

SCHS District Plans	ADE RoadMap Considerations		District To-Dos
District Mitigation and Readiness Plan	Scenario Overview	Scenario One: All Students in Physical Buildings	
		Scenario Two: Some Students in Physical Buildings and Some Students Distance Learning	
		Scenario Three: All Students Distance Learning	
		Scenario Four: Free Onsite Learning and Support Services	
Mitigation and Reopening Plan by Site	Physical Distance Plans	Modified Layouts	social distance diagramming on ground; arrows to control traffic flow (can we find professional stickers)
		Create Smaller Class Sizes	
		Staggered Scheduling	schedule DRP students into sessions; Trad students-do we get paid?
		Communal Spaces	
Distance Learning Plan	Mitigating Behaviors	Staying Home when Appropriate.	Google form to survey symptoms each morning before coming to campus (completed for Employees/Visitors; can do same one for students)
		Screening	order thermometers (Need 7 - one for each campus), keep log of daily entries for exposure tracing (completed using Google Form Screener - see above)
		Hand Hygiene and Respiratory Etiquette	order sanitizing stands/stations (Need 7 - one for each campus)
		Cloth Face Coverings	face masks have been ordered; face shields for staff ?
		Adequate Supplies	ensure inventory of EPA approved disinfectants; send EPA link to principals;
COVID Protocols for Employees	Healthy Environment	Signs and Messages	entrance signs with protocols, prevention/safety posters (
		Cleaning and Disinfection	need plan for disinfecting after exposure (do we get a couple foggers?), schedule training from Waxie or other company; keep log of disinfecting; Create district order form for mandated supplies
		Shared Objects	press n' seal to cover keyboards?/ toilet seat covers
Teleworking Plan By Position	Healthy Environment	Ventilation	
		Water Systems	consider bottle fillers or have bottled water available
		Protections for Staff and Children at Higher Risk for Severe Illness from COVID-19	DRP work from home; Trad can be homebound maybe if state requires them to be on site
		Regulatory Awareness	
	Healthy Operations	Gatherings, Visitors, Field Trips	
		Identifying Small Groups and Keeping Them Together (Cohorting)	
		Designated COVID-19 Point of Contact	
		Participation in Community Response Efforts	
		Communication Systems	
		Leave (Time Off) Policies and Excused Absence Policies	consult with Maria
		Back-up Staffing Plan	Plan A - remote teachers, Plan B- district administrators,
		Staff Training	
		Recognize Signs and Symptoms	
		Sharing Facilities	
	Mental Health	Support Coping and Resilience	
		Advise Staff and Families of Sick Students of Home Isolation Criteria	

	When Someone Gets Sick	Isolate and Transport Those Who are Sick	
		Clean and Disinfect	
		Notify Health Officials and Close Contacts	
	Technology	Computing Devices & Connectivity	
		Mobile Device Management, Instructional and Communication Platforms	
		Student/Family Support and Privacy and Security Considerations	
		Computer Labs & Carts	
		Technology Links	

ADE RoadMap Considerations		Detailed Plans for Site/Campus
Scenario Overview	Scenario One: All Students in Physical Buildings	Survey will be sent out to determine number of students wanting to come on campus. If the numbers exceed the ability to space students at least 6 feet apart, appointed 2 hour work sessions will be signed up for separated by a 30 minute cleaning time between each session.
	Scenario Two: Some Students in Physical Buildings and Some Students Distance Learning	Students will schedule for on campus time 2 hour block by appointment only only starting 8/17/20. No Drop ins will be allowed. Seating will be 6 feet+ apart. Cleaning protocols in alignment with the CDC guidelines will be in place and will occur during 30 min. disinfecting times between each session. Masks encouraged, but not required as 6 ft. distancing will be enforced. Masks will be required if instructional support is needed and distancing can not be maintained.
	Scenario Three: All Students Distance Learning	Students will receive instructional support via hangouts and phone calls. Office remains open. Teachers work on campus. IA mentors from home. 1:1 student meetings with mentors can occur on campus with proper sanitizing, distancing and precautions.
	Scenario Four: Free Onsite Learning and Support Services	Students will schedule for on campus time 2 hour block by appointment for mentoring, instructional, environmental or emotions support starting 8/17/20. No Drop ins will be allowed. Seating will be 6 feet+ apart. Cleaning protocols in alignment with the CDC guidelines will be in place and will occur during 30 min. disinfecting times between each session. Masks encouraged, but not required as 6 ft. distancing will be enforced. Masks will be required if instructional or emotional support is needed and distancing can not be maintained. Appointments with the district social worker can be arranged and a private space will be provided if needed. Intake Meetings for potential and new students will be offered in person with proper distancing or mask wearing enforced.
Physical Distance Plans	Modified Layouts	Seating will be 6 feet apart. Seating in reception area will be spaced 6 feet apart.
	Create Smaller Class Sizes	15 students max at any given time in the classroom.
	Staggered Scheduling	Will offer two hour 'appointment blocks' for students attending on campus. Drop ins will only be allowed for those sections with vacancies.
	Communal Spaces	Kitchen seating limited to 1 at a time. Conference room limited to four people maximum.
Mitigating Behaviors	Staying Home when Appropriate.	ALL staff and students will stay home with any sign of 'unwellness' to include fever, congestion, cough, sore throat, nausea, loss of taste.
	Screening	Students will sign in each day, be 'screened' by Wanda through conversation with each student asking if they have been around anyone diagnosed with illness in the last 48 hours and if they are unwell in any way. Any signs of congestion or 'unwellness', the students will be asked to work from home. Students will complete the online COVID screener before entering the classroom.
	Hand Hygiene and Respiratory Etiquette	Hand sanitizer will be used upon entry to SCHS- Glendale. Sneezing will be in the elbow while turning away from others with immediate use of disinfecting wipes or spray to any nearby surfaces. Frequent hand washing during the work block will be encouraged by students and staff.
	Cloth Face Coverings	Available to all and encouraged. Required in the case 6 foot physical distancing is not possible.
	Adequate Supplies	Masks, disinfecting wipes/spray, hospital grade disinfectant, hand sanitizers, vacuum and mop. There will be several 'Sanitation stations' throughout the site with adequate wipes, sanitizer, and disinfectant spray/paper towels and masks. People would be encouraged to supply their own masks, but we need to have many available.
	Signs and Messages	Sign on front desk to indicate any sign on illness means students work at home. Masks encouraged. Sign on front desk indicating hand sanitizer required before entering the work space. Sign on Front desk indicating masks recommended and 6ft distancing is required. Water fountains will have a sign indicating 'use for water bottles only.
Healthy Environment	Cleaning and Disinfection	All surfaces will be disinfected at the outset of the day. Students will wipe down borrowed laptops and their seat/table before leaving. Pens, calculators and other community tools will be disinfected after each use.
	Shared Objects	Bathrooms will be disinfected at a minimum Four times a day. (7am, 10am, 1pm, 3:30pm) Students will be asked to use paper towels to open and close bathroom doors and asked to wipe down surfaces after use. Toilet seat covers? Encourage students to bring own supplies. We will have two sets of supplies- sanitized and needs to be.
	Ventilation	A/C filters changed according to manufacturer guidelines. Hepa filters in vacuum as available.
	Water Systems	Water fountains used for filling water bottles only. Cups will be available for those without a container.
	Protections for Staff and Children at Higher Risk for Severe Illness from COVID-19	Masks required and work far from others. Work from home can be considered for staff in certain cases as deemed necessary by a doctor.
	Regulatory Awareness	Updated CDC guidelines will be posted on the front door, at the sign-in/reception area and in bathrooms and kitchen.
	Gatherings, Visitors, Field Trips	No field trips until further notice. School wide events/gatherings may be offered at staggered times alphabetically to maintain physical distancing.

Healthy Operations	Identifying Small Groups and Keeping Them Together (Cohorting)	Small groups will not exceed three students with 1 teacher- spaced seating.
	Designated COVID-19 Point of Contact	Principal
	Participation in Community Response Efforts	We will follow any and all efforts that are appropriate.
	Communication Systems	School wide Messenger, emails (Personal and SCHS) and messaging through Edgenuity.
	Leave (Time Off) Policies and Excused Absence Policies	In accordance with district guidelines and the employee handbook.
	Back-up Staffing Plan	Principal will step in to cover significant gaps in teaching staff. District or remote teacher support will be solicited in the case NO teachers or IA's are available on a given day. If an extended gap in instructional support occurs, students will work from home with virtual instructional support.
	Staff Training	Before returning, all staff will be trained on the inherent risks with working with the public, cleaning protocols to reduce risks and new behavioral/distancing guidelines... with a published powerpoint stored in the shared drive for review at any time.
	Recognize Signs and Symptoms	Congestion, fever, loss of taste, sore throat, cough, nausea, general feeling of being 'unwell'.
	Sharing Facilities	All surfaces will be disinfected at the outset of the day. Students will wipe down borrowed laptops and their seat/table before leaving. Bathrooms will be disinfected at a minimum four times a day.
Mental Health	Support Coping and Resilience	Partner with Jessica and Lauren in how best to support students with anxiety, stress reduction and resiliency. This will be shared at PLCs. Mentors will be trained. Principal will monitor all mentor notes to assure needs are being addressed. Other resources to be shared with staff: https://www.understood.org/en/school-learning/for-educators/empathy/5-tips-for-supporting-students-socially-and-emotionally-during-distance https://www.common Sense.org/education/articles/4-best-practices-for-distance-learning-to-support-students-who-learn-and-think-differently https://www.facultyfocus.com/articles/online-education/identifying-and-supporting-struggling-students-in-online-courses/
When Someone Gets Sick	Advise Staff and Families of Sick Students of Home Isolation Criteria	https://www.cdc.gov/coronavirus/2019-ncov/if-you-are-sick/quarantine-isolation.html
	Isolate and Transport Those Who are Sick	If a student falls ill while in attendance at SCHS and can not transport self, emergency contacts alerted, 911 contacted in a dire emergency.
	Clean and Disinfect	In the case a student in attendance contracts COVID-19, the site will be closed until deep cleaning can be conducted. Per CDC, Wait 24 hours before cleaning and disinfecting to minimize potential for other employees being exposed to respiratory droplets. If waiting 24 hours is not feasible, wait as long as possible. During this waiting period, open outside doors and windows to increase air circulation in these areas.
	Notify Health Officials and Close Contacts	Notify district and send official letter from CDC to students when there is a confirmed case from a doctor.
Technology	Computing Devices & Connectivity	Computers will be loaned based on availability and principals will work with families to assist with internet connection at home
	Mobile Device Management, Instructional and Communication Platforms	School messenger, Google Hangouts, Zoom, phone, Clever, OW/Edgenuity
	Student/Family Support and Privacy and Security Considerations	Notify district and send official letter from CDC to students when there is a confirmed case from a doctor.
	Computer Labs & Carts	Each computer sanitized before and after use. Cart handles, door and top will be sanitized three times a day. 7am, 11:30 and 3:30.
	Technology Links	https://www.azed.gov/communications/2020/03/10/guidance-to-schools-on-covid-19/ , All other pertinent links will be on CLEVER.

ADE RoadMap Considerations		Detailed Plans for Site/Campus
Scenario Overview	Scenario One: All Students in Physical Buildings	Start Date: 8/17/2020-Following CDC guidelines-and Executive Order given by Mayor of Phoenix. Physically distance students/set up tables so students are 6 feet apart. All students and staff must wear face coverings per Executive order given by Mayor. If numbers are too high...we will have to set up dates and times for students to commit to come into the Learning Center Max Capacity of 24 students at a time during a sign-up 2 hour session window beginning at 8:00, 10:30 and 1:00 (to allow for sanitizing, cleaning, etc)
	Scenario Two: Some Students in Physical Buildings and Some Students Distance Learning	Students with a graduation plan for 5/21 will schedule for on campus time 2 hour block by appointment only starting 8/3/20, if allowed by executive order, to manage overall student numbers. Seating will be 6 feet apart. Cleaning protocols in alignment with the CDC guidelines will be in place. Masks required and 6 ft. distancing will be enforced- unless mandated by executive or local order. Sign-up of 2 hour blocks will be available (other students will be invited to sign up if room). Teachers will be available throughout the day. 4/2 hour sessions, 30 students per session x 4 sessions 120 capacity per day. 2019-20 school year an average of 60 students attended each day.
	Scenario Three: All Students Distance Learning	All students have the ability to do distance learning through OW/Edgenuity..
	Scenario Four: Free Onsite Learning and Support Services	
Physical Distance Plans	Modified Layouts	10 students per classroom (Kroc guidelines)
	Create Smaller Class Sizes	I estimate 30 students max at any given time.
	Staggered Scheduling	Will offer two hour 'appointment blocks' for students attending on campus. Drop ins will only be allowed for those sections with vacancies.
	Communal Spaces	Mentor/work room limited to four people. Signage regarding best practices will be posted both outside and inside the bathrooms.
Mitigating Behaviors	Staying Home when Appropriate.	ALL staff and students will stay home with any sign of 'unwellness' to include fever, congestion, cough, sore throat, nausea, loss of taste.
	Screening	Students will sign in each day, be 'screened' by Karina through conversation with each student asking if they have been around anyone diagnosed with illness in the last 48 hours and if they are unwell in any way. Any signs of congestion or 'unwellness', the students will be asked to work from home. Temperature checks will be administered for anyone entering the building (if anyone has a temperature of 100 degrees+, they will be asked to work from home/leave the building).
	Hand Hygiene and Respiratory Etiquette	Hand sanitizer will be used upon entry to KROC. Sneezing will be in the elbow while turning away from others with immediate use of disinfecting wipes or spray to any nearby surfaces. Frequent hand washing during the work block will be encouraged by students and staff.
	Cloth Face Coverings	Required while in attendance
	Adequate Supplies	Masks, disinfecting wipes/spray, hospital grade disinfectant, hand sanitizers, vacuum and mop. There will be several 'Sanitation stations' throughout the site with adequate wipes, sanitizer, and disinfectant spray/paper towels and masks. People would be encouraged to supply their own masks, but we need to have many available.
	Signs and Messages	Sign on front door to indicate any signs of illness means students will work at home. Masks are mandatory. Sign on front desk indicating hand sanitizer required before entering the work space. Sign on Front desk indicating masks and 6ft distancing is required. Water fountains will have a sign indicating "use for water bottles only".
Healthy Environment	Cleaning and Disinfection	All surfaces will be disinfected at the onset of the day. Students will wipe down borrowed laptops and their seat/table before leaving. Pens, calculators and other community tools will be disinfected after each use. KROC will clean all common areas throughout the day.
	Shared Objects	Bathrooms will be disinfected at a minimum four times a day. (7am, 10am, 1pm, 3:30pm) Students will be asked to use paper towels to open and close bathroom doors and asked to wipe down surfaces after use. KROC will clean all common areas throughout the day.
	Ventilation	A/C filters changed according to manufacturer guidelines. Hepa filters in vacuum as available. KROC will clean all common areas throughout the day and maintain clean ventilation system.
	Water Systems	Water fountains used for filling water bottles only. Cups will be available for those without a container. KROC will clean all common areas throughout the day.
Healthy Operations	Protections for Staff and Children at Higher Risk for Severe Illness from COVID-19	CDC/State/County/City/KROC Operating Guidelines. Masks required and work far from others. Work from home can be considered for staff in certain cases as deemed necessary by a doctor/SCHS VPO.
	Regulatory Awareness	CDC/State/County/City/KROC Operating Guidelines. Updated CDC guidelines will be posted on the front door, at the sign-in/reception area and in bathrooms abd kitchen.
	Gatherings, Visitors, Field Trips	No field trips until further notice. School wide events/gatherings may be offered at staggered times alphabetically to maintain physical distancing.
	Identifying Small Groups and Keeping Them Together (Cohorting)	Small groups will not exceed three students with 1 teacher- spaced seating.
	Designated COVID-19 Point of Contact	Principal
	Participation in Community Response Efforts	We will follow any and all efforts that are appropriate.
	Communication Systems	School wide Messenger, emails (Personal and SCHS) and messaging through Edgenuity.
Leave (Time Off) Policies and Excused Absence Policies	In accordance with district guidelines and the employee handbook.	

	Back-up Staffing Plan	Principal will step in to cover significant gaps in teaching staff. District or remote teacher support will be solicited in the case NO teachers or IA's are available on a given day. If an extended gap in instructional support occurs, students will work from home with virtual instructional support. Please let me know if I can answer any questions. We value our partnership with you and appreciate the support during this pandemic craziness.
	Staff Training	Before returning, all staff will be trained on the inherent risks with working with the public, cleaning protocols to reduce risks and new behavioral/distancing guidelines... with a published powerpoint stored in the shared drive for review at any time.
	Recognize Signs and Symptoms	Congestion, fever, loss of taste, sore throat, cough, nausea, general feeling of being 'unwell'.
	Sharing Facilities	All surfaces will be disinfected at the outset of the day. Students will wipe down borrowed laptops and their seat/table before leaving. Bathrooms will be disinfected at a minimum four times a day.
Mental Health	Support Coping and Resilience	Partner with Jessica and Lauren in how best to support students with anxiety, stress reduction and resiliency. This will be shared at PLCs. Mentors will be trained. Principal will monitor all mentor notes to assure needs are being addressed. Other resources to be shared with staff: https://www.understood.org/en/school-learning/for-educators/empathy/5-tips-for-supporting-students-socially-and-emotionally-during-distance https://www.commonsense.org/education/articles/4-best-practices-for-distance-learning-to-support-students-who-learn-and-think-differently https://www.facultyfocus.com/articles/online-education/identifying-and-supporting-struggling-students-in-online-courses/
When Someone Gets Sick	Advise Staff and Families of Sick Students of Home Isolation Criteria	https://www.cdc.gov/coronavirus/2019-ncov/if-you-are-sick/quarantine-isolation.html
	Isolate and Transport Those Who are Sick	If a student falls ill while in attendance at SCHS and can not transport self, emergency contacts alerted, 911 contacted in a dire emergency.
	Clean and Disinfect	In the case a student in attendance contracts COVID-19, the site will be closed until deep cleaning can be conducted. Per CDC, wait 24 hours before cleaning and disinfecting to minimize potential for other employees being exposed to respiratory droplets. If waiting 24 hours is not feasible, wait as long as possible. During this waiting period, open outside doors and windows to increase air circulation in these areas.
	Notify Health Officials and Close Contacts	Notify district and send official letter from CDC to students when there is a confirmed case from a doctor.
Technology	Computing Devices & Connectivity	Computers will be loaned based on availability and principals will work with families to assist with internet connection at home
	Mobile Device Management, Instructional and Communication Platforms	School messenger, Google Hangouts, Zoom, phone, Clever, OW/Edgenuity
	Student/Family Support and Privacy and Security Considerations	Notify district and send official letter from CDC to students when there is a confirmed case from a doctor.
	Computer Labs & Carts	Each computer sanitized before and after use. Cart handles, door and top will be sanitized three times a day. 7am, 11:30 and 3:30.
	Technology Links	https://www.azed.gov/communications/2020/03/10/guidance-to-schools-on-covid-19/ , All other pertinent links will be on CLEVER.

ADE RoadMap Considerations		Detailed Plans for Site/Campus
Scenario Overview	Scenario One: All Students in Physical Buildings	Start Date: 8/17/2020-Following CDC guidelines-and Executive Order given by Mayor of Phoenix. Physically distance students/set up tables so students are 6 feet apart. All students and staff must wear face coverings per Executive order given by Mayor. If numbers are too high...we will have to set up dates and times for students to commit to come into the Learning Center Max Capacity of 20 students at a time during a sign-up 2 hour session window beginning at 8:00, 10:30 and 1:00 (to allow for sanitizing, cleaning, etc)
	Scenario Two: Some Students in Physical Buildings and Some Students Distance Learning	Students with a graduation plan for 5/21 will schedule for on campus time 2 hour block by appointment only starting 8/3/20, if allowed by executive order, to manage overall student numbers. Seating will be 6 feet apart. Cleaning protocols in alignment with the CDC guidelines will be in place. Masks required and 6 ft. distancing will be enforced- unless mandated by executive or local order. Sign-up of 2 hour blocks will be available (other students will be invited to sign up if room). Teachers will be available throughout the day. Max Capacity of 20 students at a time during a sign-up 2 hour session window beginning at 8:00, 10:30 and 1:00 (to allow for sanitizing, cleaning, etc)
	Scenario Three: All Students Distance Learning	Students will receive instructional support via hangouts and phone calls. Office remains open. Teachers work on campus. IA mentors from home. 1:1 student meetings with mentors can occur on campus with proper sanitizing, distancing and precautions.
	Scenario Four: Free Onsite Learning and Support Services	
Physical Distance Plans	Modified Layouts	Seating will be 6 feet apart. Seating in reception area will be spaced 6 feet apart. Sanitizing station available when entering the campus (hand sanitizer, masks, etc) . Students will be given a mask if they are not wearing one when they enter the building. AA will have a plexiglass barrier for her desk.
	Create Smaller Class Sizes	Max capacity at any given time during the available 2 hour block sessions (3x20=60 students total each day)
	Staggered Scheduling	Will offer 2-hour 'appointment blocks' for students attending on campus. Drop ins will only be allowed for those sections with vacancies.
	Communal Spaces	Kitchen seating limited to 1 at a time. Mentor/work room limited to 1 person. Bathroom procedure will follow YMCA guidelines and procedures.
Mitigating Behaviors	Staying Home when Appropriate.	ALL staff and students will stay home with any sign of 'unwellness' to include fever, congestion, cough, sore throat, nausea, loss of taste.
	Screening	Students will sign in each day, be 'screened' by Dulce/Karla through conversation with each student asking if they have been around anyone diagnosed with illness in the last 48 hours and if they are unwell in any way. Any signs of congestion or 'unwellness', the students will be asked to work from home. Temperature checks will be administered for anyone entering the building (if anyone has a temperature of 100 degrees they will be asked to work from home/leave the building).
	Hand Hygiene and Respiratory Etiquette	Sanitizing station will be available - Hand sanitizer will be used upon entry to campus. Sneezing will be in the elbow while turning away from others with immediate use of disinfecting wipes or spray to any nearby surfaces. Frequent hand washing during the work block will be encouraged by students and staff.
	Cloth Face Coverings	Available to all students and staff. Mandatory to wear face masks if in Learning Center
	Adequate Supplies	Masks, disinfecting wipes/spray, hospital grade disinfectant, hand sanitizers, vacuum and mop. There will be several 'Sanitation stations' throughout the site with adequate wipes, sanitizer, and disinfectant spray/paper towels and masks. People would be encouraged to supply their own masks, but we need to have many available.
	Signs and Messages	Sign on front door to indicate any sign on illness means students work at home. Masks encouraged. Sign on front desk indicating hand sanitizer required before entering the work space. Sign on Front desk indicating masks recommended and 6ft distancing is required. Water fountains will have a sign indicating 'use for water bottles only'. Bathroom signs encouraging hand washing and sanitizing
Healthy Environment	Cleaning and Disinfection	All surfaces will be disinfected at the outset of the day by staff. Students will wipe down borrowed laptops and their seat/table before leaving. all borrowed Pens, calculators and other community tools will be disinfected after each use but students will be asked to bring their own supplies. Containers with pens and pencils will be labeled "Ready to Use" and "Need to be Sanitized" this will be for the use of pens/pencils that once used can be placed in the container to be sanitized.
	Shared Objects	Students will sanitized any borrowed or shared object after every use.
	Ventilation	A/C filters changed according to YMCA procedures.
	Water Systems	Water station used for filling water bottles only. Cups will be available for those without a container and water bottles will be provided for students.
Healthy Operations	Protections for Staff and Children at Higher Risk for Severe Illness from COVID-19	Masks encouraged and available while supplies last. Work from home can be considered for staff and students in certain cases as deemed necessary by a doctor.
	Regulatory Awareness	Updated CDC guidelines will be posted on the front door, at the sign-in/reception aread and in bathrooms as per YMCA procedures.
	Gatherings, Visitors, Field Trips	No field trips until further notice. School wide events/gatherings may be offered at staggered times alphabetically to maintain physical distancing.
	Identifying Small Groups and Keeping Them Together (Cohorting)	Small groups and student scheduling will be in place along with social distancing
	Designated COVID-19 Point of Contact	Principal
	Participation in Community Response Efforts	Keeping up with the news and offical guidelines updates
	Communication Systems	School wide Messenger, emails (Personal and SCHS) and messaging through Edgenuity. Collaborate with district with school wide messenger

Operations	Leave (Time Off) Policies and Excused Absence Policies	In accordance with district guidelines and the employee handbook.
	Back-up Staffing Plan	Principal will step in to cover minor gaps in teaching staff. District or remote teacher support will be solicited as needed. If an extended gap in instructional support occurs, students will work from home with virtual instructional support.
	Staff Training	Before returning, all staff will be trained on the inherent risks with working with the public, cleaning protocols to reduce risks and new behavioral/distancing guidelines... with a published powerpoint stored in the shared drive for review at any time.
	Recognize Signs and Symptoms	Congestion, fever, loss of taste, sore throat, cough, nausea, general feeling of being 'unwell'.
	Sharing Facilities	All surfaces will be disinfected at the outset of the day. Students will wipe down borrowed laptops and their seat/table before leaving. Bathrooms will be disinfected after each use.
Mental Health	Support Coping and Resilience	Partner with Jessica and Lauren in how best to support students with anxiety, stress reduction and resiliency. This will be shared at PLCs. Mentors will be trained. Principal will monitor all mentor notes to assure needs are being addressed. Other resources to be shared with staff: https://www.understood.org/en/school-learning/for-educators/empathy/5-tips-for-supporting-students-socially-and-emotionally-during-distance https://www.common sense.org/education/articles/4-best-practices-for-distance-learning-to-support-students-who-learn-and-think-differently https://www.facultyfocus.com/articles/online-education/identifying-and-supporting-struggling-students-in-online-courses/
When Someone Gets Sick	Advise Staff and Families of Sick Students of Home Isolation Criteria	https://www.cdc.gov/coronavirus/2019-ncov/if-you-are-sick/quarantine-isolation.html
	Isolate and Transport Those Who are Sick	If a student falls ill while in attendance at SCHS and can not transport self, emergency contacts alerted, 911 contacted in a dire emergency.
	Clean and Disinfect	In the case a student in attendance contracts COVID-19, the site will be closed until deep cleaning can be conducted. Per CDC, Wait 24 hours before cleaning and disinfecting to minimize potential for other employees being exposed to respiratory droplets. If waiting 24 hours is not feasible, wait as long as possible.
	Notify Health Officials and Close Contacts	Notify district and send official letter from CDC to students when there is a confirmed case from a doctor
Technology	Computing Devices & Connectivity	Computers will be loaned based on availability and principals will work with families to ensure internet connection at home
	Mobile Device Management, Instructional and Communication Platforms	School messenger, Google Hangouts, Zoom, phone, Clever, OW/Edgenuity
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	Technology Links	https://www.azed.gov/communications/2020/03/10/guidance-to-schools-on-covid-19/ , All other pertinent links will be on CLEVER.

ADE RoadMap Considerations		Detailed Plans for Site/Campus
Scenario Overview	Scenario One: All Students in Physical Buildings	Start Date: 8/3/2020-Following CDC guidelines-and Executive Order given by Maricopa County. Physically distance students/ set up tables so students are 6 feet apart. All students and staff must wear face coverings per Executive order given by Mayor. If numbers are too high...we will have to set up dates and times for students to commit to come into the Learning Center Max Capacity of 12 students at a time during a sign-up 2 hour session window beginning at 8:00, 10:30 and 1:00 (to allow for sanitizing, cleaning, etc)
	Scenario Two: Some Students in Physical Buildings and Some Students Distance Learning	Students with a graduation plan for 5/21 will schedule for on campus time 2 hour block by appointment only starting 8/3/20, if allowed by executive order, to manage overall student numbers. Seating will be 6 feet apart. Cleaning protocols in alignment with the CDC guidelines will be in place. Masks required and 6 ft. distancing will be enforced- unless mandated by executive or local order. Sign-up of 2 hour blocks will be available (other students will be invited to sign up if room). Teachers will be available throughout the day. Max Capacity of 12 students at a time during a sign-up 2 hour session window beginning at 8:00, 10:30 and 1:00 (to allow for sanitizing, cleaning, etc)
	Scenario Three: All Students Distance Learning	Students will receive instructional support via hangouts and phone calls. Office remains open. Teachers work on campus. IA mentors from home. 1:1 student meetings with mentors can occur on campus with proper sanitizing, distancing and precautions.
	Scenario Four: Free Onsite Learning and Support Services	
Physical Distance Plans	Modified Layouts	Seating will be 6 feet apart. Seating in reception area will be spaced 6 feet apart. Sanitizing station available when entering the campus (sanitizer, masks, etc). Students will be given a mask if they are not wearing one when they enter the building. AA will have a plexiglass barrier for her desk.
	Create Smaller Class Sizes	Max capacity of 12 students at any given time during the 2 hour block sessions.
	Staggered Scheduling	Will offer 2-hour 'appointment blocks' for students attending on campus. Drop ins will only be allowed for those sections with vacancies.
	Communal Spaces	Kitchen seating limited to 1 at a time. Mentor/work room limited to 1 people. Bathroom will be locked- students see Christina for key. Signage regarding best practices will be posted both outside and inside the bathrooms.
Mitigating Behaviors	Staying Home when Appropriate.	ALL staff and students will stay home with any sign of 'unwellness' to include fever, congestion, cough, sore throat, nausea, loss of taste.
	Screening	Students will sign in each day, be 'screened' by Christina through conversation with each student asking if they have been around anyone diagnosed with illness in the last 48 hours and if they are unwell in any way. Any signs of congestion or 'unwellness', the students will be asked to work from home. Temperature checks will be administered for anyone entering the building (if anyone has a temperature of 100 degrees they will be asked to work from home/leave the building).
	Hand Hygiene and Respiratory Etiquette	Sanitizing station will be available - Hand sanitizer will be used upon entry to campus. Sneezing will be in the elbow while turning away from others with immediate use of disinfecting wipes or spray to any nearby surfaces. Frequent hand washing during the work block will be encouraged by students and staff.
	Cloth Face Coverings	Available to all students and staff. Mandatory to wear face masks if in Learning Center
	Adequate Supplies	Masks, disinfecting wipes/spray, hospital grade disinfectant, hand sanitizers, vacuum and mop. There will be several 'Sanitation stations' throughout the site with adequate wipes, sanitizer, and disinfectant spray/paper towels and masks. People would be encouraged to supply their own masks, but we need to have many available.
	Signs and Messages	Sign on front door to indicate any sign on illness means students work at home. Masks encouraged. Sign on front desk indicating hand sanitizer required before entering the work space. Sign on Front desk indicating masks recommended and 6ft distancing is required. Water fountains will have a sign indicating 'use for water bottles only'. Bathroom signs encouraging hand washing and sanitizing
Healthy Environment	Cleaning and Disinfection	All surfaces will be disinfected at the outset of the day by staff. Students will wipe down borrowed laptops and their seat/table before leaving. all borrowed Pens, calculators and other community tools will be disinfected after each use but students will be asked to bring their own supplies. Containers with pens and pencils will be labeled "Ready to Use" and "Need to be Sanitized" this will be for the use of pens/pencils that once used can be placed in the container to be sanitized.
	Shared Objects	Students will sanitized any borrowed or shared object after every use.
	Ventilation	A/C filters changed according to manufacturer guidelines.
	Water Systems	Water fountains used for filling water bottles only. Cups will be available for those without a container and water bottles will be provided for students.
Healthy Operations	Protections for Staff and Children at Higher Risk for Severe Illness from COVID-19	Masks encouraged and available while supplies last. Work from home can be considered for staff and students in certain cases as deemed necessary by a doctor.
	Regulatory Awareness	Updated CDC guidelines will be posted on the front door, at the sign-in/reception area and in bathrooms
	Gatherings, Visitors, Field Trips	No field trips until further notice. School wide events/gatherings may be offered at staggered times alphabetically to maintain physical distancing.
	Identifying Small Groups and Keeping Them Together (Cohorting)	Small groups and student scheduling will be in place along with social distancing
	Designated COVID-19 Point of Contact	Principal
	Participation in Community Response Efforts	Keeping up with the news and official guidelines updates
	Communication Systems	School wide Messenger, emails (Personal and SCHS) and messaging through Edgenuity. Collaborate with district with school wide messenger

Operations	Leave (Time Off) Policies and Excused Absence Policies	In accordance with district guidelines and the employee handbook.
	Back-up Staffing Plan	Principal will step in to cover minor gaps in teaching staff. District or remote teacher support will be solicited as needed. If an extended gap in instructional support occurs, students will work from home with virtual instructional support.
	Staff Training	Before returning, all staff will be trained on the inherent risks with working with the public, cleaning protocols to reduce risks and new behavioral/distancing guidelines... with a published powerpoint stored in the shared drive for review at any time.
	Recognize Signs and Symptoms	Congestion, fever, loss of taste, sore throat, cough, nausea, general feeling of being 'unwell'.
	Sharing Facilities	All surfaces will be disinfected at the outset of the day. Students will wipe down borrowed laptops and their seat/table before leaving. Bathrooms will be disinfected after each use.
Mental Health	Support Coping and Resilience	Partner with Jessica and Lauren in how best to support students with anxiety, stress reduction and resiliency. This will be shared at PLCs. Mentors will be trained. Principal will monitor all mentor notes to assure needs are being addressed. Other resources to be shared with staff: https://www.understood.org/en/school-learning/for-educators/empathy/5-tips-for-supporting-students-socially-and-emotionally-during-distance https://www.commonsense.org/education/articles/4-best-practices-for-distance-learning-to-support-students-who-learn-and-think-differently https://www.facultyfocus.com/articles/online-education/identifying-and-supporting-struggling-students-in-online-courses/
When Someone Gets Sick	Advise Staff and Families of Sick Students of Home Isolation Criteria	https://www.cdc.gov/coronavirus/2019-ncov/if-you-are-sick/quarantine-isolation.html
	Isolate and Transport Those Who are Sick	If a student falls ill while in attendance at SCHS and can not transport self, emergency contacts alerted, 911 contacted in a dire emergency.
	Clean and Disinfect	In the case a student in attendance contracts COVID-19, the site will be closed until deep cleaning can be conducted. Per CDC, Wait 24 hours before cleaning and disinfecting to minimize potential for other employees being exposed to respiratory droplets. If waiting 24 hours is not feasible, wait as long as possible.
	Notify Health Officials and Close Contacts	Notify district and send official letter from CDC to students when there is a confirmed case from a doctor
Technology	Computing Devices & Connectivity	Computers will be loaned based on availability and principals will work with families to ensure internet connection at home
	Mobile Device Management, Instructional and Communication Platforms	School messenger, Google Hangouts, Zoom, phone, Clever, OW/Edgenuity
	Student/Family Support and Privacy and Security Considerations	Notify district and send official letter from CDC to students when there is a confirmed case from a doctor
	Computer Labs & Carts	Each computer sanitized before and after use. Cart handles, door and top will be sanitized three times a day.
	Technology Links	https://www.azed.gov/communications/2020/03/10/guidance-to-schools-on-covid-19/ , All other pertinent links will be on CLEVER.

ADE RoadMap Considerations		Detailed Plans for Site/Campus
Scenario Overview	Scenario One: All Students in Physical Buildings	<p>CDC guideline in place to include seating 6ft apart and sanitizing - freshman/sophomore will attend each day in a 4 hour session - Trad junior/senior will attend each day in a 4 hour session - All traditional students will have a contract option for for distance learning - Google Hangouts will be used for instruction if distance learning contract is in effect - distance learning contract includes attendance protocol</p> <p>Limit each session to no more than 45 students</p> <p>DRP will be scheduled for a 2 hour block twice a week for on campus and/or Google hangout limited to capacity to fulfill social distancing guidelines and be communicated/reminded of their scheduled time through email, Edgenuity, and/or school messenger</p>
	Scenario Two: Some Students in Physical Buildings and Some Students Distance Learning	<p>8/3 start date - CDC guideline in place to include seating 6ft apart and sanitizing - Freshman/Juniors will attend Mondays/Wednesday, Sophomores/Seniors will attend Tuesdays/Thursdas. Fridays will be utilized for all students to sign up for intervention & support- Google Hangout will be used for trad instruction if distance learning contract is in effect - Distance learning contract includes attendance protocol. Limit of 23 students in P1, Limit of 7 students in P2.</p> <p>DRP students with graduation date of 5/21 and/or Seniors with 3 credits or less will have scheduled a 2 hour block to time twice a week but all DRP including students on track to graduate can schedule a 2 hour block of time 3 times a week if space is available in P2. However, traditional students will take priority seating if P1 is full.</p>
	Scenario Three: All Students Distance Learning	<p>Students will receive instuctional support via hangouts and phone calls. Office remains open. All staff will work on campus unless medical reason/exception is in effect. 1:1 student meetings with mentors can occur on campus with proper sanitizing, distancing and precautions. Distance learning communication will include attendance protocol</p> <p>Traditional Distance Learning Contract that could be used in all scenarios.</p>
	Scenario Four: Free Onsite Learning and Support Services	
Physical Distance Plans	Modified Layouts	Seating will be 6 feet apart. Seating in reception area will be spaced 6 feet apart. Sanitizing station available when entering the campus - assigned seating for trad students, Arrows will lbe utilized to show flow of traffic, Social Distancing markers will be utilized.
	Create Smaller Class Sizes	Limit of 35-40 students on campus at any given time. DRP room limited to no more than 12 students and 15 people.
	Staggered Scheduling	TRAD schedule see scenario two - DRP - Will offer two hour 'appointment blocks' for students attending on campus. Drop ins will only be allowed for those sections with vacancies.
	Communal Spaces	Entire space is communal will follow social distancing, utilize sanitizing available for bathrooms after every use
Mitigating Behaviors	Staying Home when Appropriate.	ALL staff and students will stay home with any sign of 'unwellness' to include fever, congestion, cough, sore throat, nausea, loss of taste.
	Screening	Students will sign in each day, be 'screened' by staff through conversation with each student asking if they have been around anyone diagnosed with illness in the last 48 hours and if they are unwell in any way. Any signs of congestion or 'unwellness', the students will be asked to work from home. Temperature checks will be required. - TRAD students will utilize the distance learning contract for attendance
	Hand Hygiene and Respiratory Etiquette	Sanitizing station will be available - Hand sanitizer will be used upon entry to campus. Sneezing will be in the elbow while turning away from others with immediate use of disinfecting wipes or spray to any nearby surfaces. Frequent hand washing during the work block will be encouraged by students and staff.
	Cloth Face Coverings	Staff and students will wear and will provide masks if requested while supplies last. Masks will be manditory for staff and students based on local city regulations.
	Adequate Supplies	Masks, disinfecting wipes/spray, hospital grade disinfectant, hand sanitizers, vacuum and mop. There will be several 'Sanitation stations' throughout the site with adequate wipes, santizer, and disinfectant spray/paper towels and masks. People would be encouraged to supply their own masks, but we need to have many available.
	Signs and Messages	Sign on front door to indicate any sign on illness means students work at home. Masks encouraged. Sign on front desk indicating hand sanitizer required before entering the work space. Sign on Front desk indicating masks recommended and 6ft distancing is required. Water fountains will have a sign indicating 'use for water bottles only'. Bathroom signs encouraging hand washing and sanitizing
Healthy Environment	Cleaning and Disinfection	All surfaces will be disinfected at the outset of the day by staff. Custodian will be deep cleaning after hours Wednesday & Fridays. Staff will wipe down students borrowed laptops and their seat/table when they leave. All borrowed Pens, calculators and other community tools will be disinfected after each use but students will be asked to bring their own supplies. Containers with pens and pencils will be labeled "Ready to Use" and "Need to be Sanitized" this will be for the use of pens/pencils that once used can be placed in the container to be sanitized. Sanitization log will be utilized to document sanitizing.
	Shared Objects	Students will sanitized any borrowed or shared object after every use.
	Ventilation	A/C filters changed according to manufacturer guidelines. air filtration system filters changed
	Water Systems	Water fountains will not be utilized. Water bottles will be provided for students.
	Protections for Staff and Children at Higher Risk for Severe Illness from COVID-19	Masks will be mandatory and available while supplies last. Work from home can be considered for staff and students in certain cases as deemed necessary by a doctor.
	Regulatory Awareness	Updated CDC guidelines will be posted on the front door, at the sign-in/reception aread and in bathrooms
	Gatherings, Visitors, Field Trips	No field trips until further notice. School wide events/gatherings may be offered at staggered times alphabetically to maintain physical distancing.

Healthy Operations	Identifying Small Groups and Keeping Them Together (Cohorting)	Small groups and student scheduling will be in place along with social distancing
	Designated COVID-19 Point of Contact	Principal
	Participation in Community Response Efforts	Keeping up with the news and official guidelines updates
	Communication Systems	School wide Messenger, emails (Personal and SCHS) and messaging through Edgenuity. Collaborate with district with school wide messenger
	Leave (Time Off) Policies and Excused Absence Policies	In accordance with district guidelines and the employee handbook.
	Back-up Staffing Plan	Principal will step in to cover minor gaps in teaching staff. District or remote teacher support will be solicited as needed. If an extended gap in instructional support occurs, students will work from home with virtual instructional support.
	Staff Training	Before returning, all staff will be trained on the inherent risks with working with the public, cleaning protocols to reduce risks and new behavioral/distancing guidelines... with a published powerpoint stored in the shared drive for review at any time.
	Recognize Signs and Symptoms	Congestion, fever, loss of taste, sore throat, cough, nausea, general feeling of being 'unwell'.
Sharing Facilities	All surfaces will be disinfected at the outset of the day. Students will wipe down borrowed laptops and their seat/table before leaving. Bathrooms will be disinfected after each use.	
Mental Health	Support Coping and Resilience	Partner with Jessica and Lauren in how best to support students with anxiety, stress reduction and resiliency. This will be shared at PLCs. Mentors will be trained. Principal will monitor all mentor notes to assure needs are being addressed. Other resources to be shared with staff: https://www.understood.org/en/school-learning/for-educators/empathy/5-tips-for-supporting-students-socially-and-emotionally-during-distance https://www.common sense.org/education/articles/4-best-practices-for-distance-learning-to-support-students-who-learn-and-think-differently https://www.facultyfocus.com/articles/online-education/identifying-and-supporting-struggling-students-in-online-courses/
When Someone Gets Sick	Advise Staff and Families of Sick Students of Home Isolation Criteria	https://www.cdc.gov/coronavirus/2019-ncov/if-you-are-sick/quarantine-isolation.html
	Isolate and Transport Those Who are Sick	If a student falls ill while in attendance at SCHS and can not transport self, emergency contacts alerted, 911 contacted in a dire emergency.
	Clean and Disinfect	In the case a student in attendance contracts COVID-19, the site will be closed until deep cleaning can be conducted. Per CDC, Wait 24 hours before cleaning and disinfecting to minimize potential for other employees being exposed to respiratory droplets. If waiting 24 hours is not feasible, wait as long as possible.
	Notify Health Officials and Close Contacts	Notify district and send official letter from CDC to students when there is a confirmed case from a doctor
Technology	Computing Devices & Connectivity	Computers will be loaned based on availability and principals will work with families to ensure internet connection at home
	Mobile Device Management, Instructional and Communication Platforms	School messenger, Google Hangouts, Zoom, phone, Clever, OW/Edgenuity
	Student/Family Support and Privacy and Security Considerations	Notify district and send official letter from CDC to students when there is a confirmed case from a doctor
	Computer Labs & Carts	Each computer sanitized before and after use. Cart handles, door and top will be sanitized three times a day.
	Technology Links	https://www.azed.gov/communications/2020/03/10/guidance-to-schools-on-covid-19/ , All other pertinent links will be on CLEVER.







ADE RoadMap Considerations		Detailed Plans for Site/Campus
Scenario Overview	Scenario One: All Students in Physical Buildings	Start Date: 8/3/2020-Following CDC guidelines-and Executive Order given by Mayor of Tempe. Physically distance students/ set up tables so students are 6 feet apart. All students and staff must wear face coverings per Executive order given by Mayor. If numbers are too high...we will have to set up dates and times for students to commit to come into the Learning Center
	Scenario Two: Some Students in Physical Buildings and Some Students Distance Learning	order, to manage overall student numbers. Seating will be 6 feet apart. Cleaning protocols in alignment with the CDC guidelines will be in place. Masks required as 6 ft. distancing will be enforced, masks will be available and encouraged. Once it is determined how much space is available for each two hour work block. Teachers will have a Two Hour window to do virtual tutoring/mentoring.
	Scenario Three: All Students Distance Learning	Students will receive instructional support via hangouts and phone calls. Office remains open. Teachers work on campus. IA mentors from home. 1:1 student meetings with mentors can occur on campus with proper sanitizing, distancing and precautions.
	Scenario Four: Free Onsite Learning and Support Services	
Physical Distance Plans	Modified Layouts	Seating will be 6 feet apart. Seating in reception area will be spaced 6 feet apart. Sanitizing station available when entering the campus. Students will be given a mask if they are not wearing one when they enter the building. AA will have a plexiglass barrier for her desk.
	Create Smaller Class Sizes	Limit total number of students to 40 on campus at a time
	Staggered Scheduling	Will offer two hour 'appointment blocks' for students attending on campus. Drop ins will only be allowed for those sections with vacancies.
	Communal Spaces	Kitchen seating limited to 1 at a time. PLC room limited to four people. Bathroom will be locked- students see Didi for key. Didi will have a basket where keys are sanitized. In the restroom we will have a hook...where key is placed when they enter. Signage regarding best practices will be posted both outside and inside the bathrooms.
Mitigating Behaviors	Staying Home when Appropriate.	ALL staff and students will stay home with any sign of 'unwellness' to include fever, congestion, cough, sore throat, nausea, loss of taste.
	Screening	AA will have a digital sign in (that she touches only), then student will be 'screened' by Didi through conversation with each student asking if they have been around anyone diagnosed with illness in the last 48 hours and if they are unwell in any way. Any signs of congestion or 'unwellness', the students will be asked to work from home. Temperature checks will be conducted by Didi for any student or staff member entering the Learning Center.
	Hand Hygiene and Respiratory Etiquette	Sanitizing station will be available - Hand sanitizer will be used upon entry to campus. Sneezing will be in the elbow while turning away from others with immediate use of disinfecting wipes or spray to any nearby surfaces. Frequent hand washing during the work block will be encouraged by students and staff.
	Cloth Face Coverings	Available to all students and staff. Mandatory to wear face masks if on Learning Center
	Adequate Supplies	Masks, disinfecting wipes/spray, hospital grade disinfectant, hand sanitizers, vacuum and mop. There will be several 'Sanitation stations' throughout the site with adequate wipes, sanitizer, and disinfectant spray/paper towels and masks. People would be encouraged to supply their own masks, but we need to have many available. Through cleaning done daily, all bathrooms wiped down and disinfected. Lap tops will be wiped down after every use, before put away.
	Signs and Messages	Sign on front door to indicate any sign on illness means students work at home. Masks encouraged. Sign on front desk indicating hand sanitizer required before entering the work space. Sign on Front desk indicating masks recommended and 6ft distancing is required. Water dispenser will not be available to students. Water bottles will be provided if needed.
Healthy Environment	Cleaning and Disinfection	All surfaces will be disinfected at the outset of the day. Students will wipe down borrowed laptops and their seat/table before leaving. Pens, calculators and other community tools will be disinfected after each use. Disinfectate wipes will be needed for laptops.
	Shared Objects	Students will sanitized any borrowed or shared object after every use. Bathrooms will be cleaned throughout the day
	Ventilation	A/C filters changed according to manufacturer guidelines. air filtration system filters changed
	Water Systems	Small water bottles will be given to students if needed
Healthy Operations	Protections for Staff and Children at Higher Risk for Severe Illness from COVID-19	Masks required. Work from home can be considered for staff in certain cases as deemed necessary by a doctor.
	Regulatory Awareness	Updated CDC guidelines will be posted on the front door, at the sign-in/reception area and in bathrooms
	Gatherings, Visitors, Field Trips	No field trips until further notice. School wide events/gatherings may be offered at staggered times alphabetically to maintain physical distancing.
	Identifying Small Groups and Keeping Them Together (Cohorting)	Small groups will not exceed three students with 1 teacher- spaced seating.
	Designated COVID-19 Point of Contact	Principal-AA if Principal is not on Campus
	Participation in Community Response Efforts	Keeping up the news and official guidelines updates
	Communication Systems	School wide Messenger, emails (Personal and SCHS) and messaging through Edgenuity.
	Leave (Time Off) Policies and Excused Absence Policies	In accordance with district guidelines and the employee handbook.
	Back-up Staffing Plan	Principal will step in to cover significant gaps in teaching staff. District or remote teacher support will be solicited in the case NO teachers or IA's are available on a given day. If an extended gap in instructional support occurs, students will work from home with virtual instructional support.
	Staff Training	Before returning, all staff will be trained on the inherent risks with working with the public, cleaning protocols to reduce risks and new behavioral/distancing guidelines... with a published powerpoint stored in the shared drive for review at any time.
	Recognize Signs and Symptoms	Congestion, fever, loss of taste, sore throat, cough, nausea, general feeling of being 'unwell'.
Sharing Facilities	All surfaces will be disinfected at the outset of the day. Students will wipe down borrowed laptops and their seat/table before leaving. Bathrooms will be disinfected at a minimum three times a day. Students and staff will be provided toilet seat covers.	

Mental Health	Support Coping and Resilience	Partner with Jessica and Lauren in how best to support students with anxiety, stress reduction and resiliency. This will be shared at PLCs. Mentors will be trained. Principal will monitor all mentor notes to assure needs are being addressed. Other resources to be shared with staff: https://www.understood.org/en/school-learning/for-educators/empathy/5-tips-for-supporting-students-socially-and-emotionally-during-distance https://www.common sense.org/education/articles/4-best-practices-for-distance-learning-to-support-students-who-learn-and-think-differently https://www.facultyfocus.com/articles/online-education/identifying-and-supporting-struggling-students-in-online-courses/
When Someone Gets Sick	Advise Staff and Families of Sick Students of Home Isolation Criteria	https://www.cdc.gov/coronavirus/2019-ncov/if-you-are-sick/quarantine-isolation.html
	Isolate and Transport Those Who are Sick	If a student falls ill while in attendance at SCHS and can not transport self, emergency contacts alerted, 911 contacted in a dire emergency.
	Clean and Disinfect	In the case a student in attendance contracts COVID-19, the site will be closed until deep cleaning can be conducted. Per CDC, Wait 24 hours before cleaning and disinfecting to minimize potential for other employees being exposed to respiratory droplets. If waiting 24 hours is not feasible, wait as long as possible. During this waiting period, open outside doors and windows to increase air circulation in these areas.
	Notify Health Officials and Close Contacts	Notify district and send official letter from CDC to students when there is a confirmed case from a doctor
Technology	Computing Devices & Connectivity	Computers will be loaned based on available and principals will work with families to ensure internet connection at home
	Mobile Device Management, Instructional and Communication Platforms	School messenger, Google Hangouts, Zoom, phone, Clever, OW/Edgenuity
	Student/Family Support and Privacy and Security Considerations	Notify district and send official letter from CDC to students when there is a confirmed case from a doctor
	Computer Labs & Carts	Each computer sanitized before and after use. Cart handles, door and top will be sanitized three times a day.
	Technology Links	https://www.azed.gov/communications/2020/03/10/guidance-to-schools-on-covid-19/ , All other pertinent links will be on CLEVER.

ADE RoadMap Considerations		Detailed Plans for Site/Campus
Scenario Overview	Scenario One: All Students in Physical Buildings	8/3 start date - CDC guideline in place to include seating 6ft apart and sanitizing - freshman/sophomore will attend each day in a 4 hour session - Trad junior/senior will attend each day in a 4 hour session - All traditional students will have a contract option for for distance learning - Google Hangouts will be used for instruction if distance learning contract is in effect - distance learning contract includes attendance protocol DRP will be scheduled for a 2 hour block twice a week for on campus and/or Google hangout limited to capacity to fulfill social distancing guidelines and be communicated/reminded of their scheduled time through email, Edgenuity, and/or school messenger
	Scenario Two: Some Students in Physical Buildings and Some Students Distance Learning	8/3 start date - CDC guideline in place to include seating 6ft apart and sanitizing - freshman & sophomore will attend each day in a 4 hour session with contract option for distance learning - Trad juniors & seniors will be scheduled every day for their 4 hour session unless the limit capacity is reached then juniors will be scheduled Tues/Thurs & Seniors will be scheduled Mon/Wed. Fridays will be utilized for both juniors/seniors to sign up for intervention & support- Google Hangout will be used for trad instruction if distance learning contract is in effect - Distance learning contract includes attendance protocol DRP students with a graduation date of 5/21 and/or Seniors with 3 credits or less will have a scheduled 2 hour block of time twice a week but all DRP including students on track to graduate can schedule a 2 hour block of time 3 times a week if capacity has not been reached.
	Scenario Three: All Students Distance Learning	Students will receive instructional support via hangouts and phone calls. Office remains open. All staff will work on campus. 1:1 student meetings with mentors can occur on campus with proper sanitizing, distancing and precautions. Distance learning communication will include attendance protocol. Trad students will follow check in procedures. DRP students will follow work/check procedures Traditional Distance Learning Contract that could be used in all scenarios.
	Scenario Four: Free Onsite Learning and Support Services	
Physical Distance Plans	Modified Layouts	Seating will be 6 feet apart. Seating in reception area will be spaced 6 feet apart. Sanitizing station available when entering the campus - assigned seating for trad students
	Create Smaller Class Sizes	Limit of 25 students on campus at any given time
	Staggered Scheduling	TRAD schedule see scenario two - DRP - Will offer two hour 'appointment blocks' for students attending on campus. Drop ins will only be allowed for those sections with vacancies.
	Communal Spaces	Entire space is communal will follow social distancing - limit the Oasis to mentoring and tracking data - utilize sanitizing available for bathrooms after every use. Arrows will indicate flow of traffic. Social Distancing indicators will be utilized.
Mitigating Behaviors	Staying Home when Appropriate.	ALL staff and students will stay home with any sign of 'unwellness' to include fever, congestion, cough, sore throat, nausea, loss of taste.
	Screening	Students will sign in each day, be 'screened' by staff through conversation with each student asking if they have been around anyone diagnosed with illness in the last 48 hours and if they are unwell in any way. Any signs of congestion or 'unwellness', the students will be asked to work from home. Temperature checks are not currently required by the CDC and it has been suggested that the effectiveness of temperature checks is highly questionable as 80-85% of COVID carriers are asymptomatic for some time. By the time people have a fever, most are outwardly quite ill. - TRAD students will utilize the distance learning contract for attendance
	Hand Hygiene and Respiratory Etiquette	Sanitizing station will be available - Hand sanitizer will be used upon entry to campus. Sneezing will be in the elbow while turning away from others with immediate use of disinfecting wipes or spray to any nearby surfaces. Frequent hand washing during the work block will be encouraged by students and staff.
	Cloth Face Coverings	Masks will be mandatory for staff and students based on local city regulations. It will be optional for staff and students to wear once city regulations terminate mandate but will wear mask if within 6ft & provide masks if requested while supplies last. City of Surprise Face Mask Mandatory
	Adequate Supplies	Masks, disinfecting wipes/spray, hospital grade disinfectant, hand sanitizers, vacuum and mop. There will be several 'Sanitation stations' throughout the site with adequate wipes, sanitizer, and disinfectant spray/paper towels and masks. People would be encouraged to supply their own masks, but we need to have many available.
	Signs and Messages	Sign on front door to indicate any sign on illness means students work at home. Masks encouraged. Sign on front desk indicating hand sanitizer required before entering the work space. Sign on Front desk indicating masks recommended and 6ft distancing is required. Water fountains will have a sign indicating 'use for water bottles only'. Bathroom signs encouraging hand washing and sanitizing
Healthy Environment	Cleaning and Disinfection	All surfaces will be disinfected at the outset of the day by staff. Custodian will be deep cleaning after hours Wednesday & Fridays. Staff will wipe down students borrowed laptops and their seat/table when they leave. All borrowed Pens, calculators and other community tools will be disinfected after each use but students will be asked to bring their own supplies. Containers with pens and pencils will be labeled "Ready to Use" and "Need to be Sanitized" this will be for the use of pens/pencils that once used can be placed in the container to be sanitized. Sanitization log will be utilized to document sanitizing.
	Shared Objects	Staff will sanitized any borrowed or shared object after every use.
	Ventilation	A/C filters changed according to manufacturer guidelines. air filtration system filters changed
	Water Systems	Water fountains used for filling water bottles only. Cups will be available for those without a container and water bottles will be provided for students.
	Protections for Staff and Children at Higher Risk for Severe Illness from COVID-19	Masks encouraged and available while supplies last. Work from home can be considered for staff and students in certain cases as deemed necessary by a doctor.
	Regulatory Awareness	Updated CDC guidelines will be posted on the front door, at the sign-in/reception area and in bathrooms
	Gatherings, Visitors, Field Trips	No field trips until further notice. School wide events/gatherings may be offered at staggered times alphabetically to maintain physical distancing.
	Identifying Small Groups and Keeping Them Together (Cohorting)	Small groups and student scheduling will be in place along with social distancing

Healthy Operations	Designated COVID-19 Point of Contact	Principal
	Participation in Community Response Efforts	Keeping up with the news and official guidelines updates
	Communication Systems	School wide Messenger, emails (Personal and SCHS) and messaging through Edgenuity. Collaborate with district with school wide messenger
	Leave (Time Off) Policies and Excused Absence Policies	In accordance with district guidelines and the employee handbook.
	Back-up Staffing Plan	Principal will step in to cover minor gaps in teaching staff. District or remote teacher support will be solicited as needed. If an extended gap in instructional support occurs, students will work from home with virtual instructional support.
	Staff Training	Before returning, all staff will be trained on the inherent risks with working with the public, cleaning protocols to reduce risks and new behavioral/distancing guidelines... with a published powerpoint stored in the shared drive for review at any time.
	Recognize Signs and Symptoms	Congestion, fever, loss of taste, sore throat, cough, nausea, general feeling of being 'unwell'.
	Sharing Facilities	All surfaces will be disinfected at the outset of the day. Staff will wipe down borrowed laptops and the seat/table when they leave. Bathrooms will be disinfected after each use.
Mental Health	Support Coping and Resilience	Partner with Jessica and Lauren in how best to support students with anxiety, stress reduction and resiliency. This will be shared at PLCs. Mentors will be trained. Principal will monitor all mentor notes to assure needs are being addressed. Other resources to be shared with staff: https://www.understood.org/en/school-learning/for-educators/empathy/5-tips-for-supporting-students-socially-and-emotionally-during-distance https://www.common sense.org/education/articles/4-best-practices-for-distance-learning-to-support-students-who-learn-and-think-differently https://www.facultyfocus.com/articles/online-education/identifying-and-supporting-struggling-students-in-online-courses/
When Someone Gets Sick	Advise Staff and Families of Sick Students of Home Isolation Criteria	https://www.cdc.gov/coronavirus/2019-ncov/if-you-are-sick/quarantine-isolation.html
	Isolate and Transport Those Who are Sick	If a student falls ill while in attendance at SCHS and can not transport self, emergency contacts alerted, 911 contacted in a dire emergency.
	Clean and Disinfect	In the case a student in attendance contracts COVID-19, the site will be closed until deep cleaning can be conducted. Per CDC, Wait 24 hours before cleaning and disinfecting to minimize potential for other employees being exposed to respiratory droplets. If waiting 24 hours is not feasible, wait as long as possible.
	Notify Health Officials and Close Contacts	Notify district and send official letter from CDC to students when there is a confirmed case from a doctor
Technology	Computing Devices & Connectivity	Computers will be loaned based on availability and principals will work with families to ensure internet connection at home
	Mobile Device Management, Instructional and Communication Platforms	School messenger, Google Hangouts, Zoom, phone, Clever, OW/Edgenuity
	Student/Family Support and Privacy and Security Considerations	Notify district and send official letter from CDC to students when there is a confirmed case from a doctor
	Computer Labs & Carts	Each computer sanitized before and after use. Cart handles, door and top will be sanitized three times a day.
	Technology Links	https://www.azed.gov/communications/2020/03/10/guidance-to-schools-on-covid-19/ , All other pertinent links will be on CLEVER.

ADE RoadMap Considerations		Detailed Plans for Site/Campus
Scenario Overview	Scenario One: All Students in Physical Buildings	
	Scenario Two: Some Students in Physical Buildings and Some Students Distance Learning	
	Scenario Three: All Students Distance Learning	
Physical Distance Plans	Modified Layouts	
	Create Smaller Class Sizes	
	Staggered Scheduling	
	Communal Spaces	
Mitigating Behaviors	Staying Home when Appropriate.	
	Screening	
	Hand Hygiene and Respiratory Etiquette	
	Cloth Face Coverings	
	Adequate Supplies	
	Signs and Messages	
Healthy Environment	Cleaning and Disinfection	
	Shared Objects	
	Ventilation	
	Water Systems	
Healthy Operations	Protections for Staff and Children at Higher Risk for Severe Illness from COVID-19	
	Regulatory Awareness	
	Gatherings, Visitors, Field Trips	
	Identifying Small Groups and Keeping Them Together (Cohorting)	
	Designated COVID-19 Point of Contact	
	Participation in Community Response Efforts	
	Communication Systems	
	Leave (Time Off) Policies and Excused Absence Policies	
	Back-up Staffing Plan	
	Staff Training	
	Recognize Signs and Symptoms	
Sharing Facilities		
Mental Health	Support Coping and Resilience	
When Someone Gets Sick	Advise Staff and Families of Sick Students of Home Isolation Criteria	
	Isolate and Transport Those Who are Sick	
	Clean and Disinfect	
Technology	Notify Health Officials and Close Contacts	
	Computing Devices & Connectivity	
	Mobile Device Management, Instructional and Communication Platforms	
	Student/Family Support and Privacy and Security Considerations	
	Computer Labs & Carts	
	Technology Links	