

American Rescue Plan Act Elementary and Secondary School Relief Fund (ESSER III) Safe Return to In-Person Instruction Local Educational Agency Plan Template

Background on ESSER

The American Rescue Plan Act (ARP) signed into law on March 11, 2021, provided nearly \$122 billion for the Elementary and Secondary School Relief Fund (ESSER). ARP ESSER, also known as ESSER III, funds are provided to State educational agencies in the same proportion as each State received under Title I-A of the Elementary and Secondary Education Act (ESEA) in fiscal year (FY) 2020. The U.S. Department of Education (ED) published Interim Final Requirements (IFR) on April 22, 2021 requiring Local Educational Agencies (LEAs) receiving ESSER III funds to submit an LEA Plan for the Safe Return to In-Person Instruction and Continuity of Services. If an LEA had already developed a plan for safe return to in-person instruction and continuity of services prior to the enactment of ARP that meets the statutory requirements of section 2001(i) but did not address all of the requirements in the IFR, the LEA must revise and post its plan no later than six months after receiving its ESSER III funds. This applies even if an LEA has been operating full-time in-person instruction but does not apply to fully virtual schools and LEAs.

The IFR and ARP statute, along with other helpful resources, are located here:

- April 2021 IFR: <https://www.govinfo.gov/content/pkg/FR-2021-04-22/pdf/2021-08359.pdf>
- ARP Act text: <https://www.congress.gov/117/bills/hr1319/BILLS-117hr1319enr.pdf>
- Centers for Disease Control and Prevention (CDC) COVID-19 School Operation Guidance: https://www.cdc.gov/coronavirus/2019-ncov/community/schools-childcare/operation-strategy.html#anchor_1616080023247
- ED COVID-19 Handbook Volume I: <https://www2.ed.gov/documents/coronavirus/reopening.pdf>
- ED COVID-19 Handbook Volume II: <https://www2.ed.gov/documents/coronavirus/reopening-2.pdf>
- ESEA Evidence-Based Guidance: <https://oese.ed.gov/files/2020/07/guidanceeuseseseinvestment.pdf>
- ED FAQs for ESSER and Governor's Emergency Education Relief (GEER): https://oese.ed.gov/files/2021/05/ESSER.GEER_FAQs_5.26.21_745AM_FINALb0cd6833f6f46e03ba2d97d30aff953260028045f9ef3b18ea602db4b32b1d99.pdf

Purpose of the Template

The IFR issued by ED outlines several requirements for all LEAs that receive ESSER III funds, including that LEAs have in place a plan for ensuring safety during in-person instruction (either in-progress or planned) as well as ensuring continuity of services should the LEA or one or more of its schools be required to close temporarily for COVID-19-related public health reasons in the future. LEAs who had a plan in place by March 11, 2021, which incorporated opportunity for public comment and was posted publicly have six months from the date their ESSER III Assurances were completed to update and revise the plans to meet those requirements. Examples of previous plans that may be allowable would be a completed Cal/OSHA or Assembly Bill 86 plan, as long as it meets the requirements previously stated. LEAs which did not have a statutorily compliant plan in place as of March 11, 2021, must create and post this plan within 30 days of completing their ESSER III Assurances.

If you have questions as to which category applies to your LEA, please contact EmergencyServices@cde.ca.gov. Plans are required for all LEAs, regardless of operating status, unless an LEA is fully virtual with no physical location. All plans must be reviewed, and, as appropriate, revised, at least every six months to incorporate new or revised CDC guidance and other changed factors.

This template has been created to assist LEAs in the creation of these plans and to ensure all required elements are met. The following requirements and assurances pertain to both the statutory requirements and the IFR published by ED. LEAs

may provide any additional information they believe are helpful in assessing their plan. If you have any questions, please contact EmergencyServices@cde.ca.gov.

LEA Plan for Safe Return to In-Person Instruction and Continuity of Services

LEA Name:

Escuela Popular Accelerated Family Learning Center

Option for ensuring safe in-person instruction and continuity of services:
will amend its plan

1. Please choose one:

- The LEA had a plan, as of March 11, 2021, that is already compliant with the ARP statute and will review and, as appropriate, revise it every six months to take into consideration the additional requirements of the IFR; or

NOTE: If your LEA already has a compliant plan as of March 11, 2021, and has assured such by checking the box above, then you may skip questions 2-4 and complete the Assurance and Contact sections.

- The LEA has amended/created a plan compliant with the IFR using this template and has posted/will post it within 30 days of completing the ESSER III Assurances.

NOTE: If checking the box above that you are using this template to meet the 30 day plan requirements, you must respond to each question in the template.

Please note whether the LEA has a compliant plan and include a link to the plan, or acknowledge that the LEA is submitting a new plan and will post it within 30 days of receiving funds.

<https://www.escuelapopular.org/safe-return-to-in-person-instruction-continuity-plan/>

2. The LEA will maintain the health and safety of students, educators, and other school and LEA staff, and the extent to which it has adopted policies, and a description of any such policies, on each of the CDC's safety recommendations, including: universal and correct wearing of masks; modifying facilities to allow for physical distancing; handwashing and respiratory etiquette; cleaning and maintaining healthy facilities, including improving ventilation; contact tracing in combination with isolation and quarantine, in collaboration with the State, local, territorial, or Tribal health departments; diagnostic and screening testing; efforts to provide vaccinations to school communities; appropriate accommodations for children with disabilities with respect to health and safety policies; and coordination with State and local health officials.

Describe how the LEA will maintain, or continue to maintain, health and safety policies and procedures. Include a description of any adopted policies and procedures regarding the CDC's safety recommendations (or available LEA website links to such policies). Include descriptions of appropriate accommodations adopted and coordination efforts conducted with outside State and local health officials. Please include or describe current public health conditions, applicable State and local rules and restrictions, and other contemporaneous information that informs your decision-making process.

The following are key practices and protocols that have been established in order to maintain the health and safety of our students, staff and families.

Masking: Masks are highly recommended at all times for all staff, students, visitors, or anyone else that enters campus. Signage is posted at all entrances and classrooms throughout the school campus.

Sanitizing: All classrooms are equipped with sinks for handwashing or hand sanitizing stations. Hand sanitizer is located in all classrooms and common areas. The custodial team inspects hand sanitizer supply and replenishes as

needed. The custodial team also replenishes all supplies needed for handwashing in each classroom (ex. soap and paper towels).

Cleaning & Air Filtration: In August of 2020 COVID-19 Custodial Best Practices for Administrators and Custodians, posted on our website (<http://www.escuelapopular.org/wp-content/uploads/2020/09/Covid-19-Custodial-Best-Practices-for-Administrators-and-Custodians-082820.pdf>). This document was developed based on the information and guidelines provided by the CDC, CDPH, CDE, Santa Clara County Public Health Department, and our chartering district East Side Union High School District for cleaning and disinfecting. All classrooms are equipped with AC units that have filters that are replaced regularly, as recommended by the manufacturer. The AC units are serviced once a year to ensure that they are functioning properly. CDC recommends encouraging our teachers and staff to open windows and doors to help increase outdoor airflow, reducing the potential concentration of virus particles in the air.

Maintaining Current Information: Since July 2020 The School Operations Coordinator has been part of the Santa Clara County COVID designee program. All County and State COVID guidance is updated during Bi-Weekly training. The SOC is also a member of the city's COVID Ambassador program. All current COVID information and updates are maintained and related to school personnel via the SOC. Three staff members serve as COVID Ambassadors. EP's Deputy Director of Educational Services regularly participates in the Charter and Private School EOC Coordinated calls by the SCCOE.

Health Screenings: The school's COVID-19 staff and student protocols allow for students and staff who are on campus with symptoms to be screened by the designated COVID support staff to identify if the staff/student must be isolated and sent home in accordance with the guidance provided by the Santa Clara County Office of Education and Santa Clara Public Health Department.

Testing: Students and staff who are identified to be symptomatic will be able to be tested on-site as an initial screening to determine if the student/staff must be sent home to quarantine in accordance with the guidance provided by the Santa Clara County Office of Education and Santa Clara Public Health Department.

Contact Tracing: We have developed contact tracing protocols to follow up on every reported COVID-19 cases among staff and students. The school follows all guidance provided by the Santa Clara County Office of Education and Santa Clara Public Health Department.

Vaccinations: Escuela Popular has hosted 3 COVID vaccination clinics for students and staff on campus since June 2021. The school will continue to host on-site vaccination clinics as needed. Vaccines are recommended and highly encouraged to all staff and students of age.

Staff Testing: COVID-19 testing is required for any employee who is experiencing COVID-19 symptoms or is in close contact with a positive COVID-19 case.

Process for Positive Cases: The School Operations Coordinator is immediately notified of any COVID positive cases. Santa Clara County protocol is adhered to in every aspect of the matter. Students are notified of exposure and advised of the current guidelines. COVID cases are then reported to the COVID database. An internal tracking system is also maintained in order to see any patterns or outbreaks. All notices, alerts are provided by Santa Clara County. The process is followed for notifying staff or parents of a possible close contact case. The process shared with staff can be found here:

<https://drive.google.com/file/d/1YS653JR30AfBT1yeSTvYrxuvTx2pxzfR/view?usp=sharing>

3. The LEA will ensure 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 foodservices.

Describe how the LEA will ensure continuity of services in case isolation, quarantine, or future school closures are required, including how the LEA will meet the needs of students with disabilities and English learners.

As before, Escuela Popular will offer continuity of services to all students by addressing students' and staff needs using all the services and practices developed with the prior school closure.

Academic Needs

Short-term Independent Study: Students that are required to quarantine for more than 3 days will be placed on short-term independent study. The teacher will prepare assignments for the student to complete while at home.

Blended Learning Environment: Students that are required to quarantine will also have the option to login to Google Classroom to complete assignments and participate in lessons that are streaming live or recorded.

Remote Instruction: In the event of a school closure we would revert to remote instruction utilizing the structure that was used before with the initial closure. Students and staff will use Google Classroom to connect and provide synchronistic and asynchronistic instruction. Students will be provided with a device such as a Chromebook and hotspots. Instructional materials will also be distributed as needed throughout the time the school is closed. All students will have access to online educational applications such as: Google Classroom, G-suite, Newsela, RazKids, A to Z Reading, No Red Ink, Clever, and others.

Interventions & Supports: Students with IEPs will continue to receive all services as listed within their IEPs remotely. Students who need small group intervention will be receiving it online.

English Learners: Students with English learner needs will continue to receive designated & integrated language instruction through remote learning. Additional support staff will be available to work with small groups and individual students.

Nutritional Needs

Food Services: Escuela Popular is currently in Provision 2 of the National School Lunch Program, therefore all students will receive breakfast/lunch free of charge. During the school closure, grab and go meals will be distributed that include breakfast and lunch.

Partnerships for Food Distribution: Escuela Popular will re-connect with external agencies to provide on-site grocery/food distribution for families and surrounding community members.

Social-Emotional Needs

Social-Emotional/Relationship Support: The school provides a hotline phone number where the Student and Family Coordinators are ready to assist and connect the student/families with the support they need. Support staff will reach out to families via on-going phone calls to support and direct them with appropriate services. Teachers received Kognito Training, to provide deeper awareness and understanding of emotional distresses, and its impact on student's emotional well-being. This training focused specifically on warning signs of suicide, different levels of concerns, immediate interventions and available resources. EP's CRT (Escuela Popular Crisis Response Team) which is integrated by teachers from our 4 academies, and administration. Training was provided to these teachers twice (1.5 each) from Heard Alliance and SCC Mental Health Behavioral Department.

Student Support Referrals: For students who may have issues with connecting to classes, lack engagement, or are falling behind, a referral system has been implemented to identify, connect, and provide support through our Student & Family Engagement Lead and Student & Family Services Coordinator.

Virtual Recess & Assemblies: Recess and assemblies will continue virtually to maintain socialization and student connection Monday-Friday. School spirit days and assemblies will also happen virtually.

Family Support Services: The Student Resource Advocate will continue to be available to families that require support such as housing, immigration, and legal matters. The school will continue to partner with outside agencies that provide financial assistance to families.

4. The LEA sought public comments in the development of its plan and took those comments into account in the development of its plan.

Describe the LEA's policy or practice that provided the public with an opportunity to provide comments and feedback and the collection process. Describe how any feedback was incorporated into the development of the plan.

At every stage of the planning and implementation of this and previous plans, stakeholders feedback was collected and incorporated.

Surveys & Feedback: Escuela Popular developed online quarterly surveys to collect feedback on student, staff and families' experience with online learning and how to improve our Flexible Learning Plan for the new school year. Hotline numbers were shared so that families could connect directly with someone from the school at any time to ask any questions or provide feedback. Parents and students were continuously surveyed with the main goal being to get feedback from stakeholders (parents and students) in regards to the program delivery hours, accessibility, connection with teachers, use of technology, etc., and needs such as the internet, devices, technology support, housing, financial support, etc. Teachers and staff assisted in reaching out to parents and students to complete the survey to reach as many families as possible.

Throughout the year EP also surveyed staff to get feedback on their experience with teaching online and areas for improvement. A Flexible Learning Committee that included sub-committees for department and grade-levels were created; Instructional Leaders met weekly with their respective committees. The Flexible Learning Committee met every other week to discuss the upcoming needs, receive updates, and troubleshoot areas that needed improvement. A bi-weekly feedback survey was administered to collect information on how things were going and what additional areas needed to be addressed. The Flexible Learning Committee will continue to meet as part of our Professional Development plan (PD). The PD plan builds on EP's learning goals and the new focus on supporting flexible learning during the various stages.

In addition, the LEA provides the following assurances:

- The LEA has made (in the case of statutorily compliant plans) or will make (in the case of new plans) its plan publicly available no later than 30 days after receiving its ARP ESSER allocation.

o Please insert link to the plan:

<https://www.escuelapopular.org/safe-return-to-in-person-instruction-continuity-plan/>

- The LEA sought public comment in the development of its plan and took those public comments into account in the development of its plan.

- The LEA will periodically review and, as appropriate revise its plan, at least every six months.

- The LEA will seek public comment in determining whether to revise its plan and, if it determines revisions are necessary, on the revisions it makes to the plan.
- If the LEA revises its plan, it will ensure its revised plan addresses each of the aspects of safety currently recommended by the Centers for Disease Control(CDC), or if the CDC has revised its guidance, the updated safety recommendations at the time the LEA is revising its plan.
- The LEA has created its plan in an understandable and uniform format.
- The LEA's plan is, to the extent practicable, written in a language that parent can understand, or if not practicable, orally translated.
- The LEA will, upon request by a parent who is an individual with a disability, provide the plan in an alternative format accessible to that parent.

The following person or persons is/are the appropriate contact person for any questions or concerns about the aforementioned plan.

Please list name(s), title(s), address, county, and contact information for the person or persons responsible for developing, submitting, and amending the LEA plan.

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Team:

Daisy Barocio, Deputy Director of Educational Services
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