

Normangee ISD
Fall 2020
Return to School Plan DRAFT

This document outlines Normangee ISD’s plan to bring students and staff back to campus to start the 2020-2021 school year. This document will be updated FREQUENTLY. A few characteristics of this plan that are very important to understand are:

1. This plan is intended to provide parents, guardians, and staff the best information available at the given time.
2. This plan is not set in stone. This plan is a draft and it is likely that this plan will change if circumstances related to COVID-19 change.
3. The district is attempting to provide as much clarity and as little uncertainty as possible. Please understand that the district is also awaiting guidance from the Texas Education Agency to help guide and clarify some of the policies and procedures outlined in this plan.
4. This plan is being created by a ***Return to School Safely Committee*** made up of Parents, Teachers, Administrators, and other District Personnel.

The District Contact Person for questions related specifically to COVID-19 is:
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:

Transportation	Brad Hipple	bhipple@normangeeisd.org	936-245-9025
Cleaning / Sanitizing	Joel Tedder	jtetter@normangeeisd.org	936-348-1408
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

Normangee ISD will be planning to provide in-person instruction to any and all students who are comfortable returning to their classroom setting. There will obviously have to be precautions taken and procedures adapted to ensure the safety of our students and staff. These precautions and steps will be outlined in the plan below.

Updated Schedule of Events:

UPDATED 7/23/20

Friday July 24th - District releases information detailing remote learning, return to school procedures and PPE guidance. District will BEGIN accepting parent decisions for in-person or remote-learning. Decision is for remote learning or in-person is due on July 29th.

Monday July 27 - District will hold a **Question and Answer** session through a social media platform like Zoom or Facebook Live. This will be a chance for Parents to ask questions relating to remote learning, return to school procedures ,or PPE requirements.

Wednesday July 29th - Deadline to submit your decision for remote or in-person learning. District will hold another **Question and Answer** session through a social media platform like Zoom or Facebook Live.

The district will implement a structured “Phase-in” return to school that will begin on Wednesday August 12th. Detailed information on the first few days of school can be found here: [Back To School Transition Days Page](#)

For parents or guardians who are not comfortable sending their students back to school, TEA has released the following guidance on different types of “virtual instruction” that may be offered by school districts.

Guidance from the Texas Education Agency (TEA)

On Tuesday, June 23 Commissioner Mike Morath of the Texas Education Agency provided school districts with guidance on how funding will work for virtual instruction. *The system is*

complicated at best. School funding is important because it ensures that NISD can maintain services for students and pay staff without the worry of program or staffing cuts.

THIS DOES NOT MEAN THAT NORMANGEE ISD WILL ONLY BE PROVIDING REMOTE INSTRUCTION FOR THE 2020-2021 SCHOOL YEAR.

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 being 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 tasks that students complete on their own, and pre-assigned work and formative assessments made available to students digitally or on paper. The instructional method must address the required curriculum, per TEC, §28.002. This instructional method is most likely a more feasible approach to providing instruction to students who are not on campus.

The complete PowerPoint presentation by the Commissioner can be found here:
https://tea.texas.gov/sites/default/files/covid/overview_of_remote_instruction_guidance_for_sy_20-21.pdf

General Health & Safety Protocols (DRAFT)

- Campus staff will be trained in COVID-19 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.
- Social distancing and safety signage will be added and visible throughout school facilities.
- Students MAY be issued picture IDs to avoid high-touch situations (library check-out, cafeteria purchases, copy machine use, etc.)
- No outside visitors or parents will be allowed to come to school for lunch at least during the fall semester.

- Main school entrances will be locked immediately after arrival times and remain that way throughout the day to help ensure effective management and safe screening of visitors.
 - Visitors and volunteers will be limited, at least during the fall semester. *NOTE: essential volunteers scheduled for work at a campus will be pre-screened for temperature/symptoms before admittance on campus.*
 - 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.
 - Currently, all locker rooms and shower rooms are "CLOSED" per the Texas Education Agency. This could change by the opening of school in August.
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Health Pre-Screening for Staff & Students and Handling COVID Cases (DRAFT)

- Students and staff are expected to take their own temperatures daily before arriving to school. Anyone with a fever of **100 or higher** should not come to school or an NISD facility.
- Students and staff should also prescreen themselves for any of the following symptoms prior to coming to school. In a way that is *not normal* for them, do they:
 - Feel feverish or have a measured temperature greater than or equal to 100 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
- Students and staff may be subject to periodic temperature checks for verification, especially if they are feeling ill or suspected of having a fever during the school day.
- Teachers will have access to a touch-free forehead thermometer.
- Teachers and staff must report to the school system if they themselves have COVID-19 symptoms or are lab confirmed with COVID-19, and, if so, they must remain off campus until they meet the criteria for re-entry as noted below. Additionally, they must report to the school system if they have had close contact with an individual who is lab-confirmed with COVID-19, as defined at the end of this document, and, if so, must remain off campus until the 14-day incubation period has passed.
- Parents must ensure they do not send a child to school on campus if the child has COVID-19 symptoms (as listed in this document) or is lab-confirmed with COVID-19, and instead should opt to receive remote instruction until the below conditions for re-entry are met. Parents may also opt to have their students receive remote instruction if their child has had close contact with an individual who is lab-confirmed with COVID-19 until the 14-day incubation period has passed.
- Normangee ISD will be pre-screening and checking the temperatures of all contracted workers and essential volunteers before they are allowed entrance on campus.

Individuals Confirmed or Suspected with COVID-19

- Any individuals who themselves either: (a) are lab-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 was diagnosed with COVID-19, the individual may return to school when all three of the following criteria are met:
 1. At least three days (72 hours) have 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);

3. And at least ten days have passed since symptoms first appeared.
- In the case of an individual who has symptoms that could be COVID-19 and who is not evaluated by a medical professional or tested for COVID-19, such individual is assumed to have COVID-19, and the individual may not return to the campus until the individual has completed the same three-step set of criteria listed above.
 - If the individual has symptoms that could be COVID-19 and wants to return to school before completing the above stay at home period, the individual must either (a) obtain a medical professional's note clearing the individual for return based on an alternative diagnosis or (b) receive two separate confirmations at least 24 hours apart that they are free of COVID via acute infection tests at an approved COVID-19 testing location.

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

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

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

- School start time will **LIKELY** be moved to 7:45 AM (EXCLUDES Pre-K) in order to provide additional flexibility in the event of school closure and also to account for increased time needed to carry out lunches and other transitions.
 - Students will likely enter through designated entrances depending on school / grade level and will be directed to designated areas that provide for maximum social distancing.
 - Designated entry doors may be propped open for no-touch entry. Any open doors will be continuously monitored by staff to stop unauthorized access.
 - Any parent picking up a student early will need to call ahead so that student may be brought to the parents vehicle.
 - Parents will not be permitted to walk students into the building.
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School Health Clinic Procedures (DRAFT)

Bus Transportation Protocols (DRAFT)

UPDATED 7/20/20

- If possible, parents are strongly encouraged to provide their own transportation for students to and from school.
- Hand sanitizers have been installed on all buses.
- Buses will operate with the windows open when possible to increase air flow.
- Cabin air filters will be cleaned daily or as needed.
- Buses will be sanitized twice daily with EPA Registered Broad Spectrum Disinfectant. Each driver will also have disinfectant available to spray areas of need.

- Driver Requirements:
 - Required to wear masks
 - Trained on COVID-19 mitigation procedures
 - Student Requirements:
 - Students (for whom it is developmentally appropriate) will be required to wear masks while riding the bus. Without masks we are allowed 6 students to a full-size bus. With masks ON we are able to transport 22 students per bus.
 - Use hand sanitizer upon entering the bus
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Lunchroom Safety (DRAFT)

UPDATED 7/20/20

- Plexiglass dividers will be installed between the register and students.
- All cafeteria staff will be trained in COVID-19 mitigation techniques and will be required to wear masks and or other PPE.
- Cafeteria and serving areas will be cleaned between uses.
- The number of students allowed in line at one time will be limited and there will be placemarkers designated for students to maintain social distancing
- We are exploring options for alternative eating locations to reduce the number of kids in the cafeteria at one time.
 - For example, outside eating areas may be available to students.
- We are also exploring options for contactless payment with students using issued ID's to charge their lunch account.
- To begin the school year, we will not be allowing the delivery of outside food to students.

- To begin the school year, we will not be allowing visitors to eat lunch with students.
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Personal Protective Equipment (PPE) & Masks (DRAFT) **UPDATED** **7/22/20**

- Wearing PPE is an effort to provide a level of safety for not only our students, teachers and staff but also their families.
 - Our goal is to provide as many opportunities to practice social distancing as possible, therefore reducing the times masks would need to be worn.
 - More Information on Masks/Face-coverings and PPE can be found here: [Masks and PPE Guidance](#)
 - If masks are required, they would ONLY be necessary when social distancing could not be practiced. This means students would not be wearing a mask for an 8 hour school day but likely would need to have a mask available to put on when social distancing isn't possible (hallway transitions, cafeteria, small group work, etc..)
 - The Texas Education Agency recently announced that PPE would be purchased and provided to each district for use as needed.
From the state, Normangee ISD will receive:
 - 5,536 disposable masks
 - 1,384 reusable masks
 - 3,128 gloves
 - 4 thermometers
 - 65 gallons of hand sanitizer
 - 92 adult face shields
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Handwashing & Hand Sanitizers (DRAFT)

Social Distancing Protocols (DRAFT)

- Desks or tables will be socially distanced as much as instructionally possible.
 - Sharing of supplies will be limited and if necessary will be disinfected between uses.
 - Visual reminders and signage encouraging social distancing will be posted in hallways, classrooms and other common areas.
 - Classroom assignments are also being evaluated to identify classes with larger class counts that might be held in smaller classrooms. These classes may be moved to larger classrooms or other open areas to allow for social distancing.
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Cleaning & Disinfectant Protocols (DRAFT)

- One custodian will be dedicated to constantly wiping down commonly used areas with disinfectant.
 - For students that it is age appropriate, there will be safe opportunities for students to clean and/or disinfect their own areas prior to transitioning or leaving a classroom or area.
 - See transportation policy for cleaning and disinfecting information of buses.
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Instructional Delivery Options (DRAFT)

UPDATED 7/24/20

- Detailed information about NISD remote learning can be found here: [NISD Remote Learning Information](#)
 - Parents will have the option of having their students receive remote instruction through an asynchronous method.
 - Student attendance will be documented daily through successfully completing determined progress measures established and outlined in the asynchronous plan.
 - Parents will have to submit their desired choice of instructional delivery no later than July 29th.
 - A decision by the parents to participate in remote instruction will be in effect through the current **6 week grading period**. To clarify, a student MAY NOT move from remote to in-person instruction on a day-to-day basis. A student will have the option to enter back to on-campus instruction at the end of each 6 week grading period.
 - Students that are receiving IN PERSON instruction and are required to stay home due to illness or exposure MAY participate in the remote learning option. These students will NOT have to wait until the end of the grading period to return to campus and will be allowed back to campus after they have met the health requirements to return to campus.
 - In order to be consistent with expectations of students participating in extracurricular activities. Students choosing remote learning will not be eligible to participate in extracurricular activities for the grading period they are participating in remote learning.
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Attendance and Enrollment (DRAFT)

Per Texas Education Code, § 25.092, students must attend 90% of the days a course is offered (with some exception) in order to be awarded credit for the course and/or to be promoted to the next grade level.

Student attendance may be earned through the delivery, documented participation and progress made in remote instruction.

Special Education (DRAFT)

Technology Support (DRAFT)

- NISD has begun implementing a technology device plan that gets devices (Chromebooks) into students' hands.
 - All NISD High School Students will be issued a NISD Chromebook.
 - Junior High and Elementary students will also have access to chromebooks that will remain in their classrooms.
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Playgrounds & Outdoor Spaces (DRAFT)

UPDATED 7/20/20

- Recess and outdoor time is a critical component of our elementary students learning. More specific procedures for students during recess are being established and will be consistent with guidelines and recommendations while ensuring our students are able to participate in recess.
- There will be cleaning and sanitizing procedures in place between class groups using the playground or other outdoor areas.

- Students will use hand sanitizer when going to recess and will wash their hands when returning from recess.
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Extracurricular Participation (DRAFT)

UPDATED 7/24/20

- UIL has released their guidance and calendar for extracurricular activities. It can be found at this link, [UIL Fall Activities](#)
 - Students receiving in-person instruction will have the opportunity to participate in all extracurricular activities.
 - Protocols and procedures to mitigate the spread of COVID-19 will be put in place in accordance to the UIL regulations.
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Facility Rentals & After-School Events (DRAFT)

Large-Group Gatherings & Special Event Announcements (DRAFT)

Social-Emotional Support/Mental Wellness (DRAFT)

Communication (DRAFT)

UPDATED 7/23/20

- Normangee ISD will continue to inform key stakeholders regularly while offering opportunities for feedback to help shape the NISD 2020 Fall Plan.
- [Path for Panthers Video for Return to School Timelines](#)
- [Remote Learning Information](#)
- [Back to School Transition Days Information](#)
- [PPE Guidance and Information](#)
- [Amended Calendar Information](#)

Close Contact Definition:

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;

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

Individuals are presumed infectious at least two days prior to symptom onset or, in the case of asymptomatic individuals who are lab-confirmed with COVID-19, two days prior to the confirming lab test.