



# RePublic Schools Restart and Recovery Plan

July 2020



## GENERAL INFORMATION

**District Name: Reimagine Prep, Smilow Collegiate Academy, Smilow Prep**

## ACADEMIC PROGRAMMING

1. What is the school district's plan for scheduling instructional delivery students when school opens?

### **0 Virtual schedule**

**Details (number of daily instructional minutes):**

**School schedules and information about our reopening are available at:**  
<https://republic.instructure.com/courses/53>

**Our daily schedule includes:**

<b>Arrival / Dismissal</b>	<b>8:00 AM virtual start</b>
<b>Lunch/Recess</b>	<b>Block off minimum 45 mins</b>
<b>Math</b>	<b>100 mins M-F</b>
<b>ELA</b>	<b>100 mins M-F</b>
<b>Science</b>	<b>50 mins MTRF</b>
<b>Advisory</b>	<b>30 mins M-F</b>
<b>Intervention (optional)</b>	<b>45 mins M-F</b>
<b>CS/History, alternating</b> <b>*Schools have choice, but should (1) aim for 50/50 split and (2) consult with Director of CS to ensure curriculum can be executed effectively in schedule.</b>	<b>50 mins MTRF</b>

<b>Wednesday Schedule (for phase 1-3, see phase 1 for model)*</b>	<b>1:30 dismissal, all virtual; office hours + math/lit</b>
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- Briefly describe the school district’s contingency plan for scheduling instructional delivery to students should the district or school(s) have to close due to an outbreak?

**0 Option A: Distance/Virtual/e-Learning/Remote Method(s)**

**Details:**

**We plan to start by providing live synchronous learning for the full school day. Our courses will primarily be taught as live synchronous courses with our normal standards aligned curriculum. Some amount of intervention work will be asynchronous.**

**We will return to campus in phases, when conditions are safe and as parents are comfortable. If, after we return to physical schooling, there is an outbreak and we must close our school buildings again, we will return to providing live synchronous learning for the full school day for all students.**

- How does the district plan to ensure mastery of content for Carnegie credit courses? [NOTE: The district’s plan to address this requirement must be approved by the local school board and posted on the district website no later than September 30, 2020.]

**Not applicable. We do not offer any Carnegie credit courses.**

- How will the school district take attendance in a hybrid or virtual schedule? Mark all that apply.

## **0 Attendance monitored by learning management system (LMS)**

### **Attendance**

**During distance learning, absences will be determined by our electronic records of students logged on to Zoom and/or engaged with assignments on Canvas or Google Classroom. Our platforms track the time at which a student logs on the platform and when they log off. Any student not logged in to a class will be considered absent from that class. Depending on the reason for the absence, the student's absence may be considered excused or unexcused.**

**Reasons for excused absences include, but are not limited to:**

- Scholar illness**
- Illness of an immediate family member that requires the scholar's absence**
- Necessary doctor's appointments; (elective appointments should be scheduled on Wednesdays after 1:30 pm or afterschool on other days)**
- Death in family**
- Other as deemed excused by school leader or their designee**

**Scholars should be logged into their first distance learning class by or before 8:00 AM. For any scholar not logged on to their first class by 8:10 AM, families will receive an attendance phone call. Families can also expect to receive regular communication regarding attendance on all report cards. Real-time attendance data is also available on SchoolRunner.**

### **Tardies**

**Scholars are expected to be logged into their first distance learning class by or before 8:00 AM. Scholars logging between five to ten minutes after 8:00 AM are marked tardy. Six tardies are counted on the scholar's record as one absence. Tardies due to technology issues are not excused. Scholars are encouraged to log on at least ten minutes prior to their class starting and will be given a five minute grace period for logging on to their first class.**

**Incomplete Day (Logging on Late and Early Log-offs)**

**Scholars who log on more than ten minutes after their first class begins and/or miss up to two full classes are considered as having an incomplete day. Two incompletes are counted on the scholar's record as one absence. This policy applies to both late log-ons and early log-offs.**

5. Provide a link to the LEA-defined policies being used to meet the criteria for reporting students present in a virtual learning environment.

**Links:**

**Reimagine Prep: <https://republiccharterschools.org/rp-1>**

**Smilow Prep: <https://republiccharterschools.org/smilow-prep>**

**Smilow Collegiate: <https://republiccharterschools.org/smilow-collegiate>**

## OPERATIONS

6. How will the school district provide transportation?
  - 0 Bus routes with reduced student capacity

**Details (windows open, masks on bus, cleaning schedule, seating arrangement based on loading order / unloading order):**

**We plan to start by providing live synchronous learning for the full school day. We will return to campus in phases, when conditions are safe and as parents are comfortable. Thus, no transportation will be required at the beginning of the school year.**

**When we restart in person schooling, we will provide transportation. We are working closely with our transportation provider to ensure we are able to provide safe and efficient transportation. We plan to follow all CDC guidance with regards to transportation, which will include leaving windows open, as possible, requiring all students to wear masks, cleaning busses**

**between routes, assigning seats by loading and unloading order, seating family members together, and alternating seating to ensure physical distance.**

**We will be surveying parents in the first few weeks of distance learning to assess transportation needs and requests. We anticipate that a significant number of parents will opt of using school transportation and, as a result, our normal routes will have decreased ridership.**

7. Where will the school district provide meals to students?

## **0 Other**

### **Details:**

**We plan to start by providing live synchronous learning for the full school day. We will return to campus in phases, when conditions are safe and as parents are comfortable. We will be providing meals to our families during the time that we are operating through distance learning.**

### **Meal pick up times will be:**

- **Mondays from 3:00 – 5:00 PM**
- **Wednesdays from 1:00 – 3:00 PM**

**We will potentially expand these hours as necessary. We are also surveying parents during our back to school nights to determine if they would prefer bust stop delivery services.**

**We will seek USDA waivers to allow parents to pick up student meals and to pick up 2 days of meals on Monday and 3 days of meals on Wednesday. Meals will be picked up in a “drive through” service, which parents remaining in their cars and meals being placed in the trunk or back seat.**

**Our meal provider will be complying with the following safety protocols:**

- **Daily temperature/symptom screening with all employees**
- **Immediately notification to RePublic if there is a confirmed case**
- **Any confirmed cases will be quarantined for a minimum of 14 days and, after the quarantine, show no temperature or symptoms for 24 hours before returning to work**
- **If someone is experiencing symptoms for 72 hours, they must get a test before returning to work**

**After we return to campus for schooling, students will pick up their meals in the cafeteria and return to their classrooms to eat. Classroom groups will not mingle during lunch pick up.**

8. What are the planned start and end dates for students?
  - a. start date for fall semester (MM/DD/YYYY): **08/10/2020**
  - b. end date for fall semester (MM/DD/YYYY): **12/18/2020**
  - c. start date for spring semester (MM/DD/YYYY): **01/05/2021**
  - d. end date for spring semester (MM/DD/YYYY): **05/26/2021**

## HEALTH AND SAFETY

9. Does the district plan to require masks of students and adults while being transported and on campus?

**We plan to start by providing live synchronous learning for the full school day. We will return to campus in phases, when conditions are safe and as parents are comfortable.**

**Our current guidelines for adult to be on campus require the following:**

- **At all times, when on campus and in the presence of other team members, all team members must wear masks and must do so**



properly.

- **Failure to abide by this requirement will result in disciplinary action.**
- **When team members are on campus they must maintain 6' of distance, in addition to wearing masks, and should not physically touch any other team members. This is especially important if interacting with students and their families.**
- **Team members who are ill or if you may have been exposed to COVID-19, should remain home except to get medical care and may not come onto RePublic property.**
  - **Presumptive or confirmed COVID-19 diagnoses are reported to the manager, to allow for contact tracing.**
  - **Any team member who is ill will need a doctor's note to return to the physical workplace.**

**When students return to campus, they will also be required to wear masks and maintain distancing, as possible. Bus monitors will ensure that elementary grade students comply with masking requirements.**

10. If requiring masks of students, what ages / grade levels will be required to wear a mask? Mark all that apply.

**All Students, at all grade levels, will be required to wear masks.**

11. Which of the following cleaning and sanitation topics are addressed in the district's comprehensive plan? Mark all that apply.

- 0 Buildings, classrooms, and common areas**
- 0 Food and nutritional service areas**
- 0 Transportation (buses, service areas, and equipment)**

**We have drafted health and safety protocols and policies for all aspects of in person schooling including transportation, food and nutrition, and**

**sanitizing buildings, classrooms, and common areas. These plans will be finalized at least 2 weeks prior to returning to campus physically to allow sufficient time to train and practice protocols and policies with all staff members.**

12. How will the district identify and address the needs of students and staff with underlying health conditions?

**Details:**

**We have surveyed all staff and families to understand their health concerns and needs. We used that information to make the decision about whether to return to school physically at the beginning of the year. That information is attached in our “COVID Data Update” slides.**

**We plan to allow parents and staff members to self identify the need to continue remote/distanced learning after we return to school based on underlying health conditions. These decisions will be supported by advisory teachers who will discuss academic progress, health needs, and school options with parents at least every two weeks.**

**Both Staff and Students with underlying health conditions will be supported to protect their health while continuing their work/education with RePublic Schools. These conversations will be ongoing and new needs assessments will be conducted each time we determine it is an appropriate time to adjust our model.**

13. Who is responsible for overseeing health and safety within the district?

**Name / contact information:**

**Katie Poulos, Chief Operating Officer, RePublic Schools, Inc.**

**[kpoulos@republiccharterschools.org](mailto:kpoulos@republiccharterschools.org)  
310-435-6945**

14. How does the district intend to ensure safety of students, staff, and spectators involved in cocurricular and extracurricular activities (athletics, band, choir, etc.)?

**Details for each activity:**

**We have determined that we will not be sponsoring cocurricular and extracurricular activities until such time as community spread of COVID-19 is under control. Please review our attached memorandum.**

**When activities resume, we will follow all CDC guidelines regarding health screening, COVID testing, mask use, and distancing – as appropriate.**

## FAMILY AND COMMUNITY SUPPORT

15. How will the district provide technology and academic support to families?

**Details:**

**We are providing all families with chromebook computers. Our distribution days will occur 7/27 through 7/31. Any families that are unable to attend will receive their computers via personal delivery.**

**Families may request that a hotspot be provided with internet service. We have created this [request form](#) and are accepting requests in person.**

**All families will receive bi-weekly check in calls with their student's advisory teacher to talk about academic progress and engagement with the digital platform. Families will receive more regular support as requested.**

**Prior to the start of the school year, families are asked to complete our**

**Canvas Course for Parents [here](#). This provides them information about distance learning at RePublic Schools, food service, technical support, and other important information.**

**For more information please review the parent portal website and see our technical support hand out for families:**



### Distance Learning Technology Support

Thank you for your patience as we support you and your scholar with distance learning. If you are experiencing an issue for which you need technical support, we have two options to submit a request for support.

**Option 1 (fastest option):** Submit a Tech Support ticket at [bit.ly/RCSTechSupport](http://bit.ly/RCSTechSupport).

- Once available, a school team member will reach out to you to help resolve your issue

**Option 2:** Call your school for support. *(Note: you may not get immediate support and may need to leave a voicemail with the information below.)*

- Be ready to provide the following information:
  - Scholar Name
  - Chromebook Asset Tag #
  - Description of the Issue
  - Best Phone # for Contact
  - Best Email Address for Contact
- Phone Number
  - Nashville Prep 615.921.8440
  - Liberty Collegiate Academy 615.564.1965
  - RePublic High School 615.921.6620
  - Reimagine Prep 601.941.0844
  - Smilow Prep 769.524.5330
  - Smilow Collegiate 769.524.5340

Active hours for distance learning tech support are as follows:

- Monday, Tuesday, Thursday, Friday: 8 AM to 3 PM CST
- Wednesday: 8 AM to 1 PM CST

Outside of these hours, you can still submit a request by either completing the [RCS Tech Support Form](#) or leaving a voicemail with your school at the number listed above. Be sure to include the following information on your voice mail: Scholar full name, brief description of the issue, best phone number to reach you, best email address to reach you.

Someone will contact you during the next open school day.

## COMMUNICATIONS

16. How will the district communicate its comprehensive plan regularly with families?

- **Dedicated website address: <https://republic.instructure.com/courses/53>**
- **Bi-weekly parent email sent out to listserve.**
- **Robo calls and texts to phone numbers on file.**
- **Bi-weekly parent phone calls with advisory teacher.**

Charles Stanley, Director of Schools

17. How will the district communicate with families should there be an outbreak that necessitates immediate closure?

**Details:**

**We plan to start by providing live synchronous learning for the full school day. We will return to campus in phases, when conditions are safe. If, after returning physically to campus, there is an outbreak that necessitates immediate closure we will use our normal communication channels, identified above and listed again, below.**

- **Dedicated website address:**  
<https://republic.instructure.com/courses/53>
- **Bi-weekly parent email sent out to listserve.**
- **Robo calls and texts to phone numbers on file.**
- **Bi-weekly parent phone calls with advisory teacher.**