

## Safe Return to In-Person Learning Plans First Semester Form



## Safe Return to In-Person Instruction and Continuity of Services Plan (ARP Act)

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### 1. LEA Information

1. LEA Name (one LEA per form) \*

Heber-Overgaard USD

2. Entity ID Number \*

4392

3. CTDS Number \*

090206

4. Plan's Primary Contact Name \*

Ron Tenney

5. Plan's Primary Contact Email Address \*

ron.tenney@h-oschools.org

6. Plan's Primary Contact Phone Number \*

9285354622



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Icons for email, Facebook, Twitter, and Instagram.

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### 2. Please submit your Safe Return to In-Person Learning Plan every six months from your prior submission date.

Revision Timeline: May 2023-September 2023

7. Since your last submission date, when did your LEA last review and/or revise your plan? Please provide the updated mm/dd/yyyy of your review/revision. This date should be updated from your last submission. \*

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**3. All LEAs receiving ESSER III funds must make publicly available on their website, a plan for the Safe Return to In-Person Instruction and Continuity of Services. Please list the link where the plan/template is posted on the LEA's website.**

**8. Insert the link below with directions on how to find your LEA's Safe Return to In-Person plan located on your LEA website (do not link directly to the PDF). The plan must be on the ADE template that will be downloaded from EMAC after completing your responses. \***

<https://www.heberovergaardschools.org/>

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### **4. 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 policies, on each of the following safety recommendations established by the Centers for Disease Control and Prevention (CDC)**

**9. Has the LEA adopted a Governing Board policy on universal and correct wearing of masks? \***

No

Yes

**10. Please describe the LEA's Governing Board policy on universal and correct wearing of masks. \***

H/O School District does not mandate the wearing of masks. Masks may be worn by staff and students at any time at their discretion.

**11. Has the LEA adopted a Governing Board policy on modifying facilities to allow for physical distancing (e.g., use of cohorts/podding)? \***

No

Yes

**12. Please describe the LEA's Governing Board policy on modifying facilities to allow for physical distancing (e.g., use of cohorts/podding). \***

Spacing in Classrooms will account for physical distancing. Teachers will align classrooms to enhance physical distancing. Lunch and recess times will be staggered to allow for greater space and distancing amongst students. District will limit large gatherings.

**13. Has the LEA adopted a Governing Board policy on handwashing and respiratory etiquette? \***

No

Yes

**14. Please describe the LEA's Governing Board policy on handwashing and respiratory etiquette. \***

Hand sanitizing stations have been installed in classrooms & hallways. Students are expected to wash hands with soap and water for at least 20 seconds after using the restroom, after PE, lunchtime, etc. Students should cover coughs or sneezes with a tissue then throw tissue away. Avoid touching eyes, nose and mouth. Stay home when you are sick or are not feeling well.

**15. Has the LEA adopted a Governing Board policy on cleaning and maintaining healthy facilities, including improving ventilation? \***

No Yes

**16. Please describe the LEA's Governing Board policy on cleaning and maintaining healthy facilities, including improving ventilation. \***

Custodial personnel conduct heavy cleaning procedures each day. Cleaning and disinfecting all frequently touched objects and surfaces in classrooms and all common areas.

**17. Has the LEA adopted a Governing Board policy on contact tracing in combination with isolation and quarantine, in collaboration with the State, local, territorial, or Tribal health departments? \***

No Yes

**18. Please describe the LEA's Governing Board policy on contact tracing in combination with isolation and quarantine, in collaboration with the State, local, territorial, or Tribal health departments. \***

Our District Nurse works with Health Officials from Navajo County and district leaders to see that students and staff follow Isolation protocols. Policy states students and staff are to stay home when they are sick or not feeling well.

**19. Has the LEA adopted a Governing Board policy on diagnostic and screening testing? \***

No Yes

**20. Please describe the LEA's Governing Board policy on diagnostic and screening testing. \***

The H/O USD no longer offers screening or testing services. Students, staff and parents are referred to local health-care facilities or pharmacies.

**21. Has the LEA adopted a Governing Board policy on efforts to provide vaccinations to school communities? \***

No Yes

**22. Please describe the LEA's Governing Board policy on efforts to provide vaccinations to school communities. \***

In the past, the H/O School District has sponsored two different vaccination clinics here at our District Office. The District may continue to sponsor clinics on an "as needed" basis.

**23. Has the LEA adopted a Governing Board policy on appropriate accommodations for children with disabilities with respect to health and safety policies? \***

No Yes



**24. Please describe the LEA's Governing Board policy on appropriate accommodations for children with disabilities with respect to health and safety policies. \***

Our Sped Department is assigned to closely monitor all children needing accommodations. They work closely with our district nurse to monitor students and provide additional support to these students.

**25. Has the LEA adopted a Governing Board policy on coordination with State and local health officials? \***

No Yes

**26. Please describe the LEA's Governing Board policy on coordination with State and local health officials. \***

Our district works in conjunction with Navajo County. Each week we participate in updates from the County (Zoom) These meetings provide updates and monitoring/screening procedures and new local/state guidelines.

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### 5. 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 food services.

#### 27. How will the LEA ensure Continuity of Services? \*

Briefly describe an overview of the continuity of services and in the following questions you will provide more detailed information.

sources of learning to assist students in their academic growth. The H/O District will provide services to students and staff to ensure the continued and ongoing educational process. This process may include the following: Alternative scheduling, Online Resources, Free Breakfast/Lunch for all students, Tutoring Services, School Counselors, Social & Emotional Well-being, Transportation Services, Etc. Our breakfast and lunch program will continue through the summer months.

#### 28. How will the LEA ensure continuity of services for students' academic needs? \*

needing remediation. We utilize Beyond Textbooks program to provide our teachers with curriculum mapping and state standard resources to ensure students progress through state standards and learning objectives. Our District has put into place Google Classroom, Google Meets and Google Docs, Edgenuity and Zoom to provide students with additional resources, credit recovery and online opportunities if needed. Since we are a 4-day school week district our school calendar reflects several Fridays throughout the school year for tutoring days along with Summer Enrichment Programs for all grade levels.

#### 29. How will the LEA ensure continuity of services for students' social, emotional, and mental health needs? \*

The H/O School District has partnered with Navajo County to help us provide counseling services for our students. ESSER Funds will be used to provide funding for certified school counselors to work in groups and individually as needed for students. The District has contracted with two individuals to provide counseling and mental health resources for not only students but staff as well. We have also contracted with "IN-FOCUS" as an SEL Platform to assist all students in their social and emotional learning development.

#### 30. How will the LEA ensure continuity of services for students' other needs? \*

This may include student health and food services.

Our Food Service Program has been able to continue to offer breakfast and lunch to our students. The H/O school district will continue to provide meals throughout the summer months as well. We also utilize "3E-Snacks" to provide meals for students on the weekends.

#### 31. How will the LEA ensure continuity of services for staff's social, emotional, and mental health needs? \*

All staff members have access to a school counselor as well. Our partnership with IN-FOCUS also provides resources and a platform for staff members as well. The H/O school district continues to provide on-going professional development to support our teachers. ESSER funds can also be used to provide staff with retention stipends. The Insurance Consortium we belong to provides staff access to Teledoc and the Holman Group. The Holman Group provides our employees with an ongoing support system for legal services and

#### 32. How will the LEA ensure continuity of services for staff's other needs? \*

The H/O school district continues to provide our teachers & Staff with ongoing professional development. ESSER funds are also used to provide teachers and staff with a retention stipend.

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**6. The LEA must regularly, but no less frequently than every six months (taking into consideration the timing of significant changes to CDC guidance on reopening schools), review and, as appropriate, revise its plan for the safe return to in-person instruction and continuity of services through September 30, 2023**

**33. Describe the process used to seek public input, and how that input was taken into account in the revision of the plan. \***

The H/O school district seeks input from our community during each of our semester parent-teacher conferences (Oct/Mar). We utilize Survey Monkey to survey parents and we allow public input and each of our publicly held governing board members. We also post our Safe Return to School Plan on our website.

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# Heber-Overgaard Schools

*"Home of the Mustangs"*

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## ***Safe Return to School Protocol***

In partnership with our parents & community, the Heber-Overgaard USD retains our commitment in providing a quality education for **ALL** of our students in a safe and nurturing environment.

### ***2023-24 Timeline:***

July 26 > Teachers report back to school

August 1 > Employee Orientation (All District Employees)

August 2 > First Day of School

### ***Student Responsibilities:***

1. Self-Monitor – report immediately to nurse and/or teacher if at any time you do not feel well.
2. Assist in the prevention of the spreading of germs/bacteria by consistently washing hands. Wash hands upon arrival to school and throughout the day.
3. When appropriate, practice physical distancing.
4. Wear a mask where/when appropriate. Students may wear a mask at any time they feel it is needed, especially when physical distancing is not obtainable.
5. Sneeze or cough into a tissue or your elbow.
6. Practice good health & hygiene habits. (Bath/shower, brush teeth, deodorant, exercise, eat right, get a good night's sleep, daily vitamins, etc.)

### ***Parent Responsibilities:***

1. Pre-screen your child (ren) at home daily.
2. Keep child at home if not feeling well.
3. Limit school visits
4. Communicate on a regular basis with your child(ren)'s teacher(s)
5. Make sure your child has all materials required by Teacher(s) to be successful in class.

### ***Teacher/Staff Responsibility:***

1. Pre-Screen and self-report daily.
2. Practice Physical Distancing
3. Wear a mask where/when appropriate. Teachers may wear a mask at any time they feel it is needed, especially when physical distancing is not obtainable.
4. Provide learning opportunities and assess student growth on a regular basis.
5. Develop classroom procedures for cleaning and disinfecting.
6. Make sure each student has their own instructional materials to limit student sharing of items when feasible. (i.e., pencils, crayons, markers, books, etc.)
7. Communicate with Parents on a regular basis.



### ***Face Coverings Are Recommended***

In accordance with the [CDC](#) and [ADHS](#), face coverings are recommended and encouraged for individuals who test positive for Covid-19 and return to work after their mandatory 5-day isolation period. [Consistent and correct mask use](#) can be especially important indoors and in crowded settings, when physical distancing cannot be maintained.

Under the current state law, a family has the choice and agency to ask or require their child (ren) to wear a mask in school or while in other school facilities.

### ***Physical Distancing:***

Teachers and Site Administrators will develop plans to organize classrooms, lunch time, recess, etc. to assist with physical distancing. Where possible, students will remain with their same group and same staff. Classrooms can accommodate most seating arrangements to ensure proper distancing and instruction.

When needed, teacher can practice physical distancing between students within their classrooms. If it is not possible to maintain a physical distancing other strategies include: improved ventilation, handwashing and covering coughs and sneezes, staying home when sick with symptoms of infectious illness including COVID-19, and regular cleaning to help reduce transmission risk

Lunch times will be organized and staggered by grade level.

Recess times will be organized and staggered by grade level.

Staggered release times for Capps & Mountain Meadows Primary will allow for bus and transportation distancing to take place on afternoon routes.

For parents transporting their children to school, they are advised to drop off / pick up their students without getting out of their car.

### ***School & Classroom Layout:***

If needed due to Covid-19 and other infectious diseases, classrooms and student desks can be arranged to obtain maximum usage of spacing between desks. Student desks can all face the same direction not facing each other. Teachers will be encouraged to use technology to facilitate group work and group learning.

For younger grades, and where possible, student belongings will be kept in their individual locker, bin or cubbies. When needed, we will discourage the sharing of school supplies among students. For items that must be shared (pencil sharpener, playground equipment, etc.) these will be cleaned and sanitized on a regular basis.

It will be required for all students & staff to adhere to safe practices while moving from class to class or leaving/returning from lunch and/or recess.

Lunch recess and playground supervision will be the responsibility of teachers and staff members. When needed, Principals and teachers can devise schedules to stagger times so that only one grade level at a time has access to common areas (playground, cafeteria, library, etc.). Each class will have a specific time slot. Staff & students will be encouraged to wash their hands following all outdoor activities.

Cafeteria times can also be staggered and monitored. Each class can be given a specific time slot for the cafeteria. Students are encouraged to eat healthy and to participate in the District's food service program. Students may still bring lunches from home.

- 6- Employees or students who have developed COVID-19 symptoms or had a positive COVID-19 test may not return to school until either of the following criteria have been met:
  - a. At least 5 days have passed since the first symptoms emerged.
  - b. At least 1 days (24 hours) have passed since recovery
    - i. Resolution of fever without the use of fever-reducing medications
    - ii. Improvement in respiratory symptoms (e.g., cough, shortness of breath)
    - iii. The student or staff member has received negative results in an authorized COVID-19 test.
- 7- If a student and/or employee of the Heber-Overgaard USD has a household family member test positive for COVID-19 that student/employee would need adhere to the following guidelines:
  - a. Isolate for 3 days from date of COVID test
  - b. If student/employee is symptom free after 3 days or receives a negative result on an authorized Covid-19 test, they may return to school/work but will continue to monitor their health for 14 days.  
Student/Employee must immediately notify District Nurse if symptoms arise within those 14 days.

Reviewed: August 1, 2023