

Normangee ISD Updated District Procedures

This document originally served as the return to school plan starting the 2020-2021 school year. It has since been updated to reflect current practices, guidance and procedures that continue to be followed by NISD to help ensure the safety and health of our students and staff. A few characteristics of this plan that are very important to understand are:

1. This plan does not represent policy, but does outline administrative procedures.
2. This plan was created by the ***Return to School Safely Committee*** which consists of Parents, Teachers, Administrators, other District Personnel and stakeholders.
3. This plan outlines guidance specifically from the Center for Disease Control and The Texas Education Agency.
4. This plan has been developed in compliance with requirements for the American Rescue Plan Act and ESSER III Federal Grant. Per those requirements, the table below documents the 6 month required review of the plan.

Required Review Date	Review and Updated?	Date Posted to Website
July 2021	YES	7/7/2021
December 2021		
June 2022		
December 2022		
June 2023		
December 2023		

The District Contact Person for questions related specifically to COVID-19 or this plan is: Diana Kelly - dkelly@normangeeisd.org - 936-396-3111 Ext 2204.

If you have any issues accessing this document, please contact Diana Kelly – dkelly@normangeeisd.org – 936-396-3111 Ext 2204.

Below is the contact information if you have questions related to particular components of this plan:

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Cleaning / Sanitizing	Brad Hipple	bhipple@normangeeisd.org	936-245-9025
Extra-curricular / Athletics	Keith Sitton	ksitton@normangeeisd.org	936-245-2718
Child Nutrition	Tara Green	tgreen@normangeeisd.org	936-349-5106
Elementary Instruction/Procedures	Cody Gore	cgore@normangeeisd.org	936-245-2598
Middle School Instruction/Procedures	Jake George	jgeorge@normangeeisd.org	936-349-5019
High School Instruction/Procedures	Trae Davis	tdavis@normangeeisd.org	936-349-5949
General COVID-19 Inquiries and Questions	Diana Kelly	dkelly@normangeeisd.org	936-396-3111

Guidance from the Texas Education Agency (TEA)

All TEA guidance specific to COVID-19 can be found on their website at

<https://tea.texas.gov/texas-schools/health-safety-discipline/covid/coronavirus-covid-19-support-and-guidance>

Guidance from the Centers for Disease Control (CDC)

All CDC guidance specific to COVID-19 can be found on their website at

<https://www.cdc.gov/coronavirus/2019-ncov/index.html>

Local Health Authorities

- **NISD will coordinate as necessary with any and all local health authorities. The regional and local health authorities are listed below:**

Texas Department of State Health Services Public Health
Region 7
254-778-6744

Leon County Emergency Management
903-536-3158

General Health & Safety Protocols

- Campus staff will be trained in COVID-19 as well as other infection disease safety protocols
- Medical-grade disinfectants will be used for deep cleaning campuses.
- Students, teachers, staff and essential campus visitors/volunteers will be encouraged to sanitize and/or wash hands frequently.
- Reminders to practice good hygiene will be added and visible throughout school facilities.
- No student or staff will be required to wear a face mask.
- Students will be issued IDs to avoid high-touch situations (library check-out, cafeteria purchases, copy machine use, etc.)
- Visitors and volunteers may be limited and screened for temperature or illness prior to access the building.
- Normangee ISD is permitted to prevent any individual who fails the health screening criteria from being admitted to the campus until they meet any of the criteria for
- re-entry to the campus.
- Students, their parents and our staff are expected to monitor their own health. If a student or staff has an elevated temperature, they should remain home.
- Techniques to minimize large, overcrowding of students may continue where possible through arranging of furniture, seating layout and scheduling.

Resources Available and Strategies Implemented to help Mitigate COVID-19 and other infectious diseases

- COVID19 - Rapid tests available for all students and staff
- Increased available space for classroom, indoor recess and activities through renovations.
- Air purifiers placed in all classrooms, locker rooms and other common areas throughout campuses
- Increased air-quality in multiple classrooms
- Upgraded cleaning and sanitization equipment
- No-Touch water bottle stations have been installed throughout campuses
- No-Touch hand sanitizers have been placed and installed throughout campuses.

Health Screening and Communication Expectations

- Teachers and staff must report to the school system if they themselves have COVID-19 symptoms or are lab confirmed with COVID-19, and, if so, they must remain off campus until they meet the criteria for re-entry as noted below. Additionally, they must report to the school system if they have had close contact with an individual who is lab-confirmed with COVID-19, as defined at the end of this
- document, and, if so, must remain off campus until they meet the requirements to return.
- Parents must ensure they do not send a child to school on campus if the child has COVID-19 symptoms (as listed in this document), is lab-confirmed with COVID-19, or has had close contact with an individual who is lab-confirmed with COVID-19 until the return to school requirements are met.
- Normangee ISD may pre-screening and check the temperatures of contracted workers and essential volunteers before they are allowed entrance on campus.

Individuals Identified as Close Contact:

Based on current CDC guidance, the stay-at-home period can end for individuals experiencing no symptoms: -

- On Day 10 after close contact exposure without testing, -
- On Day 7 after close contact exposure and after receiving a negative test result.

If individuals return to school from these shorter stay-at-home windows, they should regularly monitor themselves for symptoms to ensure they remain symptom-free and take appropriate precautions (e.g., more consistent mask usage) for the duration of the 14-day incubation period.

Finally, the CDC has also advised that critical infrastructure services—which includes schools—may permit close contact staff members who are asymptomatic to continue to work in select instances when it is necessary to preserve school operations. Per the CDC, this option should be used only in limited circumstances. When using this option, school systems may consider adding additional protocols to increase monitoring for these individuals, which might include the use of COVID-19

tests (e.g., on Day 3 and/or Day 7 after the close contact exposure).

Taking into account all of the above, school systems may apply any of the following stay-at-home periods to those individuals who are identified as close contacts, in the absence of specific control orders issued by their local health authority regarding the identified individuals. Specifically, the stay at-home period can be:

- 10 days after the last close contact, so long as they continue to monitor themselves daily for symptoms and take appropriate precautions through day 14
- 7 days after the last close contact, after receiving a negative test result (administered at least 5 days after the last close contact), so long as they continue to monitor themselves daily for symptoms and take appropriate precautions through day 14

For staff who are necessary to preserve school operations, school systems can choose not to require any stay-at-home period, so long as the affected staff continue to monitor themselves daily for symptoms and take appropriate precautions through day 14, and schools can consider the use of rapid tests for these individuals

Additionally, the CDC updated guidance on March 8, 2021, to indicate that:

- 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.

Individuals Confirmed or Suspected with COVID-19

Any individuals who themselves either: (a) are test-confirmed to have COVID-19; or (b) experience the symptoms of COVID-19 (listed below) must stay at home throughout the infection period, and cannot return to campus until the school system screens the individual to determine any of the below conditions for campus re-entry have been met:

In the case of an individual who is symptomatic and is diagnosed with COVID-19, the individual may return to school when all three of the following criteria are met:

- 1) at least one day (24 hours) has passed since recovery (resolution of fever without the use of fever-reducing medications);

- 2) the individual has improvement in symptoms (e.g., cough, shortness of breath); and
- 3) at least ten days have passed since symptoms first appeared.

In the case of an individual that is asymptomatic but has received a positive COVID-19 test result, the individual may not return to the campus until ten days have passed since a positive test.

In the case of an individual who has symptoms that could be COVID-19 and who is not evaluated by a medical professional or tested for COVID-19, such individual is assumed to have COVID-19, and the individual may not return to the campus until the individual has completed the same three-step set of criteria listed above.

If the individual has symptoms that could be COVID-19 and wants to return to school before completing the above stay at home period, the individual must either

- (a) obtain a medical professional's note clearing the individual for return based on an alternative diagnosis, though for health privacy reasons the note does not need to indicate what the alternative diagnosis is, or
- (b) obtain an acute infection test that comes back negative for COVID-19.

If the individual has tested positive for COVID-19 and believes the test was a false positive, and wants to return to school before completing the above stay at home period, the individual must either

- (a) obtain a medical professional's note clearing the individual for return based on an alternative diagnosis, though for health privacy reasons the note does not need to indicate what the alternative diagnosis is, or
- (b) obtain two tests at least 24 hours apart that come back negative for COVID-19.

Practices to Respond to a Lab-Confirmed Case in the School

If an individual who has been in a school is lab-confirmed to have COVID-19, the school will follow and submit all required notifications through the local health department and TEA, while conforming to confidentiality requirements of the Americans with Disabilities Act (ADA) and Family Educational Rights and Privacy Act (FERPA).

Schools must close off areas that are heavily used by the individual with the lab-confirmed case (student, teacher, or staff) until the non-porous surfaces in those areas can be disinfected, unless more than 7 days have already passed since that person was on campus.

NISD will notify all teachers, staff and families, consistent with school notification requirements for other communicable diseases, if a lab-confirmed

COVID-19 case is identified among students, teachers or staff who participate on any on campus activities

Cleaning & Disinfectant Protocols

- Custodians will be equipped with appropriate disinfectant and equipment.
- Custodians will be trained to effectively clean and disinfect surfaces
- Students will be encouraged to use hand sanitizer when going to recess and will be encouraged to wash their hands when returning from recess.
- Custodians will have access to high quality and efficient equipment

Social-Emotional Support/Mental Wellness

- NISD has added an additional full-time counselor to provide social and emotional support to our students.

Special Education, 504, and ESL

- Special Education students and other students with specific needs will have their educational plan implemented as agreed upon through the determining committee or as outlined in their IEP and other educational documents.
- In the event of extended closures, NISD will coordinate with Leon County Special Education Cooperative to ensure the delivery of instruction and support to all students.

Communication

- Normangee ISD will continue to inform key stakeholders regularly while seeking feedback from all parents, staff, students and community members.
- Any required notifications will be posted on the Normangee ISD website.

Close Contact Definition:

This document refers to “close contact” with an individual who is test-confirmed to have COVID-19. The definition of close contact is evolving with our understanding of COVID-19, and individual scenarios 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 for a total of approximately 15 minutes throughout the course of a day; however, 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, vaccination status, prior infection status, and case symptomology may affect this determination.

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 test-confirmed with COVID-19, the infectious period is defined as two days prior to the confirming test and continuing for 10 days following the confirming test.