



## **FALL SEMESTER 2020**

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**Agua Fria Union High School District  
1481 N. Eliseo Felix Jr. Way Avondale, AZ 85323  
Phone: 623-932-700**

## **REMOTE FOR ALL**

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### **THIS IS THE MODEL THE AGUA FRIA UNION HIGH SCHOOL DISTRICT WILL USE TO BEGIN THE SCHOOL YEAR**

#### **School Begins August 3/4, 2020, from home, in an all-remote or virtual learning environment**

- Freshmen students only will begin on August 3. All students will begin on August 4.
- Students will have Early Release August 3, 4, 5. These partial days will allow students to acclimate into the remote environment and allow our staff to have continued professional development.
- School sites will send additional information on the platform, expectations and how students will engage with their teachers prior to August 3. *Additional information on the platform, expectations and how students will engage with their teachers will be sent before the first day from the school sites.*
- The Agua Fria District will remain all remote until it is safe to move into the HYBRID model.
- Each student will be provided a Chromebook to accomplish remote learning.
- Professional Development will be provided to all teachers to assist with using appropriate technology, as well as how to host daily lessons.
- The remote model will differ from what students and families experienced in several ways: Students will be asked to “attend” class at assigned times based on a school schedule, attendance will be taken in each class daily, there will be more direct instruction and structure.
- Students will only take 3 classes at a time based on feedback from the spring that 6 classes are difficult to manage in a remote environment.
- Additional details will be made available as the district moves into the Hybrid model.
- Students who want a full online option for the entire semester will be provided the option to begin the school year utilizing Odysseyware software and continue online throughout the semester even after the schools have opened in the hybrid model.

As we continue to monitor our environment and take guidance from public health, we are prepared to return to physical learning via the Hybrid model and eventually a return to the traditional school model as soon as possible.

## **CHOICES IN EDUCATION**

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The District will send a communication to all students prior to the start of the school year asking the student to choose between two options. One option is to begin the school year in the REMOTE MODEL and move to the HYBRID MODEL as soon as it is safe to do so. The other option is a full ONLINE MODEL where the student will begin online and stay online the entire semester. We want families to be empowered to make the individual choice about how their student will experience their education. No matter which option is chosen, our commitment to providing high-quality instruction, by a certified Agua Fria District educator, remains the same.

**Classroom Instruction via the Hybrid Model** – The HYBRID model will be considered our primary model for the fall 2020 semester. Through our hybrid Classroom Instruction model, students will engage through an in-person learning environment that prioritizes optimal safety measures. Students who attend one of our 5 schools, when safe, will return to a highly engaged classroom environment and a dynamic school culture.

- The student body will be split in half into an A and a B group.
- The A group will attend class in person on Monday and Thursday and attend class remotely on Tuesday and Friday.
- The B group will attend class in person on Tuesday and Friday and remotely on Monday and Thursday.
- Wednesday will be a deep cleaning day on campus. Teachers will spend time in professional development and professional learning communities in the morning. There will be a time for teacher / student office hours and tutoring. Wednesday afternoon will be dedicated to time for students to work independently as needed and for school clubs and other co-curricular activities.
- The schedule will be the same when school is in remote mode and when school moves to the hybrid model
- **All students attend all 3 classes Monday, Tuesday, Thursday, and Friday while school is being held remotely**
- All students will work remotely on Wednesday
- When instruction moves to the hybrid model Agua Fria and Millennium start times will be 7:15 and Canyon View, Desert Edge, and Verrado will be 8:30 to allow for bus disinfecting between routes
- *In both the Remote and Hybrid modes students will take periods 1-3 for the first 9 weeks, and periods 4,5,6 for the 2nd 9 weeks. Instructional time will be equal for all courses at the end of the semester*

**The daily schedule for the hybrid and remote models is below.**

<b>Hybrid / Remote Learning Schedule (Students)</b>					
Period	Monday*	Tuesday*	Wednesday	Thursday*	Friday*
1	810-1000	810-1000	Late Start for teacher training	810-1000	810-1000
2	1005-1155	1005-1155	1010-1200 Teacher Office Hours	1005-1155	1005-1155
Lunch	1200-1235	1200-1235	1200-1235	1200-1235	1200-1235
Advisory / RTI**	1240-110	1240-110	1240-105 Independent Study***	1240-110	1240-110
3	115-305	115-305	110-305 Independent Study***	115-305	115-305

\*\*\*RTI = Response to Intervention. This will be a time for tutoring /remediation / and enrichment

\*\*\* Independent Study = Independent study time as well as Enrichment and Club-Co curricular activities.

**Online Instruction model** – Through our Coldwater Academy, students will experience a complete online delivery model led by Agua Fria District teachers. This option is for students that plan to continue their education in an online environment for the entire semester even if the State and District open schools for in class instruction.

- Curriculum will be delivered via Odysseyware software. Courses are largely self-guided.
- Students will have access to, and regular contact with their teachers.
- There will be an opportunity to transition back into the remote/hybrid/traditional model at the end of 9 weeks if space is available, and at the end of the semester.
- Students will be able to participate in activities and athletics at their home school
- Students may complete classwork on the Odysseyware program at any time, but are encouraged and expected to follow the school day schedule.
- Parents are encouraged to actively participate in student’s learning to assist school with ensuring student participation and completion of courses.
- Online is a flexible way to engage in learning until your family is ready to return to the classroom
- While courses are self-guided using Odysseyware software. Students are expected to have regular attendance to their class time, which will be set by each educator.
- Students most successful in this model exhibit self-motivation or have an adult to help guide them through their learning environment and procedures to fulfill course requirements and achieve academic success.
- After the opt-in form is completed, the information will be reviewed and assessed by a staff member and next steps will be communicated to the family.
- Any needed support or resources will be identified, such as students who may have special needs, English Language Learners or gifted students.
- Honors, IB, and AP courses will not be available online at this time.
- Prior to the start of school, each student will receive information regarding logging into the Odysseyware program.

**5 DAY AVAILABILITY:** As part of the Governor’s executive order each District is to provide a place each day for students who need a place to go. If you want your student to do their remote learning or online learning on the school campus please contact the school directly. There will not be any additional or special instruction provided. This will simply provide the student a safe place to do the same school work they would be doing from home. This will only be available once the schools have moved to the hybrid model and will not be available while in full remote learning.

Additional updates may be made in accordance with Arizona Department of Public Health (ADHS), Centers for Disease Control (CDC), Executive Orders issued by Governor Doug Ducey and the decisions made by the district’s Governing Board and Leadership Team. Some procedures and protocols may vary by school based on enrollment or layout of each school campus and will be shared with parents by school principals.

## **CLASSROOM INSTRUCTION IN THE HYBRID MODEL**

A common question is what will learning be like if I choose to send my child to school during a pandemic? We envision an engaging, positive environment where students safely learn with their teacher and peers. If you choose the hybrid option, you will find specifics below on how we will bring learning to life in the midst of the current situation.

Updated information when available will be provided by our school sites and will be constantly updated on our District website ([www.aguafria.org](http://www.aguafria.org)), and on the Parent Hub ([parenthub.aguafria.org](http://parenthub.aguafria.org))

## **HEALTH & WELL-BEING**

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The heart of our decisions remains the safety of our students and staff.

### **School Campuses and Classrooms**

- Student seating will be arranged to maintain as much physical distance as possible. Desks will be faced in the same direction rather than facing each other or in pods. Students will sit on only one side of tables, spaced apart, in assigned seats.
- As much as possible, physical distancing will be maintained in open or common areas, such as hallways, stairwells, gyms, and auditorium.
- Students will utilize their own school supplies and keep their belongings separate or in their backpack throughout the day.
- Students are encouraged to bring their own water bottle to school. Students can refill from one of our water filling stations on campus. Regular water fountains will not be available.
- Adjustments to drop-off and pick-up routines may be made to facilitate physical distancing.
- Signage will be posted in all rooms and common areas explaining hygiene practices to prevent spread.
- Physical education classes may focus on personal fitness instead of high-contact exercises and will take place outside, when weather permits. Equipment will be cleaned in between uses.
- Courses that involve significant interpersonal contact, such as labs, will be modified to allow for physical distancing.
- Special education and English language services will resume under the close direction of our educators and individual IEP Team. Students will be provided structured interventions and additional support time.
- The method of homebound instruction will be determined based on the individual needs of the family and child.

### **Face Coverings**

- Maricopa County currently requires that all residents wear masks or facial coverings. The Reopening Task Force's recommendation is both staff and students are required to wear a face covering.

- Each school site will provide one reusable mask for students. Students who lose their mask may purchase an additional one in the bookstore.
- Face coverings must align with the district dress code.
- Students may remove their masks if social distancing guidelines are met (6 ft). If social distancing guidelines cannot be met, students must keep their mask on.
- 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 is encouraged at regular intervals throughout the day with both soap and water or hand sanitizer. Instructions for hand washing include:

- Hand sanitizing stations will be available at every school site for mobile use in the high-traffic areas of campus.
- All classrooms will have hand sanitizer.

## **Health Screenings**

- Prevention begins at home. Students should stay home if they feel ill or are exhibiting any symptoms of COVID-19; cough, sore throat, headaches, congestion/runny nose, fever of 100.4 or higher, difficulty breathing, aches/chills, vomiting, nausea, or diarrhea.
- We encourage families to utilize our [Family Health Guide](#) for a friendly one page resource to determine if your child should attend school.
- Students will complete a health screening form each day. Each school will provide specific details on the process.
- If the teacher has concerns based on a visual check of the child, they will contact the school nurse prior to sending the student to the nurse's office.
- Students will be reminded of proper hygiene, including:
  - Avoiding touching the eyes, nose, and mouth.
  - Covering the mouth when coughing.
  - Covering the nose when sneezing and safely discarding tissues.

## **Enhanced Cleaning**

- Students will be required to participate in an “end of the hour” cleaning process. This includes disinfecting their desks, any shared equipment or areas touched.
- Additional disinfecting of high touch point areas, such as countertops and door handles will be completed by custodial personnel.
- All classrooms will have an EPA N-list registered disinfectant available for staff to disinfect high touch points as needed throughout the day.

- Training will be provided on the proper use/procedures for disinfecting classrooms and other community areas.
- Continued air quality will be maintained by cleaning all HVAC unit coils and changing air filters as scheduled.
- Custodial and maintenance staff are prepared and trained to disinfect classrooms/common areas where exposure is known.

## **Visitors on Campus**

- To promote safety and social distancing, we ask that only essential visitors come to any of our campuses or buildings.
- Visitors needing assistance are encouraged to complete on business through virtual meetings, email, or by phone.
- Guest speakers and non-essential volunteers will not be permitted on campus at this time.
- Front office/attendance staff will disinfect shared surfaces routinely throughout the day.
- Hand sanitizer will be available to visitors after using shared pens and/or paperwork.
- Outside visitors/parents that must meet in person will be required to wear a mask and complete a health screening. The meeting room will be set-up to promote social distancing and thoroughly cleaned following the meeting.

## **Dropping off Items**

- Only essential items may be dropped off for your child. Items deemed essential include the chromebook and medication.
- Items that will not be accepted include, but are not limited to food, drink, athletic equipment, celebration regalia and projects.

## **Social-Emotional Well-Being**

- All staff is provided professional development to support the social-emotional well being of both staff and students. The professional development will address both a remote learning environment and an in-person environment.
- All schools have a student support team that will assist in addressing the social and emotional needs of students. We recognize that many students may struggle with processing our new normal and each of our schools is prepared to aid our students in any way.
- The AFUHSD has continued its partnership with Touchstone Behavioral Health to provide our students with intensive support if needed. If you feel your child needs intensive support, please reach out to your child's counselor to begin the referral process.

## Response to Reported Cases

- The district will utilize the Arizona School Risk Retention Trust protocols to respond to reported cases or cases of exposure.
- School nurses 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 within health offices for students or staff who may be sick.
- You can find a process flow chart [Here](#).

## Support Services

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Education is more than what happens in the classroom.

## Transportation Services

- Students will be asked to comply with physical distancing guidelines when waiting at the bus stop, during boarding and while exiting the bus.
- Bus riders will board from the back to the front of the bus and then unload from the front to the back to minimize passing others in the center aisle.
- Siblings will be encouraged to sit together.
- High touch-point areas, like handrails, door handles and the driver area will be cleaned in between bus runs and the buses will be thoroughly sanitized each night.
- Bus staff and students are required to wear face coverings on buses due to the size of space and proximity of individuals to each other.
- Windows may be open for increased air circulation during seasonal times of year.
- Families are encouraged to transport their children to school to reduce the number of students on a bus.
- **Bus riders must ‘opt-in’ to receive district transportation.** The transportation department will send additional information.

## Breakfast & Lunch Services

- Children need healthy meals to learn. AFUHSD offers healthy meals every school day. Breakfast cost \$2.00 and Lunch cost \$3.25 for paid students. Your children may qualify for free meals or reduced price meals. The reduced price is \$0.00 for breakfast and \$0.40 for lunch.
- Food & Nutrition Services will provide meals and a la carte items for purchase, with a menu available on our district website, or students may bring their lunch to school .
- The entire square footage of the cafeteria will be used to support appropriate physical distancing during each mealtime, as feasible. When weather permits, students may enjoy lunch in the school’s outdoor areas.
- A no-touch point-of-sale system will allow students who choose to purchase food to do so in a safe way. Students must have their school ID to utilize the no-touch point-of-sale system.

- Proper line spacing will be required for those students waiting to make their food purchase.
- Food and condiments will be served in individually bagged or cupped containers.
- All lunch tables will be separated and facing one direction so that students are not face-to-face while eating.
- Food Services staff members will wear face coverings at all times.
- Hand sanitizer dispensers will be located at the entrance of all cafeterias, café's, courtyards and dens. Students are encouraged to use the hand sanitizer before purchasing their meal.

## **High School Lunch Services**

- The length of time in between lunches will be extended to allow for enhanced cleaning of tables, counter tops and other high touch-point areas in between lunch periods.
- Outdoor spaces will be opened to allow high schoolers to spread out when eating.
- Indoor tables will be spaced out as much as possible.
- If feasible, additional lunch distribution points will be available inside and outside the cafeteria to reduce the length of lunch lines.
- Markers to promote physical distancing will be on the floor to indicate where to stand in lunch lines inside.
- Students and parents are encouraged to use the online prepayment system to deposit funds into student lunch accounts. There will only be one (1) lunch line that will accept cash/checks. There will only be two (2) lunch lines that will accept credit cards for payment.
- Parents can deposit funds into student lunch accounts at: <https://family.titank12.com/3ZROJ3>

## **Arrival & Dismissal Procedures**

- Students will go straight to their classroom or to the cafeteria to eat breakfast prior to the start of school.
- All front offices are equipped with floor stickers to encourage physical distancing.
- Hand sanitizer will be available to students as they enter campus.
- Walking students are encouraged to leave campus quickly.
- Busing students need to load the bus immediately after the final bell.

## **High School Athletics & Clubs**

- District participation in athletics will be guided by CDC guidelines, NFHS/AIA protocols, and any other state directives.
- Daily health screenings and temperature checks will be taken for all athletes, every day, before practices and competition. Students displaying signs of illness or with a fever will be sent home immediately. Your child's coach/athletic director will follow up regarding return to practice guidelines.
- Locker room procedures will be established and communicated to all athletes to reduce the number of students using the locker room at one time.
- Coaches, managers, and trainers will wear masks at all times.

- Student clubs will be encouraged to explore virtual meeting options rather than suspending their activities. Club procedures will be evaluated after the start of the school year.

### **Events and Field Trips**

- Every effort will be made to hold activities such as Meet-the-Teacher, school assemblies and clubs in a virtual format.
- School events and large gatherings, such as festivals or fundraisers, will be suspended and reevaluated in accordance with CDC guidelines.

### **Communication & Training**

- Students will be educated about their role to help support a safe and healthy environment.
- All staff will be provided with training and information to recognize the signs and symptoms of illness in others. They will also be provided training to self-monitor their own health according to CDC guidelines.
- Staff will be provided response based resources.
- Ensure that guidance counselors and staff have sufficient training and time to address the social and emotional needs of our students