

# Eden CISD Instructional Plan, 2020-21

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Eden CISD continues to receive guidance from the Texas Education Agency as well as other state and local agencies to safely begin school for the 2020-21 academic year. Our first priority is the safety and well-being of our students and staff. We are committed to providing a safe educational experience for our students and staff members while helping our students learn the state curriculum. Students are expected to attend classes in person on campus. Students who are quarantined, who test positive for COVID-19, or who have a doctor's excuse for not attending in-person courses will be allowed to attend school via remote instruction. No other students will be allowed to learn virtually.

The first day of school is Thursday, August 13.

*The following document will serve as a guide for Eden CISD's preparedness in responding to the COVID-19 crisis. In no way is the document comprehensive. It will serve as a starting place for ECISD's response. This document is 'living' in that the District may have to add or terminate existing/new protocols as the need arises. Experts agree that the COVID-19 crisis changes daily. This document will be adapted as changing circumstances dictate.*

**EDEN CISD  
REMOTE/VIRTUAL LEARNING PLAN**

Eden CISD will be providing asynchronous instruction to those students who meet the criteria outlined on the previous page.

**Asynchronous instruction** refers to self-paced instruction with intermittent teacher interaction. There is pre-assigned work with formative assessments on paper or on the learning management system (LMS). Eden CISD will use Google Classroom, Zoom, or other technology for the LMS. Students may also watch pre-recorded videos of instruction with guided support.

**Students must engage daily to be counted present.** Student will be required to follow an established schedule for their learning time.

**Students will be counted as present by:**

- Watching recorded lessons.
- Completing daily assignments in allotted time as determined by teachers based on the guidelines presented in the Eden CISD Student Handbook.
- Making daily contact with teachers either by email, messaging service (such as Remind), or through online classroom platforms.

<b>ELEMENTARY</b>	
<b>KINDER FIRST GRADE SECOND GRADE CORE AREAS</b>	<p>Students will receive <u><b>Asynchronous Instruction.</b></u> It is the only model approved by the Texas Education Agency for this age group. It is based on:</p> <p>(1) There must be daily progress in an LMS (learning management system) = Google Classroom, Zoom, or some other means of communication.            (2) There will be a daily teacher-student interaction (touchpoint).            (3) The student must be able to complete and turn in assignments daily.            (4) A teacher will schedule one-on-one tutorials and intervention time as needed.</p>
<b>KINDER FIRST GRADE SECOND GRADE SPECIAL CLASSES</b>	<p>We will not provide direct instruction for music, art, PE, and gifted and talented classes, but the district can provide you with lessons for these areas. Students may access these lessons after completing work in the core areas.</p> <p>The physical education teacher will provide instructional videos for the home teacher to post. The Texas Education Agency requires students to have 135 minutes of physical activity per week.</p>
<b>THIRD GRADE FOURTH GRADE FIFTH GRADE CORE AREAS</b>	<ul style="list-style-type: none"> <li>➤ Students will receive Asynchronous Instruction in all core areas.</li> <li>➤ Regular grading policies apply.</li> <li>➤ Students are required to complete daily assignments.</li> <li>➤ Scheduled tutorials and interventions will be established.</li> <li>➤ Teachers will establish mandatory, synchronous touchpoints as needed.</li> </ul>

<b>THIRD GRADE</b> <b>FOURTH GRADE</b> <b>FIFTH GRADE</b>  <b>SPECIAL</b> <b>CLASSES</b>	<p>We will not provide direct instruction for music, art, PE, and gifted and talented classes, but the district will provide lessons for these areas. The physical education teacher will provide instructional videos for the home teacher to post. The Texas Education Agency requires students to have 135 minutes of physical activity per week.</p>
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<b>JUNIOR HIGH SCHOOL</b>	
<b>JUNIOR HIGH</b> <b>CORE</b> <b>CORE AREAS</b>	<ul style="list-style-type: none"> <li>➤ Students will receive Asynchronous Instruction in all core areas.</li> <li>➤ Regular grading policies apply.</li> <li>➤ Students are required to complete daily assignments.</li> <li>➤ Scheduled tutorials and interventions will be established.</li> <li>➤ The school will assign one teacher per subject, and they will teach all grade levels.</li> <li>➤ Teachers will establish mandatory, synchronous touchpoints as needed.</li> </ul>
<b>MIDDLE</b> <b>SCHOOL 6<sup>TH</sup>-8<sup>TH</sup></b> <b>ELECTIVE</b> <b>AREAS</b>	<p>Elective courses will be offered with <b>Asynchronous</b> instruction. Teachers will post lessons using Edgenuity, Google Classroom or Zoom and students will complete work independently.</p>
<b>COUNSELING</b> <b>SERVICES</b>	<p>The School Counselor will:</p> <ul style="list-style-type: none"> <li>➤ Coordinate with classroom teachers, 6-8, for a time for the middle school counselor to provide face-to-face instruction as needed regarding individual planning and guidance curriculum.</li> <li>➤ Be available to meet with students receiving remote/virtual instruction via phone with parent consent.</li> <li>➤ Provide responsive services to students receiving remote/virtual instruction according to the Eden CISD Board Policy and Student Handbook.</li> <li>➤ The Counselor will maintain current information regarding mental health and community services for students, families, and staff on the district COVID-19 resources webpage.</li> </ul>

<b>HIGH SCHOOL</b>	
<b>HIGH SCHOOL</b> <b>9TH -12TH</b> <b>CORE AREAS</b> <b>AND LOTE</b> <b>(Languages other</b> <b>than English)</b>	<p>Students will receive <b>Asynchronous Instruction</b> in all core areas. Regular grading policies apply.</p> <ul style="list-style-type: none"> <li>➤ Students are required to complete daily assignments.</li> <li>➤ Scheduled tutorials and interventions will be established.</li> <li>➤ The school will assign one teacher per subject, and they will teach all grade levels.</li> <li>➤ Teachers will establish mandatory, synchronous touchpoints as needed.</li> <li>➤ Courses can be offered through Edgenuity</li> </ul>

<p><b>HIGH SCHOOL ELECTIVE AREAS</b></p>	<p>There are a limited number of courses available in an online setting. Elective courses may be offered online or in person.</p>
<p><b>DUAL CREDIT</b></p>	<p>Our dual credit partnership with Howard College will continue as normal.</p>
<p><b>COUNSELING SERVICES</b></p>	<p>The School Counselor will:</p> <ul style="list-style-type: none"> <li>➤ Coordinate with classroom teachers, 9-12, for a time for the high school counselor to provide face-to-face instruction as needed regarding individual planning and guidance curriculum.</li> <li>➤ Provide information on graduation, post-secondary opportunities, FAFSA, etc., via text, email, Eden CISD website, and a Classroom platform for the Class of 2021 students.</li> <li>➤ Provide responsive services to students receiving remote/virtual instruction according to the Eden CISD Board Policy and Student Handbook.</li> <li>➤ The Counselor will maintain current information regarding mental health and community services for students, families, and staff on the district COVID-19 resources webpage.</li> </ul>

## OTHER SERVICES

<b>SPECIAL EDUCATION</b>	We are working on a number of plans, but many of our options depend upon how many and which students with special needs are opting for online learning. Parents should rest assured that we are committed to implementing a child's IEP to the fullest extent possible in a remote setting. If there are difficulties with implementation, we will come together and arrive at workable solutions in the best interest of the child.
<b>FOOD SERVICES</b>	Eden CISD will not be serving remote meals at this time due to lack of personnel.
<b>TECHNOLOGY DEVICES FOR STUDENTS</b>	Eden CISD students will be provided technology devices to use from home. Wi-Fi Hot spots may be available for checkout for a complete grading period. <ul style="list-style-type: none"><li>• Contact the campus principal for more information</li></ul>
<b>PARENT TECHNOLOGY SUPPORT</b>	The district is in the process of developing <b>High-Quality Family Training</b> for all remote learning tools including Google Classroom and/or Zoom. If you need technology support, please contact the campus principal.

**EDEN CISD**  
**SAFETY GUIDELINES FOR IN-PERSON INSTRUCTIONAL SETTINGS**

The health and safety of our staff and students remain our highest priority. While it is not possible to eliminate all risk of furthering the spread of COVID-19, this guidance document contains information on four sets of practices that minimize the likelihood of viral spread. These protocols and guidelines will be modified based on public health and governmental directives and advancing scientific knowledge on the transmissibility of COVID-19. We also believe that educating our students about proper hygiene techniques and necessary safety measures to prevent the spread will not only keep them safe but will also keep their respective families safe.

All students will receive instruction during the first week of school on appropriate hygiene practices and mitigation strategies and will be reinforced throughout the school year. We have faith that our students will embrace doing their part to keep their home and school families safe.

<p style="text-align: center;"><b>AT HOME BEFORE SCHOOL SCREENING</b></p>	<p>Parents/guardians are expected to screen their students for COVID-19 symptoms each day prior to sending their students to school. We need parents' cooperation in not sending children to school who are exhibiting COVID symptoms, especially if they are running a fever. Other parents will depend upon your diligence in this endeavor.</p>
<p style="text-align: center;"><b>ARRIVAL / DISMISSAL</b></p>	<p><b>ARRIVAL</b></p> <ul style="list-style-type: none"> <li>● Avoid early drop-offs in the morning as much as possible.</li> <li>● Students should not arrive before 7:30 AM.</li> <li>● Students will arrive by walk-up, car drop-off, or school bus.</li> <li>● <b>For the first 12 weeks of school, parents/guardians/older siblings, etc. will not be permitted to walk students inside the school building.</b></li> <li>● Alcohol-based hand sanitizer will be available at the main entrance to the campus, in classrooms, in the cafeteria and in common areas throughout the campus.</li> <li>● Upon picking up breakfast, Elementary students will be allowed to eat in cafeteria. High school students will eat breakfast in front of the High School.</li> </ul> <p><b>DISMISSAL</b></p> <ul style="list-style-type: none"> <li>● We will designate staggered dismissal groups. Staggering the groups of car riders, bus riders and different grade levels will help manage student movement in the building and decrease the risk of potential crowding outside at dismissal time.</li> <li>● Sanitizer stations will be placed at each exit and students will be encouraged to sanitize hands prior to exit.</li> </ul>
<p style="text-align: center;"><b>MASKS / FACE COVERINGS</b></p>	<ul style="list-style-type: none"> <li>● Masks or face shields are required for students (4<sup>th</sup> grade and up) and staff. Masks are optional for Kinder through 3<sup>rd</sup> grade.</li> <li>● Students can provide their own personal facemasks. Also, the school will have a limited supply for students that cannot provide their own.</li> <li>● Our face mask policy will be based upon TEA guidance and the orders of Governor Abbott. Students who use the medical exemption for not wearing a mask must submit a note from a medical doctor stating that the student cannot wear a mask.</li> </ul>

<p><b>CLASSROOM</b></p>	<ul style="list-style-type: none"> <li>● Teachers will monitor students throughout the day and refer to the office if symptoms are present.</li> <li>● Each classroom will be outfitted with the following:             <ol style="list-style-type: none"> <li>1. Visual reminders of distancing requirements will be in all classrooms, marking off areas for common spaces and distancing best practices.</li> <li>2. Refillable alcohol-based hand sanitizer stations</li> <li>3. Access to disinfectant wipes and cleaners to sanitize working surfaces</li> </ol> </li> <li>● Teachers will:             <ul style="list-style-type: none"> <li>○ Require hand hygiene before entering the classroom and after group activities.</li> <li>○ Increase the space between desks and utilize every square inch of available space to create distance between students</li> <li>○ Establish student responsibilities to clean personal areas and materials/supplies with hand sanitizer, disinfectant wipes, and other self-cleaning products</li> </ul> </li> <li>● Teachers and staff will have access to disinfectants to sanitize high-touch and working surfaces and shared objects regularly.</li> <li>● Teachers and staff will limit the use of shared supplies when possible; shared supplies will be sanitized between use.</li> <li>● Students are asked to bring headphones or earbuds for computer use.</li> </ul>
<p><b>ISOLATION PROTOCOLS</b></p>	<p style="text-align: center;"><b>Student or Staff Displaying COVID-19 Symptoms</b></p> <ul style="list-style-type: none"> <li>● When a student has displayed symptoms of COVID-19, the office will provide an assessment to determine if and when a student needs to be sent home.</li> <li>● Students who are ill will be separated from their peers and <b>should be picked up within 30 minutes and no later than 1 hour from the time the campus contacted the student’s parent/guardian.</b></li> <li>● Other students will be removed from the classroom and taken to an alternate location on campus (e.g. go on a walk outside, move to a different classroom, etc.) so that the classroom can be disinfected.</li> <li>● District communication will be provided to the parents of students who came in contact with a COVID-19 positive student or staff member.</li> <li>● Staff members displaying COVID-19 symptoms will follow district protocols including isolation from students and other staff members.</li> </ul> <p>As of December 2, 2020, the CDC amended their guidance to allow two shorter options for the stay at-home period. Based on current CDC guidance, the stay-at-home period can end for individuals experiencing no symptoms:</p> <ul style="list-style-type: none"> <li>- On Day 10 after close contact exposure without testing,</li> <li>- On Day 7 after close contact exposure and after receiving a negative test result.</li> </ul> <p>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.</p>

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. 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
- 14 days after the last close contact

#### **Individuals Confirmed or Suspected with COVID-19**

1. 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:

o 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:

- i. at least one day (24 hours) has passed since recovery (resolution of fever without the use of fever-reducing medications);
- ii. the individual has improvement in symptoms (e.g., cough, shortness of breath); and
- iii. at least ten days have passed since symptoms first appeared.

o 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.

o 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.

o 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 (at

	<p>a physician’s office, approved testing location, or other site) that comes back negative for COVID-19.</p> <p>o 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 PCR acute infection tests (at a physician’s office, approved testing location, or other site) at least 24 hours apart that come back negative for COVID-19.</p> <p><u>Close Contact</u>  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, 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 cumulative duration of 15 minutes; 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, and case symptomology may affect this determination.</p> <p>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.</p>
<p><b>COMMON AREAS AND TRANSITIONS</b></p>	<ul style="list-style-type: none"> <li>● Staff and students (grade 4 and up) are required to wear protective face coverings.</li> <li>● Staggered releases from each class may be organized to limit the number of students in the hallway during transitions.</li> <li>● When transitioning between classes, students will travel corridors as far to the right as possible.</li> <li>● Visual markers will be developed to help students maintain physical distances and adhere to established campus traffic flow in hallways.</li> <li>● Traffic patterns will be established throughout the campus that separates individuals to the greatest extent possible.</li> <li>● Where possible, one-way traffic throughout campus corridors may be established.</li> <li>● Classroom doors will be propped open to reduce high touch areas.</li> <li>● Access to hand sanitizer will be provided throughout the campus.</li> </ul>
<p><b>WATER</b></p>	<ul style="list-style-type: none"> <li>● Students will need to bring water bottles from home or can get one from the office.</li> <li>● Students may fill their water bottles at school, but they cannot use the water fountains for drinking (to prevent touching the surfaces).</li> </ul>

<p><b>CAFETERIA: BREAKFAST AND LUNCH</b></p>	<p>Depending on the number of students in the school, students may have meals in both the cafeteria and in classrooms.</p> <ul style="list-style-type: none"> <li>● Cafeteria capacity will be based on current guidelines. Physical distance will be provided around each seat.</li> <li>● All cafeteria staff will wear prescribed PPE (masks, gloves, hairnets, aprons)</li> <li>● Meals will be packaged as “grab and go” to ensure ease of pick up and transport to eating locations.</li> <li>● Signage and staff will reinforce physical distance and traffic patterns in the cafeteria.</li> <li>● Hand sanitizer stations will be available at entrances and exits of the cafeteria. Also, hand washing will be done before lunch.</li> <li>● Eating in classrooms may be an option if we cannot safely distance children.</li> <li>● Every campus will devise lunch schedules and formats, including outside areas, which allow students to eat safely apart from each other.</li> <li>● The tables and seating will be disinfected after each group has eaten a meal.</li> <li>● Microwaves will not be available for students.</li> </ul>
<p><b>RECESS</b></p>	<ul style="list-style-type: none"> <li>● Playground equipment will be sanitized during the day.</li> <li>● We will be working on schedules and routines that teach children to maintain safe distances from each other.</li> <li>● Children will sanitize their hands at the beginning and the end of recess.</li> </ul>
<p><b>VISITORS</b></p>	<ul style="list-style-type: none"> <li>● All visitors will be restricted for at least the first 12 weeks of school. Parents will not be allowed to walk students to class inside the school building.</li> </ul>
<p><b>PARENT MEETINGS</b></p>	<ul style="list-style-type: none"> <li>● The format for the annual elementary conferences, open house, etc. will be determined later.</li> </ul>
<p><b>TRANSPORTATION</b></p>	<ul style="list-style-type: none"> <li>● Parents should screen children daily before allowing them to board the bus.</li> <li>● All students must wear face coverings while on the school bus.</li> <li>● Hand sanitizer will be provided upon entering the bus.</li> <li>● The bus will be sprayed after each route or trip for sanitation.</li> </ul>

**EXTRACURRICULAR  
/ ATHLETICS**

- Students who are in the online learning option will not be eligible to participate in UIL activities.
- Limiting personal interaction – face-to-face interaction and person-to-person contact will be limited to essential activities that cannot be performed in an alternative (virtual or remote) fashion. When such activities are required, social distancing and other infection-spreading mitigating measures will be emphasized.
- Hygiene – hand washing will be emphasized before, during, and after team activities when practicable.
- Face coverings – Eden CISD will require student athletes to wear face coverings when not actively exercising or in situations where they can maintain six feet of distance from other student athletes and staff. Face coverings will be required in the locker rooms at all times. Exceptions to wearing a face covering include, but are not limited to:
  - a) Any person with a medical condition or disability that prevents wearing face covering;
  - b) While a person is consuming food or drink;
  - c) When a congregating group of persons maintains at least 6 feet of social distancing.
- Cleaning and sanitation – routine and enhanced cleaning and sanitation measures will be implemented.
- Safe access to facilities – Facility entry and exit points will be coordinated to minimize personal interaction and facilitate social distancing.
- Eden CISD staff will keep appropriate coach to student ratio at all times.
- Screening Procedures for Student-Athletes and Staff– Talking about what symptoms to look for and possible use of checking for temperature screening assessment may be offered to student-athletes and coaches.
- Facilities Cleaning – athletic facilities will be disinfected and sanitized per industry guidelines
- Enhanced Cleaning – specific athletic facilities in which an individual with a confirmed COVID-19 positive has been identified will undergo enhanced disinfection per CDC and industry guidelines.
- Student/staff member should inform the Athletic Director and the Administration and quarantine for 14 days or provide a negative COVID-19 test from Medical Officials.
- ECISD Administration will notify other student athletes/staff members who may have been exposed to COVID-19 and provide guidance. Fellow student athletes/staff members **may** be sent home to self-quarantine for at least 14 days or until a confirmed negative test result is received.

<p><b>DAILY CLEANING</b></p>	<ul style="list-style-type: none"> <li>● Each classroom and restroom will be disinfected daily.</li> <li>● All high touch areas will be disinfected multiple times a day.</li> <li>● Cleaning solutions and wipes will be provided in each classroom and common area to maximize room to room cleanliness.</li> <li>● The cafeteria will be disinfected between lunch periods.</li> <li>● Staff will have access to disinfectants to sanitize working surfaces and shared objects after each use and during breaks in instruction.</li> <li>● Every campus will have a disinfection device for quick clean up jobs.</li> </ul>
<p><b>MISCELLANEOUS ACTIVITIES</b></p>	<ul style="list-style-type: none"> <li>● <b><i>The single most important activity that we can do, as ECISD Stakeholders, is to monitor our personal health and the health of our students.</i></b> When students and staff come to school while they are ill, all of us are exposed. This is a fact, no matter the illness. Students that are ill, no matter the illness, are not as likely to learn as well, because of their symptoms. Similarly, staff that are ill are not as likely to perform up to their capacity, due to the symptoms of the illness. Students and staff should be evaluated at home and not come to school if they are ill.</li> <li>● <b><i>Hand Sanitizer.</i></b> All available evidence states that maintaining clean hands aids in the preventing the spread of COVID-19. Having said that, hand washing is by far the most effective and safe way to comply with this. Sometimes, this is not always possible, and ECISD will provide as many hand sanitizer stations as possible to facilitate this.</li> <li>● <b><i>Doors.</i></b> An area of concern is doors and door handles. All doors that can be propped open will be (Example- cafeteria doors when lunch is in session). All classroom doors will be held open during passing periods. Additionally, all exterior doors will remain closed at all times. Doorknobs and handles will be disinfected as many times a day as possible.</li> <li>● <b><i>Education.</i></b> In many ways, Eden CISD staff will have to <i>educate</i> all children on how to behave in during this time. This will include handwashing, social distancing, behavior while in line, cafeteria behavior, and bus behavior.</li> <li>● <b><i>Separation of classes.</i></b> While it is impossible to completely accomplish this in a school setting, ECISD will implement every measure possible to ensure that classes remain as separate as possible. (Example – Kindergarten students will have as little as possible contact with first grade.) This will help us mitigate the possibility of the spread of COVID. Should there be children in a particular class that test positive, we may be able to ‘contain’ exposure to a minimum of students by implementing these procedures.</li> </ul>
<p><b>DECISION POINTS ON WHEN TO CLOSE A CLASSROOM AND/OR BUILDING</b></p>	<p><b>In coordination with state guidelines, Eden CISD will adopt the guidelines for the closure of a classroom and/or a school building. We have preliminary data points that we are considering but are awaiting official guidance. We will publicize these decision points and the plan for possible closure once we have more information, which includes consultation with local health authorities.</b></p>