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# **Cleburne ISD Fall Planning Guide**

## **Updated July 20, 2020**



### **A Message from Cleburne ISD**

Cleburne ISD is committed to the safe reopening of facilities and learning for the 2020-2021 school year. To be clear, our goal is to offer face-to-face instruction beginning on August 3, 2020. We have, however, prepared two other contingencies should we experience attendance fluctuations and/or a resurgence of COVID-19 during the 2020-2021 school year. Last spring, in response to the unprecedented worldwide pandemic caused by COVID-19, teachers across the state of Texas had to very quickly change the way students were taught. CISD staff provided parents with at-home remote learning resources, to include lesson links, optional activities and occasional teleconference meetings with their students. CISD staff is now better prepared to pivot to Remote Instruction should it be necessary.

There is not a "one-size-fits-all" approach to reopening schools across the state of Texas. Based on available information as of July 2, 2020, school districts in Texas will create their own local contingency plans for reopening schools based on general guidance from the Governor's Strike Force to Reopen Texas, the Texas Education Agency, the University Interscholastic League and the Johnson County Health Officials.

Cleburne ISD's plans are subject to change as public health guidelines are updated and feedback from stakeholders is collected. There will be situations that may require temporary suspension of face-to-face instruction due to positive COVID-19 cases in schools. Parents, staff and students should be prepared for this in the event that it occurs, while actively working to prevent it through prevention and mitigation practices.

### **Guidance from the Texas Education Agency (TEA)**

On Tuesday, June 23 Commissioner Mike Morath of the Texas Education Agency provided school districts with guidance on how funding will work for remote instruction. School funding is important because it ensures that CISD can maintain services for students and pay staff without the worry of program or staffing cuts. The Commissioner acknowledged that during the past spring, districts across the state of Texas transitioned to providing instructional support as opposed to providing instruction. This creates a pathway for parents to choose face-to-face instruction or remote instruction. Cleburne ISD will provide its parents with those two options. Parents may choose either face-to-face instruction or remote. The district is requesting for parents who choose the remote option to make a six week commitment to keep their child in the remote virtual learning environment.

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As of Tuesday, July 7 TEA instructed school districts to follow Governor Abbott's executive orders in the reopening of schools. The following is a recap of Governor Abbott's executive order:

*Every person in Texas shall wear a face covering over the nose and mouth when inside a commercial entity or other building or space open to the public, or when in an outdoor public space, wherever it is not feasible to maintain six feet of social distancing from another person not in the same household; provided, however, that this face-covering requirement does not apply to the following:*

1. *any person younger than 10 years of age; [Pre-K through 3rd grades]*
2. *any person with a medical condition or disability that prevents wearing a face covering;*
3. *any person while the person is consuming food or drink;*
4. *any person while the person is (a) exercising outdoors or engaging in physical activity outdoors, and (b) maintaining a safe distance from other people not in the same household;*
5. *any person while the person is giving a speech for a broadcast or to an audience; [ie...whole group instruction]*

## General Health & Safety Protocols

- Campus staff will be trained in COVID-19 safety protocols.
- Medical-grade disinfectants will be used for deep cleaning campuses.
- Students, teachers, staff and essential campus visitors/volunteers will be encouraged to sanitize and/or wash hands frequently.
- Tissues will be provided in classrooms and common areas to encourage students and staff to cover coughs and sneezes with a tissue, and if not available, to cover with their elbows.
- Sneeze Guards and Plexiglass will be added to public reception desks.
- Social distancing and safety signage will be added and visible throughout school facilities.
- No outside visitors or parents will be allowed to come to school for lunch at least during the fall semester.
- Only main school entrances will be accessible after arrival times and remain that way throughout the day to help ensure effective management and safe screening of visitors.
- Visitors and volunteers will be limited, at least during the fall semester. NOTE: Essential volunteers scheduled for work at a campus will self screen for temperature/symptoms before admittance on campus.
- Cleburne ISD is permitted to prevent any individual who fails the health screening criteria from being admitted to the campus until they meet any of the criteria for re-entry to the campus.
- Currently, all locker rooms and shower rooms are "CLOSED" per the Texas Education Agency. This could change by the opening of school in August.

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### **Health Pre-Screening for Staff & Students**

- Students and staff are expected to take their own temperatures daily before arriving at school. Anyone with a fever of 100 or higher should not come to school or a CISD facility.
- Students and staff should also prescreen themselves for any of the following symptoms prior to coming to school:
  - Feeling feverish or a measured temperature greater than or equal to 100 degrees Fahrenheit
  - Loss of taste or smell
  - Cough
  - Difficulty breathing
  - Shortness of breath
  - Headache
  - Chills
  - Sore throat
  - Shaking or exaggerated shivering
  - Significant muscle pain or ache
  - Diarrhea
- Students and staff may be subject to periodic temperature checks for verification, especially if they are feeling ill or suspected of having a fever during the school day.
- Campuses will have access to a touch-free forehead thermometer to check/verify temperatures throughout the day. Anyone with a 100 or higher temperature will need to leave school.
- Staff will be required to notify their immediate supervisor if they have tested positive for COVID-19 or are presenting COVID-19 symptoms.

### **Arriving at School**

- Students arriving at school are encouraged to social distance and spread out in larger common spaces (pre-designated by the campus, like the gym, library and cafeteria) until the bell rings to report to class.
- Bus riders will be taught to space themselves out from others as they exit the bus and walk into the school building.
- Parents are encouraged to drop their child off at school or walk with their child to/from school to reduce possible virus exposure.
- Students will be encouraged to use hand sanitizer immediately upon entering the building.

### **School Health Clinic Procedures**

- Registered Nurses and Licensed Vocational Nurses will be trained in COVID-19 safety protocols.
- Attendance clerks will be trained to ask questions to screen students/staff who are absent for COVID-19 symptoms.
- Students who come to the school health clinic showing symptoms will be required to put on a face covering/mask until their parent arrives to take them home.
- School Health Clinics will be cleaned and disinfected regularly.

## **COVID-19 Guidance for Individuals**

### **Protocols for Individuals who Test Positive for COVID-19**

In the case of an individual who was **diagnosed with COVID-19**, the individual may return to school/work when **all three** of the following criteria are met:

- 1) at least three days (72 hours) have passed since recovery (resolution of fever without the use of fever-reducing medications).
- 2) the individual has improvement in symptoms (e.g. cough, shortness of breath); and
- 3) at least 14 calendar days have passed since symptoms first appeared, or if asymptomatic, at least 14 calendar days since testing positive for COVID-19.

### **Protocols for Individuals who have COVID-19 Symptoms**

In the case of **an individual who has symptoms that could be COVID-19 and who is not evaluated by a medical professional or tested for COVID-19**, such individual is assumed to have COVID-19, and the individual may not return to the campus/work until the individual has completed the same three-step set of criteria listed above.

If the individual has symptoms that could be COVID-19 and wants to return to school before completing the above stay-at-home period, the individual must either a) obtain a medical professional's note clearing the individual for return or b) receive two separate confirmations at least 24 hours apart that they are free of COVID-19 via acute infection tests at an approved COVID-19 testing location found at <https://tdem.texas.gov/covid-19/>.

### **Protocols for Individuals who have had Close Contact with an Individual with COVID-19**

Individuals - including students, teachers, staff or other campus visitors/volunteers - who have had close contact with someone who is lab-confirmed to have COVID-19, and is presenting with COVID-19 symptoms, should stay at home until seen by a physician or tested.

An individual should self-isolate if living with someone who has been diagnosed with or presenting COVID-19 symptoms.

Exposure is defined as being within six feet of a person for at least 15 minutes without a face covering/mask.

## **Bus Transportation Protocols**

- Bus Drivers will be trained in COVID-19 safety protocols.
- Each bus/route will be limited to one student per seat or two students from the same household.

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- Drivers will be required to wear a face covering/mask.
- Hand sanitizer will be available on all buses.
- Seats, handles and high-touch areas will be disinfected between morning and afternoon routes.
- When possible, bus windows will be opened to allow outside air to circulate in the bus.

### **Lunchroom Safety**

- Cleburne ISD plans to utilize the school cafeteria for student meals. NOTE: No parents/visitors during lunch at least for the fall semester.
- Cafeteria staff will be trained in COVID-19 safety protocols.
- Classes will go to lunch on a staggered schedule to minimize the number of students in the cafeteria each period. The campus may add a lunch period to reduce the number of students in each lunch period as well.
- All cafeteria staff will be wearing masks and gloves while serving students.
- No salad bar will be available during the 2020-2021 school year; instead, prepackaged salads will be available for purchase.
- Seats, tables, door handles and high-touch areas will be disinfected between lunch periods/use.
- When possible, food items will be pre packaged and boxed to minimize face-to-face contact in the cafeteria line.

### **Personal Protective Equipment (PPE) & Masks**

- **As per Governor Abbott's Executive Order GA-29**, students in grades 4-12 who are not medically exempt must wear face coverings when in public areas in which social distancing cannot be followed.
- PPE is defined as face coverings, masks or shields.
- PPE equipment will be made available on each campus.

### **Handwashing & Hand Sanitizers**

- Students and staff will be trained in proper hand washing protocols to prevent COVID-19 and the spread of germs.
- Elementary teachers will be encouraged to supervise student handwashing for 20 seconds at least two times each day, in addition all students will be encouraged to wash hands after using the restroom and before eating.
- Hand washing stations are available in restrooms and some classrooms.
- Hand sanitizer stations have been added in each classroom and commons areas.
- In classrooms where students are regularly within six feet of one another, schools will plan for more frequent hand washing and/or hand sanitizing

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### **Social Distancing Protocols**

- Students and staff will be trained in proper social distancing.
- Signage will be provided to help assist students and staff with social distancing in common spaces and hallways.
- **Social Distancing becomes a personal responsibility of each individual** attending school or coming to a CISD facility. Anyone causing a disruption or unwilling to follow CISD safety protocols, putting students/staff at unnecessary risk may be asked to leave the premises immediately.
- Whenever possible throughout the day, students and staff will remain six feet apart. NOTE: It isn't realistic that staff and students can maintain six feet of social distancing at all times, especially in classrooms.
- In classrooms where students are regularly within six feet of one another, schools will plan for more frequent hand washing and/or hand sanitizing

### **Cleaning & Disinfectant Protocols**

- CISD custodial employees have been trained on COVID-19 safety protocols.
- Cleaning and disinfecting will occur nightly in every classroom, commons area and on high-touch surfaces.
- Every classroom and office area will have disinfectant in a spray bottle provided for employees and students to use in high-touch areas throughout the school day.
- The state recommends that each school district provide students the opportunity to clean their own spaces before and after they are used in ways that are safe and developmentally appropriate.
- Restrooms, cafeterias, and computer labs will undergo extensive cleaning after each day's use.

### **Instructional Delivery Options**

Cleburne ISD will offer parents two instructional delivery options, Face-to-face and Remote Learning. Both of these options must address the required curriculum per the Texas Education Code 28.002.

Student grading policies under both fall planning models must be consistent with the grading policies used before COVID-19 for on-campus face-to-face assignments. Therefore, the district will no longer be using Spring 2020 COVID-19 grading guidelines this school year.

#### **Face-to-Face Instruction**

- Cleburne ISD intends to begin face-to-face Instruction on the first day of school for students, August 3, 2020.
- Face-to-face instruction is traditional at-school learning.
- The safety protocols and social distancing listed above will be implemented as recommended for at-school learning.

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- CISD will consider the Texas Education Agency (TEA), Johnson County and Cleburne Health officials guidelines for face-to-face Instruction.  
[https://tea.texas.gov/sites/default/files/covid/sy\\_2020-21\\_attendance\\_and\\_enrollment\\_faq\\_remote\\_only.pdf](https://tea.texas.gov/sites/default/files/covid/sy_2020-21_attendance_and_enrollment_faq_remote_only.pdf)

### **CISD Remote Learning School**

- Remote Instruction involves both two-way, real-time/live remote instruction and virtual student determined self-paced instruction. The teacher will interact with students in a remote learning environment for scheduled portions of the day. This option will be offered as a parent choice.
- Under the remote Instruction model, CISD will provide asynchronous instruction for students in grades K-12. This means self-paced, online intermittent teacher instruction using pre-recorded videos etc... Teachers will provide guided support for continuous learning.
- Cleburne ISD will give parents the choice to select remote instruction by signing up by Monday, July 20th. Under CISD's proposed plan, parents will have to decide to use remote learning for at least one six-weeks grading period. The student will be considered enrolled in CISD remote instruction for attendance and funding purposes but will only be eligible to participate in in-person extracurricular activities and sports after regular school hours.

### **Attendance and Enrollment**

- Cleburne ISD will be required to take DAILY attendance under both learning models. This means students will have to be present face-to-face and/or logged in each day to be counted present for credit purposes.
- Per Texas Education Code (TEC) 25.092, students must attend 90 percent of a course in order to be awarded credit for the course and/or to be promoted to the next grade. This requirement remains in force during the 2020-2021 school year.
- Given the public health situation, student attendance may be earned through the delivery of remote instruction.
- School systems are required to provide parents a notice of their public education enrollment and attendance rights and responsibilities during the COVID-19 pandemic using a document published by TEA.

### **Special Education**

- Special education staff will be trained in COVID-19 safety protocols.
- Instruction - Students who receive mainstream instruction, in class support, or co-teach instruction will continue to participate in the general education curriculum with their individualized accommodations/modifications being implemented by the special education teacher. Students who receive resource instruction will have access to modified general education curriculum at their instructional level. Students who are on an alternate curriculum will receive instruction of prerequisite skills at their instructional level. Manipulatives, charts/graphs, hands-on materials will be provided to

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parents should a closure occur. Special education teachers will provide direct instruction via a district selected platform.

- Common special education platforms include N2Y(News 2 You), UNIQUE Learning System, Generation Genius, Learning A-Z (Raz Kids), BrainPOP, and BrainPOP Jr.
- Parent video training sessions on the special education platforms will occur early in the school year. Should a closure occur prior to the start of school; video training sessions will be provided.
- Related and/or Other Services (speech therapy, occupational therapy, physical therapy, direct psychological services, and/or vision services) will be provided via teletherapy. Some related and/or other services such as vision, orientation and mobility and adapted physical education may be provided via consultation and not as a direct service.
- K-4 may utilize iPads and Grades Pre-K through 12th may use Chromebooks.
- Student devices will be sent home with students should schools close..
- Special education support staff will all receive training on remote methods of service delivery.
- Therapy services will occur with students during on-campus reporting days, as in most cases, they are more effective face-to-face.
- All IEP goals can be addressed through remote learning. If current goals cannot be addressed through distance learning (walking from classroom to cafeteria, interacting with a peer, positioning at a desk, etc.) they will be amended in early Fall to be relative to remote learning.
- CISD currently contracts for orientation and mobility (O&M) and audiological services.
- Special education transportation services will be provided as written in the ARD paperwork.
- Additional PPE for staff and additional sanitization procedures in the classroom since these students will be unable to practice social distancing or wear PPE.

## **Technology Support**

- All Kindergarten-12th Grade Cleburne ISD students will have access to a district-issued personal device for face-to-face and remote learning.
- Technology staff will be available in both instructional models to assist students and staff with technology support.
- Cleburne ISD may purchase additional hot spots for families in need of internet access.

## **Extracurricular Participation**

- Students and staff will be trained in COVID-19 safety protocols.
- All participants, coaches and directors will follow rules established by the University Interscholastic League and the Texas Education Agency.
- UIL guidance can be found on the UIL Website.
- In response to healthcare providers' focus on the COVID-19 pandemic, the UIL recently waived the required pre-participation physical examination for students involved in band/athletics who already have a physical on file for the 2019-2020 school year. Those students who are new or do not have a physical already on file, will be required to get a physical and complete the pre-participation physical examination form BEFORE participating in band/athletics for the 2020-2021 school year. This will require a vote of the Cleburne ISD School Board. The item is on the agenda for consideration at the July 20th Regular Board meeting.

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### **Social-Emotional Support/Mental Wellness**

- Cleburne ISD counselors will be trained in COVID-19 safety protocols.
- Counselors may wear a mask when meeting face-to-face with students.
- Counselors will have access to Character Strong social and emotional curriculum to support students.
- Counselors will continue to utilize a referral system for individuals who need targeted support as well as access to school-employed and community mental health professionals.
- Students in need of social-emotional support will be provided tiered interventions which could involve referral for additional school-based services or referral for outside mental health support.

### **Communication**

- Cleburne ISD will continue to inform key stakeholders regularly.
- The district and campuses will communicate official CISD news using Skyward Family Access, websites, newsletters and social media accounts.
- Online student enrollment is where parents can choose to enroll in traditional face-to-face instruction or choose the Remote Learning School.
- Parents choosing the Remote Learning School are making a six week commitment to support their child(s) learning at home, and agree to the daily contact necessary to support their child(s) learning.
- Parents choosing Remote Learning understand the District cannot offer all the instructional options/courses available on campus.
- Parents choosing Remote Learning understand their child(ren) will not be able to participate in extracurricular activities, such as Athletics or Fine Arts.