



ARTS & COLLEGE
PREPARATORY ACADEMY

COVID-19 RELATED EDUCATION PLAN



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GUIDING PRINCIPLES

No matter the circumstances:

1. **Safety** of our community is paramount.
2. A **safe, high quality education** is possible.
3. Continuing commitment to **ACPA mission, vision and values**.
4. **Art** and **expression** are essential components of education.
5. **Social, emotional, and physical wellbeing** is a shared responsibility between families and schools.
6. Enhanced and coordinated **parent & guardian communication** is necessary.
7. Students excel with **rigor & high expectations**.
8. All learning should be **engaging, reasonable, and purposeful**.

This year will look different for all of us. With that said - ACPA thrives because we are a community rooted in the values of problem-solving, kindness, respect for diversity, and awareness no matter the circumstances. We chose ACPA to engage in amazing arts and academic opportunities. We chose ACPA as our home and together we will do amazing things.





GUIDANCE FOR PARENTS & GUARDIANS

Below are some best practices for virtual and hybrid learning. We completely understand that these changes to the school year present many challenges for our families, and are always flexible and willing to work with you to ensure your student has access to an engaging and rigorous education.

Create a Schedule

Continue to have your child engage in a daily routine. Synchronous learning (live classes) is an important component to digital learning at ACPA. Students will be expected to attend class at home, just as they would at school. It is particularly helpful (emotionally and behaviorally) for students (and adults) to maintain control and predictability in our lives. Print out your student's school schedule and instructions when available, and have your student put them on their wall. As soon as you know the plan, share and discuss the plan with your student.

Location, Location, Location

Your family's regular learning space for occasional homework might not work for extended periods. If possible, set up a physical location that's dedicated to school-focused activities. Make sure it is quiet, free from distractions and has a good internet connection.

Student Ownership

Help students take ownership of their learning. ACPA does not expect parents and guardians to be full-time teachers or to be educational and content matter experts. Provide support and encouragement, and expect your student to do their part. Struggling is allowed and encouraged! We are eager to work with your student to help them achieve their goals!

Technology

Familiarize yourself with the school technology platforms. Teachers and the ACPA community will be using Schoology, PowerSchool, and email as their primary methods of communication this year. As best you can, understand the expectations WITH your student, so it is a shared experience. If you need help, contact their Home Base teacher or the ACPA team for support!





GUIDANCE FOR PARENTS & GUARDIANS (CONT.)

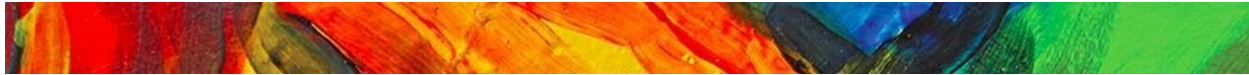
Use PowerSchool to Monitor Student Progress

ACPA recommends that parents and guardians use PowerSchool to monitor their student's academic progress on a regular basis. Every parent/guardian has the capability to set up a unique account that is linked to their student. This information is distributed at the beginning of the school year. Please contact your Middle School or High School principal if you are unable to log into your account. Your student's Home Base teacher, classroom teachers, and other support staff will also be in communication regarding student progress as needed.

Prepare

Anticipate that whatever the upcoming school year looks like, it will be bumpy and come with a new set of challenges. Understand and practice "growth mindset." Learning comes in stages, and even if we haven't learned how yet, with practice, we can become better at the task. Set reasonable expectations and let your student know that getting used to the new format of learning can take time, whether virtual, at school, or a combination of both.





Middle School Hybrid Schedule

| Group | Monday | Tuesday | Wednesday | Thursday | Friday |
|-------|----------|----------|-----------|----------|----------|
| A | Building | Building | Digital | Digital | Digital |
| B | Digital | Digital | Digital | Building | Building |





Hybrid Model Daily Schedule

| Monday | Tuesday | Wednesday | Thursday | Friday |
|-----------------------------------|-----------------------------------|-------------------------------------------------------------------------------|-----------------------------------|-----------------------------------|
| Home Base 9:15-9:35 | Home Base 9:15-9:35 | Independent Work Time | Home Base 9:15-9:35 | Home Base 9:15-9:35 |
| Group 1 9:40-10:40 | Group 1 9:40-10:40 | | Group 1 9:40-10:40 | Group 1 9:40-10:40 |
| Group 2 10:45-11:45 | Group 2 10:45-11:45 | | Group 2 10:45-11:45 | Group 2 10:45-11:45 |
| Lunch 11:45-12:15 | Lunch 11:45-12:15 | Virtual Lunch & ACPA Hour *Required 12:30-1:30 | Lunch 11:45-12:15 | Lunch 11:45-12:15 |
| Group 3 12:20-1:20 | Group 3 12:20-1:20 | Independent Work Time | Group 3 12:20-1:20 | Group 3 12:20-1:20 |
| Group 4 1:25-2:25 | Group 4 1:25-2:25 | | Group 4 1:25-2:25 | Group 4 1:25-2:25 |
| Foundations A 2:30-3:15 | Foundations A 2:30-3:15 | | Foundations A 2:30-3:15 | Foundations A 2:30-3:15 |
| Foundations B 3:20-4:05 | Foundations B 3:20-4:05 | | Foundations B 3:20-4:05 | Foundations B 3:20-4:05 |





ATTENDANCE CONSIDERATIONS

Students are expected to attend school Monday through Friday. Ohio attendance laws described below will be in effect and it is critical that students, ACPA staff, and ACPA families work collaboratively to ensure students are in attendance at school - regardless of the learning model. That being said, ACPA recognizes that families may have varying needs, especially in the context of the pandemic. We are here to work with you to ensure that your student is in attendance and has access to education. **If there are barriers to access, illness or circumstances requiring special consideration, contact our Attendance Office immediately by phone or email attendance@artcollegeprep.org.** In digital learning, absences from the school day must still be reported to the Attendance Office.

According to House Bill 166, schools are responsible for enforcing an attendance policy and involving the court system when students become truant. According to state law, school must consider both excused and unexcused absences, when determining whether a student is “excessively absent.” When enough unexcused absences are accumulated by a student, the student becomes truant. Requirements for excused absences are below. **Also according to state law, students must be automatically withdrawn from the school after missing 72 consecutive hours of learning opportunities.**

ACPA understands that illness and life events will occasionally prevent students from attending school. The ACPA staff is committed to helping students maintain regular attendance.





ATTENDANCE (CONT.)

If a student is to be absent from school, the caregiver must contact the ACPA attendance office to report the absence. Please call the school at 614-986-9974 or attendance@artcollegeprep.org.

Excused Absences

The list below outlines reasons for which an absence from school may be excused per Ohio Revised Code 3301 and explains in which cases written verification or communication with ACPA administration is necessary:

- **Student Illness** A physician or mental health professional's written excuse is required if a student is absent from school for 3 or more consecutive days for it to be considered excused. A digital note may be provided via scanned documents or the medical office.
 - Medical excused absences will be accepted through this process for students participating both in-person and remotely.
 - This policy will be extended beyond 10 days if the student or someone in the student's family is in quarantine due to COVID-19 or experiencing symptoms of COVID-19.
- **Family Illness** Administration may require a physician or mental health professional's explanation of the necessity of the student's absence. A digital note may be provided via scanned documents or the medical office.
- **Quarantine of the Home** Excused absence is limited to the length of the quarantine as determined by the appropriate public health official.
- **Death of a Relative** Excused absence is limited to a period of 3 days in this case. Communication with the administration may result in a longer excused time period.





- **Medical or Dental Appointment** A physician, mental health professional or dental office's written excuse is required in this case. A digital note may be provided via scanned documents or the medical office.

A doctor's appointment does not excuse a student from school **all day** unless proof is shown to merit this. Students are expected to be at school before the appointment, acquire all missed assignments and return after the appointment. Students who fail to have documentation for the entire day will receive an unexcused absence for the total hours missed.

- **Observance of a Religious Holiday** Any student will have an excused absence if the purpose of the absence is to observe a religious holiday consistent with their held religious beliefs.

- **College Visitation** Written verification from the college or university attended is required. College visitations are limited to three per student per year, unless permission is given by the guidance counselor or an administrator for more than three. College visits will not be permitted during midterm week, final exam week or the last two weeks of school.

ATTENDANCE (CONT.)

Guidelines for Attending a Virtual Class

Students who enrolled in the Virtual Learning Model are expected to attend livestream Zoom classes and complete daily asynchronous assignments assigned by teachers. Students will attend livestream Zoom classes all day on Wednesdays, and check in with a community meeting from 9:00-9:30 each morning.

Remote Learning Related Absences

- Temporary internet outage for individual students or households - as approved by the administration.





- Unexpected technical difficulties for individual students or households, such as password resets or software upgrades occurring at inopportune times, such as during a teacher-led remote learning lesson - as approved by administration.
- Student absence due to COVID-19 until alternative arrangements can be made - as approved by administration.
- Additional flexibilities to support students and families as they engage in remote learning - as approved by administration.

Truancy

In the event a student of compulsory school age is absent, **with a non-medical excuse** or without a legitimate excuse, for **38 or more hours** in one school month, or 65 or more hours in a school year, the school shall notify the child's parent, guardian, or custodian of the child's absences in writing, within 7 days after the date after the absence that triggered the notice requirement. **The district may also refer the student and family to community resources, as appropriate. In the event that the student is absent for 38 hours in a month or 65 hours in a year with medical excuses, the district is not required to notify the students' parents in writing. In the event that the student is under medical care during their absence a parent or guardian must submit a doctor's note within 7 days of the absence in order for it to be excused medically.**

ATTENDANCE (CONT.)

Habitual Truancy

The Team must develop an intervention plan for the student within 14 school days after the student is assigned. The plan is to be aimed at reducing or eliminating further absences. The plan shall be based on the individual needs of the student, but shall state that the School shall file a complaint not later than 61 days after the date the plan was implemented, if the student has refused to participate, or failed to make satisfactory progress on the intervention plan or an alternative to adjudication for being an unruly child or **if at any time during the implementation of the absence intervention plan the student is absent without a legitimate excuse for 30 or more consecutive hours or 42 or more hours in one school month.**





Mandatory Withdrawal

Any student that without a legitimate excuse fails to attend **seventy-two (72) consecutive hours** will be automatically withdrawn from the school.

Absence Intervention Plan

Students deemed “habitually truant” in any of these circumstances will be contacted for an absence intervention meeting set up by the school. A parent or guardian is required to attend. Failure to attend this mandatory meeting may result in the school district contacting Children’s Services. During this meeting, we will develop an Absence Intervention Plan. Failure to follow and meet the plan requirements will result in the district filing an official complaint in juvenile court.

In order to maximize your child’s daily instruction, it is important that they attend school regularly. Please assist the school in making every effort to ensure the attendance of your student.





EXPECTATIONS FOR STUDENTS

Below is a list of student expectations for Hybrid and Virtual Learning Models.

- Demonstrate online learning etiquette and continue to model ACPA Values and Habits at all times.
- Attend synchronous learning opportunities.
- Follow your school schedule.
- Communicate with ACPA Home Base teacher when unable to meet expectations to problem solve challenges and find appropriate solutions.
- Create a space dedicated to learning to the best of your ability.
- Sign into Schoology and school email daily to keep connected.
- Submit assignments in a timely manner, adhering to due dates and deadlines.
- Use Schoology, PowerSchool, Google Suites, and other interfaces to engage in learning daily.
- Follow expectations as outlined in the ACPA Student Handbook.
- Seek help and support when needed.
- Reach out to your teachers or other ACPA staff if you are feeling overwhelmed.
- Collaborate using respectful language and behaviors.
- Use technology as outlined in the Chromebook & Technology Handbook.
- Wear appropriate clothing to synchronous learning opportunities.
- Support each other as we navigate this new way of learning.
- Be patient with yourselves and your instructors - we are all learning together!





ACADEMIC INTEGRITY

Academic honesty and integrity are at the heart of ACPA's commitment to creating a safe and creative environment by adhering to the ACPA Values and Habits. At the center of this commitment is trust. At the heart of communication, problem-solving, participation, all of our ACPA values, is trust. During a period of hybrid and virtual learning, trust between students and their teachers matters more than ever, as we see each other less often. Just like when we are learning together in the building, teachers and staff members want to make sure that students are learning concepts and are able to demonstrate their understanding and apply their understanding to various situations.

Some examples of academic dishonesty to mention taking distance learning and virtual learning into account.

- Copying and pasting information found on the internet and submitting it as the student's own.
- Copying and submitting another student's work.
- Obtaining or distributing information about quizzes, tests, exams, assignments, or projects to another student.
- Submitting work that has been completed by another person - including teachers, peers, family members, and tutors.
- Using an online translator to gather the meaning of, or to compose, a sentence in another language.
- Using an online script calculator to perform calculations claimed as the student's own.





HOME BASE

Home Base will be a mandatory class for all ACPA students. The purpose of Home Base is to support students as they navigate their educational experience at ACPA.

- Home Base Teachers will communicate with students and families to ensure digital learning accountability and provide students with increased social and emotional support.
- Home Base teachers will utilize Schoology and PowerSchool to provide up to date information about student performance and progress throughout the school year.
- Students and families are encouraged to continue to communicate with individual classroom teachers, but will receive regular communication and support through Home Base.
- Home Base teachers will ensure that all students and families are able to access online resources including but not limited to Google Accounts, PowerSchool, and Schoology.
- Home Base instructors will serve as a point of contact to ensure regular, quick, and efficient communication between students, families, and ACPA.
- Teachers will also work closely with students to provide strategies for creating efficient and effective schedules and managing their workload.
- Students are expected to check in with HomeBase instructors as indicated on their schedule.





ONE 2 ONE TECHNOLOGY POLICY

New to ACPA will be our One 2 One Technology policy. All ACPA students will be assigned and required to use a borrowed Chromebook for school this year. ACPA students will use the ACPA Google Chromebook for the entirety of the 2020-2021 school year. They will be able to complete all assignments and engage with ACPA community events and activities using this device. Students are expected to complete *all schoolwork* on their *school assigned device*, as there may be updates and programs already downloaded to the device. In the case of the All-Digital Learning Plan - please assume that all clauses related to “in-school activities” refer to your home working environment. Your family will receive a time and date to pick up the device. If you need to arrange a time outside of your time slot, we ask that you communicate with Aaron Wagner at wagner@artcollegeprep.org to establish a time that works for your family.

ACPA Chromebook Handbook Information and Procedures

Chromebook Check Out

Chromebooks will be distributed in the beginning of the school year. Parents and Guardians must sign and submit the Chromebook Loan Agreement before the Chromebook can be taken home by their student.

Chromebook Check In

Chromebooks will be returned to ACPA during the final weeks of school so they can be checked in for serviceability. If a student transfers or withdraws during the school year, the device must be returned.

Check-In Fines

If a student fails to return the Chromebook and/or accessories at the end of the school year or upon withdrawal from ACPA, the student will be billed for the replacement cost of the Chromebook or accessories. Furthermore, the student will be responsible for the cost to repair any damage.

Care of your Chromebook

The Chromebook is school property. All users will follow this policy and the ACPA Acceptable Use Policy for Technology. Students are responsible for the general care of the Chromebook they have been issued by the school. Any Chromebook that is broken or fails to work properly must be taken to Mr. Wagner for an evaluation of the equipment.





ONE 2 ONE TECHNOLOGY POLICY (CONT.)

General Care

Use only a soft, lint-free microfiber cloth to clean the screen. Avoid getting moisture in openings. Do not use window cleaners, household cleaners, aerosol sprays, solvents, alcohol, ammonia, or abrasives to clean the Chromebook.

1. Chromebooks must remain free of any writing, drawing, stickers, or labels that are not the property of ACPA.
2. Chromebooks must never be left in an unlocked locker, unlocked car, or any unsupervised area or bag.
3. Students are responsible for keeping the Chromebook charged.
4. Excessive pressure on the Chromebook screen may cause damage. Avoid leaning on top of the Chromebook or placing anything on top of it. Placing too many items in a carrying case or backpack could also put too much pressure on the screen.
5. To prevent damage, a Chromebook should not be near food and drink.
6. Keep the Chromebook out of extreme temperatures, away from hot or cold surfaces, and away from water or dampness. Freezing conditions will damage components and impact battery life.
7. The Chromebook is provided for the sole use of the student to which it is assigned. Do not loan out the Chromebook or charger to other individuals.
8. Keep the Chromebook off the floor where it could be stepped on or tripped over.
9. Do not disassemble or attempt to do any physical repairs to the Chromebook.

Technology Support

Technology support for devices will be available through ACPA. Reach out to Aaron Wagner at wagner@artcollegeprep.org for assistance.

Personalization

Students will have the ability to customize their Chromebook (screen background). You may personalize your lock screen and home screen with appropriate media. The presence of guns, weapons, alcohol, drug and gang-related symbols or pictures are not permitted per school/district policies unless related to academic purposes. The presence of pornographic materials or inappropriate language is not permitted per school/district policies. You are required to use your Google password to protect your Chromebook and keep the password confidential. At any time, a school administrator may request your password to access this district-owned device.





ONE 2 ONE TECHNOLOGY POLICY (CONT.)

Protecting Your Data and Files

It is recommended that students regularly backup data to Google Drive. It is the student's responsibility to ensure that work is not lost due to mechanical failure or accidental deletion. Do not expect that files stored on your Chromebook will be private. ACPA may review your files and communications at any time to ensure you are using the Chromebook appropriately. Students are responsible for the appropriateness of all files, data, and internet history on their Chromebook. Students are not to take photos or videos of other students or staff without their permission. The possessing, forwarding, or uploading of unauthorized photos or video to any website, network storage area, or person is strictly forbidden. Students are not to access another individual's materials, information, or files without permission.

Instructional Use

Students are responsible to bring their Chromebook to school every day. If they do not have it, the student must complete all work as if it were present. Students may face disciplinary consequences for forgotten devices. Students are to bring their Chromebook to school fully charged every day. It is the student's responsibility to have sufficient battery life for their expected use while at school. Limited access to a charging station will be available in designated areas. Updates to Apps and software are released periodically. It is both the student's and the school's responsibility to keep their device updated and synced prior to class.

Sound

Sound must be muted at all times unless permission is obtained from the teacher for instructional purposes. Earbuds/headphones are the responsibility of the student and will only be permitted before or after school or during lunchtime in the cafeteria. Earbuds/headphones may be used in the classroom based only upon individual teacher approval.





ONE 2 ONE TECHNOLOGY POLICY (CONT.)

Acceptable Use

The use of ACPA's technology resources is a privilege, not a right. The privilege of using the technology resources provided by ACPA is not transferable or extendable by students to other people or groups (such as siblings) and terminates when a student is no longer enrolled. This policy is provided to make all users aware of the responsibilities associated with efficient, ethical, and lawful use of technology resources. If a person violates any of the User Terms and Conditions named in this policy, privileges may be terminated, access to the school district technology resources may be denied, and appropriate disciplinary action shall be applied. The ACPA Code of Conduct from the Student Handbook shall be applied to student infractions. Students may not jailbreak, modify, or in any other way tamper with the Chromebook's operating system. Removing any or all installed Profiles is strictly forbidden. Violations may result in disciplinary action up to and including suspension and/or expulsion for students. When applicable, law enforcement agencies may be involved. Students will be responsible for the entire cost of repairs or replacement of Chromebooks that are damaged intentionally, stolen, or lost. A Chromebook that is stolen must be reported immediately to Mr. Wagner. The administration, technology department, and/or the appropriate police agency will conduct a full investigation and report.





Chromebook Loan Agreement

Parents/guardians and students must sign and submit the Chromebook Loan Agreement before the Chromebook can be taken home by their student. *This form will be sent home digitally via PowerSchool.* In the case of the All-Digital Learning Plan - please assume that all clauses related to “in-school activities” refer to your home working environment.

One Google Chromebook, charger, and cable are lent to the student and are in good working order. It is the student's responsibility to care for the equipment at all times.

This equipment is, and at all times remains, the property of ACPA and is herewith lent to the student for educational purposes only for the academic school year. Identification labels have been placed on the Chromebook. These labels are not to be removed or modified.

STUDENT EXPECTATIONS

- Students will follow the expectations outlined in the Chromebook Handbook.
- Students will keep their Chromebooks protected at all times.
- Students will immediately return the Chromebook and accessories in good working condition upon request or prior to withdrawal from ACPA.
- Students accept responsibility for their school issued Chromebook at all times.
- Students acknowledge that the Chromebook Handbook is to be used as a guide and does not attempt to address every required or prohibited behavior by its users.
- Students will be responsible for repair or replacement costs as specified in the Chromebook Handbook

PARENT/GUARDIAN AGREEMENT

- Parents/guardians will be responsible for the Chromebook repair or replacement costs as specified in the Chromebook Handbook.
- Parents/guardians acknowledge that they and their student are to follow the expectations in the Chromebook Handbook and that a violation of these guidelines could result in the student facing disciplinary action.
- Parents/guardians will be responsible for monitoring student's use of the internet while the student is not at school.
- Parents/guardian agrees to immediately return the Chromebook and accessories in good working condition upon request or prior to withdrawal from the school district.
- Parents/guardian acknowledges that the Chromebook Handbook is to be used as a guide and does not attempt to address every required or prohibited behavior by its users.

By signing the ACPA Chromebook Parent/Guardian Agreement, the parent/guardian and student agree to the above terms.

Printed Parent/Guardian Name: _____

Signature: _____ Date: _____

Printed Student Name: _____

Signature: _____ Date: _____





ACPA Macbook Handbook of Information and Procedures (Digital Art Students)

Receiving your MacBook

MacBooks and accessories will be distributed in the beginning of the school year. Parents and Guardians must sign and submit the MacBook Loan Agreement before the MacBook can be taken home by their student.

MacBook Check In

MacBooks and accessories will be returned to ACPA during the final weeks of school so they can be checked in for serviceability. If a student transfers or withdrawals from ACPA during the school year, the device must be returned.

Check-In Fines

If a student fails to return the MacBook and/or accessories at the end of the school year or upon termination of enrollment at ACPA, the student will be billed for the replacement cost of the MacBook or accessories. Furthermore, the student will be responsible for the cost to repair any damage.

Care of your MacBook

The MacBook is school property and all users will follow this policy and the ACPA Acceptable Use Policy for Technology. Students are responsible for the general care of the MacBook they have been issued by the school. Any MacBook that is broken or fails to work properly must be taken to Mr. Wagner for an evaluation of the equipment.





MacBook Policy (CONT.)

General Care

Use only a soft, lint-free microfiber cloth to clean the screen. Avoid getting moisture in openings. Do not use window cleaners, household cleaners, aerosol sprays, solvents, alcohol, ammonia, or abrasives to clean the MacBook.

1. MacBook must remain free of any writing, drawing, stickers, or labels that are not the property of ACPA.
2. MacBook must never be left in an unlocked locker, unlocked car, or any unsupervised area or bag.
3. Students are responsible to keep the MacBook charged.
4. Excessive pressure on the MacBook screen may cause damage. Avoid leaning on top of the MacBook or placing anything on top of it. Placing too many items in a carrying case or backpack could also put too much pressure on the screen.
5. To prevent damage, a MacBook should not be near food and drink.
6. Keep the MacBook out of extreme temperatures, away from hot or cold surfaces, and away from water or dampness. Freezing conditions will damage components and impact battery life.
7. The MacBook is provided for the sole use of the student to which it is assigned. Do not loan out the MacBook or charger to other individuals.
8. Keep the MacBook off the floor where it could be stepped on or tripped over.
9. Do not disassemble or attempt to do any physical repairs to the MacBook

Technology Support

Technology support for devices will be available through ACPA. Reach out to Aaron Wagner at wagner@artcollegeprep.org for assistance.





MACBOOK POLICY (CONT.)

Personalization

Students will have the ability to customize their MacBook (screen background). You may personalize your lock screen and home screen with appropriate media. The presence of guns, weapons, alcohol, drug and gang-related symbols or pictures are not permitted per school/district policies unless related to academic purposes. The presence of pornographic materials or inappropriate language is not permitted per school/district policies.

Protecting Your Data and Files

It is recommended that students regularly backup data to Google Drive. It is the student's responsibility to ensure that work is not lost due to mechanical failure or accidental deletion. Do not expect that files stored on your MacBook will be private. ACPA may review your files and communications at any time to ensure you are using the MacBook appropriately. Students are responsible for the appropriateness of all files, data, and internet history on their MacBook. Students are not to take photos or videos of other students or staff without their permission. The possessing, forwarding, or uploading of unauthorized photos or video to any website, network storage area, or person is strictly forbidden. Students are not to access another individual's materials, information, or files without permission.

Instructional Use

Students are responsible to bring their MacBook to school every day. If they do not have it, the student must complete all work as if it were present. Students may face disciplinary consequences for forgotten devices. Students are to bring their MacBook to school fully charged every day. It is the student's responsibility to have sufficient battery life for their expected use while at school. Limited access to a charging station will be available in designated areas. Updates to Apps and software are released periodically. It is both the student's and the school's responsibility to keep their device updated and synced prior to class.

Sound

Sound must be muted at all times unless permission is obtained from the teacher for instructional purposes. Earbuds/headphones are the responsibility of the student and will only be permitted before or after school or during lunchtime in the cafeteria. Earbuds/headphones may be used in the classroom based only upon individual teacher approval.





MACBOOK POLICY (CONT.)

Acceptable Use

The use of ACPA's technology resources is a privilege, not a right. The privilege of using the technology resources provided by ACPA is not transferable or extendible by students to other people or groups (such as siblings) and terminates when a student is no longer enrolled. This policy is provided to make all users aware of the responsibilities associated with efficient, ethical, and lawful use of technology resources. If a person violates any of the User Terms and Conditions named in this policy, privileges may be terminated, access to the school district technology resources may be denied, and appropriate disciplinary action shall be applied. The ACPA Code of Conduct shall be applied to student infractions. Students may not jailbreak, modify, or in any other way tamper with the MacBook's operating system (iOS). Removing any or all installed Profiles is strictly forbidden. Violations may result in disciplinary action up to and including suspension and/or expulsion for students. When applicable, law enforcement agencies may be involved. Students will be responsible for the entire cost of repairs or replacement of MacBooks that are damaged intentionally, stolen, or lost. A MacBook that is stolen must be reported immediately to Mr. Wagner. The administration, technology department, and/or the appropriate police agency will conduct a full investigation and report.





MacBook Loan Agreement

Parents/guardians and students must sign and submit the MacBook Loan Agreement before the MacBook can be taken home by their student. *This form will be sent home digitally via PowerSchool.* In the case of the All-Digital Learning Plan - please assume that all clauses related to “in-school activities” refer to your home working environment.

One MacBook and charger are lent to the student and are in good working order. It is the student’s responsibility to care for the equipment at all times. MacBooks cost \$1,000. MacBooks that are not returned upon request or damaged will be billed to the parent/guardian.

This equipment is, and at all times remains, the property of ACPA and is herewith lent to the student for educational purposes only for the academic school year. Identification labels have been placed on the MacBook. These labels are not to be removed or modified.

STUDENT EXPECTATIONS

- Students will follow the expectations outlined in the MacBook Handbook.
- Students will keep their MacBook protected at all times.
- Students will immediately return the MacBook and accessories in good working condition upon request or prior to withdrawal from ACPA.
- Students accept responsibility for their school issued MacBook at all times.
- Students acknowledge that the MacBook Handbook is to be used as a guide and does not attempt to address every required or prohibited behavior by its users.
- Students will be responsible for repair or replacement costs as specified in the MacBook Handbook

PARENT/GUARDIAN AGREEMENT

- Parents/guardians will be responsible for the MacBook repair or replacement costs as specified in the MacBook Handbook.
- Parents/guardians acknowledge that they and their student are to follow the expectations in the MacBook Handbook and that a violation of these guidelines could result in the student facing disciplinary action.
- Parents/guardians will be responsible for monitoring student’s use of the internet while the student is not at school.
- Parents/guardian agrees to immediately return the MacBook and accessories in good working condition upon request or prior to withdrawal from the school district.
- Parents/guardian acknowledges that the MacBook Handbook is to be used as a guide and does not attempt to address every required or prohibited behavior by its users.

By signing the ACPA MacBook Parent/Guardian Agreement, the parent/guardian and student agree to the above terms.

Printed Parent/Guardian Name: _____

Signature: _____ Date: _____

Printed Student Name: _____

Signature: _____ Date: _____





SAFETY PROTOCOLS

When students and / or staff are in the building, safety protocols will be in place, taught to all members of our community, and continually revisited and practiced. Below are the basic safety protocols that ACPA will follow. These guidelines were developed with guidance from the [Ohio Department of Education](#), the [Ohio Department of Public Health](#), and the [Centers for Disease Control's Considerations for School](#).

Daily Health Assessment

Each day, families will be asked to assess their students health for the following symptoms:

- Fever or chills
- Difficulty Breathing
- Muscle or body aches
- Congestion or runny nose
- Cough
- Fatigue
- Headache
- Diarrhea
- Loss of taste or smell
- Sore throat
- Nausea
- Vomiting

Students should stay home if they are experiencing any symptoms listed above, or if they have a temperature of 99.9° or higher.

ACPA will take temperatures as students enter the building each day. Students will enter school via the main entrance and will not be allowed to enter the building until their temperature and no fever is verified.





SAFETY PROTOCOLS (CONT.)

Enhanced Safety Precautions

1. Masks required for everyone in the building
2. Temperature check upon entry for everyone
3. Physical distancing of at least 6 feet at all times including meal times and restroom breaks
4. Increased time for handwashing
5. Hand sanitizer stations (greater than 60% alcohol) throughout the building
6. Breakfast and Lunch space expanded to other areas
7. All eating areas (seats and tables) disinfected after each use
8. Rigorous and routine classroom and common space sanitation
9. Enhanced disinfection of high touch surfaces using disinfectant labeled for use against SARS-CoV-2
10. Signs and messaging present throughout the building
11. No shared student supplies
12. No field trips until further notice
13. Lockers unavailable
14. Dance changing room unavailable
15. No visitors or volunteers
16. Specific safety procedures established for each classroom.
17. Choir, theatre, instrumental music, and physical education classes will adhere to all provided guidelines, including enhanced physical distancing.



FACE COVERING EXPECTATIONS

Students 7-12

Masks are required on the bus, in the hall, and in classrooms. Students will be provided with mask breaks when possible.

Staff

Masks are required at all times. The teacher may remove the mask while in an appropriate mask break scenario.

Parents/Guardians

Masks are required upon entry into ACPA.

ACPA Masks

Students will be provided with ACPA cloth masks. These masks are to be taken home and cleaned after each use. Best practice is to clean a mask after wearing it during the school day. Extra masks will be kept at the school and provided in the case a student or staff member forgets a mask.





SAFETY PROTOCOLS (CONT.)

Exhibiting Symptoms at ACPA

If a student or staff member at ACPA begins to exhibit symptoms of COVID-19 while present in the building, they will be immediately isolated until they are able to leave the building. Students or staff exhibiting symptoms will be isolated in the upstairs clinic area and adults will be provided with PPE when encountering these individuals. This area will be immediately and thoroughly sanitized after each use. Parents and guardians are expected to pick up their symptomatic student from school promptly upon notification.

Notification of Exposure to COVID-19 at School

ACPA will notify and provide instructions to families if their student was exposed to someone who has tested positive for COVID-19. Immediate exposure families will be contacted first.

Quarantine for Individuals Diagnosed or Exposed to COVID-19:

If an individual tests positive for COVID-19, they pursuant to Ohio Department of Health guidelines, families, caregivers and staff are to notify ACPA immediately if they have been exposed to COVID-19 or if they, or any members of their households, have been diagnosed with or presumed to have COVID-19. They also should notify the school if they are quarantined. Staff and students with known exposure to someone with diagnosed or presumed COVID-19 should self-quarantine and self-monitor symptoms for 14 days following exposure. Any contact who develops symptoms should be isolated away from other students and adults and evaluated for COVID-19.

School absence policies will reflect these procedures and not penalize students and personnel for required quarantine period(s).

Remote learning plans will be available for all students who are absent for a significant time period to ensure they may continue engaging in learning.

ACPA will work with the Franklin County Public Health Department (FCPH) on COVID-19 surveillance activities by tracking attendance and notifying FCPH of significant increases in absenteeism.

Staff and students with confirmed or presumed COVID-19 must meet conditions prescribed by the Ohio Department of Health and their local health departments prior to returning to school. These conditions may change, and ACPA will maintain frequent communication with FCPH regarding these guidelines.





POSITIVE COVID-19 RESPONSE

School Re Entry for Individuals with COVID-19:

As soon as you learn that you have COVID-19, stay home until:

- At least 10 days have passed since your symptoms began (or since your positive test, if you have no symptoms), **and**
- It has been at least 24 hours since you last had a fever, without using fever-reducing medication such as Tylenol (acetaminophen) or Advil (ibuprofen), **and**
- Your symptoms have improved.

If you tested positive for COVID-19 but do not have symptoms:

- Stay home until 10 days have passed since your positive test.

School Re Entry for Individuals Exposed to COVID-19:

Family members, staff, and students exposed to COVID-19 must be **symptom free** in order to return to school. Staff and students with known exposure to someone outside of school with diagnosed or presumed COVID-19 should self-quarantine and self-monitor symptoms for 14 days following exposure. Any person who develops symptoms should be isolated away from other students and adults and evaluated for COVID-19.





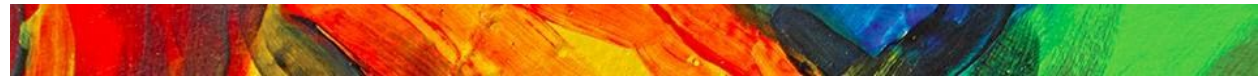
DECISION-MAKING PROCEDURES

The safety of individuals and our community is our first priority when developing structures and policies. We will base decisions on the best data and information provided by the State of Ohio, [Centers for Disease Control](#), [Ohio Department of Public Health](#), and [Ohio Department of Education](#) to keep our students and community safe. As further research and findings of COVID-19 are made available, we will adjust and implement practices and precautions to ensure the welfare and safety of our students and community.

| Ohio to COVID-19 Risk Level Guidelines for the Public | | | |
|------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------|
| FRANKLIN COUNTY COVID RISK LEVEL 1 | FRANKLIN COUNTY COVID RISK LEVEL 2 | FRANKLIN COUNTY COVID RISK LEVEL 3 | FRANKLIN COUNTY COVID RISK LEVEL 4 |
| Public Emergency Active exposure and spread. Follow all current health orders. | Public Emergency Increased exposure and spread. Exercise high degree of caution. Follow all current health orders. | Public Emergency Very high exposure and spread. Limit activities as much as possible. Follow all current health orders. | Public Emergency Severe exposure and spread. Only leave home for supplies & services. Follow all current health orders. |

| ACPA School-Based Instruction Options | | |
|------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------|
| All-In Schedule: All staff and students will report to school daily for instruction while following enhanced hygiene protocols | Hybrid Schedule: Half of the school's student population will be in attendance every school day. | All Digital Schedule: All students and staff are assigned to work/learn from home |





ADDITIONAL LEARNING MODELS

Hybrid Education Plan

Components

1. Families assess student health before school (see page 19 for a list of COVID-19 symptoms)
2. Staff assess health before school
3. All staff and students follow enhanced hygiene protocols including: following face covering expectations, frequent hand washing/hand sanitizing, physical distancing, staying home if ill for any reason, having a temperature at or above 99.9°, and staying home if experiencing any symptoms of the COVID-19 virus.
4. Temperature check upon entry
5. Students will be assigned to the Purple or Green group.
6. ACPA will make an effort to assign siblings to the same group.
7. ACPA will make an effort to assign students in a carpool to the same group.
8. Students will attend school in the building 2 days a week based on their Purple or Green group assignment.
9. Students with last names A-K will attend school on Mondays and Tuesdays in the Purple Group. Students with last names L-Z will attend school in the building Thursdays and Fridays with the Green Group.
10. Students will continue to learn remotely and complete assignments from home during the remainder of the school week.
11. Attendance for students learning in the building and at home will be taken daily.
12. Physical distancing in hallways, school entry points, and restrooms. Desks will be placed 6 feet apart.





13. Enhanced disinfection of high touch surfaces using disinfectant labeled for use against SARS-CoV-2
14. Lunch and breakfast expanded to other areas.
15. No shared student supplies
16. Lockers unavailable
17. Dance changing room unavailable
18. Specific safety procedures established for each classroom.
19. No visitors/volunteers
20. No field trips until further notice
21. Families may choose the **Teacher-Paced Virtual** option that runs parallel to hybrid learning if they wish for their student to learn from home.





Hybrid Learning Attendance Policy

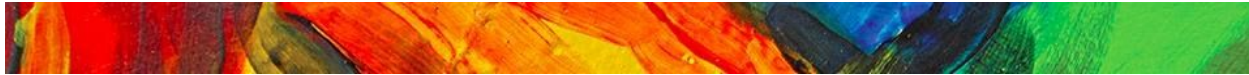
Students In Building

1. Teachers will take attendance in PowerSchool for all students assigned to attend in-person instruction.
2. Any student marked absent will receive a call home from the ACPA Attendance Office.
3. If a student is to be absent from school, a phone call (614-986-9974) or email (attendance@artcollegeprep.org) to the attendance office from a parent or guardian is required.
 - Important Note: Contacting the student's teacher or counselor does not count as contact to the school. The attendance office must be notified.

Students Learning Digitally

1. Students are required to complete all learning opportunities assigned by instructors.
2. Students are required to log into Schoology by 8:55 each school day and attend their community check in with Mr. Tripp.
3. Any assignments not completed will result in loss of attendance hours.
4. If a student is to be absent from school, a phone call (614-986-9974) or email (attendance@artcollegeprep.org) to the attendance office from a parent or guardian is required.
 - Important Note: Contacting the student's teacher or counselor does not count as contact to the school. The attendance office must be notified.







LEARNING MODELS (CONT.)

Teacher-Paced Virtual Option

Components

1. Families may choose a **Teacher-Paced Virtual option** that runs parallel to hybrid learning/all-digital model if they wish for their student to learn from home.
2. If a student enrolls in the Teacher-Paced Virtual option they will maintain their choice for the rest of the school year.
3. All online courses are written and continually updated by ACPA teachers.
4. Courses align with what is taught in the classrooms and are designed to be engaging for students.
5. Curriculum is aligned to state and national standards.
6. Best practice for a student is to engage during traditional school hours with their teacher and classmates in real time - keeping in mind that flexibility will be provided to meet a family's needs.
7. Students who enroll in the Teacher Based Virtual option will remain connected to ACPA. They are encouraged to engage in clubs and groups.
8. Students will have access to school counselors and special services.





| Monday | Tuesday | Wednesday | Thursday | Friday |
|----------------------------------------------------------------|----------------------------------------------------------------|---------------------------------------------------------------------|----------------------------------------------------------------|----------------------------------------------------------------|
| Virtual Home Base 9:00-9:30 | Virtual Home Base 9:00-9:30 | Group 1 9:00-9:45 | Virtual Home Base 9:00-9:30 | Virtual Home Base 9:00-9:30 |
| Independent Work Time | Independent Work Time | Group 2 9:55-10:40 | Independent Work Time | Independent Work Time |
| | | Group 3 10:50-11:35 | | |
| | | Group 4 11:45-12:30 | | |
| Complete work for both Academic and Foundations classes | Complete work for both Academic and Foundations classes | Virtual Lunch & ACPA Hour *Required 12:45-2:00 | Complete work for both Academic and Foundations classes | Complete work for both Academic and Foundations classes |
| | | Foundations A 2:10-2:55 | | |
| | | Foundations B 3:05-3:50 | | |





SYNCHRONOUS AND ASYNCHRONOUS

The chart below provides *purposes for* synchronous and asynchronous sessions. These are *examples* and not an exhaustive list.

| | Synchronous Learning | Asynchronous Learning |
|----------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Definition | Synchronous learning is remote learning where everyone from a given group is online at the same time using tools such as Zoom, Google Meet, and/or Schoology Conferences. | Asynchronous learning is remote learning where students access pre-recorded lessons or independent learning tasks. |
| What does this look like? | <p>Engaging students in discussions to ensure understanding of information.</p> <p>Previewing or explaining assignments or expectations of learning tasks.</p> <p>Answering student questions about one of the recorded lessons.</p> <p>Conducting small group instruction.</p> <p>Modeling or sharing examples of final products.</p> <p>Checking in with students regarding their social emotional wellness, building community, and establishing personal connections.</p> | <p>Viewing recorded instructional videos of lessons in a content area.</p> <p>Completing independent learning tasks and assignments.</p> <p>Working on projects collaboratively with other students.</p> <p>Listening to read alouds and answering questions.</p> <p>Engaging in online discussion by reading and posting responses (i.e. via Schoology, Padlet, Flipgrid, EdPuzzle)</p> <p>Reading posted literary selections and responding.</p> <p>Responding to and collecting student work.</p> <p>Recordings of performances submitted by students.</p> |





RESOURCES

INTERVENTION & SPECIALIZED SERVICES

- ACPA will continue to provide services to meet state and district guidelines.
- ACPA will provide specific and general support for students.
- Related Services (Speech, Occupational Therapy, etc.) are available.
- Accommodations will continue to be provided. (examples: extra time to complete assignments, modification of tasks)
- Testing accommodations will continue to be provided (extra time, retakes, etc.)
- Standardized testing accommodations will be provided as information is released about how tests will be administered.
- Intervention specialists will collaborate with school counselors for students experiencing difficulties with social challenges due to change in school model and other needs.
- Intervention specialists will collaborate with classroom teachers to ensure delivery of services and that accommodations are being provided appropriately.
- Parents and Guardians will have access to the Intervention Team for concerns/questions via direct phone and email.
- Progress towards specific goals will continue to be provided quarterly to Parents & Guardians.
- Evaluation Team Reports (ETRs) will be updated to stay current through a review of records via video conferencing.
- Plans may change based on changes in current conditions or state mandates, but priority will still be placed on providing support for student learning and social/emotional.





INTERVENTION & SPECIALIZED SERVICES (CONT.)

Middle School

Students with IEPs

1. Weekly check-ins with students via video conferencing (or more frequently)
2. Small Group video conferencing with students
3. Student Self-Reflection form to provide insight into specific student needs
4. Monitoring of progress towards specific goals.

Students with 504 Plans

1. Updated plans as needed to keep documentation current and provide and modify accommodations and supports as needed
2. Bi-Weekly or Monthly check-ins as needed to provide support

High School

Students with IEPs

1. Weekly check-ins with students via video conferencing (or more frequently)
2. Small Group video conferencing with students
3. Student Self-Reflection form (How I'm Doing) to provide insight into specific student needs
4. Monitoring of progress towards specific goals.





INTERVENTION & SPECIALIZED SERVICES (CONT.)

Students with 504 Plans

1. Updated plans as needed to keep documentation current and provide and modify accommodations and supports as needed
2. Bi-Weekly or Monthly check-ins as needed to provide support

Contact Information

Holly Haines - Middle School Phone: 614 636 6965
Email: haines@artcollegeprep.org

Kim Hood - High School Phone: 614 636 6145
Email: hood@artcollegeprep.org

TED Otting - High School Phone: 614 382 0877
Email: otting@artcollegeprep.org

Intervention Support for Parents and Guardians

- Parents and Guardians are encouraged to contact their student's case manager via phone or email if there are any questions or concerns.
- Help your student develop a specific routine that includes organizing materials, attending class, checking assignments and projects daily, and regularly checking-in with teachers and Intervention Staff for assistance and updates.
- Encourage your student to reach out to their teachers and Intervention Team if they have questions about content or challenges in completing work tasks.
- Encourage your student to seek out assistance and make use of their accommodations if they are having difficulties with their work.
- If your student is expressing challenges please make Intervention Staff aware as soon as possible.





SCHOOL COUNSELING AND COLLEGE & CAREER PLANNING

Mental Health Services

- Want to speak to your counselor? Send an email or use Google Voice to your counselor, Ms. Ruff or Ms. Zimmer
- To schedule a counseling session: Contact your counselor and we will do a preliminary assessment to determine the best course of action:
 - If on-going counseling is needed, we can schedule regular meetings with your school counselor
 - More long-term counseling could result in a referral to either the Huckleberry House or Nationwide Children's Hospital
 - ACPA has school-based clinicians from both organizations that work specifically with our students to serve our students' needs
 - Counseling sessions are conducted virtually or by phone.
- Immediate crisis: If you are a student and this is a mental health emergency, please call 911 or have someone drive you to the emergency department at Nationwide Children's Hospital (ages 14 and younger) or the Ohio University (ages 15 and older). If you or someone you know is having suicidal thoughts, you can call or direct them to the Franklin County Youth Psychiatric Crisis Line at (614) 722-1800, the National Suicide Prevention Lifeline at 1-800-273-TALK (8255), or text the Crisis Text Line by texting "START" to 741-741.

College and Career Planning

- College and career curriculum aligned to various post-graduation plans and differentiated based on grade level will be delivered in all education models.
- Seniors are expected to meet individually with their School Counselor and/or a representative from a partner agency to plan for post-graduation and receive individualized assistance.
- Refer to ACPA Counseling page for updated resources on:
 - College visits
 - Updated college application process
 - Important deadlines
 - College Fairs
- Attend live college career sessions on Tuesday during designated times
- View pre-recorded sessions available on ACPA Counseling page

Contact Information

Jen Ruff - grades 7, 8, & 12

Phone: 614 636 5353

Email: ruff@artcollegeprep.org

Tara Zimmer - grades 9, 10, & 11

Phone: 614 636 3178

Email: zimmer@artcollegeprep.org





EQUITY AND ACCESS

ACPA is committed to providing an equally engaging, progressive, safe, and inclusive learning opportunity for all students. ACPA will do everything in their power to provide your student and family with necessary supplies and technology to be successful this school year. Below you will find a list of resources that may help as you encounter challenges throughout the school year. The ACPA staff is *always available* to problem-solve with you - it is one of our values after all - and we strongly encourage you to reach out with any questions, concerns, or needs. We are in this together.

Support Services

ACPA invites you to contact staff members with questions or concerns. Please know that staff's primary method of communication is email, but you may also reach out by calling the school phone number or individual staff members Google Voice phone numbers during the school day.

| | |
|------------------------------|---------------------------------------------------------------------------------------------------------|
| Attendance | Phone: 614 986 9974 attendance@artcollegeprep.org |
| Intervention Specialists | |
| Holly Haines - Middle School | Phone: 614 636 6965 Email: haines@artcollegeprep.org |
| Kim Hood - High School | Phone: 614 636 6145 Email: hood@artcollegeprep.org |
| Ted Otting - High School | Phone: 614 382 0877 Email: otting@artcollegeprep.org |
| School Counselors | |





| | |
|-------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Jennifer Ruff - grades 7, 8, & 12 | Phone: 614 636 5353 Email: ruff@artcollegeprep.org |
| Tara Zimmer - grades 9, 10, & 11 | Phone: 614 636 3178 Email: zimmer@artcollegeprep.org |
| Food Security and Resources Coordinators | |
| Kati Nelson & Emily Collins | Phone: 614 986 9974 Email: nelson@artcollegeprep.org Email: collins@artcollegeprep.org |
| Homeless Liaison | |
| Jen Ruff - grades 7, 8, & 12 | Phone: 614 636 5353 Email: ruff@artcollegeprep.org |
| Chromebooks and MacBooks | |
| Aaron Wagner | Phone: 614 986 9974 Email: wagner@artcollegeprep.org |
| PowerSchool and ACPA Email | |
| Sarah Bostelman - Middle School | Phone: 614 986 9974 Email: bostelman@artcollegeprep.org |
| Amanda Waluzak - High School | Phone: 614 986 9974 Email: waluzak@artcollegeprep.org |

Low Cost Internet

Lifeline

Lifeline provides up to a \$9.25 monthly discount on wireless or wired Internet connections. To see if you are eligible, apply at <https://www.lifelinesupport.org>

For more information go to the FCC's website:

<https://www.fcc.gov/consumers/guides/lifeline-support-affordable-communications>

AT&T

AT&T provides high-speed home Internet for \$10 a month.

For more information visit their website.

<https://www.att.com/internet/access/>

Comcast





Comcast provides high-speed home Internet for \$9.95 plus tax a month. They have a no term contract and no credit check is required.

For more information visit their website.

<https://www.internetessentials.com/>

Spectrum

Spectrum provides high-speed Internet for \$15 a month. Their plan includes a free Internet modem, no data caps, and no contract. There is an option for in-home Wi-Fi for an extra \$5 a month.

For more information visit their website.

<https://www.spectrum.com/browse/content/spectrum-internet-assist.html>

For additional questions or help please reach out to wagner@artcollegeprep.org.

Ohio WiFi Hotspot locations

<https://innovateohio.gov/wps/portal/gov/innovate/news/news-and-events/04042020>

School and Library WiFi Maps By Region

<https://www.dropbox.com/sh/uajdsqazgxuphzt/AAAzPRWv6wm6giOtFTXzSIF6a?dl=0>

Mid-Atlantic Equity Consortium (MAEC)

<https://maec.org/covid-19/>

Food and Resource Security

Whole Child Nutrition

<http://education.ohio.gov/Topics/Reset-and-Restart/Whole-Child-Nutrition>

Mid-Ohio Foodbank

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

The Children's Advocacy Project





<https://cap4kids.org/columbus/food/now/>

Hands On Central Ohio Foodline Details Page

<https://www.foodpantries.org/li/handson-central-ohio-foodline>

Nationwide Children's Hospital

<https://www.nationwidechildrens.org/specialties/behavioral-health>

Counseling Services Huckleberry House

<http://huckhouse.org/programs/counseling-services/>

National Suicide Prevention Hotline

1-800-273-8255





Frequently Asked Questions

When is the first day of school?

The first day of school is **September 1, 2020**.

How often is my student expected to “attend school” in the all digital model?

Your student is expected to follow the school schedule published in this manual. Students are expected to engage with school 5 days a week in the All-Digital Model.

Does ACPA plan to change its learning model in the middle of a term or semester?

ACPA plans to assess its decision each term. ACPA will use the best data and information provided by the State of Ohio, [Centers for Disease Control](#), [Ohio Department of Public Health](#), and [Ohio Department of Education](#) to make the safest decision for our community.

If an individual has already had COVID-19 do they still need a mask?

Yes, until we are told by health experts that it is no longer necessary.

Who will supply the masks for students when they return to school?

ACPA will provide masks to each ACPA student. ACPA will keep extra masks in stock at ACPA in case an individual forgets a mask.

Will every student use an ACPA laptop this year?

Yes! ACPA is going to a One 2 One Technology policy this year. Each student will be expected to complete all schoolwork on an ACPA device.

How will my student know what supplies to purchase for the school year?

A detailed supply list will be provided before school begins. Any supplies that need to be picked up at ACPA (technology) will be available to pick up during assigned time slots.

How will my student be supported in career and college readiness?

Students will engage in College and Career Readiness as well as the College Liftoff and Career Exploration classes.



Will ACPA be providing counseling and other wellness services?

Absolutely! ACPA School Counselors will be made available. Students may also be referred to outside counseling services.

Is Professional Development being offered to teachers to assist with these new models of education?

Teachers are engaging in extensive training and learning opportunities.

If we are in the all-in or hybrid models of learning and a student needs to self quarantine for 14 days due to a possible COVID exposure, will they still be able to access their schoolwork?

Absolutely. ACPA will work with students to ensure they are accommodated to learn at home.

How will we be notified if our student has been exposed to COVID-19?

The school will notify students immediately after learning of a possible exposure. Families with high risk of exposure will be contacted first.

Will I have the option of changing my student's learning model at any point during the school year?

Once a student enrolls in the teacher-paced virtual model (different from an all-digital model), they will be required to make the choice for the entire semester.

Will intervention and specialized services be available in the hybrid and all-digital learning models?

Students will have access to intervention and specialized services in both hybrid and all-digital models.

How will students be split into cohort groups for the hybrid model?

ACPA will consider multiple factors when creating cohort groups including grade levels, course offerings, siblings, bussing, and carpool arrangements.

What happens if a student or staff member tests positive for COVID-19 during the school year?

Individuals must be isolated for 10 Days before returning to school. Individuals must also be fever free without medication for 72 hours, and 100% symptom free before returning to school.





How will students engage socially in a hybrid and all-digital model?

Students will have access to clubs, supervised social opportunities, and school performances!

What opportunities does the community have to engage in ACPA events?

ACPA will be featuring various formats to engage the community including but not limited to ACPA Hour and Friday Night Live! We look forward to sharing more details as they become available!

