

## **Sonora ISD Back-To-School Plan July 15, 2020**

Please note this information is subject to change based on direction from the State of Texas, Texas Education Agency, and local health authorities. Changes to the public health situation over the course of the summer may necessitate changes to this guidance.

Sonora ISD Families,

It is impossible to determine today what the return to school mandates may be in August, but we have engaged in vigorous planning and procurement of resources required to meet the state's current guidelines related to reopening schools. With direction from Governor Abbott's office, Texas Education Agency (TEA), and local health authorities, Sonora ISD plans to safely reopen schools and activities for the 2020-2021 academic year on August 17, 2020 aligned with our District Goals and Objectives. In response to anxieties related to the COVID-19 Pandemic, TEA is giving families the choice of either face-to-face or remote instruction in 2020-2021. It is important to read the information within this document closely in order to be informed of what each setting entails so you can make the best choice for your family. After careful consideration, we ask that you complete a short registration at the end of this document only if it applies to your situation. This information will assist us in planning for August.

TEA recommends for school systems to designate a staff person or group that is responsible for responding to COVID-19 concerns. We hope the information below answers many of your questions, but please contact your child's campus principal if clarification is required.

As we plan for the upcoming year, Sonora ISD will follow pertinent guidelines and assurances to the following:

1. The health and safety of our students, staff, families and community is our top priority.
2. All decisions will be made in consideration of the latest guidance and direction from local, state and federal authorities on operational considerations during the school day.
3. Sonora ISD will provide the highest quality instruction to all students regardless of the circumstances.
4. Sonora ISD will support the well-being of each student and every program.

**Assurance 1: The safety and health of our students, staff, families and community is priority. All decisions will be made in consideration of the latest guidance and direction from state, local and federal authorities.**

### ***Health and Hygiene Practices: Masks***

- For the purposes of this document, masks include non-medical grade disposable face masks, cloth face coverings (over the nose and mouth), or full-face shields to protect eyes, nose, and mouth. Face shields may be superior to cloth face coverings in many circumstances, given improved ability to see mouth movements and improved air circulation.
- **Important:** Schools are required to comply with the governor's executive order regarding the wearing of masks. Masks are always recommended, but may not be required.

### ***Student Health Protocols:***

- All students will be instructed on methods to protect themselves and others from COVID-19 at school.
- All students should practice appropriate social distancing, hand hygiene, and respiratory etiquette.
- All students should regularly wash their hands when reporting to school and after using the restroom.
- All students will be trained on proper handwashing techniques and participate in scheduled hand-washing times throughout the day.
- All students should maintain 6 feet distancing from others. If this is not possible, a face covering should be used.
- All students (age-appropriate) are encouraged to use non-medical grade face masks, covering nose and mouth, while in indoor common spaces.
- All students will have temperature checks prior to entering the buildings.

### ***Employee Health Protocols:***

- All employees shall recognize, comprehend and practice methods to protect themselves and others from COVID-19 at work.
- All employees must practice appropriate cleaning and disinfection, hand hygiene and respiratory etiquette.
- All employees shall regularly wash their hands when reporting to work and throughout the workday.
- All employees shall maintain 6 feet distancing from others. If this is not possible, a face covering must be used.
- All employees shall use non-medical grade face masks, covering nose and mouth, while in indoor common spaces (offices, teachers' lounge, library, etc.).
- Employees who return to work after exhibiting fever shall have their temperature taken at work; for three consecutive days.

### ***Decision Points: Closure/Exposure***

- TEA forecasts there will likely be situations that necessitate temporary school closure due to positive COVID-19 cases in schools. Parents, educators, and school administrators should be prepared for this if it occurs, while actively working to prevent it through prevention and mitigation practices.
- Sonora ISD will abide by the state guidelines for the closure of a classroom and/or a school building, managing positive case/potential exposure, return to school/work guidelines, etc.

### ***TEA Guidance Related to Preventing the Virus from Entering the School***

#### *Screening Questions for COVID-19 Before Campus Access*

1. Symptoms are listed later in this document (p. 4). The self- screening should include teachers and staff taking their own temperature. Teachers and staff must report to the school system if they themselves have COVID-19 symptoms or are lab- confirmed with COVID-19, and, if so, they must remain off campus until they meet the criteria for re-entry as noted below. Additionally, they must report to the school system if they have had close contact with an individual who is lab-confirmed with COVID-19, as defined at the end of this document, and, if

- so, must remain off campus until the 14-day incubation period has passed.
2. Parents must ensure they do not send a child to school on campus if the child has COVID-19 symptoms (as listed in this document) or is lab-confirmed with COVID-19, and instead should opt to receive remote instruction until the below conditions for re-entry are met. Parents may also opt to have their students receive remote instruction if their child has had close contact with an individual who is lab-confirmed with COVID-19 until the 14-day incubation period has passed.
  3. Excluding parental drop-off and pick-up, visitors are **NOT** allowed onto campuses, scheduled visits will be allowed at the administration office.

### *Individuals Confirmed or Suspected with COVID-19*

1. Any individuals who **themselves** either: (a) are lab-confirmed to have COVID-19; or (b) experience the symptoms of COVID-19 must stay at home throughout the infection period, and cannot return to campus until the school system screens the individual to determine any of the below conditions for campus re-entry have been met:
  - In the case of an individual who was diagnosed with COVID-19, the individual may return to school when all three of the following criteria are met:
    - i. at least three days (72 hours) have passed since recovery (resolution of fever without the use of fever-reducing medications);
    - ii. the individual has improvement in symptoms (e.g., cough, shortness of breath); and
    - iii. at least ten days have passed since symptoms first appeared.
  - 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 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 based on an alternative diagnosis or (b) receive two separate confirmations at least 24 hours apart that they are free of COVID via acute infection tests at an approved COVID-19 testing location found at <https://tdem.texas.gov/covid-19/>.

### *Identifying Possible COVID-19 Cases on Campus*

- Schools must immediately separate any student who shows COVID-19 symptoms while at school until the student can be picked up by a parent or guardian.
- Schools should clean the areas used by the individual who shows COVID-19 symptoms while at school (student, teacher, or staff) as soon as is feasible.
- Students who report feeling feverish should be given an immediate temperature check to determine if they are symptomatic for COVID-19.

## RESPOND: Practices to Respond to a Lab-Confirmed Case in the School

### *Required Actions if Individuals with Lab-Confirmed Cases Have Been in a School*

1. If an individual who has been in a school is lab-confirmed to have COVID-19, the school must notify its local health department, in accordance with applicable federal, state and local laws and regulations, including confidentiality requirements of the Americans with Disabilities Act (ADA) and Family Educational Rights and Privacy Act (FERPA).
2. Schools must close off areas that are heavily used by the individual with the lab-confirmed case (student, teacher, or staff) until the non-porous surfaces in those areas can be disinfected, unless more than 3 days have already passed since that person was on campus.
3. Consistent with school notification requirements for other communicable diseases, and consistent with legal confidentiality requirements, schools must notify all teachers, staff, and families of all students in a school if a lab-confirmed COVID-19 case is identified among students, teachers or staff who participate on any on campus activities.

### **COVID-19 Symptoms**

In evaluating whether an individual has symptoms consistent with COVID-19, consider the following questions: Have they recently begun experiencing any of the following in a way that is not normal for them?

- Feeling feverish or a measured temperature greater than or equal to 100.0 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

### **Definition of “Close Contact”**

TEA guidance refers to “close contact” with an individual who is lab-confirmed to have COVID-19. Close contact is determined by an appropriate public health agency. For clarity, close contact is defined as:

- a. being directly exposed to infectious secretions (e.g., being coughed on while not wearing a mask or face shield); or
- b. being within 6 feet for a cumulative duration of 15 minutes, while not wearing a mask or face shield;

If either occurred in the last 14 days (at the same time), the infected individual was infectious.

Individuals are presumed 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.

**Assurance 2: Regarding school operations, all decisions will be made in consideration of the latest guidance and direction from state, local, and federal authorities.**

### *Arrival/Dismissal/Transitioning*

#### **Arrival**

- Temperatures will be taken before students are allowed in the building.
- Students will report straight to classrooms whenever possible.
- Parents will be restricted from walking students inside the school building.
- All areas of the building (gym, cafeteria, larger classrooms, common areas, temporary buildings, etc.) will be utilized to limit the size of student groupings before school.

#### **Dismissal**

- Campuses will implement staggered release procedures when appropriate.
- Students will be released straight from their classroom whenever possible.

### *Meal Service*

All child nutrition staff will use PPE while performing job responsibilities and will be trained to practice health and hygiene regulations. **To ensure the safety of students and staff, no outside food deliveries will be accepted. Visitors will not be allowed during breakfast/lunch times.**

#### **Breakfast**

- Only students eating school breakfast will be allowed in the cafeteria seating area in the mornings.
- Elementary: Students will eat in their classrooms.
- Secondary: Students will either eat in designated areas of the campus or be seated with at least 6-foot spacing.
- Cafeteria and serving areas will be cleaned as student's transition.

#### **Lunch**

- Elementary: Meals may be picked up in the cafeteria and students will eat in their classrooms, or if we can safely social distance students in the cafeteria, we will serve students in the cafeteria.
- Secondary: Students will utilize the cafeteria for lunch on a limited basis (social distancing applied) and may eat in various locations throughout the campus to maximize social distancing. The decision of off-campus lunch has not been determined as of date.
- Cafeteria, serving and eating areas will be cleaned between uses.

## *Transportation*

**As a response to COVID, Sonora ISD strongly encourages all families with the ability to do so to transport children to and from school.** Bus transportation will be offered; however, the standard number of transported students compromises the ability to socially distance. **For this reason, students utilizing bus transportation will be required to utilize face coverings.** Questions related to transportation should be directed to Luis Vasquez, Director of Transportation, at [luis.vasquez@sonoraisd.net](mailto:luis.vasquez@sonoraisd.net) or 325-387-6940, ext. 3800.

- Students will be required to register for bus transportation by July 30, 2020 in order to ensure transportation services (see page 11).
- Temperature Checks will take place before loading the bus.
- Bus seating will be assigned.
- All students will use hand sanitizer upon boarding the bus.
- All bus drivers will wear a face covering.
- All students (age-appropriate) will need to use non-medical grade face masks, covering nose and mouth while riding the bus.
- Each bus will be sanitized between routes.
- When possible, windows will be open to allow outside air to circulate in the bus.
- Transportation staff will be trained in proper sanitation procedures.

## *Campus Organization/Procedures*

- Sonora ISD campuses will operate on a schedule to limit student transitioning during the instructional day.
- When permitted, student gatherings will be held outdoors.

### **In the classroom setting:**

- Sonora ISD will abide by standards in accordance with TEA's Public Health Guidance
- Students will be seated with as much separation as feasible (approximately 6' apart) without disrupting the educational experience.
- For age and developmentally appropriate students, use of masks in classroom settings will be encouraged.

## *Health and Hygiene Practices*

- Hand sanitizer stations will be available at the entrances of each facility. Hand hygiene will be provided in classroom settings.
- Campuses will have structured times for student hand washing.
- Students and staff will be instructed in proper handwashing techniques.
- Students and staff will be trained in proper health hygiene and disease transmission prevention measures.
- Signage for proper hygiene practices will be posted throughout the buildings, in the restrooms and at the entrances.

## **Campus cleaning plan:**

- Campuses will be cleaned throughout the instructional day.
- Custodial staffing will be realigned to allow for ongoing cleaning of touch surfaces during the instructional day.
- Classrooms will be equipped for cleaning between changing student groups.
- Cleaning products will be properly stored when not in use.

## **Use of Masks**

- The district encourages the use of non-medical grade face coverings in all Sonora ISD facilities.
- Face coverings will be required in common areas for all Sonora ISD staff.
- Face coverings will be encouraged for students (age-appropriate) in common areas.
- Any individual coming to campus during the instructional day will be required to wear a face covering for building access.

## ***Extra-Curricular/Non-Academic Activities:***

- No School=No Extra-Curricular Activities. Students must be enrolled in face to face instruction to participate in any school activity, including shop classes, 4-H and FFA.
- No Pep-Rallies during the Fall Semester.
- Hand Washing or Hand Sanitation stations must be available for any activity.
- Use of face coverings should be implemented as feasible.

## ***Visitors/Deliveries/Miscellaneous***

- To limit exposure, informal campus visits will not be allowed, including meal times.
- Essential meetings will be done by appointment or through a remote format.
- To ensure the safety of students and staff, no outside food deliveries will be accepted (i.e. food, gifts, etc.).
- Until further notice, the use of field trips to enhance the educational experience will be postponed.
- Until further notice, there will be no large student assemblies.
- All school activities, regardless of location, must be in compliance with state social distancing guidelines.

**Assurance 3: Sonora ISD will provide the highest quality instruction to all students regardless of conditions.**

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

Students in Sonora ISD will have the opportunity to attend school and receive instruction via traditional face-to-face format for the 2020-2021 school year. This scenario will include a blended instructional platform that involves in-person instruction as well as the use of Google Classroom (district-wide) for specific instructional areas. This will ensure that students are familiar with the remote platform in the event we must quickly switch to an all-remote setting. Several operational considerations (detailed above) have been identified to prevent and mitigate the viral spread inside the school setting during face-to-face instruction.

## **Plans include:**

- Implementation of student/employee health protocols
- Adjustments to the campus operational procedures
- Limitation of student transitioning during the school day
- Considerations will be made at all levels based on student needs.
- Adjustments to Child Nutrition, Transportation and Campus Organizational procedures
- Implementation of Health and Hygiene Practices with increased cleaning and signage
- Adjustments to protocols for visitors, deliveries and student gatherings

## ***Remote Instruction***

In preparation for the 2020-2021 school year, Sonora ISD will also provide instruction via a Remote Asynchronous Instruction format. Remote Asynchronous Instruction is instruction that does not require having the instructor and student engaged at the same time. However, remote learners will have the opportunity for Synchronous learning during the regular day as well, if they chose to do so, and some teachers will encourage students to engage this practice as well. The student is required to be engaged daily with work and the teacher is required to give daily feedback. Students are expected to be actively engaged in daily learning. Remote instruction in the 2020-2021 school year in Sonora ISD will look vastly different from remote instruction during the spring semester closure. Students must have access to the following:

- At least intermittent access to broadband or data (note: some remote hotspot locations will be available). The Google Classroom application, our Learning Management System, allows for students to complete schoolwork off-line, but intermittent access to broadband or data is required in order to synchronize instructional components from the teacher and submitted assignments back from the students.
- Chromebooks will be issued to all students in grades 3-12, and I-Pads will be issued to students in grades PK-2.

## **In order to continue in remote learning once enrolled, the following requirements must be met:**

- The Parent or guardian must be trained in google classroom, or the student must come to school in-person.
- The student will participate in all tutoring sessions required by the teachers.
- All students may need to come to a designated campus on assigned days and times to take assessments on units of study (or complete via a proctor). Examples include, Dual Credit Exams, End of Unit Assessments, Pharmacy Tech Certifications, and other assessments deemed appropriate.

## **TEA Guidance Related to Attendance and Enrollment**

1. Per Texas Education Code (TEC), §25.092, students must attend 90% of the days a course is offered (with some exceptions) 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 2020-21 school year.
2. Given the public health situation, student attendance may be earned through the delivery of remote instruction. However, Sonora ISD will not give credit for the class, if the student is not engaged 90% of the time they will lose credit for the course and may be retained in the current grade level.

3. Any parent may request that their student be offered remote instruction. If a parent who chooses remote instruction wants their child to switch to an on-campus instructional setting, they can do so, but school systems are permitted to limit these transitions to occur only at the end of a grading period.

**A parent can request that their student be offered remote instruction at any point within the school year. Once enrolled into Remote Instruction, students can reenroll to Face-to-Face Instruction at the end of each grading period. Below are the related reentry dates.**

- Monday, September 28<sup>th</sup>
- Monday, November 9<sup>th</sup>
- Tuesday, January 5<sup>th</sup> (beginning of 2<sup>nd</sup> Semester)
- Tuesday, February 22<sup>nd</sup>
- Monday, April 12<sup>th</sup>

### **Remote Instructional Schedule**

- Students
- Teacher interaction with students will be predictable and sufficient to support schedule.
- Teacher availability for students (e.g. office hour's schedule) will be planned in advance, predictable, sufficient for student progress and clearly defined.
- Students can access instructional support from teachers when needed, direct instruction is delivered by teachers, and students know how and when they can interact with their teachers.
- Students are provided clear means to engage with academic material on a daily basis.
- Student academic work ensures engagement that is equivalent to direct content work that a student would be engaged in over a normal school year.
- Students receiving Special Program services, may be scheduled to attend on campus services. For example, speech therapy, dyslexia, and ARD and 504 meetings may take place on campus.

### **Remote Materials Design**

- Sonora ISD will continue the TEKS Resource System. This curriculum that can be executed in an asynchronous remote learning environment. This includes:
  - Assessments that ensure continued information on student progress remotely
  - Instructional materials that support a coherent, logical course sequence that reinforces concepts at appropriate times to ensure continuity of learning remotely
  - Instructional materials consistently reinforce concepts at appropriate times to ensure retention of knowledge in asynchronous environments

### **Remote Student Progress**

- Expected student progress in remote asynchronous learning is planned in advance, defined by day, and ties to the overall course coverage in the course syllabus.
- Daily, trackable student engagement exists to ensure curricular progress in asynchronous learning. Curricular progress can be measured through any of the following means:
  - Data from the Learning Management System (LMS) showing progress made that day
  - Curricular progress evidenced from teacher/student interactions made that day
  - Completion and submission of assignments planned for that day
- Districts have systems to measure academic progress of all students to inform instructional

practice in an asynchronous environment.

- Progress monitoring includes all students and can be done in any proposed at-home scenario (digital or print)
- Student feedback is provided from instructor at least weekly in asynchronous learning environments including next steps or necessary academic remediation to improve performance.
- School grading policies for remote student work are consistent with Sonora ISD's Grading Policy (same as on campus instruction).

#### **Assurance 4: Sonora ISD will support the well-being of each student and program.**

##### ***Social/Emotional Needs***

Along with the implementation of several health and safety protocols to address student and employee needs, Sonora ISD will also address the social and emotional needs of students and staff.

##### **Plans include:**

- Provide leveled professional learning opportunities on social/emotional learning (SEL) and trauma-informed classrooms.
- Provide leveled in-class instructional opportunities on social/emotional learning, following specific SEL competencies (Self-Awareness, Self-Management, Social Awareness, Relationship Skills, Responsible Decision-Making).
- Adjust curriculum to support digital and social milestones.
- Develop/implement mental health supports for students and employees.

##### ***Grading***

The evaluation of student learning through grading and assessment will be consistent for on-campus and remote instruction throughout the 2020-2021 school year. Accordingly, grades received in a remote format will follow the same grading guidelines as face-to-face instruction. Teachers and staff will receive additional support and guidance on effective grading practices to ensure that grades are valid and reliable for all students.

##### ***Communication***

Sonora ISD is committed to utilizing an effective communication system and practices to keep parents and students informed.

- We will communicate important and urgent information to the public via our website ([www.sonoraisd.net](http://www.sonoraisd.net)), remind 101 app, campus messenger systems, Radio Station (92.1 FM KHOS) and partnering community-sponsored social media sites.

##### ***Conclusion***

Again, we hope this information answers your questions. If not, please reach out to your child's campus principal if clarification is required. We sincerely appreciate the patience and understanding that you have extended us as we work through these unprecedented times. Again, we ask that you complete a short registration below only if it applies to your situation.

### ***Remote Instruction Registration Form***

If you anticipate keeping your child(ren) at home and enrolling in remote instruction, we ask that you complete this short [Remote Instruction Registration Form](#) by July 30, 2020. The form will need to be completed for each student. This form will electronically enroll your child(ren) in Remote Instruction.

### ***Register for School Transportation***

Again, Sonora ISD strongly encourages all families with the ability to do so to transport children to and from school. However, if school transportation is required, we ask that you please submit the following [School Transportation Registration Form](#) by July 30, 2020 to register for bus transportation. This form will register your child(ren) for school transportation.