

**Community Academy of Philadelphia Charter School
Board of School Trustees**

Special Meeting held on July 26, 2021

Following are the documents submitted at the public meeting held on Monday, July 26, 2021, only. This page will be updated in full after the approval of the minutes of this meeting at the next regularly scheduled meeting of the Board of School Trustees.

-the Secretary

**Community Academy of Philadelphia, CS
Board of Trustees Special Meeting Agenda**

July 26, 2021

12:00 PM

Zoom Meeting

I. Health & Safety Plan - Resolution 1

Health and Safety Plan Summary: COMMUNITY ACADEMY OF PHILADELPHIA, a PA CHARTER SCHOOL

Initial Effective Date: August 1, 2021

Date of Last Review: July 15, 2021

Date of Last Revision: July 26, 2021

1. How will the LEA, to the greatest extent practicable, support prevention and mitigation policies in line with the most up-to-date guidance from the CDC for the reopening and operation of school facilities in order to continuously and safely open and operate schools for in-person learning?

Community Academy of Philadelphia (CAP) had much success with safe reopening efforts during the 2020-21 school year and is looking forward to welcoming students back five days a week in the fall of 2021 to begin the new school year. CAP will continue to adhere to mandates in regards to masking, cleaning, and spacing, and will continue to implement other prevention and mitigation policies based on the [requirements for schools set by the Philadelphia Department of Public Health](#) and the [CDC Operational Strategy for K-12 Schools through Phased Prevention](#). These recommendations may change due to Philadelphia's guidelines being different than the Commonwealth's and CAP is prepared to shift if the guidance shifts.

CAP has promoted and facilitated access to vaccination for our school community. In addition to those efforts, CAP will continue in-person instruction with student and staff use of masks and social distancing aligned to local protocols, with measures put into place for frequent and effective cleaning of our facilities and has already conducted numerous upgrades to our ventilation systems and facilities that improve the health and safety of all who use the school building. In order to maintain records for contact tracing in conjunction with the Philadelphia Dept of Public Health, the school will require seating charts in the classrooms, cafeterias, and school buses.

2. How will the LEA ensure continuity of services, including but not limited to services to address the students' academic needs, and students' and staff members' social, emotional, mental health, and other needs, which may include student health and food services?

The safety and health of our school community is our first priority. CAP has devised a flexible plan for meaningful continuity of education when students are quarantined due to a positive test, close contact, or even a total school shutdown. CAP has submitted the Emergency Instructional Time Template, and based in School Code 520.1, will be able to enforce remote learning for periods of mitigation or quarantine when required.

When necessitated for safety, it is important that students have the opportunity to maintain and develop skills while away from the typical school environment. All students will be issued a

school mobile device such as a Chromebook or tablet. Any family that does not have access to high speed internet will be assisted in attaining it through CAP. To ensure continuity of education, planned instruction protocols have been put into place to address the needs of regular education students, special education students, English learners, and students with 504 plans. Equity and access are central to CAP's mission and at the forefront of all decisions.

Our school is prepared to be flexible in offering support, whether socio-emotional, resource-related, or academic. CAP is dedicated to access for all students. Teachers are to alert administration immediately to any situations where internet or computer access is an issue; in rare cases off-line work may be offered in cases where computer/internet continues to be a logistical issue and cannot be remedied through providing access to families.

During any periods of remote learning, students with IEPs and 504 Plans will continue to receive the support and services outlined in these plans, to the extent possible. Teachers, with the support of the Special Education team, will modify and accommodate materials to make them accessible to all students. Teachers will continue any accommodations put in place for Core Team students as appropriate. Evaluation, re-evaluation, and IEP meetings may be held in person or virtually depending on individual situations and current local and state guidance. IEP teams will continue to make every effort to hold meetings that reasonably accommodate parent schedules. Special education evaluations will continue as usual with teachers providing input as requested.

English Learners will receive support and services as provided by their English Language teachers. Teachers, with the support of the English as a Second Language (ESL) team, will modify and accommodate current assignments and provide alternate assignments where appropriate to support English Learners. Teachers, with the support of the ESL team, will translate parent communications sent in print or text, and use Language Line for parent phone calls. Bilingual staff are able to make phone calls to parents and the school's Language Line access is used to facilitate conversations that need to be translated; all teachers and staff have access to the school's account.

Our school is prepared to be flexible in offering support, whether socio-emotional, resource-related, or academic. Teachers and counselors will monitor individual situations closely to identify areas of need or stress. School counselors maintain close contact with our McKinney Vento students and their families and will continue to connect them to all resources at their disposal.

Therapy and support services will be in a combination of different formats both virtual and in person for individual and group counseling. Related Services, including Speech, Occupational Therapy, Physical Therapy, and Counseling will be provided through a teletherapy approach, to the extent possible. This teletherapy will occur via phone or through an encrypted Zoom platform. The therapists will provide instructions to families on how students will access this service. If remote support becomes necessary, related service providers will use the version of Zoom pro for telemedicine. It is customized as their platform with their logo and linked to the ASPS site. It is an encrypted and protected platform.

CAP will provide meals, breakfast and lunch free of charge, for children and can be picked up or sent home with students and staff to deliver during periods of quarantine.

CAP's HR Department will be available to act as conduit to connect staff to appropriate programs and providers for staff struggling with social, emotional, and other mental health needs. In times of school closures, students who have unmet health needs can contact the school for assistance, e.g. help in connecting with local health providers and services.

3. Use the table below to explain how the LEA will maintain the health and safety of students, educators, and other staff and the extent to which it has adopted policies, and a description of any such policy on each of the following safety recommendations established by the CDC.

| ARP ESSER Requirement | Strategies, Policies, and Procedures |
|--|--|
| a. Universal and correct wearing of masks ; | <ul style="list-style-type: none">-Continue to follow the CDC recommendations and the requirements for schools set by the Philadelphia Department of Public Health, which at the time of this revision, require the use of masks when on campus for all students, employees, visitors and contractors.-Communicating to students, staff, visitors, and contractors the correct wearing of face masks via signage, other written communications and verbally- CAP will also follow the Federal order issued in January 2021 for as long as it is continued and active, where the CDC requires face coverings, regardless of vaccination status, when on public transportation, which would include CAP's school buses. When drivers are the only person on the bus, they do not need to wear a face covering. |
| b. Modifying facilities to allow for physical distancing (e.g., use of cohorts/podding); | <ul style="list-style-type: none">-To the extent practicable, desks will be set using 3' spacing protocol and teachers' desks will be a minimum of 3' from the closest student desk.-Students will be assigned desks or workstations and desks and workstations will be turned to face in the same direction. |

| | |
|---|---|
| | <p>-Cafeteria seating will be at 3' spacing intervals where feasible with cleaning between student groups.</p> <p>-Restrict the number of persons in the lobby to allow for social distancing of 3'. This may require some people to wait outside the building until they can safely enter.</p> <p>-Lockers will not be used except in the beginning and end of the day for phones and jackets to avoid congregating between classes.</p> |
| c. Handwashing and respiratory etiquette ; | <p>-Signs promoting frequent and best practice hand washing, sneezing/coughing protocol, and use of hand sanitizer throughout the day with reminders by teachers, staff, adults</p> <p>-All building bathrooms are equipped with hands free flush valves, faucets, soap and towel dispensers</p> <p>-Additional hand sanitizer dispensers are placed throughout the building.</p> |
| d. Cleaning and maintaining healthy facilities, including improving ventilation ; | <p>-Enhanced disinfecting and cleaning policies</p> <p>-Ventilation system filter levels have been increased to MERV 13 (Minimum Efficiency Reporting Value) which filters down to 0.3-1.0 micron particle size.</p> <p>-Installation of ionizer units to all HVAC / Rooftop units (RTU) with up to 99.4% rate of reduction of SARS-CoV-2.</p> <p>-HVAC fan setting will be set at "fan on" so air circulation will be constant when the building is inhabited.</p> <p>-All building bathrooms have been equipped with hands free flush valves, faucets, soap and towel dispensers.</p> <p>-Drinking fountains will be restricted to bottle filling dispensers only. Additional bottled water may be added.</p> <p>-Cleaning personnel will disinfect all classroom surfaces daily including window sills, desktops, file cabinets, chairs, tables, phones, partition /</p> |

| | |
|---|---|
| | <p>door glass and door frames and handles using EPA / CDC approved disinfectant cleaner for COVID-19.</p> <p>-All Maintenance and Security Officers are trained on cleaning protocols. Cleaning protocols will be verified by Operations supervisors daily.</p> <p>-Increase disinfectant wipe down of high use areas such as, door handles and public areas, on a continuing basis while building is open. This will be done by maintenance and security personnel throughout the day at a minimum of every 30 minutes</p> <p>-Each classroom will be given disinfectant wipes and other cleaning materials.</p> |
| e. Contact tracing in combination with isolation and quarantine , in collaboration with the State and local health departments; | <p>-Update emergency contact information</p> <p>-CAP will continue to follow the requirements for schools set by the Philadelphia Department of Health updated here, and will coordinate with officials to identify impacted individuals.</p> |
| f. Diagnostic and screening testing; | <p>-If mitigation orders are changed by the Philadelphia Department of Public Health or CDC requirements, CAP will follow established regulations, e.g. temperature checks and health screenings prior to building entry, etc.</p> <p>-Students who exhibit any signs of illness will be sent to the school nurse quarantine area for evaluation.</p> <p>-Staff will self-monitor temperature, and self report signs and symptoms or, if required, health screening will be conducted in the morning prior to building entry</p> |
| g. Efforts to provide vaccinations to school communities ; | <p>-CAP coordinated with the Children's Hospital of Philadelphia (CHOP) to arrange vaccination opportunities for teachers and staff; multiple reminders and opportunities were provided.</p> <p>-CAP coordinated and continues to coordinate with FEMA and the Philadelphia Office of Emergency Management to host one of three Philadelphia community vaccination clinics to</p> |

| | |
|--|---|
| | <p>serve the local community, including our school families.</p> <p>-CAP sent electronic alerts and notices, and continues to update the website and social media to inform families about vaccination opportunities hosted at our school and throughout the city.</p> |
| h. Appropriate accommodations for students with disabilities with respect to health and safety policies; and | <p>-Any student who cannot wear a mask or face shield due to a medical condition, including those with respiratory issues that impede breathing, a mental health condition, or disability, and students who would be unable to remove a mask without assistance are not required to wear face coverings.</p> <p>-Individuals who are communicating or seeking to communicate with someone who is hearing impaired or who has another disability, where the ability to see the mouth is essential to communication, are not required to wear a mask; however, individuals should consider using another type of face covering such as a plastic face shield.</p> <p>-Children with severe cognitive or respiratory impairments may have a hard time tolerating a face mask, so special precautions may be needed with these children. These children may need to maintain greater physical distance from others or may need special equipment to monitor their oxygen levels (e.g. pulse oximeter).</p> <p>-Children who are considered high-risk or severely immunocompromised are encouraged to wear an N95 mask for protection rather than a cloth mask.</p> <p>- Accommodations will be provided for students with disabilities or receive Section 504 services.</p> |
| i. Coordination with state and local health officials. | <p>-CAP will continue to follow the requirements for schools set by Philadelphia Department of Public Health updated here, and the CDC requirements updated here and will coordinate with officials in whichever means needed to ensure the safety of our school community</p> |

Health and Safety Plan Governing Body Affirmation Statement

The Board of Directors/Trustees for **Community Academy of Philadelphia, a PA Charter School** reviewed and approved the Health and Safety Plan on July 26, 2021

The plan was approved by a vote of:

7 Yes

0 No

Affirmed on July 26, 2021

By:



(Signature of Board President)*

Wendy Williams, Acting Board Chair

Community Academy of Philadelphia Board of Directors

*Electronic signatures on this document are acceptable using one of the two methods detailed below.

Option A: The use of actual signatures is encouraged whenever possible. This method requires that the document be printed, signed, scanned, and then submitted.

Option B: If printing and scanning are not possible, add an electronic signature using the resident Microsoft Office product signature option, which is free to everyone, no installation or purchase needed.

**COMMUNITY ACADEMY OF PHILADELPHIA CHARTER SCHOOL
BOARD OF SCHOOL DIRECTORS**

July 26, 2021

RESOLUTION: #7-26-2021 1

WHEREAS: Section 2001(i)(1) of the American Rescue Plan (ARP) Act requires each local education agency (LEA) that receives funding under the ARP Elementary and Secondary School Emergency Relief (ESSER) Fund to develop and make publicly available on the LEA's website a Safe Return to In-Person Instruction and Continuity of Services Plan, hereinafter referred to as a Health and Safety Plan,


FURTHERMORE: CAP has created a Health and Safety Plan that addresses how it will maintain the health and safety of students, educators, and other staff, and which will serve as local guidelines for all instructional and non-instructional school activities during the period of the ARP ESSER grant.

BE IT RESOLVED that: the Board of School Directors hereby approves the "Health and Safety Plan" in the form required by the Commonwealth and attached to this Resolution.

Recording of the vote:

| Roll Call--- | Yea | Nay | Absent | Abstain | Comment |
|-----------------|-----|-----|--------|---------|---------|
| FitzSimmons, J. | ✓ | | | | |
| Gomez, J. | | | ✓ | | |
| Hernandez, S. | ✓ | | | | |
| Holmes, T. | | | ✓ | | |
| Osoria, M. | ✓ | | | | |
| Silva, C. | ✓ | | | | |
| Vazquez, J. | ✓ | | | | |
| Viola, F. | ✓ | | | | |
| Williams, W. | ✓ | | | | |
| | | | | | |

Summary: 7 Y 0 N 2 Ab 0 Abt
The motion has ✓ PASSED FAILED BEEN TABLED



Alberta P. O'Brien, EDD, Board Secretary

07/26/2021