



# *Carson Montessori School*

## **Carson Montessori Covid Reopening Plan 2021-2022**

July, 2021

Updated January, 2022

Carson Montessori is the hands-on, real-world school that teaches among the many life skills that are a key part of its curriculum, practical, immediately applicable coping skills for everyday life.

It is the school where

***Students are not scared, they are prepared.***

Carson Montessori Charter School is committed to equal opportunities in both education and employment. Carson Montessori Charter School provides all students access to educational programs and activities without regard to race, religion, color, national origin, gender, age, sexual orientation, parental status or disability. The following person has been designated to handle inquiries regarding the non-discrimination policies: Principal, 2263 Mouton Drive, Carson City, NV 89706 (775)-887-9500.

# Carson Montessori Charter School's Reopening Plan

July, 2021, Updated January, 2022

**DUE TO THE CRITICAL NATURE OF THE COVID PANDEMIC AND THE CONTINUAL MUTATIONS OF THIS CONTAGIOUS VIRUS, CARSON MONTESSORI'S REOPENING PLAN IS SUBJECT TO CONSTANT REVISION AND WILL CONTINUE TO BE UPDATED AS NEEDED TO ENSURE THE SAFETY OF OUR STAFF, STUDENTS, FAMILIES AND THE COMMUNITY.**

## **INTRODUCTION:**

Since Carson Montessori Charter School is sponsored by the Carson City School District, and while CMCS is an independent charter school site, under NRS, and operates with its own Governing Board and a single administrator, there are contracted services that exist between the Carson City School District and Carson Montessori Charter School. For that reason, Carson Montessori Charter School follows closely the Reopening Plans of the Carson City School District, including the School Calendar and CCSD's General Safety Protocols. On January 11, 2022, the Carson City School District School Board approved the Carson City School District's Updated Reopening Plan. Carson Montessori submitted their agreement form and a letter, the contents of which are reflected in the Carson Montessori Reopening Plan and the documents were included with the Carson City School's District's Plan as our sponsor.

## **BACKGROUND:**

Following the closure of schools in March of 2020, due to the Worldwide Covid Pandemic, Carson Montessori, which is a real-world, hands-on, Governor's Certified STEM School, launched its virtual program in 48 hours. From March 16, 2020 to June 3, 2020, CMCS was able to provide equitable learning and **serve 100% of our students**. In August, 2020, Carson Montessori Charter School reopened schools for the 2020-2021 Academic Year using a hybrid/remote mix, like the Carson City School District. Mondays were a teacher prep day and an all-school virtual class meeting day. In-seat learners attended every other day. In October, CMCS opened four days a week in-seat for grades K-2. In January, CMCS added grades 3-6 to in-seat learning 4 days a week. All virtual students had the opportunity to return to in-seat learning, whenever they felt safe to do so, and by the end of the year many of our remote students had returned to in-seat to finish out the year.

# REOPENING PLAN

**Carson Montessori Charter School's Updated Reopening Plan will be approved by the CMCS Governing Board at their January Board Meeting, 2022. The Carson City School District's Plan, which we follow closely was Board Approved on January 11, 2022.** Carson Montessori Charter School was officially opened for the 2021-2022 School Year for students, in grades K-6, on August 16, 2021.

**Carson Montessori Charter School's Reopening School Plan for the 2021-2022** continues to have two options for the 2021-2022 School Year.

## **OPTION ONE: FULLY REMOTE/VIRTUAL LEARNING:**

CMCS' fully Remote/Virtually delivered education program, is staffed by a fully certified teacher and all of the Specialists associated with Carson Montessori. The CMCS Program meets the Nevada Department of Education's approved *Path Forward Program of Distance Education*. The CMCS Plan allows for students to return to in-seat learning at any time during the school year should they choose to do so.

A family's decisions to participate in this model is likely based on concerns about the potential for virus exposure if their child(ren) physically attends school. This learning system is available for any family with the commitment to engage in full-time, fully remote instruction. It is also available for students with medical needs, who may have an extended absence, or as part of Carson Montessori's World-wide Travel Packet Program.

## **FAMILY COMMITMENT TO ONLINE LEARNING:**

Families should be prepared to support their children's active participation in all remote learning activities. Families will need to ensure their children have adequate space, materials, and technology access to support virtual instruction. CMCS will provide a Chromebook and assistance to access Internet services, as needed. If families need other help, they are to contact Carson Montessori at 887-9500 and arrangements will be made through the CMCS Outreach Program to provide all of the assistance necessary.

Students enrolled in remote online learning will have their work facilitated by Google Classroom. Students will receive both synchronous instruction (live teaching, class meetings, small group, and one-on-one) and asynchronous instruction (pre-recorded lessons that focus on essential standards in each core subject area including reading, writing and math). On-line students also will have availability, as does every Carson Montessori student, to all of the on-line enhancement programs CMCS has, including but not limited to IXL, ZEARN, Khan Academy, RazKids, Reading A-Z, NWEA's Math, etc. CMCS is a

school where family comes first and we know our students inside and out. We are aware of the fact that our families are working odd hours in order to survive. We also know that there are Backyard Learning Pods, students in daycare, students who are considered homeless and students with SEL needs. For that reason, lessons are recorded and we provide Chrome Books so the families can access the lessons at their convenience. Many of the lessons are Family Practical Life Project Based Lessons. Remote students have the opportunity to come on site to make presentations, for special events and special coaching. They have that choice. The fully certified remote teacher also duplicates as closely as possible with kits the classroom hands-on events. For example: Pi Day. Students receive a kit with a tee shirt, markers, pie crust mix and filling.

In addition, CMCS staff provides specialized instruction, as needed, such as ESL, 504, or Special Education Services. IEP teams, EL teachers, and 504 plans determine the type and number of services provided. If a student needs extra help, two teachers, so they remain two-deep, are dispatched to the student's home site to help or provide "front yard services."

#### **OPTION TWO: IN-SEAT LEARNING ON CAMPUS FIVE DAYS A WEEK**

In-seat instruction occurs 5 days a week. As a side note, Carson Montessori remains fluid and flexible and we realize, that for the safety of all parties, changes may be necessary. At all times, CMCS is bound by the Governor's Directives. CMCS also considers recommendations from the CDC, and the State and Local Health Department. All safety procedures and protocols remain in place. The safety and well-being of CMCS' students, staff and families are our main concerns in our deliverance of a solid, hands-on, real-world, practical life wrapped Montessori, Common Core Standards Based, Curriculum.

**This plan is the result of input from a variety of sources including citizens, parents, staff, community partners, the Carson City School District's public meetings and most importantly the voice of the students. Through Carson Montessori's Messenger System, Google Classroom, the CMCS Website, the Carson City Health Department, the Carson City School District, and a direct telephone line to CMCS' Principal, who is accessible 24-7, all parties have access to offer input.**

#### **COMMUNICATION:**

It is the goal of Carson Montessori to provide our students, families, staff, and community partners with the information needed to understand the continual processes and changes associated with the opening of our school during this continuing Covid Pandemic. CMCS had a virtual "Welcome to Carson Montessori" Parent Meeting for each grade level in May, 2021, giving parents and their students a chance to meet their teachers for next year and

learn what they will be learning. CMCS hosted a Sneak-A-Peeks in August and offers virtual *Parent University* trainings on the operations of the programs and the Nuts and Bolts of CMCS' technology systems. Hopefully during the Spring Semester in 2022, we will be able to have meetings on campus including our *Knowledge is Power* series to help share the most accurate information and resources available. These workshops are done by highly qualified experts in the field of the topics being addressed. All families have access to a 24-hour hot line, operated by the Principal, at 775-750-0139, to obtain the latest information. Families receive contacts at least once a week from school personnel including school Pee Chees, Individual and Schoolwide Class Messengers, News Notes, school-wide emails, Home Visits, Meetings in the Park, Messengers, and personal phone calls. Carson Montessori utilizes local media outlets, school websites, text messaging, email, social-media, and automated telephone-calls to educators, families, students, and community stakeholders to disseminate pertinent school-related information. All families can receive an emailed registration FORM, which allows families to select which option, in-seat or virtual/remote. and a Families receive a WOW SHEET information packet so they can supply personalized information for each student that creates the opportunity for CMCS to best meet the needs of each individual student. There is a Triangle of Accountability Contract that is signed by the student, teacher and family that defines the role each plays in the education of their student.

Covid Compliant Signs will remain posted on school entrances that promote everyday protective wellness measures and describe how to stop the spread of germs (such as proper social-distancing, handwashing, and whether or not the use of face masks is required or suggested). *Hand Washing Lessons* are an integral part of the *Montessori Practical Life Curriculum*. Announcements identifying tips to reduce the spread of illness will occur regularly.

Free, family-friendly materials by national, state, and local public health agencies are available through our email electronic distribution for students, families, and staff. Should it be necessary, all health-related messages will be available in both English and Spanish. Carson Montessori will also provide current, informational, health and wellness related resources dealing with COVID-19 on our Facebook page. We have staff trainings regarding illness and pandemic responses and the CMCS Covid Coordinator is available to answer any questions families may have.

# **Student Health:**

## **WELLNESS:**

All individuals on school properties are expected to observe and follow Carson Montessori's established Covid Compliant Protocols, that are in place at that time. While we anticipate that it may be challenging to maintain 100% social distancing of students at all times, should we need to, appropriate engineering and administrative controls have been implemented to facilitate observation of the desired levels of social distancing including footprints on the floors, designated spots on the playground, and spacing of desks.

Prior to engaging in any in-person school activity, families are expected to do an at-home health assessment of their children. Anyone, staff or students with a temperature, flu-like or cold symptoms, or in general are feeling un-well should not come to school. Each classroom area has been provided with a touchless thermometer. Students have access to handwashing stations at every entrance as they enter the school building. Once at school, if a student or staff member presents with symptoms of an illness, CMCS will follow wellness protocols for intervention. Should it become necessary, CMCS will, once again, activate its morning temperature check station, which checks the temperature of every student and staff member on arrival.

Students who develop flu-like symptoms during the school day are moved to a safe, comfortable, designated area and parents are asked to come and pick them up immediately. Students sent home will follow the current *CDC Covid-19 Isolation and Quarantine Guidance* in place at the time and issued by Carson City Health and Human Services, which is part of the Quad-County Public Health Preparedness. Students subject to quarantining will immediately have access to the remote/virtual learning strand.

## **FACE MASKS:**

Carson Montessori has maintained a "masks required" inside the buildings policy for the 2021-2022 School Year for the safety of all parties and because of the closeness of proximity to one another in our buildings and the fact that as a Montessori School, we are an open classroom setting. At the time of this UPDATE, January, 2022, the CDC is still requiring masks indoors. Input from the members of the Student Legislative Team, who are serving on the CMCS Reopening Team, proposed that additional training for the students, especially the younger students on the proper wearing of the masks and the reasons for them would greatly improve the efficiency of the masks and that training would be extremely valuable in keeping students and staff safe and the viruses at bay.

## **SAFETY PRECAUTIONS & SAFETY OPERATIONS AT CMCS:**

In developing this Educational Plan, student and staff safety is of utmost importance. A multi-layer approach to building cleaning and disinfecting will continue to keep buildings clean and people healthy. This includes enhanced and frequent disinfecting of surface, the flushing of fresh air through filtered HVAC systems, scheduled and supervised handwashing with soap and water and the availability of hand sanitizer and disinfectant in every classroom. Hand washing is encouraged throughout the day and required before and after meals, as well as after outside play and recess. We have placed portable sinks in classrooms that had limited access to hand washing. Students do not share their food, snacks or school supplies. Each student is supplied with a pencil pouch with all the tools they need. Hand Sanitizer is provided throughout the buildings. Students and staff may bring their own hand sanitizer. Any special Events or activities will be held according to Directives in place at the time. Signs reminding students and staff about personal hygiene practice are placed in conspicuous locations.

## **CLEANING AND SANITATION:**

Custodial and sanitizing services, along with increased ventilation processes occur according to heightened operational protocols. A building management system that adheres to fresh air standards and proper indoor air quality enhances both CMCS buildings. CMCS has taken steps to contract with an HVAC Specialist, who performs an HVAC Readiness and Pre-Occupancy Assessment, so that we can come to school with confidence. This activity is performed on HVAC, filtration, ventilation and is done regularly on domestic water systems. CMCS uses HEPA filters for all air-handling equipment. Portable Air Filtration systems, which were personally purchased by the Principal are in every classroom. System filters are continually replaced.

CMCS disinfects touchpoints, table surfaces, and restrooms EVERY NIGHT. Students also disinfect their work surface when leaving EVERY DAY and upon arriving, EVERY MORNING. We are using an enhanced disinfectant program and an electrostatic disinfectant mister, nightly. Bio layers are stripped from classroom surfaces and cleaned with soap weekly, so that the disinfecting process is thoroughly employed. These activities required hiring an additional custodian to thoroughly sanitize the building.

At the end of each school day, students and staff clear the floor of debris and regular school materials (pencils, crayons, paper, books, etc.) and store them properly or discard them in the trash. Trash bins and soiled cleaning materials are removed for disposal.

CMCS has purchased personal protective equipment, hand washing materials, and cleaning supplies that are made available to all staff and students. Liquid/foam sanitizer stations are placed at every building in the main entrance. In addition, wall mount dispensers are positioned throughout the building and classrooms. Hand pump dispensers are also provided throughout the school. Disposable masks and face shields are available free of charge to anyone who needs them.

### **EMERGENCY MANAGEMENT:**

In the event of an emergency, CMCS will activate the *Carson Montessori Crisis Plan* and use our multi-layered communication systems to contact stakeholders to provide instructions, guidance, and information to staff, students and families, as well as the surrounding communities, to maintain operational integrity. In the event of an emergency, CMCS has established Safety Services Protocols and a developed, tested, decision-making model, based on the Incident Command System. CMCS has the capacity and the plan needed to continue operational services and systems. We have laid out our parking lot to evacuate our buildings and maintain social distancing.

### **OPENING SCHOOL BUILDINGS AND GROUNDS:**

Due to the fact that Carson Montessori has lost a large section of the on- street parking, for the 2021-2022 School Year and for the safety of our students and families, we need for families to come through the line to drop off and pick up students. If families need to come into the building, they need to call 887-9500 and they will be directed where to park.

### **ATTENTENDANCE:**

For both remote and in-seat, students, attendance will be recorded daily. Teachers keep an active log of who is out on quarantine and who is otherwise absent. As a Montessori school and as per our Charter Goals and Protocols, Carson Montessori students have off site learning opportunities. Students can travel with a Travel Packet and still receive in-seat credit.

Staff does not need to uses personal or sick leave if they need to quarantine. Staff is given fully benefitted leave.

# **School Schedule for Start and Dismissal Times**

## **CARSON MONTESSORI CHARTER SCHOOL**

8:45 AM

3:15 PM

### **SPECIAL POPULATIONS:**

- Families with students that have Individualized Education Plans are encouraged to contact Ms. Margaret or Ms. Shelley at 775-887-9500.
- A student's IEP committee and RTI Team will be convened to address services and support to ensure each individual student's needs are being met.
- The Carson City School District's Student Support Services office is working with Carson Montessori to ensure that we have the resources and support to meet our students' and staffs' individual needs.
- English Language Learners can contact CMCS' EL Department at 775-887-9500

### **GRADING SYSTEMS:**

Grading at CMCS will use the established Standards-Based Model where the value of (1) represents not meeting standard. The value of (2) represents approaching standard mastery, the value of (3) represents meeting standard, the value of (4) represents exceeds standard. Carson Montessori uses \*annotated observations as a valid form of assessment, \*Portfolios, \*Projects and conferences that are student-led and include family along with the required MAPS and SBAC assessments.

### **Nevada Department of Education Expectations**

Within the In-seat Model, since CMCS is sponsored by the Carson City School District, we will:

- a. Use a consistent method in Infinite Campus for recording contact with students, which may include students demonstrating regular weekly progress in classwork that can be verified through Google Classroom.
- b. Contact each remote student via electronic means or by telephone by a licensed teacher or licensed substitute teacher consistently. If a student's lack of access to a telephone or phone service results in an inability to be contacted, a licensed teacher or licensed substitute teacher will record attempted contacts and will be dispatched, with a second staff member for a home visit. All home visits must be two deep as per school policy.
- c. Provide a program of appropriate instruction for English Learners, students with Individualized Education Plans, and students with 504 Plans.
- d. CMCS guarantees that students have the ability to access and participate in distance education. Such access may include providing the technology necessary to participate in

- remote education such as a computer and Internet connectivity, or a plan to provide accommodations for students without access to technology, which may include paper packets, phone conversations, and on-site, at home instructions by the licensed teacher.
- e. CMCS guarantees any student quarantined on the advice of local public health officials receives access to distance education.
  - f. CMCS guarantees that licensed teachers and/or licensed substitute teachers are accessible to students through the Internet or by telephone during the regularly scheduled instructional hours.
  - g. CMCS guarantees licensed educators have access to and participate in professional learning regarding high-quality distance education and health and safety requirements related to preventing the spread of COVID-19 and other illnesses.
  - h. CMCS guarantees that parents will receive general updates regarding the CMCS school's implementation in the primary language spoken in the home if necessary.

**ADDITIONALLY, CARSON MONTESSORI CHARTER SCHOOL WILL:**

(1) No later than ten days after a student starts at CMCS, we will identify if the student has or does not have the necessary technology and Internet access. A 48 Hour Launch is used at CMCS where if it is doable, feasible, workable, the project is launched and completed when possible within 48 hours.

- a) Students lacking a device with which to participate in distance education or if multiple students in one home and are sharing devices, then the total number of students without devices should be reported as the difference between the number of enrolled students in the home and the number of devices in the home that can be used to participate in distance education;
- b) Every effort will be made to identify students without a subscription to home or residential broadband or high-speed Internet service;
- c) Households with a subscription to home or residential broadband or high-speed Internet service in which multiple students are sharing the same Internet connection and the number of students in those households; and
- d) Students who fit the descriptions in both (a) and (b).

(2), CMCS will implement its 48-hour launch, investigate the situation and supply the missing technology. Should it ever be necessary and a situation where Carson Montessori could not supply the needed technology, CMCS would submit to the Nevada Department of Education the information and a plan. If it is at the start of school, we will meet the September 15 deadline.

### **NUTRITION SERVICES:**

CMCS does not have a food services program. Students are required to bring their own lunch and snacks. However, CMCS has a fully stocked pantry that provides breakfast, lunch, and snacks to any student in need. This resource is paid for personally by the Executive Director/Principal of CMCS.

### **TRANSPORTATION:**

CMCS does not provide transportation to students. However, CMCS makes every effort to help families make connections to assist with transportation needs. Since all families must transport their students, many families carpool. After school, the Boys and Girls Club, The Bridge and the Salvation Army all send buses to pick up students and transport them to their sites for after school care.

### **HUMAN RESOURCES:**

Employees who have medical conditions and/or circumstances that may prevent them from returning to work should consult with their medical advisor as soon as possible. The staff member should also contact Carson Montessori's Executive Director and set up an appointment. With the onset of COVID-19, certain employment laws exist to help employees deal with the varying conditions associated with illness due to the virus, as well as CMCS, which is a "Family Always Comes First School," has special protocols in place. CMCS will be able to help staff through the various associated options.

- All employees should monitor their health and symptoms (fever, shortness of breath, etc.).
- All employees should maximize physical distance from others to the extent possible.
- Individuals returning to worksites, who may have any of the serious underlying health conditions as noted by the CDC, should take any and all precautions necessary to protect themselves.
- All employees should continue to Practice Good Hygiene.
- All employees feeling sick should stay home.
- Should staff be sick for an extended period of time, CMCS has a Sick Leave Bank.

All CMCS staff should anticipate the possibility of working outside of their usual and customary duties and assignments.

## **CHILD CARE OPTIONS:**

While Carson Montessori does not provide on-site child care due to Covid, the following is a list of community services that are working with CMCS, including sending pick up vehicles at the end of each school day. In addition to private day-care providers, the Boys and Girls Club of Western Nevada, the Bridge, and the Salvation Army all send vehicles for pick up and are working with CMCS to assist the community with child care options during the 2021-2022 school year. Families can drop off at school as early as 7:30 and there is no charge.

## **CONCLUSIONS:**

Carson Montessori Charter School opened for 2021-2022 school year, for the first day of school for students in grades K-6 on August 16, 2021.

The school provided staff with additional professional development on specialized Covid Training from front line Covid-19 EMT experts, Jessica Harrington and Brady Longero. CMCS has hired an SEL expert, Tyler Bray. Office Manager, Sara Ross is completing her degree in Counseling and she is working directly with our school Psychologist, Lori Zamyslicky, as an Intern to develop groups and programs to mitigate any effects either socially or emotionally that may be affecting our students or their families. Carson Montessori has Event Planner, Alicia Brown, returning as our Covid Coordinator. All of Mrs. Brown's services are donated free of charge.

Successful teaching and learning depend on skillful teachers and interested students, who are able to use the tools and skills they are being taught and all the while they know they are in a safe environment. CMCS is committed to providing high-quality and accessible learning opportunities to all students – without regard to means, ability, or at-home support – while ensuring the health and safety of students, staff, and our community. The voices of the students are extremely important in the operation of Carson Montessori. Carson Montessori has a student team that works the Nevada State Legislature and many of the positive changes that have been made to education in Nevada are the result of the input and the hard work of this team. Students serve on every school-wide committee and continue to have a direct input on this reopening plan. Carson Montessori has a Student Medic Program where all students learn to step forward, immediately assess a situation and then offer help. Once again,

**CARSON MONTESSORI STUDENTS  
ARE NOT SCARED,  
THEY ARE PREPARED!**

This Updated Reopening Plan will be approved by a vote of the Carson Montessori Charter School Governing Board at its January, 2022 meeting. Since through the entire Covid Crisis, changes have occurred rapidly, the Carson Montessori Governing Board has given permission to the Executive Director/Principal, Jessica Barlow Daniels, Ed.S., NBCT, to use CMCS' 48 Hour Launch, which is defined as "a proposal that is doable, workable and feasible and it is launched in 48 hours. The CMCS Governing Board has given Principal Daniels permission to make decisions on the spot for the wellbeing of the students, the staff, the Carson Montessori educational community, and their families. **The educational plan represented here is subject to change during the COVID-19 Pandemic.**

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