



Restart of Operations for Arizona's 21st CCLC Programs



Previous ADE 21st CCLC program guidance during COVID-19 pandemic of 2020:

- 1) *21st CCLC COVID-19 Flexibility Guidance (FY20)*

<https://tinyurl.com/t5mz3op>

Planning for Restart of Operations In 21st CCLC Programs

Program planners should be guided by the following principles:

- 1) Become familiar with guidance and directives established by their own LEA/district for managing the COVID-19 pandemic and
- 2) Align program plans with their established local schools' guidance
- 3) Stay up to date on information provided through reputable sources (three are listed below)

Clickable Resources

- Global- World Health Organization- <https://www.who.int/>
- National- Centers for Disease Control- <https://www.cdc.gov/> (Note: The CDC now has resources in Spanish.)
 - Guidance for Schools and Child Care Programs- <https://tinyurl.com/v2vnn2e>
- Arizona-
 - Department of Health Services- <https://www.azdhs.gov/>
 - Schools (Childcare & K-12) and Universities- <https://tinyurl.com/s56rhxb>
 - Arizona Department of Education <https://www.azed.gov/>
 - ADE COVID-19 Guidance to Schools & Families (ongoing updates)- <http://bit.ly/AZED-COVID-19>
 - Arizona Together- <https://arizonatogether.org/>



Review the following resources:

- 4) *Announcement of School Closure Through the End of the School Year* on page 2.
- 5) *When can we plan on resuming 21st CCLC program student services?* on page 3.
- 6) *Return to Operations of Arizona's 21st CCLC Programs: Tips and Pointers* on page 4.
- 7) *Planning for a Robust Summer Program and Posters for COVID-19 Health Practices* on page 5.

Announcement of School Closure Through the End of the School Year

March 30, 2020

Governor Ducey and Superintendent Hoffman's announcement of school closure through the end of the school year:

<https://azgovernor.gov/governor/news/2020/03/governor-ducey-superintendent-hoffman->

21st CCLC Program- Regarding the Announcement of School Closure Above

21st CCLC programs are held harmless for the usual program expectation of days served and number of students served for the 2019-2020 school year, starting with the beginning of school closures on March 27, 2020. However, 21st CCLC programs should make every effort possible to continue providing support for the virtual and take-home learning opportunities that schools are offering during closure in alignment with federal and state guidance.

Program plans should be developed and approved by your ADE 21st CCLC specialist. Documentation of program services and reporting requirements remain in place during Arizona's school closures.

At this time, no state or federal guidance has been provided regarding the advisability of offering summer school programs in school facilities. Therefore, program staff may continue to plan for 21st CCLC summer programs while understanding that contingency plans may need to be developed if facilities must remain closed or operate under special health practice guidelines for student instruction during the summer.

When can we plan on resuming 21st CCLC program student services?

During School Closure	
DON'T	DO
<p>While school facilities are closed due to the COVID-19 pandemic no funds can be expended on staff or contracted provision of instruction for students in school facilities under the “Instructional – 1000” category of funds of the budget.</p> <p><u>Reasons:</u></p> <ul style="list-style-type: none"> * 21st CCLC programs are not childcare providers (who have their own separate systems and expectations from the schools). 	<p>Expend funds on allowable costs.</p> <ul style="list-style-type: none"> * See previously published program guidance and this document for allowable expenditure ideas. * Write up plans for approval by your ADE 21st CCLC Program Specialist, then submit changes to your budget and budget narrative detail in GME.
NEW	
DON'T	DO
<p>If an LEA offers students virtual and take-home learning opportunities which are to be completed at any time of the day or evening, 21st CCLC student services <u>cannot</u> be offered.</p> <p><u>Reason:</u></p> <ul style="list-style-type: none"> * The federal law governing 21st CCLC mandates that 21st CCLC student services must be provided outside of the instructional school day. * When the LEA offers instructional options where there is no definable instructional day, 21st CCLC student instructional services can't be offered. <p>While school facilities are closed due to the COVID-19 pandemic, no 21st CCLC services can be offered within the facilities.</p>	<p>If an LEA offers students virtual and take-home learning opportunities which are to be completed during defined instructional day hours, 21st CCLC student services <u>can</u> be offered.</p> <p><u>Reason:</u></p> <ul style="list-style-type: none"> * The federal law governing 21st CCLC mandates that 21st CCLC student services must be provided outside of the instructional school day. <p>When the LEA offers learning options where there is a definable instructional day, 21st CCLC student virtual and take-home learning opportunities can be offered outside of the established instructional day hours.</p> <p>To proceed with services, submit <i>How Instructional Hours Are Defined</i> (by grade level and by school as relevant) by email to your ADE Program Specialist. This document must be DocuSigned by the Principal and the Superintendent or other LEA Authorized Representative.</p>

Restarting Operations of Arizona's 21st CCLC Programs: Tips and Pointers

Here are some tips and pointers from your ADE 21st CCLC specialists to help you plan for the restart of your own 21st CCLC program through the end of the academic year and for your Summer Program.

- Set up working groups to plan various aspects of restarting operations.
 - Think about which people you will need to work with to establish all aspects of 21st CCLC programs.
 - 21st CCLC programs always align to instructional and behavioral expectations of the students' school.
 - What new behavioral expectations related to health do staff, contracted service providers and volunteers need to be trained in prior to program startup?
 - Are addendums needed to contractual agreements or do contractual agreements need to be renegotiated?

21st CCLC program planners will need to allow the school's students virtual and take-home learning opportunities to be stabilized first. Then, 21st CCLC program plans to support these students virtual and take-home learning opportunities can be developed for the end of the 2020 school closure and for your Summer Program. There will also be additional issues to think through related to the pandemic and the effects of school closures.

- During the restart of this school year, the first focus needs to be on
 - Who are our students now?
 - What staff do we have available to work with now and when are they available to work?
 - Getting students and staff settled into their school's virtual and take-home learning routines and procedures.
 - Identifying students to target for 21st CCLC virtual and take-home learning opportunities.

Additional issues to consider for 21st CCLC program restart during the Academic Year and for your Summer Program related to the COVID-19 pandemic:

- Program restart: Things to consider
 - Work with your school administrator to determine when and how to reestablish the 21st CCLC program following school closure.
 - Would you need to slowly ramp up services to ensure that things go smoothly?
 - Investigate staff availability
 - What may need to be adjusted at this time to provide effective support for school day instructional needs?
 - What needs to be adjusted to align to safe and healthy practice guidance and directives established by our own LEA/district for managing the COVID-19 pandemic?
 - Does there need to be increased focus on health and SEL instruction and support?
 - Brainstorm other issues with your own planning groups.

Planning for a Robust Summer Program

Summer learning can make a world of difference for your 21st CCLC students. We encourage the use of the evidence-based *Summer Learning Toolkit* <http://summerlearningtoolkit.org/> to help you plan your summer program in proven methods to have real impact for your students.



Posters for COVID-19 Health Practices

Consult with your own LEA/district for posters they may already have developed for use at your own site. Additionally, there are many good, simple infographic posters on the health department websites, such as the following example:

Workplace, School and Home Guidance (CDC)- <https://tinyurl.com/wycyrky>

- Clear, post-able, easy-to-follow bulleted safety instructions
 - Good for planning, handouts, printed posters

The Nita M. Lowey 21st Century Community Learning Centers (21st CCLC) Title IV-B program is funded by a federal grant from the U.S. Department of Education and administered by the Arizona Department of Education. For more information visit: <http://www.azed.gov/21stcclc/>