



SAGE ACADEMY

SAGE ACADEMY: OPEN FOR LEARNING

2020-2021
RETURN TO SCHOOL PLAN
UPDATED 8/9/2020



We have been steadily planning for and creating new policies and processes for the upcoming school year. As the new school year nears, we grow more excited about reuniting with our Sage students. Whether on campus in person or through our remote learning options, we look forward to the beginning of another academic year together.

Our highest priority continues to be the health, safety and well-being of our students, staff, and community.

Sage Academy is a school of choice. We have developed many options to provide educational choices for our Sage families to best suit their individual families circumstances. We have implemented increased health and safety measures so that when we are able to return to regular in person classes, we are able to provide the safest learning environments.

This summer we operated an Arizona Enrichment Center on campus and were able to put in place the safety protocols recommended by the Centers for Disease Control and Prevention, the Arizona Department of Education, the Maricopa County Department of Public Health, and the City of Phoenix. We are confident in our ability to provide a safe learning environment when the county As we continue to monitor data, guidance from public health officials, and direction from Governor Ducey, we will provide updates regarding our transition back to full-time, in-person learning.

We recognize that circumstances and guidance related to COVID-19 may continue to evolve, and we will continue to adapt our plan to respond to those changes.

Thank you again for your patience and support as we collectively navigate through the COVID-19 pandemic. We look forward to welcoming you back to school.

School Governing Board

Lenny Letcher II
Governing Board President

Lenny Letcher
Governing Board Member

John Pierce
Governing Board Member

Dale Letcher
Governing Board Member

Leadership

Neilee Weber
Academic Director

Lynnette Letcher
Administrator

Your Path Back to School

Sage Academy will begin our 2020-2021 school year on August 17, in an all virtual learning environment.

We will begin with all students participating in Sage Distance Learning. All students will be enrolled in Sage Distance Learning unless families select to enroll their child in Sage Online Academy.

We will be monitoring the Arizona Department of Health Services/Maricopa County Health's public health benchmarks for guidance to determine when in-person, teacher led instruction are permitted to resume. At that time, we will evaluate the instructional model moving forward, which may include hybrid and fully in-person options. This will be dependent on data, guidance from public health.

Sage Academy Learning Pathways

Distance Learning



Students will participate in full, online learning with scheduled, real-time virtual instruction. All students will be expected to attend each day and submit assignments and participate as they would if they were attending in-person.

Students will join their virtual classroom each day for direct instruction and activities in reading, writing, math, and science or social studies. Students will also participate in special activities such as P.E. and art each week. Students will join their classes virtually through such platforms as Google Meet. They will participate from their computers and engage with their teachers and classmates. Teachers will be using Google Classrooms to share curriculum resources and assignments with students.

Online Academy



Students will participate in full, online learning that is self-paced with the expectation of meeting monthly progress goals.

Students will be assigned to a homeroom teacher that will monitor students' progress, be available for academic support, and communicate with students and parents. Courses in K-6 are provided in all core areas including ELA (i.e., reading/writing), math, science, and social studies. Courses in some specials, such as art and P.E. are also available.

In Sage Online Academy, students view instructional videos, read from curriculum resources, and complete assignments, all at their own pace and at any time of the day while meeting monthly progress goals.

Sage Learning Pathways Comparison

Distance Learning	Online Academy
<p data-bbox="126 275 402 365">Virtual Real-time Instruction</p>  <ul data-bbox="138 457 760 1087" style="list-style-type: none">• 5 full days per week• Includes instruction delivered via the Internet• Sage device provided• Live real-time instruction designated times during the day• Sage Academy instruction, curriculum, resources, assessment• Social-emotional support• Accommodations and support services provided• Specials• Students are enrolled with their regular, classroom teachers for when in-person learning resumes	<p data-bbox="803 275 1133 365">Virtual Personalized Pacing</p>  <ul data-bbox="815 510 1421 1014" style="list-style-type: none">• Flexible schedule with 24/7 access to course work• Includes instruction delivered via the internet• Teacher Supported Learning Environment• Sage device provided• Social-emotional support• Accommodations and support services provided• Limited specials available

Sage Academy Learning Pathways-Special Programs

	<p>Sage Online Academy Virtual Personalized Pacing</p>
<p>English Language Learners</p> <p>Sage Distance Learning Virtual Real-time Instruction</p>	<p>Daily instruction to include <i>targeted</i> and <i>integrated</i> English language development (ELD) and meet the minutes of the approved state Structured English Immersion (SEI) models to the extent possible. Daily Instruction and materials are in English only.</p> <p>Live real-time <i>targeted</i> ELD instruction at designated times during the day to be provided by an ESL/BLE/SEI endorsed teacher who intentionally designs lessons that develop students' English language skills. EL students will be grouped together in one grade level and with students of like English proficiency level, to the extent possible for this portion of ELD.</p> <p>Integration of English language learning with academic content learning within a heterogeneous grade level setting with non-English learners will take place daily.</p> <p>It is highly recommended that only students who are at the Intermediate level of language proficiency and whose parents have selected to opt out of English language services select this option.</p> <p>Students work at their own self-pace on a curriculum appropriate to their level.</p>

Sage Academy Learning Pathways-Special Programs

Distance Learning Virtual Real-time Instruction	Online Academy Virtual Personalized Pacing
<div style="writing-mode: vertical-rl; transform: rotate(180deg); position: absolute; left: -40px; top: 50%; font-weight: bold; font-size: 1.2em;">Special Education</div> <p>All special education services implemented virtually, in real-time, within inclusion and self-contained programs, as appropriate to the student's IEP</p> <p>Students will participate in full, online learning with scheduled real-time virtual instruction.</p> <p>Special Education and Related Services will be provided virtually through online instruction and may overlap sessions with some of the general education instruction. Students will have an individualized schedule to maximize their access to general education curriculum and instruction.</p> <p>Student IEPs will need to be amended to reflect this model of service delivery based on parent selection of this model and the individual needs of each student.</p> <p><i>**Please contact the Special Education Department for more information on programs and eligibility requirements</i></p>	<p>All special education services implemented virtually within inclusion and self-contained programs, as appropriate to the student's IEP</p> <p>Students will participate in full, online learning that is self-paced. Parents will need to assist their students in creating a daily and weekly schedule to ensure coursework completion.</p> <p>Students will be assigned to a homeroom teacher that will monitor students' progress, be available for academic support, and communicate with students and parents.</p> <p>If students require access to an alternative curriculum, (ie, a lower level of content or modifications to instruction) K-6 students will be enrolled in Edgenuity rather than Online Academy.</p> <p>If students currently receive Speech-Language therapy or Related Services, these online services will need to be scheduled to occur with Sage Academy staff as Online Academy and Edgenuity do not employ these providers.</p> <p>This is not an option for SUN Kids due to how young children learn in context with their peers & teachers. There is currently no online curriculum available for preschool.</p> <p><i>*Student's IEP will have to be amended through an IEP meeting to align with Online Academy delivery model, if this model is requested</i></p> <p><i>**Please contact the Special Education Department for more information on programs and eligibility requirements</i></p>

Introduction and Background

In order to develop recommendations regarding reopening of school for 2020-2021, Sage Administration reviewed guidance and input from stakeholders to establish a plan for protocols and a safe reopening.

Guiding Principles

The guiding principles of the plan were to ensure:

- The safety and well-being of all students, staff, and community.
- Meaningful teaching and learning for all students and staff.
- Fidelity of the continued operations of the school.

Sage Administration was tasked with developing a plan based on recommendations for parameters and guiding principles to implement based on three scenarios:

- School begins on time and remain open.
- School begins on time and need to close due to a second wave of COVID-19 cases.
- School opening is delayed due to increases in COVID-19 cases.

The recommendations for parameters and guiding principles were aligned with the information provided by the Center for Disease Control and Prevention (CDC), Arizona health experts, and guidance from the Arizona Department of Education (ADE).

A variety of resources in the development of the reopening plan recommendations, including, but not limited to:

- Coronavirus Disease 2019 (Covid-19) K-12 School Reopening Checklist, Hanover Research
- Schools Decision Tree, Centers for Disease Control
- Considerations for Schools, Centers for Disease Control
- Guidance on Return to the Workplace, Gust Rosenfeld
- Roadmap for Reopening Schools, Arizona Department of Education

Health and Wellness

Face Coverings

- Students and staff will be required to wear cloth masks where 6 feet of social distancing between staff and students is not possible.
- Any student who has difficulty breathing or who is incapable of physically removing the face covering on his/her own will not wear cloth face coverings, and alternate methods of protection will be discussed by parents and staff. Cloth masks should not be worn when students are engaging in physical activity. Students who refuse to comply with the safety protocols adopted for in-person learning will be assigned to an online learning program pursuant to A.R.S. 15-841(F).

Hand Hygiene

- Frequent hand washing/cleaning will be encouraged at regular intervals throughout the day with both soap and water or hand sanitizer. Instructions for hand washing include:
 - Using soap and water, scrubbing for 20 seconds, and rinsing.
 - Using paper towels to dry hands, turn sink handles, and open doors, then safely discarding.
- Using alcohol-based hand sanitizer.
- Additional handwashing sinks will be installed where possible.
- Hand sanitizer station will be installed in the lobby.

School Campuses and Classrooms

- Where possible, student seating will be arranged to maintain social distancing. Desks will be faced in the same direction, rather than facing each other, or students will sit on only one side of tables, spaced apart.
- Each student's belongings will be separated from others' and in individually labeled containers, cubbies, or areas.
- Assigned seating in classrooms will be implemented to assist with contact tracing.
- Where possible, social distancing will be maintained in open areas, such as hallways, stairwells, gyms, playgrounds.
- Students will be encouraged to bring their own water to minimize use and touching of water fountains.
- To limit exposure to other students and staff, recess will be separated by classes and grade level cohorts.
- Signage will be posted in all rooms and common areas explaining hygiene practices to prevent spread.
- Where possible, adjustments to drop-off and pick-up routines will be made to facilitate social distancing. Staff will escort young students into and out of the building. Families are asked to remain in their vehicles or wait outside.

Health and Wellness

Health Screening

- Students should stay home if they feel ill or are exhibiting symptoms of respiratory infection.
- Parents and guardians should assess their child's health daily prior to heading to school or the bus stop.
- Parents will be required to complete and submit a Covid-19 Screening Form prior to the admission of the child to school.
- At the beginning of each day as students enter the classroom, teachers will informally screen students for respiratory symptoms. If the teacher has concerns, they will contact the school office prior to sending the student to the Administrative Office.
- Students will be reminded of proper respiratory hygiene, including:
 - Avoiding touching the eyes, nose, and mouth.
 - Covering the mouth when coughing.
 - Covering the nose when sneezing and safely discarding tissues.

Visitors on campus

- All visitors and volunteers will be required to wear cloth masks and must follow all posted safety protocols. Volunteers will be limited at this time.
- To the extent possible, access on campus for outside visitors or volunteers will be limited.
- All visitors or parents/guardians are required to report to the front office and not go beyond.

Enhanced Cleaning

- Additional cleaning staff will be hired for routine cleaning of restrooms, drinking fountains, lunchrooms, and common areas throughout the school day.
- Continued air quality will be maintained by cleaning all HVAC unit coils and changing air filters as scheduled

Response to Reported Cases

- CDC protocols regarding reported cases and specific guidance from the Maricopa County Department of Public Health will be followed.
- School Administrators will follow established screening protocols and will consult with public health officials to determine how best to handle students and staff who display or develop COVID-19 symptoms.
- Isolation rooms will be set up for students or staff who may be sick.

Nutrition and Wellness

- When possible, procedures for lunch will be adjusted to allow for social distancing, greater spacing, and to reduce interactions, including possibility of adding additional lunch periods and serving lunch in the classroom.
- Schools will continue to follow practices and procedures that comply with public health guidelines such as food handling, food preparation, cleaning and disinfecting, and food and drink dispensers.

Transportation

- Transportation will be suspended until further notice. Parents will be encouraged to drive their child(ren) to school. In the event that bussing services is resumed, the following guidelines will be met.
- Bus staff and students are required to wear cloth masks on buses.
- Visible signage will be placed at the entry to each bus and students will be reminded not to ride if they are symptomatic.
- Students will be asked to comply with social distancing guidelines when waiting at the stop, during boarding, and while exiting the bus.
- Seating charts will be utilized, seating siblings together and implementing “neighbor” seating to provide consistency in seating and minimize movement within the bus.
- Buses will be sanitized between runs and at the end of the day.
- Families are encouraged to transport their children to school to reduce the number of students on a bus.

Social-Emotional Well-Being

- Students’ social-emotional well-being will be assessed when schools reopen, with additional support provided for students showing signs of mental health concerns, including trauma.
- Schools will incorporate trauma-informed practices and social-emotional learning into classroom instruction in a manner that supports equity and inclusion and reflects cultural responsiveness.

Events and Field Trips

- Large group gatherings, such as school assemblies, fall festivals, dances, and book fairs will be suspended until further notice and resumption will be reevaluated regularly. This includes school sponsored and PTA/PTO sponsored events.
- Field Trips will be suspended until further notice and resumption will be reevaluated regularly. Opportunities for virtual field trips will be explored.