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Cleburne ISD Fall Planning Guide

Updated July 30, 2020



A Message from Cleburne ISD

Cleburne ISD Continues to be committed to the safe reopening of facilities and learning for the 2020-2021 school year. Our goal is to offer “face-to-face” instruction as well as parent choice to select “remote instruction” beginning on Monday, August 31, 2020. We have, however, prepared another contingency should we experience attendance fluctuations and/or a resurgence of COVID-19 during the 2020-2021 school year. If this occurs, the District may have to transition classrooms, grade levels, schools, or even the whole District to “distance learning”. Thus, students, teachers, parents and the community need to prepare for this possibility on a daily basis.

There is not a "one-size-fits-all" approach to reopening schools across the state of Texas, and Cleburne ISD is focused on meeting the social, emotional, and learning needs of our students, teachers, and families. Based on available information as of July 28, 2020, school districts in Texas will create their own local contingency plans for reopening schools using updated protocols from the Centers of Disease Control (CDC) and Governor Abbott's Executive Orders.

Cleburne ISD's plans are subject to change as public health guidelines are often 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 classrooms, grade levels, schools, or even Districtwide. Parents, staff and students should be prepared for this in the event that it occurs, while actively working to prevent it through supporting the best CDC prevention and mitigation practices.

Guidance from the Texas Education Agency (TEA)

On Tuesday, June 28 Commissioner Mike Morath of the Texas Education Agency provided school districts with updated guidance from the CDC and additional information on how funding will work for remote instruction. School funding is important because it ensures that Cleburne ISD can maintain services for students and pay staff without the worry of program or staffing cuts. Therefore, parents may choose either face-to-face instruction or remote. The district is requesting for parents to please register their students by **Friday, August 14** and choose either “face-to-face” in school learning or “remote” distance learning. You may continue to change your mind until August 14th; simply log back into your child's enrollment and change the

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box. The District needs time to schedule classes for students in both instructional models. Parents who choose the “remote” option must make a commitment to keep their child in the “remote” virtual learning environment through the first grading period, Friday, October 2. Parents wishing to change back to “face-to-face instruction will need to contact their child’s counselor at their home campus.

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 shields 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.

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 100.4 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 in evaluating whether an individual has **symptoms** consistent with COVID-19:

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- A measured temperature greater than or equal to 100.4 degrees Fahrenheit
 - Sore throat
 - New uncontrolled cough that causes difficulty breathing (or, for students with chronic allergic/asthmatic cough, a change in their cough baseline)
 - Diarrhea, vomiting, or abdominal pain
 - New onset of severe headache, especially with a fever
- 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 100.4 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 under 10 who come to the school health clinic showing symptoms will be expected 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 Lab Test Positive for COVID-19 or are Symptomatic

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

- 24 hours with no fever;
 - Symptoms improved; and
 - 10 days have passed since symptoms first appeared
- OR
- Obtained an acute infection test at an approved testing location (<https://tdem.texas.gov/covid-19/>) that comes back negative for COVID-19.
- OR
- A doctor's note indicating an alternative diagnosis with a release to attend school.

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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 an acute infection test at an approved testing location that comes back negative for COVID-19. <https://tdem.texas.gov/covid-19/>.

Definition of Close Contact Exposure

- Being directly exposed to infectious secretions (e.g., being coughed on); or
- Being within 6 feet for a cumulative duration of 15 minutes;

If either occurred at any time in the last 14 days at the same time the infected individual was infectious at least two days prior to symptom onset, or in the case of asymptomatic individuals who are lab-confirmed with COVID-19, two days prior to the confirming lab test.

Protocols for Individuals who have had Close Contact Exposure

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, or is presenting with COVID-19 symptoms, should stay at home for 14 days after last close contact, check temperature twice a day and watch for other COVID-19 symptoms.

An individual should stay at home if living with someone who has been diagnosed with or presenting COVID-19 symptoms.

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.
- 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

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available for purchase.

- Seats, tables, door handles and high-touch areas will be disinfected between lunch periods/use.
- When possible, food items will be prepackaged 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

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.

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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 31st, 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.
- CISD will consider the Texas Education Agency (TEA), Johnson County and Local 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

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, August 14. 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.

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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 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.
- All Special Education support staff will 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 will be utilized in the classroom since these students will be unable to practice social distancing or wear PPE.

Technology Support

- All Pre-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

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examination form BEFORE participating in band/athletics for the 2020-2021 school year. This was approved for adoption into local policy, exclusive to the 2020-21 school year, by CISD Trustees at the July 20 school board meeting.

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.