

Masada Charter School
Mitigation Plan for Prevention of COVID-19 Spread
Referencing Guidelines from CDC

Action	Responsible Person	Frequency	Proof of Implementation
Administration will engage the services of K&C Cleaning to conduct a thorough and complete deep cleaning of both school campuses.	LeAnne Timpson	July 2021	Contracts
Administration will engage the services of K&C Cleaning to conduct a thorough wipe down of all high-touch services each day.	LeAnne Timpson	July 2021	Contracts
Each day will begin with a Morning Salute to promote unity, team building, and school spirit. The administration will work closely with the AZDHS to monitor local COVID-19 spread. If necessary to prevent spread, in the case of a local outbreak, the administration will move morning salute to the classroom setting.	LeAnne Timpson	Ongoing as needed	Daily Schedule
Class recesses will follow a staggered schedule so that students are released in a way that prevents large numbers of students on the playgrounds together.	LeAnne Timpson/Classroom Teachers	August 2021 and ongoing	Recess Schedules
All teachers will be provided with a toolkit in their classrooms that contains all the necessary tools and supplies needed for sanitation, containment, and prevention.	Administrative Team	August 2021	Classroom Toolkits
Attendance policies are in place to allow for students to stay home when they are ill. Parents are welcome to call any member of the administrative team to discuss an extenuating circumstance where a student may qualify for a distance learning support and the administration will work together with parents to design a plan for the student on a case-by-case basis. Masada desires to have students enrolled and attending school and will work diligently to support the needs of families.	Administrative Team	July 2021	Public Announcements
Grading policies have been revised to accommodate sick students and support the needs of a student to recover without excessive makeup work and/or stress about grades.	Administrative Team	July 2021	Opening Staff Meeting/Public Announcements
Students who get ill while they are at school will be sent to the office and arrangements will be made for them to go home immediately. Areas they touched will then be sanitized.	Classroom Teachers	Classroom Teachers & Office Staff	Student Sign-out Logs

Staff have been trained on their sick leave benefits available to them for the COVID-19 illness. The COVID leave benefit is available through the end of September 30 th 2021.	Administration	August 9, 2021	Sign-in Logs
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If a student or staff member tests positive for COVID, a thorough analysis of the situation will be conducted by the administrative team to determine the measures needed for the safety of all. Masada will notify the Health Department and work closely with them. These situations will be dealt with on a case-by-case basis as the Health Department recommends.	Administrative Team	Ongoing as needed	Incident Logs
Appropriate signage will be posted throughout the school to remind teachers and students of the appropriate and necessary safety measures.	Administrative Staff	August 2021	Signs Posted
The Administration will train all staff on the policies and procedures of the mitigation plan.	Administrative Team	August 2021	Training Logs
The Administration will design and disseminate information, training, updates, expectations, etc. to all parents regularly and as needed.	Administrative Team	Ongoing as Needed	Public Announcements
The Administration has created procedures for student classrooms, walk-ways, fire drills, school activities, etc. to support social distancing when necessary.	Administrative Team	August 2021	Observation
Masada has considered the CDC guidance on the use of facemasks and will open school without a mask mandate. As per AZ Law HB2898, face coverings will not be required during school hours or on school premises nor will students or staff be required to obtain a vaccine before participating in in-person instruction. Masada requests immunization records or completed exemption forms upon enrollment. As the year progresses, we may encourage a schoolwide mask policy again if the spread of COVID in the local community and its effects on the school environment dictates this action	Administration/Teachers	Ongoing	Observation

All rooms are supplied with purifiers/diffusers and germ fighting oils for teachers to set-up daily. These oils work to eliminate virus/bacteria aerosols in the air.	Administration/Teachers	Daily	Observation
Masada will provide every teacher and instructional support paraprofessional with a laptop to be used to develop digital classrooms and support students remotely.	Administration/Technology Department	In Summer	Invoices
Masada provides every student with a device, a laptop for 3 rd through 9 th grade students and a tablet for K through 2 nd grade students, to be used to access the digital classroom remotely.	Administration/Technology Department	In Summer	Invoices
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Masada has engaged the services of LifeLong Learning & Associates to provide training for all teachers and staff around the designated topics of the professional development activities and goals as chosen by the Administration upon review of the feedback received from the annual needs assessment.	Administration	August 10 & 11 and ongoing as specified on PD calendar	Contract and Invoices
Masada has purchased gradebook software and other high quality software resources to support teachers in creating digital classrooms and designing content, and for students to engage in online learning and to help them submit assignments electronically.	Administration	Summer	Contract and Invoices
Masada will provide training for all teachers around the effective use of the Mystery Science and Discovery Software and its effectiveness in supporting individual student needs in the classroom.	Administration	August 9, 2021	Contract, Invoices, & Sign-in Logs