



Mitigation Plan 2020-21

BASIS Charter
Schools

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Introduction

Arizona Department of Health Services (ADHS) has established benchmarks for safely returning to in-person instruction amid the COVID-19 pandemic. We will continue to follow the guidance and recommendations set forth by the ADHS. As part of our general reopening strategy, we have set internal benchmarks, of particular importance, that we believe align with the state's recommendations, as follows:

1. 14-day rolling average of positivity rate
2. 14-day rolling average of incident rate
3. Test return rate

Guiding Principles

As schools begin to safely re-open, the need for a secure setting, free from disruption, is more important than ever to foster the healthy academic and social-emotional development of our students. During the lengthy and expansive re-opening planning process, our various teams of educators and operational experts focused on four Guiding Principles: Prevention; Return to Learning; Incident Response; and Ongoing Planning.

1 Prevention

- Health and safety mindfulness
- Limited and coordinated movement
- Facility adjustments and improvements

2 Return to Learning

- Two exciting options
- Same excellent teachers
- World-Class Curriculum
- Meaningful and intentional support

3 Incident Response

- Response team in-place and ready
- In accordance with CDC guidance
- Physical and emotional safety in mind

4 Ongoing Planning

- Planning and preparing for any and all scenarios
- Organizational flexibility
- Uninterrupted learning in-mind

Prevention

Guiding Principle

Entering the Building

- Coordinated Entry
- Health Attestation Check
- Sanitization Stations

Student Movement

- Self-Contained Classrooms
- Limited Cross Interaction
- Physical Distancing
- Face Covering Requirements

Facilities Adjustments

- COVID Prevention & Distancing Signage
- Front Office Plexiglass Barriers
- HVAC Upgrades

Cleaning Enhancements

- Frequent Cleaning During the Day
- Enhanced Nightly Cleaning



Prevention

The Centers for Disease Control and Prevention has provided Guiding Principles which serve as the backbone of the BASIS Charter School Re-Opening Plan. With the prevention efforts in mind, BASIS Charter School families can anticipate a series of adjustments to our campuses and processes therein.

On Our Campuses

Upon entrance into the building, students must have a signed Health Attestation Form. Students without a signed form will be re-routed to an alternative door where their temperature will be screened.

Students and staff will wash their hands or use hand sanitizer upon entry to the building and when moving around the building.

Early Bird and Late Bird will be staggered and spread out by element group to provide for physical distancing as well as to prevent unnecessary cross-interaction.

Classes in grades K-8 will be self-contained whenever possible to minimize cross-interaction. Classes in grades 9-12 will be scheduled in clusters to minimize movement to the greatest extent possible.

We are working to reduce class sizes whenever possible. Of course, class sizes will largely be determined by the number of families choosing in-person instruction. Additionally, schools will follow federal, state, and local restrictions on gathering sizes.

All desks will be forward facing and areas where students may not sit will be clearly marked to ensure social distancing to the greatest extent possible.

Lunches will be eaten in classrooms (unless distancing there is not possible). Common spaces will only be utilized with reduced occupancy.

Each campus will comply with federal, state, and local requirements regarding the use of face coverings. Please see the Face Covering Policy for more details.

Each campus will be equipped with signage to readily implement physical distancing, coordinated movement, effective hygiene practices, and the location of sanitization stations.

Each school building's HVAC system will be evaluated to meet suggested ventilation standards.

Enhanced cleaning measures will be taken during the school day and nightly.

Face Covering Policy

Pursuant to Governor's Executive Order No. 2020-51, it is the policy of BASIS Charter Schools, Inc. to require all employees, visitors, and students aged five years and over to wear a cloth face covering on school grounds and at school-sponsored events, except as described herein, until the Arizona Department of Health Services determines that the use of such face coverings is no longer necessary to contain the spread of the virus.

Individuals who cannot wear a cloth face covering due to a documented health concern may wear a face shield in lieu of a cloth face covering so long as the face shield wraps around the sides of the wearer's face and extends below the chin. N95 respirator masks and other face masks with vents should not be worn except in response to a documented health concern.

Students may remove face coverings in the following situations: (1) during strenuous, physical activity where physical distancing is maintained; and (2) school-designated face covering breaks where physical distancing is maintained.

Teachers may remove face coverings in the following situations: (1) for whole class instruction where physical distancing is maintained; and (2) when working in an environment where physical distancing is maintained.

Return to Instruction

Guiding Principle

Families Choose in 2020-21

- Sign-up process available; selection applies when schools are permitted to resume in-person instruction on campus
- Switching between options is available at the end of Grading Periods
- Same BASIS Charter School Curriculum and rigor; comparable pacing

Distance Learning Details

- Structured daily schedule in K-12 with daily attendance reporting
- Combination of pre-recorded direct instruction, assignments, and activities
- Teachers available to assist and chat during scheduled course times only
- Regularly scheduled live class / teacher interactions
- Dedicated online curriculum development mentors for K-8 core courses are creating content over the summer

Where and How

- Students receive class schedule prior to first day; schedule may change based on operating conditions
- Delivered via Microsoft Teams & SPORK Platform with additional technology
- Accessible from any mobile device that supports Teams and web browser, including SPORK tablets.

Academic Policies

- Assignments and assessments count toward course performance
- Attendance and participation expectations return



Distance Learning Improved

Our schools are known for the depth and breadth of the college preparatory BASIS Charter School Curriculum, as well as our incredible teachers, the development of student accountability and benchmarked performance. While there is no substitute for in-person instruction, our dedicated online mentors are hard at work this summer to create materials that will help students continue to progress at the same high level during distance learning.

The descriptions below address the structure of distance learning once families are able to choose between in-person and distance learning. The practices described below utilize what was successful during our spring distance learning program, and incorporate structure and new content to ensure that students are able to master new material and receive support from their teachers as needed.

Why is a Structured Day the Default?

We believe that providing our students with structure and expectations for participation will ensure that they are making progress and stay on track for the duration of distance learning. It will also give them dedicated time to devote to particular courses while ensuring that the teacher can start a live session if needed. Here are just some of the advantages we see:

- 1). Concrete start and end to the school day – when it doesn't drag on and on, you can enjoy time together!
- 2). Reduced direct contact hours in most grades, plus bursts of direct instruction with assignments and activities to reinforce learning.
- 3). Teacher availability to answer questions *when* students are actively working; students will benefit from others' questions and won't have to return later to dig up responses.
- 4). Teacher may choose to do a live session without advanced notice, depending on topics covered and the type of reinforcement needed.
- 5). Ensures that students don't have to play catch-up in the evenings or during the weekend.
- 6). It's good, aspirational practice for what work days may look like when they're grown up!

What Will a Structured Day of Distance Learning Look Like?

Students will be expected to sign into our systems and begin working at the **start of the regularly scheduled school day**. Students will receive a distance learning schedule. Each school will communicate to parents and students an attendance process that must be followed each day. Parents who need a flexible option for participation (i.e., non-standard school hours) will be asked to submit an exception request. Exceptions will be time-limited, but may be renewed.

While students will be expected to be in front of a computer at **set times during the day**, course content is structured to allow for students to watch pre-recorded instruction (e.g., short lecture, demonstrated practice problems) and then work on independent practice (even away from the computer). Teachers will be **available by chat during these times** to assist students with the material, answer questions if students need assistance, or organize a live session to assist students or lead a discussion or practice session.

Grades K-8: Core courses, at minimum, will have daily pre-recorded content, assignments, and regular assessments with weekly live interactions. While the course schedule will list a standard duration, the entire time may not need to be spent in front of a device. Some grades may enable video and audio permissions. Specials will have reduced frequency of active structured time (for teacher check-ins, assignment distribution, discussion, etc.) with an expectation for independent work. This will allow families to determine what time of day is best to complete art projects, music assignments, and PE exercises, for example.

Grades 9-12: All courses will preserve their daily schedule, with set instructional times when students are required to participate, and opportunities for live, simultaneous sessions dependent on lesson content, activity type, and scheduling constraints. Teachers in both core and elective courses will post lecture recordings and assignments based on in-person instruction. Teachers will dedicate specific class periods of the week to problem-solving sessions. Video and audio permissions will be enabled in all high school grades.

On-Site Support Services

In accordance with [Executive Order 2020-51](#), beginning Aug. 17, all BASIS Charter School campuses in Arizona will provide on-site support services during normally scheduled instructional hours (hours determined by the bell schedule of each BASIS Charter School campus). BASIS Charter Schools intend to provide this option to students whose circumstances require educational options beyond those provided by our Distance Learning program. These services are intended to provide support for those students in at-risk groups, specifically:

- Students with disabilities
- Students who are English Learners
- Students who qualify for Free and Reduced Lunch
- Students in the care of Arizona Department of Child Safety including foster care
- Students whose parents' duties as essential workers (First Responders, Healthcare, Military etc.) are unable to fulfill their obligations without the aid of on-site support services

Students most in need of alternate daytime arrangements have the first opportunity to benefit from the on-site support services. Individual student and family circumstances will be considered when evaluating capacity. We cannot guarantee that all services will be available every day for every student; however, we will do our best to communicate capacity and priorities regularly.

The following information is provided to parents to help determine whether a child is in need of the on-site support services:

- The on-site support services do not include traditional in-person instruction.
 - Teachers will not be providing live instruction during this time, although students with disabilities may receive services and support described in their IEPs. Members of our non-teaching staff will supervise students while they engage in our Distance Learning program.
 - To participate in Distance Learning, students will need to bring the device they would use at home to access the Distance Learning Program (including a school-provided device).
 - Students should bring headphones that work with their device to participate in their Distance Learning program without disrupting the learning environment for other students.

- Early Bird and Late Bird services are not available.
 - Students must be dropped off no earlier than 10 minutes before the start time of their first class.
 - Students must be picked up no later than 10 minutes after their last class ends.
 - Failure to adhere to these schedules may jeopardize participation in the on-site support services going forward.
 - Early Bird and Late Bird services will resume when in-person instruction resumes.
- Participating students must comply with all school rules and policies.
 - As required by state/local authorities and required school policies, students are required to wear face coverings while on campus and follow established physical distancing expectations.
 - Compliance with handwashing and sanitation protocols is required at all times.
 - Disruptions to the Distance Learning program will not be tolerated. The Code of Conduct, as set forth in the BASIS Charter Schools Parent Student Handbook, will be enforced and may result in disciplinary consequences.
- For campuses that provide Free and Reduced Lunch options, meals will be available for pick-up for eligible students daily even *if* students participate in distance learning from home or another location. For all other campuses, lunch services will not be provided; students that attend will be expected to bring their own lunch.

To identify the need for on-site support services, parents are asked to complete a form by August 13 if they believe their has a need. Families will be notified by Friday, August 14 of the priorities and plans for on-site support set to begin on August 17.

The results of the responses on this form will allow guidelines and protocols to be established to ensure the well-being of our BASIS students in need of on-site support, while maintaining health and safety on each campus. If demand for the on-site support services for any week is greater than a school's capacity, we may not be able to maintain the appropriate level of physical distancing; therefore, alternate arrangements may be required. However, we are committed to communicating capacity and priority issues clearly and frequently so all families have the information they need to make timely decisions regarding the necessity of participation in the on-site support services.

Incident Response

Guiding Principle

Response Organization

- Response Coordinator On Each Campus
- Compliance with CDC Guidelines, as well as state and local mandates

Overview of Plan

- Potential Exposure
- Confirmed Exposure
- Widespread Exposure

Return to Campus

- 24 Hour / 10 Day Rule to Return
- Support While Off Campus



Incident Response

The Centers for Disease Control and Prevention has provided guidance in preparing for when an individual gets sick. This guidance focuses on communicating the protocol to all stakeholders, isolating those affected, cleaning and disinfecting affected areas, and notifying local health officials. The BASIS Charter School Incident Response Plan was developed with these criteria in mind.

Response

Each campus will have a COVID-19 Coordinator who will work directly with School Leadership as well as the Central Office support teams to assess any incident that arises.

Our Incident Response Plan is based on the guidance provided by the Centers for Disease Control and Prevention (“CDC”). The response will vary and is contingent upon three key factors: Potential Exposure, Confirmed Exposure, and Widespread Exposure.

Staff who display symptoms consistent with COVID-19 will be asked to immediately leave campus.

Students who display symptoms consistent with COVID-19 will be moved to a waiting area designed to provide privacy and support. Those students' parents will be asked to pick up their students as soon as possible.

Students and staff that have a suspected or confirmed case of COVID-19 will be required to remain off campus, and their return to campus will be predicated on the guidance provided by the CDC and state and local health officials.

BASIS Charter Schools will follow CDC guidelines related to re-entry after a period of confirmed or suspected infection.

If a student is required to remain home for a period of time as a result of COVID-19 exposure or diagnoses, that student will receive Homework Buddy materials and support directly from the school. Alternatively, if a family prefers, their student may opt to participate in the distance learning platform for the remainder of the Grading Period.

Each campus will strictly follow the official state and local health guidance regarding communication, sanitation of affected areas, and potential school closure.

Ongoing Planning

Guiding Principle

Re-Opening Scenarios

- 100% Online
- Distance Learning & In-Person Learning
- 100% Online With Childcare

Contingency Planning

- Unexpected School Closure
- Continued School Closure



Ongoing Planning

At the onset of school closures across the country, BASIS Charter Schools pivoted in a matter of days to continue providing a world-class education to students via our acclaimed academic program. Our rapid distance learning capability was a result of hard work by teachers, school leaders, and central office teams, as well as strategic planning and network flexibility. Those same principles are guiding our current work and preparation for the 2020-21 school year. While the future is uncertain, what remains clear is that our students will continue to learn at the highest levels, thanks to our amazing teachers and the BASIS Charter School Curriculum that they have come to know.

Re-Opening Scenarios

Currently, our network is preparing two academic models to meet the academic and safety needs of teachers, families, and students. These two models contemplate the full ability for families to opt into either on-campus learning or distance learning at home. However, circumstances may change given the dynamics of the pandemic, so we are developing contingency plans to be ready for any and all scenarios.

We are ready for anything.

Even as BASIS Charter School leaders have been readying our return to in-person instruction, there always stands a chance that, for an extended portion of the year, instruction will have to be delivered online. Should this scenario become a reality, our network is prepared to address the critical needs of everyone in our learning communities.

To support this potential reality for students, we are working to secure technology that can be used for students in need. Additionally, we are developing systems on each campus to support our students academically, socially, and emotionally. In addition to curriculum being delivered by your student's Subject Expert Teachers, teachers will be supported by our own online experts, called Off Campus Instruction Mentors (OCI's).

In the instance that a governmental mandated closure becomes a reality, each BASIS Charter School campus will communicate pertinent details to you as soon as possible, including mandates, requirements, guidelines, and options. In addition, should local regulatory bodies allow for it, BASIS Charter Schools will work with families in need to provide childcare for BASIS Charter School students on our campuses.