

Electra



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ELECTRA INDEPENDENT SCHOOL DISTRICT

RETURN TO SCHOOL PLAN

IN-PERSON LEARNING

***ADOPTED BY THE ELECTRA ISD BOARD OF TRUSTEES
AUGUST 3RD, 2020***

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Introduction and District Priorities

As a school district, Electra ISD looks forward to welcoming students back to school on **August 24th**. Despite the challenges with COVID-19, our district will continue to provide an excellent education to our students, including both in-person and remote learning environments. As the public health crisis continues, we plan to open the 2020-21 school year with a focus on the health, safety, and well-being of our staff, students, and community.

Electra ISD is planning for two different instructional environments, our plan follows recommendations for school opening and operations provided by the Centers for Disease Control and Prevention (CDC), the Texas Education Agency, and state and local health officials. In early August, Electra ISD will be providing an **Instructional Plan** separate of this document that provides a thorough description and procedures associated with the **Remote Learning Option** available to students to begin the 2020-21 School Year.

The situation with COVID-19 is continuously changing, as are the protocols and measures needed to keep students and staff safe. Plans will remain flexible to accommodate potential changes and these guidelines may be modified as needed. As adjustments may be necessary throughout the coming school year, it will be our priority to keep the community informed of those changes and updates. The Electra ISD website will provide you with the most up-to-date information.

Please note, health guidance cannot anticipate every unique situation. As a result, Electra ISD will continue to consult available guidance through governmental agencies and other relevant information to monitor the situation. The district will comply with applicable federal and state employment and disability laws, workplace safety standards, and accessibility standards to address individual needs.

It is important to remember the virus that causes COVID-19 can be spread by infected persons who have little or no symptoms but are still contagious. The person they infect may become seriously or fatally ill. Especially vulnerable are persons 65 years of age or older with pre-existing health conditions, placing them at higher risk. Because of this threat's hidden nature, Electra ISD expects all employees, students, and families to follow these practices rigorously. Because of the hidden nature of this threat, Electra ISD expects all employees, students, and families to rigorously follow these practices.

Communication

The designated communication team regarding all COVID19 related issues at Electra ISD will consist of the following personnel. If you have any questions or concerns, please direct those to our designated team.

Superintendent	Ted West
Junior High/High School Principal	Don Hasley
Elementary Principal	Dr. Jim Russell
Business Manager	Laura Lee Brock
Athletic Director	Ryan Quillen
Transportation/Maintenance Director	Todd Box
Food Service Director	Debra Malone
School Nurse	Leslie Vanderland

Preparation for Opening of School

The Centers for Disease Control and Prevention (CDC) provides guidance, recommendations, and resources to assist with plans and protocols for health and safety. Before schools re-open, Electra ISD will implement health and safety procedures that include:

- Ensuring adequate supply inventory. (e.g. cleaning supplies, hand sanitizer, etc.)
- Cleaning with products approved by governing authorities and per guidelines from the Environmental Protection Agency.
- Ensuring compliance with CDC, Health and Human Services, the Texas Education Agency, and other jurisdictional policies.
- Providing communication of procedures and expectations upon entering facilities and throughout buildings.

Guidelines for Screening and Quarantine

Screening Requirements

- Staff will be required to complete a self-screening process before entering an Electra ISD building. The district may require further screening of employees, at any time, based on the current state and federal guidelines.
- A Parent or Guardian will be required to screen their children for COVID-19 symptoms each day before sending them to school. Additional screening may be conducted during the school day.
- Parents must not send a child to school if they have COVID-19 symptoms (as listed in the glossary portion of this document).
- Parents must not send a child to school if they are lab-confirmed with COVID-19. Parents can opt for the child to receive remote instruction.
- Staff and Students should not enter campuses or district buildings if any of the following apply. The individual is:
 - Sick or has been ill in the past 14 days.
 - Symptoms to watch for:*
 - a. *fever (100°F or higher)*
 - b. *cough*
 - c. *shortness of breath/difficulty breathing*
 - d. *chills*
 - e. *muscle pain*
 - f. *headache*
 - g. *sore throat*
 - h. *the new loss of taste or smell.*
 - i. *Diarrhea*
 - j. *Vomiting*
 - k. *Nausea*

- Has a confirmed case of COVID-19 or has been in close contact with a person with a confirmed case of COVID-19. These individuals must follow all isolation and quarantine guidelines from the local health authority or their physician.
- Has a household member awaiting COVID-19 test results or is awaiting their test results.
- Staff members will monitor students and refer them to the campus office if symptoms are present.

Quarantine Requirements

- For students displaying symptoms of COVID-19 or are feeling feverish, the campus office personnel will provide a clinical assessment to determine if a student needs to be sent home.
- Students who are ill will be separated from their peers and be picked up within 30 minutes and no later than 1 hour from the time the campus has contacted the parent/guardian.
- If an individual who has been in a school is lab-confirmed to have COVID-19, the school must notify county health authorities, employees and parents, 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).
- Schools must close off areas 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.
- Staff members displaying COVID-19 symptoms will follow district protocols, including isolation from students and other staff members.
- Students and staff who have tested positive for COVID-19 will be permitted to return to school when:
 - They are 3 days (72 hours) fever-free without using fever-reducing medication, improved symptoms (cough, difficulty breathing, etc.), and 10 days have passed since symptoms began.
 - OR a doctor's note stating they have been released to attend school
 - OR two (2) negative COVID-19 tests more than 24 hours apart

Personal Protective Equipment / Face Masks

- ❖ **Counties with 20 or more active COVID-19 cases must adhere to the Governor's Executive Order regarding the wearing of face coverings during school hours.**
- ❖ **Wichita County currently has MORE THAN 20 active COVID-19 Cases as of 8/3/2020**
- ❖ **At this time, Electra ISD students above the age of 10 and all staff will be required to wear masks in classroom settings.**
- 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.
- ALL students will wear face coverings in hallways, common areas, and upon arrival and dismissal, and in any area where it is not feasible to social distance such as busses.
- It may be impractical for students to wear masks or face shields while participating in some extracurricular and co-curricular activities.
- Students will not be required to wear face coverings while eating and drinking.
- Students and staff will be provided a standard Texas Education Agency issued ONE reusable face covering. Families are requested to supply a student face covering should the one provided by the school become unusable or lost.
- Face masks will not have inappropriate pictures, emblems or writing that is offensive, vulgar, or obscene.
- Masks may not advertise or depict tobacco products, alcoholic beverages, drugs, or any other substance prohibited under school policy.
- Individual needs regarding face coverings will be addressed on a case-by-case basis. Requests for accommodations accompanied by a doctors note should be submitted to the campus principal.

Visitors to Campus

Visitors will be screened with questions regarding symptoms and be denied access if any symptoms are reported or witnessed.

- Only essential visits will be allowed.
- UIL and school-sponsored activities will be considered essential, and all government required social distancing measures will be strictly enforced. UIL guidelines will be enforced and can change at any given time, just as all governmental requirements.
- If activities can be staggered, every effort will be made to decrease crowd sizes.
- Parents are discouraged from entering the campus and will not be allowed beyond the front office area.
- Virtual tools will be used to conduct meetings such as PTA meetings, Booster Club Meetings, FFA Meetings, Foundation Meetings, Alumni Meetings, ARDs, LPAC, etc.

Hand Sanitizing and Washing

Hand washing guidelines indicate that students should wash hands for at least 20 seconds after blowing their nose, coughing, sneezing, before eating, and entering classrooms. Breaks will be provided for hand washing.

- Supervised handwashing will be enforced for our youngest of students, with every opportunity to encourage proper techniques to all our students.
- Multiple hand sanitizing opportunities will be available for Electra ISD employees and students throughout the campus in locations such as the office, classroom, lunchroom, etc.

District Cleaning and Disinfecting

Frequent cleaning and disinfection will support healthy learning and work environment for students and staff.

Daily Campus Cleaning

- Each classroom and restroom will be cleaned and disinfected.
- All high-touch areas will be disinfected throughout the day.
- Cafeterias will be disinfected between lunch periods.

Restrooms

- Staff should supervise and limit the number of students that enter the bathroom at one time to comply with Texas Education Agency recommendations and social distancing.

- Increased disinfecting will occur throughout the school day. Staff and students must wash hands with soap and water prior to exiting the bathroom. Proper handwashing techniques will be taught to all students and consistently reinforced.

School Arrival and Dismissal

Arrival at School

- The school doors will open at 7:30 am. Please do not drop your child off at school before 7:30 am.
- Students should be dropped off at the front door of their campus unless they attend junior high athletics. A school employee will be at the front door of each campus to greet the students upon arrival.
- Upon arrival, students will go straight to the designated areas assigned by the Campus Principals.
- Parents will not be allowed to walk students to classrooms.

Dismissal from School

- The Campus Principals will designate staggered dismissal groups.
- Staggering the groups of walkers, car riders, bus riders, or grade level will help manage student movement in the building and decrease the risk of potential crowding outside at dismissal time.
- Separate exits will be utilized for car riders, bus riders, walkers.
- Electra ISD employees will monitor all designated exits.

Bus Transportation

Although the district is implementing the safety protocols and disinfecting, families are encouraged to drop students off, carpool, or walk with their students to school to reduce possible exposure on buses.

- Electra ISD urges families to drop off and pick up their children at school or carpool with close contact families if possible, to reduce potential virus exposure on buses. If this is not possible, please know that if your normal mode of transportation is the bus, it is always available.
- **All students will be required to use hand sanitizer and wear a face covering upon boarding the bus.**
- Bus windows will be open, as permitted by weather, to allow outside air to circulate.
- The CDC warns us that buses may be a location where COVID19 is mostly spread. Therefore, the CDC suggests that students be seated by family or socially distanced as much as possible on bus routes.

- Traditional bus stops will more than likely change due to ridership. School district staff will communicate changes to bus stops.
- Due to limited space on buses and due to shortage of bus drivers, buses may have to flight bus students into 1st groups and 2nd groups. This would allow buses to drop off a load of students, return to school, and then take another group of students home.
- Buses will be thoroughly cleaned after each trip, focusing on high-touch surfaces such as seats, steering wheels, knobs, and door handles.

Breakfast and Lunch

- Based on social distancing guidelines, the Campus Principals will determine areas that may be utilized for lunch. These areas could include classrooms, the library, or other large areas within the school building.
- Electra ISD Teachers and Staff will monitor the cafeteria and hallways to promote social distancing practices.
- Physical distance will be provided around each occupiable seat.
- Microwaves *may be* provided in the cafeteria pending that a school employee will be the one using the device.
- Hand sanitizing will be available in the cafeteria.

Standard Classroom Procedures

Classroom protocols and procedures will include expectations regarding social distancing applicable to the classroom square footage.

- Teachers and Staff will ensure high-touch areas in the classroom are wiped down between classes. Each classroom will be outfitted with the following:
 - Refillable hand sanitizer stations.
 - Access to disinfectant to sanitize working surfaces.
 - Whenever possible, students and staff will maintain consistent groupings of people to minimize the spread of the virus.
 - The use of outdoor space for learning will be considered when possible.

Water Fountains

A water bottle filling station will be available at the Junior High/High School and Elementary.

Students

- Students are expected to bring their own reusable water bottle for use throughout the day and are expected to take water bottles home to be cleaned daily.

Parents

- Parents are asked to secure a reusable water bottle for their child to bring to school daily.
- Parents are asked to assist students to clean water bottles daily.

Teacher/Staff

- Teachers and Staff will demonstrate how students should fill water bottles instead of drinking directly from the water fountains.
- Teachers and Staff will monitor that students take water bottles home to be cleaned.

District Health and Safety Training

On the first day, a student attends school on campus; schools must provide instruction to students on appropriate hygiene and other mitigation practices adopted by the local school district. These practices include covering coughs and sneezes with a tissue, and if not available, to cover a cough or sneeze with their elbows. Used tissues should be thrown in the trash. Then, hands washed immediately with soap and water for at least 20 seconds, or hand sanitizer should be used.

Safety Training for Protocols & Procedures

Students

- Students will participate in training specific to newly adopted health and safety protocols.

	<ul style="list-style-type: none"> • All students will be trained on information about COVID-19 screening, identification of symptoms, prevention of spread, and sanitation of work areas. • If a student is experiencing symptoms, they need to notify a teacher immediately.
Parents	<ul style="list-style-type: none"> • Parents are asked to talk to their students about COVID-19 symptoms and prevention strategies.
Teacher/Staff	<ul style="list-style-type: none"> • Teachers attend training and develop classroom procedures consistent with TEA, District, and CDC guidance. • All staff will be trained on COVID screening, identifying symptoms, preventing spread, and sanitation of work areas. • All staff will monitor students that exhibit symptoms and will be required to notify the campus office if a student is showing any symptoms.

Glossary/Description of Terms

COVID19 Symptoms and Close Contact Definition

In evaluating whether an individual has **symptoms consistent with COVID19**, consider the following:

- Fever
- Loss of taste or smell
- Cough
- Difficulty breathing
- Shortness of breath
- Headache
- Chills
- Sore Throat
- Significant muscle pain or ache
- Diarrhea

Close contact: This document 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); or b. 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. 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. is defined as being directly exposed to infectious secretions by:

