



## Safe Return to In-Person Instruction and Continuity of Services Plan (ARP Act)

### LEA Information

**1. LEA Name (one LEA per form)\***

Pensar Academy

**2. Entity ID Number\***

92972

**3. CTDS Number\***

078238000

**4. Plan's Primary Contact Name\***

Sandra Zupetz

**5. Plan's Primary Contact Email Address\***

zupetz@pensaracademy.org

**6. Plan's Primary Contact Phone Number\***

602-383-4013

**Please submit your Safe Return to In-Person Learning Plan every six months from your prior submission date.**

Revision Timeline: May 2023-September 2023

**7. Since your last submission date, when did your LEA last review and/or revise your plan? Please provide the updated mm/dd/yyyy of your review/revision. This date should be updated from your last submission. \***

9/12/2023

**All LEAs receiving ESSER III funds must make publicly available on their website, a plan for the Safe Return to In-Person Instruction and Continuity of Services. Please list the link where the plan/template is posted on the LEA's website.**

**8. Insert the link below with directions on how to find your LEA's Safe Return to In-Person plan located on your LEA website (do not link directly to the PDF). The plan must be on the ADE template that will be downloaded from EMAC after completing your responses.\***

1. Go to [www.pensaracademy.org](http://www.pensaracademy.org)
2. Scroll halfway down the homepage and locate the "Esser Return to Learning Plan" button.
3. Press enter on that button.

**How the LEA will maintain the health and safety of students, educators, and other staff and the extent to which it has adopted policies, and a description of any such policies, on each of the following safety recommendations established by the Centers for Disease Control and Prevention (CDC)**

**9. Has the LEA adopted a Governing Board policy on universal and correct wearing of masks?\***

Yes

**10. Please describe the LEA's Governing Board policy on universal and correct wearing of masks.\***

In accordance with CDC recommendations, Pensar Academy has a mask mandate in effect for all persons when on campus. Pensar Academy provides masks and face shields, as well as has appropriate signage posted to remind all campus visitors of the policy.

**11. Has the LEA adopted a Governing Board policy on modifying facilities to allow for physical distancing (e.g., use of cohorts/podding)?\***

Yes

**12. Please describe the LEA's Governing Board policy on modifying facilities to allow for physical distancing (e.g., use of cohorts/podding).\***

Pensar Academy has modified its classroom space and built an additional multi-purpose building to allow for physical distancing of up to 6 feet between students in every classroom. All students are placed into cohorts with assigned seating to track student movement and contact.

**13. Has the LEA adopted a Governing Board policy on handwashing and respiratory etiquette?\***

Yes

**14. Please describe the LEA's Governing Board policy on handwashing and respiratory etiquette.\***

Pensar Academy has posted laminated signage of the handwashing and respiratory procedures posted on campus and in compliance with CDC guidelines. Touchless faucets and hand sanitizing stations have been set up campus wide. In addition, training has been provided for staff and students in the correct procedure.

**15. Has the LEA adopted a Governing Board policy on cleaning and maintaining healthy facilities, including improving ventilation?\***

Yes

**16. Please describe the LEA's Governing Board policy on cleaning and maintaining healthy facilities, including improving ventilation.\***

Pensar Academy has contracted for janitorial services that include disinfectant fogging and cleaning of shared surfaces campus wide.  
Pensar Academy has installed improved ventilation systems throughout the campus to increase ventilation, including a new filtration system for Science Lab classroom.

**17. Has the LEA adopted a Governing Board policy on contact tracing in combination with isolation and quarantine, in collaboration with the State, local, territorial, or Tribal health departments?\***

Yes

**18. Please describe the LEA's Governing Board policy on contact tracing in combination with isolation and quarantine, in collaboration with the State, local, territorial, or Tribal health departments.\***

Pensar Academy reports COVID positive stakeholders to the appropriate reporting agencies as outlined by Maricopa County, Arizona Department of Health Services, and CDC and notifies according to the guidelines those in close contact with positive persons. Infected persons are given the 5-day parameter for isolation, with the additional 5-day parameter for modified quarantine parameters offered by the CDC. Close contact persons are given the symptom checklist by the CDC to monitor for symptoms of the illness.

**19. Has the LEA adopted a Governing Board policy on diagnostic and screening testing?\***

Yes

**20. Please describe the LEA's Governing Board policy on diagnostic and screening testing.\***

Screening: Pensar Academy utilizes daily temperature checks at the door. Students exhibiting symptoms are isolated and parents are contacted. In the event a staff member exhibits symptoms, he/she/they are instructed to get tested immediately. All staff members have been trained on looking for the indicators of COVID to assist in early identification of all stakeholders who exhibit symptoms.

Diagnostic: For positive test results, all stakeholders submit a positive lab test result for reporting purposes to the Maricopa County Health Department. Pensar Academy is in the process of securing Rapid Tests. Persons are notified as outlined by the Maricopa County Health Department.

**21. Has the LEA adopted a Governing Board policy on efforts to provide vaccinations to school communities?\***

No

**22. Has the LEA adopted a Governing Board policy on appropriate accommodations for children with disabilities with respect to health and safety policies?\***

Yes

**23. Please describe the LEA's Governing Board policy on appropriate accommodations for children with disabilities with respect to health and safety policies.\***

Pensar Academy has created classroom spaces for students who cannot comply with the mask mandate due to disabilities can still access the classroom.

Pensar Academy maintains the same mask and social distancing guidelines for students receiving Resource services.

**24. Has the LEA adopted a Governing Board policy on coordination with State and local health officials?**

\*

Yes

**25. Please describe the LEA's Governing Board policy on coordination with State and local health officials.\***

Pensar Academy adheres to all state and local guidelines in the operations of the school.

## Continuity of Services

Including but not limited to services to address students' academic needs and students' and staff social, emotional, mental health, and other needs, which may include student health and food services.

### 26. How will the LEA ensure Continuity of Services?\*

Briefly describe an overview of the continuity of services and in the following questions you will provide more detailed information.

The Pensar Academy community has come together to create this plan based upon the recommendations of all stakeholders and with the guidance of the state and federal regulatory agencies to create a reopening plan that is flexible, comprehensive, and puts best practices into action for the safety of our staff, families, and students. The COVID pandemic has challenged our community to think outside the box, pivot from the familiar, and adjust our way of life...requiring more than ever for our society to communicate, collaborate, critically think, and come up with creative solutions.

Staff, students, and families were surveyed to determine strategies that ensured academic rigor and growth, as well as care for the personal safety of all involved in the formulation of this plan. Governmental agencies have provided the necessary support to ensure that we can deliver instruction, have our classrooms ready for student return, and come up with a plan for when it is safe to get back to in-person learning.

### 27. How will the LEA ensure continuity of services for students' academic needs?\*

- Addition of a Speech and Writing Class to address gaps in writing and language widened by modified instruction during school closures for COVID19.
- Addition of targeted ELA and Math blocks to address gaps in writing and language widened by modified instruction during school closures for COVID19.
- Expansion of School Library resources to include additional books at varied reading levels and Kindle Readers through the ECF to provide materials for extended practice to recoup skills lost during school closures due to COVID19.
- Provision of Project Based Learning Units coached meticulously by staff for students to learn to collaborate, communicate, critically think, and utilize creativity.
- The Principal, Assistant Principal, and STEM Director cover classrooms where there is a teacher shortage to ensure seamless delivery of quality instruction.

**28. How will the LEA ensure continuity of services for students' social, emotional, and mental health needs?\***

- Providing adequate time in structured and socially distanced environments for students to socialize with one another.  
(Student Advisory breakfast seating in the gym, modified recess activities, modified lunch seating)
- Wednesday Youth Development Program funded through 21st CCLC.
- After School Clubs and Activities that promote wellness such as Running Club, Cooking Class, and Yoga funded through 21st CCLC.
- Providing social skills lessons through Student Advisory.
- Providing a student mediation program.
- Providing modified student activities and clubs in a safe manner. (Harvest Festival, BARK Program, Sports Program, et. al)
- Providing resource contacts and posting information for Suicide Helplines.
- Providing a School Point of Contact for students and parents to access with concerns along with dedicated phone line.
- The addition of a Specials class called "Human sySTEMs" in which stress management, health and wellness are taught twice a week.

**29. How will the LEA ensure continuity of services for students' other needs?\***

This may include student health and food services.

- Provision of school uniforms and sweatshirts as needed for students
- Provision of a Parent Liaison.
- Partnership with St. Mary's Food Bank to provide food bags for families.
- Partnership with a non-profit to provide eyeglasses for identified students.
- Provision of additional learning time outside of school hours with the BARK Program morning and evening hours, Open Gym, and Parent Drop off Saturday funded through 21stCCLC.
- Provision of a staff that is CPR and First Aid certified.

**30. How will the LEA ensure continuity of services for staff's social, emotional, and mental health needs?\***

- Provision of mental health counseling services with the insurance plan.
- Provision of a professional mediation service to assist in employee working relationships.
- Provision of staff culture building events (Boot Camp, Escape Room, Thanksgiving Dinner).

**31. How will the LEA ensure continuity of services for staff's other needs?\***

- Provision of Professional Development in Effective Communication, Cultural Diversity Training, and Crisis Prevention Training.
- Weekly staff meetings with structured time for employees to share concerns or ideas.
- Structured staff retreat to build culture and relationships among employees.
- Provision of a staff lounge area that is stocked with water and other nutritious snacks.



**The LEA must regularly, but no less frequently than every six months (taking into consideration the timing of significant changes to CDC guidance on reopening schools), review and, as appropriate, revise its plan for the safe return to in-person instruction and continuity of services through September 30, 2023**

**32. Describe the process used to seek public input, and how that input was taken into account in the revision of the plan.\***

A survey is provided for stakeholders every 6 months. The results of this survey are shared in a Governing Board Meeting. The School Administration Team presents an Action Plans based on the data to the public in the next ensuing Governing Board Meeting and the opportunity for public comments is given during that meeting. The Board then gives consideration for the Safe Return to In-Person Instruction and Continuity Plan.

**After completing all responses in EMAC, save your information. Then, use the red download button to create a copy of your completed form to be uploaded to your LEA website. Once your form is uploaded to your LEA website, log back into EMAC to click the blue submit button and submit your form to be reviewed by your specialist. Your EMAC submission will not be approved unless this updated form is on your LEA website.**

**33. Did you upload the completed EMAC form to your LEA website?\***

Yes