

NEW LIFE CHRISTIAN ACADEMY

PREPARING FOR YOU

2020/2021 RETURN TO SCHOOL PLAN



June 2020 Issue





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A Message from the Director of Education

Dear New Life Family,

At a time when there seem to be more questions than answers and a future that feels unpredictable, I would like to affirm New Life's commitment to a full capacity return to school on August 20. We look forward to welcoming you back for a remarkable 2020/2021 school year, and we have been diligently preparing for your return.

As part of our preparations, we must acknowledge and take into consideration the instability and uncertainty of our current public health situation while also maintaining our high standards for delivering the excellent education and well-rounded experience that New Life Christian Academy is known for. Therefore, we have established plans that allow us to remain flexible and adaptable without sacrificing the quality of our educational programming. Throughout this document, we will share with you our current plans for:

- Providing a Healthy, Safe, and Secure Environment;
- Delivering Academic Excellence; and
- Ensuring Financial Stability.

We hope that you will take some time to read and fully digest this material. Please note that due to the developing status of Covid-19, we will continue to update our plans as needed.

We have been deliberate, thoughtful, and measured in our approach as we face a complex set of circumstances with no historical models to guide our thinking. Though the terrain is unfamiliar, we feel surefooted as we take the next right step, trusting that as we look ahead and prepare with purpose, our sovereign God will guide us. I look forward to seeing you all back on campus in August.

In His Service,

Annie Blackmon, Co-Pastor



PROVIDING A HEALTHY, SAFE AND SECURE ENVIRONMENT

Overview

“Providing a Healthy, Safe, and Secure Environment” focuses on the safety standards, procedures, and protocols that we will implement in response to the ever-evolving COVID-19 situation. As in all that we do, we approach this with a student-centered focus, making decisions that not only keep our students safe but also provide a healthy and nurturing environment that is conducive to learning. We will continue to closely monitor health

trends, take into consideration the guidance provided by public health officials, and leverage the expertise of healthcare professionals within our community so that we are prepared and can quickly respond with the necessary safety protocols in the event that the situation changes. We remain unwavering in our commitment not only to the education of our students but to their health and safety as well.



Health & Safety Plan

As we look forward to welcoming our New Life family back to campus this fall, we will do so with wise, data-driven guidelines that will ensure a healthy, safe, and secure environment for every student. Though we are living in uncertain times that present new challenges as the COVID-19 situation evolves, we are proactively making plans that will accommodate any resulting adjustments and remain confident in our ability to continue to deliver an excellent, adaptable education.

In consideration of the CDC guidelines and in consultation with our healthcare professionals, the following protocols will be implemented to ensure the health and safety of our faculty, staff, and students:

Utilizing Our Intentionally Small Class Sizes

The pedagogy of our school is predicated on project-based, interactional learning. To maintain that high level of student engagement, we will capitalize on our intentionally small class sizes and creatively use our

rural campus space as needed to manage group interactions. Following the current state and national guidelines, we are confident that moderated adjustments to our daily schedule can provide appropriate physical distance while allowing for the educational experience that New Life is known for.

Limiting Large Gatherings

We fully acknowledge that one of the cornerstones of the New Life experience is the connection within the school community. While we will continue to seek creative ways to connect, worship, relate, and grow together, at this time we feel the most loving action we can take is to abide by the recommended public safety guidelines to protect and respect the various comfort levels within our close-knit community.

As a result, the following temporary adjustments will be made to larger daily, weekly, and special community gatherings to limit large group exposure:

Indoor crowd size will be limited to a maximum capacity of 20 people.

In person chapel, parent nights, and back-to-school events held indoors will be suspended.



Closing Campus to Visitors

In order to mitigate the risk of possible exposure and spread of COVID-19, NLCA's campus will initially be closed to all visitors, including parents, unless an appointment has been scheduled.

Large student gatherings will be managed by alternating block schedule transitions, staggering schedules, etc.)

Students will report directly to their classroom

Large division-wide lunches will be suspended in favor of smaller, class-specific lunch gatherings utilizing our ample indoor and outdoor spaces.



Parents: Monitoring Your Child's Health

To protect our community, it is crucial that we can rely on a strong, committed partnership with our families. We ask that our parents be diligent in regularly monitoring their children for symptoms of illness, keep any child exhibiting symptoms at home, and immediately notify the school of any suspected or confirmed illness.

To that end, parents will be required to sign a COVID-19 Code of Conduct prior to the start of school. Abiding by these guidelines, you play an instrumental role in helping us maintain the health and safety of our entire community.

- Parents should closely monitor their children and keep any children with a fever **above 100°F** home.
- For tracking the potential spread of COVID-19, parents are required to email the school notifying them of their child's illness and subsequent absence.
- Any student on campus who is sick with fever and/or COVID-19 symptoms will be isolated from others, provided a mask, and monitored until picked up.
- That student's class-room(s) will close for the remainder of the day and undergo a deep cleaning. (The cleaning procedure is the same for an ill faculty/staff member.)
- All related students or faculty/staff members living in the same house, will also be sent home.
- Students or faculty/staff with a confirmed case of COVID-19 may return to school after at least ten days from the onset of symptoms and after being fever- and symptom-free for at least 72 hours.





Providing a Safe Campus

We will do all that is within our control to protect our community.

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Faculty, staff, and students will be required to wear masks..

Students will be responsible for their masks. Faculty and staff will not be responsible for ensuring that students wear masks.



Sanitizer stations will be located in every classroom, office, and throughout the facilities. New protocols will require sanitizing hands before entering buildings and classrooms.



Vending machines and water fountains will be disabled, with only the hands-free water bottle refill option remaining functional.

Shared electronic devices and PE equipment will be cleaned after each use.



The frequency and level of cleaning will be increased so that all spaces are sanitized throughout the day, including a deep clean each night, to ensure student health throughout the duration of the year.





SECTION 2 DELIVERING ACADEMIC EXCELLENCE

Providing Academic Excellence recognizes the need to be flexible and responsive in light of current circumstances and outlines our plans to continue offering a rigorous, well-rounded curriculum that engages and challenges our students to reach their full potential. As previously stated, New Life is preparing for a full-capacity return on August 20, 2020. While physical distancing and safety protocols will be employed, and large student gatherings will be temporarily suspended, students will continue to benefit from our intentionally small class sizes and hands-on learning experiences.

This section will also offer insight into the various educational models that could be employed if the COVID-19 situation evolves to the point that physical distancing or a government-mandated shelter-in-place once again requires a transition to distance

learning. The leadership team has worked tirelessly to develop a tiered set of models that could quickly and seamlessly be deployed so that our students would see no interruption in the excellent instruction offered by New Life.

Where risk is low, we want our school community to enjoy the relationships we all cherish in group sizes that are appropriate in these times. Should the risk increase, we have a plan in place to continue offering an excellent educational experience with the least amount of disruption.

As we continue to monitor emerging health trends and evolving government guidelines, we will transition to the educational model that is most fitting for each situation. Below are the scenarios we have developed based on the various levels of engagement allowed by the CDC and government guidelines.

Level 1: Full Capacity Engagement Risk:Low

As expected for our August 20 return to school, each division and all students will be on campus daily with protocols in place that allow for appropriate physical distancing.

Upon our initial return, large group gatherings will be suspended, class transitions will be staggered, and outside visitors will be limited.



- The academic calendar for 2020/2021 remains intact. In the event of required changes, you will be notified.
- Athletics will follow recommendations and requirements. (Track Team)
- Each division will communicate any changes to the daily schedule.
- Recess/flextime will utilize the various fields and play areas allowing only one class per period and area.
- When possible, teachers will rotate to reduce the movement of students throughout the building.
- Lunch will be eaten in classrooms or areas that allow proper physical distancing.
- Chapel will be live-streamed in the classrooms.
- All students will be trained in using digital platforms for independent learning.
- 1:1 devices will be provided for all students.

Level 2: Mandated Physical Distancing Transition

Risk: Medium

HS students will transition to a distance learning model.

MS/ES students will remain on campus and use the entire school to allow for the required physical distancing.



- Lunch will be eaten in the classrooms.
- Chapel will be live-streamed.
- Specials' classrooms will be utilized to minimize class sizes.
- MS/ES learning teams will be established, utilizing specials' teachers, to reduce student/teacher ratios.
- 1:1 devices will be provided for all students.
- HS attendance will be taken daily with structured daily instruction and meetings scheduled.

Level 3: Mandated Distance Learning

Risk: High

Campus access will be restricted. Students in 1st -12th grades will transition to distance learning.

PreK, Kindergarten, students will remain on campus (if allowed by law).



- PreK, and Kindergarten, students remaining on campus will eat lunch in their classrooms.
- Chapel will be live-streamed.
- 1:1 devices will be provided for all students.
- Attendance will be taken daily with structured daily instruction and meetings scheduled.

SECTION 3 ENSURING FINANCIAL SOLVENCY

The economic impact of the COVID-19 pandemic is being felt very deeply across the country, and we know that we will continue to feel the effects of this crisis for quite some time. Increased pressures have been placed on all schools, including New Life. In response to those pressures, we continue to make necessary adjustments as we plan for next year and are pleased to share that we stand firmly on a strong financial foundation.

School Budget: Revenue, Expenses, and Enrollment

Revenue

NLCA receives the majority (95%) of its revenue and support from tuition. An additional 3% is derived from PTF fundraisers.

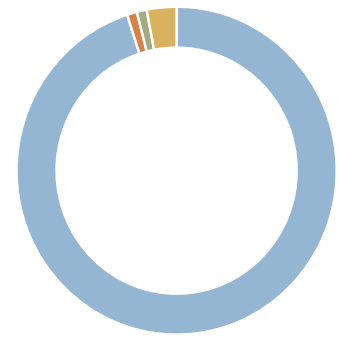
Registration fees and contributions each provide 1% revenue support. We do not currently benefit from the revenue generated through an established endowment.

Expenses

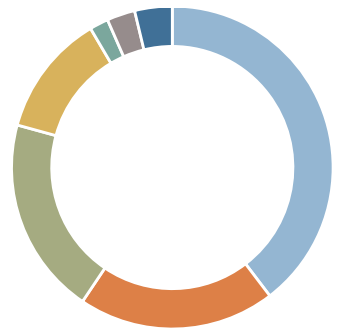
Per our Board policy, 100% of operational expenses are covered by tuition and fees. The largest portion (62%) of our expenses are instructional, providing compensation for our remarkable educators educating our students. While labeled an expense, there is no doubt that this is a wise reinvestment into the success of our school and our students. Facilities, reserves, and debt, as well as admin and support staff, each receive 20% of overall revenue. The remaining expenditures are as follows: 2% for student activities and services, 3% for advancement, 2% for general and administrative, and 1% for technology.

Enrollment

We are pleased to report that even with the financial pressures many in our community are facing as a result of COVID-19, our enrollment numbers for the 2020/2021 school year are holding steady. We understand that each family's financial commitment to our school is a sacrifice, and we feel honored that you continue to choose New Life Christian Academy.



Tuition 95%
Registration Fees 1%
Contributions 1%
Student Fees 3%



Instructional 62%
Facilities, Reserves & Debt 10%
Admin & Support Staff 10%
Student Activities & Services 2%
Advancement 3%
General & Administrative 2%
Technology 1%

Section Three

Impact of COVID-19: School Response

New Life Christian Academy remains committed to the families who make this community remarkable. While maintaining the steadfast stewardship of all that God has entrusted to us, we have made several decisions that we feel are in the best interest of our community. We have also made necessary adjustments to our tuition and related policies.

2020/2021 Tuition Rate

Full Capacity Return on August 20

ONE

In response to the financial uncertainty many of our families currently face, we will forego the 2020/2021 tuition increase and freeze our tuition at the 2019/2020 rate. Though tuition increases are critical to funding the school's ongoing operations, we have chosen to shrink budgets and decrease expenditures in order to prioritize what really matters - our New Life families. We are thankful for the years of prudent financial stewardship that have placed us in a position to make what we hope is a meaningful and impactful tuition adjustment.

2020/2021 Tuition Payment Protection

TWO

Though we look forward to our August 20 return to campus, the ever-changing COVID-19 situation has understandably created some hesitancy around making the tuition payments in advance of an actual school start. Therefore, we are adjusting the policy for the 2020/2021 school year to offer every family protection on their advance tuition payments. If mandated that we cannot return to campus as planned on August 20, families choosing to leave NLCA will be eligible for a refund of their August tuition payments.

2020/2021 Adjusted Distance Learning Tuition Rate

Off-Campus Distance Learning

THREE

Even when executed perfectly, distance learning cannot offer our students the full NLCA experience. With classrooms structured around project-based learning and small group interactions, it is difficult to replicate that experience when required to be physically distant.

Therefore, we are creating what we feel are fair and equitable tuition rates to be enacted in the event we face prolonged future disruptions (one continuous month or longer) from on-campus learning. If we are again forced to transition to distance learning, we will charge a discounted distance learning rate. This rate takes into consideration what we can offer with excellence during distance learning, as well as what savings we are able to pass on if we are not on campus. If we need to implement adjusted rates for Covid-19 scenarios, the on-campus tuition rates will be modified and credited back to families.



Financial Summary

As we move forward, we will be even more conscientious in managing expenses. Since we anticipate our normal sources of revenue will be diminished, significant financial adjustments will be made to our proposed budget so that we can continue to serve all of our families through this time.

While we maintain a secure financial standing currently, in the event that we face future challenges, a tiered set of budget cuts has been established. If necessary, these cuts will include every department experiencing significant budget reductions as appropriate, a freeze on all discretionary spending, and delayed plans where possible.

Each tier of cuts is prepared to proactively respond to the potential financial impact forecasted based on the economic impact previously experienced. None of these decisions are made lightly, but in the event that they are necessary, each will be handled with the greatest of care to ensure the best interests of all involved.



**Middle States
Accreditation**



Further updates can be found on the school website:
www.newlifechristianacademytroy.com



In Closing

While continuing to monitor health trends, reviewing government guidelines, and seek counsel from our healthcare professionals, we remain prayerful and intentional making decisions regarding the reopening of New Life's campus. We hope this document has answered many of your questions and ultimately provided you with peace as you prepare your children to return to school. Please be assured that we will continue to prepare with purpose so we can complete the task God has set before us. We thank you for your partnership and commitment to New Life Christian Academy.

New Life Christian Academy
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"Home of the Eagles"