

ACADEMIC YEAR 2021-2022



**RETURN TO
IN-PERSON
INSTRUCTION**

AND CONTINUITY OF SERVICES PLAN

LA JOYA ISD

THE MEANING BEHIND A TRULY SIGNIFICANT LOGO! LEARN WHAT MAKES OUR STUDENT A DIAMOND!

DISTRICT NAME

La Joya Independent School District

RAYS OF HOPE

The brilliant rays are a symbol of the hope that our students will share the education light with their families, communities, and the entire world.

EDUCATION

The red school structure represents all those persons that affect the education of students within La Joya ISD!

STUDENT

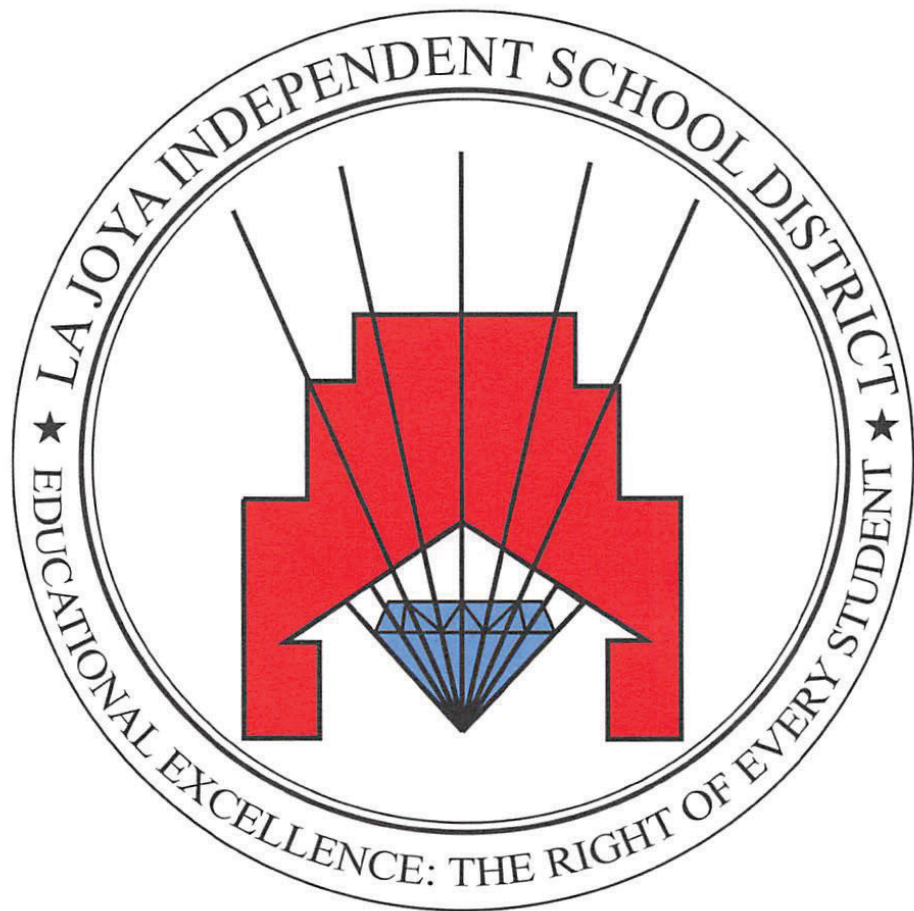
The diamond represents the individual student at LJISD.

SCHOOL VISION

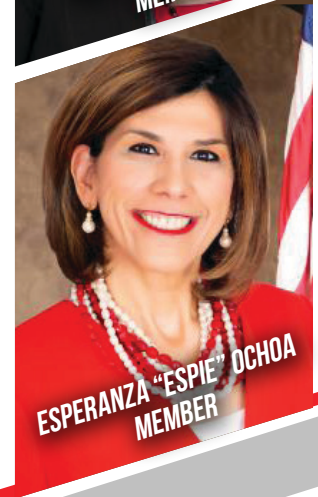
Educational Excellence:
The Right of Every Student

FAMILY

The house forms an arrow pointing upwards and represents the value of family and their role in a child's education.



SCHOOL BOARD OF TRUSTEES



OSCAR "COACH" SALINAS, PRESIDENT

ARMIN GARZA
VICE-PRESIDENT

DR. ALDA T. BENAVIDES
SECRETARY

DR. NEREYDA CANTU
MEMBER

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MARY T. HERNANDEZ
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MEMBER

ADMINISTRATION



DR. GISELA SAENZ, SUPERINTENDENT OF SCHOOLS

JOEL TREVIÑO,
ASST. SUPT. FOR ADMIN.,
FINANCE & HUMAN RESOURCES

RICARDO VILLARREAL,
ASST. SUPT. FOR OPERATIONS
& STUDENT SERVICES

MARTIN MUÑOZ,
ASST. SUPT. FOR
CURRICULUM & INSTRUCTION



TABLE OF CONTENTS

2	La Joya ISD Logo Meaning
3	La Joya ISD School Board of Trustees & District Administration
6	Introduction
8	District Instructional Plan
10	Staff Development Plan
12	Social Emotional Learning
14	Behavior/Discipline Management System
16	Instructional Resources
18	Parental Involvement: Empowering Parents
20	Student Attendance
22	Operations/Safety Plan
24	Student Safety Procedures and Protocols
26	Staff Safety Procedures and Protocols
32	Campus Safety Procedures and Protocols
42	Facilities and Transportation
44	Child Nutrition Services
46	University Interscholastic League (UIL) / Extracurricular Activities
48	Policy and Procedures

This is a working document of La Joya ISD and is subject to change. Feedback and recommendations to improve the plan are welcome, please email us at communityinfo@lajoyaisd.net.



INTRODUCTION

The safety of our students, staff, and community is of utmost importance for La Joya ISD, and it will continue to follow any recommendation provided by the Center for Disease Control and Prevention (CDC) and the Texas Education Agency (TEA) as we commence the 2021-2022 school year. The district's foundational beliefs state that schools control all the variables that influence student success. Furthermore, the task of schools is to alter the learning environment to provide conditions for success. Additionally, we believe educators should equip and empower families to help support their children and ensure their success in school and life.

The guidelines will support the district's foundational beliefs.

CONCEPT OF OPERATIONS

La Joya ISD will implement a plan that will help safely reopen and sustain the safe operation of schools and address the impacts of COVID-19 on our students by addressing students' academic, social, emotional, and mental health needs. This plan describes how La Joya ISD will maintain the health and safety of students, educators, and other staff during and following the return to full in-person instruction. The plan will be reviewed every six months to ensure compliance with the latest CDC guidance on reopening schools.

STAKEHOLDER INPUT

Our district engaged in meaningful consultation with stakeholders (staff, students, parents and community) to give them an opportunity to provide input in the development of our plan for the uses of our ARP ESSER III funds.

Through stakeholder input, our district identified the following priorities:

INSTRUCTIONAL AND SOCIAL-EMOTIONAL RECOVERY INTERVENTIONS

- Data indicates that school closures and disruptions in school year (SY) 19-20 and SY 20-21 resulted in unfinished learning, making recovery and acceleration supports even more crucial. As a mitigation strategy, La Joya ISD will provide early start programs, in-school intervention periods, after school tutoring programs, Saturday tutorial sessions and summer recovery programs.
- The COVID-19 pandemic decreased physical activity and increased sedentary behavior. This had an adverse effect on our student's physical and emotional health. To improve our students physical and social-emotional wellness, La Joya ISD will provide a 2-week summer physical wellness program that will increase social interactions and physical activity and have a positive effect on the social-emotional and mental health of our students.
- Social Emotional Recovery: La Joya ISD will be providing all students with in-school individual or group counseling as part of a multi-tiered system of support.



STAKEHOLDER INPUT (CONTINUED)

PROFESSIONAL DEVELOPMENT

- To mitigate the effect COVID-19 (as reflected on survey data) has had on our students and staff social-emotional wellness, the district will provide training on OLWEUS, PBIS and Mindfulness Program.
- To mitigate the effect COVID-19 (as reflected on survey data) has had on our students and community, the district will provide a series of trainings to parents (literacy, math and social-emotional wellness).
- To mitigate the effect COVID-19 (as reflected on survey data and student performance data) has had on our students the district will train our staff on the instructional best practices and curriculum implementation.
- To mitigate the effect COVID-19 (as reflected on survey data) has had on our students the district will train our staff on COVID-19 Safety protocols and procedures.
- To mitigate the effect COVID-19 (as reflected on survey data and student performance data) has had on our students the district will train our staff on the effective use of digital tools and applications.

INSTRUCTIONAL RESOURCES

- To assist with learning recovery, La Joya ISD will ensure teachers are fully equipped with the latest technology to facilitate the delivery of instruction, maximize learning and increase student engagement. The instructional tools will also help students build essential 21st-century skills, provide our students easy-access to information, accelerated learning, and fun opportunities to practice what they learn. Access to premium-enhanced features of online platforms will better facilitate delivery of instruction and student learning through blocks of digital learning.

FACILITIES AND OPERATIONS

- To mitigate the spread of COVID-19 and other infectious diseases, when La Joya ISD resumes school for the 2021 – 2022 school year, school buildings will be equipped with air purification systems to reduce the spread of infectious diseases. Hand sanitation stations will be monitored and refilled as needed as well. Water stations will be available at every campus for all students. Desks will be equipped with sneeze guards to further prevent the spread of droplets due to sneeze or cough. All campus surface areas such as but not limited to: student desks, chairs, tables, desk shields, computers, switches, etc. will continue to be disinfected and sanitized at a high frequency. Our district will also add outside eating areas to allow for spatial distancing during lunch periods.

DISTRICT INSTRUCTIONAL PLAN

PURPOSE

La Joya ISD is committed to educational excellence through quality instruction. The guidelines serve as a means of communication for the district's instructional design plan for all stakeholders. This includes the curriculum, staff development sessions, instructional schedules, and the social emotional component.

INSTRUCTIONAL CALENDAR

Instruction will commence on Monday, August 16, 2021, and conclude on Thursday, May 26, 2022.

SIX WEEKS	START DATE	END DATE
1st	Monday, August 16, 2021	Friday, September 24, 2021
2nd	Monday, September 27, 2021	Friday, October 29, 2021
3rd	Monday, November 1, 2021	Wednesday, December 22, 2021
4th	Monday, January 10, 2022	Thursday, February 17, 2022
5th	Tuesday, February 22, 2022	Friday, April 8, 2022
6th	Monday, April 11, 2022	Thursday, May 26, 2022

CAMPUS START AND END TIMES

CAMPUS	BUS STUDENT DROP-OFF TIME	INSTRUCTION TIME FOR STUDENTS	ENDING TIME FOR STUDENTS	BUS DEPARTURE TIME	BEGINNING TIME FOR TEACHERS	ENDING TIME FOR TEACHERS
Elementary Schools	7:15 am	7:35 am	3:05 pm	3:15 pm	7:30 am	3:30 pm
Middle Schools	7:50 am	8:15 am	3:50 pm	4:00 pm	8:10 am	4:10 pm
High Schools & ECHS	8:10 am	8:35 am	4:30 pm	4:40 pm	8:30 am	4:30 pm
Specialty Schools	8:30 am	8:45 am	4:30 pm	4:40 pm	8:30 am	4:30 pm



CURRICULUM

The design curriculum will guide students in achieving specific educational goals and objectives. The curriculum process will have clear and specific behavioral and observable outcomes. La Joya ISD will utilize the following curriculum:

ELEMENTARY	MIDDLE SCHOOL	HIGH SCHOOL
Texas Essential Knowledge and Skills (TEKS)	Texas Essential Knowledge and Skills (TEKS)	Texas Essential Knowledge and Skills (TEKS)
Houghton Mifflin Harcourt	McGraw Hill	Houghton Mifflin Harcourt
Imagine Learning	Reading Renaissance/MyON	Edgenuity (EOC)
Reading Renaissance/MyON	Imagine Learning	College Board
Edusmart	Edusmart	Reading
Sharon Wells Math (2nd –5th)	System 44	Renaissance
Pearlized Math (K- 1st)	National Geographic	System 44
Pearson Realize (Science & SS)	Sciencesaurus	Texas Home Learning (TEA) Pearson
Scholastic Big Day	Study Island	
	Everything You Need to Ace Science in One Big Fat Notebook: The Complete Middle School Study Guide	

STAFF DEVELOPMENT PLAN

Our staff will be supported through specific job-related professional development sessions that will assist teachers in improving skills, and most importantly, delivering engaging lessons online or through traditional instruction. Staff development will be offered in the following areas:

TRAINING	AUDIENCE
Skyward Training (Teacher Corner)	All Teachers
DMAC Training (Online Assessments)	All Teachers
HMH Online Resources	Elementary & High School
Pearson Realize	Elementary Staff
Edgenuity	High School Staff
College Board (Full Training versus Components)	High School Staff
Accuplacer/TSI	High School Staff
Silverlining	High School Staff
CEDFA Fine Arts All Departments	Middle & High School Staff
TBA (Band)	Middle & High School Staff
McGraw Hill	Middle School Staff
TCDA (Choir and Elementary Music)	Middle & High School Staff
TODA (Orchestra and Mariachi)	Middle & High School Staff
COVID-19 Safety	All Staff



The following live online professional development sessions are being offered to LJISD staff to become familiar with our Google Platform and Building Blocks for Online teaching and learning and communications:

TRAINING	AUDIENCE
Google Platform	All Teachers
Online Tools	All Teachers
Using online tools for differentiation for special populations	All Teachers
Google Drive and Chrome Basics	Paraprofessionals, clerks, secretaries
Google Drive Basics	Migrant and Athletic Dept. staff
Google Classroom, Meet and Online Tools	All teachers
Online Teaching Resources	All district leadership
LJISD EdTech Institute (live online break-out sessions on technology integration resources, tools, and strategies)	All Staff
Reading Academies	KG – 3rd, Elementary Administration

SOCIAL EMOTIONAL LEARNING

La Joya ISD will be providing all students with in-school individual or group counseling as part of a multi-tiered system of support. Social-Emotional Learning is the process through which students gain and effectively apply the attitudes and skills necessary to understand and manage emotions, set and achieve positive goals, feel and express empathy for others, develop and maintain positive relationships, and make responsible decisions. School counselors through the delivery (individual, group, or guidance) of counselor lessons will help students develop appropriate skills.

The following chart outlines programs and/or lessons school counselors will promote, deliver, and/or implement at the different grade levels to teach students social-emotional skills:

ELEMENTARY	MIDDLE SCHOOL	HIGH SCHOOL
Safe and Drug Free School and Communities Campaigns	Safe and Drug Free School and Communities Campaigns	Safe and Drug Free School and Communities Campaigns
Mindfulness / Inner Explorer	Mindfulness / Inner Explorer	Mindfulness / Inner Explorer
Individual / Group Counseling	Individual / Group Counseling	Individual / Group Counseling
Student Support Groups: - Grief & Loss - Coping with Stress and Anxiety	Student Support Groups: - Grief & Loss - Coping with Stress and Anxiety	Student Support Groups: - Grief & Loss - Coping with Stress and Anxiety
Guidance Curriculum: Character Education, Social Emotional Learning, and College Readiness components included.	Guidance Curriculum: Character Education, Social Emotional Learning, and College Readiness components included/	Guidance Curriculum: Character Education, Social Emotional Learning, and College Readiness components included.
Olweus Bullying Prevention Program	Olweus Bullying Prevention Program	Olweus Bullying Prevention Program
Jobs in Pawland – College and Career platform	Naviance – Social Emotional Curriculum and CCLR platform	Naviance – Social Emotional Curriculum and CCLR platform
Teacher Staff Development	Teacher Staff Development	Teacher Staff Development



BEHAVIOR/DISCIPLINE MANAGEMENT SYSTEM

As our students transition from remote learning to In-Person, La Joya ISD will implement the Positive Behavioral Intervention and Supports (PBIS) program to create safe learning environments so that all students achieve social, emotional and academic success.

PBIS is a proactive approach that reinforces positive behaviors and teaches students how to be safe, responsible and respectful in all school settings. Campus PBIS teams work collaboratively to create school-wide support systems, including student recognition, behavior expectations, behavior interventions and consistent consequences.

Some discipline offenses may warrant necessary corrective actions and consequences. Campus administrators will adhere to the Student Code of Conduct and the Levels of Misconduct and Disciplinary Options to ensure consistent corrective consequences within schools.

MULTI-TIERED SYSTEM OF SUPPORTS

TIER 1: ALL STUDENTS	TIER 2: SOME STUDENTS	TIER 3: FEW STUDENTS
Universal Schoolwide systems of supports and interventions	Small Group Counseling	Targeted Interventions for Academics and Behavior
Teaching and Modeling Expectations and Procedures	Small Group Talks with Principal, Campus Behavior Coordinator, Social Worker	Individual Counseling
Effective Classroom Management	Mentoring	Wraparound Services - Social Services
Social and Emotional Lessons	Increased Social Skills Teaching	Functional Behavior Assessment/ Behavior Plan
Positive Recognition	Increased Academic Support	Increased Academic Support in Reading, Math, Science and Social Studies
Effective Academic Support	Increased Parent Collaboration	
Family-School Collaboration		



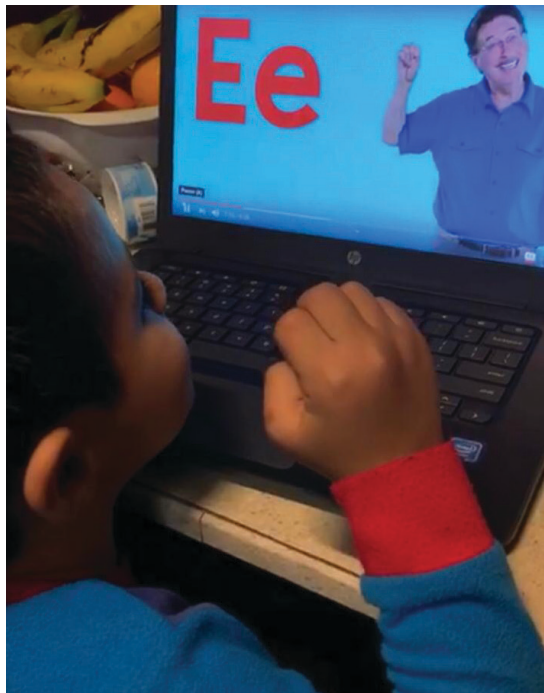
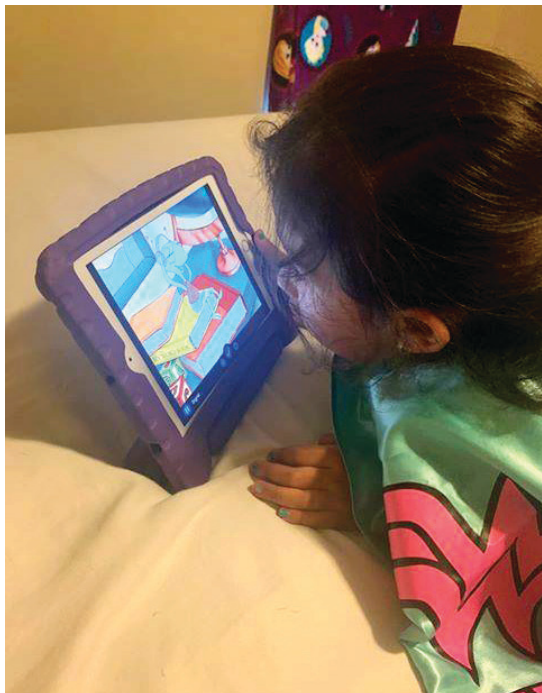
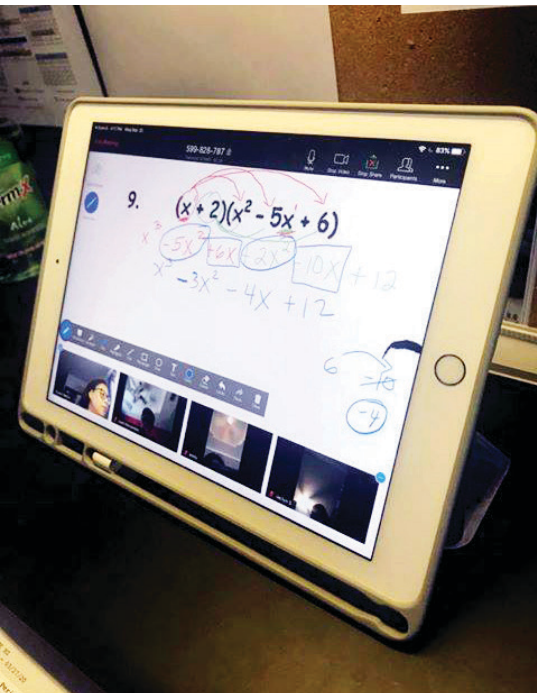
INSTRUCTIONAL RESOURCES

La Joya ISD is committed to providing our students, teachers, and community with the necessary resources to ensure a successful online curriculum. As a District, we are dedicated to utilizing technology to innovate teaching and learning practices by integrating digital tools to inspire students to thrive in a global society through collaboration, creativity, communication, and critical thinking.

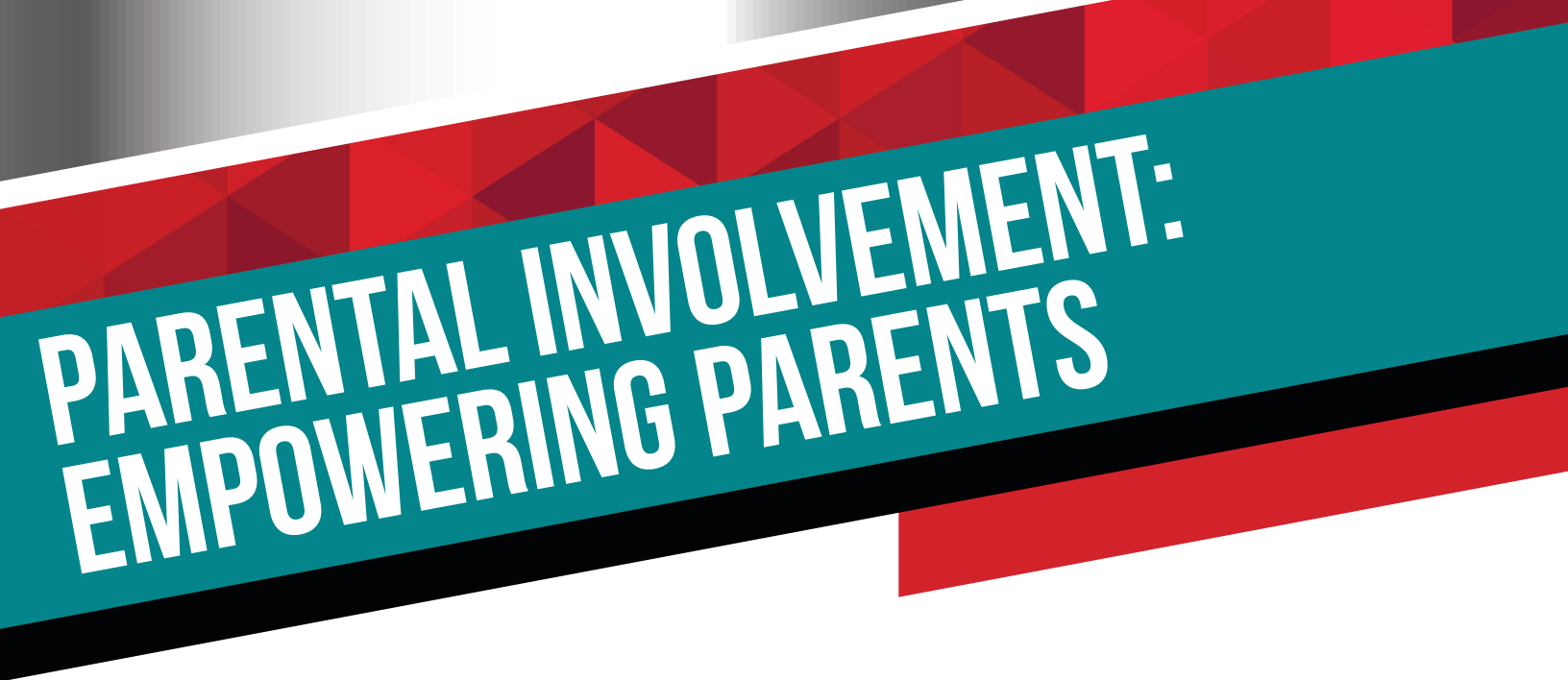
The resources listed allows students to engage in application and to master the objectives being taught. Teacher and students will have the necessary resources to deliver and master learning.

TECHNOLOGY RESOURCES

- One to One Device (Chromebook) for students
- Presentation Carts (70" TV, Carts, Apple TV) per classroom
- iPad, iPad Pencil, laptop per teacher
- Charging carts per classroom
- Ergotron Mobile Workstation (1 per classroom)
- 360 Camera with microphone (1 per classroom)







PARENTAL INVOLVEMENT: EMPOWERING PARENTS

To mitigate the effect COVID-19 has had on our students and community, the district will provide a series of trainings to parents in the areas of literacy, math, technology applications and socialemotional wellness. As a district we are dedicated to equip and empower families to help support their children and ensure their success in school and in life.

Through stakeholder input, our district identified the need to empower our district's parents and will be providing the following supports during the 2021-2022 school year to meet that need:

- Professional Development for all stakeholders, on the value of family and community engagement via Dr. Steven Constantino's Modules, "Engage Every Family-Five Simple Principles."
- Professional Development on Social Emotional Learning, The Applied EQ-Group, Adam L. Saenz, Ph. D, CEO
- Provide staff training and resources to support district SEL plan addressing safety, mental health, health awareness and self-care
- Professional Development on Strategies to Assist Parents and Families on Effectively Supporting Students Learning, via Scholastics Contracted Services
- Dr. K Mapp, Workshop/Series
- Leading Family Engagement- Staff Boot Camp
- Parent Liaison Learning Labs
- Engaging Families- Learning Opportunities
- Training via District Curriculum and Instruction Departments on Families Learning Support Strategies and Activities (Reading, Math, Science and Social Studies)
- Provide well equipped Family and Community Engagement Centers (District and All Campus)
- FACE Empowering Parents Sessions-Topics:
 - Social Emotional Learning, Safety, Mental Health, Self-Care, Health Awareness,
 - Nutrition, Self-Sufficiency, Financial Literacy, Adult Education: Strategies to support Family Literacy, Reading, Math, Science and Social Studies
 - Parent Technology Academies (Fall and Spring)- Basic computer skills and programs/resources available for parents to be abreast of student academic status
 - Parent and Families Social Emotional Learning Series (9 Sessions via Licensed Professionals, our District Professional Staff and District Contracted Agencies)



STUDENT ATTENDANCE

PURPOSE

As students transition from remote learning to in-person learning, La Joya ISD will provide supports to our students to ensure compliance with compulsory attendance requirements. All students will be expected to be present for at least 90 percent of the school year.

SUPPORTS:

- All students and staff will be trained in safety protocols and guidelines.
- All students and staff will be screened prior to entering our schools.
- Counseling and wrap-around supports will be available to all students and families.
- All staff will provide academic and social-emotional support for the well-being of all our students.
- Teachers will keep students engaged in classwork and activities while providing support and encouraging students who need the extra help and attention.





OPERATIONS/SAFETY PLAN

PURPOSE

The health and safety of our students, staff, and community is our highest priority at La Joya ISD. We are following the guidance provided by the Texas Department of State and Health Services (DSHS), the Center for Disease Control and Prevention (CDC), the Hidalgo County Health Department and the Texas Education Agency. All district employees, students and campus visitors are expected to adhere to the following guidelines.

OPERATIONS/SAFETY PLAN

TABLE OF CONTENTS

- A. Students Safety Procedures and Protocols
 - B. Staff Safety Procedures and Protocols
 - C. Campus Safety Procedures and Protocols
 - D. Facilities
 - E. Transportation
 - F. Child Nutrition Services
 - G. University Interscholastic League (UIL)
 - H. Policy
-
-



STUDENT SAFETY PROCEDURES AND PROTOCOLS

BEFORE A STUDENT REPORTS TO SCHOOL:

1. All students will be required to self-screen or have their parent/guardian screen them for signs or symptoms of COVID-19. Symptoms may include new or worsening cough, shortness of breath, sore throat, loss of taste or smell, feeling feverish or a measured temperature greater than or equal to 100.4 degrees Fahrenheit.
2. If students exhibit any of the above COVID-19 related symptoms or come into close contact with a person who is lab-confirmed to have COVID-19, students must notify their campus principal and nurse. Students will not be able to report to school or enter any district building or facility until cleared by the school nurse.
3. Students will limit communication about health matters to their campus principal and nurse. The campus principal, nurse, or designee will take responsibility for notifying individuals who may have been exposed. This process will ensure that the students' personal and medical information is kept confidential.
4. Students will not be able to return to school or enter any district building or facility until cleared by the school nurse.

WHILE STUDENTS ARE IN DISTRICT FACILITIES OR PROPERTY:

Students will self-screen or the school nurse will screen them and check for symptoms of COVID-19. If students are not exhibiting any of the COVID-19 symptoms and have not come into close contact with a person who is lab-confirmed to have COVID-19, students will be allowed to be in school.

While at school, students will be required to follow these guidelines:

- Students shall maintain spatial distancing (whenever possible, stay 6 ft. apart).
- Students shall wash their hands and/or use hand sanitizer throughout their time in the building.
- Students are discouraged from shaking hands, touching, or hugging others.
- If students develop symptoms or become sick during the school day, students must immediately separate themselves from their peers and notify their teacher. Teacher must send the student to the designated isolation room. Nurse will notify parent to pick up student from school and will recommend that parents contact their medical provider.
- Students will not be able to return to school or enter any district building or facility until cleared by the school nurse.
- Students are encouraged to wear a mask.

OUT OF SCHOOL TIME PROGRAMS

- Students with medical conditions are identified through yearly registration forms and health information forms submitted by parents.
- Nurse reviews with teachers and staff relevant medical information of their students and their individual medical needs.

OUT OF SCHOOL TIME PROGRAMS (CONTINUED)

- If a nurse or nurse assistant is not available to administer medication or care after school, an administrator is trained by the school nurse to administer medication as prescribed or emergency medication when needed.
- All campuses have an Epipen/Epipen Jr. and AED machine available in a centralized location in case of emergencies.
- All school personnel are trained in Anaphylaxis, Diabetes, Asthma, Seizures, and review CPR and AED procedures throughout the school year.

CLOSE CONTACT

This document refers to “close contact” with an individual who is lab-confirmed to have COVID-19. The definition of close contact is evolving with our understanding of COVID-19 should be determined by an appropriate public health agency. In general, close contact is defined as:

- (a.) being directly exposed to infectious secretions (e.g., being coughed on); or
- (b.) being within 6 feet of an infected person for a cumulative total of 15 minutes or more over a 24-hour period* starting from 2 days before illness onset (or, for asymptomatic patients, 2 days prior to test specimen collection) until the time the patient is isolated.

Either (a) or (b) defines close contact if it occurred during the infectious period of the case, defined as two days prior to symptom onset to 10 days after symptom onset. In the case of asymptomatic individuals who are lab-confirmed with COVID-19, the infectious period is defined as two days prior to the confirming lab test and continuing for 10 days following the confirming lab test.

** Individual exposures added together over a 24-hour period (e.g., three 5-minute exposures for a total of 15 minutes). Data are limited, making it difficult to precisely define “close contact;” however, 15 cumulative minutes of exposure at a distance of 6 feet or less can be used as an operational definition for contact investigation. Factors to consider when defining close contact include proximity (closer distance likely increases exposure risk), the duration of exposure (longer exposure time likely increases exposure risk), whether the infected individual has symptoms (the period around onset of symptoms is associated with the highest levels of viral shedding), if the infected person was likely to generate respiratory aerosols (e.g., was coughing, singing, shouting), and other environmental factors (crowding, adequacy of ventilation, whether exposure was indoors or outdoors). Because the general public has not received training on proper selection and use of respiratory PPE, such as an N95, the determination of close contact should generally be made irrespective of whether the contact was wearing respiratory PPE. At this time, differential determination of close contact for those using fabric face coverings is not recommended.*

A vaccinated individual does not need to stay at home following close contact exposure to a test-confirmed individual if the following conditions are true:

- The exposed individual is fully vaccinated (at least two weeks have passed since receiving the second dose of a two-dose vaccine or the first dose of a single-dose vaccine)
- Have not experienced any COVID-19 symptoms following close contact exposure to a test-confirmed individual.
- Individuals who have tested positive for COVID-19 within the past 3 months and recovered do not have to stay at home or get tested again, as long as they do not develop new symptoms.
- Individuals who develop symptoms again within 3 months of their first bout of COVID-19 may need to be tested again if there is no other cause identified for their symptoms.

LA JOYA ISD COVID-19 STUDENT PROCEDURES AND PROTOCOLS (EXHIBIT)

Step 1: Student is exhibiting symptoms, has come into close contact with a person who is labconfirmed to have COVID-19 or is diagnosed with COVID-19 through COVID- 19 test. (ABBOTT, SOPHIA, or PCR).

Step 2: If the student is at home: student must notify the campus principal and nurse. The student will not be able to report to school or enter any district building or facility until cleared by the school nurse.

Step 3: If the student is at school: students must immediately separate themselves from their peers, notify their teacher, teacher must send the students to the designated isolation room, nurse will notify parent to pick up student from school and contact their medical provider.

Step 4: If the student is diagnosed with COVID-19 through PCR, ABBOTT, or SOPHIA test: The student or parent/guardian will complete the COVID-19 Student Report Form and submit it to the campus nurse. The campus principal or nurse will initiate contact tracing protocols. They will contact any student and employee that came into close contact (within six feet for 15 minutes) with the student. The custodial department will initiate disinfection protocols.

Step 5: Once cleared by the school nurse, the student returns to school and follows the COVID- 19 Student Procedures and Protocols.

**The above guidance and protocols are subject to change pending any other updates or directions from our local, state and national health leaders.*

STAFF SAFETY PROCEDURES AND PROTOCOLS

START OF SCHOOL YEAR

Unless otherwise notified, all employees will return to work at the start of their calendar date.

BEFORE AN EMPLOYEE REPORTS TO WORK:

1. All employees will be required to self-screen for signs or symptoms of COVID-19. The self-screening should include employees taking their own temperature. Symptoms may include temperature of 100.4 degrees Fahrenheit or higher when taken by mouth; sore throat; new uncontrolled cough that causes difficulty breathing (or, for employees with a chronic allergic/asthmatic cough, a change in their cough from baseline); diarrhea, vomiting, or abdominal pain; or new onset of severe headache, especially with fever.
2. If an employee exhibits any of the above COVID-19 related symptoms, has come into close contact with a person who is lab-confirmed to have COVID-19 or has been lab confirmed to be COVID-19 positive, the employee must notify their immediate supervisor and Risk Management at (956) 323-2122. At this time, the Polymerase Chain Reaction (PCR) test, Abbot ID NOW COVID-19 Rapid Test and Sofia 2 SARS 2 Antigen Rapid Test will be the only tests that our district will accept for the diagnosis of employees. This, however, is subject to change based on recommendations from local, state and federal health care agencies.
3. Employees will limit communications about health matters to their direct supervisor and to Risk Management. Risk Management will take responsibility for notifying individuals who may have been exposed. This process will ensure that the employees' personal and medical information is kept confidential.
4. The employee will not be able to return to work or enter any district building until cleared by the office of Risk Management.



WHILE EMPLOYEES ARE AT WORK IN DISTRICT FACILITIES OR PROPERTY:

1. Employee self-screens and checks for symptoms. The self-screening should include employees taking their own temperature. If employee is not exhibiting any of the COVID-19 symptoms and has not come into close contact with a person who is lab-confirmed to have COVID-19, employee clocks in
2. While at work, employees will be required to follow the employee safety guidelines.
3. If an employee develops symptoms or become sick during the workday, the employee must immediately separate themselves from their colleagues, notify their immediate supervisor, the office of Risk Management and leave district facilities. Employees are encouraged to contact their medical provider. The employee will submit any available pertinent documentation to the office of Risk Management via email to covid19@lajoyaisd.net. Medical clearance forms must be from a licensed medical professional that is practicing in the United States.
4. Pursuant to La Joya ISD School Board Policy DBB (Legal) and (Local), the employee will not be able to report to work or enter any district building until cleared by a medical provider (licensed medical professional that is practicing in the United States) and by the Risk Management office.

IMMUNOCOMPROMISED EMPLOYEES

Some workers may be at a higher risk for severe illness from COVID-19. These employees may include individuals over the age of 65 and those with documented underlying medical conditions (CDC-People at higher risk). Employees are encouraged to self-identify to their Principal, Director, or Human Resources so the district can explore reasonable accommodations to minimize their risk of exposure to COVID-19.

ESSENTIAL EMPLOYEES

To ensure continuity of operations of essential functions, essential employees may be permitted to continue work following potential exposure to COVID-19, provided they remain asymptomatic and additional precautions are implemented to protect them and the community.

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A vaccinated individual does not need to stay at home following close contact exposure to a test-confirmed individual if the following conditions are true:

- The exposed individual is fully vaccinated (at least two weeks have passed since receiving the second dose of a two-dose vaccine or the first dose of a single-dose vaccine)
- Have not experienced any COVID-19 symptoms following close contact exposure to a test-confirmed individual.
- Individuals who have tested positive for COVID-19 within the past 3 months and recovered do not have to stay at home or get tested again, as long as they do not develop new symptoms.
- Individuals who develop symptoms again within 3 months of their first bout of COVID-19 may need to be tested again if there is no other cause identified for their symptoms.

RETURN TO WORK

Individual who was diagnosed with COVID-19 may return to work when:

- After day 10 without testing
- After day 7 after receiving a negative test result (test must occur on day 5 or later)

RETURN TO WORK (CONTINUED)

After stopping quarantine, you should:

- Watch for symptoms until 14 days after exposure
- If you have symptoms, immediately self-isolate and contact your local public health authority or healthcare provider

EMPLOYEE SAFETY GUIDELINES:

- Employees are encouraged to wear masks or face coverings.
- Employees shall maintain spatial distancing (whenever possible, stay 6 ft. apart).
- Employees shall wash their hands or use hand sanitizer throughout their time in the building.
- Employees shall cover their mouth and nose when sneezing.
- Employees shall cover their mouth when coughing.
- Employees are encouraged to avoid shaking hands, touching, or hugging others.
- Employees shall continue to self-monitor their health.

LA JOYA ISD COVID-19 EMPLOYEE PROCEDURES AND PROTOCOLS (EXHIBIT)

Step 1: Employee is exhibiting symptoms, has come into close contact with a person who is lab- confirmed to have COVID-19 or is diagnosed with COVID-19 through a district approved diagnostic test.

Step 2a: If the employee is at home: employee must notify their immediate supervisor and Risk Management at (956) 323-2122. The employee will not be able to report to work or enter any district building until cleared by a medical provider and by the Risk Management office.

Step 2b: If the employee is already at work: employee notifies their immediate supervisor and the Risk Management office at (956) 323-2122. The employee must separate themselves from their colleagues, leave district facilities and contact their medical provider. The employee will submit any available pertinent documentation to the office of Risk Management via email to covid19@lajoyaisd.net. Medical clearance forms must be from a licensed medical professional that is practicing in the United States.

Step 3: The employee will submit Leave Request Form to the Risk Management office via email to covid19@lajoyaisd.net and contact their supervisor to make arrangements for their absence(s).

Step 4a: If the employee is diagnosed with COVID-19, the employee will complete the COVID-19 Employee Report Form and submit it to Risk Management via email to covid19@lajoyaisd.net. The Risk Management office will initiate contact tracing protocols. They will contact any employee that came into close contact with the employee. The custodial department will initiate workstation disinfection protocols.

Step 4b: If the employee receives a negative diagnosis, the employee will submit the diagnosis of their results via email to their immediate supervisor and to covid19@lajoyaisd.net at the Risk Management office. Medical clearance forms must be from a licensed medical professional that is practicing in the United States.

Step 5: Return to work: Employee must receive clearance to return to work by the office of Risk Management.

**The above procedures and protocols are subject to change pending any other updates or directions from local, state and national health leaders. Failure to comply with these guidelines may or will lead to disciplinary action, up to including recommendation for the termination of employment.*

La Joya ISD COVID-19 Employee Report

Confidentiality

All information gathered, including information related to an employee's medical information, will always remain confidential. Any medical-related documents received by an administrator or employee supervisor should be sent directly to Risk Management.

Employee Name	ID	Date	
Position		Campus/Department	
Address	Phone #	Alternate Phone #	Email Address
Date PCR Administered		PCR Result (If positive, complete Contact Tracing Form)	
Emergency Contact Information			
Name	Relation to Employee	Phone Number	Email Address

Employee Name	Dept.	Position	Date of Last Contact	Phone Number	To Be Completed by Risk Management		
					Date Employee Informed	Date PCR Administered	Results

Employee Health Screener

All staff are required to conduct a daily self-screener, including checking your temperature before reporting for onsite work. If you are unable to check your temperature at home, report to our school nurse when you arrive onsite. Employees are required to report results according to established procedures (e.g., electronically, submit paper copy). This form must remain confidential. Any form with a yes response will be destroyed once response is addressed.

Name		ID#	
Date		Campus/Department	

Yes	No	
		Are you lab-confirmed with COVID-19?
		In the past 14 days, have you had close contact with an individual who is lab-confirmed with COVID-19?
		Have you recently begun experiencing any of the following in a way that is not normal for you?
		• Feeling feverish or a measured temperature greater than or equal to 100.4°F • Loss of taste or smell • Cough • Difficulty breathing • Shortness of breath • Headache • Fatigue • Chills • Shaking or exaggerated shivering • Significant muscle or body aches • Sore throat • Congestion or runny nose • Diarrhea • Nausea or vomiting

If you answered yes to any of the above, you are required to:

- Remain off campus until cleared to return.
- Notify your supervisor and the Risk Management Department.
- Provide your immediate supervisor and the Risk Management Department with health status updates.
- It is also recommended that you consult with your health care provider.

Reminders to follow if you are cleared to return:

- It is recommended that individuals wear a mask or face covering.
- Wash your hands or use hand sanitizer regularly.
- Practice spatial distancing of at least 6 feet.
- Notify your supervisor if you have traveled outside the area in the last 14 days.

CAMPUS SAFETY PROCEDURES AND PROTOCOLS

TRAINING

ALL STAFF WILL BE TRAINED ON:

- La Joya ISD COVID-19 Employee Safety Procedures and Protocols.
- Texas Agri-Life Extension online course on Special Considerations for Infection Control During COVID-19.
- Parents should be trained on screening procedures, student safety guidelines, drop-off and pick-up procedures, how to access online databases and curriculum, attendance protocols and grading procedures.
- Students should be trained on safety guidelines, how to self-screen for COVID-19 symptoms, good hygiene practices, arrival and dismissal procedures, emergency (lock-down and fire drill) procedures, remote learning procedures, how to access resources and curriculum and how to take care of school issued devices.

MORNING DUTY TEAM

- Bus Drop-Off: Employees at the bus drop-off area will welcome students to the campus and will ensure that all students are maintaining spatial distancing. These employees will be taking temperatures and will be screening students. If students exhibit any symptom, students will be escorted to the COVID-19 Isolation Room and parents will be notified.
- Parent Drop-Off: Employees at the parent drop-off area will welcome students to the campus and will ensure that all students are maintaining spatial distancing. These employees will be taking temperatures, screening students and will be looking for symptomatic students (coughing, sneezing, malaise). If students exhibit any symptom, students will not be allowed on campus. If parents are not on campus, these students will be escorted to the COVID-19 Isolation Room and parents will be notified.
- Office: Employees in the office will address parent, student and staff concerns. If a student is sent to the COVID-19 Isolation Room, one office employee will need to report to monitor the student(s).
- Hallway: Employees in the hallway will guide students into their classrooms. Employees will monitor that students maintain spatial distancing and will be looking for symptomatic students (coughing, sneezing, malaise). If students exhibit any symptom, students will be escorted to the COVID-19 Isolation Room and parents will be notified.
- Cafeteria: Employees in the cafeteria will ensure students are maintaining spatial distancing and that students report to their classrooms once they are finished eating.
- Duty personnel that will not be able to perform their morning duty must inform their immediate supervisor as soon as they know that they will not be able to perform their assignment.



STAFF ARRIVAL

- All employees will enter through the employee entrance.
- Before clocking in, employees will self-screen for symptoms. The self-screening should include employees taking their own temperature. If employee is exhibiting any symptom or has been in close contact with a lab confirmed COVID-19 diagnosis, the employee will not be allowed to enter the building. Employee will leave the building, call in their absence, and contact their healthcare provider. The employee must remain off campus until they meet the criteria for re-entry.
- Employee will be using Kronos Time Keeping device to clock in.
- Employee will wash hands or use hand sanitizer to clean their hands immediately after clocking in.
- Employee will report to their classroom/workstations.
- Teachers will take attendance and will monitor that students are following spatial distancing and will screen their students for symptoms (coughing, sneezing, malaise). If students exhibit any symptom, students will be escorted to the COVID-19 Isolation Room and parents will be notified.
- Teachers will ensure classroom and student desks are clean and disinfected.

STAFF LUNCH

- While at lunch, teachers will maintain spatial distancing. Employees are encouraged to take their own lunch. If an employee will be leaving campus during the workday, employees will need to sign-out and sign-in at the office.

STUDENT LUNCH

- Teachers will ensure all students have disinfected their hands prior to eating.
- Meals with your child at school will be suspended until further notice.

DISMISSAL OF PICK-UP STUDENTS

- Campus will have staggered dismissal times (every 5 minutes) to dismiss pick-up students to the assigned pick-up area to wait for their parents to pick them up.
- Dismissal duty personnel will have to escort students to the pick-up area and will monitor and ensure students maintain spatial distancing guidelines.
- Pick-up students will wait in the cafeteria or in an assigned area while they wait to be picked up. Pick-up duty personnel will monitor and ensure that students follow spatial-distancing guidelines.
- Parents will wait in their vehicles. Parents will be assigned *Parent Pick-up Hang Tag* with an assigned number that parents will display in their mirrors.

DISMISSAL OF BUS STUDENTS

- Campus will have staggered dismissal times (every 5 minutes) to dismiss students traveling home by buses.
- Teachers will escort their students to bus loading area.
- Before leaving the classroom, teachers will remind students to adhere to spatial distancing guidelines and will review bus behavior guidelines.

DISMISSAL OF STAFF

- Campus will have staggered dismissal times (every 5 minutes).
- Employees must not congregate in groups within the building or in the parking lot.
- Employee will be using Kronos Time Keeping device to clock out. While waiting to use the Kronos device, employee will have to adhere to spatial distancing guidelines.
- Employee will wash hands or use hand sanitizer to clean their hands after clocking out.

FACULTY MEETINGS

- Whenever possible, administration will avoid scheduling in-person meetings. During virtual meetings, employees will log in from their classrooms.
- When meetings are necessary and cannot be done via electronic means, everyone must follow the employee safety guidelines, maintain spatial distancing where feasible, consider the use of dividers, and consider whether increased airflow from the outdoors is possible in those settings.

TEACHER ABSENCES/SUBSTITUTES

- Teachers need to prepare a substitute folder with all the necessary information and with enough work for 10 days of instruction.
- If a teacher needs to be absent, campus administration will first attempt to cover the vacancy with support staff. Teachers will have to follow Absence Reporting protocols.
- If a substitute needs to be called, an administrator will need to meet with the substitute and review the Safety Protocols. The administrator will also need to make sure that the substitute has all the necessary resources to continue with instruction.

MENTORING PROGRAM FOR NEW TEACHERS/EMPLOYEES

- Whenever possible, mentoring will occur on virtual platforms such as Zoom, Google Hangouts and Microsoft Teams.
- Mentors will continue to follow La Joya ISD TXBESS Mentoring Protocols and schedule.
- Mentors will provide assistance in areas such as content planning, finding helpful resources, using technology and staying connected with their students.

CAMPUS VISITORS

- Parents and other adults can visit schools for essential events such as ARDs, 504 meetings or any other meetings arranged by the campus principal if these meetings cannot be held virtually or over the phone. During these visits, parents and other visitors must follow the safety guidelines.
- Office staff will screen visitors at the front entrance/through the door intercom system/by phone before they enter the main building. If visitors have high temperature or are exhibiting symptoms, they will not be allowed to enter the building.
- When on campus, if any visitor gets sick, these visitors will have to exit the building immediately.

SCHOOL VOLUNTEERS:

- School volunteers will follow the same protocols that are required of district employees.
- School volunteers will screen themselves before entering school buildings.
- If volunteers have high temperature or are exhibiting symptoms, they will not be allowed to enter the building.
- When on campus, if any volunteer gets sick, they will have to exit the building immediately.

CUSTODIANS

- Campuses should institute more frequent cleaning practices, including additional cleaning by janitorial staff, as well as provide the opportunity for children to clean their own spaces before and after they are used, in ways that are safe and developmentally appropriate.
- Close off any area that has been used by an individual that has been lab-confirmed to be COVID-19 positive until the non-porous surfaces in those areas have been disinfected, unless more than 3 days have already passed since that person was on campus.

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? Any of the following symptoms indicate a possible COVID-19 infection:

- Temperature of 100.4 degrees Fahrenheit or higher;
- Sore throat;
- New uncontrolled cough that causes difficulty breathing (or, for anyone with a chronic allergic/ asthmatic cough, a change in their cough from baseline);
- Diarrhea, vomiting, or abdominal pain; or
- New onset of severe headache, especially with fever.

CLOSE CONTACT

This document refers to “close contact” with an individual who is lab-confirmed to have COVID-19. The definition of close contact is evolving with our understanding of COVID-19 should be determined by an appropriate public health agency. In general, close contact is defined as:

- (a.) being directly exposed to infectious secretions (e.g., being coughed on); or
- (b.) being within 6 feet of an infected person for a cumulative total of 15 minutes or more over a 24-hour period* starting from 2 days before illness onset (or, for asymptomatic patients, 2 days prior to test specimen collection) until the time the patient is isolated.

Either (a) or (b) defines close contact if it occurred during the infectious period of the case, defined as two days prior to symptom onset to 10 days after symptom onset. In the case of asymptomatic individuals who are lab-confirmed with COVID-19, the infectious period is defined as two days prior to the confirming lab test and continuing for 10 days following the confirming lab test.

** Individual exposures added together over a 24-hour period (e.g., three 5-minute exposures for a total of 15 minutes). Data are limited, making it difficult to precisely define “close contact;” however, 15 cumulative minutes of exposure at a distance of 6 feet or less can be used as an operational definition for contact investigation. Factors to consider when defining close contact include proximity (closer distance likely increases exposure risk), the duration of exposure (longer exposure time likely increases exposure risk), whether the infected individual has symptoms (the period around onset of symptoms is associated with the highest levels of viral shedding), if the infected person was likely to generate respiratory aerosols (e.g., was coughing, singing, shouting), and other environmental factors (crowding, adequacy of ventilation, whether exposure was indoors or outdoors). Because the general public has not received training on proper selection and use of respiratory PPE, such as an N95, the determination of close contact should generally be made irrespective of whether the contact was wearing respiratory PPE. At this time, differential determination of close contact for those using fabric face coverings is not recommended.*

A vaccinated individual does not need to stay at home following close contact exposure to a test-confirmed individual if the following conditions are true:

- The exposed individual is fully vaccinated (at least two weeks have passed since receiving the second dose of a two-dose vaccine or the first dose of a single-dose vaccine)
- Have not experienced any COVID-19 symptoms following close contact exposure to a test-confirmed individual.
- Individuals who have tested positive for COVID-19 within the past 3 months and recovered do not have to stay at home or get tested again, as long as they do not develop new symptoms.
- Individuals who develop symptoms again within 3 months of their first bout of COVID-19 may need to be tested again if there is no other cause identified for their symptoms.

SCREENING EMPLOYEES OR VISITORS

When asking individuals if they have symptoms for COVID-19, only require individuals to provide a “Yes” or “No” to the overall statement that they are symptomatic for COVID-19, as opposed to asking the individual for specific symptom confirmation. School systems are not entitled to collect information during screening on the specific health information of an individual beyond that they are symptomatic.



RESPONSE TO COVID-19 CASE ON CAMPUS

In the event of a COVID-19 positive case on campus, the campus will take the following steps:

Step 1: Upon receipt of official notification of an individual of a COVID-19 Test-confirmed, the Campus Principal or Building Administrator will notify Emergency Management Coordinator (522-1575) or the District's Police Chief (279-9480).

Step 2: Principal (designee)/Building Administrator in consultation with Emergency Management Coordinator or the District's Police Chief will determine if the campus/building or affected area will need to be closed for sanitation purposes. Building or affected area will be closed until properly disinfected.

Step 3: Campus Principal or Building Administrator will activate the Campus Crisis Team. The Campus Crisis Team shall consist of the Campus Principal/ Building Administrator, Assistant Principal(s), Supervisor(s), Counselor(s), Safety Officer, Campus Nurse, Campus Athletic Coordinator, Fine Arts Director, Head Custodian and other personnel as needed.

NOTIFICATION STATEMENT

I have been informed that an individual with a confirmed diagnosis of COVID-19 was present on _____ at our campus/building. As per protocol the campus/building will be disinfected. The Office of Risk Management and the school nurse will initiate the contact tracing procedures and you will be notified if you need to be quarantined or get tested by the end of today. Those that were not in close contact will not be notified. If you do not get called, you may continue to report to (school/work) but we stress that you continue to follow the safety protocols. If you or any member of your family begins experiencing any of the symptoms listed below, contact your physician and campus nurse. Anyone who is lab-confirmed to have COVID-19 should notify their campus nurse immediately.

RESPONSE TO COVID-19 CASE ON CAMPUS (CONTINUED)

COVID-19 SYMPTOMS

- Temperature of 100.4 degrees Fahrenheit or higher when taken by mouth;
- Chills or excessive shaking;
- Nausea, vomiting, or diarrhea (or abdominal pain)
- Sore throat; or Cough;
- Shortness of breath or difficulty breathing;
- Muscle or body aches/pains;
- Headache

If you have any questions or concerns, please contact (956) 323-2122 or visit our website at www.lajoyaisd.com

DECLARACIÓN DE NOTIFICACIÓN

Se nos ha informado de que alguien que estuvo en la escuela/el departamento el día de _____ fue diagnosticado con COVID-19. Queremos avisarle que el edificio será desinfectado y que la oficina de Gestión de Riesgos y la enfermera de la escuela iniciaran los procedimientos de contacto cercano para identificar aquellos que deben entrar en cuarenteno o que requieran hacerse una prueba. Si no se les avisa que estuvieron en contacto cercano, pueden continuar reportándose a (la escuela/el departamento) pero les recomendamos que se adhieran a los procedimientos de seguridad. Si usted o un miembro de su familia comienzan a experimentar síntomas relacionados al COVID-19, les recomendamos a que se pongan en contacto con su proveedor médico y con la enfermera de la escuela. Si llega a ser diagnosticado positivo para el COVID-19, avísele de inmediato a la enfermera de la escuela.

SÍNTOMAS DE COVID-19

- Fiebre de 100.4 grados o escalofríos
- Dificultad para respirar (sentir que le falta el aire)
- Dolores musculares y corporales
- Pérdida reciente del olfato o el gusto
- Congestión o moqueo
- Diarrea
- Tos
- Fatiga
- Dolor de cabeza
- Dolor de garganta
- Náuseas o vómitos

Si tiene preguntas por favor de comunicarse con la oficina de Gestión de Riesgos al teléfono (956) 323-2122 o puede visitar nuestro sitio de internet www.lajoyaisd.com.

Step 4. Campus Principal (designee)/ Building Administrator will designate the following duties/assignments to members of the Campus Crisis Team.

- Notification to all teachers and staff of a test confirmed COVID-19 case identified among students, teachers, staff or visitors who participate on any on campus activities.
- Notification to families of all students in a school or building of a test confirmed COVID-19 case identified among students, teachers, staff or visitors who participate on any on campus activities.
- Campus Nurse will notify the Hidalgo County Health Department of a test confirmed COVID-19 case identified among students, teachers, staff or visitors who participate on any on campus activities.

Step 5: Principal(designee)/Building Administrator will submit an After-Action Incident Report (AAIR) via email to the Emergency Management Coordinator at d.nacianceno@lajoyaisd.net (AAIR attached).

Step 6: The Office of Risk Management will initiate Contact Tracing Procedures for teachers/staff and notify teachers/staff if they need to be quarantined or get tested. The District Department of Health Services will initiate Contact Tracing Procedures for students and notify families of students if they need to be quarantined or get tested.

SAFETY GUIDELINES

- Individuals are encouraged to wear masks or face coverings.
- Individuals shall maintain spatial distancing (whenever possible, stay 6 ft. apart).
- Individuals shall wash their hands or use hand sanitizer throughout their time in the building.
- Individuals shall cover their mouth and nose when sneezing.
- Individuals are encouraged to avoid shaking hands, touching, or hugging others.
- Individuals shall continue to self-monitor their health.

Employee Health Screener

All staff are required to conduct a daily self-screener, including checking your temperature before reporting for onsite work. If you are unable to check your temperature at home, report to our school nurse when you arrive onsite. Employees are required to report results according to established procedures (e.g., electronically, submit paper copy). This form must remain confidential. Any form with a yes response will be destroyed once response is addressed.

Name		ID#	
Date		Campus/Department	

Yes	No	
		Are you lab-confirmed with COVID-19?
		In the past 14 days, have you had close contact with an individual who is lab-confirmed with COVID-19?
		Have you recently begun experiencing any of the following in a way that is not normal for you?
		• Feeling feverish or a measured temperature greater than or equal to 100.4 °F • Loss of taste or smell • Cough • Difficulty breathing • Shortness of breath • Headache • Fatigue • Chills • Shaking or exaggerated shivering • Significant muscle or body aches • Sore throat • Congestion or runny nose • Diarrhea • Nausea or vomiting

If you answered yes to any of the above, you are required to:

- Remain off campus until cleared to return
- Notify your supervisor and the Risk Management Office
- Provide your immediate supervisor and the Risk Management Office with health status updates
- It is also recommended that you consult with your health care provider.

Reminders to follow if you are cleared to return:

- It is recommended that you wear a mask or face covering
- Wash your hands or use hand sanitizer regularly
- Practice spatial distancing of at least 6 feet
- Notify your supervisor if you have traveled outside the area in the last 14 days

Visitor Health Screener

The district is required to screen all visitors to determine if they have COVID-19 symptoms, are lab-confirmed with COVID- 19, or have had close contact with an individual who is lab-confirmed with COVID-19. Screening questions may be supplemented with temperature check of adults. This form must remain confidential. Any form with a yes response will be destroyed once response is addressed.

Name		Phone Number:	
Date		Campus/Department	

Yes	No	
		Are you lab-confirmed with COVID-19?
		In the past 14 days, have you had close contact with an individual who is lab-confirmed with COVID-19?
		Have you recently begun experiencing any of the following in a way that is not normal for you?
• Feeling feverish or a measured temperature greater than or equal to 100.4°F • Loss of taste or smell • Cough • Difficulty breathing • Shortness of breath • Headache • Fatigue • Chills • Shaking or exaggerated shivering • Significant muscle or body aches • Sore throat • Congestion or runny nose • Diarrhea • Nausea or vomiting		

If you answered yes to any of the above:

- You must remain off campus until cleared to return
- Contact your health care provider for more information

Reminders to follow if you are cleared to return:

- It is recommended that you wear a mask or face covering
- Wash your hands or use hand sanitizer regularly
- Practice spatial distancing of at least 6 feet

Student Health Screener

Parents must ensure they do not send a child to school on campus if the child has COVID-19 symptoms or is lab-confirmed with COVID-19. The screening questions below will also be asked of parents who drop off or pick up their child from inside the school. If you are unable to check temperatures at home, please report to school nurse when you arrive onsite. This form must remain confidential. Any form with a yes response will be destroyed once response is addressed.

Name		Date	
Campus			

Yes	No	
		Are you lab-confirmed with COVID-19?
		In the past 14 days, have you had close contact with an individual who is lab-confirmed with COVID-19?
		Have you recently begun experiencing any of the following in a way that is not normal for you?
• Feeling feverish or a measured temperature greater than or equal to 100.4°F • Loss of taste or smell • Cough • Difficulty breathing • Shortness of breath • Headache • Fatigue • Chills • Shaking or exaggerated shivering • Significant muscle or body aches • Sore throat • Congestion or runny nose • Diarrhea • Nausea or vomiting		

If the student or parent answered yes to any of the above:

- The student must remain off campus until cleared to return
- Isolate the student and notify a parent to pick up the student as soon as possible
- If lab-confirmed for COVID-19, the parent must follow up with school nurse before student can return to campus

Reminders to follow if you are cleared to return:

- It is recommended that you wear a mask or face covering
- Wash your hands or use hand sanitizer regularly
- Practice spatial distancing of at least 6 feet



FACILITIES AND TRANSPORTATION

All La Joya ISD school facilities and buildings will be maintained to meet optimal cleaning and disinfecting standards. The LJISD Maintenance and Facilities Department will continue to assess and make proper changes as needed to efficiently address any need or concern that may arise.

All areas will be cleaned with products that contain soap and detergent (whenever possible, use antibacterial solution products that are CDC and EPA approved), to reduce germs on high touch surfaces and objects. High touch surfaces and shared objects will be cleaned and disinfected daily to remove viruses that may be on surfaces.

Upon identification of a positive case on campus, areas used by the individual will be closed until the non-porous surfaces in those areas have been disinfected.

In addition to those procedures, La Joya ISD will also do the following:

- Facilities will have signage that encourages safety protocols
- Facilities will have hand sanitizer dispensers, and soap dispensers regularly monitored to refill as needed
- Portable Electrostatic Disinfecting mist devices will be used to sanitize and disinfect as needed
- To mitigate the spread of COVID – 19 and other viruses, air purification technology will be available

SCHOOL CLASSROOMS

- Classrooms will be sanitized and disinfected continuously
- Students will be guided to practice spatial distancing
- Students will have hand sanitizer available as they enter and exit the classroom
- Avoid sharing of high touch objects or materials.
- Safely store cleaning products

TRANSPORTATION

All La Joya ISD School buses will be in operable condition and equipped with anti-microbial and anti-bacterial solution products that are CDC and EPA approved to ensure the safety of our students, and employees during transport to and from school.



TRANSPORTATION (CONTINUED)

- Buses will undergo a deep cleaning using approved anti-microbial products with residual technologies to ensure that surfaces stay clean and sanitized for longer periods
- Each bus will house portable laser thermometer to monitor students and employees on the bus
- Buses will have hand sanitizer dispensers so that students can use as they enter and exit
- All buses will display posters that encourage and remind students of safety protocols

AT THE BUS STOP

- Students will be guided to practice spatial distancing

DURING THE ROUTE

- Students will be reminded to practice spatial distancing and to stay in their seats
- Bus drivers will keep windows slightly open to ventilate air as needed 30
- Students will be seated one child per row or will skip rows whenever possible.

WHEN BUS ARRIVES TO SCHOOL

- Students will be guided off the bus and encouraged to follow safety protocols
- Students will undergo the health screening before entering the building

AT THE BUS DEPOT

- Buses will undergo daily, between runs, weekly, and monthly sanitizing protocols using approved anti-microbial products with residual technologies

CHILD NUTRITION SERVICES

The La Joya ISD CNS Department will continue to feed the LJISD community following CDC, TDA, and USDA guidelines. Due to COVID-19, the LJISD CNS department has made the necessary changes to efficiently serve our community.

These are examples of the operational adjustments in the area of school meals:

- For sanitation purposes, food service staff will wear face coverings such as face masks and/or face shields
- Food service staff will continue to wear gloves when serving meals
- School meals will be served to students following CNS protocols and procedures
- CDC, USDA and TDA recommendations will be adhered to during any meal distribution and consumption
- Students will be encouraged to spatially distance
- For safety of students and staff, any delivery of food from vendors other than LJISD CNS Department will not be allowed until further notice
- Meals with your child at school will be suspended until further notice





UIL/EXTRACURRICULAR ACTIVITIES

La Joya ISD will continue to work with UIL along with state officials and monitor CDC and other federal guidance to determine any potential modifications. La Joya ISD will follow all local and state requirements when considering any and all UIL activities.





POLICY AND PROCEDURES

- The District's Policies will be updated to reflect updated local, state, federal guidelines.
- Duties and responsibilities of some employees will be amended to ensure the safety of all stakeholders.

Parents/guardians will receive updated information outlined in the Return to In-Person Instruction and Continuity of Services Plan with included CDC guidelines and recommendations. The plan will be uploaded and accessible in the district's website.

Adjustments will be made to mitigate concerns related to COVID-19. These recommendations are compiled from local, state and federal guidelines.





RETURN TO IN-PERSON INSTRUCTION

AND CONTINUITY OF SERVICES PLAN

LA JOYA INDEPENDENT SCHOOL DISTRICT
201 E. EXPWY. 83 | LA JOYA, TEXAS 78560
(956) 323-2000 | WWW.LAJOYAISD.COM



La Joya ISD does not discriminate on the basis of race, religion, color, national origin, sex, age or disability in providing education or providing access to benefits of education services, activities, and programs, including vocational programs, in accordance with Title VI of the Civil Rights Acts 1964, as amended; Title IX of the Educational Amendments of 1972; Section 504 of the Rehabilitation ACT 1973, as amended; and Title II of the Americans with Disabilities ACT.

VISIT WWW.LAJOYAISD.COM & FOLLOW US ON SOCIAL MEDIA @ LAJOYAISD

