

***KERMIT
INDEPENDENT
SCHOOL DISTRICT***

***RE-ENTRY
SCHOOL PLAN***

2021 – 2022

Kermit ISD School Board Members

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Evan Espinoza, Kermit ISD Technology Director

Kermit ISD Health Care Providers

Wendy Walker, High School Nurse
Edith Quiroz, Jr. High School Nurse
JoAnn Berzoza, Elementary School Nurse

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Introduction and District Priorities

As a school district, Kermit ISD looks forward to welcoming students back to school on August 23, 2021. Despite the challenges with COVID-19, our district will continue to provide the excellent education to our students. As the public health crisis continues, we have been planning for the opening of the 2021-2022 school year with a focus on the health, safety and well-being of our staff, students and community.

While Kermit ISD is planning for our instructional environment, our plan follows recommendations for school opening and operations provided by the Centers for Disease Control and Prevention (CDC), the Texas Education Agency, and state and local health officials.

The situation with COVID-19 is continuously changing, as are the protocols and measures needed to keep students and staff safe. Plans will remain flexible to accommodate potential changes and these guidelines may be modified as needed. As adjustments may be necessary throughout the coming school year, it will be our priority to keep the community informed of those changes and updates. The Kermit ISD website at <https://www.kermitisd.org/> along with Facebook (www.facebook.com/kermitisd) and Twitter (www.twitter.com/kermitisd) will provide you with the most up-to-date information.

Feedback & Input: Surveys

In preparation for effective planning in each key area of work, it was critical to receive feedback from our families and teaching staff regarding their experiences during school closure in the spring, 2019 and feedback on concerns and needs as we plan for the fall, 2020 with a lens of continuous improvement.

Families and staff were surveyed from July 15, 2020 through July 28, 2020:

- Family Survey - 491 participants
- Teacher Survey - 137 participants

Family Survey - focused on seeking feedback on their overall learning experience, connectivity/technology, student engagement, social emotional well-being, and feedback on what improvements could be made for the fall, and what are the greatest concerns with returning to school for the 2020-2021 school year.

Teacher Survey - focused on seeking feedback on instructional barriers and obstacles faced during the closure, student engagement, student instructional support, communication with students, staff and leadership, and overall well-being.

Student Survey – students were gathered in a Leadership class to gain feedback on instructional barriers and obstacles faced during the closure of school, social and emotional well-being.

Fall 2020: Instructional Information for Families

This fall, Kermit ISD will be implementing instructional practices to provide consistency across learning environments and ensure the safety of students and staff.

Regardless of learning environment, Kermit ISD is committed to ensuring that students have an equitable experience and access to high quality instruction:

- Students will interact with instruction in two different environments (face-to-face and virtual/remote) making it necessary for teacher teams to plan instruction that is content-consistent, yet environment-specific to ensure equitable learning opportunities for all students.
- Kermit ISD will utilize the strategies and best practices associated with blended learning to design learning activities for all students.
- Learning experiences are designed to meet the needs and environment of the learner where they are.
- Students, regardless of learning environment, will engage in high quality learning experiences aligned to Kermit ISD curriculum and Texas Essential Knowledge and Skills.
- Students who begin the year in face-to-face learning at school may move into remote learning for a period of time if needed for school closure due to student/staff illness or county or state regulations.
- Once the students/parents decide on the option of learning, in the event a change is requested from face-to-face to remote or vice versa, it will be completed at the end of each grading cycle each time.
- Both the remote and face-to-face experience will utilize Google Classroom and/or Its Learning Platform, provide similar expectations around coursework and follow the same grading guidelines.

FALL, 2021 FACE-TO-FACE LEARNING

Students and teachers will attend class in-person, five days a week, with additional safety measures in alignment with state and federal guidelines and recommendations.

- In this setting, teachers will provide face-to-face instruction, learning resources and support utilizing Google Classroom and/or Its Learning Platform.
- Teachers will plan instruction that is quickly and easily transferable from face-to-face to remote in the event of a temporary school closure due to COVID-19 spread.
- District-directed and campus-designed safety procedures will be implemented.
- Grades 5-12 students will be assigned schedules based on their course selections made last spring as best as possible.

KISD REMOTE LEARNING

For the school year 2021-2022, Kermit ISD will only offer remote learning opportunity in the event of a school closure by TEA, CDC, Local Health Department, and/or the Federal Government that will allow students to engage in high quality learning experiences, utilize Kermit ISD instructional resources and meaningfully connect with their teachers and other students. All activities will be designed to meet the needs of the student in the online environment through differentiated experiences.

- Teachers will teach remote learning students from their classrooms or other assigned KISD facilities.
- In this setting, teachers will also provide instruction, learning resources, support, and communication through the use of Google Classroom and/or Its Learning Platform.
- Students are required to engage daily in all subject areas.
- Students may log in at scheduled “virtual learning time” or view a recording of the lesson.
- Assignments must be submitted daily and students must demonstrate progress.
- Students can take breaks and return to the session, as needed.
- Parents will support students as a “learning coach” and ensure they have access to a device, a place to work and are engaged in virtual learning activities.
- Kermit ISD will ensure open lines of communication between teachers, students, and parents as we work together to ensure each student is academically and socially-emotionally future ready.
- Teachers will utilize the same curriculum as students who attend face-to-face instruction and will design strategies for learning in the remote environment.
- Grading will be consistent with the guidelines and practices used in all face-to-face instruction.

Remote Synchronous Learning is defined as two-way, real-time, live, instruction between teachers and students, through the computer or other electronic devices. Students enrolled in KISD Remote Learning will be assigned a virtual class schedule and must be available for live, synchronous instruction during each school day.

Kermit ISD student expectations for *synchronous* learning:

- Students attend class on time, per their class schedule.
- Students will follow Kermit ISD dress code.
- Students are ready to engage and learn.
- Students should have a designated, distraction-free workspace to engage in learning.
- Students will show their face on the screen to engage with the teacher virtually.
- Students will participate in the class activities, discussions and assignments.
- Students will follow Kermit ISD Student Code of Conduct during virtual learning.

Remote Asynchronous Learning is a curricular experience where students engage in the learning materials on their own time, interacting intermittently with the teacher via the computer or other electronic devices. In this setting, teachers will provide instruction, learning resources and support through the use of Google Classroom and/or Its Learning Platform.

Kermit ISD student expectations for *asynchronous* learning:

- Students will complete asynchronous activities assigned each day.
- Students 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.
- Students will follow Kermit ISD Student Code of Conduct during virtual learning.

Schedule for Remote Learning

While in a remote learning environment, time management is critical to success. Students and teachers must remain in communication regarding daily schedules and assignments. As with any traditional course, there is a risk of receiving a lower grade if a student falls behind. If students are struggling with time management, then the parent or student should contact the teacher for additional assistance.

Attendance for Remote Learning

According to the Texas Education Code, students must attend 90% of the school year. This requirement will remain in force in the 2020-2021 and 2021-2022 school years. Student attendance may be earned through the delivery of virtual instruction. Communication with families will be essential and must be documented. Parents will still be required to provide doctor's notes for three or more consecutive absences. Absences with doctor's notes will continue to be excused. Remote attendance will count in the same manner as on-campus (face-to-face) attendance in satisfying this requirement.

Students participating in asynchronous learning who login to the Kermit ISD on the online platform each day and engage in teacher-assigned learning apps (including but not limited to Google Classroom/Its Learning) are considered "present" and **will not** be marked absent.

Students participating in the synchronous learning will be required to login at the appointed time of scheduled class or they will be marked absent if not.

Parents and students will receive absence notifications via School Messenger/Its Platform after 6:00pm each. (Notifications may be controlled by parents via Parent Portal.)

If a student is engaged in asynchronous learning and completes the entire weeks' worth of learning activities on Monday and does not log in for the remainder of the week,

he/she will be marked “present” on Monday **only** and counted “absent” for Tuesday-Friday.

Students should access all learning apps, including Google Classroom and/or Its Learning Platform, so that Kermit ISD has accurate accounting of their logins and duration of engagement on a particular learning app.

Remote Learning Design for Grades PK-4

Teachers will structure the instructional day to ensure there are enough minutes devoted to each subject area, chunked into some synchronous (live) times and some asynchronous times.

- Daily synchronous time may include activities such as:
 - Read alouds
 - Small group reading instruction
 - Number Talks
 - Community Circles/Check ins
 - Direct instruction by teacher (mini-lesson)
- Daily asynchronous assignments are to be completed independently. These may include activities such as:
 - Choice boards
 - Student self-selected reading and writing
 - Writing assignments
 - Independent practice

Teachers will design small group time to differentiate instruction within the instructional block. This will require teachers to set up small group instruction schedules for students. It will be vital for teachers and parents to openly communicate the schedules for the students.

Regular communication and the partnership between teachers and parents will be crucial to the success of elementary students during the remote learning. Parents may be needed at home to assist their student with logging into Google Classroom and/or Its Learning Platform, monitoring their participation and progress in the learning, and ensuring completion of asynchronous activities.

Remote Learning Design for Grades 5-12

Classes within this environment will follow the schedule of classes at the student’s home campus. Kermit ISD will structure the students’ learning schedule to require students to participate in synchronous learning on the secondary campuses.

Teachers will structure the instructional day to follow their campus bell schedule. Within each course/subject, teachers will plan for students to participate in synchronous learning on the secondary campuses.

- All courses will be offered in both settings, including advanced level courses such as Advanced Core Content and/or Gifted and Talented Instruction.
- Some elective courses for students who select KISD Remote Learning may require the student to complete assignments or projects at the campus if the

course requires assignments that cannot be reasonably completed remotely, e.g., welding, Choir, Gifted and Talented Class, Band, One-Act Play, and Athletics

- Students in grades 5-12 choosing KISD Remote Learning may be able to participate in on-campus classes for extra-curricular activities (in accordance with UIL requirements).

Intervention and Enrichment for Remote Learning

Intervention, enrichment, and tutorial time will be scheduled regularly for students to best meet their academic needs. During this time, students may engage in assigned group activities, project-based learning activities, small group or individual instruction. Teachers will communicate with students their plan for the designated time.

KISD Remote Learning Grading

Grading for all remote courses will follow the same grading policy as the courses in the face-to-face model. KISD Remote Learning courses that earn high school credit will count in GPA calculation and class rank as specified in KISD Board Policy.

Special Education Support

ARD Committees will determine the unique needs of students who receive special education services and will make service recommendations for students attending the remote learning program. The nature of special education interventions will likely require a heavier concentration of synchronous supports and services to ensure that individual student needs are met. Progress will be carefully monitored and ARD Committees will convene as needed to make appropriate recommendations to meet individual student needs. This will ensure continued growth in the general education curriculum and on IEP goals and objectives.

Open Campus Model

If conditions regarding COVID-19 allow Kermit ISD to return all students to campus at one time in Fall 2020, the following may be used:

- Students and teachers in the classroom while maintaining social distancing to the extent possible.
- Face coverings will be required for all students and faculty/staff (exceptions are listed in the governor's order (such as medical condition, disability)).

Closed Campus Model

Should the COVID-19 landscape shift to require a closed model, the following would be implemented.

Students

Classes delivered through a virtual platform. Students will be provided training and further support learning in a virtual environment.

Hotspots, computer devices, and WiFi options may be distributed to students.

Students will be able to receive grab and go meals (breakfast and lunch) at the back of the Kermit Elementary Cafeteria on each student school day.

Teachers

Classes instructed through a virtual platform. Teachers will engage in ongoing professional development to continue instruction in a virtual environment.

SCHEDULES FOR REMOTE LEARNING DURING SCHOOL CLOSURE

SCHEDULES FOR REMOTE LEARNING 2020-2021 and 2021-2022

	8:10-8:15	8:15-8:45	8:45-9:30	9:30-10:15	10:15-10:30	10:30-11:30	11:30-12:10	12:10-12:45	12:45-1:20	1:20-2:00	2:00-2:45	2:45-3:45	
SECE Classroom	Log on	Calendar/ Circle Time Log on	Reading Work stations Log on	Math Work stations Log on	Math Independent Practice	Lunch	Guided Reading/ Log on	Journal/ Hand writing/ Log on	Science/ Social Studies Log on	Art - Independent Practice	Classroom Skills Independent Practice	Complete Assignment /Independent Practice	
	8:10-8:15	8:15-8:45	8:45-9:30	9:30-10:15	10:15-10:30	10:30-11:30	11:30-12:10	12:10-12:45	12:45-1:20	1:20-2:00	2:00-2:45	2:45-3:45	
SECE1 Classroom	Log on	Calendar/ Circle Time Log on	Reading Work stations Log on	Math Work stations Log on	Math Independent Practice	Lunch	Guided Reading/ Log on	Journal/ Hand writing/ Log on	Science/ Social Studies Log on	Art - Independent Practice	Classroom Skills Independent Practice	Complete Assignment /Independent Practice	
	8:10-8:15	8:15-8:45	8:45-9:45	9:45-9:50	9:50-10:20	10:20-11:10	11:10-12:15	12:15-1:15	1:15-2:00	2:00-2:15	2:15-3:00	3:00-3:25	
Pre-Kinder	Log on	Calendar/ Circle Time Log on	Work Stations Reading Log on	Break	Work Stations Math Log on	Lunch	Work Stations Science & Social Studies Log on	Independent Practice	Work Stations Art & Technology Log on	Independent Practice	Music / PE Independent Practice	Independent Practice	
8:10-8:15	8:15-8:30	8:30-9:00	9:00-9:45	9:45-10:30	10:30-11:20	11:20-12:20	12:20-12:30	12:30-1:20	1:20-1:30	1:30-2:15	2:15-2:45	2:45-3:00	3:00-3:25
Kindergarten Log on	Calendar Math Skills Independent	Neuhauser Phonics Log on	Istation Independent Practice	ELAR log on	Lunch	ELAR Log on	ELAR Independent Practice	Math Log on	Math Independent Practice	ELAR Intervention Independent Practice	Math Intervention Independent Practice	Science / Social Studies Log on	Science / SS Independent Practice
	8:10-8:15	8:30-9:00	9:00-9:30	9:30-10:00	10:00-10:30	10:30-11:30	11:30-12:30	12:30-1:00	1:00-2:00	2:00-2:15	2:15-3:00	3:00-3:25	
1st Grade	Log on	Handwriting Lesson Log on	Phonics Lesson Log on	PE/ Health/ Music Lesson Independent	I Station / Lexia Reading Independent Practice	ELAR Log on	Lunch	I Station Math Lesson Independent Practice	Math - Log on	Break	Science /Social Studies - Log on	Review of Daily assignment Independent	

	8:10-8:15	8:15 - 8:45	8:45 - 9:45	9:45 - 10:30	10:30 - 11:15	11:15 - 12:15	12:15 - 12:45	12:45 - 1:35	1:35 - 2:15	2:15 - 3:00	3:00 - 3:45		
2nd Grade	Log on	Phonics Log on	ELAR Log on	ELAR Independent Practice	PE/ Music Independent Practice	Math Log on	Math Independent Practice	Lunch	Math Intervention Independent Practice	ELAR Intervention Independent Practice	Science / SS Log on		
	8:10-8:15	8:15 - 8:45	8:45 - 9:45	9:45 - 10:15	10:15 - 10:45	10:45 - 11:00	11:00 - 11:15	11:15 - 12:15	12:15 - 12:45	12:45 - 1:30	1:30 - 2:15	2:15 - 3:00	3:00 - 3:45
3rd Grade	Log on	Phonics Log on	Intervention Istation / Independent Practice	Shared Reading Log on	ELAR Guided Practice Log on	Social Studies Guided Practice Log on	Social Studies Independent Practice	Lunch	Science Log on	PE/Music Independent Practice	Math Facts Journal / Problem of the Day Log on	Math Guided Practice Log on	Math, Reading, Science, SS Independent Practice
	8:10-8:15	8:15 - 9:00	9:00 - 9:45	9:45 - 10:30	10:30 - 11:30	11:30 - 12:00	12:00 - 1:00	1:00 - 1:30	1:30 - 2:15	2:15 - 3:15	3:15 - 3:45		
4th Grade	Log on	Science Guided Practice Log on	Math Guided Practice Problem of the day Log on	Intervention (Istation Math) Independent Practice	Math Guided Practice Log on	Math Exit Ticket Spelling Work Independent Practice	Lunch	ELAR-Shared Reading & Guided Practice Log on	Guided Practice Istation Reading	ELAR Guided Practice Log on	ELAR Independent Practice		
	7:50 - 8:05	8:05 - 8:55	8:59 - 9:49	9:53 - 10:43	10:43 - 11:30	11:34 - 12:24	12:28 - 1:18	1:22 - 2:12	2:16 - 3:06	3:09 - 3:31			
5th Grade	Log on	1st Period	2nd Period	PE / Independent Practice	Lunch	4th Period	5th Period	6th Period	7th Period	8th Period			
	7:50 - 7:55	7:55 - 8:42	8:46 - 8:56	8:56 - 9:43	9:47 - 10:34	10:38 - 11:25	11:29 - 12:16	12:20 - 1:07	1:11 - 1:58	2:02 - 2:49	2:53 - 3:40		
6th Grade	Log on	1st Period	Independent Practice	2nd Period	3rd Period	Lunch	4th Period	5th Period	6th Period	7th Period	8th Period		
	7:50 - 7:55	7:55 - 8:42	8:46 - 8:56	8:56 - 9:43	9:47 - 10:34	10:38 - 11:25	11:29 - 12:16	12:20 - 1:07	1:11 - 1:58	2:02 - 2:49	2:53 - 3:40		
7th Grade	Log on	1st Period	Independent Practice	2nd Period	3rd Period	4th Period	Lunch	5th Period	6th Period	7th Period	8th Period		

	7:50 - 7:55	7:55 - 8:42	8:46 - 8:56	8:56 - 9:43	9:47 - 10:34	10:38 - 11:25	11:29 - 12:16	12:20 - 1:07	1:11 - 1:58	2:02 - 2:49	2:53 - 3:40		
8th Grade	Log on	1st Period	Independent Practice	2nd Period	3rd Period	4th Period	Lunch	5th Period	6th Period	7th Period	8th Period		
	7:55 - 7:59	7:50 - 8:46	8:50 - 9:07	9:06 - 9:54	9:58 - 10:45	10:49 - 11:36	11:40 - 12:27	12:27 - 1:17	1:21 - 2:08	2:12 - 2:59	3:03 - 3:50		
9th Grade - 12th Grade	Log on	1st Period	Independent Practice	2nd Period	3rd Period	4th Period	5th Period	Lunch	6th Period	7th Period	8th Period		

Instructional Continuity during school closure

Although students may be learning in different environments, Kermit ISD is committed to providing consistency in high quality instruction and learning tools for all students. This plan is to aid in navigating the re-establishment of our school to ensure instructional continuity is based on guidance from the Texas Education Agency (TEA) and Kermit ISD Leadership Teams.

INSTRUCTIONAL ROLES FOR BOTH ENVIRONMENTS

Preparation for Learning

- Student**
 - Be prepared for learning each day and have work and assignments completed and ready.
 - Complete coursework by deadline set by teachers.
 - For face-to-face learning: Take all materials and devices home each day in order to be prepared for possible school closure.

- Parent**
 - Access parent resources to learn how students will navigate Google Classroom and Its Learning Platform.
 - For face-to-face learning: Encourage your child to have their things (device/notebook) in their backpack and ready for school the night before.
 - For KISD Remote Learning: Create a designated place in your home for your student to use as their remote classroom.

- Teacher**
 - Meet weekly with collaborative team to plan instruction for all students.
 - Utilize the district curriculum documents and follow the scope and sequence provided by the academic services department.
 - Upload "Weekly Guidance" for parents and students in Google Classroom/Its Learning.
 - Upload weekly instructional materials into Google Classroom/Its Learning Platform
 - Be prepared to teach daily lessons. KISD Remote Learning teachers may be required to teach from their empty classrooms or from an empty room assigned in another campus/district facility.
 - Take all materials and devices home each day in order to be prepared for possible school closure.

Learning & Teaching Expectations

Student

- Attend classes according to school schedule (either face-to-face or remotely) and give your best efforts in your school assignments.
- Participate in face-to-face learning activities or live synchronous virtual sessions as instructed by teachers.
- Be organized in your work and in getting projects completed.
- Ask questions and communicate with your teacher.
- Be aware of what you should be learning each day.
- Become familiar with the structure of Google Classroom and/or Its Learning Platform and how your teacher organizes information.
- Turn in assignments on time.
- Attend Social-Emotional Learning (SEL) curriculum that nurtures children's social-emotional competence and foundational learning skills
- Students connect with the SEL content, each other, and the teacher as they build new social-emotional skills
- Students learn how to recognize bullying and harassment.
- Students learn strategies for developing and maintaining healthy relationships, perspective-taking, and dealing with conflict.

Parent

- Access Parent Portal (grades 1-12) to view student grades.
- Check in with student(s) to monitor completion of homework and assignments.
- Discuss your child's favorite part of their day and what they learned in school.
- Facilitate academic support and encouragement as a learning partner to motivate and guide your child throughout the school year in your role as a learning coach.
- Provide your child with assistance on their day-to-day activities with the exception of designated independent work.
- Consider creating a designated learning/study space for your child at home to learn comfortably.
- Maintain communication with your child's teacher by phone, email and/or online meetings to create a learning partnership.
- Monitor and ask for evidence that your child is on track with assignments and coursework.
- Families can access SEL activities and family resources.

- Programs help children learn social-emotional skills such as responsible decision-making, working together to solve problems, managing strong emotions, and getting along with others.

Teacher

- Teach students how to access learning materials through Google Classroom and/or Its Learning Platform.
- Provide face-to-face or live synchronous instruction and facilitate learning throughout the day.
- Manage online and offline resources to provide consistency and routines for students.
- Provide clear learning goals for students.
- Follow the expectations established across the district for Google Classroom and/or Its Learning Platform.
- Check student assignments in a timely manner and give feedback in verbal or written form at a weekly minimum to provide next steps or necessary academic intervention/extension.
- Post grades in a timely manner according to district grading guidelines.
- Teachers help students develop a growth mindset and goal-setting strategies, recognize harassment, manage relationships and social conflict with SEL
- Counselors are available on each campus for staff social, emotional, mental health, and other needs.

Support and Intervention

Student

- Attend intervention/tutorial sessions as established by your teacher or school.

Parent

- Allow your child to attend intervention/tutorial sessions as needed.
- Assist in supporting your child's needs by establishing and managing the daily schedule communicated by the teacher.
- Help your child own their learning. Provide support and encouragement and expect your children to do their part.

Teacher

- Provide intervention or tutorial sessions as needed.
- Follow student IEPs / 504 accommodations in all learning environments.
- Use data to pinpoint students' specific needs for enrichment and intervention.
- Monitor student progress with fidelity according to recommendations.

- Provide and communicate office hours or conference period for student/parent support.
- Attend and participate in professional learning

LEARNING TOOLS FOR BOTH ENVIRONMENTS

	Information	Resources
Device	All students may be offered a Chromebook/IPAD to use in either learning environment upon availability.	
Instructional Platform	<ul style="list-style-type: none"> • All teachers, grades PK-12, will utilize Google Classroom and/or Its Learning Platform as their primary learning management system and communication tool for the 2020-2021 school year. • Google Classroom and/or Its Learning Platform will use a similar structure by grade level in order to provide consistency for all students and classes. • Assignment submissions: for both environments, student assignments will be submitted (as much as possible) through online platforms to eliminate unnecessary contact and shared materials. 	<u>Google Classroom/Its Learning Platform</u>
	Information	Resources
Online Resources	<ul style="list-style-type: none"> • All teachers in PK-12 will be enhancing instruction through the use of online resources to engage students in high quality learning experiences. • Students will have access to online resources, textbooks and materials through KISD Website at https://www.kermitisd.org/. 	

- Communication**
- Communicating with teachers:
 - All teachers will establish and communicate office hours or conference times when they are available to meet with parents and answer student questions.
 - Contact information will be provided at the beginning of each semester and posted in all Google Classrooms and/or Its Learning Platform.

- Technology**
- Kermit ISD recognizes the need to ensure all students have reliable access to adequate technology resources on and off campus in order to fully participate in academic programming. Kermit ISD is preparing for Remote Learning and possible school closures due to COVID-19 as follows:
- Learning devices and/or WiFi hotspots may be provided as needed through library check out system.
 - A deposit may be required.
 - Students and families are expected to follow guidelines for care and use in order to ensure these public resources are effectively maintained.
 - Relevant notifications, instructions, procedures, policies and processes are available on the Kermit ISD website at <https://www.kermitisd.org/>.

Return to School Protocols after school closure

Following are the return to onsite work protocols for Kermit ISD campuses and administration buildings. The district may need to change protocols at any time to address specific needs and circumstances in order to protect the health and safety of students, employees and the community. Please note, health guidance cannot anticipate every unique situation. As a result, Kermit ISD will continue to consult available guidance through governmental agencies and other information deemed relevant to monitor the situation. The district will comply with applicable federal and state employment and disability laws, workplace safety standards and accessibility standards to address individual needs.

It is important to remember the virus that causes COVID-19 can be spread by infected persons who have few or no symptoms. Even if an infected person shows no symptoms or is only mildly ill, the people they spread it to may become seriously or fatally ill, especially for persons 65 years of age or older with pre-existing health conditions placing them at higher risk. Because of the hidden nature of this threat, Kermit ISD expects all employees, students and families to rigorously follow these practices.

Preparation for the Opening of School after school closure

Kermit ISD will ensure all staff, resources and supplies are prepared for opening school, including but not limited to assigning sufficient staff to carry out re-opening, ensuring proper training and stocking inventory of necessary supplies, such as personal protective equipment (PPE).

The Centers for Disease Control and Prevention (CDC) provides guidance, recommendations and resources to assist with plans and protocols for health and safety. Before schools re-open, Kermit ISD will implement health and safety plans that include:

- Ensuring adequate supply inventory (e.g., PPE, cleaning supplies, hand sanitizer, etc.)
- Cleaning with products approved by governing authorities and per guidelines from the Environmental Protection Agency
- Ensuring compliance with CDC, Health and Human Services, the Texas Education Agency and other jurisdictional policies
- Providing communication of procedures and expectations upon entering facilities and throughout buildings

Protocols for Screening and Isolation

General

All students and staff may be screened for COVID-19 symptoms daily and individuals with symptoms will be separated and sent home.

Screening Protocols

To help prevent the spread of COVID-19 and reduce the potential risk of exposure to our employees, Kermit ISD will be requiring employees to complete a daily informal self-assessment. This serves as a self-screening instrument which includes a set of questions related to COVID-19 symptoms such as:

- Cough
- Shortness of breath or difficulty breathing
- Chills
- Repeated shaking with chills or exaggerated shivering
- Significant muscle pain
- Headache
- Sore throat
- Loss of taste or smell
- Diarrhea
- Nausea or vomiting
- Nasal congestion or runny nose
- Feeling feverish or a measured temperature greater than or equal to 100.1 degrees Fahrenheit
- Known close contact with a person who is lab confirmed to have COVID-19

All screening information will be kept confidential by Human Resources and the district nurse and will be used for tracking purposes should an employee becomes ill with COVID-19.

- Staff may be required to complete a self-screening process prior to entering a Kermit ISD building, and the district may require further screening of employees at any time based on current state and federal guidelines. Staff are expected to sign in any time they are accessing a District facility/building.
- A parent or guardian will be required to screen their children for COVID-19 symptoms each day prior to sending them to school. Parents will need to take their child's temperature daily. Additional screening may be conducted during the school day.
- 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.
- Staff and students should not enter campuses or district buildings if any of the following apply. The individual is:
 - Sick or has been sick in the past 14 days. Symptoms to watch for: fever (100.1°F or higher), cough, shortness of breath/difficulty breathing, chills, muscle pain, headache, sore throat, new loss of taste or smell.
 - Has a confirmed case of COVID-19 or has been in close contact with a person with a confirmed case of COVID-19. These individuals must follow

- all isolation and quarantine guidelines from the local health authority or their physician.
- Has a household member who is awaiting COVID-19 test results, or who is awaiting their own test results.
- Has traveled internationally or on a cruise in the past 14 days. These individuals must follow current CDC self-quarantine recommendations: [View current CDC recommendations.](#)
- Teachers will monitor students and refer them to the nurse if symptoms are present.

Isolation Protocols

- For students displaying symptoms of COVID-19 or are feeling feverish, the school nurse will provide a clinical assessment to determine if and when a student needs to be sent home.
- Students who are ill will be separated from their peers and 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 (go on a walk outside, move to a different classroom, etc) so that the classroom can be disinfected.
- 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).
- 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.
- District communication will be provided to the students who came in contact with a student or staff member displaying COVID-19 symptoms.
- Staff members displaying COVID-19 symptoms will follow district protocols including isolation from students and other staff members.
- Students and staff who have tested positive for COVID-19 will be permitted to return to school when:
 - They are 3 days (72 hours) fever-free without using fever-reducing medication;
 - Improved symptoms (cough, difficulty breathing, etc.);
 - 10 days have passed since symptoms began.

Protocols for Personal Protective Equipment

Schools are required to comply with the governor's executive order regarding the wearing of masks. Students and staff are expected to wear face coverings during school hours. This requirement is subject to change.

- Masks include non-medical grade disposable face masks, cloth face coverings (over the nose and mouth), or full-face shields to protect eyes, nose, and mouth.

- Staff and students will appropriately wear face coverings at all times.
- Students in Pre-K through 12th grade will wear face coverings in hallways, common areas and during arrival and dismissal. Pre-K through 12th grade may remove the face mask during class time at desk.
- Students in 5th through 12th grades will wear face coverings while at school.
- It may be impractical for students to wear masks or face shields while participating in some non-UIL athletic or other extra-curricular activities.
- Students will not be required to wear face coverings while eating but will be distanced 6 feet apart.
- Individual needs regarding face coverings will be addressed on a case-by-case basis. Requests for accommodations should be submitted to campus administration, along with medical exemptions from face masks.
- Additional protective equipment will be provided to school nurses for use in the clinic.
- Students and staff will be required to bring a reusable face covering. Families will be responsible for daily cleaning and requested to supply a student face covering each day.

Protocols for Campus Visitors

Campus staff should consider utilizing virtual meeting options to limit campus visitors. All visitors who enter the building will be required to wear a face covering and those who proceed beyond the reception area will follow specific guidelines for visitors.

Visitor Screening/PPE Requirements

- Parents are discouraged from entering the campus and will not be allowed beyond the front office area.
- Volunteers are not allowed to visit campuses at this time (including mentors, college representatives, guest speakers, etc.).
- Virtual tools can be used to conduct meetings such as PTA meetings, ARDs, LPAC, etc.
- All visitors will be subject to screening by way of a symptom screening form before entering any Kermit ISD facility.
- If visitors have COVID-19 symptoms, or are lab confirmed with COVID-19, they must remain off campus until they meet the criteria for re-entry.
- All individuals entering the building will be required to wear face coverings.
- Visitors will stand behind the shield guard installed at reception desks.
- Any Individuals permitted to proceed beyond the reception area must follow all safety and campus protocols.

Protocols for Disinfecting and Hand Sanitizing

Frequent disinfection and hand sanitization will ensure health and wellness of students and staff.

Hand Washing/Sanitizing Expectations

- Hand sanitizer will be available at the main entry to the campus, in classrooms, in the cafeteria and in common areas throughout the campus.
- Paper towels will be provided near all doors to use for all high-touch areas.
- Staff and students will be expected to regularly wash or sanitize their hands.
- Requirement for hand washing and/or use of Kermit ISD provided hand sanitizer:

Elementary & Secondary

- Provide hand sanitizer upon entry to classroom and periodic teacher reminders during instructional day.
- Habitual and thorough hand washing after recess, before eating and following restroom breaks.

Disinfecting Expectations

- Staff will have access to disinfectant solutions to sanitize high-touch and working surfaces and shared objects frequently.
- Staff will limit the use of shared supplies when possible.

Protocols for Campus Cleaning and Disinfecting

Frequent cleaning and disinfection will support a healthy learning and work environment for students and staff.

Daily Campus Cleaning

- Each classroom and restroom will be cleaned and disinfected.
- All high-touch areas will be disinfected throughout the day.
- Custodians will be expected to wear PPE (masks and gloves) during work hours.
- Cafeterias will be disinfected between lunch periods.
- Staff and students will have access to disinfecting items to sanitize working surfaces, shared objects, and high-touch areas after use and during breaks in instruction.

Restrooms

- Staff should supervise and limit the number of students that enter the bathroom at one time to comply with health agency recommendations and social distancing.

- The scheduling of whole class restroom breaks is recommended to eliminate comingling of students across various classes and to ensure teacher monitoring of social distancing guidelines.
- Increased disinfecting will occur throughout the school day. Staff and students must wash hands with soap and water prior to exiting the bathroom. Proper handwashing techniques will be taught to all students and consistently reinforced.

Protocols for Common Areas and Meetings

Common areas include spaces that are used for meetings and collaboration. This includes computer labs, flexible spaces, conference rooms and other meeting rooms.

- All students and staff will be required to use hand sanitizer when entering and exiting common areas.
- Classes/grade levels will sign up to reserve common areas.
- Campuses will develop schedules and follow protocols for the use of common areas, including how to sanitize the space between use. When needed, students will bring personal supplies from the classroom.
- There will be procedures for students to sanitize their spaces before and after usage.
- Number of students in a common area will be based upon social distancing practices.
- At the end of each use and/or between use disinfection measures of electronic equipment will be disinfected.
- Handles, light switches, sinks, and restrooms will be cleaned at least 4 times a day.
- In an effort to mitigate the spread of COVID-19, the use of drinking fountains, will be discontinued until further notice. Student must also be able to remain hydrated throughout the day, so they may be permitted to bring water bottles from home.
- Visual reminders will be displayed for social distancing throughout common areas. Informational graphics and markers will be posted to help with 6 ft. social distancing.
- The use of virtual meetings/videoconferencing is preferred when possible, including PTA meetings, ARDs, LPAC, booster club meetings and events.
- When necessary, administration must create a plan for PTA/booster visitation and areas of use for meetings to adhere to COVID-19 district, campus, UIL and CDC safety protocols.
- If meetings must be held in person, all social distancing protocols will be implemented:
 - Facial coverings
 - Six-foot social distancing when possible
 - Limiting the sharing of materials/supplies

Protocols for Positive COVID-19 Cases on Campus

- If 10% of positivity rate, based on a seven-day moving average, among students, employees and staff on any particular campus, the superintendent may confer with leadership teams to consider closing the campus for face-to-face learning due to an outbreak of COVID-19. Any decision to close a campus for face-to-face learning shall be made consistent with TEA requirements. In such an event, the District will provide remote learning instruction to its students.
- If a classroom or facility is closed due to COVID-19 spread, Hillyard disinfectant, which is recommended for use on the virus that causes COVID-19, will be used to defog and disinfect.
- Custodial staff will defog and disinfect classrooms, restrooms, athletics, fine arts areas and all additional areas throughout the school facility.

Campus Health & Safety Protocols after school closure

Cafeteria and Meal Services

DECISIONS REGARDING STUDENT LUNCHES ARE SUBJECT TO CHANGE. Each campus will create a schedule that ensures that only one grade level (approximately 100 students) may be in the cafeteria at a time. This schedule will also incorporate ample time for cleaning and disinfecting tables.

- Students will be required to keep lunches they bring from home in assigned places in the classroom. Class lunchboxes cannot be stored in common baskets or buckets.
- Students should be allowed time to properly wash hands prior to lunch.
- Minimize congregation of students in hallways and lunchrooms. Serve box lunches in classrooms if spacing of students cannot be accomplished that would maintain social distancing in the cafeteria.
- Limit close contact with others and maintain a distance of at least 6 feet, when possible.
- Staff and students will wear face coverings in the cafeteria. Students may remove face coverings when they are seated at their tables to eat.
- Table tops and seats will be cleaned and disinfected between each group.

Outside Food Deliveries (Campuses/Classrooms)

Bringing or sharing refreshments during meetings is prohibited in order to limit the risk of contamination. Snack items, candy, and drinks provided by room parents will not be allowed until further notice. We ask that there be no food delivered and that food be

kept at your assigned space. Personal deliveries to teachers and students will not be delivered to any KISD campuses.

Classroom Arrangements

- Students should stay in the same classroom and desks to the extent possible for the entire day to minimize disease spread from desk sharing amongst students and to reduce interaction.
- Teachers may change classes instead of students. Grade level teams can collaborate to determine how to best utilize the shared space, such as each teacher having a designated wall or cabinet for instructional materials.
- Students should be provided with a designated space for storage of personal items such as jackets and backpacks. These items should avoid contact to the greatest extent possible.
- Rooms that are to be utilized by several groups of students during various class periods (e.g. library, cafeteria) shall have desks, tables, and the commonly touched surfaces disinfected between each group of students.
- When classroom changes cannot be avoided, such as for specials, lunch, or recess, stagger classroom changes to minimize the crowding of hallways and interaction with the entire student group.
- Minimize congregation of students in hallways.
- Provide outdoor or indoor recess opportunities that will maintain social distancing.
- Avoid gatherings of students in groups larger than a typical classroom setting.
- Keep doors to classrooms locked when students are present and open between classes to minimize contact of doors and door handles by students and staff entering or exiting classrooms. Provide disinfectant to each classroom so that door handles and commonly touched surfaces can be readily disinfected as needed

Communication Methods

To stay updated on the most up-to-date information:

- Teachers, students, and parents must check their email often.
- Parents should visit TeXis, School Status, Google Classroom and/or Its Learning Platform for updates on student grades and academic progress. This information can be reached on the district website at <https://www.kermitisd.org/>.
- Attend to call-outs and text messages sent by the district or campuses.
- Follow district and campus social media platforms.
- Attend to messages from teachers using such platforms as Google Classroom, School Status, and/or Its Learning Platform.

Social Distancing

Social distancing is an effective way to prevent potential infection. Kermit ISD employees, students, parents, and visitors practice staying approximately 6 feet away from others and eliminating contact with others.

To promote social distancing, further guidance will be provided which may include, but is not limited to, the following:

- Rearrange desks and other areas to maximize spacing for social distancing.
- Teachers will adjust the time in the hallway to minimize hallway interaction and promote social distancing. Movement breaks should be incorporated into the daily schedule.
- Arrival and dismissal procedures will be adjusted to utilize multiple entrances to accommodate social distancing guidelines. Routines and procedures for arrival and dismissal will be shared in a separate document.
- The master schedule may be adjusted to ensure that only one grade level will use the cafeteria at a time to accommodate social distancing guidelines.
- Non-essential interactions and gatherings should be avoided, particularly in hallways.
- All teachers and students are asked not to visit another classroom outside of their team or grade level.
- The teacher's lounge will have a maximum capacity of 4 people, 1 person per table. Using the kitchen, appliances, and tables will require that you sanitize the area before you leave.
- The teacher's workroom will have a maximum capacity of 4 people.

PERSONAL WORKSPACE/CLASSROOM

- All staff will use the signage provided to indicate the location of the hand sanitizing station in classrooms and throughout the school.
- All teachers and students are asked not to visit another classroom outside of their team or grade level.
- Employees are encouraged to disinfect their own personal workspace (teacher desk, classroom phone, etc.) throughout the day, giving special attention to commonly touched surfaces (such as student tables, door knobs, etc.)

The following cleaning steps address daily facility needs in schools. Additionally, the following measures will be in place to ensure proper disinfecting and cleaning of classrooms in accordance with the Centers for Disease Control (CDC).

- Maximize spacing of desks to ensure social distancing if possible. Filling of classrooms should be from furthest point from the door and back to the door in order to maintain social distancing to maximum extent possible. This may require teachers and staff to reduce the amount of furniture in classrooms or other areas.
- Teachers will create a station for hand sanitizing and disinfecting near the entrance of the room.
- Teachers will ensure that the soap dispensers at the sinks in classrooms are filled and operational. Please notify custodians if the soap dispensers need attention.
- The campus will maintain hand sanitizing stations at entrances throughout the school. Please notify custodians or office staff when a station needs replenishing.
- Expand on school cleaning routines: Disinfect all work areas, counters, restrooms, doorknobs, and railings several times daily. Both teachers and students are responsible for the cleaning and sanitizing of the classrooms. The use of a spray is discouraged when students and staff are present due to respiratory issues.

SHARED WORKSPACE

Employees are encouraged to disinfect their own workspace multiple times throughout the day, giving special attention to commonly touched surfaces and frequently touched objects such as telephones and keyboards.

- Conference Rooms – certain conference rooms will be closed until further notice. Signage indicating closure/capacity limits will be placed on conference room doors.
- Teacher's Lounge - will have a maximum capacity of 4 people, 1 person per table. Using the kitchen, appliances, and tables will require that you sanitize the area before you leave.
- The teacher's workroom - will have a maximum capacity of 4 people.
- Staff restrooms – supplies will be provided for employees to clean up after themselves in staff only restrooms. Handwashing must occur before returning to class or the work area following the CDC guidance for hand hygiene.
- Copy Room – there will be limited access to the copy room and signage for maximum occupancy will be posted.

Training

On the first day a student attends school on campus, school systems must provide instruction to students on appropriate hygiene practices and other mitigation practices adopted in the local school system. To include the practice of covering coughs and sneezes with a tissue, and if not available, to cover cough or sneeze with their elbows. Used tissues should be thrown in the trash, hands should be washed immediately with soap and water for at least 20 seconds, or hand sanitizer should be used.

- | | |
|----------------------|---|
| Student | <ul style="list-style-type: none">• Students will participate in training specific to newly adopted health and safety protocols.• All students will be trained on information about COVID-19 screening, identification of symptoms, prevention of spread, and sanitation of work areas.• If a student is experiencing symptoms they need to immediately notify a teacher. |
| Parent | <ul style="list-style-type: none">• Parents are asked to talk to their students about COVID-19 symptoms and prevention strategies. |
| Teacher/Staff | <ul style="list-style-type: none">• Teachers attend training and develop classroom procedures consistent with TEA, District and CDC guidance.• All staff will be trained on COVID-19 screening, identification of symptoms, prevention of spread, and sanitation of work areas.• All staff will monitor students that exhibit symptoms and will be required to notify the nurse if a student is showing any symptoms. |

School Arrival & Dismissal

Arrival: When possible, separate entrances will be utilized for car riders, bus riders, and walkers. All staff will be utilized for duty to maintain a line of sight in hallways and distancing of hallway cohorts. Students will go straight to the designated areas set by each campus. Parents will not be allowed to walk students to classrooms.

Dismissal: Campus will designate staggered dismissal groups. 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 crowding outside at dismissal time. Sanitizer stations will be placed at each exit and students will be encouraged to sanitize hands prior to exit. Sibling connections at elementary campuses will be done outside the building. Separate exits will be utilized for car riders, bus riders, and walkers. Parents picking up students during the day will call ahead so that students can be sent or accompanied to parent vehicles upon arrival.

BUS TRANSPORTATION

As schools re-open, students using school bus transportation services will follow revised protocols. Starting at the time when students arrive at their designated bus stop and board the school bus, the new safety and sanitizing protocols will need to be followed.

Transportation COVID-19 Protocol: Parent Information

The Kermit ISD Transportation Department offers the following guidance to parents and caregivers regarding school bus transportation for daily bus routes as well as field trips. Bus routes will run at regular capacity. Although the district is implementing the safety protocols and disinfecting efforts described below, families are encouraged to drop students off, carpool or walk with their student to school to reduce possible exposure on buses. *We are requiring all of our drivers and students to wear masks while on the school bus.*

General Education/Special Needs/Shuttle Loading and Unloading Procedures

Bus Stop Expectations

- Students should practice social distancing, whenever possible (if there is adequate space and it is safe to do so) while waiting for and approaching the school bus.
- Students should NOT share food, drinks or personal devices.

Morning Boarding Bus Procedures

- Students should practice social distancing as they approach and board the bus.
- Use hand sanitizer (provided near the bus stairwell).
- Seating: Students will be seated starting from the back seats, then toward the front.
- Considerations for siblings & younger students mixed with older students
- Bus in motion rules: Standard Kermit ISD bus rules apply.
- Students should NOT share food, drinks or personal devices.

Unloading at Campus

- Unloading will start from the front to the back.
- Students should practice social distancing and follow campus guidelines.

Afternoon Campus Boarding Bus Procedures

- Students should practice social distancing as they approach and board the bus.
- Use hand sanitizer (provided near stairwells).
- Seating: Students will be seated starting from the back seats then toward the front.
- Considerations for siblings & younger students mixed with older students.
- Bus in motion rules: Standard Kermit ISD bus rules apply.
- Students should NOT share food, drinks or personal devices.

Unloading at Bus Stop

- Unloading will start from the front to the back.
- Students should practice social distancing and avoid gathering in groups of 10 or more.
- Students should NOT share food, drinks or personal devices.

Disinfecting Protocol

Between each AM & PM Campus drop-off

- School bus drivers, bus assistants and staff will be spraying and wiping down seats and high-touch items with disinfecting spray.
- Bus seating areas will be disinfected after each bus route, particularly high-touch surfaces such as bus seats, steering wheels, knobs and stairway handrail.
- When possible, bus windows will be open to allow outside air to circulate in the bus.

Weekly Deep Disinfecting Process

- Deep cleaning: Electrostatic spraying of bus interiors will occur at least once a week.

Bus Arrival & Dismissal

Student

Arrival

- Students will load and unload the bus at staggered times at the direction of the bus driver.
- As students depart from the bus, they should immediately walk into the building and designated area for morning arrival.
- Students will not congregate with other students after exiting the bus.
- Students should maintain appropriate social distance guidelines as they enter the building and report to designated waiting areas.

Dismissal

- Students will wait in a designated "pre-loading" area for each bus to arrive.
- Students will load onto the bus at staggered times at the direction of the bus driver.
- Students will maintain current social distance guidelines as they load and are seated for the duration of the bus ride home.

- Parent**
- When possible, parents should help with student supervision at the bus stop.

- Teacher/Staff**
- Assigned staff will supervise student arrival and dismissal, ensure that students are wearing masks and direct students to waiting areas.
 - Staff will ensure social distancing during arrival and dismissal.
 - During dismissal, teachers will supervise designated pre-loading areas for students waiting for the bus to arrive.

Walkers

- Student**
- It is recommended that walkers keep social distance and use a face covering while walking to and from school.
 - As much as possible students will be asked to avoid large groups or gatherings with other students on the campus before or after school.
 - Students will be asked to immediately leave campus and begin walking home at the end of the school day.

- Parent**
- Parents are encouraged to talk with their child about the health benefits of social distancing.
 - Parents should follow campus guidance on how to pick up their child.
 - Parents are asked to not congregate in large groups with other parents as they wait for their child to be dismissed from campus.

- Teacher/Staff**
- Assigned staff supervises student arrival and dismissal, ensures that students are wearing masks, directs students to waiting areas and encourages that students maintain desired social distance between students.
 - Teachers will assist in monitoring students to discourage large groups from congregating.

Car Pool

- Student**
- As students exit their car, they will be expected to keep social distance when walking toward the building entry. Students will not congregate with other students on the campus when walking to school.
 - Students or volunteers will not be allowed to open doors or assist with car pool arrival.
 - Students will remain at a social distance while waiting to be picked up in the carpool area. Students will not congregate in

large groups with other students on the campus when dismissed from school at the end of the day.

Parent

- Parents should assist their own child with exiting the car.
- Parents should follow pick up protocols regarding how to pick up their child.
- Parents are asked to not congregate in large groups with other parents as they wait for their child to be dismissed from campus.

Teacher/Staff

- Assigned staff supervises student arrival, ensures that students are wearing masks, directs students to waiting areas and encourages that students maintain desired social distance between students.
- Teachers may volunteer with the opening of car doors.
- Assigned staff supervises student dismissal, directs students to waiting areas and encourages that students maintain desired social distance between students.

Bike Rack

Student

- Students will use every other space in the bike rack to keep distance when arriving at school.
- Students will immediately leave campus and begin riding their bike home at the end of the school day.
- Students are not to congregate in large groups with other students on the campus when dismissed from school at the end of the day.
- It is recommended that students keep social distance and use a face covering while riding their bike home.

Parent

- Parents are encouraged to talk with their child about the health benefits of social distancing.
- Parents are asked to not congregate in large groups with other parents as they wait for their child to be dismissed from school.

Teacher/Staff

- Teachers assigned to supervise this area will ensure students use every other space in the bike rack for use.

General Building Arrival

Student

- Wash hands or use hand sanitizer upon arrival.

- Campuses must plan for entry, exit, and transition procedures that reduce large group gatherings (of students and/or adults) in close proximity.
- Students will be assigned to report to a specific area and will be expected to adhere to schedules for morning arrival.
- It is required that students and staff wear masks when entering the building and waiting in the designated waiting area.
- Students should choose seats that have empty space (seats empty in between seats).
- Students are expected to stay seated until they are dismissed by a staff member.
- Students can utilize the bathroom, but the number of students that enter will be limited to 2 students at a time. Students must observe social distancing while in the bathroom.
- Students must wash hands after leaving. If the bathroom door is not propped, students are encouraged to use paper towels when opening a door.

Parent

- Parents are encouraged to talk with their child about the health benefits of wearing a mask at school.
- Parents are expected to provide their own PPE for their child. Parents are encouraged to talk with their child about the health benefits of social distancing at school, as well as the health benefits of washing their hands, and/or using hand sanitizer.
- Students and staff will be required to provide their own re-usable face covering. Families will be responsible for daily cleaning.

Teacher/Staff

- Campus staff is required to complete the self-screening questions.
- Staff members will be assigned to supervise students who report to multiple areas for morning arrival (gym, cafeteria, library, large spaces).
- Staff are required to have masks on when entering the building and ensure that they ensure that students are wearing masks in the hallways and in classrooms. Pre-K through 12th grade will be allowed to remove the face coverings inside the classroom seated at their desk with the desk protector.
- Staff will dismiss student cohorts using staggered student release into halls from these areas.

Cafeteria - Breakfast and Lunch

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.

Teachers will monitor the cafeteria and hallways to promote social distancing practices. Depending on the number of students in the school, students may have meals in both the cafeteria and in classrooms. Cafeteria capacity will be based on current guidelines. Physical distance will be provided around each occupiable seat. Posted signage and staff will reinforce social distancing and traffic patterns in the cafeteria. Hand sanitizing stations will be available at entrances and exits of the cafeteria.

Seating & Directions

Student

- Students will be expected to follow campus guidelines for cafeteria procedures.
- Students will be seated according to a seating plan for students consistent with social distancing guidelines.
- All students are expected to wash hands or use hand sanitizer prior to entering the cafeteria.
- Students are encouraged to read and adhere to the expectations and posted directional prompts/signs to ensure for proper social distancing.
- At schools with open lunch, students are required to wash hands or use hand sanitizer upon their return to school.

Parent

- At this time, due to COVID-19, mealtime visitors will not be permitted in the school cafeterias.
- Parents are encouraged to speak to their children about safety protocols and social distancing.
- Parents are asked to read and be familiar with all school communication regarding health and safety protocols.
- Parents should talk to their students about COVID-19 symptoms and prevention strategies.

Teacher/Staff

- Signs will be posted on the walls and floor to ensure appropriate social distancing in cafeteria lines.
- A seating plan for students will be followed for social distancing.
- Assigned staff supervises students in cafeteria lines, direct students to open seats, and ensures that students maintain desired social distance.
- A seating plan for students will be followed for social distancing.

- Teachers will monitor students while in the cafeteria to ensure social distancing.
- Staff will ensure to maintain a student consistent cohort for “in person” lunches.

Standard Classroom Procedures

Classroom protocols and procedures will include expectations regarding not sharing school supplies, social distancing, or limited group work and hand washing or sanitizing, etc. Teachers will ensure high-touch areas in the classroom are wiped in between classes. Each classroom will be outfitted with the following:

- Visual reminders of distancing requirements will be in all classrooms marking off areas for common spaces and distancing best practices.
- Refillable alcohol-based hand sanitizer stations
- Access to disinfectant to sanitize working surfaces
- Whenever possible, students and staff will maintain consistent groupings of people to minimize the spread of the virus.
- Technology should be utilized when students are involved in collaborative work.
- Group or pair work can be implemented while maintaining physical distancing.
- In classroom spaces that allow it, consider placing student desks a minimum of six feet apart when possible.
- In classrooms where students are regularly within six feet of one another, schools should plan for more frequent hand washing and/or hand sanitizing and should consider whether increased airflow from the outdoors is possible.
- The use of outdoor space for learning will be considered when possible. Classroom groups working outside will maintain at least 12-ft of social distancing from other classroom groups.

Classroom Training

- | | |
|----------------|---|
| Student | <ul style="list-style-type: none"> • Students should wash their hands or use hand sanitizer upon entering each classroom. • Students will participate in training specific to newly adopted health and safety protocols. |
| Parent | <ul style="list-style-type: none"> • Parents are asked to read all school communication regarding health and safety protocols. • Parents should talk to their students about COVID-19 symptoms and prevention strategies. • Parents are asked to check their child for temperature and COVID-19 symptoms prior to sending them to school each day. If a child is displaying symptoms, please do not send the child to school. Notify the school nurse or office. |

- Teacher/Staff**
- Teachers/staff should be stationed outside their door to provide adequate supervision of their classroom and hallway.
 - Teachers will receive training to deliver classroom lessons on health protocols.

Classroom Setup

- Student**
- Students will be expected to adhere to class and school-wide protocols that are consistent with CDC guidelines.
 - Students will avoid sharing school supplies and will sanitize shared items after each use.
 - Students will sit one per table when it is possible.
 - Students that want to use hand sanitizer should use it at the beginning of class. If a sink is available in the classroom, students should wash their hands at the beginning of class.
 - Students may bring a personal classroom snack as long as they are not shared.

- Teacher/Staff**
- Multiple locations of hand sanitizer, tissues, and trash cans will be available in several locations throughout classrooms and common areas to limit student and staff movement.
 - Teachers will post signs with clear class protocols that are consistent with CDC guidelines and school-wide.
 - Teachers will limit student movement within the classroom such as turning in assignments, materials being passed out, etc.
 - Teachers will create assigned seating arrangements to ensure social distancing. Consistent with TEA guidance, all student desks should face the same direction.
 - Teachers will create systems to limit the sharing of items such as school supplies so that more than one student is using an item.
 - Teachers should clean supplies after each use by student.

Classroom Arrival

- Students**
- After washing hands or using hand sanitizer, students are asked to immediately sit down in their assigned seat.
 - Students should avoid touching high-touch areas if possible.

- Teacher/Staff**
- Teachers should prop doors open to allow for additional ventilation during class and in between classes so students don't touch doors or handles.

Water Fountains

Mitigate the use of water fountains.

Water Fountain Usage

- | | |
|----------------------|--|
| Student | <ul style="list-style-type: none">• Students are expected to bring their own reusable water bottle for use throughout the day and expected to take water bottles home to be cleaned on a daily basis. |
| Parent | <ul style="list-style-type: none">• Parents are asked to secure a reusable water bottle for their child to bring to school on a daily basis.• Parents are asked to assist students, as needed, to clean water bottles on a daily basis. |
| Teacher/Staff | <ul style="list-style-type: none">• Develop and demonstrate how students should fill water bottles at home instead of drinking directly from the water fountains.• Monitor that students take water bottles home to be cleaned. |

Recess/Playground

Administrators provide training for staff on guidelines and procedures associated with outdoor play and student activities. Administrators will develop a schedule for students to access the playground equipment. Teachers will monitor students to ensure safety guidelines are followed. Campuses will consider limiting the number of students per recess group. Staggered schedules and consistent cohorts will be utilized.

Guidelines for Outdoor Play

- Students will wear masks during outdoor activity. Students must maintain social distancing while lining up to return to class and sanitize or wash hands before re-entering.
- All students and staff will be required to wash their hands or use alcohol-based hand sanitizer before entering the playground and upon exiting the playground.
- While in the classroom, brain breaks and “mask breaks” will be implemented as needed, at the discretion of the campus/teacher.

Elementary Specialized Classrooms/Areas

Elementary Specials

- Music**
- Appropriate social distancing measures will be followed.
 - Music equipment will be sanitized and wiped down after each use.
- PE**
- Whenever possible, physical education classes will be held outside to allow for maximum physical distance between students.
 - Any activities bringing students into close physical contact, or requiring multiple students to touch or handle the same equipment will be avoided.
 - PE equipment will be disinfected and wiped down after each use. Students should disinfect equipment after each use.
 - Visual markers will be on the gym floor and bleachers as reminders of social distancing rules.
 - Procedures will be implemented in the locker rooms to limit social distancing.
 - Students should avoid touching their face at all times, but especially while playing games.
 - Sanitizing areas and access to handwashing will be provided.
 - If enrolled in a PE class, students should bring tennis shoes to participate in class activities.
- Art**
- Students will use their own art supplies and avoid sharing equipment, utensils and supplies as much as possible.
 - Students should complete cleaning protocols and sanitize their areas in between use.
 - Art equipment will be sanitized and wiped down after each use.
- Library**
- Visual reminders will be added and furniture rearranged to help students maintain social distancing while in the library.
 - Students and staff will wash/sanitize hands upon entering and after visiting the library.
 - High-touch surfaces (e.g., table tops, chairs, door handles, etc.) will be disinfected regularly.
 - Occupancy will be limited.

Secondary Specialized Classroom & Extra-curricular

All extracurricular practices and contests will be conducted following safety protocol provided by guidance from KISD, UIL and TEA. This will include COVID-19 screening, group sizes, sharing & sanitizing of equipment, locker room usage, etc.

Students opting for the KISD remote learning environment will be permitted to participate in on-campus extracurricular activities unless decisions from TEA (Texas Education Agency) or the UIL (University Interscholastic League) are communicated that restrict participation. It will be the responsibility of the parent to transport their student to/from practice sessions, rehearsals, and on-campus contests. Parents and students choosing the KISD Remote Learning option will need to communicate with the appropriate campus staff (music director, athletic coach, cheer coach, instructor, etc.) of their intention to participate. Extra-curricular activities will only be offered on campus in a face-to-face environment.

All students will communicate with Athletic Trainers, Coaches, Directors or Instructors to notify them of any exposure or positive tests.

Secondary Specialized Classrooms and Extracurricular Programming

Physical Education

- Whenever possible, physical education classes will be held outside to allow for maximum physical distance between students.
- Any activities bringing students into close physical contact will be avoided.
- Visual markers will be on the gym floor and bleachers as reminders of social distancing rules.
- Procedures will be implemented in the locker rooms to limit social distancing.
- Equipment will be disinfected after each use.
- Activities requiring multiple students to touch or handle the same equipment will be avoided.
- Sanitizing areas and access to handwashing will be provided.

Athletics

- Similar to summer strength and conditioning activities, practices and contests will follow protocols established by UIL, TEA and Kermit ISD. In-season and off-season activities will follow the most current guidelines available.
- Coaches will provide an orientation of protocols and expectations for students at the beginning of their respective season(s).
- Specific entrances and exits of athletic facilities will be utilized by students for appropriate separation and distancing. Signage will serve as a visual cue and reminder for students.

- Student-athletes will be assigned to groups for the purposes of maintaining proper distancing and capacity in locker rooms to dress before and after practice sessions.
- Athletic equipment and uniforms will be issued to athletes. These items will be taken home each day and not left in their athletic locker. Practice uniforms will be laundered at home. Game issued uniforms will be laundered at campus with coaching staff following proper protocols.
- Equipment used during practices will be sanitized frequently during practice sessions.
- Athletic areas will be frequently disinfected during the week with an electrostatic misting tool.
- Athletes will not be allowed to socially congregate before, during, or after practices/workouts.
- Attendance at scrimmages and games for spectators is yet to be determined and will be communicated as this information becomes available from the UIL and/or TEA. This may also impact ticket sales and seating configurations.
- Parents and students will be expected to provide timely notification of any health concerns to their coach and athletic trainer. Communication, quarantine, and proper disinfecting will occur in the event of a confirmed diagnosis.
- Water breaks will occur in small groups while using disposable cups. Coaches will organize water breaks with safety and efficiency in mind. Athletes on teams with smaller numbers such as volleyball and basketball may bring their own reusable water bottle clearly marked with their name. Sharing of water or sports drinks will not be allowed at any time.

Cheer Team

- Practices and performances will be conducted following safety protocol provided by guidance from KISD, UIL and TEA. This will include COVID-19 screening, group sizes, sharing & sanitizing of equipment, locker room usage, etc.
- Students are expected to maintain social distancing in all activities and should avoid congregating in groups.
- Students will enter the locker room to change on a staggered schedule.
- Students will be asked to wash or sanitize their hands before and after class.
- Equipment will be disinfected/wiped down after each class period by the teacher.

- During center work and across the floor drills, dance students should maintain at least 6 feet apart, but preferable 8-10 ft. between each other.
- Cheer team students will be encouraged to bring their own water bottle (if allowed by the campus) and a personal towel to wipe perspiration.
- Cheer Team students will not share equipment/props (i.e. pom poms, megaphones, etc.)
- Students will be encouraged to wear appropriate dance attire and will rotate through the dressing rooms in small groups to change before/after class. If a student isn't comfortable using the shared dressing room space, they can participate in class while wearing the clothes they wore to school.
- Students will be asked to bring their own mask.

Fine Arts

- Large group practice sessions, sectionals and rehearsals will adhere to social distancing guidelines provided by an authorized entity (e.g., KISD, TEA, UIL, etc.).
- Fine arts music private lesson teachers will not be allowed to teach on campus facilities until further guidance is provided by an authorized entity. Private lessons may continue to be conducted virtually if agreed upon between individual families and the lesson teacher. All district guidelines and pricing will continue to be adhered to.
- Off-campus fine arts performances will only be conducted if specific guidance is provided by an authorized entity (e.g., KISD, TEA, UIL, etc.)
- Concerts/performances may be adjusted based on health and safety guidelines provided by an authorized entity (e.g., KISD, TEA, UIL, etc.) including but not limited to transportation procedures, number of attendees, and the orientation of concerts.
- All fine arts performances will be streamed online when possible.
- Booster club meetings may be held virtually to minimize outside exposure to campuses.
- Students will access private practice rooms and communicate virtually with private lesson instructors.

School Events and Activities

Guidelines for School Wide Events/Activities

- Campuses are prohibited from planning large attendance events such as all-school assemblies, parties, socials, etc. that bring large groups of students together at one time until further notice.
- Administration will follow all KISD, UIL and CDC guidelines in regards to games, practices, etc.
- Any school wide events that are approved to be held on campus must adhere to requirements outlined by Kermit ISD, TEA and UIL. (Examples: grade level pep rallies, assemblies, performances, etc.) Some athletic events may be live streamed and/or occur virtually when possible.
- To limit larger gatherings, campus club meetings may be held virtually when possible. If meeting in person is required, groups should utilize larger meeting spaces or multiple meeting opportunities will be provided.
- PTA and Boosters must collaborate with and seek approval from campus/district administration prior to any event that is planned.
- Back to school and transitional events will be planned in a manner that minimizes large congregation of people in one spot.

On- and Off-Campus Student Activities

On/Off Campus Activities, Field Trips & School Wide Events

On-Campus Activities

- PTA event and fundraising information is pending.
- After school club information is pending.
- No in-person assemblies will be held in the fall.
- Meet the teacher, open house, parent conferences, etc. may be held virtually.

Field Trips

- Off-campus field trips will be scheduled as appropriate to meet curricular needs while maintaining proper social distancing practices.
- Virtual field trips will be considered as often as possible.

Off-Campus Activities

- Campuses will limit students from leaving campus after school prior to travel or start of extra-curricular or co-curricular activities when possible.

- Student participation in academic contests (Math and Science Team, Robotics, UIL Activities) will only be attended if specific guidance is provided by an authorized entity (e.g., Host site, KISD, TEA, the UIL, etc.).
- Special Education Community Based Instruction (CBI) guidance will be followed to ensure these learning environments are available to our students per ARD/IEP recommendations.

School Wide Events

- Any school wide events that are approved to be held on campus need to adhere to social distancing requirements outlined by KISD, TEA and UIL. (Examples: grade level pep rallies, assemblies, performances, etc.)
- School wide events will be live streamed and/or occur virtually when possible.
- To limit larger gatherings, campus club meetings should be held virtually when possible. If meeting in person is required, groups should utilize larger meeting spaces or multiple meeting opportunities will be provided.

Hallways and Lockers

Elementary

- Students are encouraged to observe and follow school hall traffic flow directions while maintaining social distancing guidelines.
- Where possible, one-way traffic throughout campus corridors will be established.
- In two-way halls students are expected to stay to the far right of the hall when walking.
- When possible, it is recommended that students make transitions outside of the building.
- Students will not be assigned a locker. Students will be permitted to bring backpacks to class.
- For grade levels that implement departmentalization of subject areas, teachers may move to students for transitions in instruction and students will remain in their homeroom class.
- Students and staff must wear face coverings in the halls and avoid gathering in large groups during passing periods.

Secondary

- Students are expected to observe and follow school hall traffic flow directions while maintaining social distancing guidelines.
- Students and staff must wear face coverings in the halls and avoid gathering in large groups during passing periods.

- To prevent congregating during transition times, students will not be assigned an academic locker. Students will be permitted to bring backpacks to class.
- Staggered releases from each class will be organized to limit the number of students in the hallway during transitions.
- In two-way halls students are expected to stay to the far right of the hall when walking.
- Visual markers may be developed to help students maintain physical distances and adhere to established campus traffic flow in hallways.
- Traffic patterns will be established throughout the campus that separates individuals to the greatest extent possible.
- Students should immediately report to their next class and not congregate in the hallway.

Emergencies and Drills

Kermit ISD will continue to follow the Standard Response Protocol (SRP) and its emergency actions of Lockout, Lockdown, Evacuate and Shelter.

Emergency Evacuation Protocols

- Administration may implement a protocol to assign each physical classroom to one of two groups (“Maroon Group” / “Gold Group”), designated by a campus-printed sign at each classroom.
- An administrator will provide instructions via intercom prior to drill, notifying staff and students that a drill is commencing in order to allow social distancing by reducing pedestrian load in hallways and exit points. At the conclusion of the drill, the Maroon/Gold Groups will stagger their re-entry to the building to maintain social distancing.

Note: this process can be implemented for other drills or campus activities where reducing hallway load is needed. After each drill, staff and students will be reminded that in an actual emergency, they must exit/evacuate without delay and without a staggered exit/evacuation.

- Actual Emergencies: Administration will emphasize that social distancing will not be required during an actual emergency such as a fire, lockdown, shelter for dangerous weather, evacuation, etc.

Cleaning/Sanitizing/Disinfecting Agents

Cleaning-Sanitizing-Disinfecting Agents (and links to MSDS information sheets) used by Kermit ISD Custodial Services

- **Hillyard Multi-Surface Cleaner:**
Primary use is for cleaning and sanitizing horizontal and vertical surfaces:
 - Student desks, classroom work areas
 - Cafeteria tables
 - Handrails
 - Countertops
 - Push-bars on doors
 - High-touch items
- **Hillyard Quick & Clean Super Hil-aire Non-Acid Bowl & Bathroom Disinfectant Cleaner (COVID-19 Rated):**
Primary use is for bathroom floors, stalls/partitions, urinals and toilets.
- **Hillyard Heavy Duty Floor Cleaner:**
Used for mopping and auto-scrubbing of non-carpeted, non-restroom floors (VCT and concrete flooring) in hallways, cafeteria, clinic