



FINDLAY
DIGITAL ACADEMY
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**Safe Return to In-Person
Instruction
Continuity of Services
Plan
2021/2022**

June 21, 2021

The American Rescue Plan provided federal resources to support states and local school districts. School districts are required to develop safe return to in-person instruction and continuity of services plans for the 2021-2022 school year.

To meet all requirements, Findlay Digital Academy Governing Board has adopted policies to maintain and safe and healthy environment:

- April 4, 2020
 - Resolution For the Operation of Schools during the Pendency of Executive Order 2020-01D
 - In response of the Ohio Department of Health director's order regarding the closure of all K-12 school in Ohio and future orders requiring school response.
 - School Building Closure
 - Essential Employees
 - Unauthorized Leave
 - Substitute Employees
 - Temporary Employees
 - Leasing of Equipment and Purchase of supplies and Services
 - Authorization of Executive Director
 - Fiscal Officer's Authority
 - Board Policy Emergency Suspension
 - Compliance with Public Meetings Law.
- August 6, 2020
 - Policy HP. Face Coverings (Masks)
 - Application for Exception from Mask Requirement
- October 1, 2020
 - Updated Policy HP Face Coverings (Masks)
 - Policy JJJ. Student Health and Safety
- August 6, 2020
 - The Findlay Digital Academy Governing Board reviewed the 2020/2021 Reopening Plan. The plan was posted on the Findlay Digital Academy website and sent to the Ohio Department of Education.



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- Findlay Digital Academy's first day of school is August 23, 2021.
- Curriculum is available online 24/7 for students to access. Virtual tutoring sessions will be offered for students to receive one on one tutoring. Additionally, the drop-in tutoring lab will be opened to students
 - Administration will review and take into consideration the alert levels of Hancock County created by Governor DeWine.

Before School Opens:

- All furniture (seats) from the front lobby will be cleaned.
- Plexi-glass barrier will be set up on both secretary's desks, and throughout the lab to act as a barrier.
- Ongoing cleaning:
 - Daily (Custodian)
 - Front/Inside door handles, office door handles, light switches, microwave, refrigerator handle.
 - Restrooms disinfectant...sink/door handles
 - Vacuum
 - All wall hand sanitizers will be replenished and wiped daily.
 - Daily (Separate Offices)
Daily disinfecting of desktops, phones and chair handles.
 - Lab (Coaches)
 - Tables/chairs disinfected at the end of each day
 - Throughout the day, tables will be disinfected by students/coaches when they leave the area for the day. Students will be able to use their own laptops that have been provided by FDA.
 - Desktop computer will be available for student and coach use. Computers will be disinfected by students/coaches after use.

Facility Systems

- A hand washing station will be made available in the "kitchen" area located between bathrooms.
- Hand sanitizer holder in each room.
- All snacks will be individually wrapped.
- Individual water bottles will be available in the refrigerator.



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Social Distancing

- Lab:
 - As students and staff return to the lab, we will ensure the students and staff can maintain proper social distancing in the lab. Tables will be set for no more than three students and one coach at each table. Plexi- glass sheets will be installed to act as a barrier.

Hygiene:

- Notices will be placed on the entrance door stating “It is recommended that you wear face coverings unless you have been fully vaccinated against COVID-19.”
- Posters posted throughout the facility in highly visible areas reminding students about good hygiene: to use hand sanitizer upon entering, proper hand washing practices- in bathrooms/kitchen sink, coughing/sneezing etiquette.
- Disposable masks will be available in the front office.
- Everyone MUST use the hand sanitizer dispenser before entering the lab.
- Cleaning supplies will be made available to students and employees through the school

Vaccinations:

- Findlay Digital Academy staff were given the opportunity to receive the COVID-19 vaccination in conjunction with all other Hancock County Schools in February, 2021.
- Students have been sent notices about free clinics available sponsored by the Hancock County Department of Health

Other:

Staff Expectations:

- No more than 3 students and one coach per table
- Masks are recommended for those that have not been vaccinated for COVID-19
- Ensure students maintain physical distance whenever possible
- Provide reminders of safety protocols to students
- Remind/encourage frequent handwashing/hand sanitizing
- Avoid sharing materials as much as possible
- Everyone “sign in” when they enter the academy.

Findlay Digital Academy administrators will stay abreast of school information available from the Ohio Department of Health. <https://coronavirus.ohio.gov/wps/portal/gov/covid-19/responsible-restart-ohio/sector-specific-operating-requirements/sector-specific-operating-requirements>



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American Rescue Plan Planning:

Findlay Digital Academy has been developed a plan which earmarks funds received from the American Rescue Plan. To identify the educational needs, the leadership team reviewed data collected from various sources. These sources included: academic data, tutoring schedules both in-person and virtually, referrals from coaches of student emotional concerns and a decrease in the student engagement in the curriculum compared to previous school years. Additionally, survey information from community stakeholders was collected. These community stakeholders included: students, parents, staff, board members, mental health agency representatives, community legal aid members, retired educational administrators, clergy, and community development organizations.

From this data, the BLT identified multiple concerns as a result of the COVID-19. These concerns included: the need for increased tutoring-both in person and virtual, the need for student social/emotional counseling services, the need for increased academic interventions, and the need to increase overall student engagement.

For the 2021-2022 school year, Findlay Digital Academy is putting in place the following approaches to address these student learning gaps that have resulted from the disruption of educational services as a result of COVID-19.

- Provide students with additional tutoring supports from academic coaches to meet requirements for graduation through an extended learning plan. To assist students with course completion, the academy offers one on one tutoring to students Monday through Thursday. Within this plan, the tutoring times will be increased and students will be given more flexibility.
 - Tutoring will expand to include scheduled time on Fridays and Saturdays as needed.
 - Time of day for tutoring: currently tutoring runs from 10:00 a.m. -4:00 p.m., will now expand to include scheduled evening hours as needed. All by appointment through the extended learning coordinator to better accommodate the students' schedules.
 - Last day of the 21/22 school year is scheduled for May 26, 2022. FDA students will have access to a Summer Program to continue working on courses.
- Provide additional help for students in the area of Mental Health/Social Emotional Needs
 - To assist students with mental health needs, the academy is committed to providing more mental health/social emotional services by hiring a Guidance Counselor/Resource Coordinator to address students' needs.
- Provide additional online intervention courses to assess student deficits and complete prescribed interventions based on individual needs. Students will work through a self-paced class and will receive academic credit upon satisfactory completion.
- Provide opportunities for students to increase their engagement in school and involvement in school related activities.



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Funds have been allocated for the following:

- Additional Guidance Counselor
- Additional space leased at the Findlay Digital Academy Drop-In Lab
- Extended Learning Program
- Technology for students to include hardware, software and broadband access as needed.