

**NOTICE OF PUBLIC MEETING**  
of the  
**Board of Directors of**  
**SOMERSET ACADEMY OF LAS VEGAS**

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Notice is hereby given that the Board of Directors of Somerset Academy of Las Vegas, a public charter school, will conduct a public meeting on July 20, 2020 beginning at 6:00 p.m. at 4491 N. Rainbow Blvd. Las Vegas NV 89108 and via Zoom Meeting. The public is invited to attend. **Those attending in person must wear a mask. Attendance will be limited according to Governor Sisolak's Phase Two Reopening Plan.**

Join Zoom Meeting <https://us02web.zoom.us/j/85237132248> Meeting ID: 852 3713 2248 or via mobile +1 253 215 8782 +1 346 248 7799

Attached hereto is an agenda of all items scheduled to be considered. Unless otherwise stated, the Board Chairperson may 1) take agenda items out of order; 2) combine two or more items for consideration; or 3) remove an item from the agenda or delay discussion related to an item.

Reasonable efforts will be made to assist and accommodate physically handicapped persons desiring to attend or participate at the meeting. Any persons requiring assistance may contact Dena Thompson at (702) 431-6260 or [dena.thompson@academicnv.com](mailto:dena.thompson@academicnv.com) two business days in advance so that arrangements may be conveniently made.

If you would like copies of the meeting agenda, support materials or minutes, please visit the school's website at [somersetacademyoflasvegas.com](http://somersetacademyoflasvegas.com). For copies of meeting audio, please email [dena.thompson@academicnv.com](mailto:dena.thompson@academicnv.com)

Public comment may be limited to three minutes per person at the discretion of the Chairperson. **To sign up for public comment please contact Dena Thompson at (702) 431-6260 or [dena.thompson@academicnv.com](mailto:dena.thompson@academicnv.com).**

# AGENDA

## July 20, 2020 Meeting of the Board of Directors of Somerset Academy of Las Vegas

### A College Prep School

Cultivating Effective Leaders, Good Character and a Desire to Render Service

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*We prepare students to excel in academics and attain knowledge through life-long learning by dedicating ourselves to providing equitable, high-quality education for all students. We promote a culture that maximizes student achievement and fosters the development of accountable 21st Century learners in a safe and enriching environment.*

(Action may be taken on those items denoted “For Possible Action”)

1. Call to order and roll call (For Possible Action)
2. Public Comment and Discussion *(No action may be taken on a matter raised under this item of the agenda until the matter itself has been specifically included on an agenda as an item upon which action will be taken.)*
3. Consent Agenda (For Possible Action) *(All items listed under the Consent Agenda are considered routine and will be enacted by one motion. There will be no separate discussion of these items unless a Board Member or member of the public so requests, in which case the item(s) will be removed from the consent agenda and considered along with the regular order of business.)*
  - a. Minutes from the June 20, 2020 Strategic Planning Meeting
  - b. Approval of Revised Somerset Wellness Policy
  - c. Approval of Revised Meal Charge Policy
4. Acknowledgement of Gary McClain’s Resignation from the Board of Directors and Possible Action Regarding New Board Member Search (For Possible Action)
5. Discussion and Possible Action to Approve the 2020-2021 School Year Reopening Plan (For Possible Action)
6. Discussion and Possible Action to Revise the 2020-2021 School Year Calendar (For Possible Action)
7. Review and Acceptance of CARES/ESSER Funding (For Possible Action)
8. Academica Announcements and Notifications (Information)
9. Member Comment (Information/Discussion)
10. Public Comment and Discussion *(No action may be taken on a matter raised under this item of the agenda until the matter itself has been specifically included on an agenda as an item upon which action will be taken.)*
11. Adjournment (For Possible Action)

This notice and agenda has been posted on or before 9 a.m. on the third working day before the meeting at the following locations:

- 1) Somerset Aliante Campus – 6475 Valley Dr., North Las Vegas, NV 89084
- 2) Somerset Lone Mountain Campus – 4491 N. Rainbow Blvd., Las Vegas, NV 89108
- 3) Somerset Losee Campus – 4650 Losee Road, North Las Vegas, NV 89081
- 4) Somerset North Las Vegas Campus – 385 W. Centennial Pkwy, North Las Vegas, NV 89084
- 5) Somerset Sky Pointe Campus – 7038 Sky Pointe Dr., Las Vegas, NV 89131
- 6) Somerset Skye Canyon Campus – 8151 N. Shaumber Road, Las Vegas, NV 89166
- 7) Somerset Stephanie Campus – 50 N. Stephanie St., Henderson, NV 89074
- 8) Henderson City Hall, 240 South Water Street, Henderson, NV
- 9) Las Vegas City Hall, 495 S. Main St., Las Vegas, NV
- 10) North Las Vegas City Hall, 2250 Las Vegas Blvd. North, North Las Vegas, NV
- 11) [Notices.nv.gov](http://Notices.nv.gov)

# SOMERSET ACADEMY OF LAS VEGAS

## Supporting Document

Meeting Date: July 20, 2020  
Agenda Item: 3 – Consent Agenda  
Number of Enclosures:

### **SUBJECT: Consent Agenda**

Action  
 Appointments  
 Approval  
 Consent Agenda  
 Information  
 Public Hearing  
 Regular Adoption

Presenter (s): Board

Recommendation:

Proposed wording for motion/action:

**Move to approve the items for action on the consent agenda.**

Fiscal Impact: N/A

Estimated Length of time for consideration (in minutes): 2-3 Minutes

Background: Support materials and/or background has been provided to the Board. All items on the Consent Agenda which are for action can be approved in on motion; however, individual items may be taken off the Consent Agenda if the Board deems that discussion is necessary.

Submitted By: Staff

# SOMERSET ACADEMY OF LAS VEGAS

## Supporting Document

Meeting Date: July 20, 2020  
Agenda Item: 3a – Minutes from the June 20, 2020 Strategic Planning Meeting  
Number of Enclosures: 1

### **SUBJECT: Minutes Approval**

Action  
 Appointments  
 Approval  
 Consent Agenda  
 Information  
 Public Hearing  
 Regular Adoption

Presenter (s): Board

Recommendation:

Proposed wording for motion/action:

**Consent**

Fiscal Impact: N/A

Estimated Length of time for consideration (in minutes): 0 Minutes

Background: A strategic planning meeting was held on June 20, 2020. As such, the minutes will need to be approved for this meeting.

Submitted By: Staff

**MINUTES**  
**of the strategic planning meeting of the**  
**BOARD OF DIRECTORS of SOMERSET ACADEMY OF LAS VEGAS**  
**June 20, 2020**

The Board of Directors of Somerset Academy of Nevada held a public strategic planning meeting on June 20, 2020, at 8:00 a.m. at 6630 Surrey St., Las Vegas, NV 89119.

**1. Call to order and Roll Call**

Board Chair John Bentham called the meeting to order at 8:11 a.m. In attendance were Board members John Bentham, LeNora Bredsguard, Sarah McClellan, Travis Mizer, Cody Noble, Will Harty, and Gary McClain.

Also present were Principals Lee Esplin, Cesar Tiu, Christina Threton, Jessica Scobell (via Zoom), and Kate Lackey (via Zoom); as well as Somerset Academy Inc. representative Bernie Montero. Academica Representatives Crystal Thiriot, Ryan Reeves, Marla Devitt, and Victor Barroso were also in attendance.

**2. Public Comment and Discussion**

There was no public comment.

**3. Approval of Minutes from the June 2, 2020 Board Meeting**

**Member Mizer moved to approve minutes of the June 2, 2020 board meeting. Member McClellan seconded the motion, and the Board voted unanimously to approve.**

**4. Report on Goals**

**a. All Schools to be 4 or 6 Stars by September 2022**

Ms. Crystal Thiriot addressed the Board and stated that Ms. Jessica Barr was working with the principals to come up with five-year plans for each campus that would assess where they currently were, what their goals should be for growth, and what steps need to be taken to reach their goals. Principal Lee Esplin addressed the Board and reviewed the Sky Pointe plan which was included in the support materials. Ms. Thiriot stated that each school would complete a road map which would be forwarded to the Board when they were available.

Member Mizer asked how the Star ratings would be addressed with the school closure. Ms. Thiriot stated that a Federal waiver was issued for the 2019-2020 school year and Star ratings would not be issued. Mr. Ryan Reeves addressed the Board and stated that there were two possible approaches to future Star ratings. One scenario would be to create a two-year growth model using the testing from the end of the 2018-2019 school year. The other scenario would be to test at the beginning of the 2020-2021 school year and again at the end of the year to determine growth. Mr.

Reeves stated that the most likely scenario would be to use the two-year growth; adding that students who were new to the state would not be counted in the growth models.

Principal Christina Threeton addressed the Board and stated that it was predicted that there would be a one-year loss in data for MAPP testing. She stated that as soon as the MAPP testing was completed Ms. Barr would work with the schools to create a report card with the adjusted numbers. Discussion ensued regarding testing and growth measurements.

Member Bentham asked the Board members if they wanted to make any adjustments to the goal. Following discussion regarding methods to measure growth it was determined to continue with the goal with the option to revisit if the schools experienced extended closures.

**b. Utilize Character and Leadership Programs in the schools by 2021-2022**

Ms. Thiriot stated that she and Member Bentham had met with Leader in Me representatives to negotiate a system-wide price that would be affordable for all campuses. Member Bentham stated that the system-wide price included PD days. Discussion ensued regarding the benefits of implementing the program system-wide if the negotiation to make it affordable were successful. Principal Esplin explained that each campus could use creativity in the implementation to ensure that it fit the specific needs of each campus. Member Noble agreed and noted that the roadmap to 5 Stars was also unique to each campus. Member Noble stated that the Board's responsibility was to set the direction and allow the principals to implement the directive.

**Member Noble moved that, as a Board, they adopt the Leader in Me program as the character and leadership program of our schools, give the principals the charge to implement with their campuses according to the circumstances of their campuses, pending successful negotiations with Leader in Me. Member Harty seconded the motion, and the Board voted unanimously to approve.**

**c. Become Financially Sound to Facilitate Increasing Teacher Pay and Facility Maintenance**

Mr. Reeves reviewed a three year look at the four major budgetary categories as a percentage of the budget as shown in the support materials. He noted that the facility percentage was reduced over the three-year period from 14.58% to 14.53%, while the salaries and budget increased from 62.65% to 65.22%. Mr. Reeves stated that some of the growth in benefits came from the increase in the retirement fund contribution; adding that Somerset absorbed all of the increase while the district split the increase with the teachers. Member Bentham asked the principals if the teachers recognized that benefit. Principal Esplin stated that he communicated that information because it was a perk of the system he wanted them to understand.

Mr. Reeves referred to the support materials and reviewed the facility cost analysis, noting the three ways to look at the facility costs: the cost per square foot, the cost per pupil, and the percentage of the lease/bond payments as a percentage of the budget. Mr. Reeves stated that the North Las Vegas campus was the first Somerset campus and was acquired before Somerset had been established and proven as a strong system. After Somerset had been able to demonstrate that they were a strong system better financing and construction options became available. Mr. Reeves further explained that Somerset had purchased a portion of the North Las Vegas campus through bonds and were leasing the remaining portion; adding that the lease for the remaining portion

would expire in the summer of 2022. Discussion ensued regarding options for the future of the North Las Vegas campus, including a possible lease extension, a possible purchase of the leased portion, and looking into eventually being able to purchase a different site and building new. The members of the Board stated that it was important that every student who came into the system could stay in the system through graduation.

Mr. Reeves reviewed the State budget shortfalls caused by the pandemic and shutdown. He stated that more answers about the budget would be available after the special legislative session which should be held soon.

## **5. Review and Approval of a Revision to the Somerset Academy of Las Vegas Board of Directors Bylaws**

### **a. Moving of Annual Meeting**

Mr. Reeves stated that the first part of the revision would change the annual meeting from June/July to January/February; adding that it was difficult to confirm a quorum in June or July due to vacation schedules.

**Member Harty moved to change the annual meeting to January or February. Member Bredsguard seconded the motion, and the Board voted unanimously to approve.**

### **b. Adjustment and Clarification of Board Member Terms**

Mr. Reeves explained that the Board member terms were intended to be staggered to ensure that the Board did not lose a majority of members in any one year. The term lengths had been confused over time due to an ambiguity of the term length for new members who replaced a member who had resigned. The intent was to have the new person fill the remainder of the member who had resigned; however, in practice, the new person was given a five-year term. Mr. Reeves further explained that the bylaws stated that a Board member was eligible to serve two consecutive standard terms, which also led to some ambiguity on how many years each member was eligible to serve.

Mr. Reeves referred to the chart in the support materials which showed possible scenarios for term lengths. One scenario would be for each member to complete the term of the previous member, or the term from the original drawing of terms, and then be eligible for two 5 year terms. This scenario would have total term lengths ranging from 11 ½ years to 14 ½ years. The second scenario would have each Board member eligible to serve two 5 year terms. The third scenario would have each member complete the term of the previous member and be eligible to serve one additional 5 year term. The final scenario would be similar to the third scenario with an adjustment for the members who were currently off-schedule to be re-elected for a 5 year term.

Discussion ensued regarding the scenarios and the advantages and disadvantages of members serving for long periods of time. Further discussion ensued regarding designating members who termed out as emeritus status who would retain priority seating but would not have a voting status. The Board determined to have the standing Board members serve under the first scenario and new members would serve for two 5 year terms and include an emeritus status for members. Mr. Reeves stated that he would revise the bylaws to include the requested changes.



## **6. Discussion and Possible Action Regarding Somerset Academy Administrative Leadership Structure**

### **a. Review of Current Principal Cohort System**

Mr. Reeves state that the leadership structure had changed from an executive director system to a principal cohort system. He explained that, after discussion at multiple Board meetings the Board had determined to move away from the executive director lead system and tasked the principals with bringing forward an administrative coordinator job description and candidate. Following the approval of the job description, the principals approached the Board asking to forego the administrative assistant position and allow the principals to work as a cohort. The Board approved to postpone the administrative coordinator position, in lieu of status checks at future Board meetings. The principal cohort designated one principal to serve as the lead principal, with her extra duties included in the support materials. Mr. Reeves noted that the Board did not approve a lead principal position or designate a principal to serve in that position; however, the principals had used that model during the 2019/2020 school year. The Board would now need to discuss the continuation of the principal cohort structure. If the principal cohort structure was to continue a process for designation of a lead principal would need to be discussed, as well as a compensation structure.

Member Bentham stated that a confidential survey of the principals had been conducted regarding the principal cohort and lead principal position. Overall the principals had enjoyed the cohort, with an average of four on a scale of one to five. All six of the principals who had worked under both leadership structures preferred the principal cohort to the executive director structure. Although the suggested amounts were different, all of the principals thought the lead principal should receive compensation. Member Bentham stated that, from his perspective as Board chair, the principal cohort structure provided a smoother year, with more honest communication from the principals. He noted that the principals felt more empowered to help each other and to call on each other for help.

Discussion ensued regarding lead principal/president structures and compensation in other charter systems. Member Bentham stated that, from attending the principal meeting and reading the comments from the surveys, it had been acknowledged that Academics had provided assistance to the principals as needed. He noted that some principals felt that they did not receive the mentoring they needed during the 2019-2020 school; adding that they also did not receive it under the previous leadership structure. Member McClellan expressed concern that the principal cohort system did not provide a leader to review data with the principals at the beginning of the year to determine a course of action to improve the schools. Mr. Bernie Montero addressed the Board and stated each Board member was over a campus in the system who could meet with the principal. Together they could meet with Mr. Goodsell, the Academics CFO, to discuss the budget; and with Ms. Barr, the Data Analyst, to manage and monitor the data.

Member Noble stated that, with the current financial situation, it might be best to make a decision for 2020-2021 and then open the discussion back up after the 2020-2021 school year when more financial information was available. Member Bredsguard stated that she liked the collaborative nature of the principal lead structure; however, she was concerned that without a lead principal job description the Board expectations might be unclear. Board members expressed concern regarding supervision and evaluation of principals under the principal cohort system.

Member Bentham noted that an Evaluation Committee had been created, with three Board members and Mr. Montero, to determine an evaluation system and to evaluate the principals. Discussion ensued regarding expectations for, and the responsibilities of, the lead principal.

Mr. Reeves pointed out that the Board was responsible for setting the mission, the vision, and the goals for the system and then to evaluate how the leadership fulfilled the goals. Member McClellan stated that the Board had an obligation to ensure that the campuses within the system were viable and that the correct administrators were in place to fulfill the goals. Member Noble expressed concern with delegating too much authority away from the Board and stated that he, and other Board members, had felt disconnected during the last school year. Member Bentham stated that he had felt more connected due to having each principal report during the Board meetings. Discussion ensued regarding extending the current structure for one year, with the Board appointing the lead principal from interested candidates, and then re-evaluating the leadership structure.

**Member Mizer moved to move forward with the lead principal, the names will be sent to Ms. Thiriot for Board review; and there will be stipend to be discussed at a later time once the qualifications and job description are submitted. Member McClellan seconded the motion, and the Board voted unanimously to approve.**

Discussion ensued regarding compensation for the lead principal position. Member Noble clarified that the Board should not provide a stipend for a lead principal position that had not been Board appointed and suggested wording the compensation for the 2019-2020 school year as a stipend for the extra work done during year.

**Member Harty moved to approve a \$5000 stipend for Elaine Kelley for extra work done. Member McClain seconded the motion, and the Board voted unanimously to approve.**

**b. If Principal Cohort to Continue, Process for Designation of Lead Principal**

This item was discussed in conjunction with item 7.a.

**7. Discussion and Possible Action Regarding Structure of School Improvement with District Support**

Mr. Reeves referred to the support materials and explained that an outline was included for the Somerset, Inc. provided support, structure, and plan for improvement of Star ratings.

**8. Discussion and Possible Action Regarding Graduation Requirements**

Principal Esplin stated that the Somerset standard for graduation was higher than the State requirements which resulted in some students leaving Somerset their senior year to attend a CCSD school to ensure graduation. Principal Scobell stated that the requirements could put some special education students at a disadvantage and might lead to a due process situation. Member Harty stated that he thought that Somerset had multiple diploma options available. Principal Esplin and Principal Scobell explained that there were three diplomas, standard, advanced, and advanced honors; however, all three had additional

core requirements that exceeded the State core requirements. Discussion ensued regarding the diplomas and the requirements for each.

Principal Scobell stated that every time a student that could graduate left to go to a CCSD school the graduation cohort was smaller; adding that the smaller the cohort the more one non-graduating student could affect the graduation rate. Mr. Montero stated that it was disheartening to have a student in the Somerset system leave during their senior year; adding that flexibility to review on a case by case basis and have the student and parent sign a waiver would help keep those students through graduation. Principal Esplin asked for clarification of either allowing a waiver or not allowing a waiver so that he could be confident the Board would back his decision if the student and parent appealed to the Board.

Member Noble expressed concern with setting a standard and then allowing a student to sign a waiver and not meet the standard. Member McClellan stated that, although she previously felt that Somerset should not lower any of the requirements, such as the 100 hours of service, she understood the need for flexibility; adding that it was important to consider the recruitment and retention of the Somerset student. Discussion ensued regarding adjustments to the Somerset standard. Member McClain noted that the question was whether the need to adjust standards was common enough to warrant a reduction in the requirement or an allowance for the principals to make case by case adjustments. Ms. Thiriot reviewed the graduation requirements for the Pinecrest system and noted that, while they allow a student to graduate if the State standards were met, they maintained an expectation for higher standards. Mr. Montero stated that the culture of the school would help encourage the students achieve the higher standard if they were capable. Discussion ensued regarding allowing students to graduate if the State standard was met but maintaining the expectation to achieve Somerset's higher standard.

**Member Bredsguard moved that, as discussed, if a student meets the State standard for graduation, with the continuation of the 100-hour service requirement, they would be able to graduate. Member McClellan seconded the motion, and the Board voted 4-3 to approve, with Members Noble, Harty, and McClain voting in opposition.**

## **9. Principal Evaluation Update and Presentation on Proposed Evaluation System**

Ms. Thiriot stated that Evaluation committee elected officers with Mr. Montero elected as the Chair and Member Bredsguard as the Vice-Chair: adding that Member McClellan and Member Bentham were also on the committee. The committee would meet individually with each principal after they had performed a self-evaluation which would include data from Jessica Barr. Member Bentham stated that the Board could approve the evaluations in one motion or could decide to meet with the principals in a closed session. Discussion ensued regarding the possible evaluation criteria.

## **10. Discussion Regarding Governor's Declaration of Emergency Directive 022 Regarding School Reopening**

Mr. Reeves stated that the Board would need to hold a meeting at least twenty days before the schedule start of school to approve the reopening plan. He reviewed the requirements for the plan, including maintaining social distancing, sanitizing the building, and providing distance education. Discussion ensued regarding current and future restrictions and guidelines. Mr. Reeves stated that the Somerset principals had conducted a survey for families that would be referenced during the creation of the plan.

**11. Member Comment**

Member McClain stated that he had attended a State Public Charter School Authority meeting with Principal Threeton. He noted that a trustee had recognized that the discussions in which the Somerset Board participated helped them to be a better Board because they were able to discuss differences and maintain unity.

**12. Public Comment**

There was not public comment.

**13. Adjournment**

**The meeting was adjourned at 2:17 p.m.**

**Approved on:** \_\_\_\_\_

\_\_\_\_\_  
**Secretary of the Board of Directors  
Somerset Academy of Las Vegas**

# SOMERSET ACADEMY OF LAS VEGAS

## Supporting Document

Meeting Date: July 20, 2020 Agenda Item: 3b – Approval of Revised Somerset Wellness Policy Number of Enclosures: 1
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<b>SUBJECT: Revised Somerset Wellness Policy</b>
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<input type="checkbox"/> Action
<input type="checkbox"/> Appointments
<input type="checkbox"/> Approval
<input checked="" type="checkbox"/> Consent Agenda
<input type="checkbox"/> Information
<input type="checkbox"/> Public Hearing
<input type="checkbox"/> Regular Adoption

Presenter (s): Board
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Recommendation:
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Proposed wording for motion/action:
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<b>Consent</b>
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Fiscal Impact: N/A
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Estimated Length of time for consideration (in minutes): 0 Minutes
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Background: The revisions are highlighted in yellow and reflect the inclusion of all 7 Somerset campuses seeking to offer the National School Lunch Program with the two campuses also seeking to offer the School Breakfast Program.
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Submitted By: Staff
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## **Somerset Academy of Las Vegas' Wellness Policy**

Revised: June 2020

## **1. ADVISORY GROUP**

Somerset Academy of Las Vegas will have a Wellness Advisory Group made up of diverse stakeholders to assess the schools' needs and develop a policy that meets the operational realities of the schools and works toward improved health and wellness outcomes for school children. The Wellness Advisory Group will include:

- Seven parent representatives (1 per school)
- Seven middle school students (1 per school)
- Four high school students (2 per high school)
- Seven staff members (1 per school)

The Wellness Advisory Group will meet twice a year to review the schools' goals, menus and to discuss other issues. Wellness Advisory Group meetings will be open to the community.

## **2. WELLNESS POLICY COORDINATOR**

Wellness Policy Coordinator: Designated Somerset Administrator  
702-826-4373, ext. 2017

The Wellness Policy Coordinator will be responsible for reporting the status of policy implementation annually. Somerset Academy of Las Vegas will provide the Nevada Department of Agriculture (NDA) the name(s), position(s) and contact information for the person(s) responsible for the oversight of the local school wellness policy at the district and/or school level by September 30<sup>th</sup> of each school year. If the designated wellness policy coordinator changes, Somerset Academy of Las Vegas must notify NDA within 60 days.

## **3. RECORDKEEPING**

Somerset Academy of Las Vegas will retain basic records demonstrating compliance with the LSWP and will include the following documentation: compliance with the requirements of advisory group representation, triennial assessment of the LSWP, annual LSWP progress reports for each school under its jurisdiction and demonstrate compliance with public notification that includes:

The Wellness Policy can be found on each campus' website under the Lunch/Breakfast tab. Additionally, under the Wellness Policy tab, there will be a link to the Wellness Policy, a schedule of each campus' events or activities related to the Wellness Policy and how individuals and the public can get involved with the advisory group.

## **4. SOMERSET ACADEMY OF LAS VEGAS - WELLNESS POLICY GOALS**

Somerset Academy of Las Vegas Wellness Advisory Group will annually review and create goals in the following areas:

1. Nutrition education and promotion
2. Physical activity
3. Other school wellness activities

## **5. INCENTIVES AND REWARDS**

Somerset Academy of Las Vegas campuses will not use food as an incentive or reward. For special circumstances, and with school administrator approval, food awards or incentives may be used as long as they align to the Smart Snacks Nutrition Standards.

## 6. FUNDRAISING

All items sold to students on the school campus during the school day will meet the Smart Snacks Nutrition Standards – there are no exemptions. School day is defined as the period from midnight before, to 30 minutes after, the end of the official school day.

## 7. SPECIAL OCCASIONS POLICY

For the following special occasions and/or holidays, foods may exceed the established nutrition standards:

- State or National Holidays
  - Valentine’s Day
  - Nevada Admissions Day/Halloween
  - Day prior to Thanksgiving Break
  - Day prior to Spring Break
  - Day prior to Winter Break
  
- School Community Observations
  - Lesson Plans – Prior approval by administration required
  - Birthday parties and other celebrations – Once per month or as otherwise determined by the school administration on a limited basis.

In order to minimize risks of food borne-illness and to avoid known food allergens, food must be commercially prepared.

## 8. REVENUE

### **Food Accounts**

The schools will open and maintain a separate bank account for the National School Lunch Program (NSLP) and School Breakfast Program (SBP). All deposits and payments out of this account may only be used for the purpose of NSLP/SBP.

All transactions related to the NSLP/SBP must be entered into the tracking/point of service (POS) system. All cash collected, along with all daily receipts, are required to be turned over to the office manager on a daily basis. The office manager, along with one other school employee (not the person who collected the money or the person who will be depositing the money), will reconcile the receipts with the cash collected to verify that the amounts match. The office manager will then endorse all checks **FOR DEPOSIT ONLY** and prepare the deposit slip. A school employee who neither collected money nor reconciled the money will then take the deposit to the bank. Deposits must be made either once a week or whenever \$500.00 or more in cash has been received.

Notifications to households of low or negative balances in student meal accounts will be made in accordance with Somerset Academy of Las Vegas’ Meal Charge Policy.

## 9. MEAL CONSUMPTION

It is the intent of this policy to allow each student adequate time to eat their meals; therefore, time spent acquiring the meal is not included in the time to consume the meal.

Somerset Academy of Las Vegas campuses shall:



Provide at least 20 minutes for each student to consume meals during lunch and at least 15 minutes for each student to consume meals during breakfast for those campuses participating in this program.

#### **10. PHYSICAL ACTIVITY**

Somerset Academy of Las Vegas campuses will provide the opportunity for moderate to vigorous physical activity for at least 30 minutes each regular school day (as defined by the USDA). It is recommended that students be given physical activity opportunities in bouts of 10 minutes at a minimum. Passing periods do not qualify as physical activity time.

Teachers, school personnel and community personnel will not use physical activity or withhold opportunities for physical activity (e.g. recess, physical education) as punishment.

#### **11. RECESS BEFORE LUNCH**

Recess before lunch is recommended but is left to the discretion of Somerset Academy of Las Vegas principals.

#### **12. MARKETING**

Only marketing consistent with Smart Snacks Nutrition Standards is allowed on the school campus. This includes any advertising and other promotions on the school campus during the school day (oral, written or visual).

Somerset Academy of Las Vegas campuses will work to identify and eliminate all marketing and advertising on school property that does not currently meet the Smart Snacks Nutrition Standards as leases, agreements or contracts are renewed or items are replaced.

#### **13. SMART SNACKS NUTRITION STANDARDS**

All foods and beverages available for sale or given away to students on the school campus during the school day must meet the minimum nutrition standards. These food standards apply to all grade levels (unless otherwise specified).

To be allowable, a food item **must meet all** of the competitive food standards as follows:

##### **Calories:**

Snack/Side Item -  $\leq 200$  calories per item as served (includes any accompaniments)

Entrée-  $\leq 350$  calories per item as served (includes any accompaniments) **AND**

##### **Sodium:**

Snack/Side Item -  $\leq 200$  mg per item as served

Entrée -  $\leq 480$  mg per item as served

**AND**

##### **Fat:**

Total Fat -  $\leq 35\%$  of calories

Saturated Fat -  $< 10\%$  of calories

Trans Fat - 0 g per serving

**AND**

##### **Sugar:**

Total sugar -  $< 35\%$  by weight Specific Nutrient Standards for Food

In addition to the Smart Snacks Nutrition Standards, food items **must meet one** of the following criteria:

- Be a grain product that contains >50% whole grains by weight or have whole grains listed as the first ingredient on the food label; **OR**
- Have listed as the first ingredient on the food label one of the non-grain main food groups: fruit, vegetable, dairy or protein foods; **OR**
- Be a combination food that contains at least ¼ cup fruit and/or vegetable  
\*If water is the first ingredient, the second ingredient must meet one of the above criteria.

**14. BEVERAGES**

Allowable beverages vary by grade level and address container size. All beverages sold on the school campus during the school day must be non-carbonated. There are no restrictions on the sale of any allowable beverage at any grade level, during the school day, anywhere on the school campus.

Beverages for all:

**Water** – Plain, no size limit.

**Milk** – Unflavored non-fat, unflavored low-fat (1%), flavored non-fat or flavored low-fat (1%) milk, ≤8 fl. oz. per serving for elementary school, ≤12 fl. oz. per serving for middle and high school.

**Juice** – 100% fruit and/or vegetable juice, 100% juice diluted with plain water (no added sweeteners), ≤8 fl. oz. per serving for elementary school, ≤12 fl. oz. per serving for middle and high school allowable.

It is recommended that juice be sold in smaller serving sizes: 4-6 fl. oz. servings for elementary school and 8 fl. oz. servings for middle and high school.

Beverage	Elementary School	Middle School	High School
Plain water	No Size Limit	No Size Limit	No Size Limit
Low-fat milk (1%), unflavored or flavored*	≤ 8 fl oz	≤ 12 fl oz	≤ 12 fl oz
Non-fat milk, unflavored or flavored*	≤ 8 fl oz	≤ 12 fl oz	≤ 12 fl oz
100% Fruit/Vegetable juice**	≤ 8 fl oz	≤ 12 fl oz	≤ 12 fl oz

\*Includes nutritionally equivalent milk alternatives as permitted by NSLP.

\*\*May include 100% juice diluted with plain water and with no added sweeteners.

Other allowable beverages in **High School ONLY** :

**Non-carbonated calorie-free beverages (≤20 fl. oz./serving);**

Examples: *Vitamin Water Zero, Propel Fit Water, Powerade Zero*

**Other non-carbonated calorie-free beverages (≤20 fl. oz./serving):**

<5 calories per 8 fl. oz. or  $\leq$ 10 calories per 20 fl. oz;  
Examples: *Diet Fuze, Pure Leaf Iced Tea*

**Non-carbonated lower-calorie beverages ( $\leq$ 12 fl. oz./serving):**

$\leq$ 60 calories per 12 fl. oz. or  $\leq$ 40 calories per 8 fl. oz.

Examples: *G2, Fuze Slenderize, Diet Snapple, Light Hawaiian Punch*

**15. CAFFEINE**

All foods and beverages in elementary and middle schools must be non-carbonated and caffeine-free, with the exception of trace amounts of naturally-occurring caffeine substances (e.g. chocolate milk).

It is recommended that no caffeine be allowed; however, caffeine is permitted at the high school level at the discretion of the Charter.

**16. CHEWING GUM**

Chewing gum (sugar, sugar-free...) is not allowed on any Somerset Academy of Las Vegas campus for sale or use.

## Definitions

Carbonated Beverage- A class of beverages that bubble, fizz or are effervescent. These include beverages that are aerated or infused.

Combination Food- Products that contain two or more components representing two or more of the recommended food groups: fruit, vegetable, dairy, protein or grains.

Competitive Food- All food and beverages other than meals reimbursed available for sale to students on the school campus during the school day.

Fundraisers- The sale of items for monetary gain intended for consumption during the school day.

Local Educational Agency (LEA)- The authority responsible for the administrative control of public or private nonprofit educational institutions within a defined area of the state. For example: A school district or state sponsored charter school.

Local School Wellness Policy (LSWP)-The policy that applies to your local school district which supports a school environment that promotes sound nutrition and student health, reduces childhood obesity and provides transparency to the public on school wellness policy content and implementation.

Marketing- Advertising and other promotions in schools. Includes oral, written or graphic statements made for the purpose of promoting the sale of a food or beverage product made by the producer, manufacturer, seller or any other entity with a commercial interest in the product.

Moderate to Vigorous Physical Activity- Physical activities done at an intensity that increases children's heart and breathing rates above normal. For example: A child walking to school is moderate activity; Running and chasing others during a tag game is vigorous activity.

Non-program food-Food sold in school during the school day at any time or location on the school campus other than reimbursable meals.

Physical Activity- Bodily movement produced by the contraction of skeletal muscle that increases a person's energy expenditure above a basal level.

School Campus- All areas of the property under the jurisdiction of the school that are accessible to students during the school day.

School Day- The period from the midnight before, to 30 minutes after the end of the official school day.

School Property- All areas of the school campus including those that are owned or leased by the school and used at any time for school-related activities such as the school building, areas adjacent to the school building, school buses or other vehicles used to transport students, athletic fields or stadiums or parking lots.

Smart Snacks Nutrition Standards – A part of the Healthy Hunger-Free Kids Act of 2010 that provide science-based nutrition standards for all foods and beverages sold to students in school during the school day.

# SOMERSET ACADEMY OF LAS VEGAS

## Supporting Document

Meeting Date: July 20, 2020  
Agenda Item: 3c – Approval of Revised Meal Charge Policy  
Number of Enclosures: 1

### **SUBJECT: Revised Meal Charge Policy**

Action  
 Appointments  
 Approval  
 Consent Agenda  
 Information  
 Public Hearing  
 Regular Adoption

Presenter (s): Board

Recommendation:

Proposed wording for motion/action:

**Consent**

Fiscal Impact: N/A

Estimated Length of time for consideration (in minutes): 0 Minutes

Background: The revisions are highlighted in yellow and reflect the inclusion of the School Breakfast Program to be offered at two of the Somerset campuses (Losee K-12 and North Las Vegas).

Submitted By: Staff

## SOMERSET ACADEMY OF LAS VEGAS MEAL CHARGE POLICY

### I. Purpose

The goal of Somerset Academy of Las Vegas is to ensure that students have access to nutritious meals to support their academic success through the National School Lunch Program and **School Breakfast Program at designated campuses**. At the same time, it is imperative that the financial stability of each campus' nutrition program be protected. The purpose of this policy is to ensure compliance with federal reporting requirements for the USDA Child Nutrition Program and to provide oversight and accountability for the collection of outstanding student meal balances.

The intent of this policy is to establish uniform meal account procedures for Somerset Academy of Las Vegas campuses participating in the National School Lunch Program (NSLP) **and/or the School Breakfast Program (SBP)**. The provisions of this policy pertain to full-priced **meals** only.

Somerset Academy of Las Vegas will maintain records to demonstrate how the policy was implemented and communicated to households.

### II. Policy

**A. Full-Priced Meals** - Elementary, Middle and High School students' parents/guardians will pay for meals at the identified and published amount for the school year. Payment will be conducted online or through payment in the front office of the campus. Students will be allowed to charge a maximum of three (3) meals to their account after the balance reaches zero. Students who charge a meal will receive a reimbursable meal.

**B. Free Meal Benefit** - Students identified as eligible to receive free meals will be allowed to receive one (1) free reimbursable meal during lunch **and breakfast at participating schools** each day. Additional meals must be purchased at the full-price rate and be paid for online or through payment in the front office of the campus in advance of the scheduled lunchtime.

**C. Reduced Meal Benefit** - Students identified as eligible to receive reduced-price meals will be allowed to receive one (1) **reduced-price** reimbursable meal during lunch **and breakfast at participating schools** each day. Additional meals must be purchased at the full-price rate and be paid for online or through payment in the front office of the campus in advance of the scheduled lunchtime.

**D. Parents/Guardians** – The responsibility for meal payments to the campus belongs to the parent/guardian. **Meals** are to be prepaid online or through the front office of each campus in advance of the meals being served. Funds should be maintained in students' **meal** accounts to minimize the possibility that a student may be without meal money on any given instructional day.

At the end of the school year, any remaining funds for a particular student will be carried over to the next school year unless the parent/guardian requests a refund in writing. Parents/guardians may provide the campus with a written request to have the remaining funds of a withdrawn or graduating student refunded. Parents/guardians will be given the option to transfer the remaining funds of a graduating student to a sibling's account with a written request.

If a student is without meal money on a consistent basis, the administration will investigate the situation more closely and take further action as needed. If financial hardship exists, parents/guardians are encouraged to apply for free or reduced-price **meals** for their child(ren) at any time over the course of the school year.

### **III. Notifications to Households of Low or Negative Balances in Campus **Meal** Accounts**

Notices of low or deficit balances will be sent to parents/guardians at the following specified times:

- A. The student's household will be notified when a student charges his/her first meal, second meal and third meal.
- B. The campus will notify households of low or negative balances via email notifications sent through the parent portal of the student information system.
- C. Notifications to households will include the amount of unpaid meal charges, expected payment dates, the consequences of non-payment and where to go for questions or assistance.
- D. The consequences of non-payment will be determined on a case-by-case basis.
- E. The person responsible for managing unpaid meal charges is the campus administration or their designee. Unpaid meal charges will be electronically tracked through the student information system's point-of-sale system.

### **IV. Delinquent Meal Charge Debt**

Delinquent meal charge debt is allowable in the school's nutrition program and may be carried over to one successive school year. Bad debt is defined as delinquent debt that is deemed uncollectible at the end of a school year. Bad debt is unallowable in the campus' nutrition program and cannot be carried over to the next school year. Funds resulting from bad debt cannot be recovered using nutrition program funds and must be offset by non-federal sources.

- A. At the end of the school year, campus administration and the Somerset NSLP administrative designee will evaluate delinquent debt for conversion to bad debt. Bad debt will be restored to the Campus Nutrition Program from the general fund prior to the end of the same fiscal year.
- B. Efforts to collect delinquent and/or bad debt will be handled by the campus administration or their designee through email, letter, phone call and Required Parent Conferences.

**Non-Discrimination Statement:** This explains what to do if you believe you have been treated unfairly.

"In accordance with Federal civil rights law and U.S. Department of Agriculture (USDA) civil rights regulations and policies, the USDA, its Agencies, offices, and employees, and institutions participating in or administering USDA programs are prohibited from discriminating based on race, color, national origin, sex, disability, age, or reprisal or retaliation for prior civil rights activity in any program or activity conducted or funded by USDA.

Persons with disabilities who require alternative means of communication for program information (e.g. Braille, large print, audiotope, American Sign Language, etc.) should contact the Agency (State or local) where they applied for benefits. Individuals who are deaf, hard of hearing or have speech disabilities may contact USDA through the Federal Relay Service at (800) 877-8339. Additionally, program information may be made available in languages other than English.

To file a program complaint of discrimination, complete the USDA Program Discrimination Complaint Form, (AD-3027) found online at: [http://www.ascr.usda.gov/complaint\\_filing\\_cust.html](http://www.ascr.usda.gov/complaint_filing_cust.html), and at any USDA office, or write a letter addressed to USDA and provide in the letter all of the information requested in the form. To request a copy of the complaint form, call (866) 632-9992. Submit your completed form or letter to USDA by:

- (1) mail: U.S. Department of Agriculture  
Office of the Assistant Secretary for Civil Rights  
1400 Independence Avenue, SW  
Washington, D.C. 20250-9410;
- (2) fax: (202) 690-7442; or
- (3) email: [program.intake@usda.gov](mailto:program.intake@usda.gov).

This institution is an equal opportunity provider."

Revised: June 2020



# SOMERSET ACADEMY OF LAS VEGAS

## Supporting Document

Meeting Date: July 20, 2020

Agenda Item: 4 – Acknowledgement of Gary McClain’s Resignation from the Board of Directors and Discussion and Possible Action Regarding a New Board Member Search

Number of Enclosures: 1

### **SUBJECT: Board Member Resignation and Possible Board Member Search**

Action

Appointments

Approval

Consent Agenda

Information

Public Hearing

Regular Adoption

Presenter (s): Board/Crystal Thiriot

Recommendation:

Proposed wording for motion/action:

Fiscal Impact: N/A

Estimated Length of time for consideration (in minutes): 3-5 Minutes

Background: Board Member Gary McClain has submitted his resignation from the Somerset Academy Board of Directors.

The Board may want to direct Staff to conduct a board member search. There is not special requirement that must be fulfilled with this vacancy.

Submitted By: Staff

(p) Solicit and receive grants and other funding consistent with the mission of the School with the objective of raising operating and capital funds;

(q) Carry out such other duties as required or described in the School's Charter.

**Section 2. Formation.** The first Board formed after the approval of a charter issued pursuant to NRS 386.527(4) or NRS 386.527(6) shall consist of the members of the Committee to Form the School. Former Committee members prohibited from membership on the Board by NAC 386.345 or other applicable statute or regulation shall resign from the Board at its first meeting. Remaining Board members shall fill all vacancies created by resignations or these Bylaws at the first meeting. The election of all new Board Members to fill vacancies on the Board shall include candidates whose election to the Board will maintain compliance with NAC 386.345 and all other applicable statutes.

**Section 3. Qualifications; Election; Tenure.** The Board shall be composed of seven (7) Directors unless and until changed by amendment of these Bylaws. Any amendments will be discussed in an open meeting and approved by the School's Sponsor.

(a) The Board shall adhere to the statutory requirements of NRS 386.549 which requires one (1) active or retired teacher licensed by the State of Nevada, one (1) active or retired teacher licensed by the State of Nevada or an active or retired school administrator licensed by any State, one (1) parent of a student enrolled in the School who is not a teacher or administrator at the School, and two (2) members who possess knowledge and experience in one or more of the following areas:

- (1) Accounting;
- (2) Financial services;
- (3) Law; or
- (4) Human resources. (Requirement 5).

(b) A majority of Board Members shall be residents of the county in which the school is located.

(c) All Board members shall be devoted to the purpose and mission of the School and shall represent the interests of the community.

(d) The Board Members shall serve five (5) year terms. Board members may serve no more than two (2) five year terms. Terms shall be staggered so that no more than 1/2 of the Board shall be up for election in any one year, unless a vacancy(ies) needs to be filled. The Board shall establish the term for a newly elected Director before the election, in order to stagger the terms of each member of the Board. To initially stagger the terms, for the founding board, Two Directors will serve three-year terms, two Directors will serve four-year terms, and the remaining three will serve the usual five year term. Those Directors who will serve the three, four, and five year terms will be determined by lottery. When the term of a Board Member has expired or when a Board Member resigns, the remaining Directors shall elect a new Director to fill the vacancy.

# SOMERSET ACADEMY OF LAS VEGAS

## Supporting Document

Meeting Date: July 20, 2020  
Agenda Item: 5 – Discussion and Possible Action to Approve the 2020-2021  
School Year Reopening Plan  
Number of Enclosures: 3

### **SUBJECT: 2020-2021 School Year Reopening Plan**

Action  
 Appointments  
 Approval  
 Consent Agenda  
 Information  
 Public Hearing  
 Regular Adoption

Presenter (s): Campus Principals

Recommendation:

Proposed wording for motion/action:

**Move to approve the 2020-2021 school year reopening plan, as presented.**

Fiscal Impact: N/A

Estimated Length of time for consideration (in minutes): 15-20 Minutes

Background: The 2020-2021 school year reopening plan will be discussed.

Submitted By: Staff



# SOMERSET ACADEMY OF LAS VEGAS

## -PHASE 2 OPENING PLAN-

### FOREWORD

A great deal of planning went into opening our campuses in August. We appreciate the feedback from all stakeholders regarding this process. A lot remains unknown and there are many concerns that we will address as they arise throughout the school year. Despite the issues present because of COVID-19, the mission and vision of Somerset Academy remains unchanged, we will prepare students to excel in academics and promote a culture that maximizes student achievement and fosters development of learners in a safe and enriching environment.

Keeping our students, families and staff safe and healthy is our top priority. The opening plan outlines our approach to educating our community about preventative measures, transmission, and ways to mitigate the spread COVID-19. The Somerset Academy community is composed of people from many backgrounds and our plan includes feedback from a variety of stakeholders.

The plan developed by the seven campuses is an approach that outlines varied models of instruction based on the phases of the Nevada Path Forward guidance document. Our plan is designed to be responsive to the changing nature of the COVID-19 situation and the phases of re-opening, while addressing aspects of our educational plan that are specifically designed to meet the academic, social and emotional needs of our student population.

The plan we developed intentionally addresses the unique dynamic of this situation, feedback from the community and current guidance from the CDC. It is essential that we provide a well-rounded instructional model that supports the needs of our students.

It is important to note that the Somerset Academy Opening Plan is a flexible, working document. As guidelines progress and shift, we will be responsive to ensure the safety of our school community while providing unique hybrid cohorts of instruction to provide a positive learning environment for our students.

We appreciate the community support during this time,

Elaine Kelley, Principal Somerset Aliante

Cesar Tiu, Principal Somerset Lone Mountain

Jessica Scobell, Principal Somerset Losee

Lee Esplin, Principal Somerset Sky Pointe

Kate Lackey, Principal Somerset Skye Canyon

Ruby Norland, Principal Somerset Stephanie

Christina Threeton, Principal Somerset North Las Vegas



# SOMERSET ACADEMY OF LAS VEGAS

## INTRODUCTION

Somerset Academy of Las Vegas opened its doors in 2011 and are moving into our 10th year of existence in the Las Vegas Valley. In March 2020, Governor Sisolak responded to the outbreak of COVID-19 in the State of Nevada and ordered all school buildings to be closed. In May 2020, Nevada began to move into Phase II of the Nevada Path Forward framework. In June 2020, the State Public Charter Authority, with guidance from the Nevada Department of Education, issued guidance for opening schools in the fall along with the required exemptions, measures, and modifications to instruction that would be permissible under "Emergency Directives". This document outlines Somerset Academy of Las Vegas's plan to meet the educational needs of our students while ensuring compliance with local health directives and the Nevada Path Forward guidance. This document is draft guidance. It is a working document that will allow us to be flexible and responsive to the shifting dynamic of the state of COVID-19 in our community.

This Opening Plan is based on the following Phase II social distancing guidelines.

### **Public Health:**

All persons will be required to maintain 6 feet of social distancing and 50% of occupancy in any space with not more than 50 persons gathered

Staff face coverings are required (per Governor Sisolak's Directive 024)

Face coverings are required for people ages 10 and up (per Governor Sisolak's Directive 024)

Education and training of staff and students regarding mitigating the spread of COVID-19

Physical health screening

Stay at home for 10 days after recovery from COVID-19 or when cleared by the health department

Stay at home for 72-hours after any flu-like symptoms have ended or have been present in the household (COVID or non-COVID)

Teach proper hygiene and respiratory etiquette

- Additional cleaning protocols and deep cleaning days
- Short-term closure in response to any suspected and/or confirmed COVID-19 cases

### **Educational Model:**

Hybrid cohorts of instruction five (5) days a week, in person instructional learning plan with an AM session and a PM session. Students will attend one session for three hours daily. When at home for the other half of the day, students will participate in extended online learning (asynchronous).

K-12 schools will implement a combination of the above model, as well as a combination of remote live (synchronous) instruction from home with in person instruction at school.



# SOMERSET ACADEMY OF LAS VEGAS

## Opening Plan Sections:

1. Communication
2. Reopening School Buildings
3. Human Resources
4. Logistics
5. Wellness & Recovery
6. Academics
7. Updated Calendar
8. Parent Opening Surveys Results

## COMMUNICATION

- We will communicate our plan to families via a letter sent through email, Infinite Campus, school website, and social media. The letter will describe the opening plan and updated school calendar.
- In collaboration with our school nurse team, CDC guidelines and “Nevada Phase” directives we will disseminate written communication about the processes and procedures we will follow to keep our families and staff safe and healthy. We will send out this communication via email, Infinite Campus, school website, and social media.
- We will post student friendly signage in classrooms and around campus that highlights the spread and prevention of COVID-19.
- We will provide student friendly language to address students’ social and emotional needs regarding processing the changes to the traditional on-campus routines.
- Weekly communication will be sent via email, Facebook and website updates on the implementation plan, extended online learning, and continuing education surrounding COVID-19.

## REOPENING SCHOOL BUILDINGS

- **Our buildings are limited to 50% capacity in each room and we must maintain social distancing guidelines.**
  - Our buildings will open for AM and PM sessions for grades K-5, Monday through Friday. Students will attend three hour sessions and all campuses will have designated enhanced cleaning time allocated between cohorts. Elementary specials



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- will rotate by grade level on a six-day rotation. Students will also have assigned extended online learning as part of this hybrid model.
- Our buildings have taken varied approaches to secondary instruction.
    - **Somerset Skye Canyon** - Grades 6 through 8 will attend AM or PM three hour sessions. Students will rotate through their core classes. Students will also have assigned extended online learning as part of this hybrid model.
    - **Somerset Aliante** - Grades 6 through 8 will attend AM or PM three hour sessions. Students will rotate through their core classes. Students will also have assigned extended online learning as part of this hybrid model.
    - **Somerset North Las Vegas** - Grades 6 through 8 will attend AM or PM three hour sessions. Students will rotate through their core and electives classes. Students will also have assigned extended online learning as part of this hybrid model.
    - **Somerset Stephanie** - Grades 6 through 8 will attend AM or PM three hour sessions. Students will rotate through their core classes. Students will also have assigned extended online learning as part of this hybrid model.
    - **Somerset Lone Mountain** - Grades 6 through 8 will attend AM or PM three hour sessions. Students will rotate through their core and electives classes. Students will also have assigned extended online learning as part of this hybrid model.
    - **Somerset Sky Pointe** - Grades 6 through 12 will utilize two cohorts to provide two full days of in-person instruction, 2 full days of remote live instruction, and one day of extended online learning. Students will be assigned to cohorts that will attend in-person classes either Tuesday/Thursday or Wednesday/Friday.
    - **Somerset Losee** - Grades 6 through 12 will utilize AM and PM three-hour sessions. Students will rotate through their core and electives classes. Students will also have assigned extended online learning as part of this hybrid model.
  - **The student start date will be adjusted to August 17, 2020, to provide additional professional development for teachers to provide additional technology training to meet the needs of students.**
    - Additional professional development for staff will include sessions related to online learning, family engagement, meeting students' social and emotional needs, Google Classroom, online curriculum, i-Ready, COVID-19 protocols, etc.
  - **Students that are part of an identified "vulnerable population" or under quarantine due to COVID-19 will have the option to attend class via remote online instruction.**
    - To qualify as a vulnerable population, medical documentation must be provided to school administration.
    - Each campus will offer the option of remote live instruction and extended online learning to students unable to attend in person classes due to being part of a vulnerable population. Students in this cohort will maintain a place on a traditional



# SOMERSET ACADEMY OF LAS VEGAS

class roster and have primary instruction, practice and communication with their teacher(s).

- **Under a hybrid learning model we will create scheduling groups in Infinite Campus, and will make all efforts to keep family households on the same cohort track, while limiting classroom capacities to 50% of maximum occupancy.**
  - Infinite Campus has developed Ad Hoc filters to assign students to cohorts based on their households. All efforts will be made to align the schedules of same household family members.
  - We cannot accommodate requests for non-immediate family members or friends to be in similar cohort groups.
- **If a shift to remote learning instruction is warranted, teachers will move to full-time remote instruction and students will remain in their AM or PM cohorts.**
  - Teachers will utilize digital instructional platforms for class meetings and lessons, Google Classroom, virtual assignments and digital curriculum.

A COVID-19 health guidance poster will be prominently displayed in the front entrance and teacher work space entrances on campus. As part of our daily meeting in classes, students will indicate “how they are feeling” in an age appropriate symptom- checker. In addition, we may utilize a remote student health check-in system. Parents will be required to abide by daily wellness procedures such as, a daily temperature check, full assessment of COVID-19 symptoms, etc. prior to dropping students off at school.

## HUMAN RESOURCES

### STAFF RETURN TO WORK:

- Staff will engage in remote online learning for initial communication and team meetings during the summer. In August, staff will attend in-person professional learning in accordance with social distancing guidelines and current directives for the utilization of face coverings. At present, we will have 10 days of professional learning to learn about the components of our online curriculum, online learning platforms, recording and utilizing Zoom as well as school opening procedures. Staff will participate in on-campus instructional and professional capacities in accordance with current social distancing and face covering guidelines.
- All staff members will be required to engage in their professional capacities while maintaining social distancing where feasible, as indicated in the Nevada Path Forward, and current directive guidelines. Staff who are in vulnerable populations are





# SOMERSET ACADEMY OF LAS VEGAS

encouraged to strictly adhere to social distancing and face covering guidelines to lower their risk of exposure.

- Our school will have a unique opening in the Fall and that each team member will maintain a positive, growth mindset in all aspects of work. Our staff have all indicated and demonstrated their capacity to utilize technology, flexible thinking and synergy.
- In addition, we are including our hybrid instructional platform and usage as part of our campus substitute training. We are also encouraging all of our qualified instructional support staff to obtain their substitute teaching license.

## **PHYSICAL HYGIENE:**

- Our school nurse will provide explicit professional training for our staff and students regarding proper hand and respiratory hygiene. Our school nurse will work with staff and provide education, training and resources for teachers to teach, model and provide time to implement proper hand respiratory hygiene.
- Current guidance includes the directive to use face coverings for all persons age 10 and up. Persons age 9 and under will be permitted and encouraged to use face coverings on campus. Any exceptions must be documented in writing and comply with current face covering directives.
- We will purchase additional personal protective equipment (PPE) including disposable face masks, hand sanitizer and related materials. We will also include student friendly signage in classrooms and around campus to demonstrate appropriate physical hygiene. Hand sanitizing stations will be available throughout the campus. Students will be given frequent opportunities to wash and sanitize hands.

## **SOCIAL DISTANCING:**

- We will maintain social distancing by limiting the utilization of each space on our campus to 50% of maximum capacity (not to exceed 50). Our schedule provides for a start and end time to school that is staggered between an AM session and a PM session. In addition, we will utilize alternate spaces on campus for lunch and gross motor play that limit the number of students to no more than 50 and provide for ample social distancing while utilizing the spaces at 50% capacity.
- Our cohort plan allows for each student to be a rostered participant in a classroom with a teacher who provides primary instruction, feedback, response, and support for every student on the roster. If guidance shifts to require full-time distance learning, teachers will continue to utilize their Google classroom, tools for remote instruction, and online curriculum to continue to provide students with new content and opportunities for learning.

## **GOVERNING BODY AND SCHOOL LEADERSHIP ROLE:**

- The school principal communicates on a weekly basis with members of the governing board. The governing board receives an update from the principal at the monthly board



# SOMERSET ACADEMY OF LAS VEGAS

meetings. The governing board also receives a copy of any email correspondence that is disseminated to the school community. Beginning August 3<sup>rd</sup>, 2020, the school community and governing board will receive weekly email communication from the school leadership team. The school leadership team meets throughout the week to continue to communicate about, shape and design all aspects of our school opening plan.

- The school governing board includes leaders in education who are active in sharing experience and practice throughout this journey. The governing board assists school leadership in thinking through different facets of the school’s plan for implementing current measures and communication.

## LOGISTICS

### FACILITIES MANAGEMENT

- We maintain nightly janitorial services. Our building will be utilized at 50% of capacity in every space. Our students will attend school in small cohorts to minimize contact. High-touch surfaces will be cleaned throughout the day. Hand sanitizing stations will be installed throughout the school.
- Classroom and building high touch surfaces will be cleaned periodically throughout the day using approved cleaning products. We will utilize supplemental products to sanitize playground equipment. Shared classroom materials will be cleaned between each use. Teachers will include students in the classroom cleaning procedures to the greatest extent possible including frequent opportunities for hand sanitizing and wiping down high-touch surfaces.

### TRANSPORTATION/ARRIVAL AND DISMISSAL

- The arrival and dismissal of students during the AM and PM session will be staggered to limit large groups of students in a given area. When students arrive on campus, students report directly to their classroom. Teachers will include sanitizing as part of the procedures for coming into class in the morning. Students will be walked directly out using social distancing and enter cars as they are called using radios.

### NUTRITION SERVICES/BREAKFAST AND LUNCH

#### **Breakfast:**

Students attending Somerset **Losee** and Somerset **North Las Vegas** campuses **ONLY**, will be offered a “grab and go” breakfast meal. Students who attend the AM cohort will be offered breakfast upon arrival each day. Students attending the PM cohort will be offered breakfast for the following day at dismissal the day prior.



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## **Lunch:**

Students attending all Somerset schools will be offered a “grab and go” lunch. Students who attend the AM cohort will be offered lunch at dismissal each day. Students attending the PM cohort will be offered lunch upon arrival and will eat in a designated area. Lunch capacities will not exceed 50% capacity of the maximum occupancy or 50 people. Students will wash hands or sanitize hands prior to eating lunch.

- In partnership with the National School Lunch Program provider, Better 4 You Meals will be pre-portioned in individual containers. Our lunch manager and lunch support staff will be trained on COVID-19 procedures in compliance with the Clark County Health Department and the B4YM. Staff will use the proper PPE and maintain distance and touchless distribution to the greatest extent feasible. Items in the lunchroom will be single-serve.
- For students who need lunch on our Professional Development Days and days in which the cohort is learning remotely, families will be able to come to our school sites for a “grab and go meal”.

## **INFORMATION TECHNOLOGY:**

- Teachers will have access to computers, video recording equipment and label mics. The school will lend devices to students who indicate need. The school will work with families to assist in getting access to the internet.
- Our technology support team will be working to configure devices and inventory computers for student use. We have indicated our desire to utilize CARES Act funds to purchase additional technology.

## **ATHLETICS/EXTRA-CURRICULAR ACTIVITIES**

Conduct of athletic activities will be determined in accordance with guidance from state and local public health officials.

NOTE: Conduct of these activities is also based upon guidance issued by the National Interscholastic Activities Association (NIAA) and Sports Medicine Advisory Committee (SMAC).

### **Phase 2 Pre-Workout/Contest Screening:**

- All coaches and students will be screened for signs/symptoms of COVID-19 prior to a workout. Screening includes a temperature check.
- Responses to screening questions for each person will be recorded and stored so that there is a record of everyone present in case a student develops COVID-19
- Any person with positive symptoms reported will not be allowed to take part in workouts and should contact his or her primary care provider of other appropriate health care provider of other appropriate health-care professional.



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- Vulnerable individuals (over 65, pre-existing health conditions) will not oversee or participate in any workouts during Phase II.
  - No gathering of more than 50 people in a single space.
  - If locker rooms or meeting rooms are used, there must be a minimum distance of 6 feet between individuals at all times. Efforts should be made to encourage students and coaches to limit the use of the locker rooms when at all possible by arriving ready for workouts and showering at private residences.
  - There must be a minimum distance of 6 feet between individuals at all times, whether indoors or outdoors.

## **FACILITIES CLEANING:**

- Adequate cleaning schedules will be created and implemented for all facilities to mitigate any communicable diseases.
- Prior to individual or groups of individuals entering a facility, hard surfaces within the facility will be wiped down and sanitized (chairs, furniture in meeting rooms, locker rooms, weight room equipment, bathrooms, tables, etc.).
- Equipment will be wiped down thoroughly before and after each individual's use of equipment.
- Any equipment such as weight benches, athletic pads, etc. having holes with exposed foam will be covered.

## **PERSONAL & CLOTHES/EQUIPMENT HYGIENE:**

- Individuals will wash their hands for a minimum of 20 seconds with warm water and soap before touching any surfaces or participating in workouts.
- Hand sanitizer will be available to individuals as they transfer from place to place.
- Appropriate clothing/shoes will be worn at all times in the weight room to minimize sweat transmission onto equipment/surfaces.
- Students will be encouraged to shower and wash their workout clothing immediately upon returning to home.
- There will be no shared athletic towels, clothing, or shoes between students.
- Students will wear their own appropriate workout clothing (do not share clothing), and individual clothing/towels should be washed and cleaned after every workout.
- All athletic equipment will be cleaned intermittently during any usage.

## **HYDRATION:**

- All students will bring their own water bottle. Water bottles must not be shared.
- Hydration stations (water fountains) will not be utilized.
  - If the school offers NIAA sports, all NIAA directives will be followed.



# SOMERSET ACADEMY OF LAS VEGAS

## WELLNESS and RECOVERY

### **Social Emotional Learning- Tier 1**

Our counselors and safe school professionals will provide direct classroom instruction to address SEL needs. Teachers will have a daily classroom meet up time to address SEL needs. The counseling staff will be available to help students as needed. Teachers will message the counseling staff when a student needs to have a one-on-one session. The counseling staff will then meet the student in the classroom.

### **Trauma Informed Practices- Tiers 1-3**

Teachers will have a daily classroom meet up time as well as a daily ending activity to address SEL needs and determine if individual students need further support. Counseling staff and/or members of the Leadership Team will check in on students who are Tier 2 or 3 for behavior, or who are simply having a difficult time with the current situation. Counseling staff will continually look for and update our resource list for parents and helping parents get the support they need.

## ACADEMICS

### **Instructional Approach**

- Our students will be grouped into two Cohorts, an AM Cohort and a PM Cohort.
- Students in grades K-5 will attend school daily for 180 minutes for face to face live instruction with an emphasis on English Language Arts, Reading, and Mathematics. Students will also be required to complete extended online learning opportunities when they are not on campus to meet the required seat minutes. These opportunities may be delivered through Google Classroom, Seesaw, Edgenuity, i-Ready, Colegia, and other platforms.
- Students in grades 6-12 (with the exception of the Sky Pointe campus) will also be attending school daily for 180 minutes for face to face live instruction and will be able to attend their core courses. Students will also be required to complete extended online learning opportunities when they are not on campus to meet the required seat minutes. These opportunities may be delivered through Google Classroom, See Saw, Edgenuity, i-Ready, Colegia, and other platforms.
- Students in grades 6-12 at the Sky Pointe campus will be attending Monday virtually, with two days of in classroom live instruction, and two days of remote live instruction from home.
- Students without personal devices will be assigned a device.



# SOMERSET ACADEMY OF LAS VEGAS

- Students who are identified as a vulnerable population or are required to quarantine will attend remote live instruction of their core subjects only during their assigned Cohort (AM or PM).
- Teachers will track attendance for in person instruction and remote live instruction through Infinite Campus. Teachers will attempt to contact students daily through Google Classroom, Seesaw, Edgenuity, i-Ready, Colegia, phone calls, and/or other platforms, as necessary.
- Teachers will alert their direct supervisor if they need assistance contacting a student.
- Teachers will respond to students and families within 24 hours via email, Google Classroom, etc. to address questions or concerns with students that are participating in remote live instruction.
- Students will participate in a rotation of Specials every 6 days. While students are at their Specials, K-5 teachers will have their PLC meetings, planning, and prep period.
- Students will be taught social distancing procedures for classrooms and common areas. Students will be using their own personal materials and supplies. Supplies that are communal will be disinfected after each use. Physical distancing guidelines of 6ft will be followed in classrooms by separating students and limiting table seating.
- Between classes and the AM and PM Cohorts, teachers and staff will be sanitizing and disinfecting the classroom and common areas surfaces.

## Meeting Student Needs

The following is how the school will adapt to provide appropriate education for English Language Learners, students with IEP's, and students with 504's.

- Each campus will work with the students and families to ensure that the needs of each student is met according to their individualized plans. This may include, extended school day, remote live instruction, small group instruction, etc. We will administer all required assessments, and monitoring to ensure the success of every student.
- We will use diagnostic and formative assessments of student data (MAP, i-Ready, Burst, etc.) to evaluate the needs and effectiveness of instruction and determine the needs of students' academic progress.
- Teachers will have data chats with students and determine student goals based on formative assessments, summative assessments, and diagnostic results.
- Teachers will work with students to evaluate their progress toward their personalized goals and create a plan of action to work toward meeting those goals.
- We will utilize PLCs to analyze and monitor data to determine class and grade level needs to support students who need intervention, extension, and re-teaching.
- We will utilize PLCs to analyze and monitor data to determine student participation and achievement during remote learning.



# SOMERSET ACADEMY OF LAS VEGAS

## **Attendance and Engagement**

- We will utilize Infinite Campus to track attendance and engagement. Our attendance and engagement tracking will include in person attendance as well as remote live instruction.
- Our initial communication with families will outline the expectations for participation and attendance. Our teachers and staff will reinforce the expectations and maintain daily contact with students and families. School administration will support students and families by addressing any circumstantial concerns.

## **Professional Learning**

- We will provide professional learning opportunities for teachers and staff pertaining to COVID-19 protocols, student and family engagement, distance education strategies and platforms, and Social Emotional Learning. We have utilized five additional professional development days at the beginning of the year to train our staff.

## **Supporting Parents/Families**

- We will provide parent/family learning opportunities pertaining to COVID-19 protocols, student and family engagement, distance education strategies and platforms, and Social Emotional Learning.

Teachers, staff, and administration will work with families as needed to address concerns, needs, or training to ensure a safe and quality education.



# SOMERSET ACADEMY OF LAS VEGAS

## UPDATED CALENDAR

### Somerset Academy of Las Vegas 2020-2021 OFFICIAL SCHOOL CALENDAR

Teachers' Work Year - 1st Semester: August 3, 2020 - December 18, 2020; 2nd Semester: January 4, 2021 - May 21, 2021

Students' Work Year - 1st Semester: August 10, 2020 - December 18, 2020; 2nd Semester: January 4, 2021 - May 21, 2021

Week	Days	Student Days	Teacher Days	New Teacher Days	Su	M	T	W	Th	F	Sa	Notes
	0	0	0		19	20	21	22	23	24	25	1st SEMESTER - 87 Student Days (Ends Dec. 18)
	0	0	3		26	27	28	29	30	31	1	July 29-31: New Teacher Work Days
	0	5	8		2	3	4	5	6	7	8	August 3 - August 7: Teacher Work Days (no students)
1	5	10	13		9	10	11	12	13	14	15	August 10-14: System-wide PD Days
2	10	15	18		16	17	18	19	20	21	22	August 17: Students's First Day to attend
3	15	20	23		23	24	25	26	27	28	29	
4	20	25	28		30	31	1	2	3	4	5	September 4: Site-based PD Dday (No School for Students)
5	24	29	32		6	7	8	9	10	11	12	September 7: Labor Day
6	29	34	37		13	14	15	16	17	18	19	
7	34	38	41		20	21	22	23	24	25	26	
8	39	44	47		27	28	29	30	1	2	3	
9	44	49	52		4	5	6	7	8	9	10	
10	49	54	57		11	12	13	14	15	16	17	October 16: Parent Conference (No school/students)
11	54	58	61		18	19	20	21	22	23	24	October 29: System-wide PD Day (No school for students)
12	58	63	66		25	26	27	28	29	30	31	October 30: Nevada Day
13	63	67	71		1	2	3	4	5	6	7	
14	67	72	75		8	9	10	11	12	13	14	November 11: Veterans Day
15	72	77	80		15	16	17	18	19	20	21	
					22	23	24	25	26	27	28	November 23-27: Thanksgiving Holiday Break
16	77	82	85		29	30	1	2	3	4	5	
17	82	87	90		6	7	8	9	10	11	12	
18	87	92	95		13	14	15	16	17	18	19	December 21-January 1: Winter Break
					20	21	22	23	24	25	26	December 25: Christmas
					27	28	29	30	31	1	2	January 1: New Year's Day
19	92	97	100		3	4	5	6	7	8	9	2nd SEMESTER - 93 Student Days (Ends May 21)
20	97	101	105		10	11	12	13	14	15	16	January 13: Data Day (Half day for students)
21	101	106	109		17	18	19	20	21	22	23	January 18: Dr. Martin Luther King Jr. Day
22	106	111	114		24	25	26	27	28	29	30	
23	111	116	119		31	1	2	3	4	5	6	
24	116	120	123		7	8	9	10	11	12	13	February 10: Data Day (Half day for students)
25	120	125	128		14	15	16	17	18	19	20	February 15: Presidents' Day
26	125	130	133		21	22	23	24	25	26	27	
27	130	135	138		28	1	2	3	4	5	6	
28	135	140	143		7	8	9	10	11	12	13	March 8: System-wide PD Day (No school for students)
29	140	145	148		14	15	16	17	18	19	20	
30	145	150	153		21	22	23	24	25	26	27	March 24: Data Day (Half day for students)
					28	29	30	31	1	2	3	March 29-April 2: Spring Break
31	150	155	158		4	5	6	7	8	9	10	
32	155	160	163		11	12	13	14	15	16	17	
33	160	165	168		18	19	20	21	22	23	24	
34	165	170	173		25	26	27	28	29	30	1	April 30: Site-based PD Day (No school for students)
35	170	175	178		2	3	4	5	6	7	8	
36	175	180	183		9	10	11	12	13	14	15	
37	180	185	188		16	17	18	19	20	21	22	May 21: Last Day for Students/Teachers
					23	24	25	26	27	28	29	
37	180	185	188		30	31	1	2	3	4	5	May 31: Memorial Day





# SOMERSET ACADEMY OF LAS VEGAS

## PARENT OPENING SURVEY RESULTS

A parent input survey was sent to all Somerset Academy families and stakeholders in June 2020. There were a total of 5,282 responses. A summary of results is below:

- 90.9% will send their child to school if we re-open
- 9.1% will not send their child to school if we re-open
- 64% want full time in-person instruction

<b>Protocols</b>	<b># of people support</b>	<b># of people against</b>
<b>Social Distancing</b>	2,471	1,623
<b>Temperature Checks</b>	3,765	815
<b>Face Coverings</b>	2,022	2,358
<b>Visitor Restrictions</b>	3,398	836
<b>Cleaning</b>	4,949	104
<b>Individual Supplies</b>	4,308	326



# SOMERSET ACADEMY OF LAS VEGAS

Somerset Academy Parents and Guardians,

A great deal of planning went into opening our campuses in August. We appreciate the feedback from all stakeholders regarding this process. A lot remains unknown and there are many concerns that we will address as they arise throughout the school year. Despite the issues present because of COVID-19, the mission and vision of Somerset Academy remains unchanged. We will prepare students to excel in academics and promote a culture that maximizes student achievement and fosters development of learners in a safe and enriching environment.

Keeping our students, families and staff safe and healthy is our top priority. The opening plan outlines our approach to educating our community about preventative measures, transmission, and ways to mitigate the spread COVID-19. The Somerset Academy community is composed of people from many backgrounds and our plan includes feedback from a variety of stakeholders.

A stakeholder survey was distributed in June 2020 and over 5,000 responses were recorded. Of the respondents, 90.9% stated they planned to send their student(s) to school in August. And, 64% of respondents stated they wished to return full time with precautions in place. Based upon guidance from the state, the Governor's directives, Clark County Health District, and the feedback from families we have a proposal that will be presented to the Somerset Academy Board of Directors on July 20, 2020.

Currently, the state of Nevada is in phase two of re-opening. In this phase schools must abide by the following guidelines:

- Schools may reopen at 50% capacity, in each room/ with a maximum of 50 persons in a given room.
- Masks/face coverings must be worn by all students fifth grade through twelfth grade and school staff.
- Schools will make every effort to comply with social distancing guidelines. Students will be encouraged to maintain appropriate social distancing, staff will monitor students during arrival, dismissal and passing periods to direct students as needed.
- Visitors, including parents, to campus will be restricted during phase two. Individual campuses will outline procedures for parents needing to pick up or drop off a student.
- Schools will follow all sanitation guidelines. This includes, but is not limited to: restricting use of playground equipment, restricting use of water fountains, increasing opportunities for hand washing, providing hand sanitizer to students throughout the day.
- Schools will ensure that enhanced cleaning procedures are regularly implemented. This includes, cleaning handrails, door handles and other high traffic areas. Classrooms will be wiped down with disinfectant wipes between classes and will be cleaned each evening.

The instructional time lost during the Spring closure resulted in educational deficits for students. To mitigate further academic regression, the Somerset Academy Principals developed a plan to maximize in-person instructional time, supplemented with student learning with extended online learning.

The proposed reopening plan for each campus is as follows:

Students first day of school will be August 17<sup>th</sup>, 2020. This allows our campuses to provide mandatory Professional Development to our staff in order to prepare them for the state mandated guidelines. Each of our buildings will open for AM and PM sessions for grades K-5, Monday through Friday. Students will attend three hour sessions and all campuses will have designated enhanced cleaning time allocated between cohorts. Cohorts will be randomly assigned with our best effort to keep families scheduled on the same session, we will not be taking requests. Elementary specials will continue on a rotation by grade level on a rotation. Students will also have assigned extended online learning as part of this hybrid model. All sessions will be assigned in August through Infinite Campus.

Our buildings have taken varied approaches to secondary instruction.

- **Somerset Skye Canyon** - grades 6 through 8 will attend AM or PM three hour sessions. Students will rotate through their core classes. Students will also have assigned extended online learning as part of this hybrid model.
- **Somerset Aliante** - grades 6 through 8 will attend AM or PM three hour sessions. Students will rotate through their core classes. Students will also have assigned extended online learning as part of this hybrid model.
- **Somerset North Las Vegas** - grades 6 through 8 will attend AM or PM three hour sessions. Students will rotate through their core and electives classes. Students will also have assigned extended online learning as part of this hybrid model.
- **Somerset Stephanie** - grades 6 through 8 will attend AM or PM three hour sessions. Students will rotate through their core classes. Students will also have assigned extended online learning as part of this hybrid model.
- **Somerset Lone Mountain** - grades 6 through 8 will attend AM or PM three hour sessions. Students will rotate through their core and electives classes. Students will also have assigned extended online learning as part of this hybrid model.
- **Somerset Sky Pointe** - will operate grades 6 through 12 utilizing two cohorts to provide two full days of in-person instruction, 2 full days of remote live instruction, and one day of extended online learning. Students will be assigned to cohorts that will attend in-person classes either Tuesday/Thursday or Wednesday/Friday. On the days a student is participating in remote live instruction students will be expected to log in to their assigned classes as if they were at school attending.
- **Somerset Losee** - will operate grades 6 through 12 utilizing AM and PM three hour sessions. Students will rotate through their core and electives classes. Students will also have assigned extended online learning as part of this hybrid model.

**The above outlined plans must be approved by the Somerset Academy Board of Directors during a meeting on July 20, 2020. Once approved each school will develop additional communications with site specific information. The information will then be sent to all parents via email, Infinite Campus Messenger and through Social Media.**

Sincerely,

Elaine Kelley, Principal Somerset Aliante

Cesar Tiu, Principal Somerset Lone Mountain

Jessica Scobell, Principal Somerset Losee

Lee Esplin, Principal Somerset Sky Pointe

Kate Lackey, Principal Somerset Skye Canyon

Ruby Norland, Principal Somerset Stephanie

Christina Threton, Principal Somerset North Las Vegas

## **Somerset Aliante - Reopening Staff FAQ**

### **What happens if someone tests positive with Covid 19?**

According to the Nevada Path Forward, the guidance document from the state, we are required to close for a period of 2-5 days after a positive test result.

### **What is the plan if we have to close due to a positive case?**

It is likely that at some point we will have to close due to a positive test result. In that eventuality we will have to transition back to Online learning. We will discuss what virtual learning looks like at a future staff meeting and/or grade level meetings.

### **How will we ensure sick kids do not come to school?**

A set of guidelines will be sent to parents. These guidelines will ask parents to take their student's temperature at home and verify that they do not have symptoms. Students who exhibit symptoms will be sent to a "sick room" and they will be evaluated by a nurse or FASA.

### **Will we test for COVID 19 at the school?**

No, we are not a testing site, nor do we have the capacity to test on campus. We cannot, as a school require testing. We will strongly suggest the parents of any student exhibiting symptoms that they get tested.

### **What if a teacher gets COVID 19 or is exposed and required to quarantine?**

Teachers or staff who are exposed to or test positive with COVID 19 will be required to exhaust their PTO, however days extending beyond the allocated PTO would qualify for paid FMLA. More information regarding this policy will be presented at staff in-service.

### **What if I don't feel comfortable returning to school?**

No court or administrative body has ruled that COVID-19 is an "imminent danger". While COVID-19 is a hazard in the workplace, it is not unique to the workplace. COVID-19 is not unique to the workplace that exists in our school. In fact, a federal court has ruled that "in this time, no essential-business employer can completely eliminate the risk that COVID-19 will spread to its employees through the workplace.

If you choose not to return, once you exhaust your PTO a disciplinary document will be issued and you may be terminated from your position.

However, I would hope that we could sit down and discuss your concerns individually, and attempt to mitigate situations that make you feel uncomfortable.

### **Do we have to reopen or can we continue virtual learning?**

The Governor has mandated that schools reopen at 50% of fire code capacity. We cannot opt to remain closed or go to entirely virtual learning unless the Governor's mandate changes.

### **What does 50% capacity mean?**

We are limited to 50% capacity in each room or 50 individuals maximum, whichever is smaller. The average square footage in each of our classrooms allows for 15-17 people at 50% capacity. This number will be a combination of all people in the room, students and teachers.

**What happens if a teacher is sick and there are no substitutes available?**

We will NOT combine classes. If a substitute cannot be secured for a class, an administrator or Instructional Coach will be assigned to the class.

**What steps is administration taking to ensure our safety?**

We are complying with all safety recommendations set forth by the Governor and the Nevada Pathway Forward guidance document. This includes, but is not limited to:

- Utilizing CARES Act federal money to purchase PPE and sanitization materials
- Creating a sick room for any student or adult exhibiting symptoms of COVID 19.
- Enhanced cleaning by the evening cleaning crew.
- A health check guide will be sent home to all families, encouraging proactive monitoring of symptoms.

**Do all teachers and staff have to wear a face mask? Can I wear a face shield instead?**

Yes, all teachers and staff will be required to wear a face mask. A face shield cannot substitute for a face mask however you can opt to wear both.

**Will visitors be allowed on campus?**

We are going to severely limit the number of visitors to campus. All efforts will be made to hold parent/teacher conferences, IEP and 504 meetings virtually. A system will be established for parking lot pick up for students who need to leave school early.

**What will I do with my kids who are students here when I am teaching and they are not in class?**

I will provide free childcare for staff children who attend Aliante. More details regarding that plan will be provided as the plan is finalized.

**Can parents choose to keep their student(s) at home?**

We are required to provide a Cohort C- Virtual option for students that are part of a vulnerable population. We cannot require documentation from the parents in this situation. Parents will commit to keeping their student(s) online for a semester if they choose this option. Elementary students will log on to Zoom and certain classes will be on Zoom to allow for Remote Live Instruction. A combination of Remote Live Instruction and i-Ready will be used for students.

**Elementary Questions -**

**Why do Kinder-4th grade students not have to wear masks? Can I require them to wear masks?**

The Governor's directive states that all children under the age of 10 are exempt from wearing masks. A student may choose to wear a mask, but we cannot require it. We also cannot require them to wear face shields.

**Will 4th and 5th grade stay departmentalized?**

Yes, the plan is that we will remain departmentalized.

**How will we handle manipulatives and other classroom supplies?**

We will not share supplies during Phase 2 of reopening. I will discuss options with teachers moving forward regarding individual student supplies.

### **Secondary Questions:**

#### **How will my classroom be disinfected between classes?**

I am looking into purchasing spray, that does not need to be wiped down for classrooms. Teachers would spray during the passing periods.

#### **How will students move during passing periods?**

Teachers will rotate between classrooms, not students.

#### **Will we allow backpacks?**

I want to discuss this question with secondary staff and administration.

#### **How will arrival and dismissal work?**

Upon arrival students will report immediately to their classes. Except if a student needs to get a lunch.

Pick up will happen using carloop and dismissal for walkers to the gate – students will be spread out on the field. Parents will NOT be permitted to pick up in front of the school, they will be required to use the car loop.

#### **Budget - What does the reduced revenue due to closure look like in terms of funding for schools?**

We have been hit significantly with budget cuts so far, we are waiting to hear more regarding the outcome of the state legislature emergency session. We know we will not receive funding from the following sources -

1. SB178, AB 309, RBG3 grant and CTE grant (these are state funded grants and if the bill to cut the funding is approved these will not provide a revenue source for us)
2. Title I - We fell from 45% FRL to 43% FRL this sent us to a lower tier of funding. The result was a loss of 44% of our Title I funds. We were reduced from \$640K to \$360K for the upcoming year.

Result: I have been able to fund all positions staffed by state grants and by using other revenue streams. There is no fear of job cuts at this time. What this means is there may be fewer opportunities to purchase additional technology and classroom resources.

If there is a cut to the local funding to our student funding I have money set aside in our staffing budget to absorb other cuts.

# SOMERSET ACADEMY OF LAS VEGAS

## Supporting Document

Meeting Date: July 20, 2020  
Agenda Item: 6 – Discussion and Possible Action to Revise the 2020-2021  
School Year Calendar  
Number of Enclosures: 0

### **SUBJECT: Revision to 2020-2021 School Year Calendar**

Action  
 Appointments  
 Approval  
 Consent Agenda  
 Information  
 Public Hearing  
 Regular Adoption

Presenter (s): Campus Principals

Recommendation:

Proposed wording for motion/action:

**Move to approve the revisions to the 2020-2021 school year calendar, as presented.**

Fiscal Impact: N/A

Estimated Length of time for consideration (in minutes): 5-7 Minutes

Background: The start date for students will change from August 10<sup>th</sup> to August 17<sup>th</sup> and the September 16<sup>th</sup> data day has been removed. (The calendar is included in the support materials for item 5)

Submitted By: Staff

# SOMERSET ACADEMY OF LAS VEGAS

## Supporting Document

Meeting Date: July 20, 2020  
Agenda Item: 7 – Review and Acceptance of CARES/ESSER Funding  
Number of Enclosures: 0

### **SUBJECT: Acceptance of CARES/ESSER Funding**

- Action
- Appointments
- Approval
- Consent Agenda
- Information
- Public Hearing
- Regular Adoption

Presenter (s): Crystal Thiriot/Ryan Reeves

Recommendation:

Proposed wording for motion/action:

**Move to accept the CARES/ESSER funding.**

Fiscal Impact: N/A

Estimated Length of time for consideration (in minutes): 3-5 Minutes

Background: Although we are still awaiting the official award letters approving the recently submitted grant application, we have received information that Somerset will be awarded \$799,479.73.

Submitted By: Staff



# SOMERSET ACADEMY OF LAS VEGAS

## Supporting Document

Meeting Date: July 20, 2020 Agenda Item: 8 – Academics Announcements and Notifications Number of Enclosures: 0
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<b>SUBJECT: Academics Announcements and Notifications</b>
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<input type="checkbox"/> Action
<input type="checkbox"/> Appointments
<input type="checkbox"/> Approval
<input type="checkbox"/> Consent Agenda
<input checked="" type="checkbox"/> Information
<input type="checkbox"/> Public Hearing
<input type="checkbox"/> Regular Adoption

Presenter (s): Crystal Thiriot/Ryan Reeves
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Recommendation:
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Proposed wording for motion/action:
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Fiscal Impact: N/A
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Estimated Length of time for consideration (in minutes): 3-5 Minutes
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Background:
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Submitted By: Staff
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