



**Paris Independent School District
Return to School Plan
2020-2021**

Revised 8/31/2020

COVID-19 District Plan
SY 20--21
District Contact: Paul Jones
Paul.jones@parisisd.net
903 737-7473



This guidance document is being provided to inform Paris ISD parents, students, and staff of the guidelines and safety procedures that will be in effect for SY 20-21 to help stop the spread of COVID-19. Please know that any rules or regulations established for the district are done under the guidance of the governor, the TEA, CDC, and local health care experts. With the ever-changing dynamics of COVID-19, so are the protocols and measures to keep students and staff safe. Paris ISD may make adjustments to these plans as new regulations and mandates are added.



The Paris Independent School District will hold on-campus instruction with safety and COVID-19 prevention measures in place as well as offer families a high-quality, rigorous online experience aligned with Texas Essential Knowledge and Skills (TEKS). Both on-campus and remote learning will utilize Smore for PK-2 and Google Classroom for 3-12, while providing similar expectations around coursework. Parents will all need to sign up for Remind with your child's teacher, as that will be another mode of communication. Should our district need to close temporarily we will move to our At-Home Learning. Parents have a choice of on-campus or remote learning.

*State requires students to attend a minimum of 90% of school days to earn promotion and credits regardless if that is on-campus learning or via remote learning.



On Campus Learning

- Regular on-campus instruction
- PISD instructors and curriculum
- All core elective courses
- Music, PE and Art for elementary
- Extracurricular activities
- Counseling services
- Health prevention measures

Intermittent At-Home Learning

- Temporary due to class or school closure
- Teacher instruct from a classroom
- Real-time and self-paced
- Extracurricular activities available (if allowed by UIL)
- Counseling services
- Home internet computer required

Remote Learning

- PK-12 online program of choice (PK-2 – Smore/ 3-12 Google Classroom)
- Real-time and self-paced instruction
- Includes personal and pre-recorded teacher lessons
- Daily attendance
- Access to extracurricular
- Parent as learning coach
- Counseling services
- Internet and computer required

There are two ways in which remote instruction can be delivered – synchronous instruction and asynchronous instruction as defined by TEA:

Remote Synchronous Instruction: *Two way, real-time/live, virtual instruction between teachers and students when students are not on campus. In this method, the required amount of instructional time is scheduled each day, and funding is generated when attendance is recorded daily at a locally selected snapshot time. Synchronous instruction is provided through a computer or other electronic device or over the phone. The instructional method must address the required curriculum.*

Remote Asynchronous Instruction: *Instruction that does not require having the instructor and student engaged at the same time. In this method, students learn from*



instruction that is not necessarily delivered in-person or in real time. This type of instruction may include various forms of digital and online learning, such as prerecorded video lessons or game-based learning task that students complete on their own, and pre-assigned work and formative assessments made available to students. The instructional method must address the required curriculum.

Paris ISD will be implementing the remote asynchronous instruction model, however, there will be times when remote synchronous instruction will be used.

Governor Abbott and Commissioner Morath have directed districts to re-open schools for in-person instruction this fall, as well as offer parents the option for virtual instruction. TEA mandated that the in-person instruction follow a Monday through Friday schedule. Paris ISD will offer on campus learning with multiple safety protocols and COVID-19 prevention measures, and a remote learning option.



On Campus Learning

On campus instruction includes face-to-face instruction, in addition to the utilization of the digital learning management system, Smore and Google classroom. Smore and Google can also be utilized as a remote resource platform for continuous learning should there be an intermittent return from school to home due to COVID-19. Daily attendance is taken.

Intermittent At-Home Learning

In the event that our district determines that it is safer for us to close school temporarily, students will move to intermittent At-Home Learning immediately. Students will temporarily learn from home, and their teacher(s) will work remotely in a classroom and deliver instruction in real time as well as self-paced work.

- Students will have a formal start and end time of the school day during At-Home learning.
- Daily attendance will be required.
- Students will receive direct instruction from their teachers.
- PISD grading system will be maintained.
- Internet and computer access will be necessary for PK-12. Individual technology needs will be addressed as much as possible. All families will be required to sign the **District Issued Device Agreement Form**. There will be a \$25 security deposit assessed for a Chromebook and a \$10 security deposit for a Hot Spot. If a device is lost or damaged it will be the responsibility of the parents to pay for the device. All money will be returned to the parents at the end of the school year.
- Tech help will be provided to parents and students.





Remote Learning

Remote Learning is an option for families who, even with all preventative measures in place, do not feel comfortable sending their children to school. Students in Remote Learning will receive instruction from PISD teachers in real-time, recorded, and also self-paced instruction.

- Students must remain in the online program for a minimum of one grading period before transitioning to the on-campus learning plan.
- Internet and computer access are required during the school day, Monday through Friday.
- Parental support and supervision are necessary for a student to be successful. The parents act as a “learning coach.”
- Paris ISD traditional grading system will be used.
- Students will follow Paris ISD dress code.
- Students should have a designated, distraction free workspace to engage in learning.
- Students will utilize the same curriculum as students who attend on campus instruction and teachers will design strategies for learning in the remote environment.
- Remote learning courses that earn high school credit will count in the GPA calculation and class rank as outlined in the PISD grading policy.
- Tech help will be provided to parents and students.
- Students will complete activities assigned each day.
- Students will show proof of participation in daily virtual instruction by satisfactorily completing assignments to demonstrate evidence of student learning, e.g. video, picture or activities submitted as lessons and/or completing assignments.
- Students and parents will communicate with the teacher when needing additional assistance, tutoring, etc.
- Some elective courses may have coursework that can only reasonably be completed in person, even if some components of the course can be taught virtually. The district can require a student to come to campus to complete a required assignment or project for an elective course if the course cannot be reasonably be completed



remotely. Campuses will communicate which courses have on campus requirements before the start of the course.

- Paris ISD will provide curbside lunches for Remote Learners.
- Students will receive instruction at their appropriate instructional level (Gifted and Talented, AP, Dual Credit, Special Education with IEPs etc.)

Attendance

On Campus Learning

Traditional on-campus attendance procedures continue for the 2020-2021 school year. Students who are absent from school can access Remote Learning and be counted present.



Intermittent and Remote Learning

Just as with traditional on-campus attendance procedures, official attendance is taken during intermittent and remote learning. A student is considered absent if the student does not have documented engagement in Google/Smore and/or daily contact with their teacher, and/or documentation of completion of daily assignments.

***State requires students to attend a minimum of 90% of school days to earn promotion and credits regardless if that is on-campus learning or via remote learning.**

Grading (On campus and Remote)

Students enrolled in Remote Learning follow the same grading guidelines as in-person instruction. There are no changes to the Paris ISD grading guidelines for the 2020-2021 school year. The attendance requirement for fall 2020 final exam eligibility has been waived. Secondary students may elect to exempt a final exam if the semester average and behavior requirements are met.



Receiving and Returning Student Work while Remote

In the event that the school does not reopen or has to close in 2020-2021, we will adhere as much as possible to the guidelines below for receiving and returning student work.

The district will use Remind, Google Classroom 3-12, and Smore for PK-2. These will be our main communication method for parents to be able to contact the classroom teachers. We encourage all activities at this time to be done online, which will eliminate any public health risk associated with providing instructional support.

Social and Emotional Learning

Regardless of the learning model, all Paris ISD students will receive social and emotional support. All teachers will be trained in trauma-informed care. Mental health support for students and employees will be available.



PROVIDE NOTICE:

As required by TEA, this document will be posted for parents and the general public, at least one week prior to the start of on-campus activities and instruction. District contact for COVID related information is Paul Jones.

PREVENT:

Screening Protocol

- All teachers and staff will self-screen for COVID-19 symptoms (at the bottom of this document) before coming onto campus each day. Additionally, they must report to the school if they have had close contact with an individual who is lab-confirmed with COVID-19.
- Parents must ensure they do not send a child to school if the child has COVID-19 symptoms (at the bottom of this document), lab-confirmed with COVID-19 or have had close contact with an individual who is lab-confirmed. It is the parents' responsibility to screen for symptoms and to keep them home if ill.
- Any staff/student who has traveled internationally or on a cruise in the past 14 days, must follow the current CDC self-quarantine recommendations.
- PISD will discontinue staff travel to conferences and workshops until further notice unless preapproved by the Human Resource department and the office of the Superintendent. We will minimize non-essential travel throughout the year.
- Students and staff will follow current COVID-19 Return to Work/School Guidelines. (Exhibit A)
- All screening information will be kept confidential by Human Resource and the nurses.

Visitors

- Campuses will utilize online meeting options to limit campus visitors when possible (e.g., PTA, ARD, LPAC meetings)



- Volunteers are not allowed to visit campuses at this time (including mentors, guest speakers etc.) Visitors are encouraged to conduct campus visits by phone, virtual, or pre-scheduled appointments will be taken.
- Individuals who proceed beyond the reception area will follow specific guidelines. Visitors will be screened by way of a symptom screening form (provided at campus). They will also be required to wear face coverings, and temperatures will be taken.
- Visitors and staff will adhere to safety protocols including physical distancing for meetings.

Isolation

- If a student exhibits signs of COVID-19 while at school, the student will immediately be sent to the nurse and placed in isolation from other students until a parent or guardian can pick them up.
- Students should be picked up within 30 minutes and no later than 1 hour from the time the campus has contacted the parent/guardian.
- Other students will be removed from the classroom and taken to an alternate location on campus so that the classroom can be disinfected.
- Students who begin receiving remote instruction because of staying at home to isolate from COVID-19 exposure or confirmed case will be permitted to return to campus at the end of their isolation period, as opposed to the end of a grading period.

RESPOND:

- If a teacher or student tests positive for COVID-19, the district will NOTIFY the local health department, close off areas heavily used by the individual and CLEAN (disinfect), and COMMUNICATE to all teachers, staff, and families of all students. (See Exhibit B)
- **Alerts and Notifications:** Paris ISD has a standard response in place in the event of a confirmed COVID-19 among students and staff at a specific campus. In the event your student's campus is impacted, parents and staff at the impacted campus will receive an email and/or school messenger call with an update no later than 5 p.m. on the day the COVID-19 case is reported.



MITIGATE:

Protocols for Disinfecting, Sanitizing, and Campus Cleaning

- Each campus will have hand sanitizer at each entrance. Visitors will need to sanitize their hands when they enter the building.
- On the first day of school, students will be trained to sanitize and/or wash their hands frequently. Students will be trained on good handwashing techniques, how to properly cover coughs and sneezes with tissue or in their elbows.
- All Paris ISD campuses will have more frequent deep cleaning. The janitorial staff will clean commonly touched surfaces throughout the day (doors, handles, desks, laptops etc.) Paris ISD will electrostatically disinfect each campus daily.
- Cleaning supplies will be provided for each classroom and common area to maximize room-to-room cleanliness.
- Students will be trained to disinfect their surface working areas, shared objects and high-use areas after use and during breaks in instruction.
- Custodians will wear masks and gloves during work hours.
- Alcohol-based hand sanitizing stations will be located throughout the building in common areas.

Protocol for Personal Protective Equipment (PPE)

- In compliance with the governor's executive order, all students, staff and visitors (as developmentally appropriate and per CDC guidelines) will be required to wear face mask/covering when entering a PISD facility, in common areas such as hallways and cafeteria when not eating, and whenever a physical distance of 6 feet from another is not possible.
- Students in PK through fourth grade will not be required to mask face covering. For students PK-4, the determination of whether wearing a mask is developmentally appropriate is up to the student's parent or guardian.
- Individual needs regarding face coverings will be addressed on a case-by-case basis. Requests for accommodations should be submitted to campus administration.
- Additional protective equipment will be provided to school nurses for use in the nurse's office.



- Students and staff will be provided with a reusable face covering. Families will be responsible for daily cleaning and requested to supply a student face covering should the one provided by the school become unusable or lost.
- In spaces that allow it, student desks will be placed at a minimum of six feet apart when possible. When not possible, students and teachers will wear a face covering.

Arrival, Dismissal, & Transition

Parents are asked to assist campus staff in the implementation of arrival and dismissal plans.

- Parents will not be permitted to walk students inside the school building.
- Each group of students will be directed to a designated location prior to the start of school.
- Water fountains will be accessible only for water bottle refills. Students should bring water bottles to school.
- Dismissal exit points will be established.
- Campuses will implement staggered release procedures. 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 overcrowding.
- Transition time of students will be limited as much as possible during the school day. Students will have a campus schedule designed to limit student transitions during the school day.

Transportation

[Paris ISD encourages all families to transport their 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 wear face coverings/masks at all times on board unless a medical reason prevents them from wearing a mask.



- Bus badges will be provided by PISD and will be required before boarding the bus.
- Hand sanitizer will be available when boarding the bus.
- All bus drivers will wear face coverings/masks.
- All students will wear face coverings/masks while riding the bus unless a medical reason prevents them from wearing a mask.
- When boarding the bus, seating should start from the back seats, then toward the front. When unloading, exiting should start from the front to the back.
- Buses will be cleaned/disinfected between each transportation run and at the end of the day.
- Transportation staff will be trained in proper cleaning/disinfecting procedure.
- When possible, students in the same family should sit together on the bus.
- In order to help with ventilation, and if weather permits, windows may be open.

Lunch and Breakfast

To minimize visitors in the building and to allow adequate physical distancing for students during eating periods, no outside food deliveries will be allowed, and there will be no visitors allowed in the cafeteria. These restrictions may loosen as the year progresses, but it is important to allow campus staff the flexibility to space out students throughout commons areas so that social distancing is possible.

- Based on building capacity and student enrollment, campus administration will determine areas that may be utilized for lunch. These areas could include classrooms, the library, or other large areas within the school building.
- Cafeteria and serving areas will be cleaned between uses.
- Grab and Go Breakfast, Breakfast in the Classroom and Staggered Lunches are all options to helping with social distancing.
- Cafeteria, serving, and eating areas will be cleaned between uses.
- All PISD child nutrition staff will use face coverings/masks and gloves while performing job responsibilities and will be trained to practice health and hygiene regulations.



- Paris ISD will provide curbside lunches for Remote Learners.

Assemblies/Fieldtrips

- No in-person assemblies will be held in the fall.
- Meet the teacher, open house, parent conferences, etc. will be held virtually.
- Off-campus field trips will be limited.
- Virtual field trips will be considered as often as possible.
- Any school wide events that are approved to be held on campus will adhere to social distancing requirements.
- School wide events will be live streamed and/or occur virtually when possible.

Extracurricular/Physical Education and Student Organization Activities

- Extracurricular/Cocurricular activities, practices and competitions will be conducted following safety protocols provided by PISD, UIL, and TEA. All students regardless of what instructional method is chosen will get to participate.
- All coaches, sponsors, and directors will be trained in COVID-19 safety protocols.
- Hand sanitizer will be available in gym areas and equipment will be sanitized on a regular basis.
- Locker room use will be determined by TEA/UIL. If utilized, social distancing procedures will be followed.
- Spectator attendance at games and contest may be limited based on TEA and UIL guidelines.
- Elementary Physical Education is required. Campuses will limit the number of classes if possible attending P.E. and will practice social distancing.



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 measure temperature greater than or equal to 100.4 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
- Vomiting or Abdominal pain

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 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. Additional factors like case/contact masking (i.e. both the infectious individual and the potential close contact have been consistently and properly masked, ventilation, presence of dividers, and case symptomology may affect this determination.

STUDENT/ TEACHER COVID-19 ON CAMPUS

Required Action with Lab-Confirmed Cases
of individuals who have been on campus

Exhibit A

SOME OF THE ACTIONS BELOW ARE FOR THE CAMPUS LEVEL(CL) AND OTHERS ARE TO TAKE PLACE AT THE DISTRICT LEVEL(DL). IF IT HAS BOTH BY IT, IT COULD BE A COLLABORATION BETWEEN THE TWO.

NOTIFY

- MUST notify local health department. Gina Prestridge, Lamar County Health Department - (903) 785-4561 * FERPA is in effect (DL)
Notify District COVID-19 representative, Paul Jones, Supt. (CL)



CLEAN

Must close off areas that are heavily used by lab confirmed individual unless it has been more than 3 days since that person was on campus. (CL)



- Contact Terry Anderson (903) 573-0240 and Robin Anderson (903) 262-6960 (CL)
- Consult with Central Office to discuss campus closure.
- A campus cannot be closed for more than 5 days at a time. Notify Melanie Meredith. (CL/DL)

*If closure occurs, remote learning should take effect immediately.

COMMUNICATE

- Notify all teachers, staff, and families of all students in a school. (CL/DL)

- Use School Messenger to notify through email/call everyone of lab confirmed case on campus. (CL/DL)
- Notify Melanie Meredith (CL/DL)

