinfect all areas used by the ill person, focusing especially on frequently touched surfaces.
4. Following a confirmed COVID-19 case, and as recommended by the CDC, we will notify all staff and students without revealing any confidential medical information such as the name of the employee or name of the student to ensure quarantine recommendations are followed.

Home Screening and Self-Health Checks for Staff and Students

1. Self-health checks including temperature and symptom checks will be required of each staff member before reporting to work. We encourage students to conduct self-health checks with temperature checks and symptom checks before they are in physical attendance and will verify verbally upon entering the building.



2. Upon conclusion of self-health checks, staff, or students with a temperature greater than 100.4 or who have flu like symptoms should not report to school for physical attendance and should call the school to report the illness. The school will excuse the absence and initiate contacting all staff and students within the cohort group to whom they have been exposed while

maintaining confidentiality. As suggested by the CDC, symptoms may appear 2-14 days after exposure to the virus with a wide range of symptoms. If you are unsure of your symptoms, play it safe, notify the school and initiate remote learning.

COMMUNICATION PLAN

Comprehensive communication will take place from Ombudsman Charter Schools utilizing the identified communication tools and procedures.

Communication Tools

1. School Messenger - Safe Arrival Notification System
2. Microsoft Applications Including: Sharepoint, Texting, E-mail, TEAMS Messaging
3. Social Media Outlets
4. Website
5. Mailings
6. Phone calls from Administrative Assistants and Outreach Specialist
7. Messaging through Instructional Platforms
8. English, Spanish, and other language translations are provided as needed

Communication Procedures

The School Principal will issue information to key audiences on a daily, weekly, or bi-weekly basis as needed and in alignment with centralized messages.

The District Administrative Office will update main landing page on district website, as well as each individual school website as needed to support central messages.

The following messages will be communicated prior to opening:

1. Calendar and Start Date – “We Are Open and Here to Help” Central Message
2. Health Protocols – “Stay Home When Sick” Central Message
3. Remote Learning and the Educational Experience – “Connect, Collaborate, Graduate” Central Message

The following information will be provided on the first day of school or when a student starts:

1. General COVID-19 Information
2. Student Handbook
3. Mandatory Immunizations Reminders
4. Strategies to Manage Stress and Anxiety
5. Community Based Services and Support
6. Connect, Collaborate, Graduate Expectations for In-Person and Remote Learning



As we navigate this unprecedented time, we want students and families to be reassured we are committed to helping you succeed and graduate. If you need assistance or additional resources, you can contact our Administrative Office at 602-840-2997. We are here to help and ready to assist our students to Connect, Collaborate, and Graduate.

For the Academic Year 2020-2021:

- Ombudsman Charter Schools will provide in-person, on-site supports for targeted students
- Ombudsman Charter Schools will provide virtual/remote learning access for all students
- Ombudsman Charter Schools will provide in-person instruction in a hybrid learning model when public health benchmarks are met
- Ombudsman Charter Schools will follow mitigation strategies as outlined in the Ombudsman Roadmap to Reopening
- Ombudsman Charter Schools will set up classrooms to meet physical distancing requirements as well as place students in cohorts when providing on-site supports and a hybrid learning model
- Ombudsman Charter Schools will use public health benchmarks from AZDHS “Safely Returning to In-Person Instruction” prior to implementing a hybrid learning model (see below)
- Ombudsman Charter Schools will evaluate AZDHS benchmarks bi-weekly to determine the ability to increase the number of students attending in-person and initiate a hybrid learning model, see [AZDHS Dashboard and Benchmarks](#)
- Ombudsman Charter Schools will decrease the number of students attending in-person instruction if benchmark categories begin to show substantial community transmission

Safely Returning to In-Person Instruction



ARIZONA DEPARTMENT OF HEALTH SERVICES



Cases

New cases per 100,000 population
Minimal: less than 10
Moderate: 10 - 100
Substantial: greater than 100



Percent Positivity

Percent of positive COVID-19 tests
Minimal: less than 5%
Moderate: 5 - 10%
Substantial: greater than 10%



COVID-Like Illness

COVID-19 ER visits & hospitalizations
Minimal: less than 5%
Moderate: 5 - 10%
Substantial: greater than 10%



Initial Opening
ADHS recommends schools or school districts meet all 3 benchmarks at the county level in moderate or minimal transmission category for two weeks in order to begin hybrid learning.

Are new cases in minimal or moderate transmission category for two weeks?
or
Is there a two-week decline in the number of new cases?

NO →  Substantial transmission: Maintain virtual learning

↓ **YES**

Is the percent of positive COVID-19 tests less than 7% for two weeks?

NO →  Substantial transmission: Maintain virtual learning

↓ **YES**

Are ER visits and hospitalizations for COVID-19 in minimal or moderate transmission for two weeks?

NO →  Substantial transmission: Maintain virtual learning

↓ **YES**

 **Opening benchmarks met
Consider Hybrid learning model**



Monitoring Benchmarks
ADHS recommends schools work with their local health departments. After transitioning to a hybrid model, schools should consider resuming virtual learning when one or more benchmark categories are in substantial transmission.